

## 10 14 00 – Signage

### 1. General

- A. Names and numbers on interior rooms shall be placed on the wall adjacent to the strike jamb, not mounted on the door. Current signage shall be replaced with signage conforming to ADA requirements as part of the Owner's phased program of accessibility upgrades or during renovation projects, whichever occurs first. General requirements of interior signage design shall conform to Duke University sign standards. See Appendix **A101400** and **A101410** for Duke University's signage standards.
- B. Exterior signs shall be erected only after obtaining all necessary approvals through the Office of Project Management. The Consultant should consult with the Project Office and the FMD ADA Project Manager for the current Exterior Sign Standard.
- C. All exterior building identification signage must be reviewed and approved by the Office of Project Management and the Office of the University Architect.
- D. A uniform system of interior signs for the campus is necessary for ease of maintenance and replacement. This interior sign system consists of plastic signs with etched letters denoting room function, room numbers and other requirements specified by the Owner.
- E. Interior signs shall be consistent with the drawings and specifications for University buildings and the Medical Center & Health System (a copy of the current sign standard can be obtained from the Project Office). Signs must meet any code or regulatory requirements and the Americans with Disabilities Act (ADA) ADAAG 4.30 Signage.
- F. Any proposed exceptions to the interior signage standard must be reviewed and approved by the Office of Project Management and the Office of the University Architect.
- G. Larger projects may require the use of a Building Directory. Directory shall be a type in which information can be changed without special tools. Directional signage shall be considered part of the signage system for each project. In some instances, the use of cast bronze plaques with raised letters will be required for a dedicatory function. Text for the plaque will be furnished by the Owner. The Consultant shall consider maintenance of the plaque in the design; for example, protective coatings may be required for exterior use.