

DIVISION 10 14 00—INTERIOR SIGNAGE

FORMAT

1. Technical specifications content and numbering system shall be based on the most current CSI Master Format.

BASIS OF DESIGN

1. APSU design standards shall not replace fully developed, project and market specific technical specifications, with 3 manufacturers unless indicated otherwise, e.g., Stanley CorMax. Associate shall utilize the standards as a minimum standard to guide the design.
2. Design guidelines supplement building, fire, and other health, safety and welfare codes, and represent practices APSU has adopted regarding the built environment. Where conflicts arise between codes and guidelines, codes take precedent.
3. Coordinate deviation from guidelines with the University Design and Construction (UDC) Department.

RELATED SECTION

1. 05—METALS

COORDINATION

1. Submit space numbering schemes to University Design and Construction (UDC) by the end of schematic design.
2. In some cases buildings may have distinctive signage, conforming to the building's unique architecture. Such signage shall be fully developed and submitted as part of the design development package.
3. Building signage shall be part of the construction package and completed by the contractor and shall be submitted for approval to the architect and UDC.
4. Space Numbering
 - a. All spaces receive numbers, including covered exterior spaces, chases and stairwells.
 - b. Floor numbering begins with 000 for floors entering below grade; 100 for first floor entering at grade or above grade on a plinth; 200 for second floors; etc. Do not use letters as first digits.
 - c. Spaces along double-loaded corridors shall be numbered sequentially with even numbers and odd numbers on opposite sides.
 - d. For single-loaded corridors spaces shall be numbered sequentially with odd numbers.
 - e. Space numbering should be arranged in order to simplify wayfinding for occupants not familiar with the building. Numbering should begin with discrete spaces. Corridors, covered exterior spaces, atriums, lobbies, and other spaces not receiving plaques should be sequentially numbered last.

DIVISION 10 14 00—INTERIOR SIGNAGE

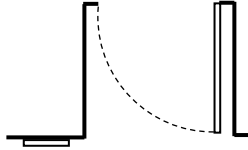
- f. Individual spaces in suites shall receive a letter suffix, with the space understood as the main entrance by the public or staff receiving only the number. Assign letters in a clockwise manner, beginning with the space closest to the main entrance to the suite. Do not use “V,” which is reserved for vertical circulation.
- g. In public spaces served by both corridors and adjoining spaces, base the numbering on the corridor sequence, and do not assign a suite number-letter combination.
- h. Maintain floor-to-floor number “stacking” as consistently as possible.
- i. Multi-floor spaces used primarily for vertical circulation and mechanical risers, i.e., stair wells, utility chases, elevator shafts, shall be comprised of three components: a two digit unique identifier beginning with 0; a single digit number signifying floor number; and the letter “V”:

<u>Space number</u> 01	<u>Floor number</u> X	<u>V</u>
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5. Space Names & Plaques

- a. Ordinarily only spaces with doors receive plaques, with each entrance receiving one.
- b. Spaces receive the BASIC sign with the following exceptions:
 - Electrical, mechanical, custodial, elevator equipment, IT, service
 - Restrooms receive, unisex, men’s or women’s symbols
 - The display number on stair signs shall be single digits, whereas the space will be assigned the four digit number outlined above.
 - “In case of fire”
 - Building Evacuation Sign
 - Conference Room
 - Directory Signs
 - Namesake, donor, memorial, or other special use spaces (coordinate with UDC)
 - Area of Refuge
- c. Sign mounting
 - For single doors, signs should be installed 2” from the opening surround on the latch side.
 - For double doors, signs should be mounted on the active leaf or right side 2” from the door surround.
 - For signs mounted on glass install a matching backer board on the opposite side.
 - In renovations, if there is not enough space 2” from the door surround to mount the sign, such as an alcove, mount the sign on the latch side so that it is readable by a front approach 2” from the perpendicular wall.

DIVISION 10 14 00—INTERIOR SIGNAGE



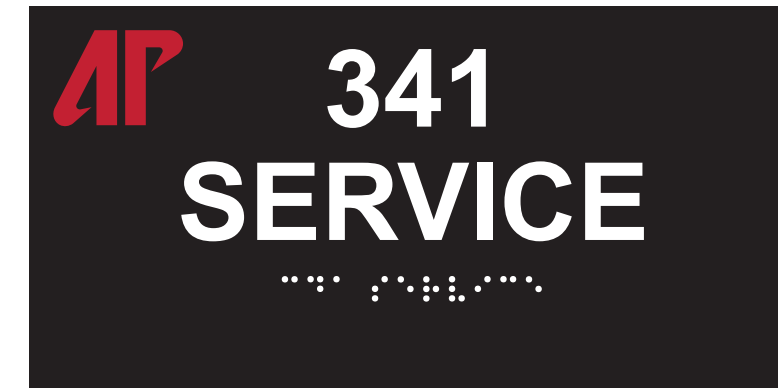
6. The drawings of signs that follow are examples only. Ensure the final designs and mounting heights comply with the latest version of Tennessee’s adopted ADA requirements.



Sign Type UTC



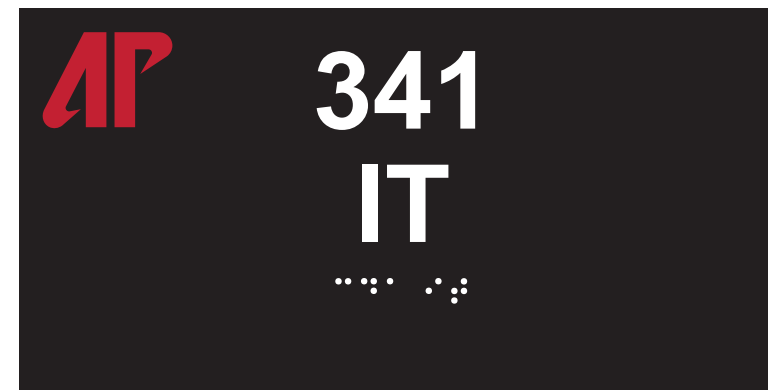
Sign Type UTM



Sign Type UTS



Sign Type UTE



Sign Type UTI



Sign Type UTELEV



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Date Created: 12/07/15
Version: 1
Date Modified:
Job Number: 5534
Job Name: Austin Peay Templates
Drawn By: Vanessa Miller
Sign Type: As Noted
Quantity: 1 of each
Scale: 50%
1/2" = 1" on 11x17 print

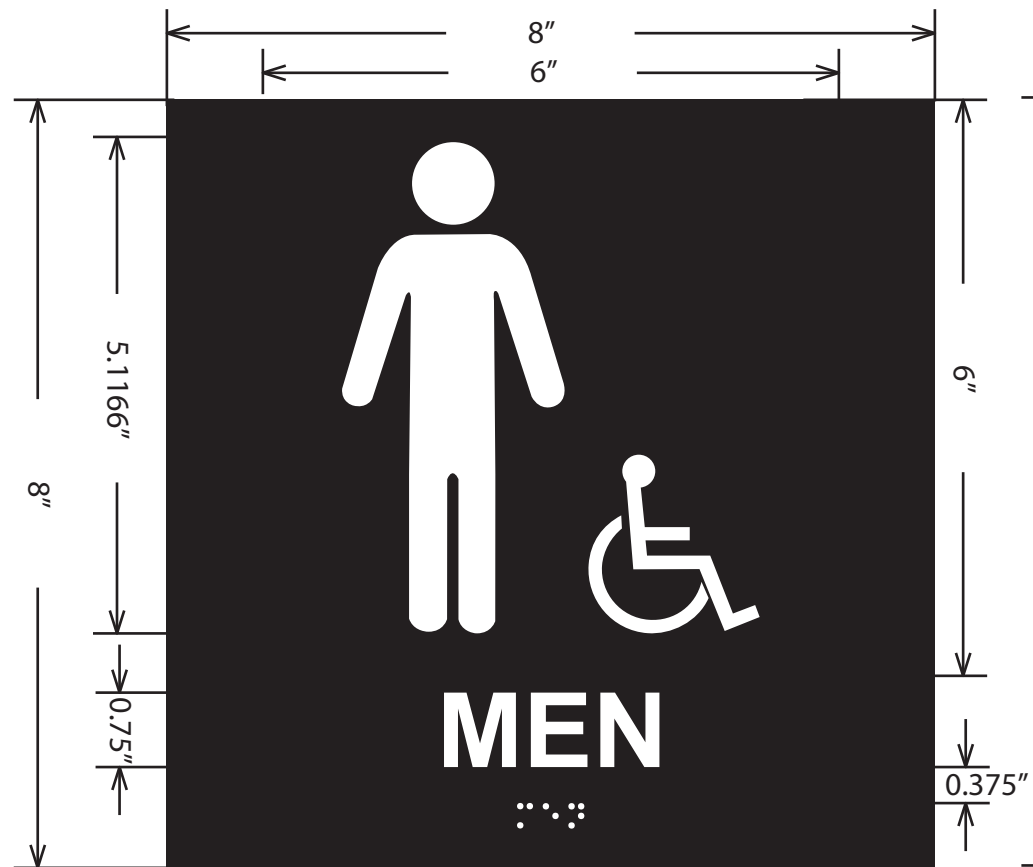
Approved By: _____

Notes: _____

Tactile Copy (1/32") and Class 2 Braille
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black

Copy - White Tactile; Font: Arial-Bold
Logo Copy - White Tactile, **Top & Edges** Painted to match Pantone 200 CVC
Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear



Sign Type RRM



Sign Type RRW



Sign Type RRU

Tactile Copy (1/32") and Class 2 Braille
 1/8" Non-Glare, Acrylic Face -
 Painted 2nd surface, Black

Copy - White Tactile; Font: Arial-Bold
 Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear



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Date Created: 12/07/15

Version: 1

Date Modified:

Job Number: 5534

Job Name: Austin Peay Templates

Drawn By: Vanessa Miller

Sign Type: RRM, RRW, RRU

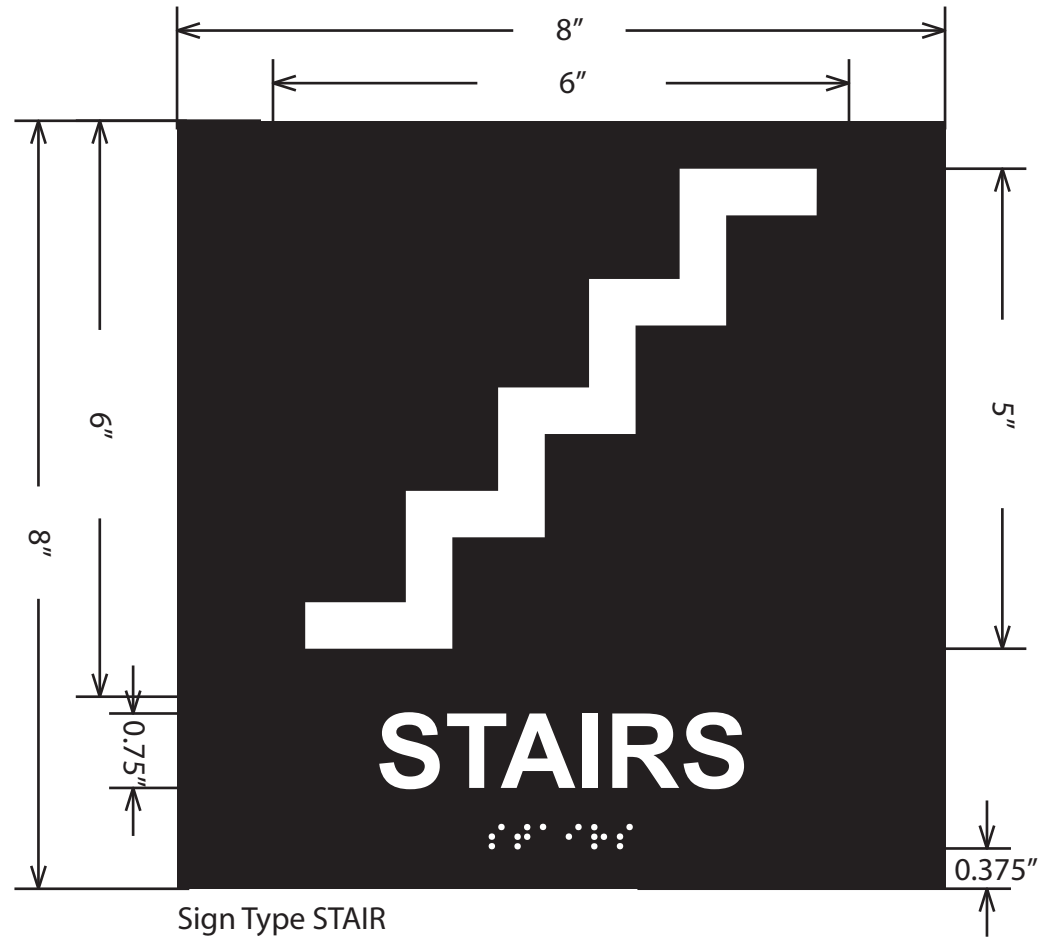
Quantity: 1 of each

Scale: 50%

1/2" = 1" on 11x17 print

Approved By: _____

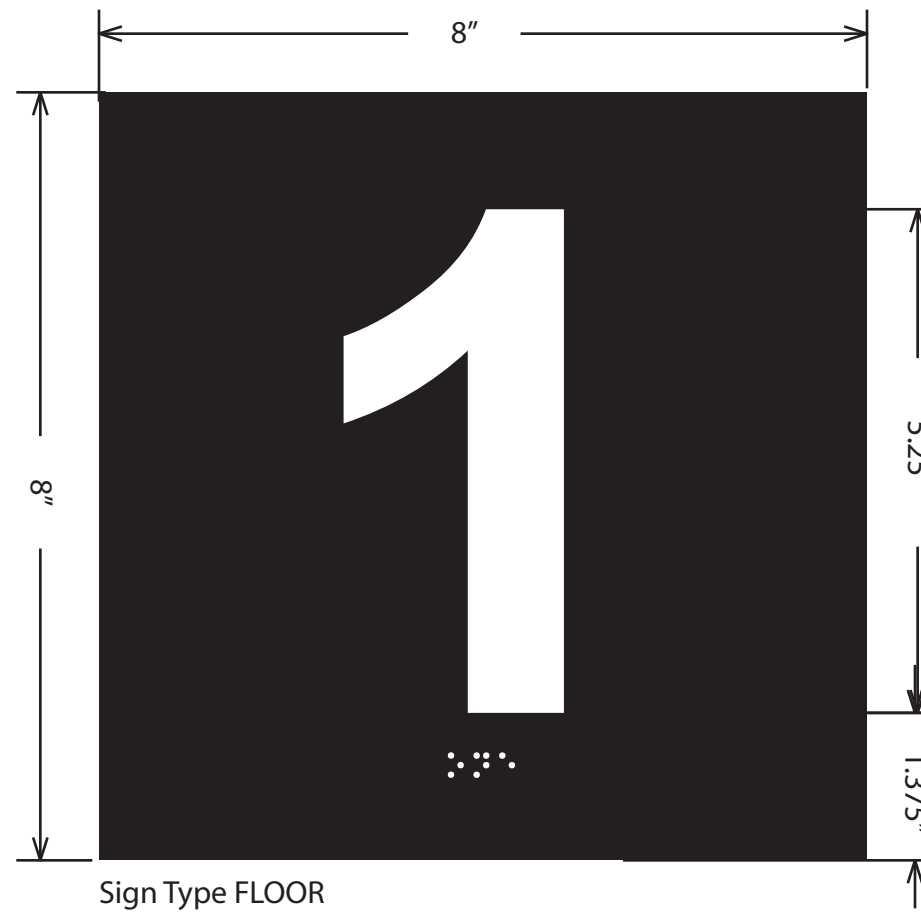
Notes: _____



Tactile Copy (1/32") and Class 2 Braille
 1/8" Non-Glare, Acrylic Face -
 Painted 2nd surface, Black

Copy - White Tactile; Font: Arial-Bold
 Braille is Clear

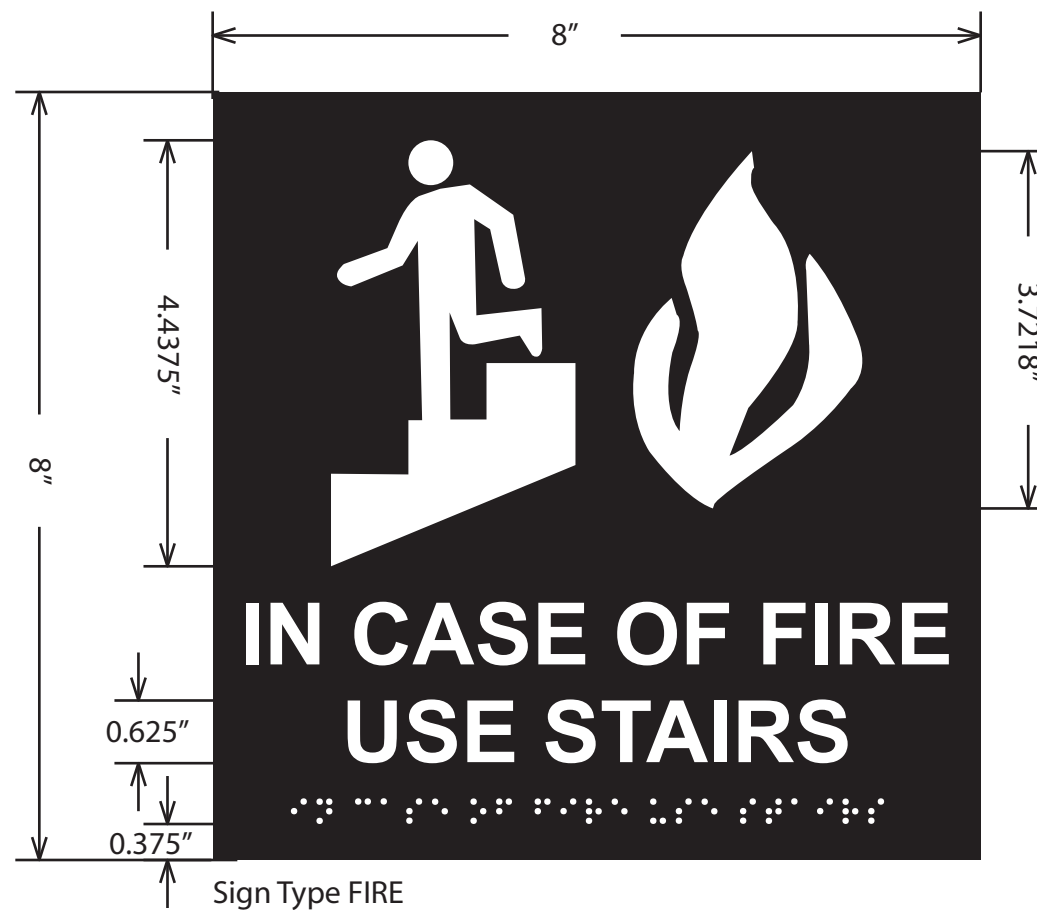
Mount to Wall with VHB Tape
 & Silicone II, Clear



FLOOR NUMBER SIGN
 Tactile Copy (1/32")
 1/8" Non-Glare, Acrylic Face -
 Painted 2nd surface, Black

Copy - White Tactile;
 Font: Arial-Bold

Mount to Wall with VHB Tape
 & Silicone II, Clear



Tactile Copy (1/32") and Class 2 Braille
 1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black

Copy & Pictogram- White Tactile; Font: Arial-Bold
 Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear



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Date Created: 12/07/15
 Version: 1
 Date Modified:
 Job Number: 5534
 Job Name: Austin Peay Templates
 Drawn By: Vanessa Miller
 Sign Type: STAIR, FLOOR, FIRE
 Quantity: 1 of each
 Scale: 50%
 1/2" = 1" on 11x17 print

Approved By: _____

Notes: _____



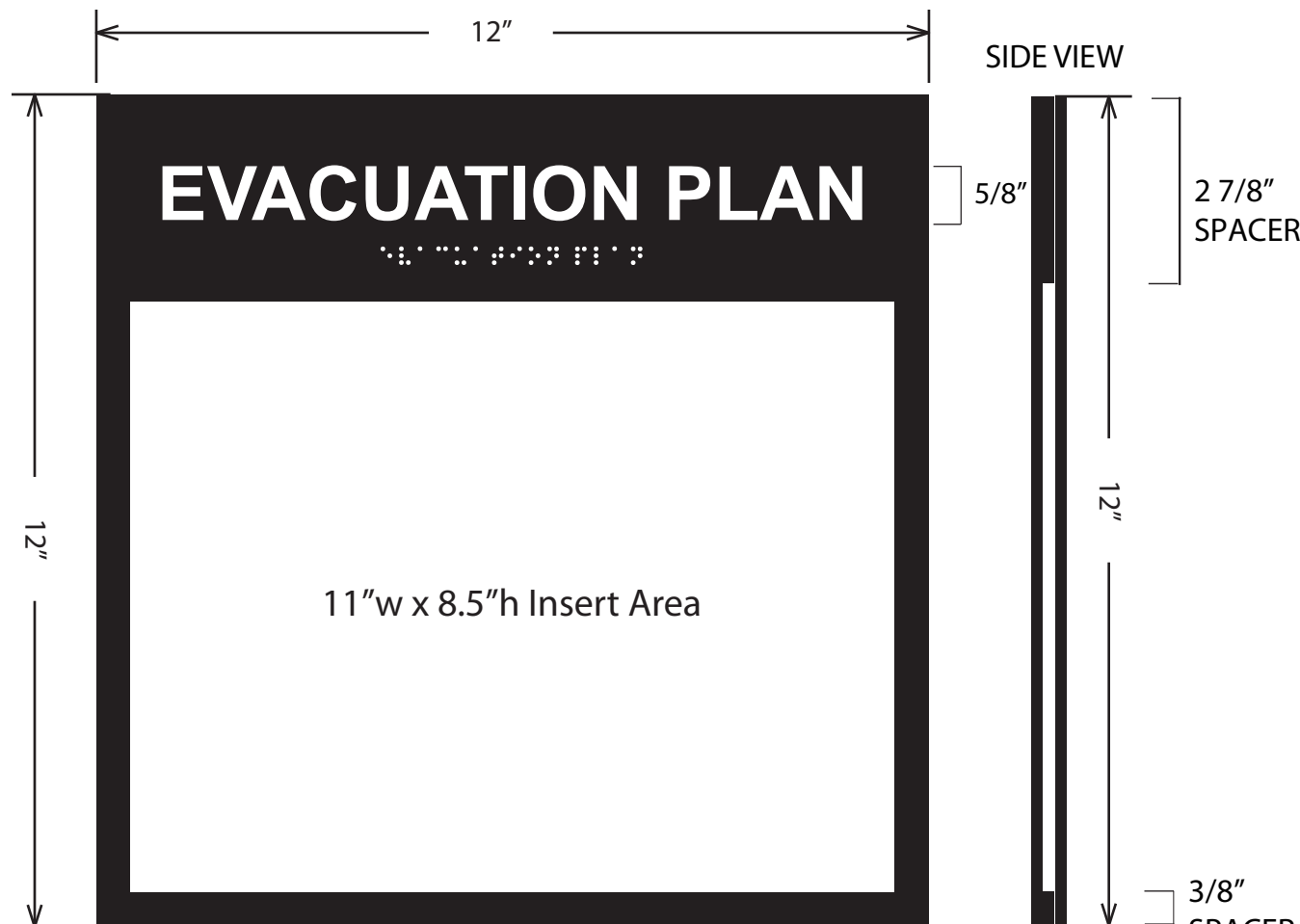
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Date Created: 8/11/15
Version: 1
Date Modified:
Job Number: 5534
Job Name: Austin Peay Templates
Drawn By: Vanessa Miller
Sign Type: As Noted
Quantity: 1 of each
Scale: 37.5%
3/8" = 1" on 11x17 print

Approved By: _____

Notes: _____



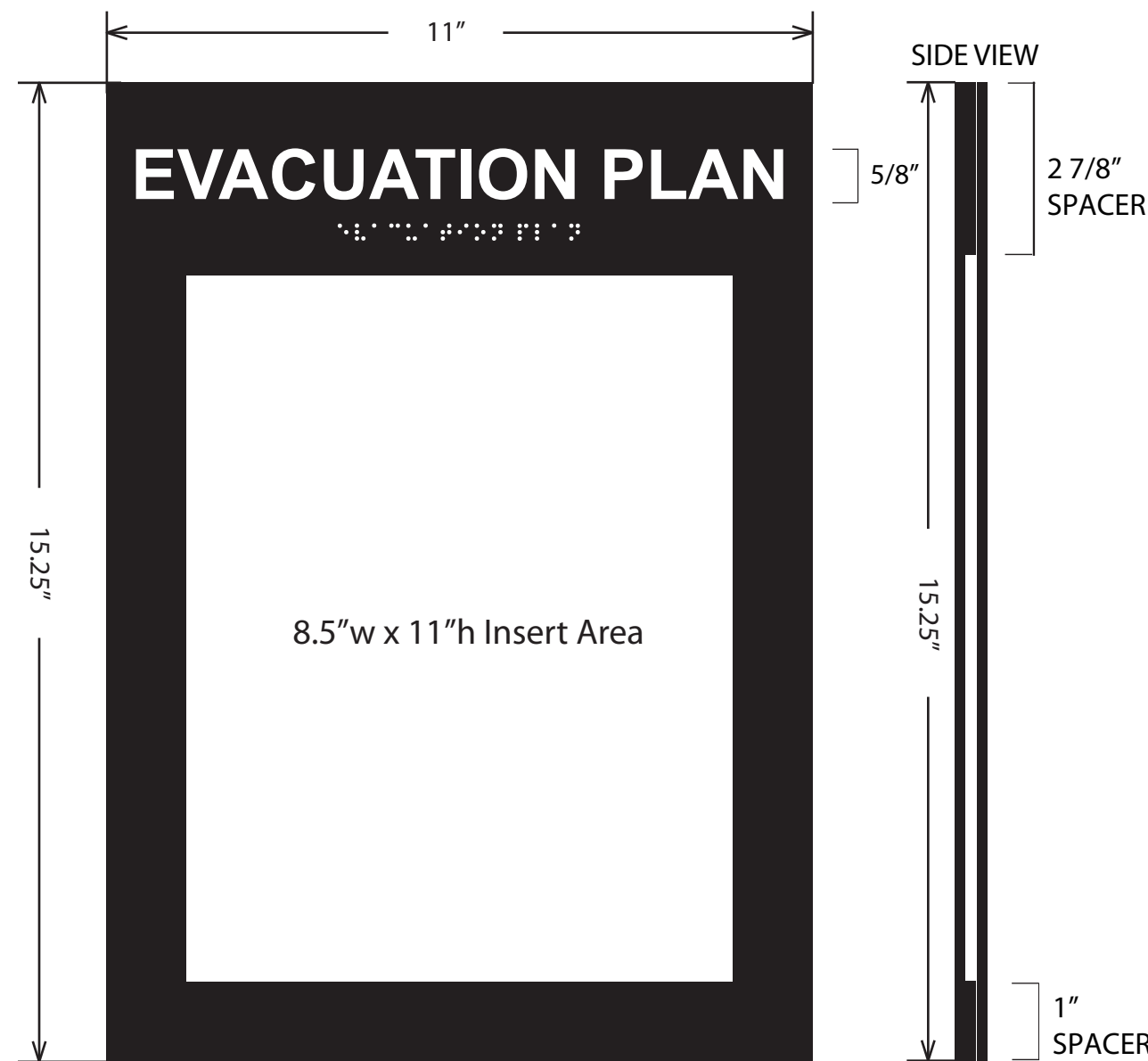
Sign Type EVAC PORTRAIT

- 1/8" Black PVC Backer Panel
- 1/8" Black Spacers
- 1/8" Non-Glare, Acrylic Face

*NOTE: Pieces are mounted together using double-sided tesa tape

- 1/8" Black PVC Backer Panel
- 1/8" Black Spacers
- 1/8" Non-Glare, Acrylic Face Painted 2nd Surface Black Border
- 11"x 8.5" view areas not painted
- White Tactile Copy (1/32") - Font: Arial-Bold
- Insert Provided by Others

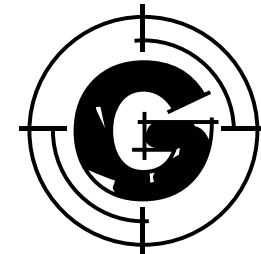
Mount to wall with VHB Tape & Silicone II, Clear



Sign Type EVAC LANDSCAPE

- 1/8" Black PVC Backer Panel
- 1/8" Black Spacers
- 1/8" Non-Glare, Acrylic Face

*NOTE: Pieces are mounted together using double-sided tesa tape



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Date Created: 12/07/15

Version: 1

Date Modified:

Job Number: 5534

Job Name: Austin Peay Templates

Drawn By: Vanessa Miller

Sign Type: BASIC, CONF

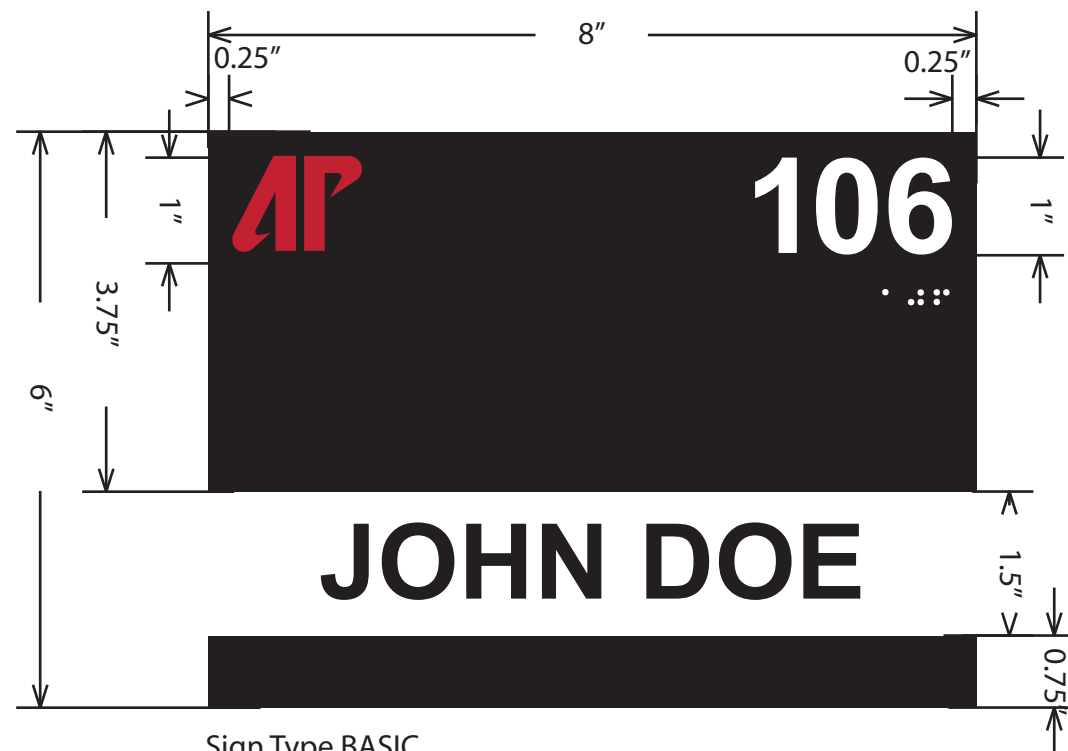
Quantity: 1 of each

Scale: 50%

1/2" = 1" on 11x17 print

Approved By: _____

Notes: _____

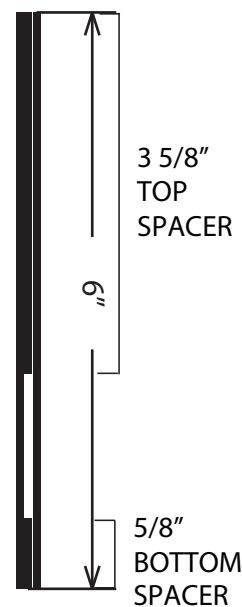


Sign Type BASIC

Tactile Copy (1/32") and Class 2 Braille
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black
w/1.5" x 8" view area not painted
1/8" Black PVC Backer Panel
Insert Provided by Others
Copy - White Tactile; Font: Arial-Bold
Logo Copy - White Tactile, **Top & Edges** Painted to match Pantone 200 CVC
Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear

SIDE VIEW



1/8" Black PVC Backer Panel
1/8" Black Spacers
1/8" Non-Glare, Acrylic Face

*NOTE: Pieces are mounted together using double-sided tesa tape

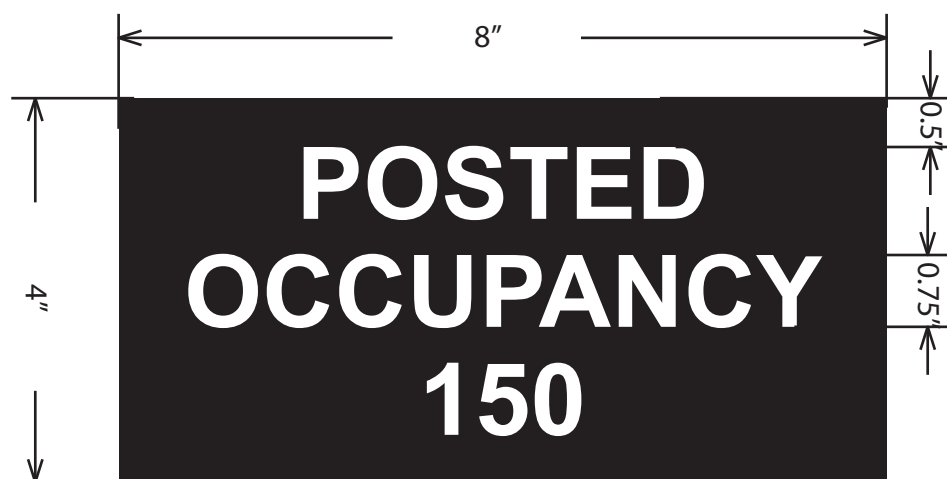


Sign Type CONF

NOTE: Slider overlay will cover whichever side is not being used

Tactile Copy (1/32") and Class 2 Braille
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black
1/8" Black PVC Backer Panel
Copy - White Tactile; Font: Arial-Bold
Logo Copy - White Tactile, **Top & Edges** Painted to match Pantone 200 CVC
Slider Copy - Matte White Vinyl; Font: Helvetica-Regular
Braille is Clear

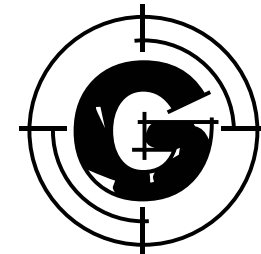
Mount to Wall with VHB Tape & Silicone II, Clear



Sign Type OCCUPANCY

Tactile Copy (1/32")
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black
Copy - White Tactile; Font: Arial-Bold

Mount to Wall with VHB Tape & Silicone II, Clear



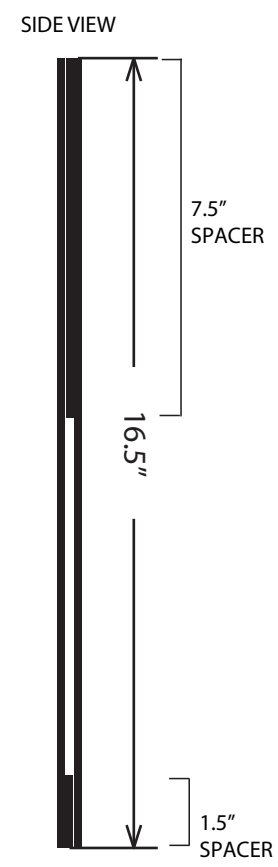
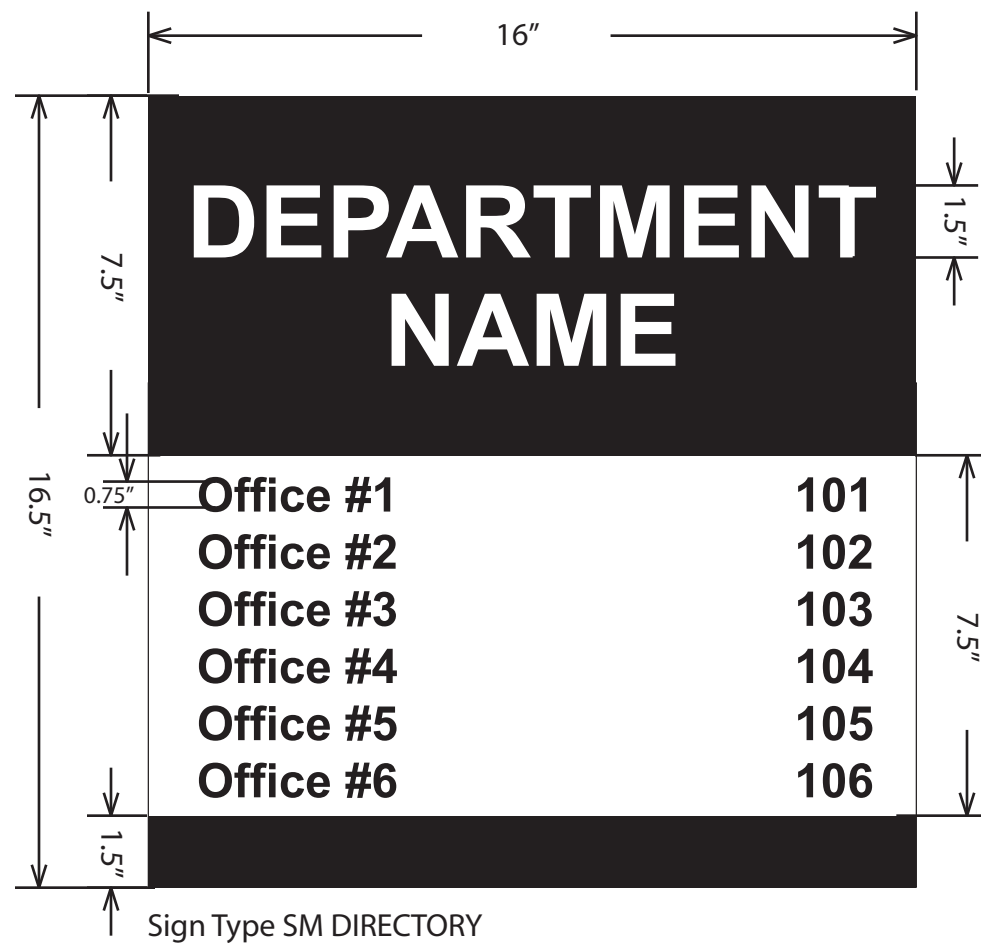
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Date Created: 11/12/15
Version: III
Date Modified:
Job Number: 5534
Job Name: Austin Peay Templates
Drawn By: Vanessa Miller
Sign Type: As Noted
Quantity: 1 of each
Scale: 25%
1/4" = 1" on 11x17 print

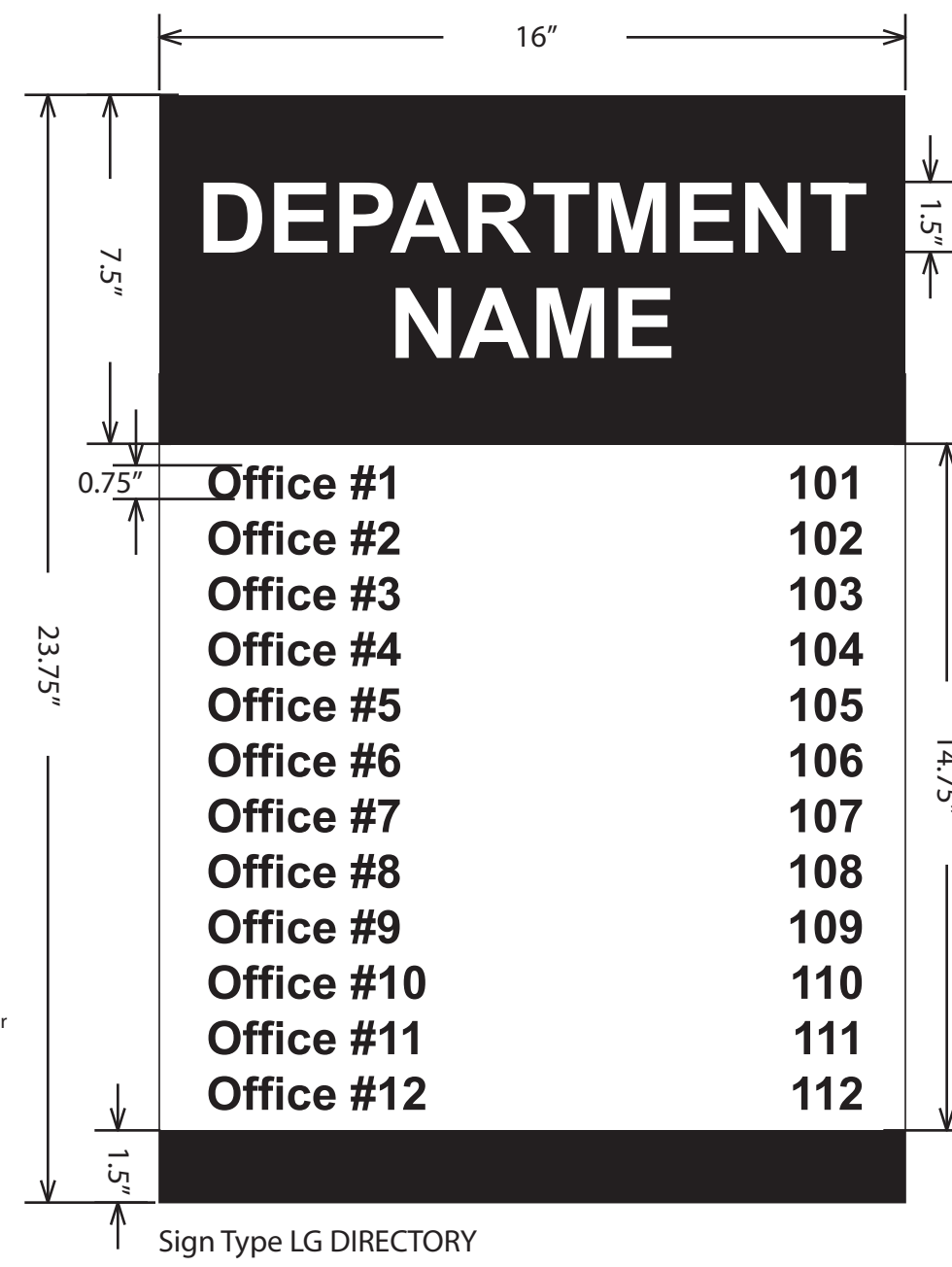
Approved By: _____

Notes: _____



1/8" Black PVC Backer Panel
1/8" Black Spacers
1/8" Non-Glare, Acrylic Face

*NOTE: Pieces are mounted together using double-sided tesa tape



1/8" Black PVC Backer Panel
1/8" Black Spacers
1/8" Non-Glare, Acrylic Face

*NOTE: Pieces are mounted together using double-sided tesa tape

White Vinyl Copy
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black AFTER Vinyl Copy Applied
w/16" x 7.5" (SM) or 16" x 14.75" (LG) view area not painted
1/8" Black PVC Backer Panel
Insert Provided by Others
Copy - 2nd Surface White Vinyl; Font: Arial-Bold

Mount to Wall with VHB Tape & Silicone II, Clear



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Date Created: 12/07/15

Version: 1

Date Modified:

Job Number: 5534

Job Name: Austin Peay Templates

Drawn By: Vanessa Miller

Sign Type: NAMESAKE, REFUGE

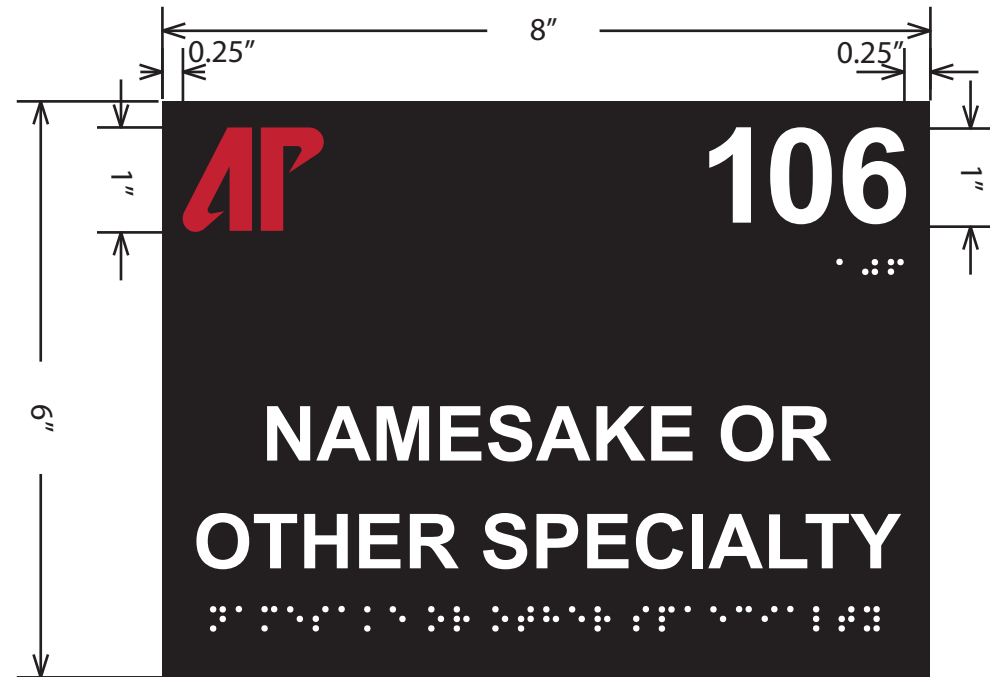
Quantity: 1 of each

Scale: 50%

1/2" = 1" on 11x17 print

Approved By: _____

Notes: _____



Sign Type NAMESAKE

Tactile Copy (1/32") and Class 2 Braille
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black
Copy - White Tactile; Font: Arial-Bold
Logo Copy - White Tactile, **Top & Edges** Painted to match Pantone 200 CVC
Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear



Sign Type REFUGE

Tactile Copy (1/32") and Class 2 Braille
1/8" Non-Glare, Acrylic Face - Painted 2nd surface, Black
Copy - White Tactile; Font: Arial-Bold
Braille is Clear

Mount to Wall with VHB Tape & Silicone II, Clear