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This document shall be read in conjunction with University of Victoria Signage Policy and Interior Wayfinding, Safety & Info Signage - Design Guidelines.

The Signage Policy can downloaded through the University of Victoria Website at the following location: http://www.uvic.ca/universitysecretary/policies/index.php

Design Guidelines can be downloaded through the University of Victoria Website at the following location: https://www.uvic.ca/facilities/service/projects/design.php
1.1 **SUMMARY OF WORK**

1. This contract is for the creation of sign location plans & elevations, sign content databases and the fabrication, delivery to site and installation of interior wayfinding signage. This Interior Wayfinding Specification and Details document shall be read in conjunction with additional project specific documents, including:

.1 Asbestos handling procedures included as an Appendix to this document.

.2 UVic RFT document including bid form, instructions to bidders and general conditions.

1.2 **CONTRACT METHOD**

1. The Contract method for this work will be outlined in the UVic RFT document.

1.3 **PROJECT COORDINATION**

1. Coordinate progress of the work, including progress schedules, submittals, use of site, utilities and construction closures within building with Facilities Management.

1.4 **SCOPE OF WORK**

1. The physical scope of signage work shall be determined by owner and may consist of an area greater than the area of construction work.

1.5 **PROCEDURES FOR FMGT PROJECTS TEAM & ARCHITECTURAL CONSULTANTS**

1.6 **SIGN INVENTORY**

1. Responsibility & Scope: The Owner shall conduct a full inventory of existing signage, artwork and boards and all other peripheral items, i.e. sensors, fire alarms, room controls etc.

1.7 **SIGN DEMOLITION PLANS**

1. Responsibility: Creating the sign demolition plans shall be the responsibility of the Owner.

2. Scope: The Owner shall determine which signs, artwork, boards and other peripheral items to remove and relocate and shall create a plan that clearly identifies items to remain and items to be relocated and/or removed. It will also include instructions for patching and making good as required. This plan can be incorporated into new sign layout plans.

1.8 **SIGN LAYOUT PLANS**

1. Responsibility: Creating sign layout plans shall be the responsibility of the Owner.

2. Scope: The Owner shall create plans and elevations that clearly identify the locations of new, existing and relocated signs.
1.9 SIGN LAYOUT ELEVATIONS

1. Responsibility: Creating sign layout elevations shall be the responsibility of the Consultant.

2. Scope: The Consultant shall create elevations that clearly identify the locations of new, existing and relocated signs. Elevations shall be provided for all affected walls and shall incorporate signs, architectural features, exposed mechanical and fire safety equipment, artwork, boards and nearby furniture that may affect the visibility or access to signage.

3. Approvals: The Consultant shall submit elevations to owner for verification and approval and shall resubmit as required.

1.10 SIGN DATABASE

1. Responsibility: Creating sign databases shall be the responsibility of the Owner. Owner shall provide information regarding official department names, room names and names and titles of occupants.

2. Scope: The Owner shall create a sign database which clearly identifies floor levels, if signs are new or existing signs are updated, sign locations, room descriptions, sign types, arrow directions, full text on sign and on reverse side where applicable and notes regarding mounting and any additional information. The sign database will provide complete information to supplement information provided in sign location plans and elevations.

1.11 CUTTING AND PATCHING

1. Responsibility: Cutting and patching shall be located and paid for by the Contractor.

2. Approvals: Submit written request in advance of cutting or alteration which affects:

   .1 Structural integrity of any element of the Project.
   .2 Integrity of weather-exposed or moisture-resistant elements.
   .3 Efficiency, maintenance, or safety of any operational element.
   .4 Visual qualities of sight-exposed elements.
   .5 Work of Owner or separate Contractor.
   .6 Disruption of other occupancies within the building.

3. Inspection:

   .1 Inspect existing conditions, including elements subject to damage or movement during cutting and patching.
   .2 After uncovering, inspect conditions affecting performance of Work.
.3 Beginning of cutting or patching means acceptance of existing conditions.

.4 Make Good, defined as matching adjacent surfaces such that there is no visible difference between existing and new surfaces when viewed in ambient light from a distance of 1500mm. In renovation areas, “make good” means repairing substrate surfaces and, in areas not scheduled for refinishing, refers to patching, repairing, and finishing to match adjacent surfaces and includes applying a new paint finish to surface up to the next change in plane in all directions.

4. Execution:

.1 Execute Work to avoid damage to other Work.

.2 Prepare proper surfaces to receive patching and finishing.

.3 Employ workers, experienced in the Work to be cut or patched to perform cutting and patching for weather-exposed and moisture-resistant elements, and sight-exposed surfaces.

.4 Cut rigid materials using power saw or core drill. Pneumatic or impact tools not allowed.

.5 Where alterations to existing surfaces are required, restore Work with new products and make good.

.6 Refinish surfaces to match adjacent finishes; for continuous surfaces refinish to nearest intersection; for an assembly, refinish entire unit.

1.12 SUBMITTALS

1. Provide submittals listed for review with reasonable promptness and in an orderly sequence so as to not cause delay in the Work. Provide a schedule of submittals at commencement of the project.

2. Work affected by the submittal shall not proceed until review is complete.

3. Review submittals prior to submission to the Facilities Management. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and coordinated with the requirements of the Work and the Contract Documents.

4. Verify field measurements and affected adjacent Work are coordinated.

5. Provide submittals as electronic copies from the Contractor to the Consultant and/or Facilities Management.

6. Provide Material Safety Data Sheets (MSDA) to Facilities Management on all products intended for use in the building.

7. Submit in accordance with Division 1 of the Tender Requirements.
8. **Product Data:**

   .1 Manufacturer’s product literature indicating units and designs selected.

9. **Proofs:**

   .1 Submit proofs indicating overall size, layout, wording, kerning, removable and interchangeable components, access panels, fasteners and mounting methods for each required sign.

   .2 Submit full scale mock ups of signs as required by the UVic RFT document for review by the Consultant and/or Facilities Management. Upon acceptance this sign may be used as a part of the final installation.

   .3 Do not proceed with fabrication of signage until submittals have been approved by the Consultant and/or Facilities Management.

   .4 The contractor shall maintain a hand annotated set of Record Drawings to be supplied to Facilities Management at the completion of work.

### 1.13 WORK IN EXISTING PREMISES

1. Perform Work in or on existing building in accordance with the Specification and Drawings in their entirety as they apply.

2. Execute each part of the Work in existing building by workers specializing in such Work.

3. Patching or replacement of damaged existing surfaces and materials shall be done by workers experienced in the type of Work to be patched. Make patches indistinguishable in final assembly. Paint surfaces out, wall-to-wall in color to match existing where areas are patched.

4. Maintain continuation of fire protection and fire rated assemblies in existing building.

5. Maintain existing exits and provide proper and safe means of egress from all parts of existing building to open spaces at all times to the approval of jurisdictional authorities.

### 1.14 OWNER’S USE OF EXISTING BUILDING

1. The existing building will remain in full use and occupancy throughout the duration of construction of the Work.

### 1.15 CONTRACTOR’S USE OF EXISTING BUILDING

1. Limit access of construction personnel to existing building only at locations approved by the Consultant and/or Facilities Management.
2. Ensure that construction personnel perform Work in existing building only as required under the Contract; and that they do not use rest of building as access to Work Area, except for portions of Work located in other parts of the existing building.

3. Do not interrupt mechanical or electrical services of the existing building unless approved by prior arrangements with the Consultant and/or Facilities Management. Give the Consultant and/or Facilities Management five (5) working days notice of intention to interrupt mechanical or electrical services in the existing building in any area, and obtain written permission from Facilities Management.

### 1.16 REGULATORY REQUIREMENTS

1. Execute the Work in accordance with applicable bylaws, regulations, and building codes; conform to latest published revisions, addenda, supplementary and appropriate current standards presently recognized and enforced by authorities having jurisdiction.

2. All construction must conform with the following laws, regulations, codes, practices and standards, as replaced or amended from time to time, unless specifically exempted on the Building Permit.

   .1 2012 British Columbia Building Code.
   .2 2012 British Columbia Fire Code.
   .3 2012 British Columbia Plumbing Code.
   .4 2015 British Columbia Electrical Code Regulation.

3. Should conflicts arise between one document or authority and another, obtain clarification from the Consultant and/or Facilities Management before proceeding with the Work. The most stringent regulation will govern.

4. Submit all permits and certificates of inspection provided by authorities having jurisdiction.

5. Should material resembling spray or trowel-applied asbestos be encountered, notify the Consultant and/or Facilities Management immediately. Work performed on asbestos containing material surfaces shall be undertaken in strict accordance with the Asbestos Handling Procedures. Refer to Appendix B for detailed requirements for handling of asbestos. Provision of all equipment and materials required for asbestos handling is the responsibility of the Contractor.

### 1.17 FIRE-RATED ASSEMBLIES

1. Maintain the continuity of fire-rated assemblies whether or not shown on the Drawings.

### 1.18 CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS

1. Sanitary Facilities: Existing facilities may be used during the construction period. Maintain in clean condition.
GENERAL REQUIREMENTS

2. A continuous supply of potable water will be provided for construction use.

3. Temporary Telephone: Provide and pay for temporary telephone necessary for own use.

4. Arrange with Facilities Management for storage of equipment on site and maintain, in a clean and orderly condition.

5. Maintain the Work in tidy condition, free from the accumulation of waste products and debris.

6. Remove waste material and debris from the building at the end of each working day.

7. Maintain areas free of dust and other contaminants during operations. Prevent spread of dust and contaminants to other parts of the building.

8. Execute the Work in accordance with applicable bylaws, regulations, and BC Building Code; conform to the latest published revisions, addenda, supplementary and current standards. Comply with federal and provincial legislation, guidelines and codes of practice, including WorkSafe BC.

1.19 MATERIAL AND EQUIPMENT

1. Product and Material Quality:

.1 Defective products will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is a precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.

2. Storage, Handling and Protection:

.1 Handle and store products in a manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.

.2 Store packaged or bundled products in original and undamaged condition with manufacturer's seals and labels intact.

3. Manufacturer’s Instructions:

.1 Unless otherwise indicated in the Specifications, install products in accordance with manufacturer's instructions.

.2 Notify the Consultant and/or Facilities Management in writing, of conflicts between the Specifications and manufacturer's instructions, so that the Consultant and/or Facilities Management may establish the course of action.

.3 Improper installation or erection of products, due to failure to comply with these requirements, authorizes the Consultant and/or Facilities Management to require removal and reinstallation at no increase in Contract Price.
GENERAL REQUIREMENTS

4. Hazardous Materials Information:
   .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labeling and provision of material safety data sheets (MSDS) in accordance with jurisdictional authorities.
   .2 Deliver copies of Material Safety Data Sheets (MSDS) to Facilities Management on all products intended for use in the building.
   .3 Refer to Asbestos handling Procedures in attached Appendix B.

5. Workmanship: Workmanship shall be the best quality, executed by workers experienced and skilled in the respective duties for which they are employed. Immediately notify the Consultant if required Work is such as to make it impractical to produce required results.

1.20 PROJECT WASTE MANAGEMENT

1. Employ processes that ensure the generation of as little waste to the landfill as possible including prevention of damage due to mishandling, improper storage, contamination, inadequate protection, or other factors as well as minimizing over packaging and poor quality estimating.

2. Be responsible to provide and pay for proper disposal and salvage of construction materials and waste on the project. Unless otherwise shown on the drawings or described in the specifications, all salvaged materials become the property of the Contractor.

3. Provide a location and facilities for separation of materials for waste or potential salvage and recycling. Recycled materials may be collected together and sorted off-site.

4. Hazardous materials are to be separated, stored and disposed of in accordance with the requirements of the authorities having jurisdiction including the Provincial Waste Management Act and BC Special Waste Regulation.

1.21 PROGRESSIVE CLEANING

1. Maintain the Work in tidy condition, free from accumulation of waste products and debris.

2. Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.

3. Remove waste material and debris from the site and deposit in waste container at the end of each working day.

4. Do not dispose of waste or volatile materials such as mineral spirits, solvents, oil, or paint thinner into sewer or drainage systems.
1.22 PROJECT CLOSEOUT

1. Final Cleaning:
   .1 Leave the Work broom clean before the inspection process commences.
   .2 Clean and polish glass, hardware, stainless steel, aluminum, chrome, porcelain enamel, baked enamel, plastic laminate, Lamacoid, vinyl, mechanical and electrical fixtures.
   .3 Replace broken, scratched or disfigured glass.
   .4 Remove stains, spots, marks and dirt from decorative Work, electrical and mechanical fixtures, furniture fitments and walls.
   .5 Vacuum clean and dust building interiors, inside millwork, behind grilles, louvres and screens.
   .6 Damp mop floors in preparation for sealing and waxing.

2. Upon completion of the Work, submit to Facilities Management red-line, hand-edited, Record Drawings of each sign in the Work of this Contract. Refer to 1.5 Submittals.

3. Submit manufacturer’s maintenance instructions, and necessary tools to change signage. Include a written record of all drawings and materials including quantities submitted to the Owner at completion of Work.

END OF SECTION
1 GENERAL

1.1 DOCUMENTS

1. This Specification document forms part of the Contract and is to be read, interpreted and coordinated with all other parts, including the Tender Requirements issued under separate cover.

1.2 SUMMARY

1. Provide material, equipment and services necessary for and incidental to the supply and installation of directional signage as indicated and specified.

1.3 QUALITY CONTROL

1. Installer: Company specializing in the installation of signs specified with a minimum of five (5) years proven experience for projects of similar size and complexity.

2 PRODUCTS

2.1 MANUFACTURERS

2. ND Graphics (604-527-7940) ndgraphics.com
4. 3M Canada (1-800-364-3577) solutions.3mcanada.ca
6. Richelieu (1-800-361-6000) richelieu.com
7. Com Sign (1-888-452-9019) commercialsigns.com
8. Acklands-Grainger Inc. (250-384-1111) acklandsgrainger.com
10. ULine (1-800-295-5510) uline.ca
11. Formica (1-800-367-6422) formica.com
12. Quartet (1-800-541-0094) quartet.com
2.2 FASTENERS

1. In a solid block/concrete wall surface:
   1. Use metal self-expanding anchors and screws, of an appropriate length and number to support sign load.

2. In a gypsum board wall surface:
   1. Size screws to ensure 6mm (1/4”) minimum to 13mm (1/2”) maximum penetration into studs behind drywall.
   2. Use metal self-expanding drywall anchors and screws of appropriate size and strength to support load at unsupported drywall locations.

2.3 FABRICATION

1. Metric dimensions are rounded up/down and are for information only. Signs are to be built to Imperial dimensions.

2. All centred text is based on centre of uppercase letters. Do not consider ‘tails’ of letters which extend below baseline.

3. All text dimensions are based on the physical dimensions of an uppercase “O” and not on font sizes.

4. Kerning shall be set to manual and zero.

5. Build units square, true, accurate to size and free from visual or performance defects.

6. Accurately fit and securely join sections to obtain tight, closed joints except where reveals are detailed.

7. Exposed fasteners permitted only where indicated or approved by the Consultant and/or Facilities Management and to be inconspicuous and same finish and colour as base material, or as noted.

8. Polish exposed edges to smooth, slightly convex profile.

9. Apply isolating coating to aluminum in contact with dissimilar metals, concrete or masonry.

10. Manufacturer’s nameplates on sign surface locations to be invisible in completed work.

11. Rotary engravers must be used for both tapered lettering and engraving for setting braille beads.
3 EXECUTION

3.1 EXAMINATION

1. Examine the job conditions and surfaces to which the work is to be fixed. Be responsible for selecting suitable mounting or graphic technique for each sign. Do not mount signs onto surfaces which are not flat. Do not mount signs in locations which will obscure lights, exit signs or other signs.

2. Report to the Consultant and/or Facilities Management unsatisfactory conditions preventing the proper installation of the Work.

3. Commencement of the Work implies acceptance of the surfaces and conditions.

3.2 INSTALLATION

1. Deliver signs to the site fully assembled complete with all mounting screws and other accessories. Signs to be disassembled as necessary for mounting.

2. Locate signs plumb, level and true according to Drawings and site instructions. Provide necessary shims.

3. Comply with sign manufacturer’s installation instructions and approved proofs/shop drawings.

4. Review the installation locations and conditions with the Consultant and/or Facilities Management prior to installation of signs to ensure understanding and compliance with the intent of the Specifications.

3.3 TOUCH UP

1. Remove fingerprints and other markings and leave faces and edges in clean condition.

2. Remove markings made during the course of installation from adjacent finished surfaces. Restore finishes as necessary to original condition.

3.4 ADA COMPLIANCE

1. All braille shall be ADA compliant, shall be domed or rounded and shall be raised between 0.6mm (.025”) and 0.9mm (.037”) above the surface of the sign.

2. All raised lettering shall be ADA compliant and shall be tapered at an angle of 22 degrees from the vertical.

3.5 TEXT MEASUREMENT

1. All text sizes referred to in this document refer to the physical measurement of capital letters and do not refer to font sizes.

END OF SECTION
MATERIALS LIST AND SPECIFICATIONS

MATERIALS LIST

1. Silver Plastic Laminate: Supplied by Richelieu
   Nevamar MXT003T Silver, Grade: HF-4 (HGP) 0.039”
   -Grain to run horizontal

2. Gerber Vinyl Text/Logo/Graphic: Supplied by ND Graphics
   FX Foils printed on GSP 220 15” wide white vinyl:
   a) Red datum line: “Ruby Red” GCS-53
   b) Black graphic: “Black” GCS-12
   c) UVic Logo: “Cobalt Blue” GCS-37
   d) UVic Logo: “Tomato Red” GCS-13
   e) UVic Logo: “Yellow” GCS-15
   f) Building Directory: “White” GSP-220
   g) Recycling: “Dark Green” GCS-56
   h) Recycling: “Vivid Blue” GCS-17
   j) Recycling: “Grey” GCS-31
   k) Recycling: “Orange” GCS-14

   Note: All vinyl text/logo/graphic to be flat cut.

3. Lamicoid [also referred to as Lamacoid]: Supplied by Engraver’s Express
   Multi-layered abrasion, heat and chemical resistant phenolic sheet stock
   a) EnCore ArmorCore 312-227m (1/16” - 1.6 mm) Grey/White
   b) EnCore UltraCore 602-223 (1/16” - 1.6 mm) Red/White
   c) EnCore Matte 502-222 (1/16” - 1.6 mm) Sapphire Blue/White
   d) EnCore Satin 932-221 (1/16” - 1.6 mm) Bright Green/White
   e) EnCore Satin 704-221 (1/16” - 1.6 mm) Yellow/Black
   f) EnCore Satin 206-221 (1/16” - 1.6 mm) White/Red
   g) EnCore Matte 612-222 (1/16” - 1.6 mm) Orange/White
   h) EnCore Matte 552-222 (1/16” - 1.6 mm) Navy Blue/White
   j) EnCore Matte 602-222 (1/16” - 1.6 mm) Red/White
   k) EnCore Matte 744-222 (1/16” - 1.6 mm) Yellow/Black
   m) EnCore Matte 932-222 (1/16” - 1.6 mm) Bright Green/White
   n) EnCore UltraCore 512-223 (1/16” - 1.6 mm) Blue/White
   p) EnCore Matte 562-222 (1/16” - 1.6 mm) Sky Blue/White

4. Text/Arrow/Graphic Engraved into Lamicoid; cutter size and depth as required to create sharp edges/corners and match existing signs. Typeface to be Myriad Pro Semibold unless implicitly stated otherwise. Kerning to be set to Manual / 0.

5. Metal Angle Frame: Supplied by Richelieu
   1/16” x 1/2” x 1” Anodized Aluminum alloy; Satin Finish

6. 3/4” G1S Plywood backer board, clear finish
MATERIALS LIST CONTINUED:

7. Hanging sign hardware manufactured by Mustang Systems (mustangvisual.com) and supplied by Mustang Visual Displays. Alternatives may be used if approved by UVic.
   - Suspension Panel Kit: C1103 Suspension Panel Kit
   - For dropped ceilings include: C1712 Ceiling Shield
   - Attach to ceiling with Robertson FH#10 screws

8. Contact cement: LePage Pres-Tite Green Contact Cement, designed to bond Lamacoid/laminate to wood

9. Robertson FH#8 Screw
   a) Robertson FH#6

10. Custom 14 gauge Aluminum Backer/Mounting Bracket, edges ground smooth

11. Non-glare Clear Acrylic Sheet / Plexi - 1.6mm [1/16”]
   b) 3mm [1/8”]
   c) 6mm [1/4”]

12. Braille Raster Balls (Raster Spheres), clear finish.
    Contractor to translate relevant sign information to Grade 2 Braille where Braille is specified.
    - See note in Section 3.4 regarding ADA compliance.

13. Double Sided Tape: Supplied by Engraver’s Express
    Scapa Extra Tack 4403; To adhere plastic Lamacoid to aluminum backer/aluminum backer to aluminum backer; To adhere Lamacoid strips - Tape entire perimeter of signs

14. Double Sided Tape: Supplied by Acklands Grainger
    3M Highland 9579; To adhere Lamacoid strips; To adhere removable Lamacoid strips
    - Tape entire perimeter of strips

15. Clear finished, 3/4” good both sides birch plywood backer

16. T-slot
    - Router a standard t-slot into the back of the plywood to accept:
      - a #8 wood screw or similar fastener if fastened to a GWB wall
      - either a wood screw with a concrete anchor or a tapcon / scru-it anchor or similar if fastened to a concrete/block wall

17. Mustang 2021-8 Shelf Panel Support
    - shim as needed
MATERIALS LIST CONTINUED:

18 Lamicoid [also referred to as Lamacoid]: Supplied by Engraver’s Express
Multi-layered abrasion, heat and chemical resistant phenolic sheet stock.
Lamicoid embossing material applied to main Lamacoid panel with text cut out leaving it embossed on panel.
1/32” Encore Braille Core with adhesive backing
- Embossed letters/numbers “Bright White” 204-113
Rooms are to be Numbered with uppercase prefixes and lowercase suffixes where used (i.e. A202b)
Kerning to be set to Manual / 102.
-See note in Section 3.4 regarding ADA compliance for letters.

19 Pan head screws, finish to match aluminum backer
To secure projecting signs to walls

20 Double Coated Foam Tape: Supplied by Acklands
12mm 3M 4026; To adhere clear plexi sheet to plastic laminate, and Lamacoid to walls/doors.
Replace with 3M Highland 4905 VHB when adhering signs to glass or to lacquered doors.

21 0.5mm Thick High Impact Styrene

22 3mm [1/8"] Sintra Foam Board, White
b) 13mm [1/4"] Sintra Foam Board, White

23 Plastic Laminate, white to shim

24 Dibond e-panel
-3mm White/White

25 Trotec 2x8” Desk Name Plate Holder
-Silver #48-8-S

26 Trotec 2x8” Flat Name Plate Holder
-Silver #58036-8S
b) Satin Silver 58036-8SS

27 Mustang Fiberglass Clamp System
-MSMB 2.4” x 3/4”

28 Mustang Aluminum Clamp System
a) MSB60 (2.4” x 7/8”)
b) MSB100 (4” x 7/8”)
c) MSB200 (8” x 7/8”)
d) MSB300 (12” x 7/8”)

29 Mustang Panel Support
a) C1201 6mm Single Support for Panel
MATERIALS LIST CONTINUED:

30. Mustang C1100 Floor to Ceiling Fixing Kit

31. Mustang Wall Mounted Swivel Kit
   a) C1109 (No Wall Plates)
   b) C1102 (With Wall Plates)

32. Mustang Side Grip Standoff
   a) 2015 (19mm [3/4"] diameter, 4mm slot)
   b) 2020 (19mm [3/4"] diameter, 8mm slot)

33. Formica Magnetic Marker Board
   a) M7927 Gray
   b) M3091 Crystal White

34. Double Sided Tape: Supplied by ULine
   3M Highland 4905 VHB 1/2”; To adhere signs to glass or to lacquered doors
   -Tape entire perimeter of signs

35. Mustang Tamperproof Pierced Standoffs
   a) 1317 1/2” Diameter
   b) 2022 3/4” Diameter
   c) 2529 15/16” Diameter

36. Mustang Aluminum Screw Cover Caps
   a) 1/2” [13mm]
   b) 3/4” [18.5mm]
   c) 15/16” [24.5mm]

37. Quartet High Power Magnetic Push Pins

38. 38mm [1 1/2"] Stainless Button Head Socket Secure Screws

39. 6mm [1/4"] Forbo Bulletin Board
   a) Colour 2204 - Poppy Seed

40. Metal U-Channel supplied by Richlieu
   -13 x 13 x 38mm [1/2 x 1/2 x 1 1/2”] Anodized Aluminum

NOTE: Where an adhesive listed above is deemed to be inappropriate for the materials that are being adhered together, contact the Consultant and/or Facilities Management with alternates and provide backup information from the supplier regarding the alternate's suitability.
NOTE: All descriptions of materials in Detail Drawings are for convenience only. See Materials List for complete specification.
ACCESSIBILITY SIGNS

A1 DETAILS

1. Grey/White Laminoid adhered to Grey/White Laminoid with Scapa Tape

3. Grey Laminoid

4. Engraved Text
   - 13mm [1/2”]
   - Building Code and Room Number
   - Justified middle centre

4mm [5/32”] Ø Cutout. 305mm [12’] x 3mm [1/8”] Ball Chain to be included.

30 degree bevel, all sides. Front & Back

Text and logo justified centre within boundary

CLE A320
Interior Wayfinding Signage
Specifications and Details

BUILDING DIRECTORIES AND SUBDIRECTORIES

[22]

02/13/19

[76]

BUILDING DIRECTORY

Level 0

A 3030 UVic 50th Anniversary Office
B 3032 Child Development Lab

Level 1

A 1117 Neuropsychology and Rehabilitation Lab
B 1148 Family Psychology Lab
C 1163 Psychology Clinic
D 8136 European Studies Office
E 8138 Interdisciplinary Programs Office
F 3142 Ceremonies and Special Events Office

Level 2

A A236 Psychology General Office
B B228 Anthropology General Office

Level 3

A A323 Sociology General Office
B B202 Social Psychology Lab
C B216 - 2325 Integrative Lifespan Research Lab
D B335 Victoria Longitudinal Study

[567x746]
Interior Wayfinding Signage
Specifications and Details

[Diagram]

- **Wayfinding / Directional**
- **Small Subdirectory (3-4) Lines [SD1]**

- **Level 1**
  - A-Wing
    - Elevator
    - Way to B-Wing
  - A148 Family Psychology Laboratory
  - A163 Psychology Clinic

- **Logos and Text**
  - University of Victoria
  - Cornett

- **Dimensions**
  - 686 [Overall Width]
  - 57 [Overall Height]

- **Materials**
  - Gerber Vinyl: Graphics for Logo to be supplied by UVic.
  - See Elevation C in Appendix.

- **Signage Details**
  - 1. Silver Plasm
  - 2a. Red Gerber Vinyl
  - 2b. Black Gerber Vinyl: Building Name - 25mm [1”]
  - 3. Grey Lamkord
  - 4. Engraved Text: 16mm [5/8”]
  - 5. Metal Angle Frame

- **Instructions**
  - Text centered vertically in Lamkord Panels
  - Engraved Text: 13mm [1/2”]
  - 2 Countersunk Fasteners Behind Lamkord Panel
  - 1mm Reveal typical between each 32mm Lamkord Panel
  - Min two blank Lamkord panels at bottom of sign.

[02/13/19]
University of Victoria

Interior Wayfinding Signage
Specifications and Details

AREA IDENTIFICATION
[DEP2 DETAILS]

International and Exchange Student Services

DEP2a

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02/13/19
Interior Wayfinding Signage Specifications and Details

AREA IDENTIFICATION
[DEP2 DETAILS]
 AREA IDENTIFICATION

DEP2 DETAILS

Community Relations
Graduate Studies
Office of the Dean

1. Silver Plam
2. Red Gerber Vinyl
4. Engraved Text: 38mm [1 1/2]
   Text justified middle center within boundary
5. Metal Angle Frame
6. Engraved 1mm wide break line
4. Engraved Text: 38mm [1 1/2]
   Text justified middle center within boundary
4. Engraved text: 25mm [1"]
4. Countersunk Fasteners Behind Lamroid Panel

Gerber Vinyl: Graphics for Logo to be supplied by UVits
See Elevation C in Appendix
Interior Wayfinding Signage
Specifications and Details

AREA IDENTIFICATION
[DEP1 & 2 DETAILS]
Interior Wayfinding Signage Specifications and Details

AREA IDENTIFICATION

DEP3 with One Line of Text

DEP3 with Two Lines of Text

Section Y

Section Z
DEP3a

Section Ya

1. Silver PLam Adhered with
2. Strape Tape
3. Mustang Hanging Sign Hardware
4. Aluminium Composite Panel
5. Gerber Vinyl: Graphics for Logo to be supplied by U/Vc. See Elevation C in Appendix
6. Gerber Vinyl: 4cm wide to match top and bottom of logo crest
7. Gerber Vinyl Text: sized to match width of logo text
8. Centerline of Logo and upper case text

University of Victoria
University Food Services

Suspended Ceiling Tile

Mustang Cable system for suspending signs with suspended ceilings

Silver Plam

DEP3a DETAILS
Interior Wayfinding Signage Specifications and Details

AREA IDENTIFICATION

[DEP4 DETAILS]
Interior Wayfinding Signage
Specifications and Details

AREA IDENTIFICATION

SECTION Ja

SECTION Jb

SECTION Ka
AREA IDENTIFICATION

DEP5 DETAILS

Biochemistry and Microbiology
Biology
Chemistry
Earth and Ocean Sciences
Mathematics and Statistics
Physics and Astronomy

11c 1/4" Non-Glare Plexi on
1 Layer Printed Vinyl on
1 Layer White Vinyl
- Graphics Supplied by UVic

35b 3/4" Mustang Tamperproof
Pierced Standoffs
FIRE SAFETY SIGNS

FIRE DOOR - Close and Engage Flush Bolts Immediately After Every Use

- Upper limit of text
- Text centre line
- Lower limit of text
- 30 degree bevel on all sides
- 30 Degree Bevel, all 4 sides
- Wall Surface
- Red / White Lamacoid Adhered to wall with Double Coated Foam Tape
- Engraved Text: 13mm (1/2"

Dimensions:
- 176 x 176
- 152 x 6"
FIRE SAFETY SIGNS

F3 DETAILS

FDC

30 degree bevel on all sides

30 Degree Bevel, all 4 sides

Wall Surface

SECTION Pb

3b Red / White Lamaloid

4 Engraved Text: 102mm [4"]

Text centre line

Pb

F3

120 ["]

152 ["]

32 [1 1/4"]

305 [12"]

32 [1 1/4”]
FIRE SAFETY SIGNS

Interior Wayfinding Signage
Specifications and Details

F3a DETAILS

F3a

13mm [\(\frac{1}{4}\)] radius corners
3b) Red / White Lamiacoid
4) Engraved Text: 102mm [4"]

Text centre line
30 degree bevel on all sides
Pba

Pba

SECTION Pba
Emergency Gas Shut-Off

3b Red / White Lamicoid

4 Engraved Text: 19mm [5/4]

30 degree bevel on all sides

Text centre line

Extents of text

SECTION Pb

30 Degree Bevel all 4-sides

Wall Surface

Red / White Lamicoid Adhesive to wall with Double Coated Foam Tape
ROOM IDENTIFICATION

[ID DETAILS]

A123b
General Office, School of Public Administration

ID1a show with ID5c

30 Degree Bevel

SECTION L

SECTION M

SECTION N

NOTE:
See Appendix for typical bevel information.
Manager, Planning Services
Y. Goldubeva

shown with ID5b & ID6
ID1a
Office Hours
8 a.m. - 4 p.m.

ID2

ID3

ID4

NOTE:
See Appendix for typical bevel information.

Where ID2 or ID4 is combined with
ID3, two layers of laminate 2 are required to make top of sign flush

30 Degree Bevel
Wall Surface

SECTION P

ID2

ID3

ID4

DROP BOX

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02/13/19
**Interior Wayfinding Signage Specifications and Details**

**ROOM IDENTIFICATION**

**ID5a**
- *Head Coach*
- Text: 30 degree bevelled edges, 4 sides
- Grey / White Lambold
- Text centre line
- Text boundary
- 10mm [3/8”]

**ID5b**
- *Manager, Project Planning*
- Text: 30 degree bevelled edges, 4 sides
- Grey / White Lambold
- Text centre line
- Text boundary
- Text centre line
- Engraved Text: 10mm [3/8”]

**ID5c**
- *General Office, School of Public Administration*
- Text: 30 degree bevelled edges, 4 sides
- Grey / White Lambold
- Text centre line
- Text boundary
- Text centre line
- Engraved Text: 10mm [3/8”]

**ID5f, ID5g, ID5h Deleted**
- See IDW1-6
**Interior Wayfinding Signage Specifications and Details**

**ROOM IDENTIFICATION**

**[WID DETAILS]**

**IDW1a**

Note:
Repeat notes, dimensions and materials from IDW1a for signs IDW1b thru IDW1e

**IDW2a**

Note:
Repeat notes, dimensions and materials from IDW2a for signs IDW2b thru IDW2e

**IDW3a**

Note:
Repeat notes, dimensions and materials from IDW3a for signs IDW3b thru IDW3d
Note: Repeat notes, dimensions and materials from IDW4a for sign IDW4b

Note: Repeat notes, dimensions and materials from IDW5a for signs IDW5b thru IDW5c
Maximum Occupant Load: 70
As per the BC Building Codes

ID7
ROOM IDENTIFICATION
[ID DETAILS]

 Lower Lobby
 Maximum Occupant Load: 
 270
 As per the BC Building Codes

ID7a
Interior Wayfinding Signage
Specifications and Details

ROOM IDENTIFICATION
[ID DETAILS]

ID8a

Slider Detail

123 Executive Classroom
Occupied Vacant
123 Executive Classroom
Use if 2 lines required
Use if 3 lines required
Interior Wayfinding Signage Specifications and Details

**ROOM IDENTIFICATION**

**[PID DETAILS]**

**PID10**

NOTE: See Appendix for typical bevel information.

**PID10-45**

Note: Refer to Sections Te and Ue when sign is specified to be mounted at angle.
**ID12**

**Card Access Only**

- **Engraved Text:** 13mm (1/2")
- **Grey / White Lamnoid**
- **30 Degree Bevel on all edges**
- **3mm (1/8") radius corners**

**SECTION Pa**

- **Grey / White Lamnoid**
- **Adhered to wall with Double Coated Foam Tape**
- **30 Degree Bevel, all four sides**

**Upper limit of text**

**Room Identification**
Interior Wayfinding Signage
Specifications and Details

ROOM IDENTIFICATION

[ID DETAILS]

ID14a

ID14b
Room Identification

ID15a

Manager, Communications
Paolo Magella de Faria Quinard

ID15b

Manager, Communications
and Ring Editor
Paolo Magella de Faria Quinard
Note:
When installing sign, ensure that grids are loose so sign slides in and out easily.

ID16 Clock Details

ID16 Hand Details

ID DETAILS

5mm x 14mm Screw
-2.5mm thread
6.25mm Ø x .25mm Washers

5mm x 14mm Screw
-2.5mm thread
6.25mm Ø x .25mm Washers

30 Degree Bevel, all 4 sides

1. Grey / White Lamitread
2. Grey / White Lamitread Adhered to 1 with 3M Scotch Tape
3. Rad / White Lamitread hour hand
4. Rad / White Lamitread minute hand
5. Rad / White Lamitread hand details

SECTION Pc
Room Identification

PID1a

Social Sciences
Interdisciplinary Studies

PID1b

Social Sciences
Interdisciplinary Studies

PID2a

Computer Help Desk
ROOM IDENTIFICATION

Interior Wayfinding Signage
Specifications and Details

Computer Help Desk

NOTE:
See Appendix for typical boved information

PID Details

SECTION Aa

SECTION U
Working in Progress
Please use other doors

We apologize for the inconvenience.
Facilities Management
NOTICES AND SAFETY SIGNS

[N3 DETAILS]

Wall Mounted Sign Holder With Header [N3a] - Portrait Letter Size Shown

02/13/19
Wall Mounted Sign Holder Without Header [N3c] - Portrait Letter Size Shown
NOTICES AND SAFETY SIGNS

[N3 DETAILS]

Wall Mounted Sign Holder Without Header [N3d] - Portrait Letter Size Shown
Wall Mounted Sign Holder with Grey Header [N3f] - Portrait Letter Size Shown
NOTICES AND SAFETY SIGNS
[N4a DETAILS]

Lab Information Sign Holder [N4a]
Secondary Lab Information Sign Holder [N4b]

- Double Coated Foam Tape below
- 1.8mm [\(\frac{1}{8}\)] Non-Glare plexi
- Printed Insert supplied by UVks.
- No tape at slides allows paper insert to slide in
NOTICES AND SAFETY SIGNS
[N4r DETAILS]

Lab Information Sign Reverse Plate [N4r]

- All content aligned centre
- 30 degree bevel on all sides
- Extent of Logo
- Engraved Logo: File supplied by UVic
- Grey Laminoid: Note: Use coloured Laminoid where specified by UVic
- Extent of Logo
NOTICES AND SAFETY SIGNS
[N5 DETAILS]

Joint Local Safety Committee Sign [N5]
NOTICES AND SAFETY SIGNS
[N5 DETAILS]

Section Ya

Section Yb
**Note:**
Repeat notes, dimensions and materials from N10a for signs N10b & N10c.

Adhere sign to the wall surface using material number (20), double sided foam tape.
**NP1a**

**Note:**

Repeat notes, dimensions and materials from NP1a for signs NP1b & NP1c.
NOTICES AND SAFETY SIGNS

[NP DETAILS]

Note:
Repeat notes, dimensions and materials from NP1d for signs NP1e & NP1f.

Repeat notes, dimensions and materials from NP1d-45 for signs NP1e-45 & NP1f-45.

Note: Refer to Sections Tk and Uk when sign is specified to be mounted at angle.
Stairwell #3
Level 2
ELEVATOR & STAIRWELL IDENTIFICATION

[S & P DETAILS]

All content aligned centre

3. Grey Laminoed: Note: Use coloured Laminoed where specified by UVIC

4. Engraved Logo: Files Supplied by UVIC

203 [in]

EQ1

EQ2

University of Victoria

S1r
Stairwell # 3
Level 2
To Front Entrance

All content aligned centre
Text centre line typ.
4 Engraved Text 16mm [6/8”]
30 degree bevel on all sides
Grey Lamitoid
Note: Use coloured Lamitoid where specified by UVIC
10 Braille Core 51mm [2”]
12 Braille Raiser Balls to match stair, number, level number
Braille centre line
4 1mm wide engraved break line
Text centre line typ.
4 Engraved Text 16mm [6/8”]

Wall Surface

SECTION N

NOTE:
See Appendix for typial
ELEVATOR & STAIRWELL IDENTIFICATION
[S & P DETAILS]

Engraved Logo;
Fits Supplied by UVic

Grey Laminate;
Mint; Use coloured Laminate where specified by UVic

All content aligned centre

30 degree bevel on all sides

S2r
ELEVATOR & STAIRWELL IDENTIFICATION

Interior Wayfinding Signage
Specifications and Details

[S & P DETAILS]
ELEVATOR & STAIRWELL IDENTIFICATION

[5 & P DETAILS]

No Exit Below This Level

- Engraved Text: 35mm [1 1/2”]
- Text centre line
- Red / White Laminoid
- 30 degree bevel on all sides

SECTION Pb

Red / White Laminoid
Adhered to wall with Double Dotted Foam Tape

30 Degree Bevel on all 4 sides

Text centre line
No Storage Allowed in Stairwell by Order of Fire Department
Roof Access Only

Engraved Text: 38mm [1 1/2"]

Text centre line

30 degree bevel on all sides

30 Degree Bevel all 4 sides

Red / White Lamictop Adhered to wall with Double Coated Foam Tape

Wall Surface

SECTION Pb
In Case of Fire or Emergency
Do Not Use Elevator

If Elevator Alarm Rings
Phone 250-721-7599
ELEVATOR & STAIRWELL IDENTIFICATION

Area of Refuge

All content aligned centre

Text centre line typ.

Engraved Text: 16mm [0.63”]

Logos to fit within boundaries where possible

Blue Laminted

30 degree bevel on all sides

Engraved Graphic

Logos to fit within boundaries where possible

Blue / White Laminted Adhered to wall with Double Coated Foam Tape

30 Degree Bevel all 4 sides
ELEVATOR & STAIRWELL IDENTIFICATION

[SE DETAILS]

SECTION Pa

1. Grey / White Laminoid

2. Engraved: Logo Files supplied by UVic

3. Logos to fit within boundary where possible

4. 30 degree beveled edges, 4 sides

5. 1mm wide engraved break line

6. Engraved Arrow

Arrow aligned middle centre in Laminoid Panel

 Refer to Spreadsheet for direction

30 Degree Bevel all 4 sides

Wall Surface
ELEVATOR & STAIRWELL IDENTIFICATION

SE6

1. Blue / White Laminoid
2. 32 [1 1/4"
3. 32 [1 1/4"
4. Engraved: Logo Files supplied by UVic
5. 1mm wide engraved break line
6. Engraved Arrow
7. Arrow aligned middle centre in Laminoid Panel
8. -Refer to Spreadsheet for direction
9. 30 Degree Bevel all 4 sides
10. Wall Surface

Logos to fit within boundary where possible

SECTION Pe
ELEVATOR & STAIRWELL IDENTIFICATION

Section T:
- Grey / White Laminate
- Logos supplied by U/Vc
- Logos middle centre justified within boundary
- 30 degree bevel, all sides

Section U:
- Grey / White Laminate
- Logos supplied by U/Vc
- Logos centre justified within boundary
- 30 degree bevel, all sides

Section Ta:
- Grey / White Laminate
- Logos supplied by U/Vc
- Logos middle centre justified within boundary
- 30 degree bevel, all sides

Section Ua:
- Grey / White Laminate
- Logos supplied by U/Vc
- Logos middle centre justified within boundary
- 30 degree bevel, all sides

Note: Refer to Sections Ta and Ua when sign is specified to be mounted at angle.
Note: Refer to Section Ta and Ua when sign is specified to be mounted at angle.
ELEVATOR & STAIRWELL IDENTIFICATION
[S & P DETAILS]

P5 / P5-45

1. Blue / White Laminted
2. Grey / White Laminted
3. 30 degree bevel, all sides
4. Engraved; Logos supplied by UVK
Logos centre justified within boundary
TL OR LH

[567x741]103
[552x36]103
[552x36]02/13/19
ELEVATOR & STAIRWELL IDENTIFICATION

[S & P DETAILS]

NOTE:
Wall shown at 89° angle. Actual angle may vary.

Note: Refer to Section Ta and Uh when sign is specified to be mounted at angle.
Note: Refer to Section Ta and Ua when sign is specified to be mounted at angle.
Wayfinding / Directional

Wall Mounted Wayfinding [W1]

Laminoid Panels fit tightly together with no reveal

Universal Washrooms

Washrooms

B301 - B315 Chemistry Laboratories

B308 Social Sciences Interdisciplinary Studies

Text and Logo centred vertically in Laminoid Panels

1mm Reveal typical between each 76mm [3"] Laminoid Panel

Logos where appropriate

Engraved Text: 19mm [3/4”]

If text requires two lines, align room number with top line; Left align text as shown

Text boundary

Note: Arrows always on left side of sign

Grey / White Laminoid

Grey / White Laminoid
Double-Wide Wall Mounted Wayfinding [W1a]
Elevator / Main Entrance

Parkade Level P4

Parkade Level P2

Vehicle Exit

Large Wall Mounted Wayfinding [W1b]
Suspended Wayfinding [W2]

Universities Washrooms

A172 Classroom

Engraved Logos

Grey / White Lamintoe

Engraved Text: 25mm ["""]

1mm reveal typical between each 76mm ["""] Lamintoe Panels

Text content vertically in Lamintoe Panels

Text boundary

Grey / White Lamintoe

Mustang Cable system for suspending signs

Mustang Cable system for suspending signs with suspended ceilings

Suspended ceiling tile

Ceiling
Double-Wide Suspended Wayfinding [W2a]
Interior Wayfinding Signage
Specifications and Details

WAYFINDING / DIRECTIONAL

SECTION J

1. Grey / White Lamitco Adhered to (2)
2. 2mm Plasti with Scapa Tape
3. Lamitco on reverse where specified
4. 90 Degree Corner Cut
5. Mustang Hanging Sign Hardware

SECTION K

1. Grey / White Lamitco Adhered to (2)
2. 2mm Plasti with Scapa Tape
3. Lamitco on reverse where specified
4. 1mm Reveal

ELEVATION B

- Dimensions:
  - 21 [7/8"]
  - 18 [5/8”]
  - 33 [1 1/4”]
  - 51 [2”]
Residence Corridor Wayfinding [W3]

- Grey / White Lamicoid
- Text centred vertically in Lamicoid Panels
- Engraved Text: 25mm [1"]
Washroom & Plumbing Fixture Identification

**Note:**
Repeat notes, dimensions and materials from WID1 for sign WID2 and WID29.

Adhere sign to the wall surface using material number (20), double sided foam tape.
WASHROOM & PLUMBING FIXTURE IDENTIFICATION

**Note:**
Repeat notes, dimensions and materials from WID4 for signs WID5, WID10, WID11, WID23 and WID30.

Adhere sign to the wall surface using material number (20), double sided foam tape.
Note:
Repeat notes, dimensions and materials from WID3 for signs WID8, WID24 and WID28.

Adhere sign to the wall surface using material number (20), double sided foam tape.
Note:
Repeat notes, dimensions and materials from WID13 for sign WID14.

Adhere sign to the wall surface using material number (20), double sided foam tape.
**WASHROOM & PLUMBING FIXTURE IDENTIFICATION**

**[WID DETAILS]**

**Interior Wayfinding Signage Specifications and Details**

**WID15**

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**Note:**
Repeat notes, dimensions and materials from WID15 for sign WID16.

Adhere sign to the wall surface using material number (20), double sided foam tape.
WASHROOM & PLUMBING FIXTURE IDENTIFICATION

[WID DETAILS]

Priority

Cellphone Use Prohibited

Note:
Adhere sign to the door surface using material number (20), 3/4” double sided foam tape.

WID17
WASHROOM & PLUMBING FIXTURE IDENTIFICATION

Note:
Repeat notes, dimensions and materials from WID26 for sign WID31.

Adhere sign to the wall surface using material number (20), double sided foam tape.
WASHROOM & PLUMBING FIXTURE IDENTIFICATION

Note:
Repeat notes, dimensions and materials from WID27 for sign WID25.

Adhere sign to the wall surface using material number (20), double sided foam tape.
Note:
Adhere sign to the wall surface using material number (20), double sided foam tape.
Note:
Repeat notes, dimensions and materials from WP4 for signs WP1, WP2, WP4a, WP5, WP5a, WP6, WP14, WP20 and WP21.

WP4

Note:
Repeat notes, dimensions and materials from WP7 for signs WP1-45, WP2-45, WP3, WP4-45, WP4a-45, WP5-45, WP5a-45, WP6-45, WP7, WP8, WP14-45, WP15, WP16, WP18, WP19, WP20-45 and WP21-45.
WASHROOM & PLUMBING FIXTURE IDENTIFICATION

[WP DETAILS]

Note:
Repeat notes, dimensions and materials from WP17 for sign WP22.
Note: Refer to Sections Ta and Ua when sign is specified to be mounted at angle.
WF1

**Note:**
Adhere sign to the wall surface using material number (20), double sided foam tape.
Interior Wayfinding Signage Specifications and Details

WASHROOM & PLUMBING FIXTURE IDENTIFICATION

[PWF DETAILS]

PWF1

- Sky Blue / White Laminoid
- Engraved: Graphic files supplied by UVInc
- Logos middle centre justified within boundary
- 30 degree bevel, all sides

NOTE:
See Appendix for typical bevel information

SECTION Tc

PWF1-45

- Sky Blue / White Laminoid
- Engraved: Graphic files supplied by UVInc
- Logos middle centre justified within boundary
- 30 degree bevel, all sides

SECTION Ub

- Mustard Shelf Support
- Supplied Screw

SECTION Tc

- Mustard Shelf Support
- Supplied Screw

SECTION Ub

- Supplied Screw

Note: Refer to Sections Tc and Ub when sign is specified to be mounted at angle.
TYPICAL BEVEL DETAIL

Note:
- University of Victoria logos must maintain proportions and may not be altered, stretched or skewed. A flat black copy of the logo will be provided.