

# WVU DESIGN GUIDELINES & CONSTRUCTION STANDARDS

## DIVISION 10 - SPECIALTIES

### SECTION 101410 – INTERIOR SIGNAGE

#### PART 1 - GENERAL

- 1.1 Any deviances from the following instructions must be approved during design by WVU Facilities Management Personnel.
- 1.2 DEFINITIONS
  - A PM Project Manager
  - B ADA American with Disabilities Act
- 1.3 For large Capital Construction projects, the interior signage shall be part of the General Construction bid package. Signage design and submittals shall be reviewed by the WVU PM and the Campus Planner.
- 1.4 The Signage standard sets standards for construction, installation, maintenance, and graphics guidelines to provide logical continuity for the University's growth and future needs.
- 1.5 All signage must go through WVU Project Manager and Facilities Planning Campus Planner to ensure visual continuity and production quality.
- 1.6 All signage background shall be WVU Blue PMS 295 and surface painted.
- 1.7 Font style shall be Helvetica Medium with White tactile color.
- 1.8 All graphics shall be raised and shall be confirmed with WVU PM and Campus Planner.
- 1.9 Braille shall be grade II and background color. Braille should be 3/8" away from edge of sign.
- 1.10 Signs installed on wall/hard surface shall be with industrial double-sided tape or silicone adhesive as recommended by manufacturer.
- 1.11 Signs that are installed on glass side lights need to have a glass backer installed to cover up adhesive tape.
- 1.12 When signage is applied to cubicle systems furniture panels, use a pin mount. Submit sample/specs of pin or alternate method for approval.
- 1.13 All signage shall be positioned to latch side of the door and mounted per the current ADA guidelines and 2" from door frame. Special cases shall be considered.
- 1.14 Directory sign type and size may vary depending on the number of floors in the building. (work with Facilities Planning Campus Planner on location and size for building)
- 1.15 Room numbers are assigned by WVU Planning Department.

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- 1.16 All inserts shall be paper inserts provided by the end user/department for office/conference room labeling. Building directory will be done by Campus Planner to keep a consistent look on campus. The format was created by University Relations to keep with the WVU approved blue. Directories are typically 11"x17" in size.
- 1.17 Submittals
- A For each type of product indicated, include construction details relative to materials, dimensions of individual components, profiles, and finishes for each type of sign. Submit physical sample for approval.
  - B Shop Drawings: show fabrication and installation details for signs.
- 1.18 Warranty: Provide manufacturer's standard two-year limited warranty covering manufacturing defects.

### **PART 2 - PRODUCTS**

- 2.1 Signage Type and Room Numbers
- A See attachments for types, style, size, etc.

### **PART 3 - EXECUTION**

- 3.1 N/A

Note: This standard does not apply to the Athletic Department

END OF SECTION 101410