

SECTION 10 14 03 - INTERIOR SIGNAGE

PART I - GENERAL

1.1 SPECIFIED ELSEWHERE

- A. *Section 10 14 16 – Building Plaque*

1.2 DESCRIPTION

- A. *Room Identification and Directional Signage: Contractor to provide identifying devices in accordance with the Architectural Drawings and Specifications to include interior sign panels and frames for room identification and direction throughout the building.*

1.3 RELATED DRAWINGS

- A. *Drawing 10 14 03-1, Interior Identification System – Type 1: Room Number*
- B. *Drawing 10 14 03-2, Interior Identification System – Type 2a: Room Number & Name*
- C. *Drawing 10 14 03-3, Interior Identification System – Type 2b: Room Number & Name with Secondary Information*
- D. *Drawing 10 14 03-4, Interior Identification System – Type 2c: Room Name for Special Conditions*
- E. *Drawing 10 14 03-5, Interior Identification System – Type 3a: Room Number with Changeable Insert Holder*
- F. *Drawing 10 14 03-6, Interior Identification System – Type 3b: Room Number & Name with Changeable Insert Holder*
- G. *Drawing 10 14 03-7, Interior Identification System – Type 3c: Room Name with Two Changeable Insert Holders*
- H. *Drawing 10 14 03-8, Interior Identification System – Type 4a: Conference Room Number & Name with Slide*
- I. *Drawing 10 14 03-9, Interior Identification System – Type 5a: Symbol with Message, Wall or Door Mount*
- J. *Drawing 10 14 03-10, Interior Identification System – Type 5b: Symbol with Message, Wall or Door Mount*
- K. *Drawing 10 14 03-11, Interior Identification System – Type 5c: Symbol with Message, Right Angle Mount*
- L. *Drawing 10 14 03-12, Interior Identification System – Type 5d: Symbol with Message, Wall or Door Mount*
- M. *Drawing 10 14 03-13, Interior Identification System – Type 6a: Floor Level Identifier*
- N. *Drawing 10 14 03-14, Interior Identification System - Type 6b: Stairwell Floor Level Identifier*
- O. *Drawing 10 14 03-15, Interior Identification System – Type 7a: Elevator Warning*
- P. *Drawing 10 14 03-16, Interior Identification System – Type 7b: Elevator Warning*
- Q. *Drawing 10 14 03-17, Interior Identification System – Type 7c: Elevator Warning*
- R. *Drawing 10 14 03-18, Interior Identification System – Type 9a: Directional, Single Panel, Wall Mount*
- S. *Drawing 10 14 03-19, Interior Identification System – Type 9b: Directional, Individual Insert, Wall Mount*

- T. *Drawing 10 14 03-20, Interior Identification System – Type 10a: Directional, Single Panel, Ceiling Mount*
- U. *Drawing 10 14 03-21, Interior Identification System – Type 13a: Hazardous Material Information Holder, Frame-less*
- V. *Drawing 10 14 03-22, Interior Identification System – Type 15a: Stack Signage with Four Changeable Inserts*
- W. *Drawing 10 14 03-23, Interior Identification System – Type 16a: Directory with Changeable Inserts*
- X. *Drawing 10 14 03-24, Interior Identification System – Type 17a: Suite Identifier*
- Y. *Drawing 10 14 03-25, Interior Identification System – Sign Anchorage*
- Z. *Drawing 10 14 03-26, Interior Identification System – Sign Location & Elevation*
- AA. *Drawing 10 14 03-27, Interior Identification System – Representation of Optima Semi-Bold Typeface*

1.4 QUALITY ASSURANCE

- A. All work performed within this section, including fabrication and installation, shall be by a firm with proven experience in the architectural sign industry, and specifically, in the manufacture of architectural identification with raised letters, numbers and Braille.
- B. Requirements of Regulatory Agencies: Install sign panels in accordance with the governing building codes and ordinances, including but not limited to the applicable edition of the *Illinois Accessibility Code*.
- C. Regulatory Revisions: It is the responsibility of the Sign Contractor to incorporate all revised or additional regulations that are enacted and in effect at the time of manufacturing. Additional manufacturing costs shall be subject to proof and written change order request submitted to Owner.
- D. Guarantee: All components shall be guaranteed against faulty materials and workmanship for a minimum period of 1 year after date of acceptance, unless longer guarantee is specified for the individual item. Work that gives evidence of defect within the guarantee period shall be replaced or satisfactorily repaired, without additional cost to the Owner, as part of this contract.
- E. Uniformity of Manufacturer: Products of a single manufacturer shall be provided for each sign system.

1.5 SUBMITTALS

- A. Shop Drawings: Submit shop drawings for fabrication and installation of each sign type specified. Include plans, elevations and lettering layout details, fasteners and anchoring devices.
- B. Product Data: Submit manufacturer's technical information, specific product identification and installation instructions for each sign type.
- C. Samples: Submit paint samples to allow color comparison with Pantone Matching System (PMS) and to confirm gloss finish. Provide sample of actual paint to be used, applied to 4-inch by 4-inch minimum scrap of actual sign material, for review and approval prior to use.
- D. Fabrication: Fabrication shall not begin until the Owner and AE have approved all submittals in writing.

1.6 PRODUCT DELIVERY

- A. Delivery and Storage: Deliver signs, frames and all components in a timely manner for installation without causing delay. Components shall be stored in a manner to prevent damage to the contents.
- B. Damage: Any damage to the signs and accessories, prior to acceptance and not a result of vandalism, will be cause for their rejection, requiring replacement at no additional cost to the Owner.

PART 2 - PRODUCTS

2.1 GRAPHIC PROCESS

A. Permanent Identification

1. Letters, numbers and symbols shall be permanently bonded and raised a minimum of 1/32-inch from the smooth background.
2. Grade 2 Braille characters shall appear in accordance with Accessibility Regulation in regard to position, size and configuration. Characters shall have smooth edges, as opposed to edges that are sharp.
3. Acceptable photomechanical and/or computer-generated graphic processes are listed below from most to least desirable.
 - a. Photo-etch nylon-polymer with metal substrate
 - b. Chemical or Acid etched metal
 - c. Cast metal
 - d. Photo-sandblast metal or plastic
4. Sign Panels and Frames shall be fabricated in accordance with the Project Documents.

B. Changeable or Temporary Identification

1. Message shall be applied to the face of the removable insert.
2. Computer-cut vinyl, photo-screen print process, or paper inserts produced on a laser writer are acceptable.

C. Ceiling and/or Projecting Sign Panels

1. Computer-generated vinyl die-cut characters or photo-screen process applied to the face are acceptable.
2. Location and Message Schedule shall determine number of faces (single or double).

2.2 FABRICATION

A. Typeface

1. Optima Semi-Bold, Capital with layout per drawings. Inserts may utilize upper and lower case. See *Drawing 10 14 03-27* for representative typeface.
2. Capital letter height shall be a minimum of 5/8-inch for permanent identification.

B. Permanent Identification

1. 1/8-inch to 3/16-inch panel thickness, plus raised image graphics, with square corners and edges for Room Number and Name with 1/16-inch panel thickness for Symbols and Directional panels.
2. Panel shall be fastened by means of double-face foam tape applied to the back of each panel.

C. Changeable or Temporary Identification

1. 1/16-inch matte acrylic faceplate with screen printed border, second surface, assembled with spacers and a 1/8-inch back plate with .025-inch minimum spacer thickness to allow for insert.
2. .010-inch clear polished vinyl, for changeable insert with graphics applied to face or paper inserts produced on a laser writer in accordance with specifications is acceptable.

D. Hazardous Material Holder

1. 1/16-inch matte acrylic faceplate with screen printed border, second surface, assembled with spacers and a 1/8-inch to 3/16-inch back plate with .025-inch minimum spacer thickness to allow for insert.

2. Panel shall be fastened by means of double-face foam tape applied to the back of each panel.
- E. Ceiling and/or Projecting Sign Panels
1. Refer to architectural drawings, comments within Message Schedule and field conditions to determine installation requirements.
 2. Panel material shall be acrylic or aluminum panel as indicated in Project Documents.
- F. Frame
1. 1/16-inch by 1/2-inch aluminum angle perimeter, with pressboard back, square corners and counter-sunk holes for installation for Room Name and Number; 1/16-inch by 3/8-inch aluminum angle for Symbol and wall mounted Directional Panels.
 2. Frame size shall be a minimum of 1/8-inch and maximum of 1/4-inch larger than the sign panel, in both height and width to allow for a reveal between Panel and Frame.
 3. Frame shall include 1/16-inch aluminum divider between Number and Function panels, or as indicated on the Drawings.
- G. Colors and Finishes
1. Background colors shall be selected from Pantone Matching System (PMS). Sample of actual paint to be used, applied to 4-inch by 4-inch minimum scrap of actual sign material, shall be provided for review and approval prior to use.
- H. Panel Size
1. Refer to Drawings for all dimensions.
 2. Should message schedule include graphic copy that exceeds specifications indicated, panel size to be increased accordingly. Field conditions shall be verified for sufficient space to accept sign panel.
- I. Braille Location
1. Center justify under room numbers.
 2. Left justify under room identification or other text.

2.3 CATALOG OF SIGNS

- A. See *Drawings 10 14 03-1 through 10 14 03-24*
- B. Type 1 - Room Number
1. 1a: 3-inch by 3-inch Panel.
 2. 1b: 2-inch by 6-inch Panel.
 3. 1c: 3/4-inch Vinyl Die-cut characters applied to the doorjamb (frame-less).
- C. Type 2 - Number and Room Name
1. 2a: 3-inch by 3-inch Panel (number) with 3-inch by 9-inch Panel (room name).
 2. 2b: Name and Number above second 3-inch by 9-inch panel with 3-inch by 3-inch pad of Post-It Notes below number panel.
 3. 2c: Room Name, with panel sized in accordance with building conditions, mounted above door or from ceiling at entry (frame-less).
- D. Type 3 - Number and Faculty Identification
1. 3a: 3-inch by 3-inch Panel (number) with 3-inch by 9-inch Changeable Insert Holder available with single or double slots.
 2. 3b: 3-inch by 3-inch Panel (number) with 3-inch by 9-inch Panel (room name) in top half with 3-inch by 9-inch Changeable Insert Holder (single or double slot) and 3-inch by 3-inch Post-Its below.

3. 3c: Similar to above, except Changeable Insert Holder replaces Room Name to right of number.
- E. Type 4 - Conference Room Identification
1. 4a: 3-inch by 3-inch Panel (In Use) with 3-inch by 9-inch Panel (Room Name) as slide to cover (In Use) when room is vacant.
- F. Type 5 - Symbol with Message
1. 5a: 6-inch by 9-inch Panel (Men, Women, Stairs).
 2. 5b: 9-inch by 9-inch Panel (Area of Rescue Assistance).
 3. 5c: 9-inch by 9-inch Panel (Symbol w/right angle mount).
 4. 5d: 6-inch by 9-inch Panel (Symbol w/message, wall or door mount).
- G. Type 6 - Floor Level Identification (located inside stairwell)
1. 6a: 6-inch by 6-inch Panel
 2. 6b: High-rise stair sign, 18-inch by 12-inch Panel
- H. Type 7 - Elevator Warning (In Case of Fire...)
1. 7a: 9-inch by 9-inch Panel
 2. 7b: 9-inch by 9-inch Panel
 3. 7c: 9-inch by 9-inch Panel
- I. Type 8 - Safety/Hazard Identification (Fire Door, Not An Exit, Employees Only)
1. 8a: 3-inch by 9-inch Panel (No drawing attached).
 2. 9b: Individual changeable insert panels with size based on letter height and message length - all inserts within building should be of same size to allow for changing individual message panel.
- J. Type 9 - Directional, Wall Mount
1. 9a: Panel with height and width determined by message length, with all panels of same width, unless space conditions create a limit.
 2. 9b: Individual changeable insert panels with size based on letter height and message length - all inserts within building should be of same size to allow for changing individual message panel.
- K. Type 10 - Directional, Ceiling Mount
1. 10a: Single panel with vinyl die-cut characters applied to face with size and number of faces determined by conditions within the building.
 2. 10b: Individual changeable insert panels with die-cut vinyl copy to allow for changing individual messages. (No drawing attached).
 3. Refer to comments for installation. May be rigid or by chain.
- L. Type 11 – Directory
1. 11a: Primary Directory at entrance Size, style (insert strip of letterboard) and type (illuminated/non-illuminated) shall be based on specific needs of building. (No drawing attached.)
 2. 11b: Secondary Directory in elevator lobby of each floor. To be similar to above, only smaller to accommodate floor information.
- M. Type 12 - Emergency Evacuation (Floor Plan)
1. 12a: Customized for each building based on complexity - located at each elevator lobby to identify complete floor layout. (No drawing attached.)

2. 12b: Located in corridor at Stairs to identify alternate routes to safety, not necessary to reproduce complete floor plan. (No drawing attached.)
- N. Type 13 - Hazardous Material Information Holder (Frame-less)
1. 13a: Changeable 3 slot (6 1/2-inch by 14-inch) Holder to accept NRC, OSHA, approved information cards.
- O. Type 14 - Building Details for Police/Fire
1. 14a: Floor plans to detail various zones for water, smoke, etc. (No drawing attached)

PART 3 - EXECUTION

3.1

END OF SECTION 10 14 03

This section of the *U of I Facilities Standards* establishes minimum requirements only.
It should not be used as a complete specification.