Multnomah County Signage Standards

Revised August 2008

MULTNOMAH COUNTY OREGON
Facilities and Property Management Division

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INTRODUCTION

Multnomah County Oregon (hereafter referred to as the County) issues these signage standards as background information as to how the County determines and provides building and property signage. Multnomah County Sign Services and the Facilities and Property Management (FPM) Division administer these standards. (*Refer to Multnomah County Executive Rule Number 240 and FAC - 12*.)

Multnomah County requires adherence to these signage standards for new construction projects. Where a signage scheme already exists for a renovation project, the existing scheme shall take precedence over these standards, but will, however, introduce these signage standards into existing building schemes wherever practical. Where signage is provided by the landlord for leased facilities, the signage will conform to the sign standard established for that building. Please direct any questions regarding these signage standards to the Building Data Management Center in the Facilities and Property Management Division. The Facilities and Property Management Division will work with Multnomah County Sign Services to address your questions and concerns.

GENERAL OBJECTIVES

The County issues these standards to:

1. Improve communications through clear, readily understood messages;
2. Achieve visual consistency throughout County buildings; and,
3. Effect cost savings through standardization of system components.

CROSS-REFERENCES

The following administrative requirements or references are designed to comply with or complement the Multnomah County Signage Standards:

1. *Multnomah County Library Sign Systems User Manual*
2. *Multnomah County CAD Standards (Revised August 2008)*
3. *Multnomah County A/E Deliverable Standards (Revised August 2008)*
4. *Multnomah County Specifications Standards (Revised May 2006)*
5. *Multnomah County Space Allocation Policy (Revised July 2007)*
6. *Multnomah County Strategic Facilities Plan (Issued August 2005)*
7. *LEED Gold & High Performance Green Building Policy (Resolution No. 08-004)*
8. *Multnomah County Healthcare Design Guidelines (Issued May 2006)*
9. *Americans with Disabilities Act (Issued 1990)*

CHANGES FROM PREVIOUS VERSION

The primary changes to this version are:

1. Responsibility of Signage Contractors
2. Interior Signage for Historic Buildings
3. Clarification of door tag content
4. Modification of Interior Signage exhibits
5. Addition of Exterior Signage requirements and exhibits

A/E SERVICE PROVIDER RESPONSIBILITY

The A/E Service Provider is responsible to:

1. Design spaces that accommodate the signage standards.
2. Where required, obtain sign permits from authorities having jurisdiction.
3. Provide temporary signs and egress maps as required for occupancy.
4. Coordinate with sign design and installation by the County or County contractors.

SIGNAGE FABRICATOR RESPONSIBILITY

Signage fabrication services are provided by Multnomah County Sign Services or a contracted signage vendor. Multnomah County Sign Services typically provides interior signage and the contracted signage vendor exterior signage. The Signage Fabricator is responsible to:

1. Confirm that submitted information from FPM is complete.
2. Manufacture requested signage according to these standards. (Please note that exhibits are for illustrative purposes only and do not match fabricated applications.
3. Provide signage submittals that include the following:
   a. Manufacturer's Product Data Sheets,
   b. Shop Drawing for each sign that varies from the standard,
   c. Samples for non-specified manufacturer's products, and
   d. Instructions for sign maintenance (where requested).
4. Install requested signage within negotiated timeframes.
5. Where required, provide assistance to obtain sign permits from authorities having jurisdiction.
6. Identify exceptions to the standards prior to installation and recommend alternative actions.
7. Coordinate with FPM to ensure that the signage standards are consistently applied and that changes to the standards are mutually agreed upon.

FACILITIES & PROPERTY MANAGEMENT (FPM) RESPONSIBILITY

FPM is responsible to:

1. Update and distribute these signage standards.
2. Provide assistance in the interpretation of signage applications on a case-by-case basis.
3. Educate County personnel on the signage standards and provide assistance in selecting appropriate signage.
4. Identify and coordinate signage requirements throughout County-owned and -leased facilities.
5. Review and submit signage requests for County-owned facilities to Multnomah County Sign Services in an appropriate time frame.
6. Review and submit signage requests for County-leased facilities to the Lease Building Manager in an appropriate time frame.
7. Coordinate with Multnomah County Sign Services to ensure that the signage standards are consistently applied and that changes to the standards are mutually agreed upon.

COMMENTS OR QUESTIONS

The County welcomes your recommendations to improve our documents and documentation process. Address all comments or questions about interpretation of these standards to:

Stephen Shatter
(503) 988-3322 ext. 22256
stephen.shatter@co.multnomah.or.us

MULTNOMAH COUNTY OREGON
Facilities & Property Management Division
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SIGNAGE STANDARDS

County signs are distinguished by their location and function. Signage may be located in the interior or the exterior of a building or elsewhere on a property. Signage is classified into three functions: wayfinding, regulatory, and informational. Wayfinding signs convey directions and identifications (for example, room and occupant locations). Regulatory signs convey warning or mandatory requirements (for example an electrical hazardous condition or the speed limit in a parking garage) and have specific content, size, type, or location requirements required by authorities having jurisdiction. Informational signs convey building and program information (for example building hours or a no smoking policy).

STYLE GUIDE

1. Use **UPPERCASE LETTERS**, except for information on building directories and employee names on personnel nameplates, where title case (e.g. Health Department, Jane Doe) is used.
2. Use the font style Helvetica Medium (sans serif), except for library signage, where the font style Frutiger is used. Helvetica Bold may be appropriate for specific applications.
3. Characters shall not be italic, oblique, script, or a highly decorative or unusual form.
4. Use the "&" symbol instead of "and".
5. Use the standard Multnomah County arrow to indicate direction.
6. Use a comma or a space to separate items, instead of a slash.
7. Use numerals followed by a period for informational lists, instead of bullets.
8. Avoid the use of periods for abbreviations or phrases, except for multiple sentence structure.
9. Avoid the use of an apostrophe, except where part of a legal name.
10. Avoid the use of abbreviations, except where part of a professional license (e.g. MD) or membership (e.g. AIA).

INTERIOR SIGNAGE REQUIREMENTS

This section specifies interior signage for room numbers, directional signs, directories, code required signs, and informational signs. Interior signs are signs located in the interior of a building. The County defines a building as any structure, (e.g. office building, garage, parking structure, shed, shop, trailer, or warehouse) that adds value to a property and is assigned a Building Code.

A. LOCATION

The need to provide information and direction should not be interpreted as a call for many signs. One problem of providing too many signs is that it creates too many reference points and, thus, diminishes essential information. Generally, the number of signs included in a well thought out sign plan will be fewer than in a plan that has not been carefully prepared. Interior signage shall comply with current federal ADA requirements as well as with these standards.

1. **Wayfinding Signage.** Several factors influence decisions on how many signs will be needed to provide direction on a particular route. These include the nature of the environment (type of occupancy, access, or space), the distance between the starting point and the destination, and the number of decision points (intersections) on a route. Research has shown that signs should be located just before each decision point. When there are long distances between decision points, a message may need to be repeated, confirming the direction towards the destination. The following steps determine where to locate wayfinding signage:
   a. Sign major entrances or main elevator lobbies with a building directory.
   b. Sign elevator lobbies with floor directories. Consider supplemental directional signage (sub-directories) at intersecting corridors and high visitor or employee foot traffic areas.

c. Sign the side of the door frame with the room number for the room that is about to be accessed.
d. Sign the perimeter only for non-County occupant spaces in County-owned buildings (such as sublet areas) to indicate room use. Always include the room number on the signage.
e. Sign a room to indicate room name. Include the room number on the signage except when the room is within a suite or is a vertical penetration. .
f. Sign private offices with the occupant name(s). The program title is optional. Include the room number except when the room is within a suite.
g. Sign sections or units with the section name(s) or unit name(s) if appropriate.
h. Sign cubicles with the occupant name(s). The program title is optional.

2. **Regulatory Signage.** Locate regulatory signage to conform to requirements of authorities having jurisdiction (e.g. "Manual on Uniform Traffic Control Devices" issued by the Federal Highway Administration).
   a. Sign indoor areas to control building egress routes.
   b. Sign indoor parking areas, sallyports, loading docks, etc. to safely control vehicular circulation
   c. Sign assembly areas to indicate maximum occupancy.
3. **Informational Signage.** Locate building and program informational signage where the message is initially required and repeat where necessary (e.g. post "**PLEASE TURN OFF CELL PHONE**" sign on each side of a courtroom entry with double doors).
   a. Sign building or program areas to convey messages that inform, direct, instruct, or warn users of a policy or requirement.

B. PLACEMENT

Display signs uniformly and consistently throughout a building. For example, all signage conveying room and occupancy locations should be centered at the same height, and thus become reference points that are easily noticeable. Integrate signs with their environment. Consider architectural surfaces, color, and lighting when determining sign placement.

Where there is a need to convey several messages in a particular location; incorporate messages either into one sign or design a layout with multiple signs. The goal is to clearly convey each message and to avoid confusing clusters of signs at one location.

Where placement of signage with an ADA (Braille) component may be difficult due to the space layout (e.g. multiple doors with no wall space); configure signage at the entry points to these areas. The signs at these entry points should convey the location of the next sign or where assistance is available.

1. **Wayfinding Signage.** The following steps determine where to place wayfinding signage. Refer to the directory and room placement examples included in this document.
   a. Place building, floor directories, and sub-directories on a case-by-case basis. The Facilities & Property Management Division and Multnomah County Sign Services will identify the appropriate placement.
   b. Place signs that identify a room number and/or room use at ADA height adjacent to the handle (knob, lever) side of the door. If an obstruction interferes with this placement, consider relocating the obstruction (for example, wall mounted inboxes) or "framing out" the area. If this is not possible, follow this order of precedence:
      i. Place the sign at ADA height on the wall perpendicular to the handle side, or
      ii. Contact Facilities & Property Management for placement assistance.
   c. Place signs that identify a room number only on the upper left side of the door frame, regardless of the placement of the door handle.
   d. Hang section and unit signs from the ceiling or affix to the appropriate cubicle in a uniform and consistent manner.

e. Place personnel signs for private offices according to the sequence identified in "1b above. Personnel nameplates are typically located 2" from the top and side panel frames for cubicles.
f. Note that glass-mounted signage require a black backer on the opposite side of the glass.
g. Note that clear plastic holders are often located near conference room signage. These holders should be mounted directly below or directly beside the signage.

2. **Regulatory Signage.** Place regulatory signage to conform to requirements of authorities having jurisdiction.
3. **Informational Signage.** Where program content advises the reader that assistance is available, these signs should have an ADA (Braille) component and follow the order of precedence outlined in 1b above. Otherwise, informational signage should be placed to complement existing wayfinding and regulatory signage.
4. **Signage Priority.** Signs with an ADA (Braille) component receive placement priority. Always place the wayfinding sign first as outlined in 1b above. Then place other signage with an ADA (Braille) component, and then remaining signage. Where possible, incorporate Braille information in the wayfinding sign to identify the information on the other signs or provide direction to the next sign. Additional signs should be placed following this order of precedence:
   a. Locate sign at the same height next to existing signage,
   b. Locate sign at the same height as near as possible to existing signage, or
   c. Contact Facilities & Property Management for placement assistance.

C. LAYOUT

These standards comply with ADA requirements for font style, text size, symbol size, and sign materials. All signage shall be appropriately sized to effectively communicate the message and complement existing signage.

1. The signage contractor is responsible for consistent use of horizontal and vertical spacing to ensure sign balance, layout modifications to control sign dimensions, and overall sign consistency. Horizontal and vertical space surrounding the sign text is typically the width of a letter "E" in the sign font.
2. Where a choice is required to either decrease the font size or increase the sign size, the County prefers an increase in sign size. In view of the many factors affecting the design, good judgment is required when applying these rules to a particular sign.

D. CONTENT

Regulatory content is determined by authorities having jurisdiction. Only informational content is permitted for informational signage. Informational content is permitted on wayfinding signage when the following conditions are met:

1. The wayfinding information precedes the informational content, and
2. The sign layout is not compromised.

E. HEADER OPTIONS

The standard header (Pearl Gray) may be replaced with a red, yellow, green, or blue header for specific applications.

1. A red header conveys emergency information. For example, "**IN FIRE EMERGENCY USE STAIRS. DO NOT USE ELEVATOR**." or "**NOT AN EXIT**".
2. A yellow header conveys cautionary information. For example, "OPEN DOOR SLOWLY", "**HIGH VOLTAGE**", or "**EMERGENCY EXIT ONLY. NO REENTR**Y".
3. A green header conveys safety information. (Future)
4. A blue header conveys special accommodation information. For example, "**PUSH THE GREEN BUTTON FOR SPECIAL ACCOMMODATION**" or "**WHEELCHAIR AND EMPLOYEE ACCESS**".

F. FABRICATION & INSTALLATION METHOD

Interior signage fabrication method depends on who is identified as the sign fabricator:

1. County Sign Services provides hand-set lettering manually applied to each sign.
2. Signage contractors typically rely on a photopolymer or back-painted process.
3. Each fabricator should allow for three custom colors.
4. All interior signage with back plates will be installed using 3M VHB double-sided tape strategically placed in each corner of the back plate.

EXTERIOR SIGNAGE REQUIREMENTS

This section specifies exterior signage requirements for post and panel signs, wall mounted panel signs, directional signs, code required signs, informational signs, and exterior directories. Generally, graphics and style of site signage should be in keeping with the signage used inside the building. Signs integrated with architectural elements can also be very effective. There shall be a consistency in the font style and color plus any directional symbology used in site and building signage. Signage placement can be an important detail element of the building design whether prominently displayed and tooled into the exterior building wall materials or as a freestanding component near the entrance to the facility.

A. LOCATION

Exterior signs should assist the first-time user by identifying multiple site entrances, parking areas, and the main building entrance. Use signs sparingly but effectively. Exterior signage shall comply with current ADA requirements as well as with these standards.

1. **Wayfinding Signage.** Exterior signage should identify the building name and address, program information (e.g. Library, Health Clinic), and directional information (e.g. parking and access issues).
2. **Regulatory Signage.** Locate regulatory signage to conform to requirements of authorities having jurisdiction (e.g. “Manual on Uniform Traffic Control Devices” issued by the Federal Highway Administration).
   a. Sign outdoor parking areas, service routes, etc. to safely control vehicular circulation
   b. Sign parking spaces and ramp areas to indicate ADA accommodations.
3. **Informational Signage.** Locate building and program informational signage where the message is initially required and repeat where necessary (e.g. post “Business Hours” information on glass entry doors).

B. PLACEMENT

Display signs where they can be easily accessed, seen, and clearly understood. As stated previously, integrate signs with their environment. Consider architectural surfaces, color, and lighting when determining sign placement.

1. **Wayfinding Signage.** Place post and panel signs; wall mounted signs; directional signs; and exterior directories on a case-by-case basis. The Facilities & Property Management Division and Multnomah County Sign Services will identify the appropriate placement.
2. **Regulatory Signage.** Place regulatory signage to conform to requirements of authorities having jurisdiction.
3. **Informational Signage.** Where program content advises the reader that assistance is available, these signs should have an ADA (Braille) component and follow the order of precedence outlined earlier in the Interior Signage Placement section of this document. Otherwise, informational signage should be placed to complement existing wayfinding and regulatory signage.

C. LAYOUT

These standards comply with ADA requirements for font style, text size, symbol size, and sign materials. All signage shall be appropriately sized to effectively communicate the message and complement existing signage.

1. The signage contractor is responsible for consistent use of horizontal and vertical spacing to ensure sign balance, layout modifications to control sign dimensions, and overall sign consistency. Horizontal and vertical space surrounding the sign text is typically the width of a letter "E" in the sign font. (Allow 3/8" space between lines of lettering.)
2. Where a choice is required to either decrease the font size or increase the sign size, the County prefers an increase in sign size. In view of the many factors affecting the design, good judgment is required when applying these rules to a particular sign.
3. Shops drawings are required for all exterior signage submittals.

D. CONTENT

Regulatory content is determined by authorities having jurisdiction. Only informational content is permitted for informational signage. Informational content is permitted on wayfinding signage when the following conditions are met:

1. The wayfinding information precedes the informational content, and
2. The sign layout is not compromised.

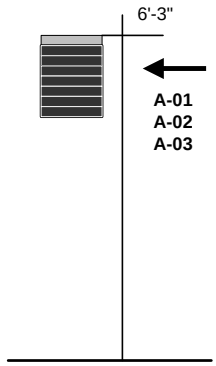
HISTORIC BUILDINGS (Based on GSA Technical Preservation Guidelines)

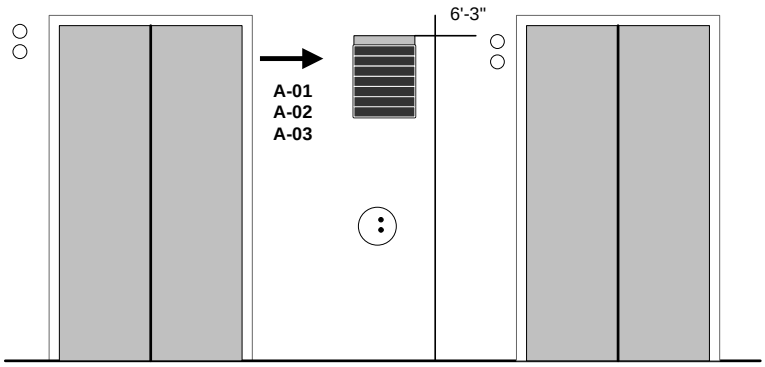
It is especially important to consider the location and design of interior and exterior signage in an historic building so as not to interfere with the original aesthetic intent. If original signs exist, they should be retained and made current. Original signs may be used as a design model and point of departure for new signs. Be sensitive to the building's details and the architect's intent for the building is required, as well as an acknowledgement of changing needs.

Signs should not be installed in a way that may harm historic materials.

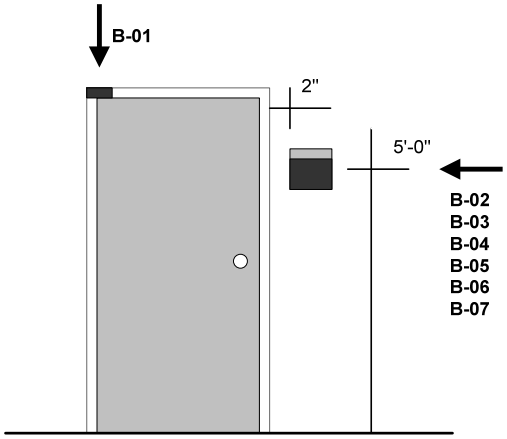
1. Sign placement, size, and appearance must be approved by the Facilities & Property Management Division.
2. Retain historic signs wherever possible. Where original signs no longer serve their intended use, consider reusing existing signs for new purposes.
3. Attach signs so they do not cause permanent damage to the building. Anchor into mortar joints instead of drilling into stone or brick. Use removable adhesives for mounting.
4. Use original signage as a model when designing new signs.
5. Design new signage using one cohesive approach.
6. Allow for various types of signage as necessary. For example, use stanchions, backlit signs, etc.
7. Provide a location for temporary announcements and notices for building occupants which will have minimal impact on historic spaces.
8. Discourage ad-hoc signage.
9. Consolidate signs wherever possible.

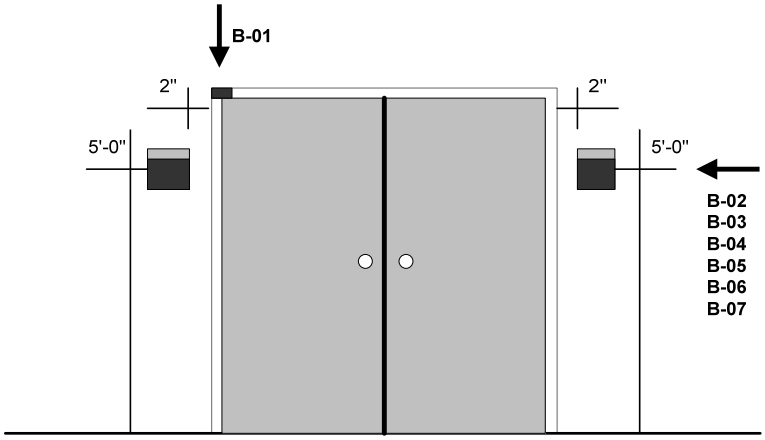
INTERIOR - WAYFINDING
DIRECTORY SIGNAGE PLACEMENT DETAILS



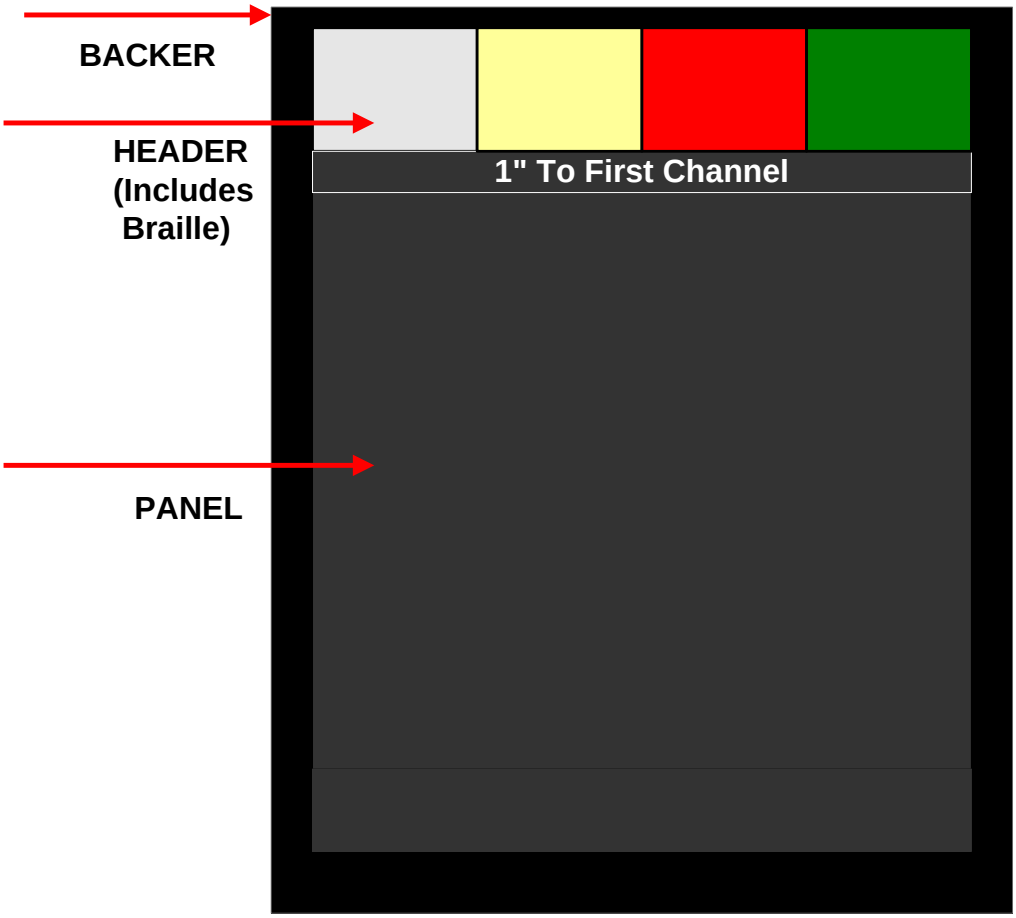


INTERIOR - WAYFINDING
ROOM SIGNAGE PLACEMENT DETAILS



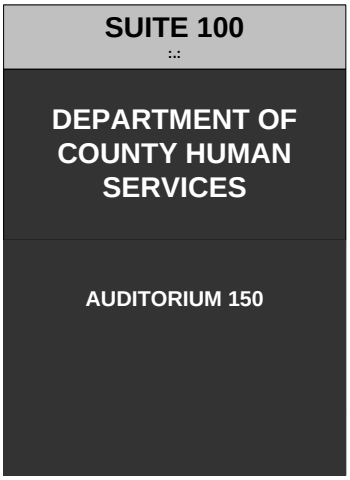


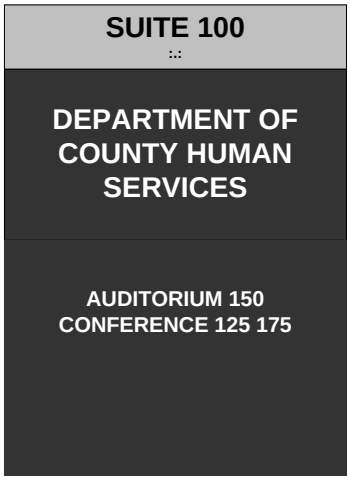
INTERIOR - WAYFINDING
SIGN COMPONENTS

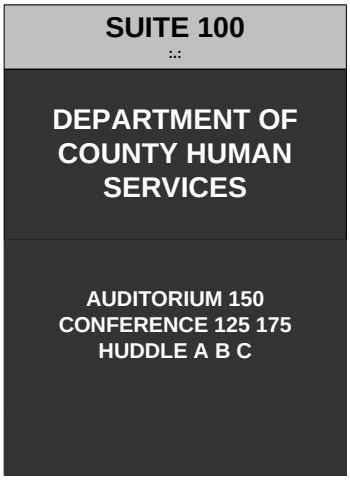


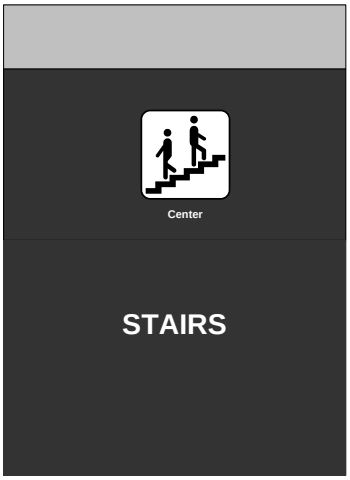
OVERSIZED BACKER		UNDERSIZED TOP PANEL		HEADER
Backer	**Applied**	**Color**	**Inserts**	**Color**
100% Acrylic - Black - All Edges Beveled	3M VHB Tape - ¾" - 1" width.	100% Acrylic - Duranodic - All Edges Beveled PMS #	JRS Black C-Channel.	Rowmark Pearl Gray, ADA Yellow, ADA Red, & ADA Green
NOTE: None				

INTERIOR - WAYFINDING
SIGN LAYOUT EXAMPLES

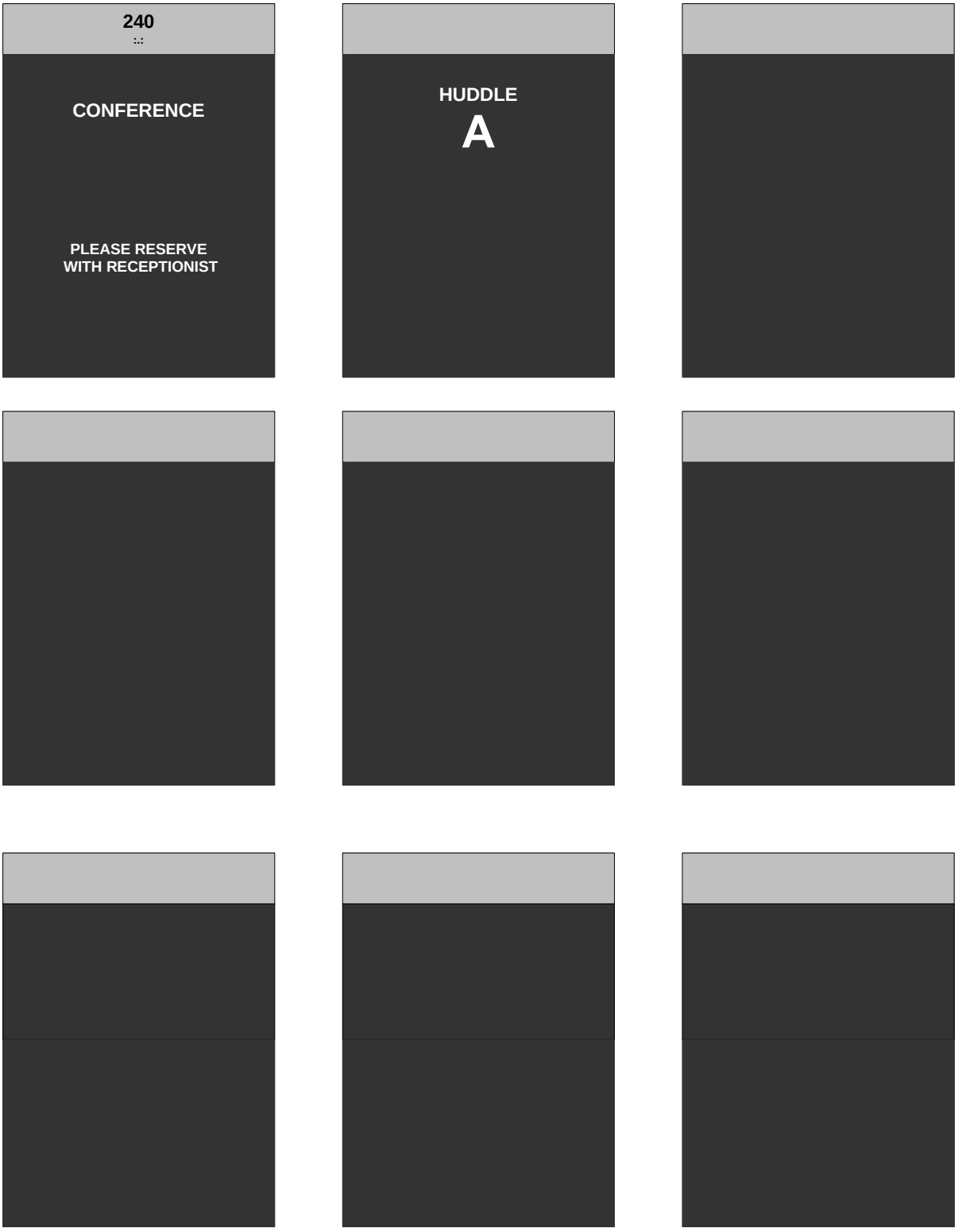




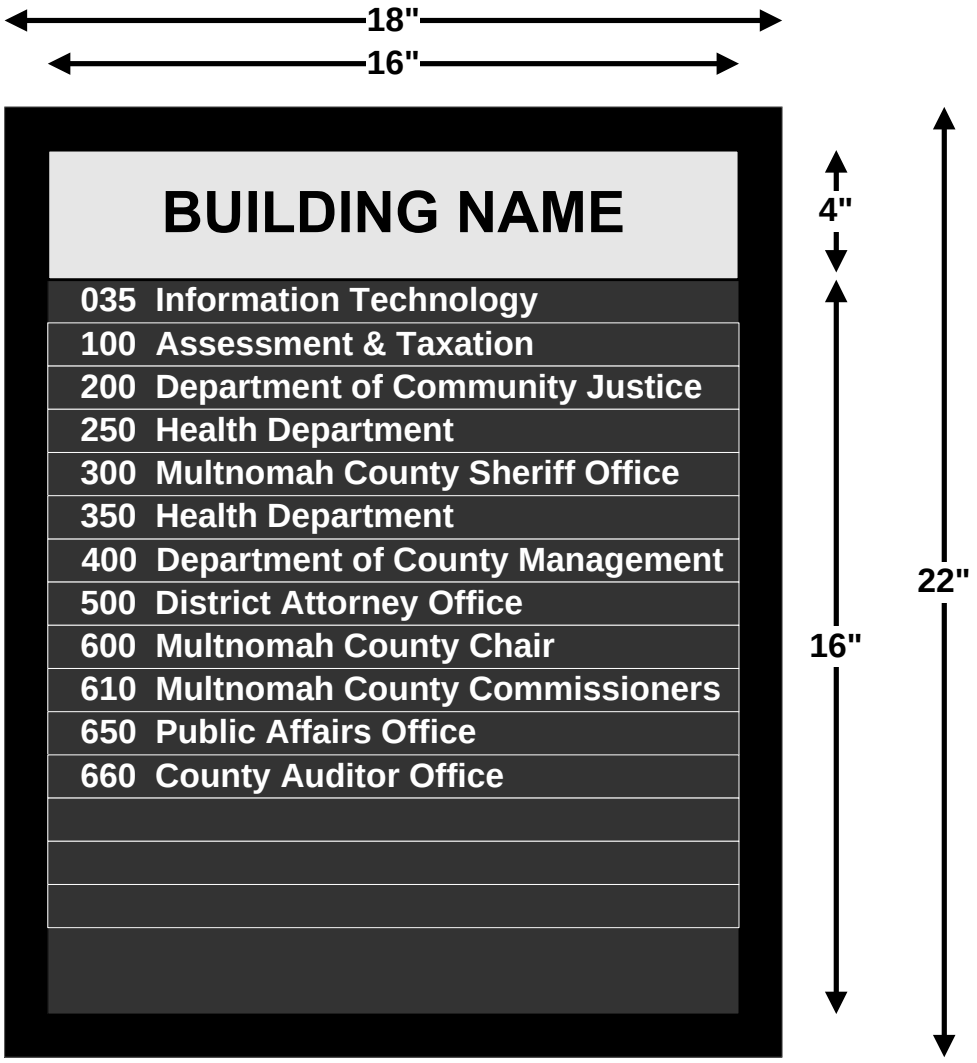




INTERIOR - WAYFINDING
SIGN LAYOUT EXAMPLES (cont'd)

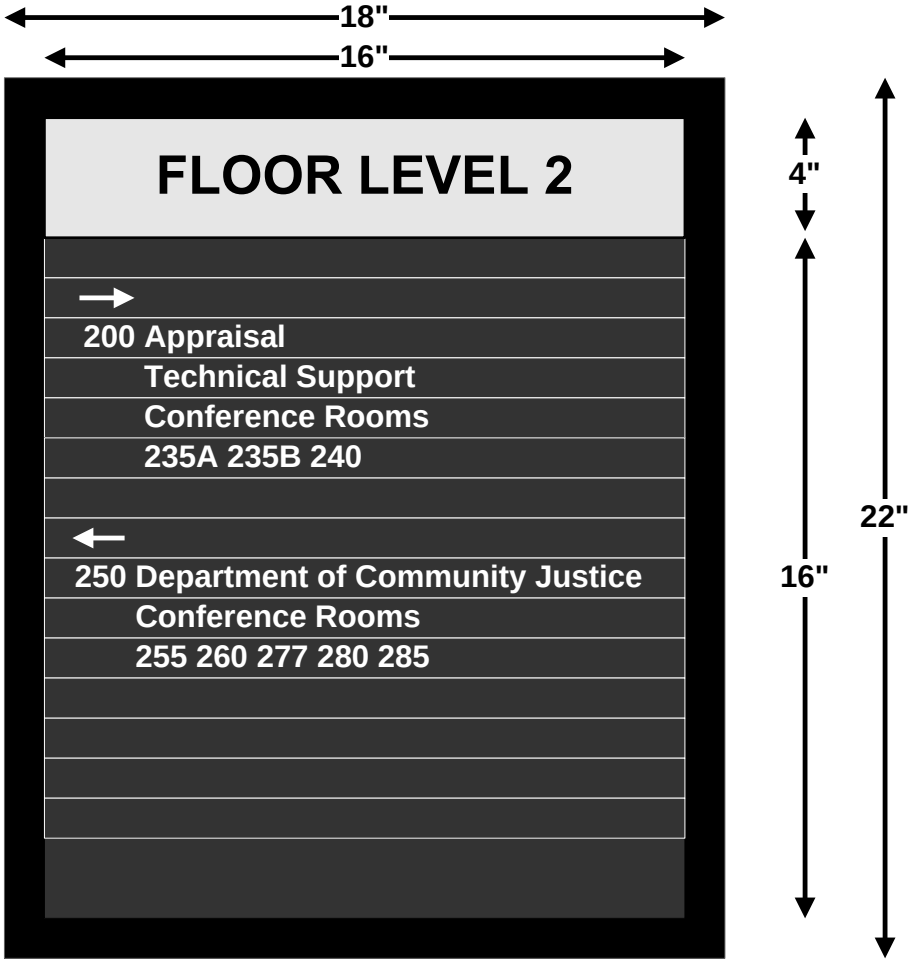


A-01 INTERIOR - WAYFINDING BUILDING DIRECTORY A-01



SIZE		HEADER			PANEL			
Standard	Option	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Options
Top: 20"x 16" Back: 22"x18"	Top: 25" x 19" Back: 27"x21" Top:30"x 22" Back: 36"x24"	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	1" Insert: 1/2" Title	1-½" Insert 3/" Title 2" Insert 1" Title
SPECIFICATIONS: JRS Black C-Channel for each insert. 100% of sign acrylic top plate and back plate.								

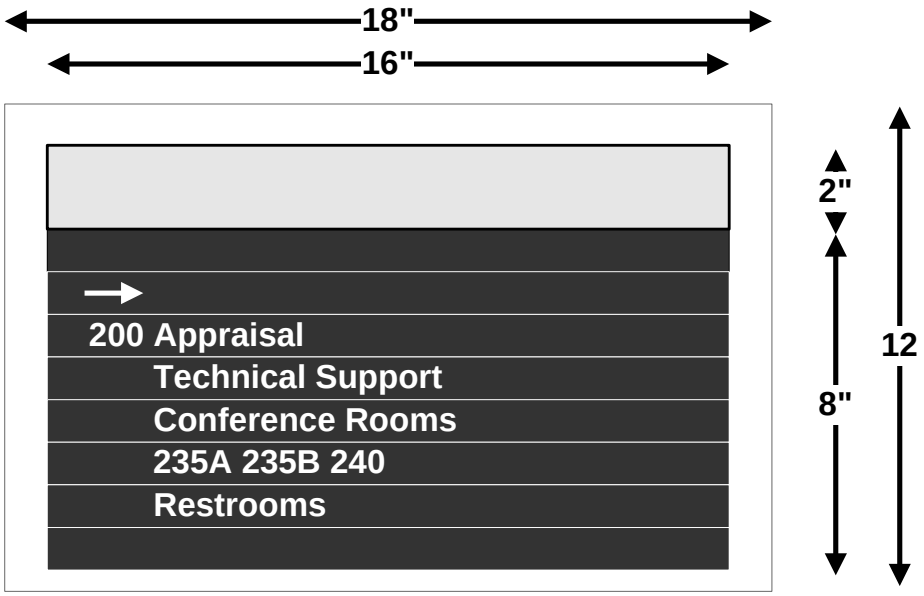
A-02 INTERIOR - WAYFINDING FLOOR DIRECTORY A-02



NOTE: On the header identify the basement level “0” as “BASEMENT”. Identify floor levels above the basement level as “FLOOR LEVEL 1”, etc. Identify floor levels below the basement level as “LOWER LEVEL A”, etc.

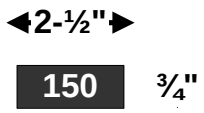
SIZE		HEADER			PANEL			
Standard	Option	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 20"x 16" Back: 22"x18"	Top: 25" x 19" Back: 27"x21" Top:30"x 22" Back: 36"x24"	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	1" Insert: 1/2" Title	1-½" Insert 3/” Title 2" Insert 1" Title
SPECIFICATIONS: JRS Black C-Channel for each insert. 100% of sign acrylic top plate and back plate.								

A-03 INTERIOR - WAYFINDING FLOOR SUB-DIRECTORY A-03



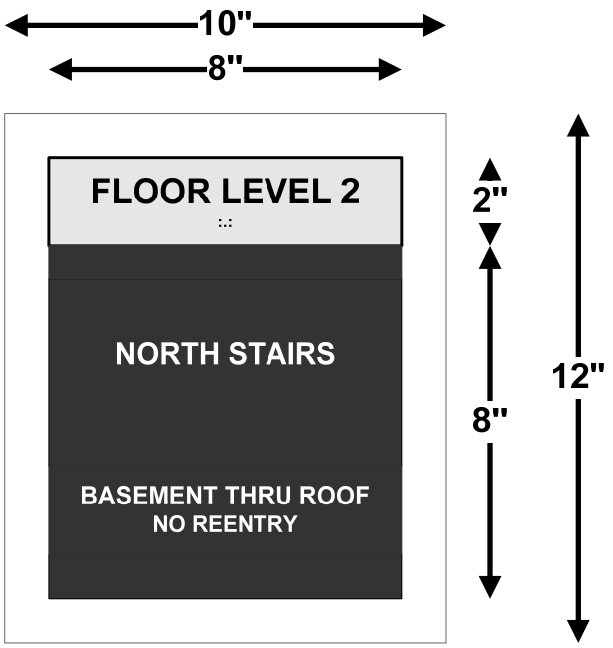
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 16" Back: 12" x 18"	Custom	Pearl Gray	None	None	Duranodic	Helvetica Medium White	1-½" Insert ¾" Title	1" Insert 1/2" Title 2" Insert 1" Title
SPECIFICATIONS: JRS Black C-Channel for each insert. 100% of sign acrylic top plate and back plate. Symbols are in vinyl.								

B-01 INTERIOR - WAYFINDING DOOR FRAME B-01



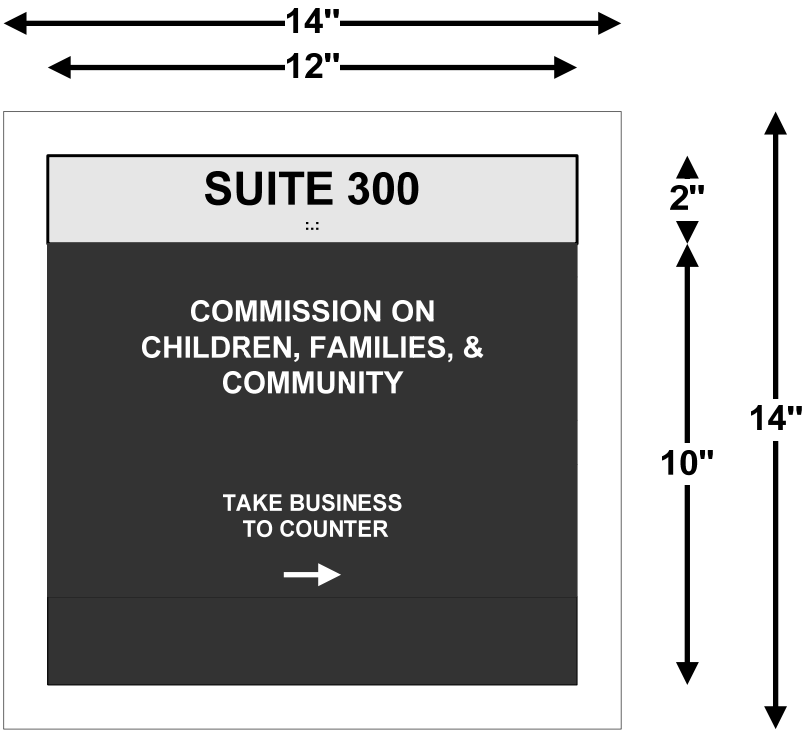
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
¾" x 2-½"	None	None	None	None	None	Applied Duranodic Vinyl Helvetica Medium	1/2" Upper	None
SPECIFICATIONS: None								

B-02 INTERIOR - WAYFINDING FLOOR B-02



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back: 12" x 10"	None	Pearl Gray	Helvetica Medium Brown	.62" Bold Upper	Duranodic	Helvetica Medium White	Upper: 3/4" Bottom: 5/8" Upper	None
SPECIFICATIONS: On the header identify the basement level "0" as "BASEMENT". Identify floor levels above the basement level as "FLOOR LEVEL 1", etc. Identify floor levels below the basement level as "LOWER LEVEL A", etc.								

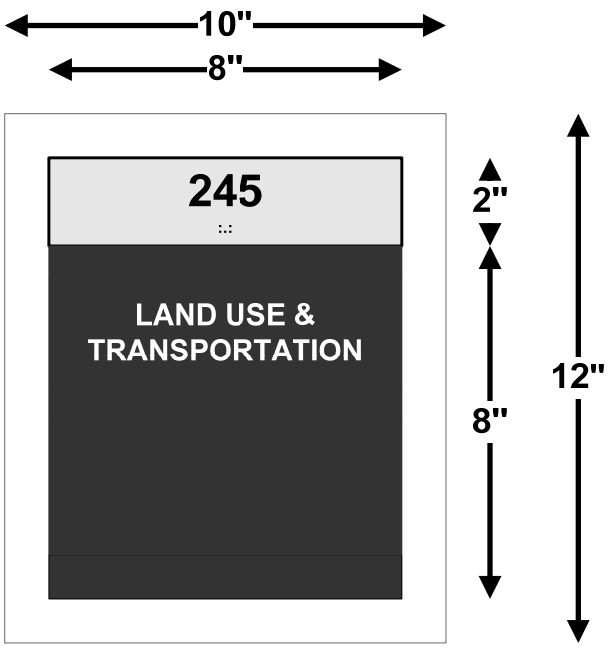
B-03 INTERIOR - WAYFINDING SUITE B-03



SIZE		HEADER			PANEL			
Standard (with Frame	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 12"x12" Backboard: 14"x14"	B-02 Size	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	Top: 3/4" Upper Bottom: 5/8" Upper	None

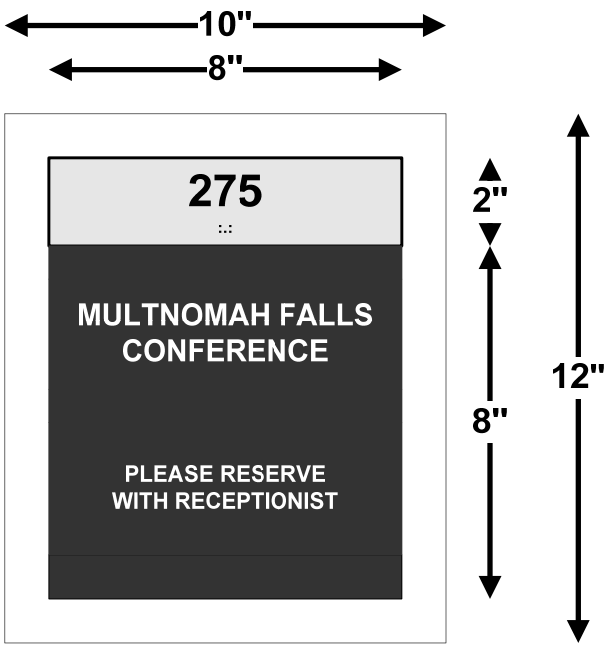
SPECIFICATIONS: When mounting on glass use an additional backplate.

B-04 INTERIOR - WAYFINDING ROOM B-04



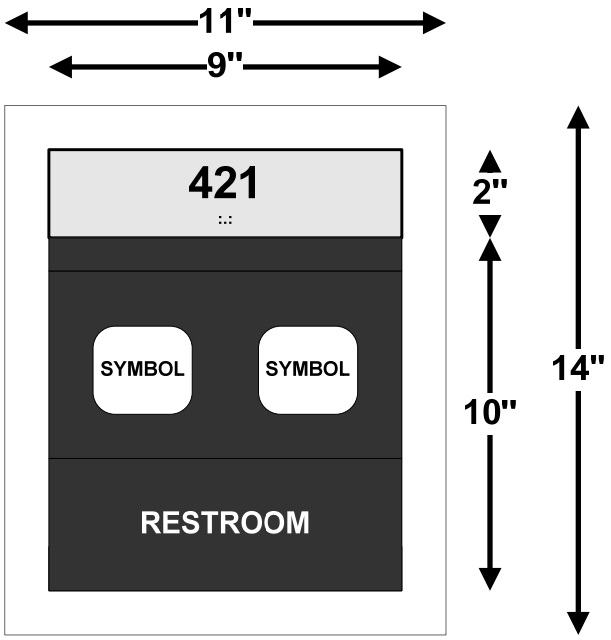
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back:12" x 10"	Top: 12" x 9" Back: 14" x 11"	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	Top: 3/4" Upper Bottom: 5/8" Upper	None
NOTE: When mounting on glass use an additional backplate.								

B-05 INTERIOR - WAYFINDING ROOM (With Informational Content) B-05



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back:12" x 10"	Top: 12" x 9" Back: 14" x 11"	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	Top: 3/4" Upper Bottom: 5/8" Upper	None
SPECIFICATIONS: When mounting on glass use an additional backer.								

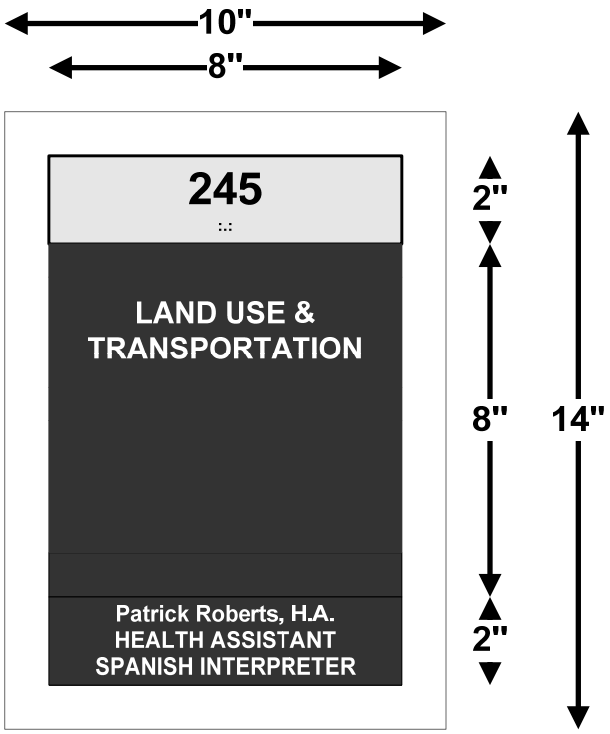
B-06 INTERIOR - WAYFINDING ROOM (With Symbol) B-06



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 12"x9" Back: 11"x14"	Custom	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	Symbol: 3" Bottom: 3/4" Upper	Bottom: 5/8" Upper

SPECIFICATION: Room number is not required when sign is located within an office suite. There is a ¾" space between accessible symbol and lettering.

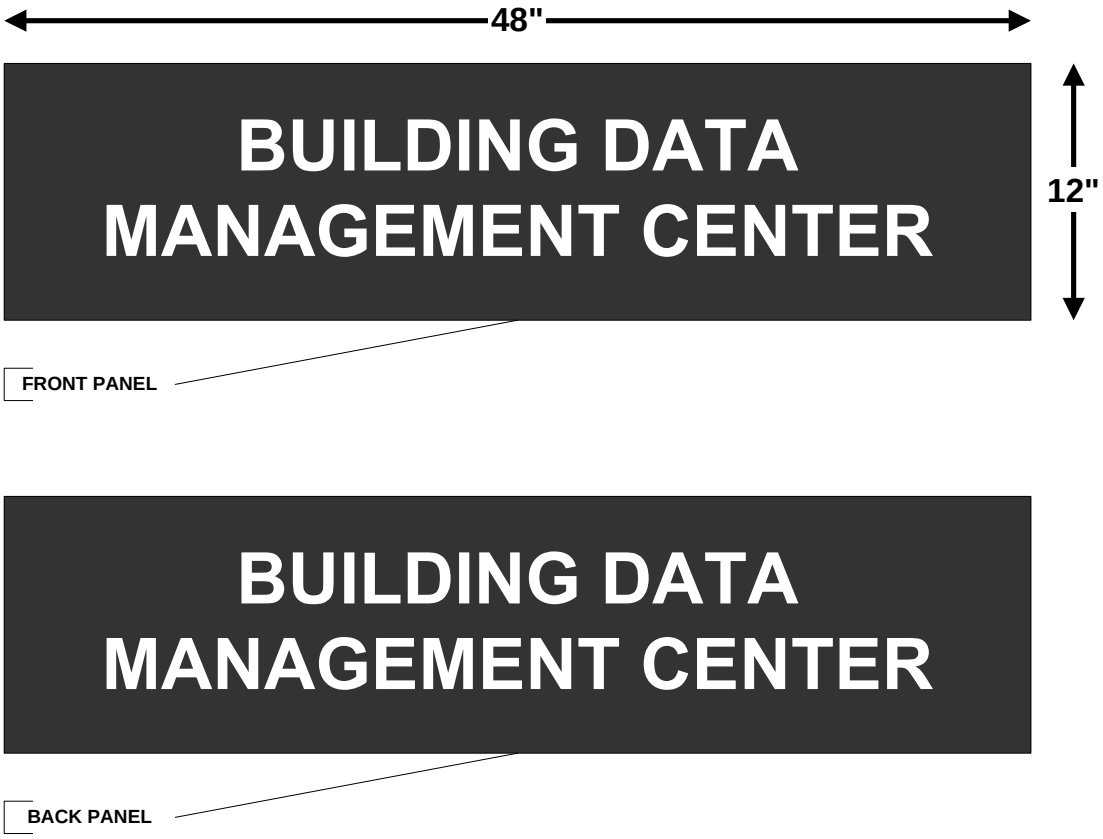
B-07 INTERIOR - WAYFINDING COMBO (Single Room With Changeable Nameplate) B-07



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back: 14" x 10"	Top: 12" x 9" Back: 14" x 11"	Pearl Gray	Helvetica Medium Brown	1" Bold Upper	Duranodic	Helvetica Medium White	Top: 3/4" Upper Bottom: 5/8" Upper	None

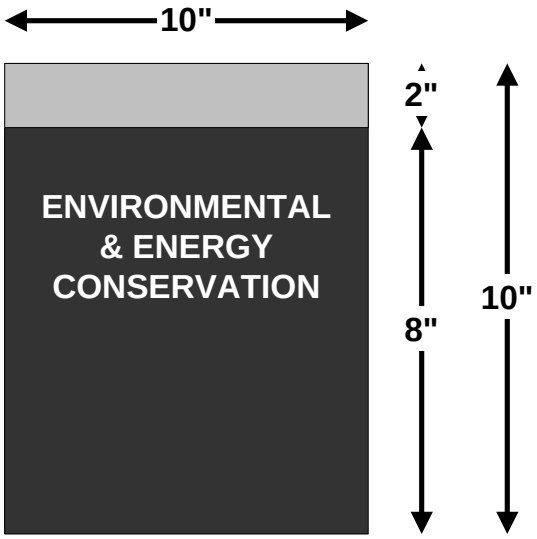
SPECIFICATION: When mounting on glass use an additional back plate. Room number is not required when sign is located within an office suite. Nameplate is inserted in a polished anodized slider that is 2.25" x 7.87". (2" JRS Chrome C-Channel on Bottom.)

C-01 INTERIOR - WAYFINDING SECTION (Hanging Overhead) C-01



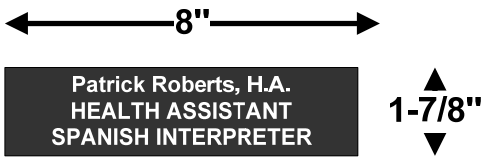
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
12" X 48"	Custom	None	None	None	Black	Applied White Vinyl Helvetica Medium	3" Bold Upper	None
SPECIFICATIONS: 100% Sintra ¼" thick black. Include 2 eyehooks and fishing line for mounting.								

C-02 INTERIOR - WAYFINDING SECTION (Cubicle Mounted) C-02



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
10" x 10"	None	Pearl Gray	None	None	Duranodic	Applied 1/ 16" White Vinyl Helvetica Medium	1" Upper	None
SPECIFICATIONS: 100% acrylic, applied Velcro on backside for mounting.								

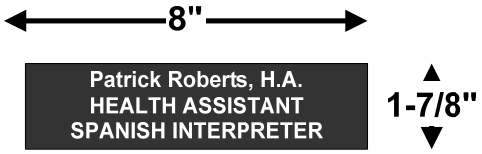
C-03 INTERIOR - WAYFINDING NAMEPLATE (Desk Mounted With Clear Base) C-03



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
2" x 8"	None	None	None	None	Duranodic	Helvetica Medium White	Name: 3/8" Title Title: 3/8" Upper	None

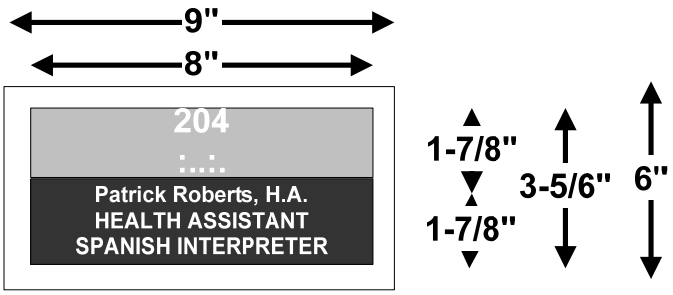
SPECIFICATIONS: Where there is a Name only (and no title information) font is ¾" Title case.

C-04 INTERIOR - WAYFINDING NAMEPLATE (Cubicle Mounted) C-04



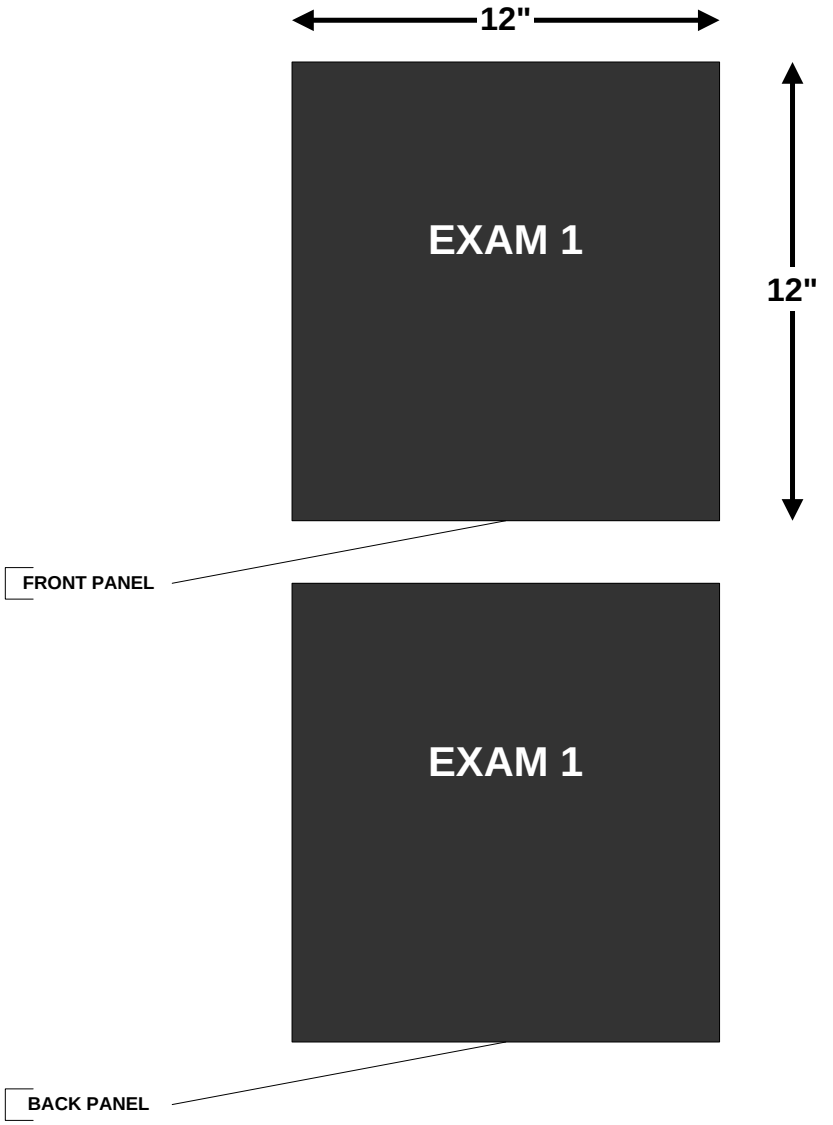
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
1-7/8" X 8"	None	None	None	None	Duranodic	Helvetica Medium White	Name: 3/8" Title Title: 3/8" Upper	None
SPECIFICATIONS: Where there is a NAME only (and no title information) font is ¾" Title case. Nameplate is inserted in a polished anodized slider that is 2.25" x 7.87". (2" JRS Chrome C-Channel on Bottom.) Apply Velcro to mount on cubicle.								

C-05 INTERIOR - WAYFINDING NAMEPLATE (Wall Mounted) C-05



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 3-5/6" x 8" Back: 6" x 9"	None	Pearl Gray	¾"	None	Duranodic	Helvetica Medium White	Name: 3/8" Title Title: 3/8" Upper	None
SPECIFICATIONS: When mounting on glass use an additional backplate. Room number is not required when sign is located within an office suite. Nameplate is inserted in a polished anodized slider that is 2.25" x 7.87". (2" JRS Chrome C-Channel on Bottom.)								

C-06 INTERIOR - WAYFINDING FLAG (Wall Mounted) C-06



SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
12" x 12"	9" x 12"	None	None	None	Duranodic	Applied 1/ 16" White Vinyl Helvetica Medium	2"	Custom

SPECIFICATIONS: Wall bracket is 12" (or 9" with option), 100% Sintra 2" wide where it mounts to the wall and has a U-shaped slot that is 9/16" out from the wall mount. See photo.

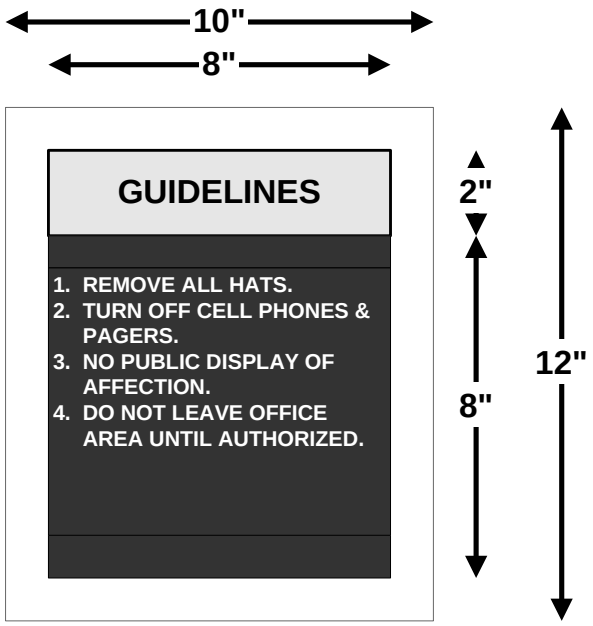
D-01 INTERIOR - WAYFINDING LETTERS (Glass Mounted) D-01

SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Custom	None	White Vinyl	Helvetica Bold White	1" Upper	White Vinyl	Helvetica Medium White	1" Upper	None
SPECIFICATIONS: Self-adhesive vinyl either solid or with shadow.								

D-02 INTERIOR - WAYFINDING LETTERS (Wall Mounted) D-02

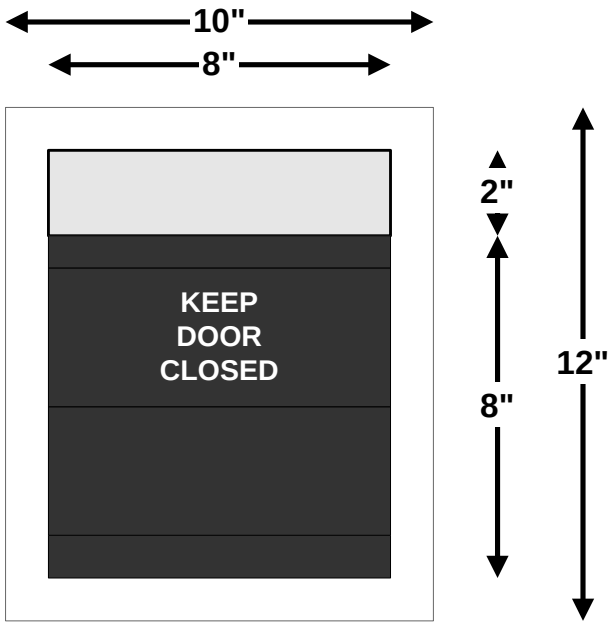
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Custom	None	None	Helvetica Bold	Custom	None	Helvetica Medium	Custom	None
SPECIFICATIONS: None								

J-01 INTERIOR - INFORMATIONAL LIST J-01



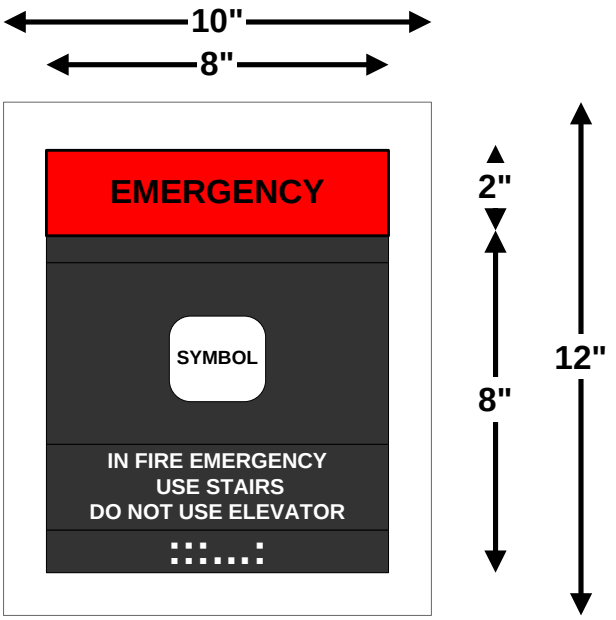
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back: 12" x 10"	Top: 12" x 9" or 16"x20"	See Note	See Note	3/4" Bold Upper	Duranodic	Helvetica Medium White	3/4" Upper	5/8" Upper
SPECIFICATIONS: Headers are pearl gray unless they are conveying emergency information (red), a warning (yellow), safety information (green) or special accommodation information (blue). Font is Helvetica Medium Brown when used with a pearl gray or yellow header or Helvetica Medium White when used with a red, green, or blue header.								

J-02 INTERIOR - INFORMATIONAL TEXT J-02



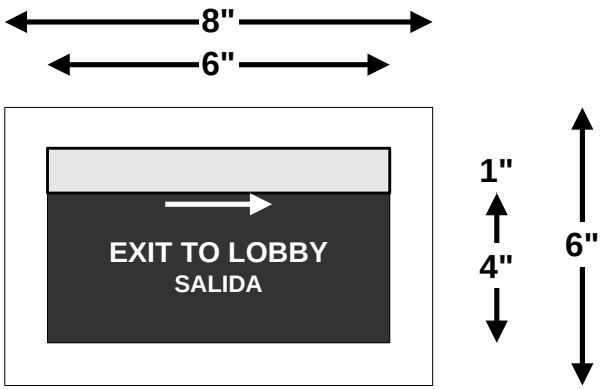
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back: 12" x 10"	Top: 12" x 9" or 16"x20"	See Note	See Note	¾"	Duranodic	Helvetica Medium White	Top: 3/4" Upper Bottom: 5/8" Upper	5/8" Upper
SPECIFICATIONS: Headers are pearl gray unless they are conveying emergency information (red), a warning (yellow), safety information (green) or special accommodation information (blue). Font is Helvetica Medium Brown when used with a pearl gray or yellow header or Helvetica Medium White when used with a red, green, or blue header.								

J-03 INTERIOR - INFORMATIONAL SYMBOL J-03



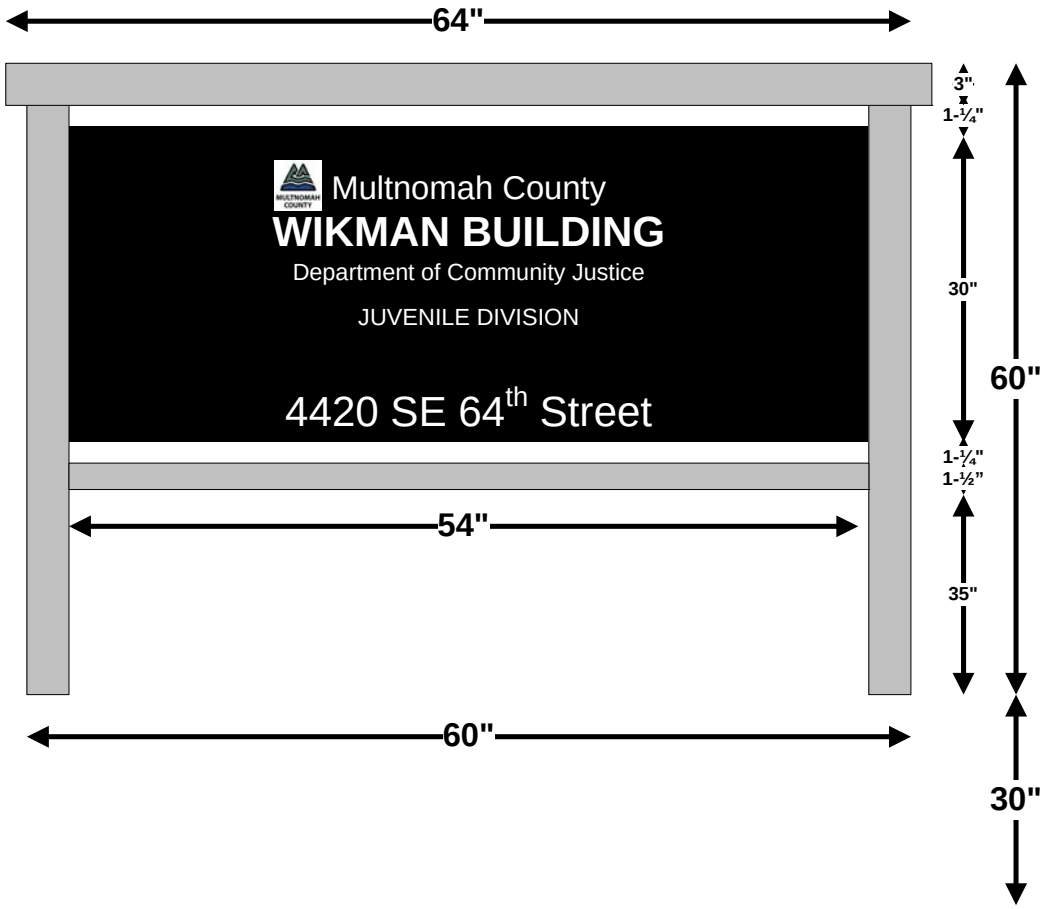
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 10" x 8" Back: 12" x 10"	Top: 12" x 9" or 16"x20"	See Note	See Note	¾"	Duranodic	Helvetica Medium White	Symbol: 3" Bottom: 3/4" Upper	Bottom: 5/8" Upper
SPECIFICATIONS: Headers are pearl gray unless they are conveying emergency information (red), a warning (yellow), safety information (green) or special accommodation information (blue). Font is Helvetica Medium Brown when used with a pearl gray or yellow header or Helvetica Medium White when used with a red, green, or blue header.								

J-04 INTERIOR - INFORMATIONAL TEXT J-04



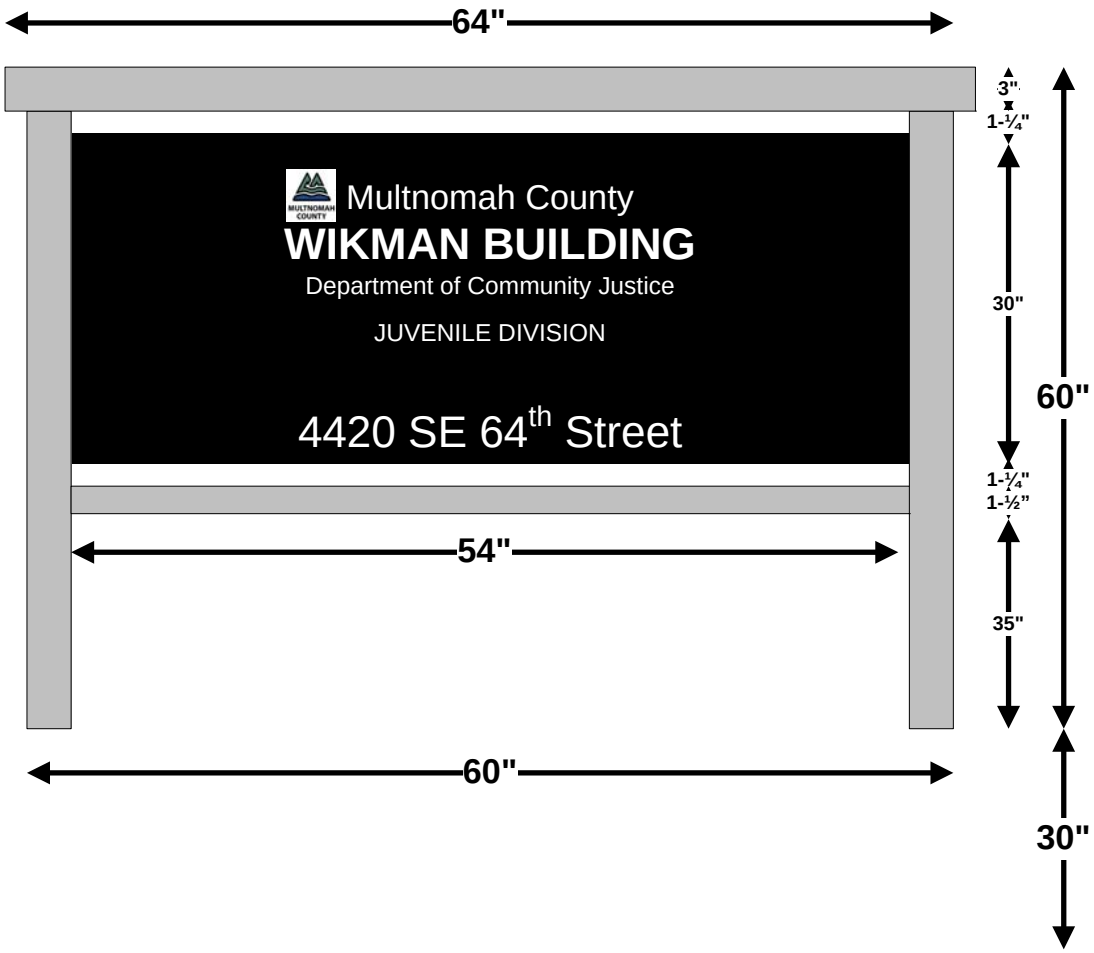
SIZE		HEADER			PANEL			
Standard (with Frame)	Option (with Frame)	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
Top: 5" x 6" Back: 6" x 8" 1" Header	None	See Note	See Note		Duranodic	Helvetica Medium White	English .75 Spanish .62 Arrow .8	
SPECIFICATIONS: Headers are pearl gray unless they are conveying emergency information (red), a warning (yellow), safety information (green) or special accommodation information (blue). Font is Helvetica Medium Brown when used with a pearl gray or yellow header or Helvetica Medium White when used with a red, green, or blue header.								

X-01 EXTERIOR - WAYFINDING ALUMINUM POST & PANEL SIGN - ONE SIDED X-01



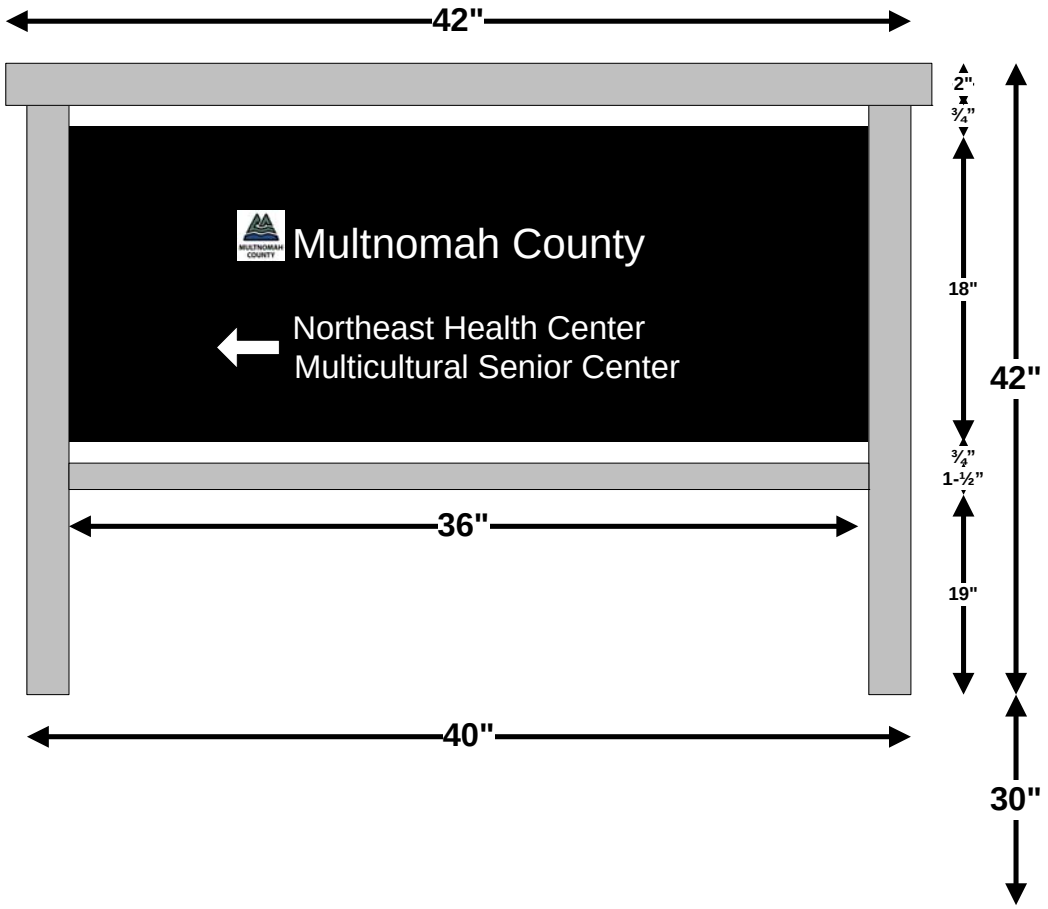
PANEL							
Size		Color				Font Size & Case	
Standard	Option	Face	Face Option	Font	Logo	Standard	Option
30" x 54"	Custom	.080 thick aluminum, 3M vinyl digital print overlay w/ anti-graffiti film	Black enamel porcelain	Helvetica Medium Regular	4-1/4" two color applied vinyl.	L1: 2-3/4" L2: 2-3/8" B L3-5: 1.75" L6: 2-1/4"	Custom
SPECIFICATIONS: 2 vertical posts: clear finish natural aluminum 3" square x 90" long. 1 top horizontal post: clear finish natural aluminum 3" square x 64" long. 1 bottom horizontal post: clear finish natural aluminum 1-½" square x 54" long. Install sign direct bury at location with Kwikcrete and water. **Note 3 color logo background to match sign background (black).**							

X-02 EXTERIOR - WAYFINDING ALUMINUM POST & PANEL SIGN - TWO SIDED X-02



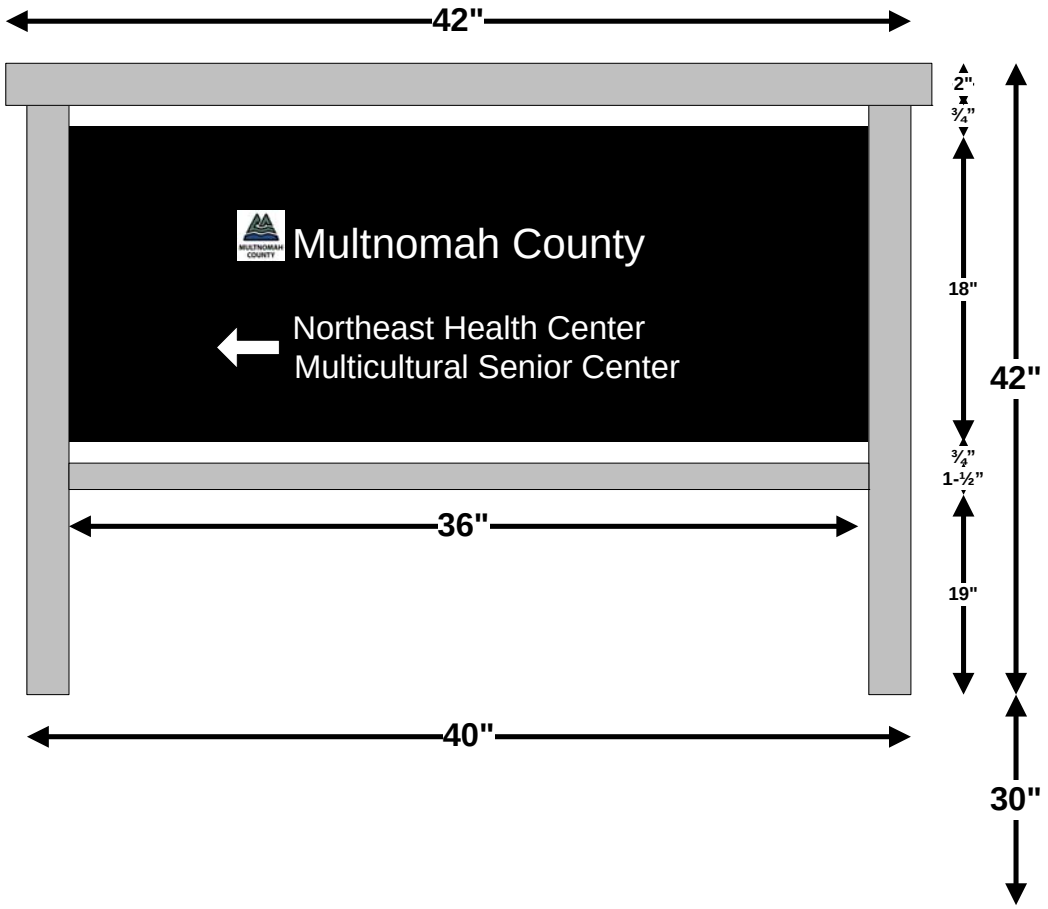
PANEL							
Size		Color				Font Size & Case	
Standard	Option	Face	Face Option	Font	Logo	Standard	Option
30" x 54"	Custom	.080 thick aluminum, 3M vinyl digital print overlay w/ anti-graffiti film	Black enamel porcelain	Helvetica Medium Regular	4-1/4" two color applied vinyl.	L1: 2-3/4" L2: 2-3/8" B L3-5: 1.75" L6: 2-1/4"	Custom
SPECIFICATIONS: 2 vertical posts: clear finish natural aluminum 3" square x 90" long. 1 top horizontal post: clear finish natural aluminum 3" square x 64" long. 1 bottom horizontal post: clear finish natural aluminum 1-½" square x 54" long. Install sign direct bury at location with Kwikcrete and water. **Note 3 color logo background to match sign background (black).**							

X-03 EXTERIOR - WAYFINDING ALUMINUM POST & PANEL SIGN - ONE SIDED X-03



PANEL							
Size		Color				Font Size & Case	
Standard	Option	Face	Face Option	Font	Logo	Standard	Option
18" x 36"	Custom	.080 thick aluminum, 3M vinyl digital print overlay w/ anti-graffiti film	Black enamel porcelain	Helvetica Medium Regular	2-1/2" two color applied vinyl.	L1: 1-5/8" L2-4: 1-¼" Arrow: 3"	Custom
SPECIFICATIONS: 2 vertical posts: clear finish natural aluminum 3" square x 72" long. 1 top horizontal post: clear finish natural aluminum 3" square x 42" long. 1 bottom horizontal post: clear finish natural aluminum 1-½" square x 36" long. Install sign direct bury at location with Kwikcrete and water. **Note 3 color logo background to match sign background (black).**							

X-04 EXTERIOR - WAYFINDING ALUMINUM POST & PANEL SIGN - TWO SIDED X-04

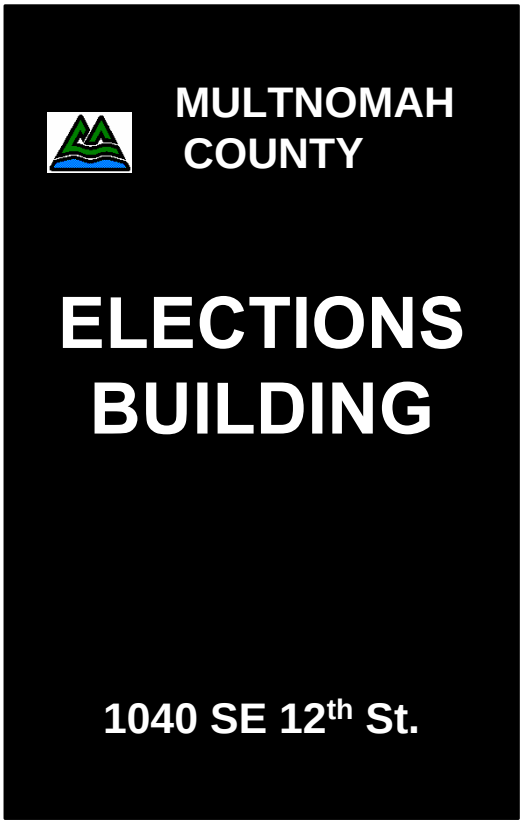


PANEL							
Size		Color				Font Size & Case	
Standard	Option	Face	Face Option	Font	Logo	Standard	Option
18" x 36"	Custom	.080 thick aluminum, 3M vinyl digital print overlay w/ anti-graffiti film	Black enamel porcelain	Helvetica Medium Regular	2-1/2" two color applied vinyl.	L1: 1-5/8" L2-4: 1-¼" Arrow: 3"	Custom
SPECIFICATIONS: 2 vertical posts: clear finish natural aluminum 3" square x 72" long. 1 top horizontal post: clear finish natural aluminum 3" square x 42" long. 1 bottom horizontal post: clear finish natural aluminum 1-½" square x 36" long. Install sign direct bury at location with Kwikcrete and water. **Note 3 color logo background to match sign background (black).**							

X-05 EXTERIOR - WAYFINDING BUILDING SIGN (Horizontal Panel) X-05

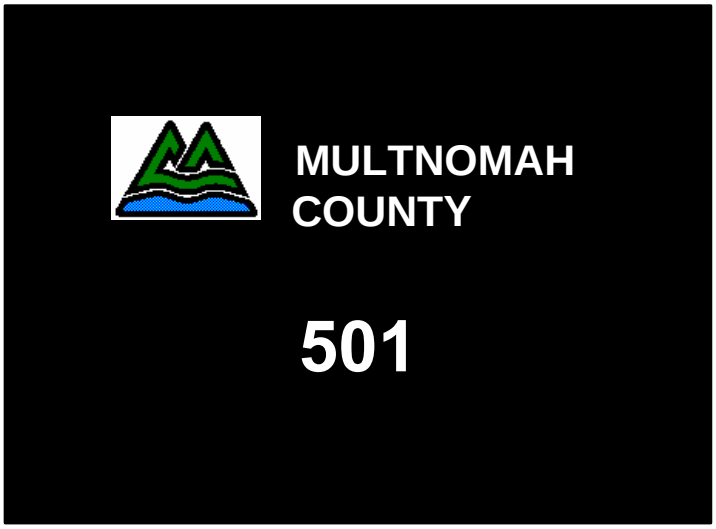
SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
48" x 72"	Custom	N/A	N/A	N/A	White	Helvetica Medium Black	L1: 3" UC L2: 3" LC L3: 5" UC L4-6: 4" LC	Custom
SPECIFICATIONS: To be determined. **Note: Logo background to match sign background.**								

X-06 EXTERIOR - WAYFINDING BUILDING SIGN (Vertical Panel) X-06



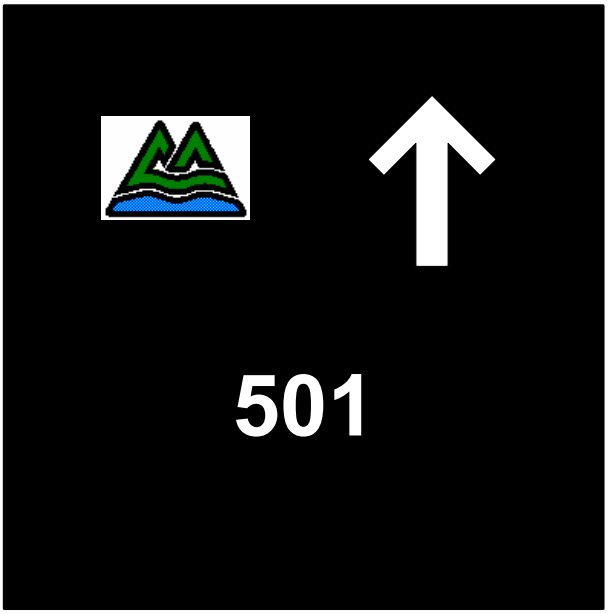
SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
48" x 72"	Custom	N/A	N/A	N/A	Black	Helvetica Medium White	L1: 3" UC L2: 3" LC L3: 5" UC L4-6: 4" LC	Custom
SPECIFICATIONS: To be determined. **Note: Logo background to match sign background.**								

X-07 EXTERIOR - WAYFINDING BUILDING SIGN (Address Panel) X-07



SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
24" x 30"	36" x 60"	N/A	N/A	N/A	Black	Helvetica White	L1: 1.5" L2: 1.5" L3: 5"	L1: 4" L2: 4" L3: 10"
SPECIFICATIONS: Aluminum or dibond, 3-color vinyl logo with digitally printed vinyl face and text. Include anti graffiti film over faces. Screw heads painted to match background. Different mounting.								

X-08 EXTERIOR - WAYFINDING BUILDING SIGN (Parking Panel) X-08



SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
24" x 24"	Custom	N/A	N/A	N/A	Black	Helvetica White	L1: 3"	Custom

SPECIFICATIONS: Aluminum or dibond, 3-color vinyl logo with digitally printed vinyl face and text. Include anti graffiti film over faces. Screw heads painted to match background. Different mounting.

X-09 EXTERIOR - WAYFINDING BUILDING SIGN (Dimensional Logo) X-09

MULTNOMAH COUNTY ELECTIONS

SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
Custom	Custom	N/A	N/A	N/A	N/A	N/A	N/A	N/A

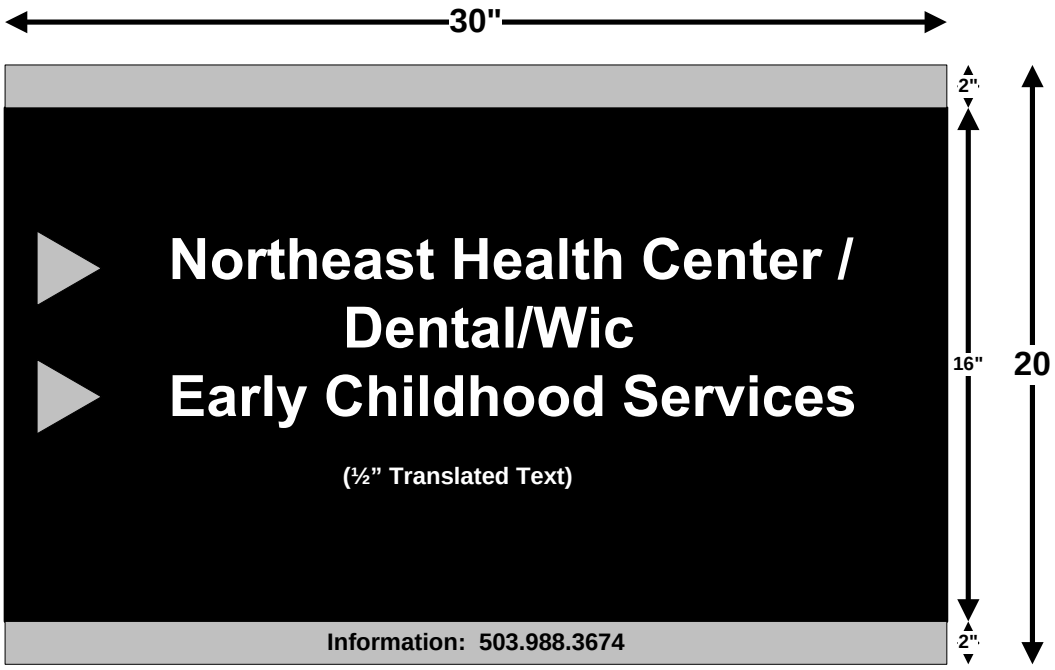
SPECIFICATIONS: 1/8" thick flat cut-out aluminum background pcs. w/gloss black polyurethane finish. 1/8" thick flat cut-out foreground pcs. with gloss polyurethane finish to match pantone green t.b.d. and pantone blue t.b.d. Pin mount and post off fascia 3/8" with stainless steel studs & black anodized aluminum spacers.

X-10 EXTERIOR - WAYFINDING DIMENSIONAL LETTERS X-10

MULTNOMAH COUNTY ELECTIONS

SIZE		POST			PANEL			
Standard	Option	Size		Option	Color		Font Size & Case	
		Height	Width		Base	Font	Standard	Option
Custom	Custom	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SPECIFICATIONS: To be determined.								

X-11 EXTERIOR - WAYFINDING ALUMINUM BUILDING ENTRY SIGN X-11



SIZE		HEADER/FOOTER			PANEL			
Standard	Option	Color		Font Size & Case	Color		Font Size & Case	
		Base	Font		Base	Font	Standard	Option
16" x 30" (20" x 30" with header & footer)	Custom	Anodized Silver	Helvetica Medium Black	5/8"	Aluminum	Helvetica Medium White	Top: 1" Title Case Bottom: ½" Title Case	Custom
SPECIFICATIONS: In development.								