



JOLIET JUNIOR COLLEGE  
—1901—

REQUEST FOR PROPOSAL  
#R15010

Signage & Wayfinding



# JOLIET JUNIOR COLLEGE

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## Joliet Junior College Request for Proposal

### **RFP Opening August 5, 2015 at 2:00pm**

#### **Background**

Joliet Junior College is a comprehensive community college. The college offers pre-baccalaureate programs for students planning to transfer to a four-year university, occupational education leading directly to employment, adult education and literacy programs, work force and workplace development services, and support services to help students succeed. The College has a combined total of 15,888 full time and part time students enrolled in Spring 2015 classes on its main campus located within the city of Joliet, and its five extension campuses located in Romeoville, Morris, Frankfort, Weitendorf, and City Center in downtown Joliet.

#### **Vision Statement**

Joliet Junior College will be the first choice.

#### **Mission Statement**

Joliet Junior College is an innovative and accessible institution, dedicated to student learning, community prosperity, cultural enrichment, and inclusion. Joliet Junior College delivers quality lifelong learning opportunities empowering diverse students and the community through academic excellence, workforce training, and comprehensive support services.

### **I. OVERVIEW**

The Board of Trustees of Joliet Junior College (hereinafter, "JJC") is requesting proposals from Providers for services relating to refuse and recyclable material collection.

Additional scope is discussed in the **SCOPE OF WORK** section of this proposal.



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## II. RFP SCHEDULE

Date (2015)	Event
July 17, 2015	Vendors contacted via email / advertised
July 27, 2015 at noon	Last date/time for submission of written questions via email to <a href="mailto:purchasing@jjc.edu">purchasing@jjc.edu</a>
July 29, 2015	Responses to questions emailed
August 5, 2015 at 2:00pm	Proposals must be submitted to the attention of: Janice Reedus, Director of Business & Auxiliary Service, Campus Center Building A, Room 3100, 1215 Houbolt Road, Joliet, IL 60431
August 10-14, 2015	JJC Evaluation Team reviews proposal
August 17-21, 2015	Post-bid review
September 9, 2015	Notification of Award

## III. INSTRUCTIONS TO VENDORS

**ADVICE:** The department responsible for this RFP is the Business and Auxiliary Services located at Campus Center, Building A, Room 3100, 1215 Houbolt Rd., Joliet, IL 60431-8938. The JJC contact will be Janice Reedus, Director of Business & Auxiliary Services, telephone (815) 280-6640; fax (815) 280-6631.

Questions concerning this RFP will be answered if sent to the Purchasing Department via email to [purchasing@jjc.edu](mailto:purchasing@jjc.edu) on or before July 27, 2015 at noon.

All questions and answers will be published and provided to all potential suppliers by end of business day on July 29, 2015.

**SUBMISSION:** the submission of a response shall be prima facie evidence that the supplier has full knowledge of the scope, nature, quality of work to be performed, the detailed requirements of the project, and the conditions under which the work is to be performed.

Faxed and/or emailed proposals ARE NOT acceptable. All RFP's must be submitted by the date and time of public opening (see above). RFP's must be submitted on the forms provided in a sealed envelope clearly marked (typed or blocking lettering only) with the vendor's name, return address, RFP for Signage & Wayfinding, the opening date and time. An original and three (3) copies of the RFP, and a complete electronic copy (DVD or flash drive) of the proposal shall be



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provided. Each hard copy shall be submitted in a binder. RFP's must be addressed to: Joliet Junior College, Janice Reedus, Director of Business & Auxiliary Services, Campus Center Room A3102, 1215 Houbolt Rd., Joliet, IL 60431-8938.

RFP's not submitted in the format as instructed by this RFP will not be accepted. Addendums to this RFP, once filed, may be submitted in a sealed envelope only, properly identified, prior to the opening hour.

Receipt of RFP / Late RFP: Sealed RFP's shall be received at the place and until the time indicated in this RFP. It is the sole responsibility of the vendors to ensure timely delivery of the RFP. JJC will not be responsible for failure of service on the part of the U.S. Postal Service, courier companies, or any other form of delivery service chosen by the vendor.

RFP's received after the date and time specified shall be considered LATE, and shall not be opened.

Accuracy of Proposals / Withdrawal of Proposals prior to RFP Opening: Proposals will represent a true and correct statement and shall contain no cause for claim of omission or error. Proposals maybe withdrawn in writing or by facsimile (provided that the facsimile is signed and dated by vendor's authorized representative) at any time prior to the opening hour. However, no proposal may be withdrawn for a period of one hundred twenty (120) days subsequent to the opening of the RFP without the prior written approval of the Director of Business and Auxiliary Services or Joliet Junior College.

**ADDENDA:** The only method by which any requirement of this solicitation may be modified is by written addendum.

**PROPOSAL DUE DATE:** The proposal must be received on or before 2:00 pm on August 5, 2015 at the Business and Auxiliary Services Department, Campus Center, Room A3100, 1215 Houbolt Rd., Joliet, IL 60431-8938

## **INSURANCE:**

The supplier performing services for JJC shall:

Maintain worker's compensation insurance as required by Illinois statutes, for all employees engaged in the work.

Maintain commercial liability, bodily injury and property damage insurance against any claim(s), which might occur in carrying out the services, referenced in this RFP. Minimum coverage will be TWO MILLION DOLLARS (\$2,000,000) liability for bodily injury and property damage including product liability and completed operations.

Provide motor vehicle insurance for all owned, non-owned and hired vehicles that are used in carrying out the services described in this RFP. Minimum coverage shall be TWO MILLION



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DOLLARS (\$2,000,000) per occurrence combined single limit for automobile liability and property damage.

## **TAXES:**

JJC is exempt from all federal excise, state and local taxes unless otherwise stated in this document. In the event taxes are imposed on the services purchased, JJC will not be responsible for payment of the taxes. The supplier shall absorb the taxes entirely. Upon request, JJC's Tax Exemption Certificate will be furnished.

## **INDEMNIFICATION:**

The supplier shall protect, indemnify and hold JJC harmless against any liability claims and costs of whatsoever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any incident to or arising out of occupancy, use, service, operations or performance of work in connection with the contract, resulting in whole or in part from the negligent acts or omissions of the supplier.

## **DISCLOSURE:**

Vendor shall note any and all relationships that might be a conflict of interest and include such information with the bid.

## **TERM OF CONTRACT:**

Any contract, which results from this RFP, shall be for a period of one year from the date of the contract award. Assuming continued availability of funding; JJC may, at its sole option and with the consent of the supplier renew the contract for up to an additional two (2) one-year terms with fixed pricing throughout the term of the contract.

## **BLACKOUT PERIOD:**

After the College has advertised for proposals, no pre-proposal vendor shall contact any College officer(s) or employee(s) involved in the solicitation process, except for interpretation of specifications, clarification of bid submission requirements or any information pertaining to prebid conferences. Such vendors making such request shall email Janice Reedus, Director of Business & Auxiliary Services, at [purchasing@jjc.edu](mailto:purchasing@jjc.edu) No vendor shall visit or contact any College officers or an employee until after the proposal is awarded, except in those instances when site inspection is a prerequisite for the submission of a proposal. During the black-out period, any such visitation, solicitation or sales call by any representative of a prospective vendor in violation of this provision may cause the disqualification of such bidder's response.

## **IV. GENERAL TERMS AND CONDITIONS**

**Applicability:** These general terms and conditions will be observed in preparing the proposal to



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be submitted.

**Purchase:** After execution of the contract, purchases will be put into effect by means of purchase orders or suitable contract documents executed by the Director of Business and Auxiliary Services.

**Right to Cancel:** JJC may cancel contracts resulting from this RFP at any time for a breach of any contractual obligation by providing the contractor with thirty-calendar days written notice of such cancellation. Should JJC exercise its right to cancel, such cancellation shall become effective on the date as specified in the notice to cancel.

**Governing Law and Venue:** This contract shall be construed in and governed under and by the laws of the State of Illinois. Any actions or remedies pursued by either party shall be pursued in the State and Federal Courts of Will County, Illinois, only after Alternate Dispute resolution (ADR) has been exhausted.

**Dispute Resolution:** JJC and the contractor shall attempt to resolve any controversy or claim arising from any contractual matter by mediation. The parties will agree on a mediator and shall share in the mediation costs equally.

**Costs:** All costs directly or indirectly related to preparation of a response or oral presentation, if any, required to supplement and/or clarify a proposal shall be the sole responsibility of and shall be borne by the vendor.

**Proprietary Information:** Vendor should be aware that the contents of all submitted proposals are subject to public review and will be subject to the Illinois Freedom of Information Act. All information submitted with your proposal will be considered public information unless vendor identifies all proprietary information in the proposal by clearly marking on the top of each page so considered, "Proprietary Information." The Illinois Attorney General shall make a final determination of what constitutes proprietary information or trade secrets. While JJC will endeavor to maintain all submitted information deemed proprietary within JJC, JJC will not be liable for the release of such information.

**Negotiation:** JJC reserves the right to negotiate all elements, which comprise the vendor's proposal to ensure the best possible consideration, be afforded to all concerned. JJC further reserves the right to waive any and all minor irregularities in the proposal, waive any defect, and/or reject any and all proposals, and to seek new proposals when such an action would be deemed in the best interest of JJC.

**Award:** The successful vendor, as determined by JJC, shall be required to execute a contract for the furnishing of all services and other deliverables required for successful completion of the proposed project. The supplier may not assign, sell, or otherwise transfer its interest in the contract award or any part thereof without written permission from JJC.



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**Retention of Documentation:** All proposal materials and supporting documentation that is submitted in response to this proposal becomes the permanent property of JJC.

**Opening of Proposals:** Proposals will be opened in a manner that avoids disclosure of the contents to competing vendors. Contents for proposals will remain confidential during the negotiations period. Only the proposal number and the identity of the vendor submitting the proposal response will be made available to the public.

**Apprenticeship and Training Programs:** Installation vendor must participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor Bureau of Apprenticeship and Training. The apprenticeship and training programs(s) must be in the same trade in which the firm shall be performing work on behalf of the College under the Contract. This provision shall not apply to federally funded construction projects if, in the opinion of College, such application would jeopardize the receipt or use of federal funds in support of such project.

**Subcontractors:** Vendors must state on the proposal form all subcontractors he intends to use for this project. Failure to do so may be cause for rejection of proposal.

**Project Labor Agreement:** Bidding vendor is to ensure they can be fully compliant with the project labor agreement contained within this bid document for the installation portion of the project. If vendor cannot comply with their own installing forces, they may subcontract the installation portion with a contractor that will satisfy the requirements. The awarded vendor will be required to attend a prejob meeting, and must bring a member of their subcontractor to the meeting. A vendor that submits a bid, but cannot meet the requirements of the project labor agreement will be disqualified.

**Prevailing Wage Rate:** The installation vendor must pay not less than the prevailing hourly wage rate determined by the Illinois Department of Labor for the county where the contract is executed and the craft or type of worker needed to execute the contract. See the prevailing wage scale attached. If, during the course of work under this contract, the Department of Labor revises the prevailing rate hourly wages to be paid under this contract for any trade or occupation, Owner, will notify Contractor and each Subcontractor of the changes in the prevailing rate of hourly wages. Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by contractor and all Subcontractors to each worker to whom a revised rate is applicable. Revisions to the prevailing wage as set forth above shall not result in an increase in the Contract Sum. In compliance with the Office of the Attorney General the following is also required of all bidders:

Payment of Prevailing Wage:

- The Act requires that all laborers, workers and mechanics employed by or on behalf of a public body in the construction of public works be paid the general prevailing rate of hourly wages (including allotments for training and approved



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apprenticeship programs, health and welfare, insurance, vacation and pension benefits) for work of a similar character in the locality in which the work is performed. See 820 ILCS 103/3. The Act contains all relevant definitions, including those for the terms “public body”, “public works” and “general prevailing rate of hourly wages”, which will assist you in the understanding its requirements and your responsibilities. See 820 ILCS 130/2.

- The Illinois Department of Labor publishes the current prevailing wage rate. See <http://www.state.il.us/agency/idol/rates/rates.htm>. The rate is revised regularly and such revision takes effect immediately.

## Specifications and Contractual Language:

- Public bodies must insert a provision or stipulation requiring the payment of the prevailing wage rate into every public works resolution or ordinance, call for bids, project specification and contract. See 820 ILCS 130/4(a).
- Contractors and subcontractors must insert a provision or stipulation regarding the payment of the prevailing wage rate into every public works project and bid specification, subcontract, and contractor’s bond. See 820 ILCS 130/4(b), (c).
- Contractors or construction managers who have been awarded public works contracts must post the relevant prevailing wage rate(s) at a location on the project site that is easily accessible by workers. See 820 ILCS 130/4(f).

## Record-Keeping Responsibilities:

- All contractors and subcontractors must create and keep for at least three years, records of all laborers, mechanics, and other workers employed by them on a public works project. See 820 ILCS 130/5(a) (1).
- These records must include each worker’s name, address, telephone number (if available), social security number, classification(s), hourly wages paid in each pay period, number of hours worked each day, and the starting and ending times of each work day. Each contractor and subcontractor is required to make these records available for inspection by the public body’s agents or Illinois Department of Labor officials at a reasonable time and place upon seven business days notice. See 820 ILCS 130/5(a) (1), (b).

## Certified Payroll Records:

- A contractor or subcontractor participating in a public works project must also submit a Certified Payroll the public body every month. This Certified Payroll must consist of a complete copy of the records required to be kept under Section





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5(a)(1) of the Act, discussed above (with the exception of daily work starting and ending times). See 820 ILCS 130/5(a)(2).

- The monthly Certified Payroll shall also include a statement signed by the contractor or subcontractor submitting that: (1) the records re true and accurate; (2) the hourly rate paid to each worker is not less than the general prevailing wage rate required; and (3) the contractor or subcontractor is aware that filing a Certified Payroll that he or she knows to be false in a class B misdemeanor. See 820 ILCS 130/5(a)(2).
- The Act requires that a public body shall keep all Certified Payrolls submitted pursuant to the Act for at least three years. See 820 ILCS 130/5(a)(2). The retention of these monthly Certified Payroll submissions for three years by public bodies is crucial to the State of Illinois' efforts to enforce the Act and will be of particular interest to the Attorney General's office in the coming months.

Failure to comply with the Act's Requirements:

- No public works project may be instituted unless the provisions of the Act have been met. The Illinois Department of Labor is empowered to sue for injunctive relief against the awarding of any public works contract, or continuation of work under any such contract, if it is not in compliance with the Act's prerequisites. Contracts that are not in compliance with the Act's prerequisites are void as against public policy. See 820 ILCS 103/11.

Please note that this is not a complete list of all relevant requirements and prerequisites under the Act. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties. For a full understanding of all of the Act's requirements and prerequisites, as well as the text of the Act and all related regulations, please see the Illinois Department of Labor's website at [www.state.il.us/agency/idol/laws/Law130.htm](http://www.state.il.us/agency/idol/laws/Law130.htm).

## V. FORMAT FOR RESPONSE

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposal be organized in the format specified.

An original and three (3) copies of the RFP and a complete electronic copy (DVD or flash drive) of the proposal shall be provided. Each hard copy shall be submitted in a binder. The original copy should be so noted and signed.

### 1. Title Page

Show the RFP subject, the name of the vendor's firm, address, telephone number, name



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of contact person, and date.

## 2. Table of Contents

Clearly identify the materials by sections and page number(s).

## 3. Letter of Transmittal

Limit to one or two pages.

- a. Briefly state the vendor's understanding of the scope of services to be provided and make a commitment to provide the services within the time period.
- b. List the names of the persons who will be authorized to make representations for the vendor, their titles, address, and telephone numbers.

## 4. Profile of the Vendor

Indicate the number of people in the organization and their level of experience and qualification and the percentage of their time that will be dedicated to this process.

- a. Provide a list of the vendor's top ten current and prior two-year clients indicating the type of services the organization has performed for each client.
- b. Submit independently audited financial statements (one copy only). Such information will be considered in strict confidence.
- c. Indicate any third-party firms involved with your program state their role(s).
- d. Provide a list (minimum of 3) references to prove that the vendor has provided similar products and services to other accounts and that those accounts have been satisfied with the service. List the name of the organization, a contact person, an email address, and a current phone number for each client.
- e. Provide a list (minimum of 3) references to prove that the installing subcontractor has provided similar services to other accounts and that those accounts have been satisfied with the service. List the name of the organization, a contact person, an email address, and a current phone number for each client.

## 5. Scope Section

Clearly describe the scope of services to be provided based upon the information in the scope section. Respond to each item listed.

## 6. Responses to Addendum

## 7. Prices Responses

## 8. Invoicing Procedure



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- a. Describe the firm's invoicing procedures.
- b. Include documentation identifying all of the vendor's fees.

## 9. Pro forma Contract

The terms and conditions included in the *Pro forma* Contract apply to any contract resulting from this RFP. In this section of your proposal state any clarifications to the proposed document and your reasons for clarifications. No exceptions are allowed. However, alternative suggestions are encouraged. Please list any alternative suggestions for improvement in costs and/or services provided as an alternative.

## 10. Bidder's Certification Statement

## VI. EVALUATION

In evaluating the proposals submitted, JJC will apply the "Best Value" standard in selecting the supplier to be awarded a contract for this project. Purchase price is not the only criteria that will be used in the evaluation process. Any award resulting from this RFP will be made to that vendor whose offer conforms to the RFP and it is determined to be the most advantageous, of "best value" to JJC, in the sole judgment of JJC. The selection process will include, but not be limited to, the following considerations:

1. Experience and record of performance in previous contracts of similar size and scope.
2. Experience, ability capability, skill, and financial resources to provide the requested services.
3. Total price proposed for services.
4. The environmental impact of the business operations of the contractor.

## QUANTITY

There is no guaranteed amount of services intended either expressly or implied, to be purchased or, contracted for by JJC. However the supplier awarded the contract shall furnish all required services to JJC at the stated price, when and if required.

## PROPOSED PRICING

The vendor should furnish a list of proposed prices for all services and materials to be used during the term of the contract. The list of proposed prices should be structured to allow for the calculation of unit cost analyses. The prices included herein are to be firm through the contract term, unless noted otherwise by the vendor.

## SCOPE OF WORK

**SECTION 10 14 00****WAYFINDING SIGNAGE****PART 1 – GENERAL**

- 1.01 The Work shown in the plans, elevations, sections, the Joliet Junior College Wayfinding and Signage Standards Manual, the Message Schedule, the Specifications, and other drawings (the Drawings) provided is subject to the requirements of the Contract Documents including, but not limited to, the General Conditions, Special and Supplementary Conditions, Division 00, Division 01, and Instructions for Bidders.
- 1.02 The Contract shall be governed by all applicable city, county, state, and federal laws, ordinances, rules, and regulations, and the laws, ordinances, rules, and regulations of any other governing bodies, regulatory agencies, authorities, government departments, and any other entities having jurisdiction over the place where the Work is performed.
- 1.03 Work under this Section is the responsibility of the Contractor and consists of furnishing everything necessary for and incidental to the execution and completion of the wayfinding signs.

**1.04 DESCRIPTION OF WORK**

- A. The Work shown in the Drawings shall be installed at and around Joliet Junior College (JJC) facilities.
- B. The Work is as shown in the Drawings and specified herein and includes, but is not limited to, the following:
1. Provide fabrication and installation of interior and exterior wayfinding signs, wayfinding sign frames and structures, wayfinding sign bases, wayfinding sign panels, letters, and components with message copy and symbols, including all engineering, fabrication, excavation, erection, installation, electrical, concrete, and masonry.
  2. Provide Review Drawings, Coordination Drawings, Shop Drawings, Working Drawings, Record Documents, and incidentals.
  3. Provide all required Samples, Submittals, Proofs, Mock-Ups, and Prototype Signs.
  4. Provide all the preparation, materials, equipment, tools, labor, testing, inspections, and temporary light and power necessary for the fabrication and installation of the wayfinding signs.
  5. Provide all the materials, fasteners, adhesives, structures, brackets, blocking, miscellaneous steel, embed plates, and all other structural and mounting hardware necessary for the proper fabrication and installation of the wayfinding signs.
  6. Provide professional engineering of all wayfinding signs, wayfinding sign structures, wayfinding sign supports, wayfinding sign frames, wayfinding sign mounting methods, wayfinding sign mounting components and hardware, adhesives, embeds, wayfinding sign bases, wayfinding sign foundations and footings, wayfinding sign mow pads, and all other wayfinding sign structural components, for structural adequacy. All wayfinding signs, wayfinding sign structures, wayfinding sign supports, wayfinding sign frames, wayfinding sign mounting methods, wayfinding sign mounting components and hardware, adhesives, embeds, wayfinding sign bases, wayfinding sign foundations and footings, wayfinding sign mow pads, and all other wayfinding sign structural components must be professionally engineered. The signature and seal of a qualified professional structural engineer, licensed in the State of Illinois, shall appear on the Shop Drawings.

7. Provide and install all required LED dynamic displays for the wayfinding signs, including all required hardware, software, controllers, power supply units, cables, conduit, wiring, and all other required components.
  8. Provide and install all required wayfinding sign light fixtures, lamps, ballasts, cables, conduit, wiring, and all other electrical components for illuminated wayfinding signs.
  9. Run power and data to the wayfinding sign locations as required and provide the final electrical and data connections. Provide all required professional electrical engineering, cables, conduit, wiring, and all other electrical components for the wayfinding signs as required.
  10. Provide set-up, training, and testing for LED dynamic displays.
  11. Provide all required color, finish, material, and process matching for all of the wayfinding signs.
  12. Provide and prepare all digital art and camera ready files as required.
  13. Remove and properly dispose of existing signs and sign materials that have been identified for removal.
  14. Provide restoration of existing finishes, surfaces, pavements, landscaping, and all other site and building conditions, finishes, and/or features that are affected by the removal of any existing signs or the installation of new wayfinding signs.
  15. Acquire all necessary reviews, licenses, permits, permissions, and approvals. Provide written documentation to the Owner, the Architect, and the Construction Manager verifying that all the required licenses, permits, and permissions have been properly obtained.
  16. Provide all safety barricades and warning signs as required to safely complete the Work.
  17. Provide professional electrical engineering. The signature and seal of a qualified professional electrical engineer, licensed in the State of Illinois, shall appear on the electrical drawings that shall be included in the Shop Drawings.
- C. Wayfinding Sign Types – The Work under this Section includes the following exterior and interior wayfinding sign types. This list is provided for reference.
1. Exterior Wayfinding Sign Types
    - a. Ext 1.1
    - b. Ext 2.1 (Illuminated)
    - c. Ext 2.1 (Non-illuminated)
    - d. Ext 2.2 (Illuminated)
    - e. Ext 2.2 (Non-illuminated)
    - f. Ext 3.1
    - g. Ext 3.2
    - h. Ext 4.1
    - i. Ext 4.2
    - j. Ext 5.1
    - k. Ext 5.2
    - l. Ext 5.3
    - m. Ext 5.3.1
    - n. Ext 5.4
    - o. Ext 5.4.1
    - p. Ext 5.5
    - q. Ext 5.5.1
    - r. Ext 5.6
    - s. Ext 5.6.1
    - t. Ext 5.7
    - u. Ext 6.1.1
    - v. Ext 6.1.2
    - w. Ext 8.1
    - x. Ext 8.1.1
    - y. Ext 9.1

- z. Ext 9.1.1
  - aa. Ext 10.1
  - bb. Ext 10.1.1
  - cc. Ext 11.1
  - dd. Ext 11.2
  - ee. Ext 11.3
  - ff. Ext 12.1
2. Interior Wayfinding Sign Types
- a. Int 1.1
  - b. Int 1.2
  - c. Int 1.2.1
  - d. Int 1.3 (Cafeteria)
  - e. Int 1.3 (Library)
  - f. Int 1.4
  - g. Int 2.1
  - h. Int 2.2
  - i. Int 2.3
  - j. Int 2.4
  - k. Int 2.5
  - l. Int 3.1
  - m. Int 3.2.1
  - n. Int 3.2.2
  - o. Int 3.2.3
  - p. Int 3.2.4
  - q. Int 3.3
  - r. Int 3.4
  - s. Int 3.4.1
  - t. Int 3.5
  - u. Int 4.1
  - v. Int 4.2
  - w. Int 4.3
  - x. Int 5.1.1a
  - y. Int 5.1.1b
  - z. Int 5.1.2
  - aa. Int 5.1.3
  - bb. Int 5.1.4
  - cc. Int 5.2
  - dd. Int 5.3
  - ee. Int 5.3.1
  - ff. Int 5.4
  - gg. Int 6.1
  - hh. Int 6.2
  - ii. Int 6.2.1
  - jj. Int 6.3
  - kk. Int 6.3.1
  - ll. Int 6.4
  - mm. Int 6.4.1
  - nn. Int 6.4.2
  - oo. Int 6.4.3
  - pp. Int 6.5
  - qq. Int 7.1.1
  - rr. Int 7.1.2
  - ss. Int 7.2
  - tt. Int 7.3
  - uu. Int 9.2

- vv. Int 9.2.1
- ww. Int 9.3
- xx. Sustainability Graphics

- D. The Drawings provided are the Bidding Documents. Fabrication of the wayfinding signs is not allowed until the Final Issue for Construction Documents have been released by the Owner.
1. Bidders shall provide per unit pricing for the fabrication and per unit pricing for the installation of each wayfinding sign type. These per unit prices shall remain applicable for two (2) years from the bid opening date.
  2. After the Contract has been awarded, but prior to the start of fabrication, the Owner shall review the messages and the sign quantities provided in the Bidding Documents. The Owner may revise the messages and may change the wayfinding sign quantities. These revisions will be documented in the Final Issue for Construction Documents.
  3. If wayfinding signs are eliminated in the Final Issue for Construction Documents, the Owner shall be credited the appropriate per unit fabrication and installation costs as originally submitted with the Bid. If wayfinding signs are added in the Final Issue for Construction Documents, the Owner shall be charged only the appropriate per unit fabrication and installation costs as originally submitted with the Bid. No other charges or fees will be accepted. Changes to sign message content, without change to the sign type, shall be incorporated into the Work without additional cost to the Owner.
- E. At any time during the course of the Project, the Owner may choose to add new wayfinding sign types to the Project. If the Owner adds any new wayfinding sign types, the Owner shall provide the Contractor with design intent information for the new sign types and request that the Contractor provide per unit pricing for the fabrication and installation of the new sign types. Fabrication and installation of the new sign types shall not proceed until the Owner has reviewed the per unit pricing submitted and provided written notice that the submitted per unit pricing has been accepted.
- F. In addition to review and acceptance of Coordination Drawings, Product Data, and Shop Drawings, review and acceptance of all Color Samples, Material Samples, Sign Face Layouts, Mock-Ups, Prototype Signs, and Proofs is required prior to the start of fabrication.
- G. Life safety signs, traffic regulatory signs, pavement markings, exit signs, evacuation maps, and egress signage are not included in this Section.

#### **1.05 REFERENCE STANDARDS**

- A. Where more stringent requirements than those described in the Drawings and the Specifications are set forth under codes, laws, rules, regulations, and ordinances of federal, state, county, and any local governing bodies, regulatory agencies, authorities, government departments, and any other entities having jurisdiction, notify the Owner, the Architect, and the Construction Manager in writing before proceeding with Work. Work is subject to the applicable portions of the following standards:
1. All Work shall comply with the laws, codes, ordinances, guidelines, standards, rules, regulations, and requirements of the United States, the State of Illinois, Will County, the City of Joliet, and any other federal, state, or local governing body having jurisdiction.
  2. All Work shall comply with all applicable Joliet Junior College rules, guidelines, standards, and requirements.
  3. All Work shall comply with all applicable Illinois Community College Board rules, guidelines, standards, and requirements.
  4. Illuminated wayfinding signs, electrical materials, equipment, and installation thereof shall conform to City of Joliet Electrical Code, the National Electrical Code (NEC), and the

standards of the National Electrical Manufacturers Association (NEMA) and of the Underwriters' Laboratories (UL). Where a UL standard is unavailable, the equipment supplied for the project shall be UL listed and shall bear the UL label.

5. AWS D1.1 "Structural Welding Code," American Welding Society
6. SSPC SP-6 "Surface Preparation Specification No. 6, Commercial Blast Cleaning," Steel Structures Painting Council
7. SSPC PA-1 "Painting Application Specifications," Steel Structures Painting Council
8. "Aluminum Finishes for Architecture," Aluminum Association
9. "Code of Standard Practice of Steel Buildings and Bridges," AISC
10. "Specifications for Design, Fabrication, and Erection of Structural Steel Buildings," AISC
11. All applicable American Society for Testing and Materials (ASTM) standards and requirements including, but not limited to:
  - a. ASTM 46 – "General Requirements for Delivery of Rolled Steel Plates, Shapes, Sheet Piling and Bars for Structural Use"
  - b. ASTM B209 – "Aluminum and Aluminum Alloy Sheet Plate"
  - c. ASTM B221 – "Aluminum and Aluminum Alloy Wire, Rod, Bar, Shapes and Tube; Extended"
  - d. ASTM B241 – "Aluminum and Aluminum Alloy Tube; Extended, Seamless"
  - e. ASTM E1164 – "Standard Practice for Obtaining Spectrophotometric Data for Object Color Evaluation"
  - f. ASTM E308 – "Standard Method for Computing the Colors of Objects by Using the CIE System"
  - g. ASTM E284 – "Standard Definition of Terms Relating to Appearance of Materials"
  - h. All applicable ASTM standards and requirements for Hot Dip Galvanized Steel.
  - i. All applicable ASTM standards and requirements for masonry, concrete, and cement.
  - j. ASTM D4956 – "Standard Specification for Retroreflective Sheeting for Traffic Control"
12. "Specifications for Assembly of Structural Joints Using High Strength Steel Bolts," as approved by the Research Council on Riveted and Bolted Structural Joints of the Engineering Foundation
13. "Handbook on Bolt, Nut, and Rivet Standards," Industrial Fasteners Institute
14. "Steel Structures Painting Manual, Volume 2, Systems and Specifications," SSPC
15. All applicable specifications, guidelines, regulations, and requirements of the Americans with Disabilities Act (ADA) and the Illinois Accessibility Code.
16. All applicable rules and regulations of the Occupational Safety and Health Administration (OSHA).
17. AASHTO M68 – "Standard Specification for Retroreflective Sheeting for Traffic Control"
18. All applicable AASHTO standards and specifications for traffic control devices, signs, and sign structures.
19. Aluminum shall be fabricated, welded, and inspected in accordance with "ANSI/AWS D1.2/D1.2M: 2008 Structural Welding Code - Aluminum (2008)."
20. All applicable sections, specifications, standards, guidelines, performance criteria, regulations, rules, and requirements of the Manual on Uniform Traffic Control Devices (MUTCD) and the Illinois Supplement to the MUTCD.
21. All applicable Federal Highway Administration (FHWA) policies, specifications, standards, guidelines, requirements, performance criteria, rules, and regulations.
22. All applicable Illinois Department of Transportation (IDOT) policies, specifications, standards, guidelines, requirements, performance criteria, rules, and regulations.
23. All applicable standards of the American National Standards Institute (ANSI).
24. All applicable National Cooperative Highway Research Program (NCHRP) reports, including but not limited to, "NCHRP Report 412, Fatigue-Resistant Design of Cantilevered Signal, Sign, and Light Supports" and "NCHRP Report 350, Recommended Procedures for the Safety Performance Evaluation of Highway Features."



## 1.06 INTENT OF PLANS AND SPECIFICATIONS

- A. The Contractor may not manufacture, reproduce, or exhibit the Drawings, or modify them for any other purpose outside of this current Contract, without written approval of the Owner and the Architect.
- B. The intent of the Drawings is to prescribe the outline of Work that the Contractor undertakes to do in full compliance with the Contract. The Contractor shall do all Work provided in the Contract and such additional, extra, collateral, and incidental Work as may be necessary to complete the Work in an acceptable and timely manner.
- C. Notify the Owner, the Architect, and the Construction Manager in writing of any discrepancies in the Drawings, in the Message Schedule, in any field dimensions, and in any field conditions. Notify the Owner, the Architect, and the Construction Manager in writing of any changes required in any aspect of the fabrication and the installation of the wayfinding signs.
- D. The Drawings show design intent only and are not intended to cover every detail of materials, parts, fabrication, construction, mounting, and installation. Furnish all required inspections, testing, engineering, materials, parts, fabrication, construction, mounting, and installation necessary to complete the entire Work in compliance with the design intent, whether or not said details are shown or specified, at no additional cost to the Owner.
- E. Wayfinding Sign Locations
  - 1. The wayfinding sign locations shown on the Sign Location Plans are for general reference only and are not representative of the exact final locations.
  - 2. The final locations for the wayfinding signs shall be established on-site by the Contractor, the Owner, and the Architect. The final locations for the wayfinding signs shall be shown in the Shop Drawings. Prior to installation, the final locations for the wayfinding signs shall be verified by the Contractor.
  - 3. Obtain all the necessary reviews and approvals for the wayfinding sign locations. Wayfinding signs installed in locations that have not received all necessary reviews and approvals and that have not been established with, and reviewed and accepted by, the Owner and the Architect may need to be removed and reinstalled in new locations determined by the Owner and the Architect. Work for relocating such wayfinding signs shall be completed by the Contractor at his own expense.
- F. The wayfinding sign message examples shown in the Drawings are for reference only. The actual messages for the wayfinding signs shall be provided in the Final Issue for Construction Message Schedules.
- G. The Message Schedules for the Project are located at the end of this Section.

## 1.07 PROJECT/SITE CONDITIONS

- A. Provide all on-site inspections, surveys, and testing required to properly, safely, and securely install the wayfinding signs.
- B. Prior to the start of fabrication, identify all the governing bodies, regulatory agencies, authorities, government departments, and all other entities having jurisdiction over the locations where wayfinding signs are to be installed. Determine all applicable code and regulatory requirements. Provide the Owner, the Architect, and the Construction Manager with written notice of any wayfinding signs which conflict with any of the applicable codes or any other regulatory requirements. Obtain all the necessary reviews, licenses, permits, variances, and

permissions from all the governing bodies, regulatory agencies, authorities, government departments, and all other entities having jurisdiction over the locations where the wayfinding signs are to be installed. The Contractor shall provide all the necessary fees, presentations, drawings, and any other documentation required to obtain any necessary reviews, licenses, permits, and permissions. Prior to the start of the fabrication, provide the Owner, the Architect, and the Construction Manager with documentation showing that all required reviews, licenses, permits, and permissions have been received.

- C. Before any existing signs or sign components are removed and prior to the start of any fabrication, examine the existing conditions on-site.
1. Examine the overall existing site conditions.
  2. Verify the existing site dimensions at each of the wayfinding sign installation locations. Provide the Owner and the Architect with on-site dimensions for the locations and items indicated in the Drawings.
  3. Carefully examine on-site the existing conditions at and around each of the locations where wayfinding signs are to be installed. Identify any conditions at any of the installation locations that would prevent any of the wayfinding signs from being properly, safely, and securely installed.
  4. Carefully examine on-site the existing conditions at and around each of the locations where existing signs or sign components are to be removed. Identify any conditions at any of the removal locations that would prevent the proper removal of the existing signs or sign components.
  5. Provide the Owner, the Architect, and the Construction Manager with written notice of any conditions that will have an effect on the appearance or design intent of the wayfinding signs, prevent proper execution of the Work, or endanger its permanency. Provide the Owner, the Architect, and the Construction Manager with written notice of any conditions that would prevent any of the wayfinding signs from being properly, safely, and securely installed. Work shall not proceed until all such conditions have been resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.
- D. Before any existing signs or sign components signs are removed and prior to the start of any fabrication, provide the Owner, the Architect, and the Construction Manager with written notice of any locations where the wayfinding sign dimensions do not coordinate with the existing site dimensions or conditions. Provide the Owner, the Architect, and the Construction Manager with documentation showing the on-site dimensions and conditions. The Architect may adjust the wayfinding sign sizes and/or graphic layouts from those shown in the Drawings to coordinate with the on-site dimensions and/or conditions. Do not proceed with fabrication of wayfinding signs requiring any changes or adjustments to coordinate with on-site dimensions or conditions until directed to do so by the Owner and the Architect. Coordinate wayfinding sign production to allow the Owner and the Architect a minimum of fifteen (15) working days to make any changes or adjustments to wayfinding sign sizes and/or layouts that may be required to coordinate with the on-site dimensions or conditions.
- E. Before the start of any fabrication, at locations where wayfinding signs are to be mounted to light poles or other existing structures, verify that the light poles or other existing structures can properly, securely, and safely support the wayfinding signs. Notify the Owner, the Architect, and the Construction Manager in writing of any locations where wayfinding signs have been scheduled to be mounted to a light pole or other existing structure and the light pole or other existing structure cannot safely, securely, and properly accept the wayfinding signs or the wayfinding signs cannot be properly mounted for any reason. Work on the wayfinding signs shall not proceed until such conditions have been resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.

- F. Prior to the start of any fabrication, verify the site conditions at each wayfinding sign location as required to confirm that the design intent for the wayfinding sign bases, frames, structures, foundations, and/or any other wayfinding sign mounting materials, components, and methods are compatible with the site conditions at each location. Provide the Owner, the Architect, and the Construction Manager with written notice of any locations where the design intent for wayfinding sign bases, frames, structures, foundations, and/or any other wayfinding sign mounting materials, components, and methods are not compatible with the site conditions. Work on the wayfinding signs shall not proceed until such conditions are resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.
- G. Installation of the wayfinding signs must not damage any structural elements in ceilings, floors, walls, bulkheads, or columns in any way.
1. The Contractor shall not drill into or otherwise penetrate any floor, ceiling, wall, bulkhead, column, or any other building surface without having first received written approval from the Owner to do so.
  2. Coordinate the mounting methods for each of the wayfinding signs with the building structure, and any other site conditions, at each of the wayfinding sign locations. Maintain the fire-resistance ratings and weather-resistance capabilities of all surfaces where signs are mounted. Maintain the warranties of the surfaces and finishes where signs are mounted.
  3. Prior to the start of fabrication, review all the wayfinding sign locations and all the wayfinding sign mounting methods with the Owner, the Architect, and the Construction Manager.
  4. Prior to the start of fabrication, provide the Owner, the Architect, and the Construction Manager with written documentation describing how drilling into or otherwise penetrating any floor, ceiling, wall, bulkhead, column, or any other building surface can be safely done so that it will not create any sort of hazard, damage, or defect now or in the future.
- H. Verify on-site conditions at the start of the Work and during the course of the Work as needed to understand the site conditions during all phases of the Project and to confirm the wayfinding signage will be coordinated with any changes to the site conditions that may occur during the course of the Work.
- I. Include on-site dimensions in the Shop Drawings.
- J. Obtain measurements at the site and not from the Drawings for correct lengths of wayfinding signs, wayfinding sign supports, and other items that must be accurately fitted. Design (subject to review by the Owner and the Architect), engineer, fabricate, and install wayfinding sign supports, structures, and attachments. The Contractor will be responsible for the engineering, accuracy of measurements, and the precise fitting and assembly of the finished products. Written dimensions on Drawings shall have precedence over scaled dimensions. Modifications to written dimensions shall be made only when accepted in writing by the Owner and the Architect.

## 1.08 COORDINATION

- A. Before the start of the Work, verify the overall Project Schedule with the Owner, the Architect, and the Construction Manager. Coordinate the wayfinding signage fabrication, installation, and all other Work for the wayfinding signs with the overall Project Schedule. The Contractor shall be responsible for receiving all deliveries related to the wayfinding signs. Provide the Owner, the Architect, and the Construction Manager with complete schedule information for the fabrication, installation, and all other Work for the wayfinding signs. At a minimum, indicate

dates for the review of on-site conditions, Mock-up and Prototype Sign review dates, start and end dates for fabrication, and start and end dates for installation.

- B. Coordinate with the Owner and the Construction Manager to schedule site visits, deliveries, installations, and any other on-site activities. Coordinate and schedule all Work so that campus operations and activities are disrupted as little as possible.
- C. Coordinate sizes of finished wayfinding sign assemblies with access limitations to final locations.
- D. Coordinate the Work of this Section as required to obtain proper installation of all items. The Contractor shall acquaint himself with all other projects or work that may be taking place on the JJC Campus that may affect, or may be affected by, the Work under this Section.
- E. Coordinate with other trades involved in the fabrication and installation of the wayfinding signs and those trades that may be affected by the Work.
- F. Coordinate with the appropriate manufacturers, suppliers, and installers so that all the wayfinding signs, wayfinding sign components, and wayfinding graphics can be properly assembled, will function correctly, and can be properly, safely, and securely installed.
- G. Structural Elements
  - 1. Provide all structural elements, bracing, blocking, hardware, concrete, foundations, and/or miscellaneous steel that may be needed to adequately, securely, safely, and properly support the wayfinding signs.
  - 2. Access proper installation locations and/or points of attachment as required, including any locations concealed by existing landscaping, existing pavement, existing building surfaces, or other existing materials.
- H. Coordinate the size, placement, and mounting of all wayfinding sign components to reflect the design intent shown in the Drawings. Verify that the wayfinding signs will be able to be installed as required, fit correctly, function properly, and will be able to be mounted properly, safely, and securely. Before fabrication, inform the Owner, the Architect, and the Construction Manager in writing of any changes or conditions that will have an effect on the appearance or design intent of the wayfinding signs, prevent proper execution of the Work, or endanger its permanency. Do not proceed with fabrication until such conditions are resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.

#### **1.09 DELIVERY AND PROTECTION**

- A. Before delivery, each wayfinding sign shall be tagged or labeled with its identifying number and installation location as shown on the Drawings. Labeling shall be both on the sign and the protective covering. Labels with identifying numbers or installation location numbers shall be removed without damage to the sign at the time of installation.
- B. Finished surfaces shall be adequately protected during all phases of the Work to prevent damage by scratches, stains, discoloration, or other causes. Any damage to any wayfinding signs incurred during fabrication, handling, shipment, storage, and installation shall be remedied by the Contractor at his own expense.
- C. Arrange with the Owner and the Construction Manager for adequate, secure, locked storage for wayfinding signs and sign materials that have been delivered to the site but not yet installed. If

adequate storage space is not available, coordinate the delivery of the wayfinding signs and sign materials to coincide with installation. The Contractor must be present to receive all deliveries.

- D. Wherever installed wayfinding signs are exposed to possible damage from ongoing construction, install protective barriers or other measures to protect the wayfinding signs from becoming dirty, dusty, or damaged.

#### **1.10 QUALITY ASSURANCE**

- A. The Contractor shall be an experienced, full service, sign company, with skilled workmen, especially trained in this type of Work.
- B. The Contractor shall supervise and coordinate all subcontractors to insure that the wayfinding signs shall be supplied per the Owner's and the Architect's requirements.
- C. A minimum of 50% of the Work shall be performed by the Contractor's own forces.
- D. The Contractor must be a firm with at least ten (10) years of successful experience with projects of similar scope. The Contractor shall be a full service sign company. The Contractor shall have in-house sign fabrication and installation capabilities, including the ability to manufacture and install internally illuminated signs. The Contractor shall be a member of a recognized professional sign organization including, but not limited to, SEG or ISA.

#### **1.11 WARRANTY/CORRECTION OF WORK**

- A. Warranties listed below are in addition to and not a limitation of, any other rights the Owner may have under the Contract Documents.
- B. Provide the Owner with documentation of the manufacturers' warranties for all products supplied as part of the Work.
- C. All fastening devices and adhesives must be durable, suitable for long-term use in exposed exterior locations, vandal-resistant, vibration-resistant, and tamper-resistant. All fastening devices must be corrosion-resistant. All fastening devices and adhesives must be warranted as to permanency of performance.
- D. Warrant to the Owner in writing that the materials and equipment furnished under the Contract will be high quality and new unless otherwise required or permitted in writing by the Owner, that the Work will conform with the requirements of the Contract Documents, and the Work will be free of defects not inherent in the quality required or permitted in writing by the Owner. Work not conforming to these requirements, including unauthorized substitutions, may be considered defective. If required by the Owner, furnish satisfactory evidence as to the kind and quality of materials and equipment.
- E. Warrant to the Owner in writing that the all the paint finishes, silkscreen inks, digitally printed graphics, and the protective clearcoat finishes furnished under the Contract will be high quality, free of defects in appearance or application, will not develop excessive fading or excessive non-uniformity of color, and will not yellow, crack, peel, or otherwise fail as a result of defects in materials or workmanship, for a period of at least seven (7) years beginning at the time of Final Payment/Acceptance by the Owner.

- F. Warrant to the Owner in writing that the embedded graphic panels furnished under the Contract will not crack, craze, warp, delaminate, chip, peel, develop excessive fading, develop excessive non uniformity of color, or otherwise fail as a result of defects in materials or workmanship for a period of at least ten (10) years beginning at the time of Final Payment/Acceptance by the Owner.
- G. Warrant to the Owner in writing that the Work furnished under the Contract will be high quality and free from any defects in workmanship, fabrication, and installation for a period of at least five (5) years beginning at the time of Final Payment/Acceptance by the Owner.
- H. If, within five (5) years after Final Payment/Acceptance of the Work, any of the Work is found to be defective or not in accordance with the requirements of the Contract Documents, the Work shall be corrected promptly after receipt of written notice from the Owner to do so, unless the Contractor has previously received written acceptance of such condition. Correction of Work shall be completed at no additional cost to the Owner. This obligation shall survive termination of the Contract. All Work shall be done at a time convenient to the Owner.
- I. Remove from the site and properly dispose of, at no additional cost to the Owner, portions of the Work which are defective or not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.
- J. If the Contractor does not proceed with the correction of Work after a reasonable time fixed by written notice from the Owner, the Owner may have the Work corrected. The cost for the corrections shall be deducted from the payments due the Contractor. If payments due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If there are no payments due the Contractor, the Contractor shall pay the entire amount of the cost of the corrections to the Owner.

#### **1.12 OPERATIONS AND MAINTENANCE DATA AND SAFETY INSPECTION INSTRUCTIONS**

- A. Provide complete and detailed operations and maintenance data and safety inspection instructions to the Owner and the Architect. Provide detailed information on the proper operations, maintenance, and safety inspection procedures for all wayfinding sign types installed under this Contract. Provide four (4) printed copies and one (1) digital copy of the operations and maintenance data and safety inspection instructions to the Owner. Provide one (1) printed copy and (1) digital copy of the operations and maintenance data and safety inspection instructions to the Architect. Digital copies shall be provided on CD or on a USB flash drive as .pdf files.
- B. Provide three (3), bound, hard copies and three (3) digital copies of all system operation and maintenance manuals for the LED dynamic displays. Digital copies shall be provided on CD or on a USB flash drive as .pdf files.

#### **1.13 ATTIC STOCK**

- A. Provide to the Owner in the manufacturer's original packaging and store where directed by the Owner the following as Attic Stock:
  1. One (1) quart of touch up paint for each type of paint and in each of the colors specified.
  2. One (1) quart of silkscreen ink in each of the colors used.
  3. Three (3) replacement transformers/power supplies for each type used.
  4. Four (4) of each type of tool required for removal of each type of vandal resistant fastener used.

## 1.14 SAMPLES AND SUBMITTALS

- A. Within ten (10) working days after the Project has been awarded and prior to making any submissions, provide the Owner, the Architect, and the Construction Manager with a Submittal Schedule. At a minimum, list all Submittals, their content, the planned submission dates, and the review period for each Submittal. Include anticipated dates for review of the Mock-Ups and Prototype Signs. All Samples and Submittals shall be made with such promptness as to cause no delay in the Work. Schedule the Work so that the Owner and the Architect will each have a minimum of fifteen (15) working days to review each Submittal, excluding shipping time, and without overlap.
- B. If additional review of any Submittal is required after two (2) resubmittals, the Owner shall be compensated by the Contractor for the time and for any fees and expenses incurred for the work needed to complete all additional reviews required until the Submittal is accepted.
- C. The Owner and the Architect will review all the Samples and Submittals for conformance with the design intent of the Project. Any Work undertaken prior to receipt of written acceptance of the Samples and Submittals, shall, based upon the acceptance or rejection of the Samples and Submittals, be corrected at the Contractor's expense. All notifications of acceptance or rejection will be in writing. All materials furnished for the Project must be as represented by the accepted Samples and Submittals.
- D. Product Data
  - 1. Submit manufacturer's technical data, preparation, installation, storage, handling, and maintenance instructions for all the materials, components, and applied finishes used for the Work. At a minimum, provide Product Data for the following:
    - a. All metal materials and components.
    - b. All acrylic, polycarbonate, and PVC materials and components.
    - c. All concrete.
    - d. All mounting components and hardware.
    - e. Standard and custom extrusions.
    - f. Each manufactured component used within fabricated assemblies.
    - g. Shop applied painting, and priming systems.
    - h. Field applied painting and priming systems.
    - i. All UV resistant clearcoat finishes.
    - j. Adhesives and sealants.
    - k. All vinyl graphic sheeting, films, and overlaminates.
    - l. Silkscreen and inkjet printing inks.
    - m. Electrical components.
    - n. All lighting components, lamps, and fixtures.
    - o. All embedded graphic panels.
    - p. All LED dynamic displays and related components.
    - q. Installation accessory materials for each type and condition as applicable.
- E. Shop Drawings
  - 1. Fabricate only from Shop Drawings that have been reviewed and accepted by the Owner and the Architect. Prior to submission, verify submittal and resubmittal formats, quantities, and procedures with the Owner and the Construction Manager.
  - 2. Prior to the start of fabrication, submit complete and detailed Shop Drawings for all wayfinding sign types and all wayfinding sign components. Shop Drawings shall show all wayfinding sign fabrication and mounting methods, materials, dimensions, and details. Show all the final wayfinding sign locations in the Shop Drawings.

3. All wayfinding sign structural and mounting components shall be professionally engineered. Submit Shop Drawings that have been signed and sealed by a qualified professional structural engineer, licensed in the State of Illinois, for all wayfinding sign structures, wayfinding sign supports, wayfinding sign posts, wayfinding sign frames, wayfinding sign cabinets, wayfinding sign mounting methods, wayfinding sign mounting components and hardware, adhesives, embeds, fabricated wayfinding sign bases, and all other wayfinding sign structural and mounting components.
4. A professional structural engineer shall verify that existing structures, existing sign posts, existing light posts, existing buildings, and other existing structures that are to support new wayfinding signs can safely, securely, and properly support the new signs. Submit Shop Drawings that have been signed and sealed by a qualified professional structural engineer, licensed in the State of Illinois, that show complete fabrication and mounting information and details for all signs that are mounted to existing structures, existing sign posts, existing light posts, existing buildings, and other existing structures.
5. All the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs shall be professionally engineered. Submit Shop Drawings for the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs that have been signed and sealed by a qualified professional structural engineer, licensed in the State of Illinois. The concrete formulation shall be approved by the qualified licensed professional structural engineer and shall be included in the signed and sealed Shop Drawing submittals.
6. Shop Drawing submittals shall be returned with the appropriate submittal review stamps indicating the submittal's status. Shop Drawings will be checked only for conformance with the design intent of the Project. Acceptance of the Shop Drawings shall not be construed as permitting any departure from the Contract requirements; as relieving the Contractor of the responsibility for any error in details, dimensions, or otherwise; or as permitting any departure from additional details, bulletins, and instructions previously furnished by the Owner. Also, Shop Drawing acceptance shall not relieve the Contractor from responsibility for any errors that may exist in the items submitted.
7. Provide professional electrical engineering as required for all wayfinding signs and wayfinding sign components that require electrical power. Include professionally engineered electrical drawings in the Shop Drawings. Identify the materials and wiring to be used. Show complete electrical details, including the location and routing of all power and data lines and how the power and data requirements for the new signs will be coordinated with the existing electrical and data systems. Electrical drawings included in the Shop Drawings shall be prepared, signed, and sealed by a qualified professional electrical engineer, licensed in the State of Illinois.
8. Electrical drawings that have been signed and sealed by a qualified professional electrical engineer are provided for information only. The Owner shall not review any engineering information for accuracy or completeness. Acceptance of the electrical drawings included in the Shop Drawings that have been signed and sealed by a qualified professional electrical engineer shall not be construed as any sort of approval of the drawings; as permitting any departure from the Contract requirements; as permitting any departure from additional details, bulletins, and instructions previously furnished by the Owner; or as relieving the Contractor of the responsibility for any errors that may exist in the items submitted.
9. If the submitted Shop Drawings show variations from the Contract requirements, make specific reference to such variations on the Drawings and in the letter of transmittal with a request for acceptance. Any variations shall be made only when accepted in writing by the Owner and the Architect.

#### F. Certification Letter



1. Submit written letter of certification, prepared, signed, and sealed by a qualified professional structural engineer, licensed in the State of Illinois, verifying that the wayfinding signs and the wayfinding sign support systems, mounting components, structures, and concrete foundations and components shall be structurally sound and that the wayfinding signs shall be securely, properly, and safely supported and mounted.
  2. The letter of certification shall also include:
    - a. Verification that maximum stresses and deflections of the wayfinding signs and the wayfinding sign support systems, mounting components, structures, and concrete foundations and components do not exceed specified and required performance requirements under full design loading, and that the wayfinding signs and the wayfinding sign support systems, mounting components, structures, and concrete foundations and components shall meet all the performance requirements and design criteria as indicated and specified herein and in the Drawings.
    - b. Verification that the existing structures, existing sign posts, existing light posts, existing buildings, and other existing structures that are to support new wayfinding signs can safely, securely, and properly support the new signs.
    - c. Verification that all wayfinding signs can safely and properly withstand all applicable wind loads and ice loads.
- G. Reproduction of any portion of the Drawings provided for use in Submittals or Shop Drawings is unacceptable. Such Submittals will be returned unreviewed.
- H. Submit Samples of all the materials, finishes, fixtures, fittings, and hardware.
- I. Color Samples
1. Submit Samples of all the colors used in the Project.
  2. Show each of the colors in each of the reproduction methods, and on each of the substrates used.
  3. Show all the colors with the correct finishes. Show the paint colors and silkscreen colors with the correct clearcoat.
  4. Show each of the metal finishes.
- J. Submit Samples of all the fonts, alphabets, symbols, arrows, and logos used on the wayfinding signs for review and acceptance by the Owner and the Architect prior to preparing any wayfinding sign face layouts.
- K. The wayfinding signs have custom letter spacing and custom word spacing. Submit several examples of the custom letter spacing and the custom word spacing to the Owner and the Architect for review and acceptance prior to preparing any sign face layouts.
- L. Sign Face Layouts
1. Provide dimensioned sign face layouts for review by the Owner and the Architect for all wayfinding sign types and all wayfinding sign locations.
  2. The sign face layouts shall show all the final wayfinding sign messages and graphics.
  3. Camera ready digital art for all logos and symbols shall be supplied by the Architect.
  4. Prepare final artwork as required and provide all required file preparation.
  5. Sign face layouts shall be shown in a scale accepted by the Owner and the Architect prior to submission of the layouts.
  6. All sign face layouts shall be printed on bright white paper and shall show actual typographic, symbol, and logo layouts in color on white backgrounds with all fonts, colors, dimensions, and the perimeters of the sign faces indicated. Provide the location number for each wayfinding sign face on the sign face layouts.

7. Layouts shall be reviewed for content, accuracy of alignments, typeface, type weight, letter spacing, word spacing, color breaks, symbol quality, quality of reproduction, and conformance with the design intent.
  8. Incorporate minor revisions and changes made to the graphics and/or messages shown on the layouts at no additional charge to the Owner.
  9. All Work shall be expected to conform to the accuracy, quality, and acuity of the accepted layouts.
- M. Proofs and Samples for Embedded Graphic Panels
1. Provide color layout proofs, color match samples, and graphic test sections for the embedded graphic panels for review by the Owner and the Architect prior to producing any of the final panels.
  2. Prepare final artwork as required and provide all required file preparation.
  3. Submit color layout proofs for each panel. The color layout proofs shall be printed on paper and shall show the complete sign face for each location at actual size. The perimeter of the sign face shall be indicated. Provide the location number for each sign face in the layout proofs. The layout proofs will be reviewed by the Owner and the Architect for layout, content, accuracy of alignments, typeface, type weight, symbol quality, and conformance with the design intent.
  4. Submit color match samples. The color match samples shall be produced using the actual embedded graphic panel material and shall show all the actual finishes and each of the colors to be used on the final panels. The color match samples shall be reviewed by the Owner and the Architect for color match, overall quality of reproduction, and conformance with the design intent. Accepted colors shall serve as the standards for all the embedded graphic panels produced.
  5. Submit typical graphic test sections for each sign type that uses the embedded graphic panels. The test sections shall be a minimum of twelve inches by twelve inches (12" x 12"). The test sections shall be produced using the actual embedded graphic panel material and will be reviewed by the Owner and the Architect. The test sections shall be produced using final art, reproduced at actual size. Test sections shall be produced for each panel thickness specified and shall show the correct panel finish. Provide test sections in sufficient quantity and/or sufficient size to show all the colors used in the graphics, examples of all the types of graphics, and examples of all the fonts shown on the panels. The edge details on the test samples shall match the edge details that will be used for the final panels. Include on the test sections examples of the final mounting hardware to be used. The graphic test sections shall be reviewed by the Owner and the Architect for overall quality, accuracy, quality of reproduction, and conformance with the design intent.
  6. Incorporate color adjustments and minor revisions or changes requested by the Owner or the Architect to the color layout proofs, color match samples, or the graphic test sections at no additional charge to the Owner.
  7. Accepted color layout proofs, color match samples, and graphic test sections shall be retained by the Architect and shall serve as the standards for the all the embedded graphic panels produced for installation.
- N. Proofs of Building Map Graphics and Other Digitally Printed Graphics
1. Provide full size color proofs of all building map graphics, building directory insert graphics, and all other digitally printed graphics.
  2. The proofs shall show the final building map graphics, building directory insert graphics, and all other digitally printed graphics.
  3. Camera ready digital art for the building map graphics, building directory insert graphics, and other digitally printed graphics shall be supplied by the Architect.
  4. Prepare final artwork as required and provide all required file preparation.
  5. The proofs shall be printed on the actual substrates, using the actual printing methods to be used on the final graphics.

6. Proofs shall be reviewed for content, accuracy of alignments, typeface, type weight, letter spacing, word spacing, color breaks, color match, symbol quality, quality of reproduction, and conformance with the design intent.
  7. Incorporate color adjustments and minor revisions and changes made to the graphics and/or messages shown on the proofs at no additional charge to the Owner.
  8. All Work shall be expected to conform to the accuracy, quality, and acuity of the accepted proofs.
- O. For each Sample and Submittal, provide the quantity required by the Owner plus one copy or example that will be retained by the Architect. Samples and Submittals shall be of adequate size showing quality, type, color range, finish, texture, etc. The Contractor shall be responsible for the timely delivery of the Samples and Submittals in excellent condition, freight prepaid.

### **1.15 MOCK-UPS AND PROTOTYPE SIGNS**

- A. Prior to commencing fabrication of the final wayfinding signs, provide the following for review as Prototype Signs:
  1. One (1) complete example of each of the exterior wayfinding sign types included in the Work.
  2. One (1) complete example of each of the interior wayfinding sign types included in the Work.
- B. The Mock-Ups and Prototype Signs shall be full size and shall utilize the same materials, finishes, and fabrication and installation methods that are intended for the final wayfinding signs. The Prototype Signs shall include all the components of the final wayfinding signs, including all mounting hardware, materials, and methods.
- C. The Mock-ups and Prototype Signs shall be reviewed on a date and at a location acceptable to the Owner and the Architect. Provide the Owner and the Architect with a minimum of thirty (30) days notice prior to review of any of the Mock-Ups and Prototype Signs.
- D. The Mock-Ups and Prototype Signs shall be reviewed by the Owner and the Architect. The Contractor shall prepare and submit to the Owner and the Architect a written summary of the review documenting any adjustments or changes made to the Mock-Ups and Prototype Signs during the review. Any necessary adjustments or changes will be made prior to commencing fabrication of the final wayfinding signs. Replace unsatisfactory items as directed. When accepted, the Mock-Ups and Prototype Signs shall serve as the standard for materials, workmanship, and appearance throughout the Project. Accepted Prototype Signs shall be fully installed in their proper locations.
- E. The Contractor shall be responsible for the proper packaging, crating, and shipping of the Mock-Ups and Prototype Signs. The Contractor shall be responsible for setting up and dismantling the Mock-Ups and Prototypes at the review location. The Contractor shall be responsible for any costs that may be required to ship the Mock-Ups and Prototype Signs to and from the review location.

## **PART 2 – PRODUCTS**

### **2.01 MATERIALS AND MANUFACTURERS**

- A. Source Quality Control

1. Obtain primary materials from a single manufacturer.
  2. Provide secondary materials only as recommended by the manufacturer of the primary materials.
  3. Do not change source or brands of materials during fabrication.
- B. Aluminum
1. Provide high-grade material of alloy and temper as best suited to furnish the finish and strength required. Provide all aluminum extrusions, plate, sheet, castings, hardware, and all other aluminum wayfinding sign components as required.
  2. Finish aluminum wayfinding sign components as indicated in the Drawings. Brushed aluminum shall have a Number 4 brushed finish, horizontal grain. Brushed aluminum shall have a non-glare protective clearcoat. The non-glare protective clearcoat shall conform to all applicable ADA guidelines and requirements.
- C. Steel
1. Provide high-grade material of alloy and temper as best suited to furnish the strength and finish required. Provide all steel sheets, plates, channels, shapes, and all other steel sign components as required.
  2. Sheet Steel – cold rolled into channels and other shapes, galvanized, primed. Thickness of material shall be determined by the Contractor to provide the finish and strength required.
  3. Structural Steel – When structural steel is required, all steel supports, shapes, pipes, plates, hardware, etc. shall comply with all applicable standards.
  4. Stainless Steel
    - a. Type 316
    - b. Brushed stainless steel shall have a Number 4 brushed finish, horizontal grain.
  5. Provide high grade stainless steel for etched symbol panels of alloy and temper as best suited to furnish the performance required for production of durable, high quality etched graphics while also providing high strength, corrosion resistance, and vandal resistance
  6. Galvanized Steel
    - a. Galvanize steel using the hot-dip process.
    - b. Meet all the requirements of all applicable ASTM, AASHTO, and IDOT specifications, standards, guidelines, requirements, performance criteria, rules, and regulations for zinc (hot-dip galvanized) coatings on iron and steel sign supports, hardware, and components.
- D. Acrylic Sheet
1. Provide scratch-resistant and UV-resistant clear, clear non-glare, and translucent acrylic sheets as required.
  2. Acrylic sheeting shall be Plexiglas Acrylic Sheet products manufactured by Altuglas International/Arkema Inc., 2000 Market Street, Philadelphia, PA 19103, Telephone: 1-800-523-1532, or equivalent acrylic sheet products accepted by the Owner and the Architect.
  3. Unless indicated in the Drawings, the thickness of the material shall be determined by the Contractor, subject to review by the Owner and the Architect.
- E. Polycarbonate Sheet
1. Provide scratch-resistant and UV-resistant clear, clear non-glare, and translucent polycarbonate sheets as required.
  2. Polycarbonate sheeting shall be Lexan Sheet products manufactured by Sabic Innovative Plastics, One Plastics Avenue, Pittsfield, MA 01201, Telephone: 413-448-7110, or equivalent polycarbonate sheet products accepted by the Owner and the Architect.
  3. Unless indicated in the Drawings, the thickness of the material shall be determined by the Contractor, subject to review by the Owner and the Architect.

- F. Black and White Acrylic and Translucent Day/Night Acrylic Sheeting for Internally Illuminated Signs
1. Provide acrylic sheeting designed to appear black during the day and white at night with back lighting as required.
  2. Black and white acrylic and translucent day/night acrylic sheeting shall be Casocryl Black 'n White, distributed by E & T Plastics Mfg. Co., Inc., Telephone: 800-221-9555, or an equivalent black and white acrylic sheeting product accepted by the Owner and the Architect.
  3. Unless indicated in the Drawings, the thickness of the material shall be determined by the Contractor, subject to review by the Owner and the Architect.
- G. Sintra Panels and Sheets
1. Provide Sintra panels and sheets as required.
  2. Sintra panels and sheets shall be expanded PVC sheet as manufactured by Alcan Composites USA, Inc., or an equivalent expanded PVC sheet accepted by the Owner and the Architect.
  3. Unless indicated in the Drawings, the thickness of the material shall be determined by the Contractor, subject to review by the Owner and the Architect.
- H. Threaded Fasteners
1. ASTM A 300 Series Grade A non-magnetic stainless steel.
  2. Vandal and tamper resistant screws – Stainless steel, vandal-resistant, and tamper-resistant drilled spanner drive screws or equal as accepted by the Owner and the Architect.
  3. All hardware for exterior applications, or for applications where signs will be exposed to high moisture conditions, shall be of non-magnetic stainless steel, or of other non-magnetic corrosion-resistant material accepted by the Owner and the Architect.
- I. Mounting Hardware
1. Provide all required mounting hardware and materials to properly, safely, and securely mount the wayfinding signs and the wayfinding sign components. All hardware shall be high quality, long lasting, vandal-resistant, tamper-resistant, corrosion-resistant, and suitable for long-term use in exposed exterior installations.
- J. Strap Mounting Components for Signs
1. Provide durable, heavy duty, high strength, exterior-grade, stainless steel straps, stainless steel clips, stainless steel brackets, and all other required components and hardware needed to safely, securely, and permanently strap mount sign assemblies to existing columns, existing light poles, and other similar existing structures.
  2. Size the mounting straps and brackets as required to safely, securely, and properly support the signs to be strap mounted.
- K. Silkscreen
1. Photographic screen. Hand cut screens will not be accepted. Screens shall be fine mesh fabric as required.
  2. Silkscreen inks shall be exterior grade, UV resistant, water resistant, and compatible with the specified substrates and finishes. Do not blend materials from different manufacturers. Silkscreen inks shall have a non-glare finish. The non-glare finish shall conform to all applicable ADA guidelines and requirements.
  3. Acceptable silkscreen ink manufacturers include:
    - a. Naz Dar
    - b. Akzo Coatings
    - c. Spraylat Corp.
    - d. 3M – for use with 3M graphic films and sheeting

- L. Opaque, Retroreflective, and Translucent Vinyl Graphic Films and Sheeting
1. Carefully prepare all substrates to receive vinyl graphic films and sheeting per the appropriate manufacturer's specifications.
  2. Follow all of the applicable manufacturer's guidelines and specifications for production, cutting, and application of all opaque, retroreflective, and translucent vinyl materials.
  3. Maintain all product warranties.
  4. All graphics produced using opaque, retroreflective, and translucent graphic films and sheeting must be durable and long lasting. Use production and application techniques as recommended by the film and sheeting manufacturer to produce high quality graphics with the longest possible life expectancy.
  5. Reflective graphic sheeting shall be 3M High Intensity Prismatic Sheeting, Series 3930, or an equivalent reflective graphic sheeting accepted by the Owner and the Architect.
  6. Opaque graphic films shall be 3M Scotchcal Electrocut Film, Series 7725, or an equivalent opaque graphic film accepted by the Owner and the Architect.
  7. Translucent graphic films shall be 3M Scotchcal Translucent Graphic Films, Series 3630 or Series 3632GPS, as indicated in the Drawings, or equivalent translucent graphic films accepted by the Owner and the Architect.
- M. Paint
1. Paint shall be Matthews Acrylic Polyurethane, manufactured by Matthews Paint Company, with a non-glare finish. The non-glare finish shall conform to all applicable ADA guidelines and requirements. An equivalent, exterior grade, acrylic polyurethane sign paint may be used if it is accepted by the Owner and the Architect.
  2. All painted finishes shall have a UV inhibiting protective clearcoat with a non-glare finish. Brushed aluminum shall have an appropriately formulated protective clearcoat with a non-glare finish. The non-glare finishes shall conform to all applicable ADA guidelines and requirements. The UV inhibiting protective clearcoat and the color coat paint beneath shall be manufactured by the same company. The UV inhibiting protective clearcoat and the brushed aluminum clearcoat shall be formulated to be compatible with the finishes, colors, and substrates underneath.
- N. Colors/Finishes
1. Colors for the wayfinding signs shall be as indicated in the Drawings.
  2. The surfaces of the wayfinding signs, wayfinding sign components, letters, symbols, logos, structural components, and elements shall be finished to match the colors as described in the Drawings.
  3. Colors are described in the Drawings for application using paint, ink, vinyl, or other coatings and materials specified. Submit appropriate Samples for review and acceptance in each of the colors, in each of the finishes/coatings, and on each of the substrates used in the Project.
  4. Indicate all color breaks and descriptions of all the materials and methods used to produce each of the colors in the Shop Drawings.
- O. Lettering Style
1. The Contractor shall provide all the required fonts as indicated in the Drawings. If required, the Contractor shall purchase the required fonts. The Owner and the Architect shall not provide any fonts.
  2. Letter weight (Medium, Bold, etc.) and style (Roman, Italic) shall match the Drawings. Legends shall include letters, numbers, arrows, symbols, logos, graphics, borders, characters, typography, and other applications shown for wayfinding sign panels. Enlargement or reduction of artwork applications shall be done photographically or digitally. Hand cut masks or templates will not be accepted.

3. Wayfinding sign lettering shall be executed in such a manner that all the edges and corners of the letterforms and symbols are true, clean, and photographically precise. All letterforms and symbols must be accurately reproduced.

P. Symbols

1. Symbols, logos, and logotypes shown in the Drawings are for reference only.
2. Symbols, logos, and logotypes shall match the standards as shown in the Drawings. Original digital art for all symbols, logos, and logotypes shall be supplied by the Architect.
3. Symbols and logos shall be executed in such a manner that all edges and corners are true, clean, and photographically precise. All symbols and logos must be accurately reproduced.

Q. Adhesives

1. Provide high quality, high-strength, high-performance, permanent adhesives as required. Adhesives shall be suitable for the components being adhered and the locations where the components are to be mounted or installed.
2. Adhesives shall not react with surface finishes.
3. All adhesives, sealants, and sealant primers installed in any building interior (defined as inside of the weatherproofing system and applied on site) shall meet the requirements identified in LEED for New Construction 2009, Version 3, Credit EQ 4.1: Adhesives and Sealants.
  - a. Submit certification demonstrating that all adhesives, sealants, and sealant primers installed shall meet the testing and product requirements of the Southern Coast Air Quality District (SCAQMD) Rule 1168 and volatile organic compound (VOC) limits listed in LEED for New Construction 2009, Version 3, Credit EQ 4.1: Adhesives and Sealants.
  - b. Submit certification demonstrating that all aerosol adhesives installed in any building interior shall meet the testing and product requirements of the Green Seal Standard GS-36.

R. Wayfinding Signs with Raised Characters, Raised Graphics, and Braille

1. Wayfinding signs with raised characters, raised graphics, and Braille shall conform to all ADA specifications, guidelines, regulations, and requirements indicated for materials, thickness, finish, colors, designs, shapes, sizes, and details of construction. Installed dimensional tolerances shall be plus/minus 1/16 of an inch.
2. The wayfinding signs with raised characters, raised graphics, and Braille shall be produced using 1/8-inch (1/8") thick etched zinc. The zinc material shall be of alloy and temper as best suited to furnish the finish and strength required to conform to all ADA specifications, guidelines, regulations, and requirements.
3. The faces of the wayfinding signs with raised characters, raised graphics, and Braille shall have painted backgrounds and contrasting copy and graphics.
4. Raised characters and raised graphics shall be relieved 1/32-inch (1/32") minimum from the plaque first surface by the manufacturer's photomechanical stratification process. Precisely formed, uniformly indicated for size, style, spacing, content, position, and color. Flat faces of raised characters and graphics shall be evenly and opaquely colored using silkscreen tipping with enamel ink suitable for printing on the sign face material and finish.
5. Braille shall conform to all relevant ADA specifications, guidelines, regulations and requirements indicated for size, style, shape, spacing, content, position, and color. Braille shall be Grade 2. The Contractor shall translate the sign copy to appear in Braille.
6. Materials and finishes for all wayfinding signs with raised characters, raised graphics, and Braille shall be suitable for use in either interior or exterior locations. The signs shall have an appropriately formulated, protective, UV-resistant, non-glare clearcoat. The non-glare clearcoat shall conform to all applicable ADA guidelines and requirements. Sign finishes

shall conform to all ADA specifications, guidelines, regulations, and requirements for gloss level. There shall be no sharp or rough edges on the signs.

7. Wayfinding signs with raised characters, raised graphics, and Braille shall be safely, permanently, properly, and securely mounted to interior and exterior walls without visible fasteners. Unless otherwise indicated in the Drawings, each sign shall have a 1/8-inch (1/8") thick acrylic backer panel. Each backer panel shall be safely, properly, permanently, and securely attached to the wall with appropriate, exterior grade mechanical fasteners and anchors. Sign panels are then safely, properly, permanently, and securely mounted to the backer panels with appropriate, high-strength, exterior grade double coated 3M VHB tape and silicone (silastic) adhesive.

#### S. LED Sign Lighting Components

1. Provide all required LED sign lighting fixtures and all related components.
2. Acceptable LED sign lighting component manufacturers:
  - a. GE Lumination, 1975 Noble Rd., Building 338E, East Cleveland, OH 44112, Telephone: (216) 266-4800, [www.lumination.com](http://www.lumination.com).
  - b. SloanLED, 5725 Olivas Park Dr., Ventura, CA, 93003, Telephone: (888) 747-4533, [www.sloanled.com](http://www.sloanled.com).
  - c. Osram Sylvania, 100 Endicott St., Danvers, MA 01923, Telephone: (978) 777-1900, [www.sylvania.com](http://www.sylvania.com).
  - d. Other manufacturers accepted by the Owner and the Architect.
3. Determine the type of fixture, the quantity, layout, and spacing of the lighting units required to provide bright, even illumination of the wayfinding sign faces. The lighting units and all related components shall all be designed for use in signage and shall all be suitable for use in exterior locations.
4. Provide LED fixtures that produce a mid-range/warm white color temperature.
5. Provide all the required components, hardware, ballasts, transformers/power supplies, conduit, and wiring necessary.

#### T. Concrete Bases, Concrete Foundations, Concrete Footings, and Concrete Mow Pads

1. Provide all the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs as required.
2. All the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs shall be professionally engineered by the Contractor to properly, safely, securely, and permanently support the signs. Formulate the concrete for the concrete bases, concrete foundations, concrete footings, concrete mow pads, and for all the other concrete work for the wayfinding signs as required to provide the necessary strength and durability. Coordinate the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs with the breakaway capabilities of the signs as required to provide proper breakaway function.
3. Provide all the necessary site inspection, testing, excavation, materials, professional engineering, and installation required for concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs.
4. Coordinate the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the wayfinding signs with the construction and mounting of the signs, the sign structures, and the site conditions at each installation location.
5. The concrete bases, concrete foundations, concrete footings, concrete mow pads, and all other concrete work for the wayfinding signs shall meet all applicable MUTCD, ASTM, AASHTO, FHWA, and IDOT codes, specifications, standards, guidelines, requirements, performance criteria, rules, and regulations.

#### U. Breakaway Capability for Exterior Vehicular Wayfinding Signs



1. Provide sign posts, sign framing, sign mounting, and sign bases for the exterior vehicular wayfinding signs that provide proper roadway sign breakaway function as required.
2. Provide sign bases mounting components appropriate for the sign posts and sign framing, the conditions at the installation locations, and to provide proper roadway sign breakaway function. Indicate all breakaway components in the Shop Drawings.
3. The sign posts, sign framing, sign mounting, and sign bases for the exterior roadway wayfinding signs shall provide proper roadway sign breakaway capability. The breakaway capability shall meet all applicable MUTCD, ASTM, AASHTO, FHWA, and IDOT codes, specifications, standards, guidelines, requirements, performance criteria, rules, and regulations.
4. Provide all the plates, bolts, and all other hardware and components that are required to safely, securely, and properly mount the vehicular wayfinding signs while also providing the proper roadway sign breakaway capability. Coordinate the overall wayfinding sign fabrication with the breakaway components to maintain proper roadway sign breakaway function.
5. The breakaway components shall be finished to provide optimum corrosion resistance, performance, and longevity. The finishes provided for breakaway components shall not interfere with the component's breakaway capability or function in any way.
6. The breakaway components and all other related wayfinding sign mounting hardware and components shall comply with all applicable MUTCD, ASTM, AASHTO, FHWA, and IDOT codes, specifications, standards, guidelines, requirements, performance criteria, rules, and regulations.

#### V. Flexible Face Signs

1. Provide internally illuminated signs with flexible faces, as indicated in the Drawings.
2. The flexible faces shall be a heavy-duty, UV-resistant material, specifically designed for long-term use in exterior locations. The flexible face material shall be translucent.
3. Graphics shall be accurately and evenly printed on the flexible face material, at high resolution, using UV-resistant inks. Provide a UV-resistant clearcoat if recommended by the fabric and ink manufacturers.
4. The graphics shall be evenly colored and evenly translucent across the entire face of the sign. There shall be no thin spots, hot spots, or banding on the sign face.
5. Provide a durable, heavy-duty aluminum bleed type frame to securely hold the flexible face material in position. The bleed frame shall securely hold the flexible face at the correct tension. The flexible face shall be completely smooth and even. There shall be no sagging, stretching, gathers, wrinkles, or any other imperfections in the sign face.

#### W. LED Dynamic Displays

1. LED dynamic displays shall have a 16.5 mm line spacing and shall be full matrix, full color, RGB, LED displays suitable for exterior use.
2. Acceptable LED dynamic display manufacturers:
  - a. Daktronics, 201 Daktronics Dr., Brookings, SD 57006, Telephone: (800) 325-8766, [www.daktronics.com](http://www.daktronics.com)
  - b. Watchfire Signs, 1015 Maple St., Danville, IL 61832, Telephone: (800) 637-2645, [www.watchfiresigns.com](http://www.watchfiresigns.com)
  - c. AdsLED, Inc., 9111 Jollyville Rd., Suite 107, Austin, TX 78759, Telephone: (800) 455-1955, [www.adsled.com](http://www.adsled.com).
  - d. Other manufacturers accepted by the Owner and the Architect.
3. Provide all required LED dynamic display components, electrical wiring and data cables, and control system software and hardware.
4. Route all required power and data cabling underground to the sign locations on the main campus from on-campus control locations. The control locations are to be determined. Coordinate source locations and cable routing with the Owner and the Construction

- Manager. Coordinate the connection of off-campus campus signs to existing power and data lines.
5. Provide all required cables, conduit, site inspection, excavation, and site restoration. No cables or conduit shall be visible.
  6. Training and Support
    - a. Provide JJC staff with a minimum of eight (8) hours of training on the use of the sign controller software (two 4-hour sessions) at a location on the JJC main campus. Provide an additional two (2) hours of follow-up instruction six months after the completion of the installation.
    - b. Provide JJC staff with a minimum of four (4) hours of training on the maintenance of the LED dynamic displays and related components and systems at a location on the JJC main campus.
    - c. Provide phone technical support six (6) days a week (minimum Monday through Friday, 8:00 AM to 6:00 PM) for a period of one (1) year after the displays are fully operational. If phone support cannot solve the problem or issue, provide a service call per agreement within the time frame specified.
  7. Provide all testing and setup required to make the displays fully operational.
  8. LED dynamic displays shall be configured for viewing from one side or two sides of the sign, as indicated in the Drawings. The displays shall be full matrix, full color, RGB, LED displays with a line spacing capable of clearly and legibly reproducing text with a cap height of approximately 4 1/2" and greater. The displays shall have the capability to display different fonts, various letter sizes, graphic images, as well as punctuation, symbols, logos, and other graphics.
  9. All the dynamic sign components shall be contained within the dynamic sign housing. There shall be no cabinets or boxes in addition to the sign housing for sign control circuitry, modems, etc.
  10. LED dynamic displays shall be able to produce a number of message effects, alone or in combination, including static messages, flashing messages, scrolling messages and multi-page messages.
  11. LED dynamic displays shall be visible in all lighting conditions and have a minimum 90 degrees vertical and 160 degrees horizontal readability angles.
  12. LED dynamic displays shall be capable of functioning outdoors and in all weather conditions. The displays and the display housings shall be engineered for exterior use. The displays and the display housings shall be durable, weather-resistant, and vandal-resistant. Coordinate the LED dynamic display unit fabrication and the overall sign fabrication to allow for proper maintenance and servicing of both the display unit and the overall sign.
  13. LED Dynamic Display Control Software and Hardware
    - a. Provide all the controller software, hardware, signal converters, and electrical and data components required for the on-campus and off-campus LED dynamic displays.
    - b. The LED dynamic display control software shall be Microsoft Windows compatible and shall operate on standard desktop and laptop computers. Provide one complete desktop workstation with the sign controller software installed. Confirm with the Owner which version of Windows shall be installed on the desktop workstation.
    - c. Provide three (3) CD's or USB flash drives with complete back up copies of the all the control software for the LED Dynamic Displays.
    - d. The system shall have the capability to control all displays individually from multiple locations. The exact number and location of the control centers shall be determined by the Owner.
    - e. At a minimum, the variable message control software shall have the following capabilities:
      - i. Control and communicate with displays on-campus and off-campus.
      - ii. Control of a large quantity of displays both individually and in groups.
      - iii. Editing and control of display content without disruption of the sign operation.
      - iv. Previewing of the display on the desktop.
      - v. Import and manage images and graphics.

- vi. Scheduling of when messages are displayed.
  - vii. Spell check feature.
  - viii. Text filter to prevent selected words from being displayed.
  - ix. Management of content and display effects to meet local zoning requirements.
  - f. Communication with the on-campus signs shall be via serial fiber optic network. Communication with the off-campus sign shall be via an existing phone line connection.
  - g. Provide software and hardware required for diagnostics, notification, and monitoring of functional and operational status of individual sign components on both remote and local computers.
14. LED Dynamic Display Service and Maintenance
- a. Provide two (2) years of service and maintenance as part of the base bid.
  - c. Replace defective materials and repair faulty workmanship within forty-eight (48) hours of discovery at no cost to the Owner.
  - c. Every three (3) months, provide the following:
    - i. Clean the LED dynamic displays and the associated signs.
    - ii. Clean the interior of the signs and the interiors of the LED dynamic displays.
    - iii. Clean the ventilation fans and vents and check their operation.
    - iv. Provide adjustments and balancing of the brightness of the modules.
    - v. Check the control systems and control software for errors.
    - vi. Provide software updates.
    - vii. Update and check all controllers and CPUs.
  - d. If during a period of two (2) years from the date of Final Payment/Acceptance, any component is out of service for more than one (1) week, due to unavailability of parts or service within that period, supply and install an identical new component. If an identical new component is not available, substitute an equivalent component, but only if the equivalent component has been accepted by the Owner and the Architect. Provide replacement/service/maintenance parts shipped via overnight delivery for quick restoration of sign function.
  - e. Contractor/Manufacturer shall provide spare parts for the LED dynamic displays. Provide the Owner and the Architect with a suggested list of spare parts for review and acceptance. The Owner and the Architect shall determine if the spare parts list is sufficient and shall add and delete as deemed necessary. Spare parts must be listed by manufacturer's name, model number, use, quantity, and individual price per item. No Lump Sum pricing of spare parts shall be allowed. The inclusion of spare parts in this list does not limit the Contractor from his responsibilities in respect to any warranties or the warranty period. Any spare parts delivered to the Owner, which shall replace components that fail during the warranty period, shall be replaced at no additional charge to the Owner during the warranty period.
  - f. Supply and store on site where directed by the Owner, the following replacement parts:
    - i. Two (2) replacement modules.
    - ii. Two (2) power cables.
    - iii. Two (2) of each type of other typical service/replacement parts.
- X. Embedded Graphic Panels
- 1. The embedded graphic panels shall be Rhino Graphic Panels as manufactured by Aardvark Graphic Solutions, Inc., 1400 South Lipan Street, Denver, Colorado 80223, telephone: 1-877-221-3360, fax: 303-282-6698, www.rhinopanel.com, or an equivalent embedded graphic panel accepted by the Owner and the Architect.
  - 2. The embedded graphic panels shall be extremely durable, vandal-resistant, graffiti-resistant, weatherproof, UV-resistant, impact resistant, and suitable for long-term exterior use in exposed locations.
  - 3. The graphics shall be completely embedded within the panel.
  - 4. The graphics shall be reproduced using UV-resistant inks that will not fade for a minimum of ten (10) years when installed in exposed exterior locations.

5. The panels shall be vandal-resistant. The surface of the panels shall be scratch-resistant. The panels shall allow for on-site removal of graffiti and repair of scratches, scuffs, gouges, and burns using simple tools and readily available materials.
6. The panels shall have a non-glare finish.
7. The panels shall be installed without frames or applied sealants along the panel edges. The panel edges must be inherently permanently sealed and weather-resistant. Panels shall not delaminate or allow water or dirt to become trapped behind the face layer at any time.
8. Unless indicated in the Drawings, the thicknesses of embedded graphic panels shall be determined by the Contractor, subject to review by the Owner and the Architect. Panels shall be completely flat with smooth, finished edges. Corners of the panels shall be ninety degrees – do not bevel the panel edges.

Y. Paper Holders

1. Paper holders shall be slide in sheet holders that are fabricated from solid aluminum.
1. The paper holders shall have flush, plastic end caps. The end cap color shall match the color of the paper holder.
2. The paper holders shall be finished so that there are no rough or sharp edges, no sharp corners, burrs, or other imperfections. Roll pins, or any other hardware, shall not be visible on the faces of the paper holders.
3. Prior to the start of fabrication, provide a sample paper holder, with end caps, for review and acceptance by the Owner and the Architect.

Z. Cafeteria Menu Sheet Holder

1. Provide changeable holders for 8 1/2" x 11" menu sheets as indicated in the Drawings.
2. The menu sheet holders shall be the Full View Graphic Display System, as manufactured by APCO Graphics Inc., telephone 877-988-2726, [www.apcosigns.com](http://www.apcosigns.com), or a similar system as accepted by the Owner and the Architect.
3. The menu sheet holders shall be freestanding for use on a tabletop. The graphics shall be protected by a non-glare, clear lens. The graphics shall easily slide in and out of the holder without requiring special tools.

## 2.02 FABRICATION – GENERAL

- A. All wayfinding signs shall be structurally sound and carefully fabricated using high quality materials and quality craftsmanship. All wayfinding signs and sign components shall be carefully, properly, securely, and safely assembled and attached. All wayfinding signs and sign components shall be carefully, securely, properly, and safely mounted and installed.
- B. Provide all the required labor, site inspection, testing, professional engineering, parts, hardware, materials, and components required to completely, properly, safely, and securely fabricate and install all the wayfinding signs, all the wayfinding sign structures, and all the wayfinding sign components. Provide all the internal and external framing and components required to safely, securely, and properly support the wayfinding signs, the sign faces, and any other components that are mounted to or in the wayfinding signs.
- C. All wayfinding signs shall be fabricated to have a neat and clean appearance. All wayfinding signs shall be rigid and structurally sound. Wayfinding sign materials, design, sizes, and thickness shall be as shown on Drawings and herein specified. Methods of fabrication, assembly, erection, mounting, and installation, however, unless otherwise specifically stated, shall be at the discretion of the Contractor, whose responsibility it shall be to guarantee satisfactory performance as herein specified.

- D. All wayfinding sign structural and mounting components including, but not limited to, wayfinding sign frames, wayfinding sign structures, wayfinding sign cabinets, wayfinding sign hardware, wayfinding sign mounting systems, and wayfinding sign foundations and footings shall be professionally engineered.
- E. Size the wayfinding sign frames and wayfinding sign face panels to allow for expansion and contraction of the wayfinding signs and wayfinding sign components without causing the signs to become damaged or the sign faces to become warped, cracked, or otherwise damaged.
- F. Provide mounting hardware and mounting components that are compatible with the conditions at each of the installation locations. The sign mounting information in the Drawings is schematic. The Contractor shall be responsible for determining the type of mounting hardware and components required to safely, securely, and properly mount the wayfinding signs.
1. Prior to fabrication, verify the existing conditions at each wayfinding sign mounting location on site.
  2. The Contractor shall not drill into or otherwise penetrate any existing floor, ceiling, wall, bulkhead, or column at JJC without having first received written approval from the Owner to do so.
  3. Determine the type of mounting hardware and components required for each condition and each location. Provide all required professional structural engineering.
  4. Indicate the mounting hardware and components in the Shop Drawings.
  5. All mounting hardware and mounting components shall be properly sized, compatible with the wayfinding signs and the structures supporting the wayfinding signs, and shall provide the proper strength and durability.
  6. Use materials and hardware that will provide long service life and will properly, securely, and safely support the wayfinding signs. All mounting components and mounting hardware shall be heavy-duty, durable, high quality, long lasting, vandal-resistant, tamper-resistant, vibration-resistant, and corrosion-resistant components. All mounting hardware and mounting components shall be suitable for long-term use in exposed exterior locations.
  7. Provide all the necessary straps, clips, brackets, and all other hardware and components required to safely, securely, and properly mount the wayfinding signs.
  8. There are to be no sharp projections or edges on any of the wayfinding signs, any of the wayfinding sign bases, any of the wayfinding sign mounting hardware, and any of the wayfinding sign mounting components.
  9. All wayfinding sign bases, mounting hardware, and mounting components shall meet all applicable MUTCD, ASTM, AASHTO, FHWA, and IDOT codes, specifications, standards, guidelines, requirements, rules, regulations, and performance criteria.
- G. All artwork shall be enlarged photographically or digitally to match the sizes and placement as shown in the Drawings. Provide all file preparation required. Assemble legends, prepare digital files, and prepare camera ready art. The Contractor shall be responsible for creating all required artwork and layouts. The Contractor shall be responsible and for preparing all digital art files for production. Copies of all the digital art files prepared by the Contractor for the Project shall be supplied to the Owner upon completion of the Work and before Final Payment/Acceptance. Provide each of the files both as native files in the software used to create the files and as .pdf files.
- H. All wayfinding signs, wayfinding sign cabinets, and wayfinding sign structures shall be rain-tight. Service covers, doors, access panels, and other openings shall not be located on the tops of exterior wayfinding signs, wayfinding sign cabinets, or wayfinding sign structures. Provide concealed, vandal-resistant access to allow servicing of components housed within the wayfinding signs, wayfinding sign cabinets, or wayfinding sign structures and/or to allow structural connections, electrical connections, or access to mounting hardware. The finishes of

the removable wayfinding sign surfaces shall match the surrounding areas, unless otherwise noted. Service covers, doors, access panels, and other openings in the wayfinding signs, wayfinding sign cabinets, or wayfinding sign structures shall be weather-tight and shall prevent water, dust, or dirt from entering the wayfinding signs, wayfinding sign cabinets, or wayfinding sign structures. Provide hold open devices for service covers, doors, access panels, and other openings in the wayfinding signs that are adequate for safety and ease of maintenance. Hold open devices shall not be released accidentally, or by the action of the wind, and shall not interfere with the display when the service covers, doors, access panels, and other openings in the wayfinding signs are closed. Service covers, doors, access panels, and other openings in the wayfinding signs, wayfinding sign cabinets, or wayfinding sign structures shall be held securely closed with concealed tamper-resistant and vandal-resistant hardware or locks. Indicate the exact hardware to be used in the Shop Drawings.

- I. All wayfinding sign faces and edges shall be flat, rigid, smooth, and free of defects and “oil-canning.” Edges and corners shall be precise, smooth, true, and free of saw marks, chips, burrs, discoloration, irregularities, and any other defects. Corners shall be eased. Faces and returns shall be flat, precise, smooth, true, and free of saw marks, chips, burrs, discoloration, irregularities, and any other defects. There shall be no sharp or rough edges, no sharp or rough corners, and no sharp or rough projections anywhere on the wayfinding signs. Seams shall have hairline contact. Wayfinding sign faces shall be of sufficient thickness that hardware or materials mounted to or attached to the backs of the sign faces shall not distort or discolor the fronts of the sign faces or otherwise detract from the smoothness and the appearance of the sign faces in any way. Joins shall be undetectable and completely and permanently sealed. There shall be no visible hardware on any sign faces unless indicated in the Drawings. Any visible hardware shall be finished to match the surrounding material.
- J. Provide ventilation of the wayfinding signs and wayfinding sign structures as required to prevent the wayfinding signs and wayfinding sign structures from becoming damaged from heat, to prevent internal components from overheating, and to prevent sign faces from warping or otherwise becoming damaged from heat. Position vents to be as unobtrusive as possible while maintaining their functionality, effectiveness, and a proper weather seal. Baffle and screen all vent openings to stop insects from entering the wayfinding signs and wayfinding sign structures. Fabricate the vents so that the interiors of the wayfinding signs and wayfinding sign structures are not visible through the vents and so that there are no light leaks. Show the vents in the Shop Drawings.
- K. Place weep holes to allow water accumulated through condensation to drain. Place weep holes so as to not interfere with the display of the graphics and to be as unobtrusive as possible. Indicate the location of weep holes in the Shop Drawings. Fabricate the weep holes so that the interiors of the wayfinding signs and wayfinding sign structures are not visible through the holes and so that there are no light leaks. Wayfinding signs and wayfinding sign structures with light leaks will not be accepted.
- L. Provide back-up panels for all wayfinding signs mounted to glass. The back-up panels shall be properly, safely, and securely mounted to the side of the glass opposite the wayfinding sign to conceal the back of the wayfinding sign panel and the mounting adhesive. The back-up panel shall be painted acrylic, sized to match the wayfinding sign panel exactly. Align the back-up panel with the wayfinding sign panel. The face and returns of the back-up panel shall be painted to match the overall color and finish used for the wayfinding sign panel.
- M. Internally illuminated graphics shall be completely, evenly, and adequately lit without thin spots, shadows, halos, or hot spots. Opaque sign faces and components must be completely and evenly opaque without thin spots, shadows, halos, or light leaks.

- N. Provide wayfinding signs and wayfinding sign assemblies that are designed, tested, and installed to withstand positive and negative wind loads and ice loads appropriate for the install locations, and approved by a qualified professional licensed structural engineer. The maximum stresses and deflections of wayfinding signage and wayfinding signage support systems shall not exceed specified and required performance requirements under full design loading.
- O. Provide all the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the signs as required. Provide all the site inspection, professional engineering, excavation, and materials required to properly install the concrete bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the signs. Concrete bases, concrete foundations, concrete footings, and concrete mow pads shall safely, securely, and properly support the signs and all related sign components and structures. Visible concrete surfaces shall be smooth and neatly troweled and finished. The concrete sign bases, concrete foundations, concrete footings, concrete mow pads, and all the other concrete work for the signs shall meet all applicable MUTCD, ASTM, AASHTO, FHWA, and IDOT codes, specifications, standards, guidelines, requirements, rules, regulations, and performance criteria.
- P. All concrete must be properly mixed for adequate compressive strength as shown in the Shop Drawings. Do not pour concrete into excavations filled with rainwater. Do not add extra water to the concrete mix.
- Q. Reinforcing steel rebars or mats, steel framing, and other sign structural components shall be placed according to the Shop Drawings to give adequate support, strength, and stiffness.
- R. Anchor and mounting bolt sizes and types shall be as shown in the Shop Drawings. All anchor and mounting bolts shall be suitable for use in exterior locations. All anchor and mounting bolts shall be properly tightened and equipped with nut-locking devices when structures are assembled and installed.
- S. Insofar as practicable, fitting and assembly of the Work shall be done in the shop. Work that cannot be permanently shop-assembled shall be completely assembled, marked, and disassembled before shipment, to insure proper assembly in the field. Unless otherwise noted, field joints in the face of wayfinding signs will not be allowed. The Contractor shall coordinate the sizes of finished assemblies with access limitations to the final locations.
- T. Steel and aluminum shall be well formed to shape and size. Fabrication shall leave clean, true lines and surfaces. Carefully match exposed Work to produce continuity of line and design. Joints and seams, unless otherwise shown or specified, shall be accurately fitted and rigidly secured with hairline contact. The Contractor shall be responsible for structural details, thickness of metal, and details of assembly and support to give adequate strength and stiffness.
- U. Welding shall be in accordance with the appropriate recommendations of the American Welding Society, and shall be done with electrodes and methods recommended by the manufacturers of the alloys being welded. Type, size, and spacing of welds shall be as shown in the Shop Drawings. Welds behind finished surfaces shall be so done as to minimize distortion and discoloration on the finished side. Weld spatter and welding oxides on finished surfaces shall be removed by descaling or grinding. Unless otherwise shown or specified, all weld beads on exposed polished surfaces shall be ground and polished to match and blend with the finish on adjacent parent metal. Remove paint from existing steel members at contact areas and on surfaces within two inches (2") of field welds, in order to attach signage steel

supports. At attachments to exposed steel, grind exposed field welded joints smooth and restore to match factory finishes.

- V. Welding shall be executed by experienced, certified operators with proper equipment and training and who have been qualified previously by tests as prescribed in the American Welding Society's "Standard Qualification Procedure" to perform the work required.
- W. Maintain correct message order. Correct message order shall be shown in the Shop Drawings.

### **2.03 FABRICATION – ADDITIONAL REQUIREMENTS**

- A. Non-illuminated Wayfinding Signs and Sign Cabinets
  1. Non-illuminated wayfinding signs and sign cabinets shall be fabricated from the materials indicated in the Drawings. Thicknesses of the materials shall be adequate for the size of sign or sign cabinet. Finishes shall be as shown in the Drawings.
  2. The non-illuminated wayfinding signs and sign cabinets shall be fabricated so that their corners shall be smooth, free from defects, burrs, and discoloration. Faces, edges, and returns shall be flat, smooth, and free from irregularities and defects. Joins shall be undetectable and completely and permanently sealed.
  3. Faces of non-illuminated wayfinding signs and sign cabinets shall be opaque and shall be fabricated using the materials and finishes indicated in the Drawings. The faces shall be flat, smooth, and free from irregularities and defects. Graphics shall be properly applied using the materials and finishes indicated in the Drawings. Sign faces and sign cabinets shall be safely, securely, and properly mounted. There shall be no visible hardware on the sign faces.
  4. Provide vent and drain holes in the non-illuminated wayfinding sign cabinets as required. Position vent and drain holes to be as unobtrusive as possible without interfering with their functionality or effectiveness. Screen all vents to stop insects from entering the non-illuminated wayfinding sign cabinets. Fabricate the drain holes and vents so that the interiors of the non-illuminated wayfinding sign cabinets are not visible through the holes or vents. Show vent and drain holes in the Shop Drawings.
  5. Provide durable, corrosion resistant framing for the non-illuminated wayfinding signs and sign cabinets as required for the signs and sign cabinets to be rigid and structurally sound and to safely, securely, and properly support the signs, the sign cabinets, and any other components mounted to the non-illuminated wayfinding signs. Provide all framing as required for the wayfinding signs and sign cabinets to be safely, securely, and properly mounted.
  6. Non-illuminated wayfinding signs and sign cabinets shall be safely, securely and permanently mounted. Provide all the appropriate mounting components, hardware, materials, and methods required. There shall be no visible hardware.
- B. Internally Illuminated Wayfinding Sign Cabinets
  1. Internally illuminated wayfinding sign cabinets shall be fabricated from aluminum. Thickness of the aluminum shall be adequate for the size of sign cabinet. Finishes shall be as shown in the Drawings.
  2. The internal illumination shall be provided by concealed LEDs. The Contractor shall determine the LED type, quantity, and spacing required to provide even and adequate illumination of the entire sign face and to provide the best color reproduction. The LED fixtures and components shall be designed specifically for use in signage and shall be suitable for exterior applications. The internal illumination shall be controlled by concealed photocell or by remote timer. Coordinate with the Owner to determine the type of control required for each illuminated sign.
  3. The internally illuminated wayfinding sign cabinets shall be fabricated so that their corners shall be smooth, free from defects, burrs, and discoloration. Faces, edges, and returns



shall be flat, smooth, and free from irregularities and defects. Joins shall be undetectable and completely and permanently sealed.

4. The inside surfaces of the internally illuminated wayfinding sign cabinets shall be finished with a reflective white coating, specifically formulated for use in internally illuminated sign cabinets, such as Spraylat Star-Brite White, or an equivalent reflective coating accepted by the Owner and the Architect. The wayfinding sign cabinets shall provide bright, even lighting across the entire sign face.
5. Sign faces for internally illuminated wayfinding sign cabinets shall be translucent with translucent graphics or opaque with translucent graphics, as indicated in the Drawings. The faces shall be flat, smooth, and free from irregularities and defects. Translucent graphics shall be evenly colored and adequately and evenly lit across the entire sign face. Sign faces shall be safely, securely, and properly mounted to the sign cabinets. There shall be no visible hardware on the sign faces.
6. Provide vent and drain holes in the internally illuminated wayfinding sign cabinets as required. Position vent and drain holes to be as unobtrusive as possible without interfering with their functionality or effectiveness. Baffle and screen all vents to stop insects from entering the internally illuminated wayfinding sign cabinets and to prevent light leaks. Fabricate the drain holes and vents so that the interiors of the internally illuminated wayfinding sign cabinets are not visible through the holes or vents and so that no light is visible through the holes or vents. Show vent and drain holes in the Shop Drawings.
7. Provide durable, corrosion resistant internal framing for the internally illuminated wayfinding sign cabinets as required for the cabinets to be rigid and structurally sound and to safely, securely, and properly support the sign faces and any other components mounted to the internally illuminated wayfinding sign cabinets. Provide all internal framing as required for the cabinets to be safely, securely, and properly mounted.
8. Internally illuminated wayfinding sign cabinets shall be safely, securely and permanently mounted. Provide all the appropriate mounting components, hardware, materials, and methods required. There shall be no visible hardware, raceways, or conduit.

#### C. Push Through Acrylic Letters and Graphics

1. Push through letters graphics shall be translucent black and white acrylic. The faces of the letters and graphics shall be appear black during the day and white at night, when backlit. Opaque areas and finishes must be completely and evenly opaque without thin spots, shadows, halos, and light leaks
2. The faces of the push through letters and graphics shall be exactly flush with the surrounding sign face.
3. On wayfinding sign faces with push through letters and graphics, the openings in the sign faces for the letters and graphics shall be precisely cut and free of saw marks and any other defects. Letters and graphics shall fit the cut outs precisely. Return edges of the cut outs shall be finished to match the surrounding sign face. There shall be no sharp or rough edges, no sharp or rough corners, and no sharp or rough projections on the cut-outs for the push through letters and graphics.
4. The acrylic letterforms, symbols, and logos shall be produced so that their proportions and details are accurately and precisely reproduced. Corners shall be precise, smooth, and free of burrs, discoloration, irregularities, and any other defects. Faces, edges, and returns shall be flat, smooth, and free of any irregularities and defects. There shall be no sharp or rough edges, no sharp or rough corners, and no sharp or rough projections on the push through acrylic letters and graphics.
5. Push through letters and graphics shall be safely, properly, and securely mounted to the back of the wayfinding sign face without gaps and light leaks. Mounting hardware or materials for the push through letters and graphics must not affect the appearance of the letters and graphics and the wayfinding sign face in any way.

6. Opaque letter components not part of continuous sign face, for example, the center of the letter "O", shall be permanently bonded to the acrylic in the correct position and even with the surface of the surrounding sign face.

D. Non-illuminated Fabricated Metal Letters

1. Non-illuminated fabricated metal letters shall be the materials and sizes as indicated on the Drawings, with heliarc welded construction. Thickness of the metal shall be adequate for the size of letter.
2. The letterforms shall be fabricated so that their proportions and details are accurately and precisely reproduced. Corners and edges shall be precise, smooth, true, and free of any saw marks, chips, burrs, discoloration, irregularities, and any other defects. Faces and returns shall be flat, precise, smooth, true, and free of saw marks, chips, burrs, discoloration, irregularities, and any other defects. There shall be no sharp or rough edges, no sharp or rough corners, and no sharp or rough projections on the fabricated metal letters. Joins are to be undetectable and completely and permanently sealed.
3. Non-illuminated fabricated metal letters shall be properly, safely, securely, and permanently pin mounted. Properly, safely, securely, and permanently pin mount the fabricated letters flush to the mounting surface, as indicated in the Drawings, using appropriate hardware, materials, and methods.

E. Non-illuminated Cut Out Letters

1. Non-illuminated cut out letters shall be water jet cut from the materials indicated in the Drawings. Thickness of the letters shall be as shown in the Drawings.
2. The letterforms shall be cut out so that their proportions and details are accurately and precisely reproduced. Corners shall be precise, true, smooth, and free of chips, burrs, discoloration, irregularities, and any other defects. Faces, edges, and returns shall be flat, smooth, true, and free of saw marks, chips, burrs, discoloration, irregularities, and any other defects. The letters shall not have any rough edges or sharp edges, there shall be no sharp or rough corners, and there shall be no sharp or rough projections.
3. Non-illuminated cut out letters shall be properly, safely, securely, and permanently pin mounted. There shall be no visible hardware. The mounting must be vandal resistant and suitable for exposed exterior locations. Properly, safely, securely, and permanently pin mount cut out letters flush to the mounting surface using appropriate exterior grade hardware, materials, and methods.

F. Opaque, Retroreflective, and Translucent Vinyl Graphic Films and Sheeting

1. Opaque, retroreflective, and translucent vinyl graphic films and sheeting shall be handled and applied in accordance with the material manufacturer's instructions.
2. Graphics produced using opaque, retroreflective, and translucent vinyl graphic films and sheeting shall be produced in accordance with the material manufacturer's instructions.
3. Cut-out letterforms, symbols, and logos shall be cut out so that their proportions and details are accurately and precisely reproduced. Vinyl graphic films and sheeting applied to sign faces and panels shall be neatly trimmed and properly placed and aligned. The edges of the vinyl graphic films and sheeting shall be smooth and free of any tears, irregularities, and defects.
4. Properly clean and prepare substrates to receive opaque, retroreflective, and translucent vinyl graphic films and sheeting.
5. All opaque, retroreflective, and translucent vinyl graphic films and sheeting shall be carefully installed so that the films and sheeting are properly and completely adhered. There shall be no loose edges or gaps between the applied materials and the substrates to which there are adhered. All vinyl graphic films and sheeting shall be installed so that they are completely smooth, flat, even, and without any surface irregularities, wrinkles, air

- bubbles, and free from any trapped dirt or dust. Seal the trimmed edges of the graphic films and sheeting per the appropriate manufacturer's specifications.
6. For signs with retroreflective sheeting, apply the sheeting to the sign panels so that the pattern in the sheeting is oriented in the same direction on all the wayfinding signs.
- G. Embedded graphic panels shall be completely flat, rigid, smooth, and free from any defects and surface irregularities. Edges and corners shall be smooth, true, and free of saw marks, discoloration, sharp edges, rough edges, chips, burrs, or any other defects. There shall be no sharp or rough edges, no sharp or rough corners, and no sharp or rough projections on the embedded graphic panels. The panels shall be precisely cut to size and accurately fitted to the sign supports. The panels shall be safely, securely, and properly mounted using vandal and tamper resistant hardware and/or materials suitable for long-term use in exposed exterior locations. Mounting hardware and materials mounted to the backs of panels must not affect the appearance of the graphics or the faces of the panels in any way. No hardware shall be visible on the faces of the panels. Any visible hardware shall be finished to match the surrounding material.
- H. Map Graphics, Insert Graphics, and Other Digitally Printed Graphics
1. Provide building map graphics, building directory insert graphics, and other digitally printed graphics as indicated in the Drawings.
  2. Building map graphics, directory insert graphics, and other digitally printed graphics shall be printed at high resolution on durable, long lasting, readily available, UV-resistant substrates using UV-resistant inks, or other durable, UV-resistant reproduction methods accepted by the Owner and the Architect. Indicate the materials and reproduction methods to be used on the Shop Drawings for review and acceptance by the Owner and the Architect.
  3. Digital art for the building map graphics, building directory insert graphics, and other digitally printed graphics shall be provided the Architect.
  4. Provide non-glare, scratch-resistant, and vandal-resistant insert windows and holders for the building map graphics, building directory insert graphics, and other insert graphics as indicated in the Drawings. Insert windows and holders must securely hold the building map graphics, building directory insert graphics, and other insert graphics in position, protect the graphics from vandalism, and also allow the graphics to be easily changed and updated by authorized personnel. The insert windows and holders shall not have visible hardware. Provide detailed information on the fabrication of the insert windows and holders in the Shop Drawings for review and acceptance by the Owner and the Architect.

## 2.04 PAINTING AND FINISHING

- A. All wayfinding sign finishes, coatings, and graphic reproduction methods shall be durable, exterior grade, UV-resistant, and vandal-resistant. Provide Product Data and information on all the finishes, coatings, and graphic reproduction methods to be used for review by the Owner and the Architect.
- B. Finish all wayfinding sign components to protect them from corrosion with materials and finishes as appropriate for the component, its location, its function, and its visibility. Indicate all finishes to be used in the Shop Drawings.
- C. Thoroughly clean and properly prepare all surfaces to be finished in strict accordance with the finish manufacturer's instructions. Follow the paint manufacturer's instructions to properly clean and prepare surfaces to be painted. Remove all dust, dirt, foreign materials, waxes, grease, silicones, and other contaminants from the surfaces to be finished following the manufacturer's recommendations.

- D. Properly protect all surfaces and materials from rust and corrosion at all times.
- E. Protective paint systems shall be applied in the shop as much as possible. All primer shall be applied in strict accordance with the manufacturer's published technical bulletins, procedures, and instructions. Steel material shall be shop coated with at least one (1) coat of primer. Surfaces that will be inaccessible for painting after assembly or installation shall be given at least two (2) shop coats of primer. All primers shall be appropriate for the substrate and the finish, as recommended by the manufacturer.
- F. Provisions should be made for proper handling at all stages of the priming, painting, shipping, storing, erection, and installation for protection of primed and/or painted surfaces from damage or soiling.
- G. The paint topcoat shall be applied in strict accordance with the manufacturer's published technical bulletins, procedures, and instructions.
  - 1. Paint shall be applied in the shop as much as possible.
  - 2. Apply paint topcoat over compatible primer. Apply paint topcoat to achieve the minimum dry film thickness recommended by the manufacturer to provide a high quality, durable finish and optimum corrosion protection.
- H. Apply a non-glare protective clearcoat containing UV inhibitors to external painted and silkscreen printed wayfinding sign surfaces. Brushed aluminum shall also receive a non-glare protective clearcoat containing UV inhibitors. The non-glare protective clearcoat shall conform to all applicable ADA guidelines and requirements. The clearcoat and the color topcoat shall be manufactured by the same company. Formulate the clearcoat to be compatible with the finishes and materials to which it will be applied and to provide maximum protection and longevity. Apply the clearcoat to achieve the minimum dry film thickness recommended by the manufacturer to provide a high quality, durable finish and to insure protection of the finish, color, and substrate underneath.
- I. Paint surfaces and materials as required to provide proper performance, protection, function, appearance, durability, and longevity. Do not paint surfaces and materials where the paint would in any way interfere with proper assembly, installation, mounting, performance, function, appearance, durability, and longevity. Inform the Owner and the Architect of any conditions where the wayfinding sign finishes would interfere with the function or longevity of the wayfinding signs.
- J. After being brushed, ground and polished, or where subject to severe forming operations, stainless steel surfaces shall be cleaned of all extraneous material, thoroughly rinsed with clean water and dried. Lubricants used in fabrication shall be removed before work leaves the shop.
- K. Field touch up primer after assembly and installation (all interior surfaces including bolted connections nuts, and washers, etc.) one coat.
- L. Protection of metals against galvanic action shall be provided wherever dissimilar metals are in contact. All metals except galvanized steel and stainless steel, which will be in contact with concrete, mortar, plaster, or other masonry, shall also be protected. Indicate the type of protection to be provided in the Shop Drawings.

## **2.05 ELECTRICAL FABRICATION**

- A. Electrical requirements and information shown in the Drawings are schematic. Provide professional electrical engineering as required for all wayfinding signs and wayfinding sign components that require electric power. Coordinate wayfinding sign electrical requirements with the appropriate building and site electrical systems. Include professionally engineered electrical drawings in the Shop Drawings. The signature and seal of a qualified professional electrical engineer, licensed in the State of Illinois, shall appear on the electrical drawings that shall be included in the Shop Drawings.
- B. All electrical and lighting components provided for the wayfinding signs shall be UL listed. Identify in the Shop Drawings the materials and wiring to be used. Internally illuminated signs shall be internally wired with concealed leads for connection to the electric power service.
- C. All wayfinding signs and wayfinding sign components that are connected to the electric power service shall conform to all applicable electric codes including, but not limited to, the City of Joliet Electrical Code and the National Electrical Code (NEC). All wayfinding signs and wayfinding sign components that are connected to the electric power service shall also comply with all applicable UL, ANSI, and NEC safety and performance standards and all other applicable safety and performance standards. Wayfinding signs that are connected to the electric power service shall be UL approved. The Contractor's name shall not appear on the visible surfaces of the signs except as required by code.
- D. All the light fixtures and related components used with the wayfinding signs shall comply with all applicable codes including, but not limited to, the City of Joliet Electrical Code and the National Electrical Code. All the light fixtures and related components used with the wayfinding signs shall comply with all applicable UL, ANSI, and NEC safety and performance standards and all other applicable safety and performance standards. Illuminated wayfinding signs shall be UL approved.
- E. Furnish and install all the junction boxes, electrical and data conduit, wire, and cable required. The Contractor shall make the final electrical and data connections for the wayfinding signs.
- F. For wayfinding signs requiring power, or power and data, route and install the power and data lines to the sign locations as required. Review the existing electrical and data systems. Identify power and data source locations. Route the power and data from the source locations to the new signs. Conduit runs for power and data shall be concealed. Conduit shall not be visible in classrooms, public spaces, hallways, or on building facades. Conduit to exterior freestanding signs shall be buried. Integrate the new signs into the existing electrical and data systems and develop the needed electrical and data details for the new signs. Provide all required materials and equipment. Show complete electrical details, including the location and routing of all power and data lines and how the power and data requirements for the new signs will be coordinated with the existing electrical and data systems, in the Shop Drawings that have been prepared, signed, and sealed by a qualified professional electrical engineer. The routing and installation of all power and data lines shall comply with all applicable codes and safety and performance standards.
- G. All wayfinding signs and wayfinding sign components that are connected to the electric power service shall be equipped with an approved external disconnect switch to be flush mounted on the sign/sign cabinet. The switch shall have circuits and capacity to control all primary wiring within the sign. The external disconnect switch shall comply with all applicable code requirements. The switch shall be shown in the Shop Drawings for review.

- H. Wiring for power and data for wayfinding signs shall be routed through the sign frames and/or the sign enclosures to the electrical components housed within, or mounted to, the signs. There shall be no visible conduit, transformers, or raceways.
- I. Inform the Owner and the Architect if any of the wayfinding signs with power shall require an electric meter. Show the location of the meter on the Shop Drawings.
- J. Coordinate the placement and routing of conduit and the placement of cutoff switches and other electrical components with the wayfinding sign graphics and wayfinding sign structures. Cutoff switches should be consistently placed within wayfinding sign type groups. Electrical components must not interfere with the functioning or appearance of the wayfinding signs.

## **PART 3 - EXECUTION**

### **3.01 SIGN REMOVAL**

- A. The Contractor shall remove and properly recycle the existing exterior signs and sign structures from locations to be determined by the Owner and from all locations where the existing signs are to be replaced by new signs.
- B. Examine each sign removal location on site to verify the quantity and condition of the existing signs and sign structures that will need to be removed.
- C. Do not remove any existing signs until directed to do so by the Owner.
- D. At locations where existing signs are to be removed:
  1. Coordinate all sign removals with the Owner.
  2. Carefully and completely remove the existing signs and all associated sign structures and mounting materials.
  3. Carefully and completely remove existing concrete sign bases, foundations, and footings.
  4. Properly disconnect and terminate any electrical service at locations where existing electrical signs are not being replaced by new electrical signs. Meet all applicable code requirements. Remove any visible conduit or other electrical components.
  5. Transport all signs and materials that have been removed off the site.
  6. Do not remove any existing signs from a location until the new signs are ready to be installed in that location. Coordinate sign removal and installation so that locations are not left without signs.
  7. Repair the areas from which existing signs are removed. Match the surrounding materials and finishes so that the repaired areas blend seamlessly with the surrounding areas.
  8. Clean work areas after signs have been removed. Remove all rubbish, waste, litter, and other foreign materials. Remove any stains, spills, and debris. Remove all tools, installation equipment, and surplus materials.
  9. Recycle as many signs and materials that have been removed as possible. Provide the Owner and the Construction Manager with LEED certifications showing that the materials have been recycled. Properly dispose of any materials that cannot be recycled.
  10. Properly disconnect and terminate any data connections at locations where existing dynamic displays are not being replaced by new dynamic displays. Meet all applicable code requirements. Remove any visible conduit or other data connection components.

### **3.02 INSTALLATION**

- A. Do not install any wayfinding signs in locations where they cannot be properly, securely, and safely installed. Do not install any signs where they will block traffic signals or otherwise

interfere with traffic regulatory signs. Do not install any signs where they will block exit signs or otherwise interfere with building egress signage. Do not install any wayfinding signs where they may be hazardous to vehicles or pedestrians in any way. Installation of the wayfinding signs shall not proceed until the conditions at the locations where the wayfinding signs cannot be properly, safely, and securely installed have been resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.

- B. Notify the Owner, the Architect, and the Construction Manager in writing of any unsatisfactory conditions at any of the locations where wayfinding signs are to be installed. Do not proceed with the installation until the unsatisfactory conditions have been resolved, corrected, or adjusted by the Owner and the Architect, and the Contractor receives written notice.
- C. Do not drill into or otherwise penetrate any floor, ceiling, wall, bulkhead, or column at JJC without having first received written approval from the Owner to do so.
- D. Maintain the fire-resistance ratings and weather-resistance capabilities of all surfaces where signs are mounted.
- E. Maintain the warranties of the surfaces and finishes where signs are mounted.
- F. Prepare the locations where wayfinding signs are to be installed.
  - 1. Mask off and protect areas which may be stained, damaged, or adversely affected by installation of the wayfinding signs.
  - 2. Properly clean and prepare surfaces that are to receive wayfinding signs prior to installation so that the installation may proceed smoothly and the wayfinding signs may be installed properly.
  - 3. Provide all required warning signs and safety barricades at work areas to prevent accidents, accidental injuries, or property damage.
- G. Provide all required planning, temporary signage, and barricades for any required lane closures.
  - 1. Coordinate any lane closures required for Work related to the wayfinding sign installation with the Owner and the Construction Manager.
  - 2. Schedule Work so that lanes are closed for as short a time as possible. Prior to making any lane closures, provide the Owner and the Construction Manager with a schedule outlining when the Work requiring lane closures will be conducted, how much time will be required to complete the Work, and a plan showing how any required lane closures or other traffic disruptions will be safely and effectively managed.
  - 3. Work requiring lane closures shall be scheduled so that it disrupts normal traffic as little as possible. Provide all required temporary signage and barricades. Follow all applicable codes, specifications, standards, requirements, rules, regulations, performance criteria, and guidelines for lane closures and temporary roadway signs.
- H. The schedule for all wayfinding sign installation Work shall be coordinated with the Owner, the Architect, and the Construction Manager. Prior to the start of any installation Work, provide the Owner, the Architect, and the Construction Manager with an installation schedule for review.
- I. Properly and legally remove from the site and dispose of all rubbish and debris resulting from the Work. Comply with all safety and regulatory standards and all applicable environmental and antipollution laws, rules, and regulations for cleaning and the disposal of all rubbish and debris.
- J. Work areas shall be cleaned each day. Keep work areas clean, safe, and orderly. Remove all rubbish, waste, litter, and other foreign materials. Remove any stains, spills, and debris. Remove all tools, installation equipment, and surplus materials.

- K. Complete installation shall be in accordance with manufacturers' printed instructions and the accepted Shop Drawings.
- L. Carefully, securely, properly, and safely install all signs plumb and level and in the correct locations.
- M. Contact appropriate services, including, but not limited to, J.U.L.I.E. (Joint Utility Locating Information for Excavators), to locate buried utilities prior to digging.
- N. Concrete Installation
  1. At all times while mixing, pouring, and finishing concrete, and at all times while new concrete is curing, provide all necessary protections and measures required to protect the concrete from temperatures, weather conditions, site conditions, or other factors that could adversely affect the performance, appearance, strength, durability, or longevity of the concrete.
  2. Provide all the necessary protections and measures required to establish and maintain the proper conditions, temperature, and moisture levels for concrete to be installed correctly and to cure properly. Properly install concrete so that it will provide the required performance, strength, and durability.
  3. All concrete must be properly mixed for adequate compressive strength as shown in the Shop Drawings. Do not pour concrete into excavations filled with rainwater or add extra water to the concrete mix.
  4. Do not install concrete under conditions that will adversely affect the concrete's performance, strength, or durability. Do not place concrete when the base surface temperature is less than 40 degrees Fahrenheit or when the surface is wet or frozen.
  5. Provide all measures required for new concrete to cure properly. Keep new concrete at the proper and correct temperature and moisture level required for the new concrete to cure properly during all stages of installation and curing.
  6. Confirm all rules and requirements regarding washing concrete trucks or equipment and dumping excess or surplus concrete on site with the Owner and the Construction Manager before any concrete is delivered to the site. Verify proper compliance with all rules and requirements regarding washing concrete trucks or equipment and dumping excess or surplus concrete on site.
  7. Do not apply protective coatings or joint sealers during inclement weather or when weather forecasts are unfavorable, unless the Work will proceed in accordance with the manufacturer's requirements and instructions. If installation is necessary under conditions not listed in the manufacturer's recommendations, consult the manufacturer's representative to establish the proper requirements, then record in writing the conditions under when the installation must proceed and the provisions made to ensure satisfactory Work.
- O. Protect all installed signs from damage until acceptance by the Owner.
- P. Do not install any items that are damaged, scratched, or with any other defects.
- Q. After installation, clean soiled wayfinding sign surfaces and the installation area. Remove dirt, dust, fingerprints, shavings, adhesives, packing materials, etc. Touch up any scratches in painted surfaces and replace any damaged applied graphics.

### 3.03 SITE RESTORATION



- A. Repair and restore to original condition and appearance any finishes, surfaces, pavements, landscaping, and any other site and building conditions, finishes, and features that are affected by the installation of the wayfinding signs and the removal of the existing signs.
- B. Provide new materials and finishes as required to repair and restore the areas affected by the installation of the wayfinding signs and the removal of the existing signs. The new materials and finishes shall match the existing finishes and materials in the areas surrounding the locations where the wayfinding signs have been installed or removed.
- C. Provide all required repairs at locations where the wayfinding signs have been installed or removed so that the repaired areas blend seamlessly with the surrounding areas.
- D. Coordinate site restoration with the installation and removal schedule so that areas are restored as soon as possible after wayfinding sign installations and removals are completed.

### **3.04 COMPLETION**

- A. The Work shall be under the charge and care of the Contractor until Final Payment/Acceptance by the Owner, including all Punch List Work. The Work shall not be considered as completed and accepted until written notice is received from the Owner confirming the completion and acceptance of all Work, including Punch List Work.
- B. Upon completion of the Work and before Final Payment/Acceptance, provide the Owner a complete set of Record Documents that shall include drawings and digital files for all wayfinding signs and wayfinding sign locations showing as-built conditions. Record Documents shall be formatted as specified by the Owner. The Record Documents shall completely document all the Work as actually located, built, and installed. The Record Documents shall also include complete documentation of any and all changes made to the Work as shown in the Contract Documents and the Shop Drawings.
- C. Upon completion of the Work and before Final Payment/Acceptance, provide the Owner with a complete set of digital files for all Submittals.
- D. All digital files, artwork, silkscreens, patterns, and models are to be preserved and shall become the property of the Owner.

**END OF SECTION 10 14 00**

**JOLIET JUNIOR COLLEGE**

**Wayfinding and Signage  
Standards Manual**

**July 31, 2014**



**JOLIET**  
**JUNIOR COLLEGE**  
— 1901 —

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**Wayfinding Signage**

*The wayfinding signage for the Joliet Junior College must be considered within the context of wayfinding or "spatial problem solving". For a wayfinding program to be successful, many factors must be considered. These may include location, context, message and audience. These and other variables are then reconciled into a simple, consistent and comprehensible system of graphic information.*

*The wayfinding signage program for Joliet Junior College must not be viewed as isolated and individual information bites, but as an integral part of a total experience, expressed through consistency and progression in many diverse locations.*

*The wayfinding signage for Joliet Junior College must communicate effectively to vehicular and pedestrian traffic by helping to create a user-friendly environment and expressing the interest of the College in its students, faculty, staff and visitors. The user must feel confident in being able to identify the route to their end destination.*

*The goal of the new comprehensive wayfinding signage system for Joliet Junior College is to improve directional guidance and communications, while at the same time giving careful attention to the cumulative effect of such signs to the environment.*

*These guidelines describe the sign types that make up the new wayfinding signage program for Joliet Junior College.*

*Drawings are provided showing the general design intent for each sign type included in the program. General specifications and information describing the intended function of each sign are also provided.*

*Evaluating new signage requests against the signage system philosophy is an important aspect in keeping and maintaining the overall look of Joliet Junior College. Materials, symbols, typography and colors need to be consistently implemented.*

*The sign types are clearly separated and defined by content, types of information, character heights, colors, length of sign format, locations and mounting.*

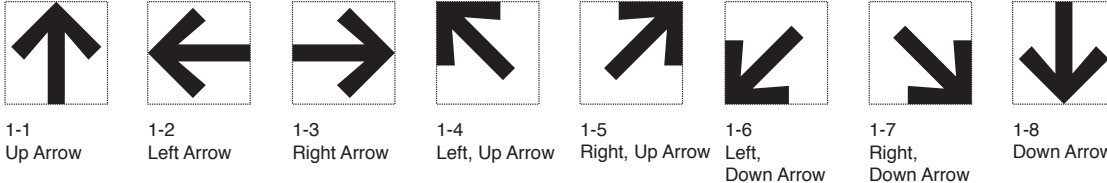
# GENERAL Symbols

## Symbols

The wayfinding signs shall include symbols as shown in the sign type drawings. The symbols shall match the standards as shown below.

The symbols shown are for reference only and are not for reproduction. Final symbol artwork shall be provided by Joliet Junior College Creative Services Department.

### Arrows



\*Dotted line around arrow is to show position only and shall not appear on final graphics.

### Symbols



**Symbols**

The wayfinding signs shall include symbols as shown in the sign type drawings. The symbols shall match the standards as shown below.

The symbols shown are for reference only and are not for reproduction. Final symbol artwork shall be provided by Joliet Junior College Creative Services Department.

**Building Identification**



S-B  
South Area,  
B Building



S-C  
South Area,  
C Building



S-D  
South Area,  
D Building



S-E  
South Area,  
E Building



S-F  
South Area,  
F Building



S-G  
South Area,  
G Building



S-H  
South Area,  
H Building

**South**



N-J  
North Area,  
J Building



N-K  
North Area,  
K Building



N-L  
North Area,  
L Building

**North**



E-S  
East Area,  
S Building



E-T  
East Area,  
T Building



E-U  
East Area,  
U Building

**East**



CC-A  
Campus Center

**Campus Center**

**College Logo & Identity Font**



**JOLIET**  
JUNIOR COLLEGE  
— 1901 —

Logo Shield and Identity Font



Logo Shield

## GENERAL Colors

### Colors

Color is a primary means of visual identification. The Joliet Junior College wayfinding signage color palette is designed to reflect the positive nature of the program and to evoke feelings of encouragement and vitality. Do not apply unapproved colors to the signs.

The colors shown are for general reference purposes only.

To facilitate proper color reproduction, the colors used on the signs shall match the standards indicated.

### Campus Area Colors



**North**  
Green  
PMS 349



**South**  
Blue  
PMS 287



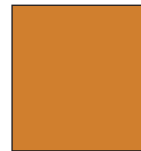
**East**  
Red  
PMS 187



**College ID,  
Campus Center**  
Purple  
PMS 266



**Northeast**  
(Final Color  
TBD)



**Southeast**  
(Final Color  
TBD)

### Sign Panel Colors



**Sign Face**  
Matthews Paint  
MP18076



**Logo Paint  
(Exterior)**  
Matthews Paint  
Trendy Grey  
MP30896



**Neutral Accent  
(Interior)**  
Matthews Paint  
Neptunian Grey  
MP13915



Black

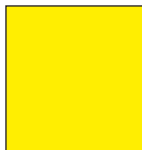


White

### Regulatory Colors



**Warning**  
Red  
PMS 193



**Caution**  
Yellow  
PMS Yellow

**Typography**

The wayfinding signs shall include the fonts indicated below. Application of the fonts is shown on the design drawings.

To facilitate consistency, fonts other than those shown below shall not be used on the signs.

**Exterior Font Options**

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890  
Campus Center**

Clearview Hwy 3B  
ADA Visual

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890  
Campus Center**

Clearview Hwy 3W  
ADA Visual

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890  
Campus Center**

Clearview Text Medium  
ADA Visual

**Interior Font Options**

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890  
Campus Center**

ITC Franklin Gothic Book (Font used with College identity)  
ADA Visual & Tactile

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890  
Campus Center**

ITC Franklin Gothic Demi  
ADA Visual



**ADA Visual Character Spacing: Clearview Hwy 3B**

Exterior typography using the Clearview Hwy 3B font that is required to meet the guidelines for visual characters, as defined in the 2004 Americans with Disabilities Act Accessibility Guidelines, shall include the letter spacing as described below.

**Example Font**

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Clearview Hwy 3B

**Spacing Requirements (Per 2004 ADA)**

Font: Clearview Hwy 3B

Spacing Setting:  
Auto Kerning, +0 Tracking in  
Adobe Illustrator CS

**ADA Visual Characters  
Character Spacing**

Spacing between the two  
closest points of adjacent  
characters shall be:

10% minimum and  
35% maximum

of the character height.

**ADA Visual Characters  
Line Spacing within a  
Message**

135% minimum and  
170% maximum

of the character height.

**ADA Visual Characters  
Stroke Thickness**

10% minimum of height  
of uppercase "I"

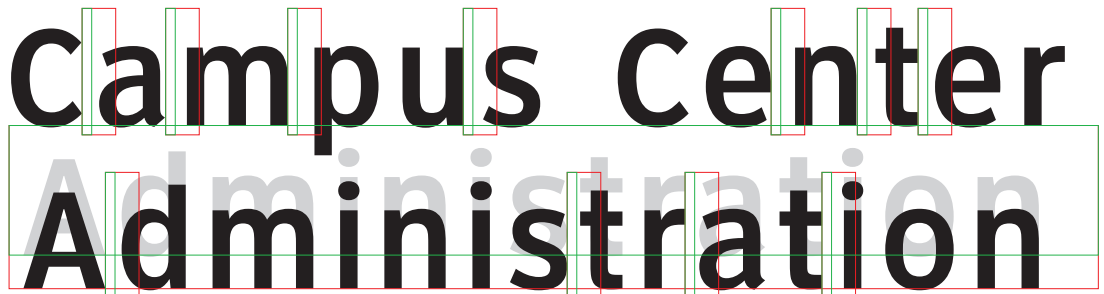
30% maximum of height  
of uppercase "I"



**ADA Visual Characters  
Character Proportions**

55% minimum of height  
of uppercase "I"

110% maximum of height  
of uppercase "I"



**ADA Visual Character Spacing: Clearview Hwy 3W**

Exterior typography using the Clearview Hwy 3W font that is required to meet the guidelines for visual characters, as defined in the 2004 Americans with Disabilities Act Accessibility Guidelines, shall include the letter spacing as described below.

**Example Font**

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Clearview Hwy 3W

**Spacing Requirements (Per 2004 ADA)**

Font: Clearview Hwy 3W

Spacing Setting:  
Auto Kerning, +0 Tracking in  
Adobe Illustrator CS

**ADA Visual Characters  
Character Spacing**

Spacing between the two  
closest points of adjacent  
characters shall be:

10% minimum and  
35% maximum

of the character height.

**ADA Visual Characters  
Line Spacing within a  
Message**

135% minimum and  
170% maximum

of the character height.

**ADA Visual Characters  
Stroke Thickness**

10% minimum of height  
of uppercase "I"

30% maximum of height  
of uppercase "I"

**ADA Visual Characters  
Character Proportions**

55% minimum of height  
of uppercase "I"

110% maximum of height  
of uppercase "I"

Campus Center  
Administration

**ADA Visual Character Spacing: Clearview Text Medium**

Exterior typography using the Clearview Text Medium font that is required to meet the guidelines for visual characters, as defined in the 2004 Americans with Disabilities Act Accessibility Guidelines, shall include the letter spacing as described below.

**Example Font**

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Clearview Text Medium

**Spacing Requirements (Per 2004 ADA)**

Font: Clearview Text Medium

Spacing Setting:  
Auto Kerning, +15 Tracking in  
Adobe Illustrator CS

**ADA Visual Characters  
Character Spacing**

Spacing between the two  
closest points of adjacent  
characters shall be:

10% minimum and  
35% maximum

of the character height.

**ADA Visual Characters  
Line Spacing within a  
Message**

135% minimum and  
170% maximum

of the character height.

**ADA Visual Characters  
Stroke Thickness**

10% minimum of height  
of uppercase "I"

30% maximum of height  
of uppercase "I"

**ADA Visual Characters  
Character Proportions**

55% minimum of height  
of uppercase "I"

110% maximum of height  
of uppercase "I"

Campus Center  
Administration

Spacing between "s" and "t", and "r" and "a",  
is less than 135% minimum.

**ADA Visual Character Spacing: ITC Franklin Gothic Demi**

Interior typography using the ITC Franklin Gothic font that is required to meet the guidelines for visual characters, as defined in the 2004 Americans with Disabilities Act Accessibility Guidelines, shall include the letter spacing as described below.

**Example Font**

**ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890**

ITC Franklin Gothic Demi

**Spacing Requirements (Per 2004 ADA)**

Font: ITC Franklin Gothic Demi

Spacing Setting:  
Auto Kerning, +50 Tracking in  
Adobe Illustrator CS

**ADA Visual Characters  
Character Spacing**

Spacing between the two closest points of adjacent characters shall be:

10% minimum and  
35% maximum

of the character height.

**ADA Visual Characters  
Line Spacing within a  
Message**

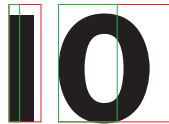
135% minimum and  
170% maximum

of the character height.

**ADA Visual Characters  
Stroke Thickness**

10% minimum of height  
of uppercase "I"

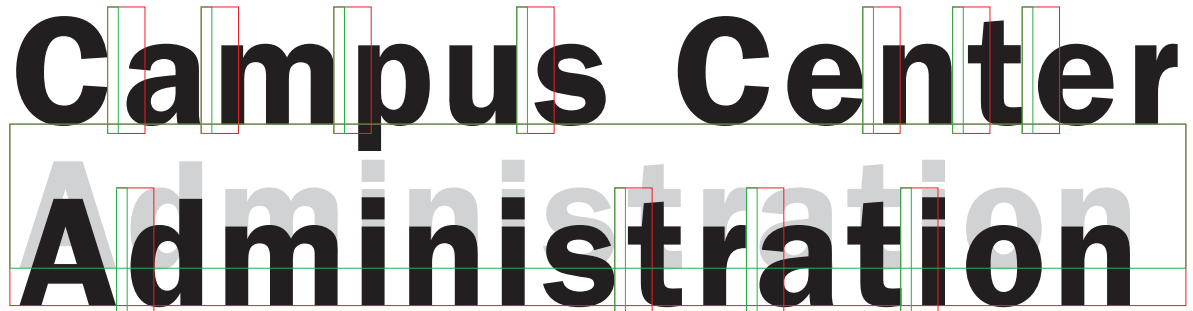
30% maximum of height  
of uppercase "I"



**ADA Visual Characters  
Character Proportions**

55% minimum of height  
of uppercase "I"

110% maximum of height  
of uppercase "I"



**ADA Tactile Character Spacing: ITC Franklin Gothic Book**

Interior typography using the ITC Franklin Gothic Book font that is required to meet the guidelines for raised characters, as defined in the 2004 Americans with Disabilities Act Accessibility Guidelines, shall include the letter spacing as described below.

**Example Font**

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
1234567890

ITC Franklin Gothic Book

**Spacing Requirements (Per 2004 ADA)**

Font: ITC Franklin Gothic Book

Spacing Setting:  
Auto Kerning, +85 Tracking in  
Adobe Illustrator CS

ADA Raised Characters  
Stroke Thickness

15% maximum of height  
of uppercase "I"



ADA Raised Characters  
Character Proportions

55% minimum of height  
of uppercase "I"

110% maximum of height  
of uppercase "I"

ADA Raised Characters  
Character Spacing

Spacing between the two  
closest points of adjacent  
characters shall be:

1/8" minimum

ADA Raised Characters  
Line Spacing within a  
Message

135% minimum and  
170% maximum

of the character height.

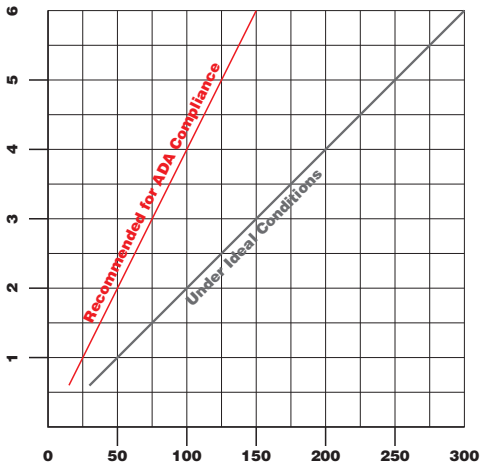
CAMPUS CENTER  
ADMINISTRATION

Spacing between "A" and "T"  
less than 1/8" minimum.

**Visibility**

A reliable source of basic data on viewing distance was established by Paul Arthur in the New York State University Campus Graphics Project in Albany in 1970. This study showed that high contrast Helvetica, under optimal viewing conditions, viewed head-on and observed with 20/20 vision, needed 1" of cap height for each 50 feet of viewing distance.

The audiences we will be addressing include a wide range of individuals whose visual abilities range from normal to severely impaired. In addition, general lighting conditions may often be far from perfect and signs will frequently be viewed at an angle. Consequently, we are proposing that an appropriate cap height be two times that determined in the above study. This results in 1" cap height for each 25 feet of viewing distance as shown in the table below.



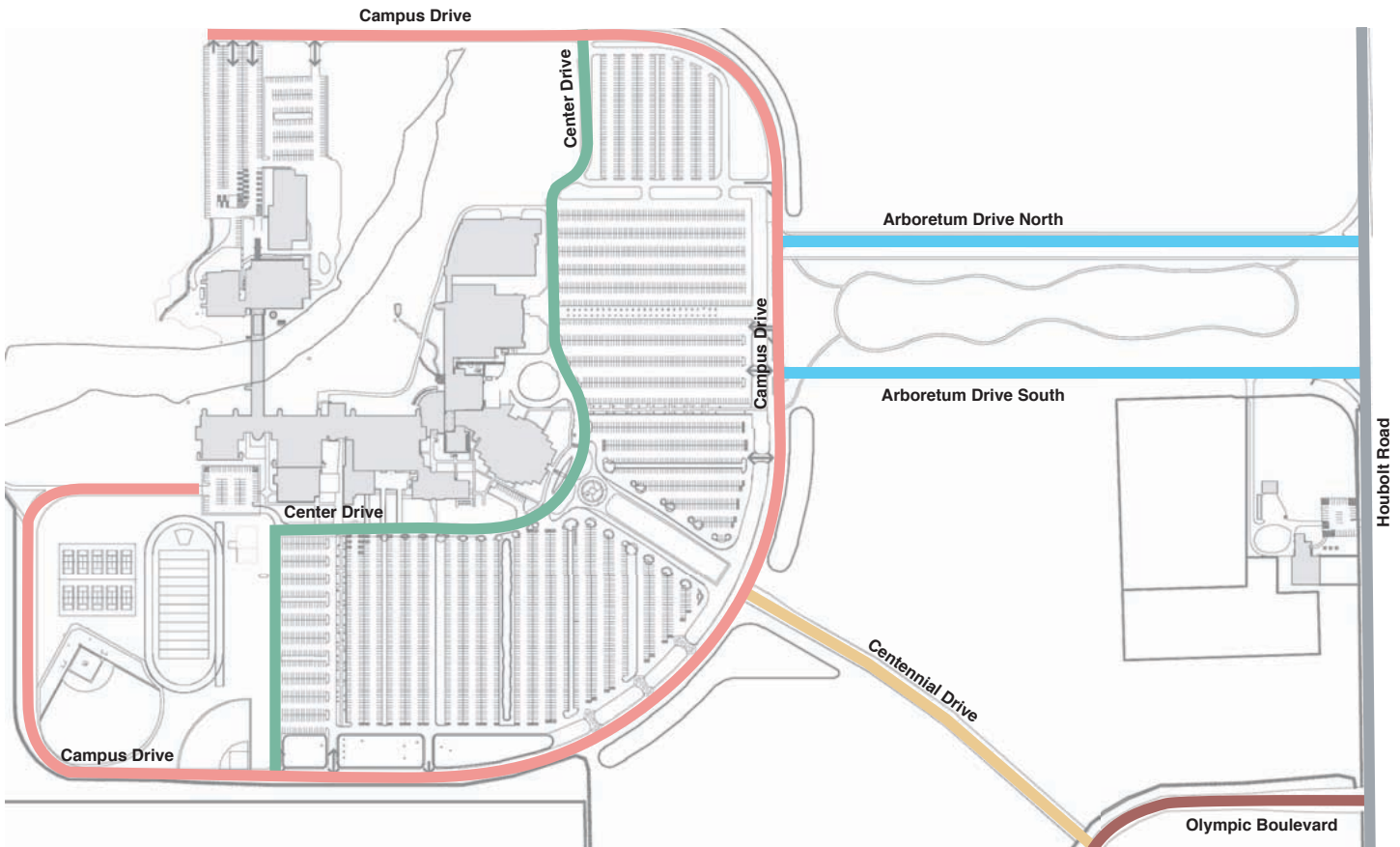
**Reference:**  
Society for Environmental Graphic Design  
The Americans with Disabilities Act White Paper  
©1992 SEG D

Type Size	1/2"	1"	2"	3"	4"	5"	6"	10"
Visibility	12'	25'	50'	75'	100'	125'	150'	250'

**Type Height/Distance Legibility**  
The chart above shows distances of legibility for cap heights ranging from 1/2" to 10".

**Campus Roads Map**








To help describe locations on campus, names as shown below have been assigned to the campus roadways.

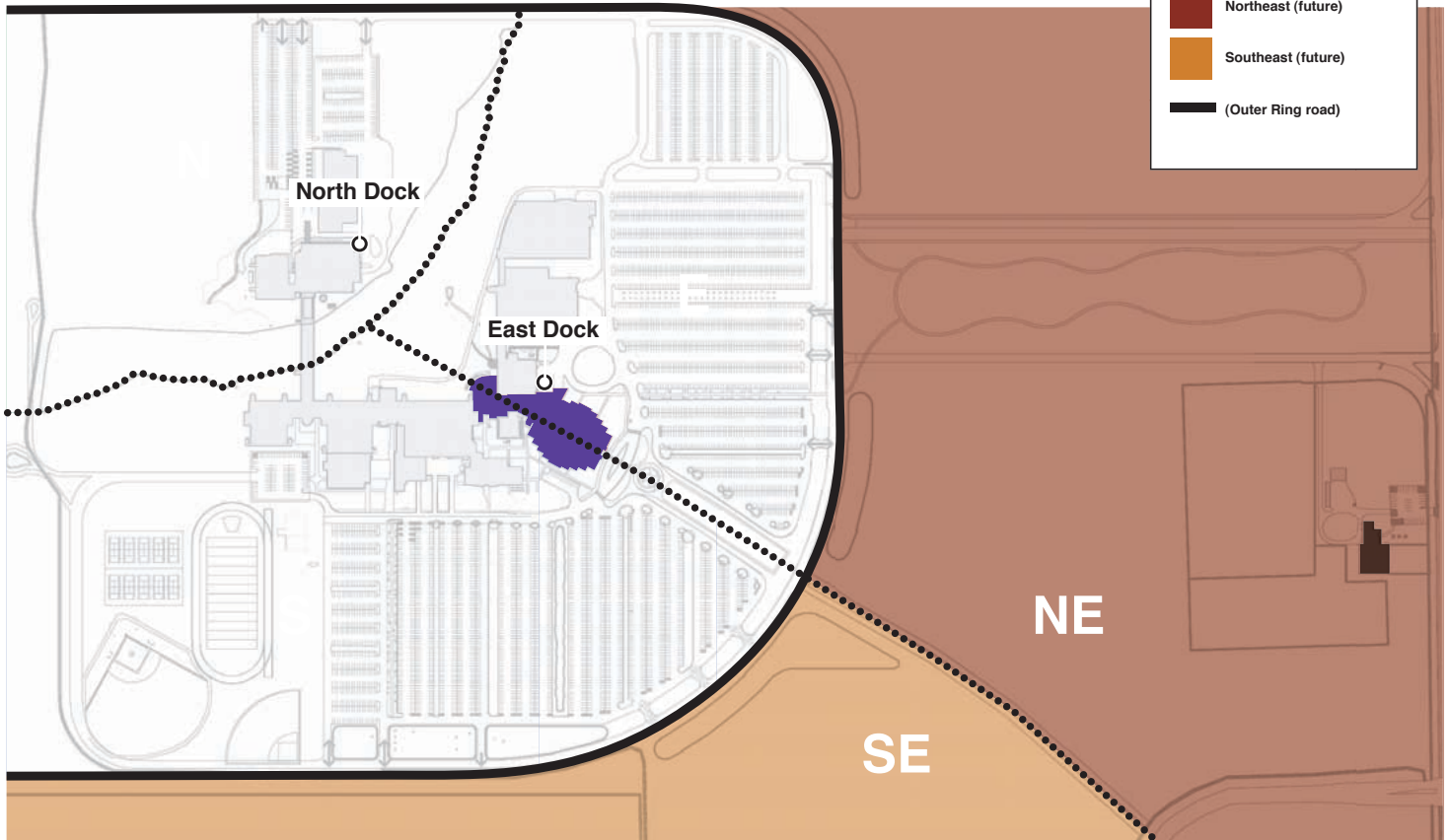


**Campus Divisions Map**

To help organize the campus the campus wayfinding information, the campus shall be divided into areas. Campus areas help organize and group the wayfinding information.

The diagram shown below divides the campus into 3 areas for current conditions, with an option to add two additional areas in the future. To help differentiate the areas graphically, colors have been assigned to each. On the wayfinding signage, the colors will be used in conjunction with area names.

KEY	
	North
	South
	East
	Campus Center
	Northeast (future)
	Southeast (future)
	(Outer Ring road)

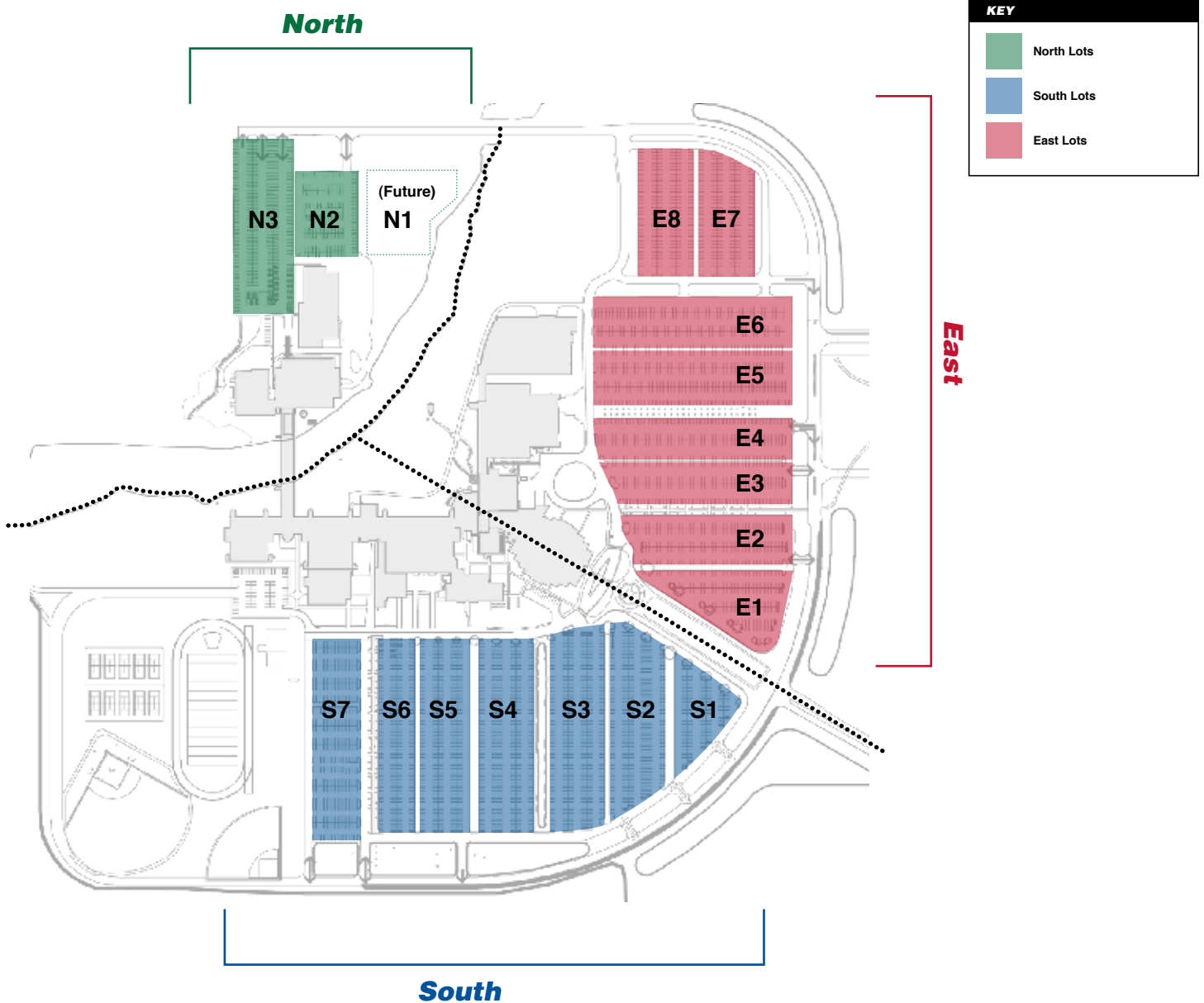




**GENERAL  
Parking Lot ID**

**Parking Lot ID Map**

The parking areas shall be named as shown in the diagram below. Wherever possible, divisions between parking lots coincide with site features like bioswales or landscaped areas. The new parking lot names reflect the new campus areas. Each parking area designation covers a relatively small section of the overall parking lot, typically about three drive lanes. This will help limit the size of the area that campus police will need to search when called to a particular parking lot.







**Building ID Map**

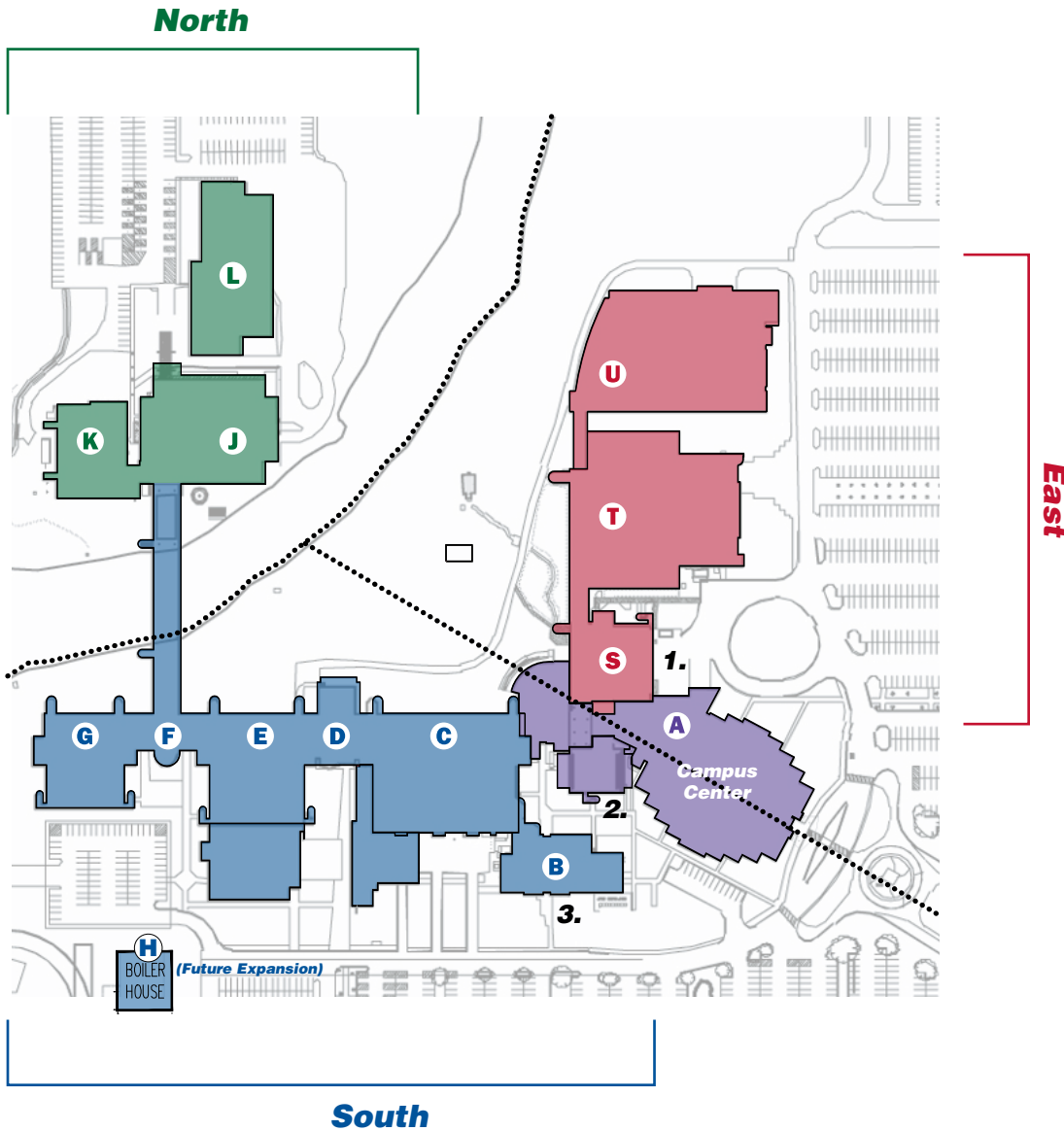
Campus buildings are identified by a single letter. The letters generally run in order, away from the Campus Center. To facilitate campus wayfinding, the building identification system is shown in the diagram below.

As the heart of the campus, the Campus Center is assigned the letter A - although on the wayfinding signage, the Campus Center is identified by name, not letter. The letter shall appear in the Campus Center room numbers.

The letter sequence continues out from

the Campus Center. In the South Area, the letters starts with B and runs through to G. The letter H will be held for a possible future building in the South Area. In the North, the Facilities Building is designated L, continuing the sequence. In the East, the sequence continues away from the Campus Center to the Health Sciences Building which is designated U.

KEY	
	North
	South
	East
	Campus Center



# GENERAL Building Corridors

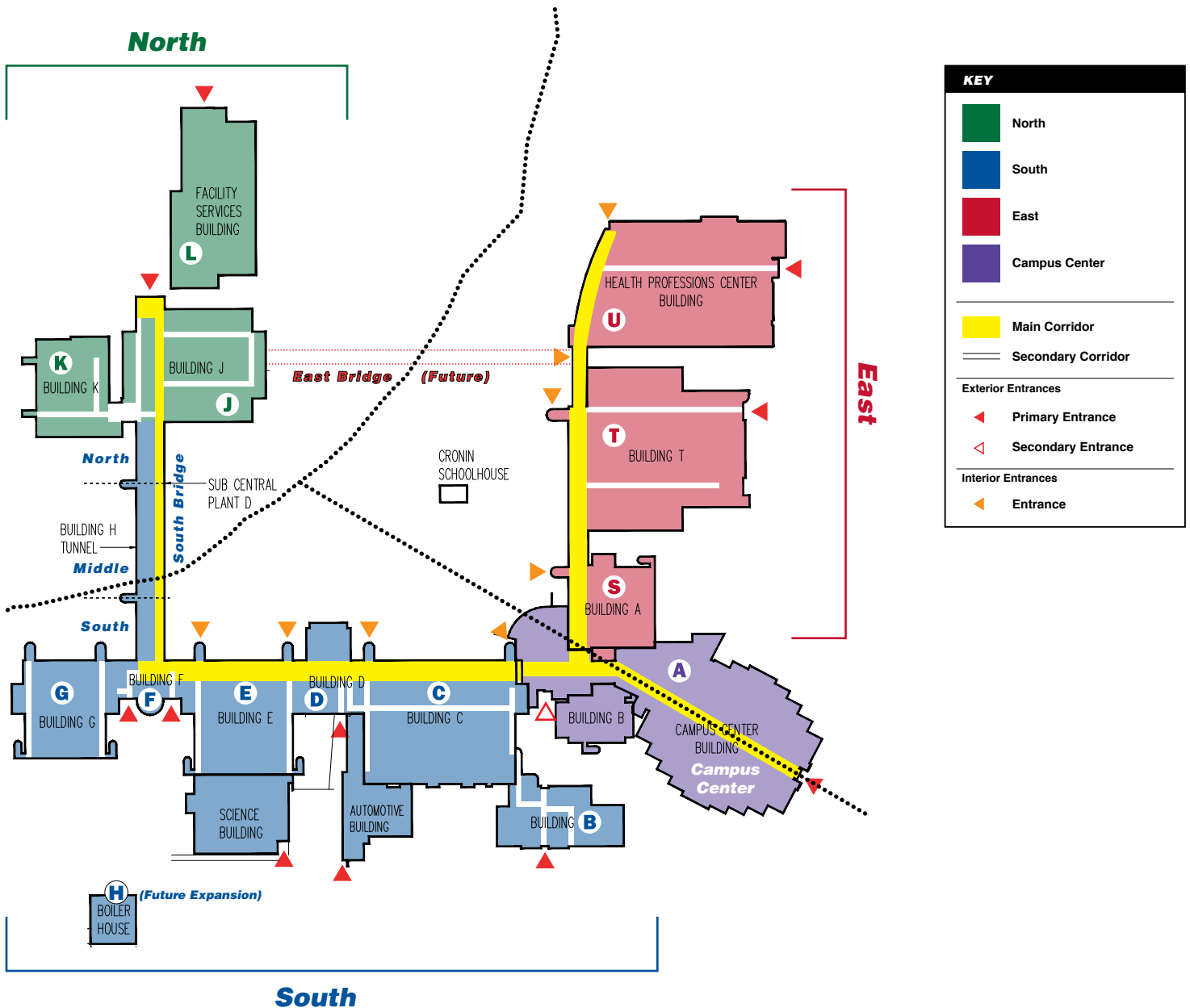
## Building Corridors Map

As the heart of the campus, the "Student Street" in the Campus Center will be the major conduit to get to the existing main corridor.

The main corridor, accessed by the primary entrances, connects all the distinct areas (North, South, East) and is the primary access to all main destinations (Buildings, Planetarium, Cafeteria, etc.).

The interior signage will have a similar design and family of sign types, as the exterior signage, to follow through a consistent identity and family of sign types.

Interior entrances will be used to encourage the student population to take advantage of the outdoor amenities, such as the trails and the Schoolhouse.



**Exterior Introduction**

*The following section includes the exterior wayfinding sign types developed for Joliet Junior College.*

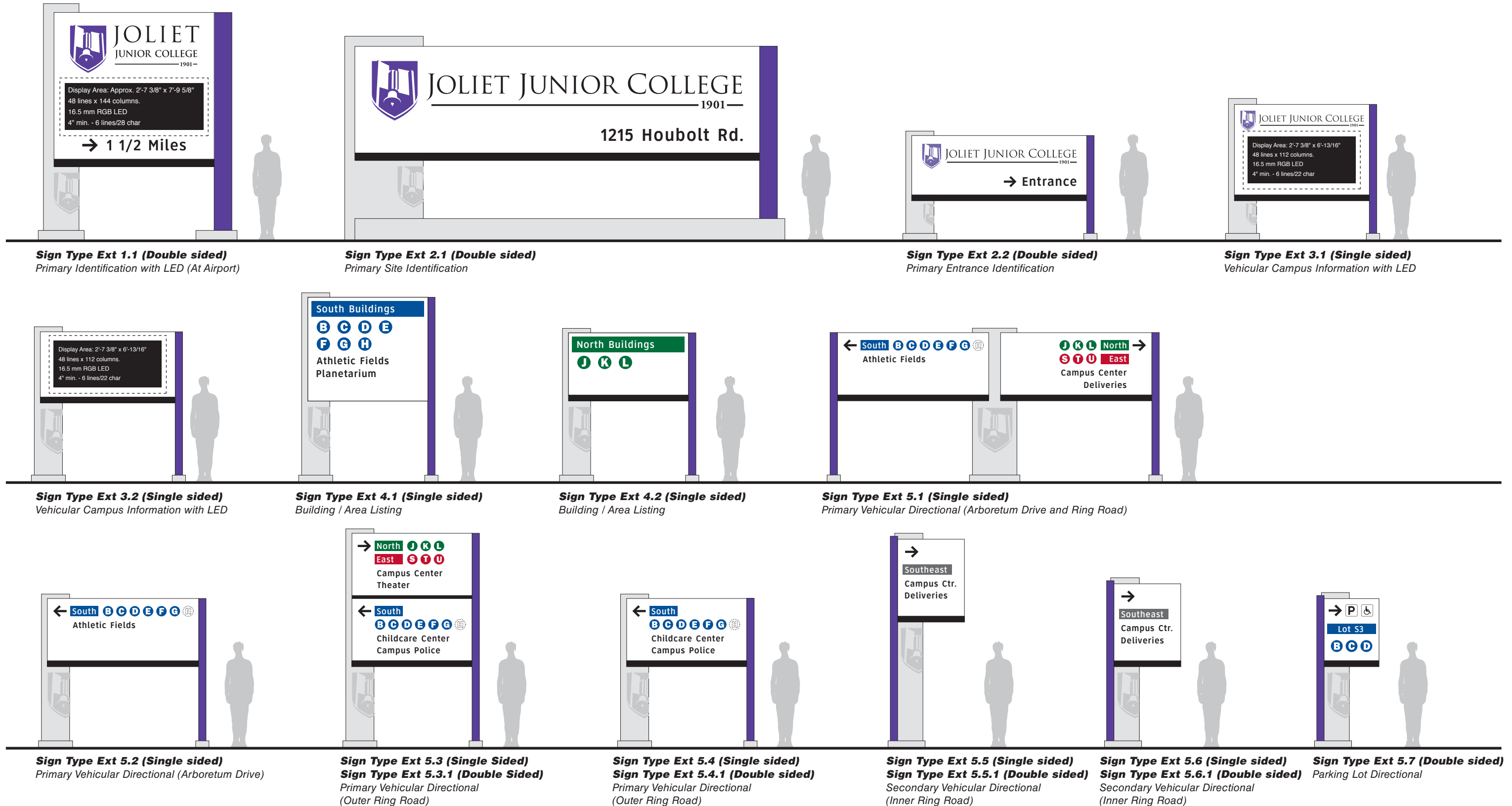
*Exterior wayfinding signs shall identify the campus and campus entrances, provide information and directions to vehicles and pedestrians, identify campus buildings, and provide interpretive information about campus features.*

*Exterior wayfinding signs shall be fabricated using durable materials that are suitable for long term use in exposed exterior locations.*

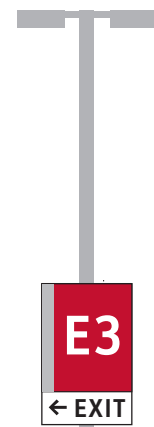
*This document has been provided for use as a guideline only.*

*This document shows design intent only. See the As-built Documentation for as-built dimensions, fabrication, and details.*

**Sign Type Overview**



**Sign Type Overview**



**Sign Type Ext 6.1.1 (2 Panels)**  
**Sign Type Ext 6.1.2 (4 Panels)**  
Parking Lot Identification



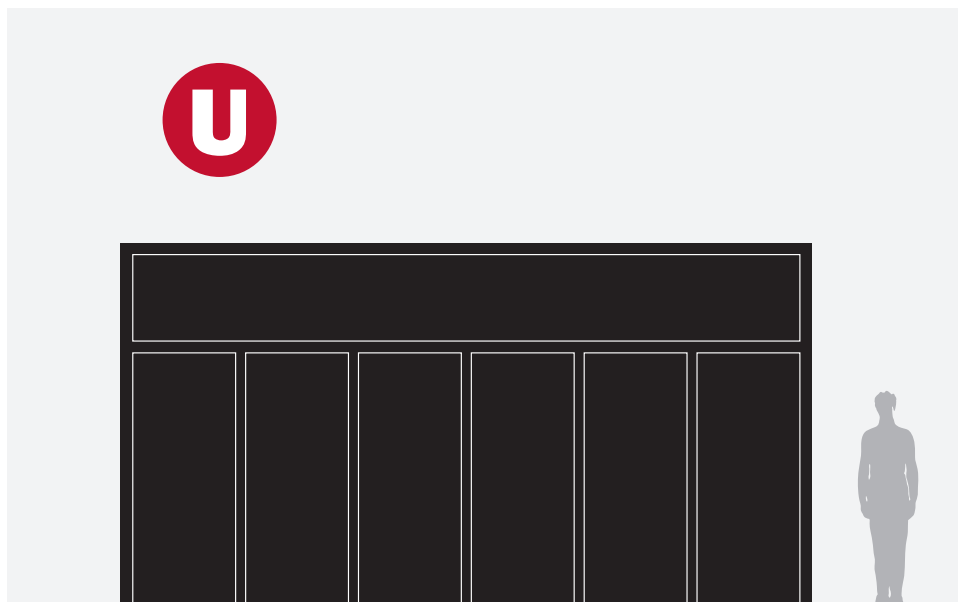
**Sign Type Ext 8.1 (Single sided)**  
**Sign Type Ext 8.1.1 (Double sided)**  
Pedestrian Directional



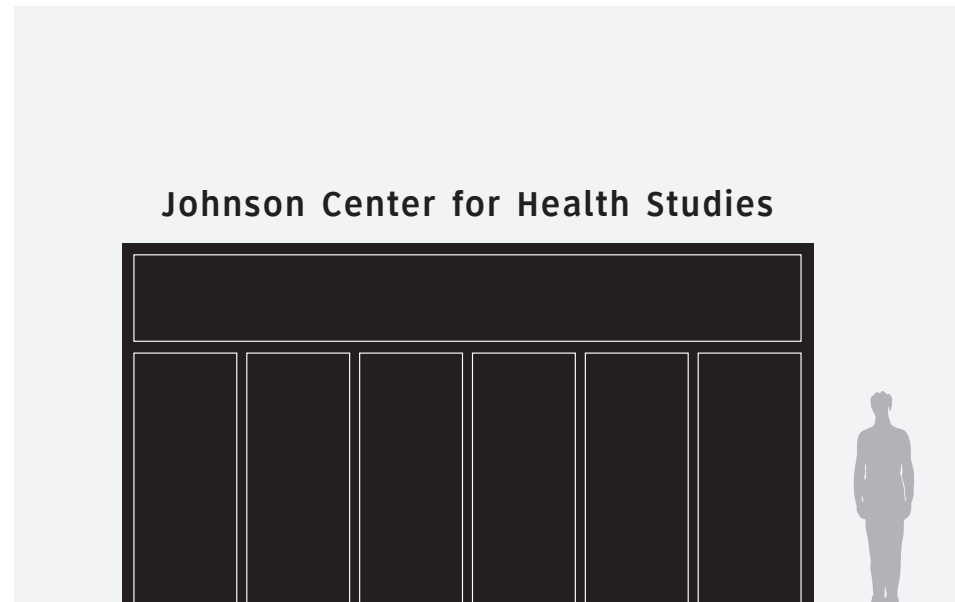
**Sign Type Ext 9.1 (Single sided)**  
**Sign Type Ext 9.1.1 (Double sided)**  
Pedestrian Directional and Map



**Sign Type Ext 10.1 (Single sided)**  
**Sign Type Ext 10.1.1 (Double sided)**  
Pedestrian Interpretive



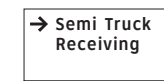
**Sign Type Ext 11.1**  
Building Identification Symbol



**Sign Type Ext 11.2**  
Building Identification Letters



**Sign Type Ext 11.3 (Double sided)**  
Building Freestanding ID



**Sign Type Ext 12.1 (Single sided)**  
Truck Dock Directional

**EXTERIOR  
Approach**

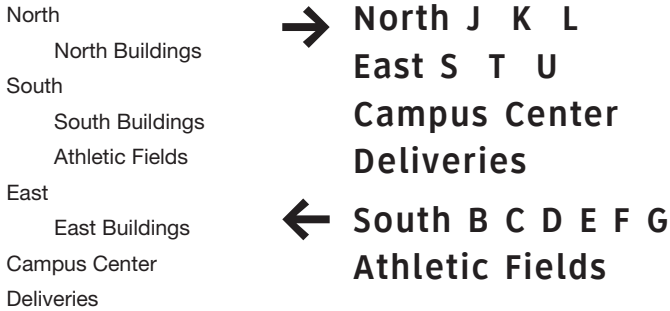
**Approach**

Outside specific campus areas, primary vehicular directionals give information to campus areas and select, primary destinations. (e.g., Campus Center, Deliveries)

Inside an area, additional select specific destinations may be added.

Schematic messages shown to illustrate design intent only.

**Entry Drive:**



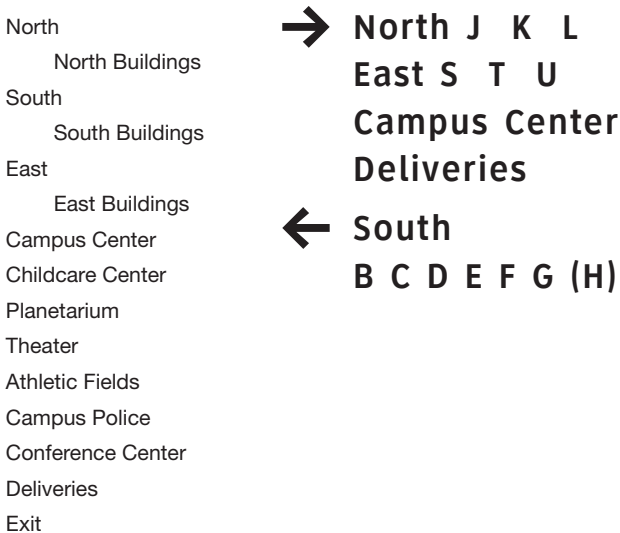
**Applicable Sign Types Include:**  
Ext 4.1, Ext 4.2, Ext 5.1 & Ext 5.2

**Inner Ring Road:**



**Applicable Sign Types Include:**  
Ext 5.5 & Ext 5.6

**Outer Ring Road:**



**Applicable Sign Types Include:**  
Ext 5.3 & Ext 5.4

**Parking Lots:**

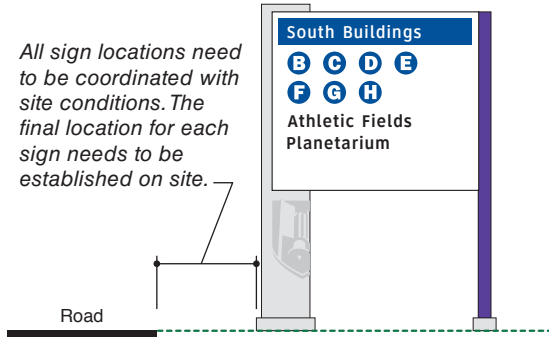


**Applicable Sign Types Include:**  
Ext 5.7

# EXTERIOR Sign Orientation

## General Sign Orientation

All sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.

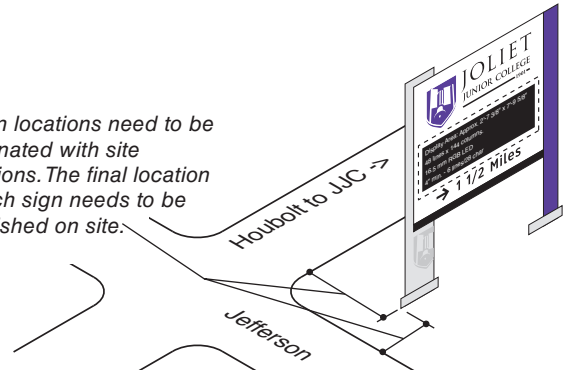


Guidelines for general orientation of the sign to the road is shown. For the the sign types listed, the signs are typically installed perpendicular to the road, and the silver leg is typically closest to the road.

### Sign Types Ext 4.1, Ext 4.2, Ext 5.2, Ext 5.3, Ext 5.4 (Ext 4.1 Shown)

Scale: N.T.S.

All sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.

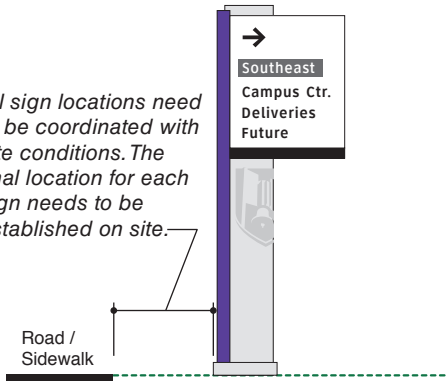


Guidelines for general orientation of the sign to the road is shown. For the the sign type listed, the sign is typically installed perpendicular to the main road, and the silver leg is typically closest to the main road.

### Sign Type Ext 1.1

Scale: N.T.S.

All sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.

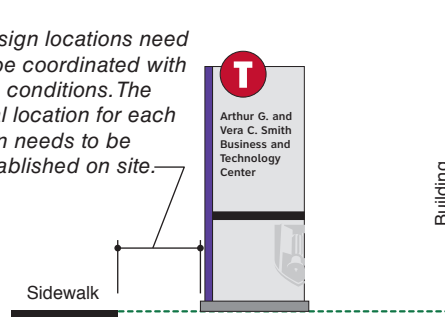


Guidelines for general orientation of the sign to the road or sidewalk is shown. For the the sign types listed, the signs are typically installed perpendicular to the road or sidewalk, and the purple section of the leg is typically closest to the road or sidewalk.

### Sign Types Ext 5.5, Ext 5.6 (Ext 5.5 Shown)

Scale: N.T.S.

All sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.

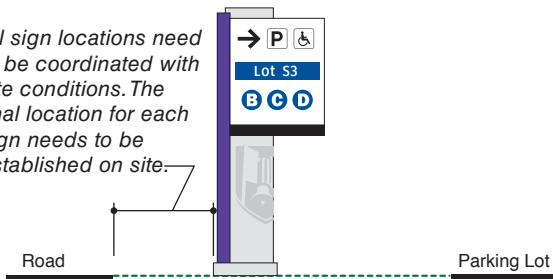


Guidelines for general orientation of the sign to sidewalk is shown. For the the sign type listed, the sign is typically installed perpendicular to the sidewalk, and the purple section of the leg is typically closest to the sidewalk.

### Sign Type Ext 11.3

Scale: N.T.S.

All sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.



Guidelines for general orientation of the sign to the road and parking lot is shown. For the the sign types listed, the signs are typically installed perpendicular to the road, and the purple section of the leg is typically closest to the road or sidewalk.

### Sign Type Ext 5.7

Scale: N.T.S.

### Notes

Guidelines for general orientation of the signs to roads and sidewalks is shown.

Sign locations need to be coordinated with site conditions. The final location for each sign needs to be established on site.

Provide landscaping to coordinate sign mounting with site conditions and to maintain correct breakaway function.

Generally, signs should be placed as far as practical from the edge of the shoulder, or, if no shoulder exists, from the edge of the pavement. Wherever possible, signs should be placed behind existing roadside barriers or other locations that minimize exposure of the traffic to the signs. Signs must not block traffic signs or interfere with driver visibility or lines of sight. Signs must not create hazards for vehicles or pedestrians. Show exact, final sign locations of the Shop Drawings.



# EXTERIOR Sign Type Ext 1.1

## Primary Identification with LED (At Airport)

Sign shall provide college identification and information at the corner of Houbolt Road and Route 52. Sign is internally illuminated and includes an integrated LED dynamic display unit.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered and UL approved. There shall be no visible conduit or electrical boxes.

**2 Sign Face**

Sign is double sided. Sign faces shall be fabricated from aluminum. There shall be

no hardware visible on the sign faces.

**3 Message Graphics**

Message text shall be flush push through translucent day/night acrylic. Logo graphics shall be flush translucent white acrylic with surface applied 3M 3630-128 "Plum Purple" translucent film. Sign shall have concealed internal illumination provided by LED sign lighting components. The graphics shall be adequately and evenly lit.

**4 LED Dynamic Display Unit**

Sign shall include an integrated double sided full color outdoor LED dynamic display with 16.5 mm line spacing.

**5 Base Cover**

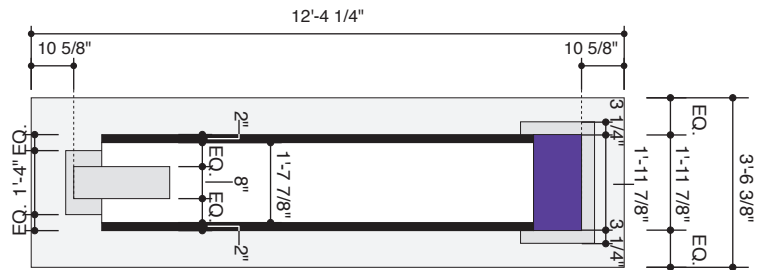
Fabricated aluminum base cover with welded corners and painted finish.

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work for the sign shall be professionally engineered.

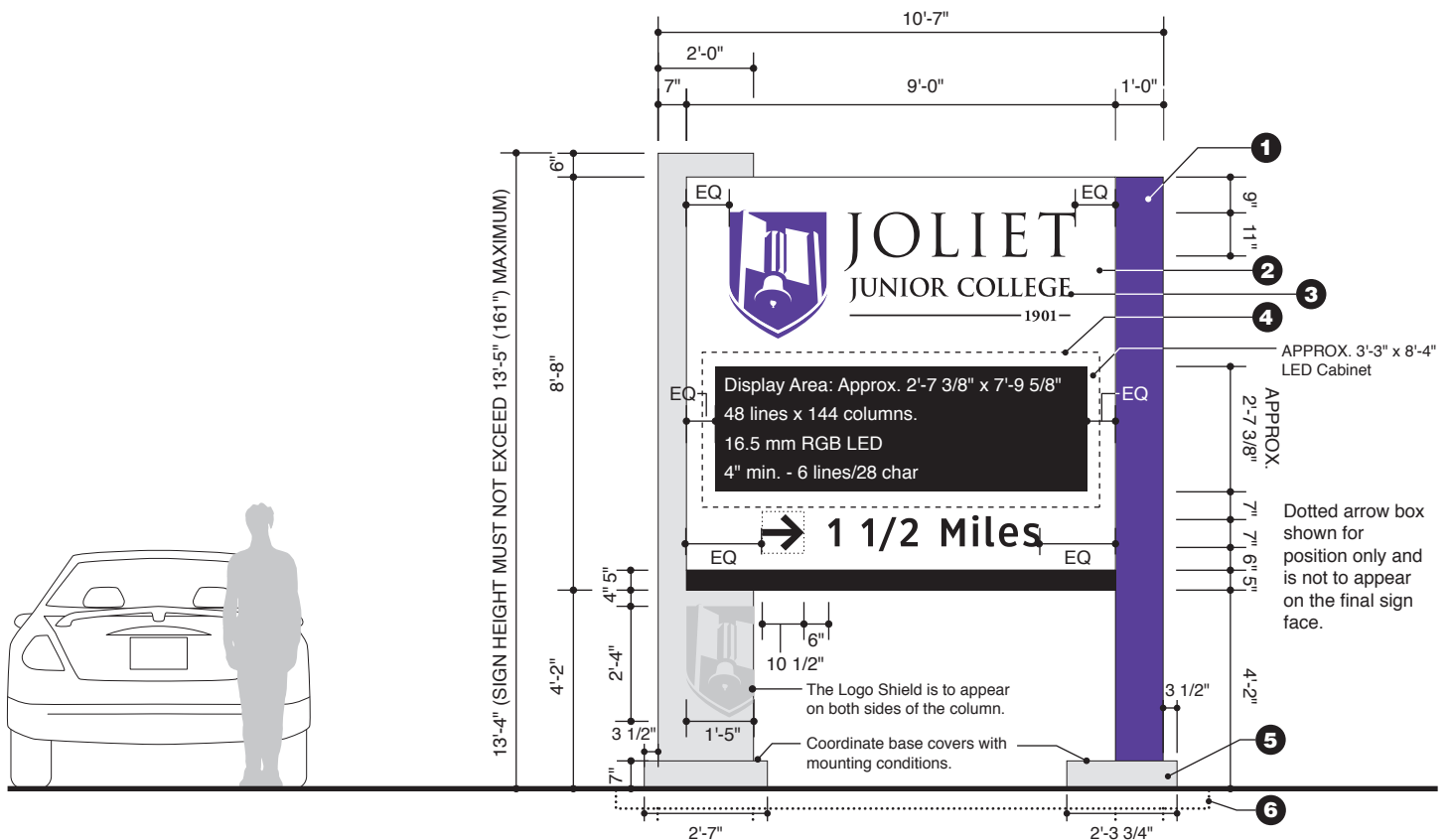
**Font**

JJC logo and logotype  
Clearview Hwy 3-B



**Plan**

Scale: 1/4" = 1'-0"



**Elevation**

Scale: 1/4" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 2.1 (Illuminated)**

**Primary Site Identification (Illuminated)**

Sign shall provide college identification near the main entrance to the Joliet campus from Houbolt Road. This sign type can be internally illuminated or non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered and UL approved. There shall be no visible conduit or electrical boxes.

**2 Sign Face**

Sign is double sided. The sign faces shall be fabricated from aluminum. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Message text shall be flush push through translucent day/night acrylic. Logo graphics shall be flush push through translucent white acrylic with surface applied 3M 3630-128 "Plum Purple" translucent film. Sign shall have concealed internal illumination provided by LED sign lighting components. The graphics shall be adequately and evenly lit.

**4 Base Cover**

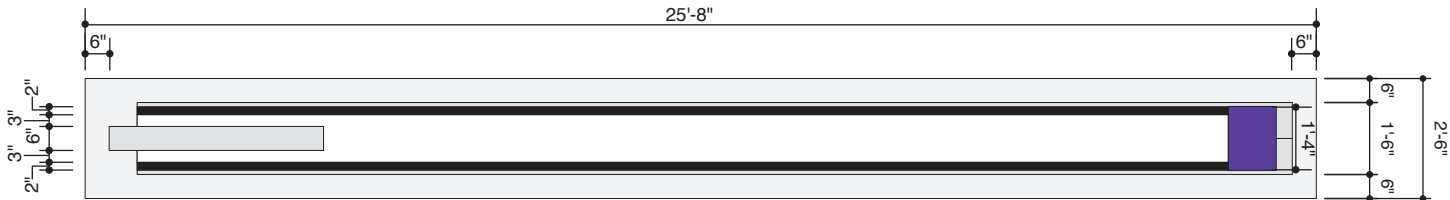
Fabricated aluminum base cover with welded corners and painted finish.

**5 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work for the sign shall be professionally engineered.

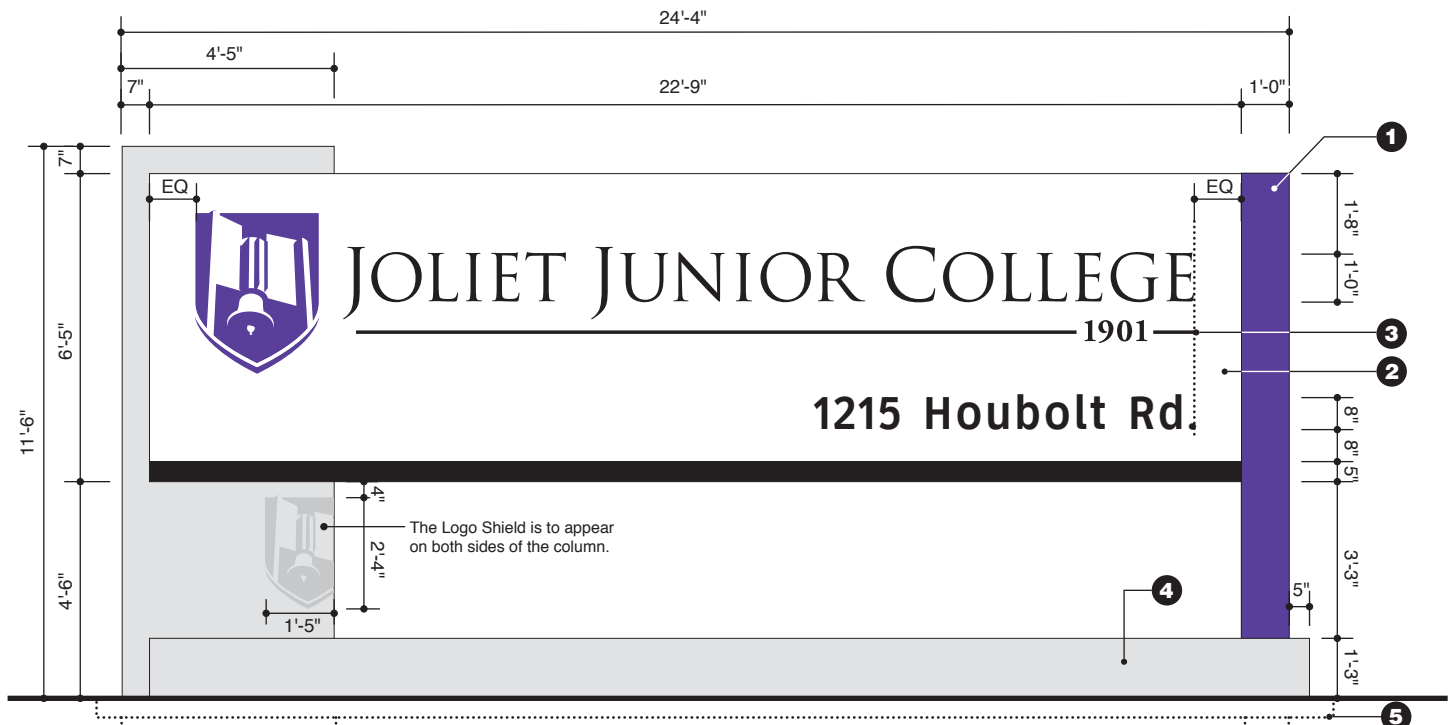
**Font**

JJC logo and logotype  
Clearview Hwy 3-B



**Plan**

Scale: 1/4" = 1'-0"



**Elevation**

Scale: 1/4" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 2.1 (Non-illuminated)**

**Primary Site Identification (Non-illuminated)**

Sign shall provide college identification near the main entrance to the Joliet campus from Houbolt Road. This sign type can be non-illuminated or internally illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign is double sided. The sign faces shall be fabricated from aluminum. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Message text shall be opaque, surface applied 3M 7725-22 "Matte Black" vinyl. Logo graphics shall be frisket painted to match PMS 226 Purple.

**4 Base Cover**

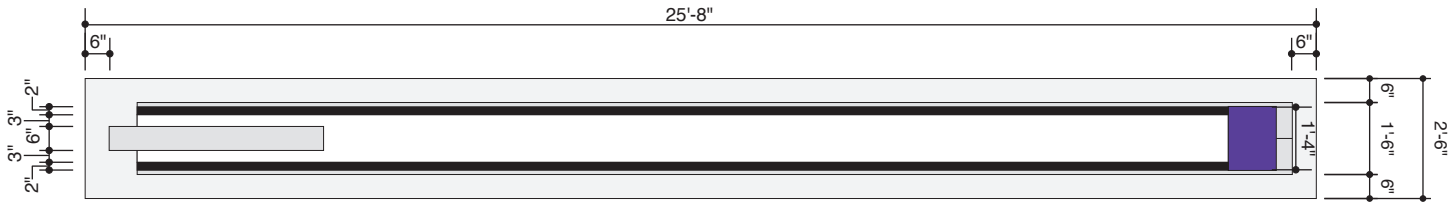
Fabricated aluminum base cover with welded corners and painted finish.

**5 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work for the sign shall be professionally engineered.

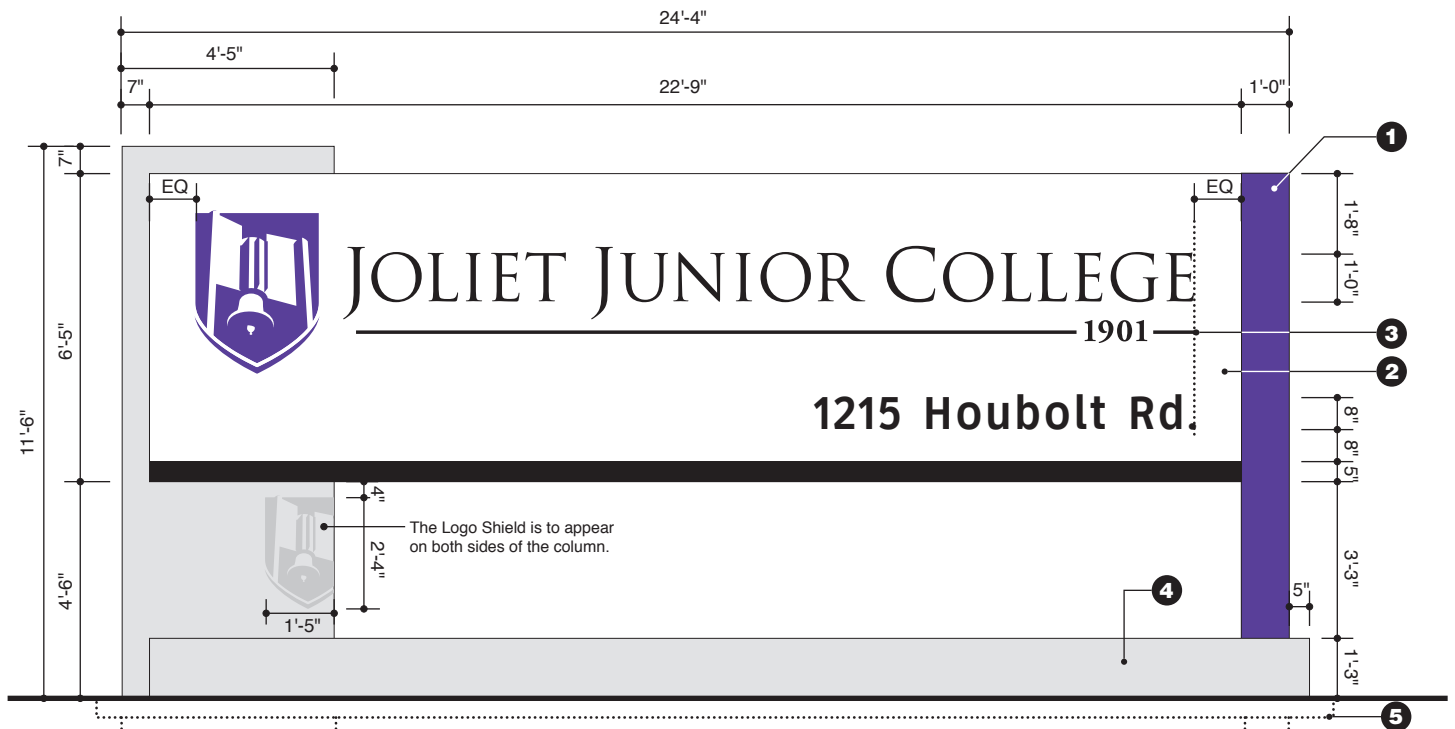
**Font**

JJC logo and logotype  
 Clearview Hwy 3-B



**Plan**

Scale: 1/4" = 1'-0"



**Elevation**

Scale: 1/4" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 2.2 (Illuminated)**

**Primary Entrance Identification (Illuminated)**

Sign shall provide entrance identification at the primary vehicular entrances at the Joliet campus from Houbolt Road and from Olympic Boulevard. This sign type can be internally illuminated or non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered and UL approved. There shall be no visible conduit or electrical boxes.

**2 Sign Face**

Sign is double sided. The sign faces shall be fabricated from aluminum. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Message text shall be flush push through translucent day/night acrylic. Logo graphics shall be flush push through translucent white acrylic with surface applied 3M 3630-128 "Plum Purple" translucent film. Sign shall have concealed internal illumination provided by LED sign lighting components. The graphics shall be adequately and evenly lit.

**4 Breakaway Sign Base**

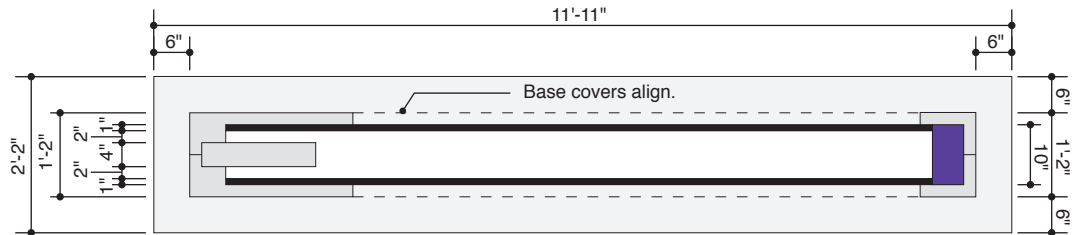
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

**5 Mounting**

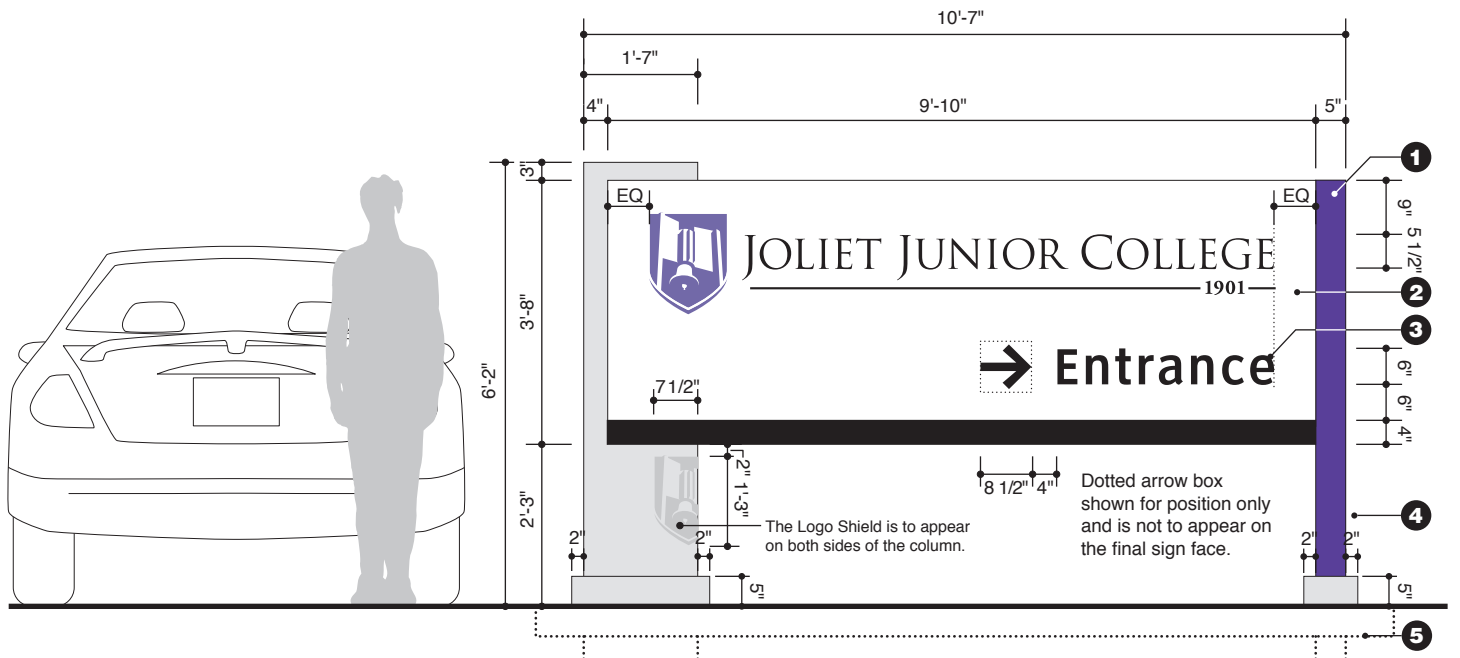
Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**Font**

JJC logo and logotype  
Clearview Hwy 3-B



**Plan**  
Scale: 3/8" = 1'-0"



**Elevation**  
Scale: 3/8" = 1'-0"



# EXTERIOR Sign Type Ext 3.1

## Vehicular Campus Information with LED

Sign shall provide dynamic information on campus. Sign is non-illuminated and includes an integrated LED dynamic display unit. Sign shall be used in locations where pedestrians are not present.

### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered and UL approved. There shall be no visible conduit or electrical boxes.

### 2 Sign Face

Sign is single sided. Sign faces shall be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face. The back of the sign face shall be painted.

### 3 Message Graphics

Static message text and graphics shall be opaque. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall

sign face background.

### 4 LED Dynamic Display Unit

Sign shall include an integrated single sided full color outdoor LED dynamic display with 16.5 mm line spacing.

### 5 Breakaway Sign Base

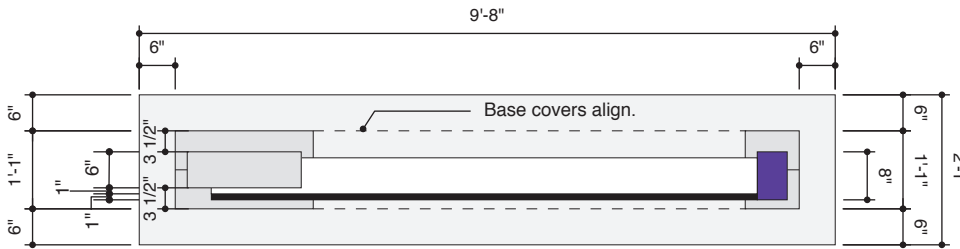
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

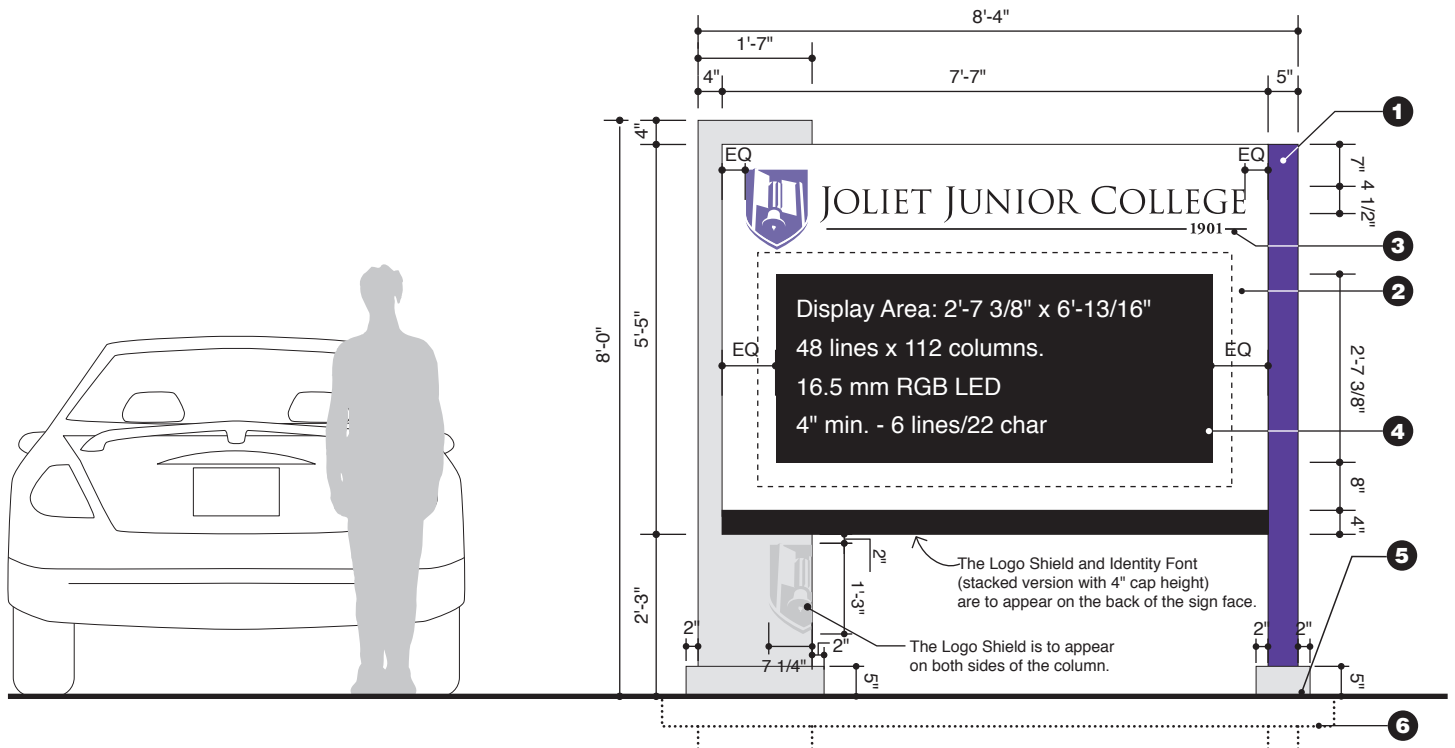
### Font

JJC logo and logotype



### Plan

Scale: 3/8" = 1'-0"



### Elevation

Scale: 3/8" = 1'-0"

## EXTERIOR Sign Type Ext 3.2

### Vehicular Campus Information with LED

Sign shall provide dynamic information on campus. Sign is non-illuminated and includes an integrated LED dynamic display unit. Sign shall be used in locations where pedestrians are not present.

#### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered and UL approved. There shall be no visible conduit or electrical boxes.

#### 2 Sign Face

Sign is single sided. Sign faces shall be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face. The back of the sign face shall be painted.

#### 3 LED Dynamic Display Unit

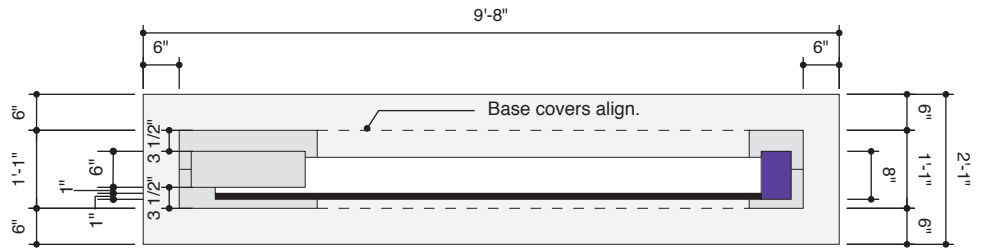
Sign shall include an integrated, single sided, full color, outdoor, LED dynamic display with 16.5 mm line spacing.

#### 4 Breakaway Sign Base

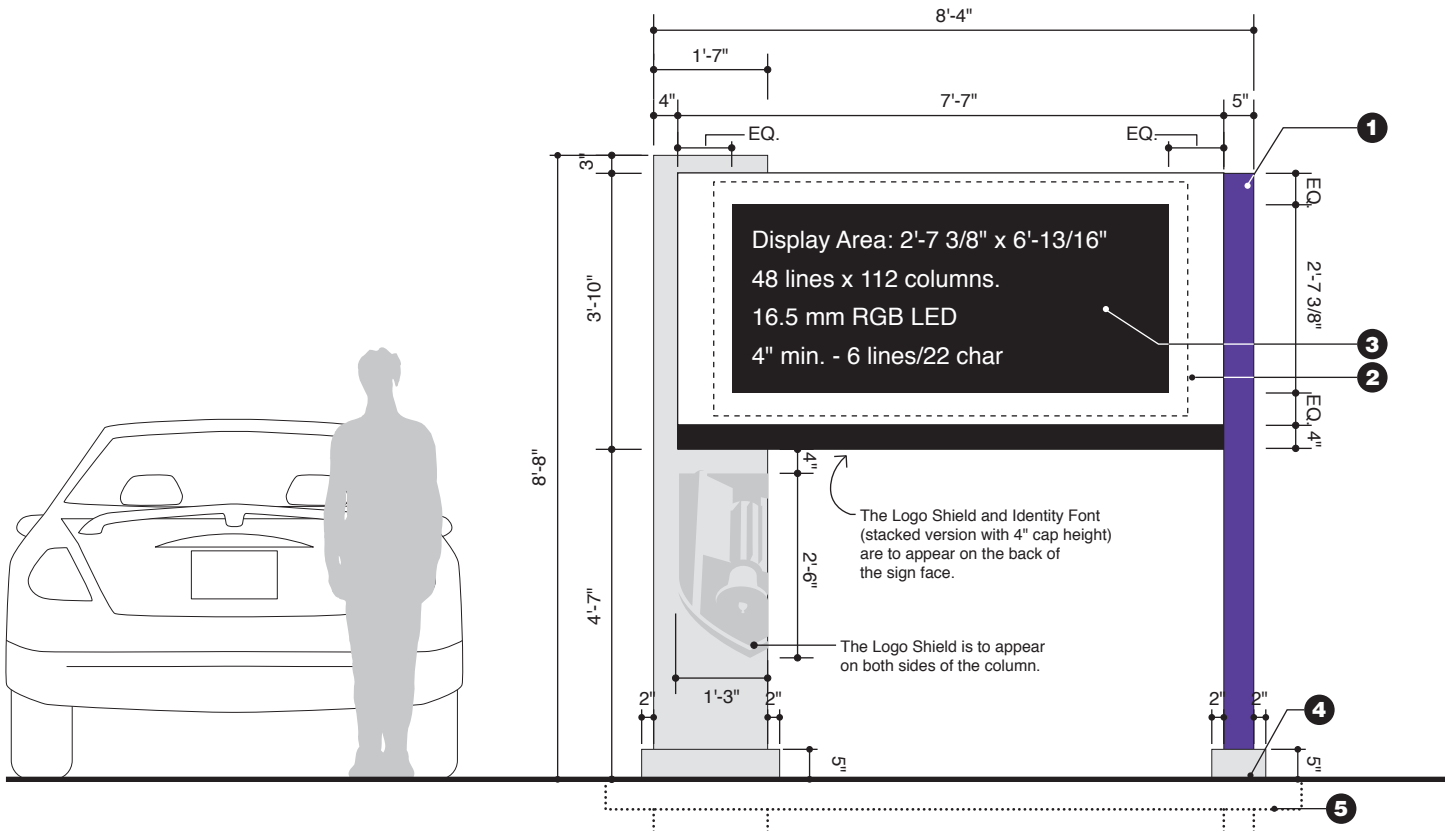
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

#### 5 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.



**Plan**  
Scale: 3/8" = 1'-0"



**Elevation**  
Scale: 3/8" = 1'-0"

## EXTERIOR Sign Type Ext 4.1

### Building / Area Listing

Sign shall provide information to vehicles entering the campus about the locations of campus buildings and select major campus destinations. Sign allows for the display of two rows of building letters and up to three lines of text. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

#### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

#### 2 Sign Face

Sign is single sided. The sign face shall be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face. The back of the sign face shall be painted.

#### 3 Message Graphics

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

#### 4 Aluminum Accent Band

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

#### 5 Breakaway Sign Base

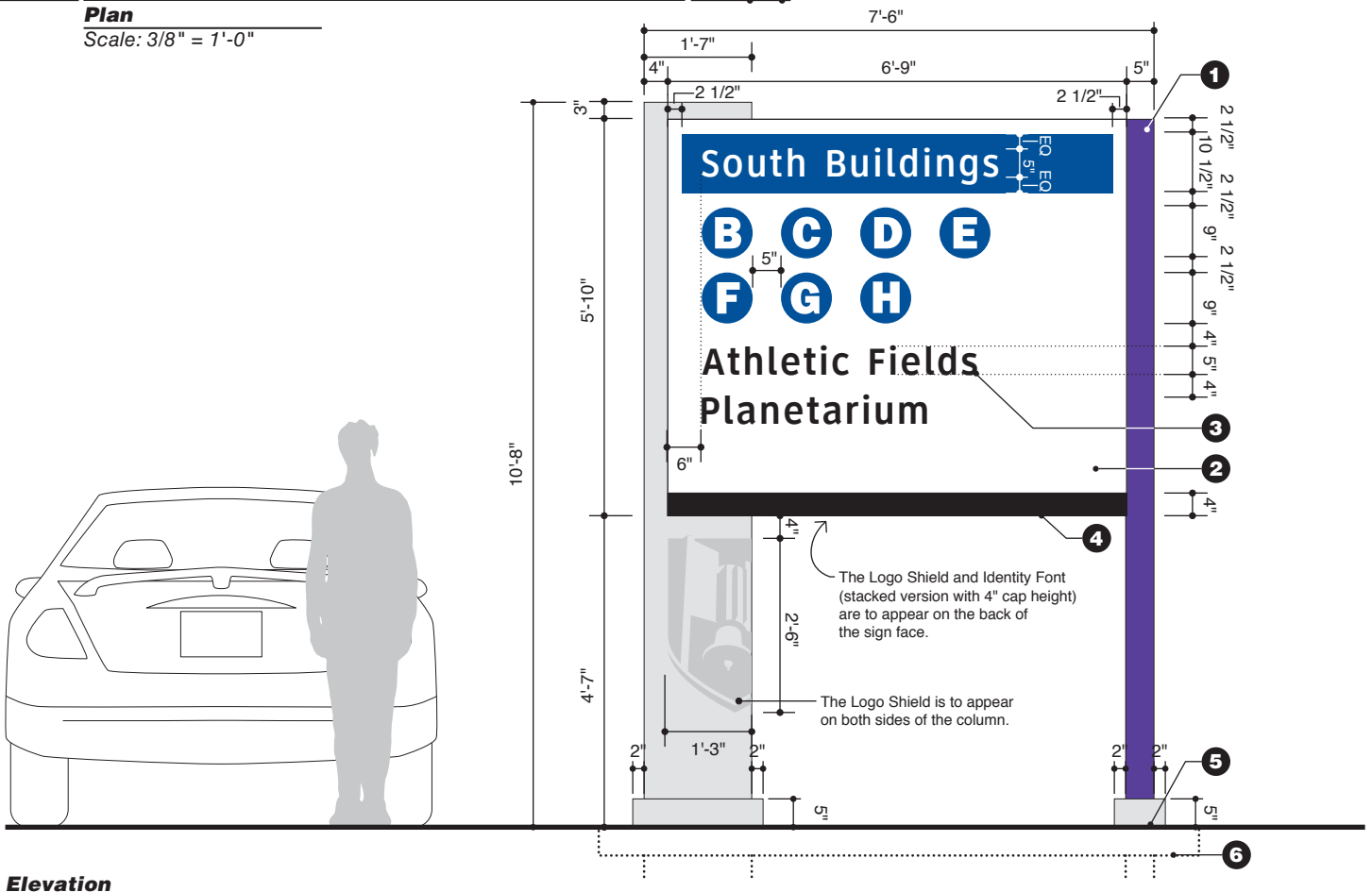
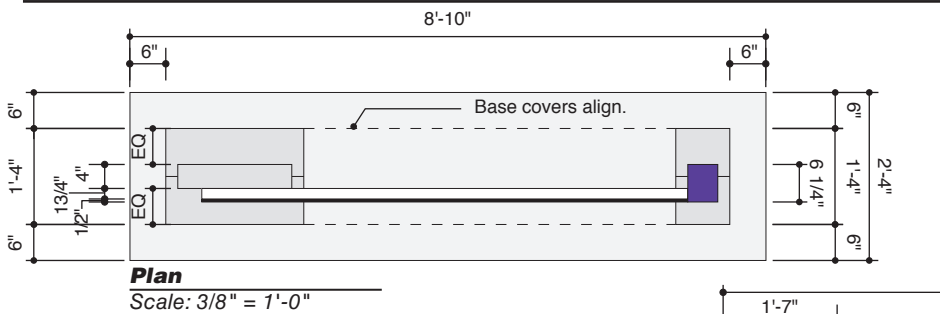
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

#### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

#### Font

Clearview Hwy 3-W  
Clearview Hwy 3-B





## EXTERIOR Sign Type Ext 4.2

### Building / Area Listing

Sign shall provide information to vehicles entering the campus about the locations of campus buildings and select major campus destinations. Sign allows for the display of two rows of building letters. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

#### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall be painted unless otherwise noted. Sign shall be professionally engineered.

#### 2 Sign Face

Sign is single sided. The sign face shall be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face. The back of the sign face shall be painted.

#### 3 Message Graphics

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Reflective Sheeting.

Intensity Prismatic Sheeting used for the overall sign face background.

#### 4 Aluminum Accent Band

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

#### 5 Breakaway Sign Base

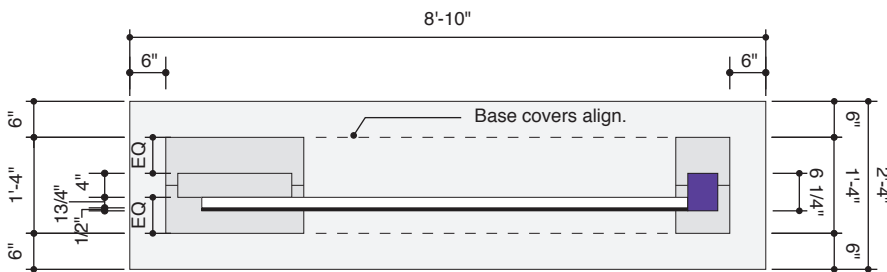
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded covers and painted finish.

#### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

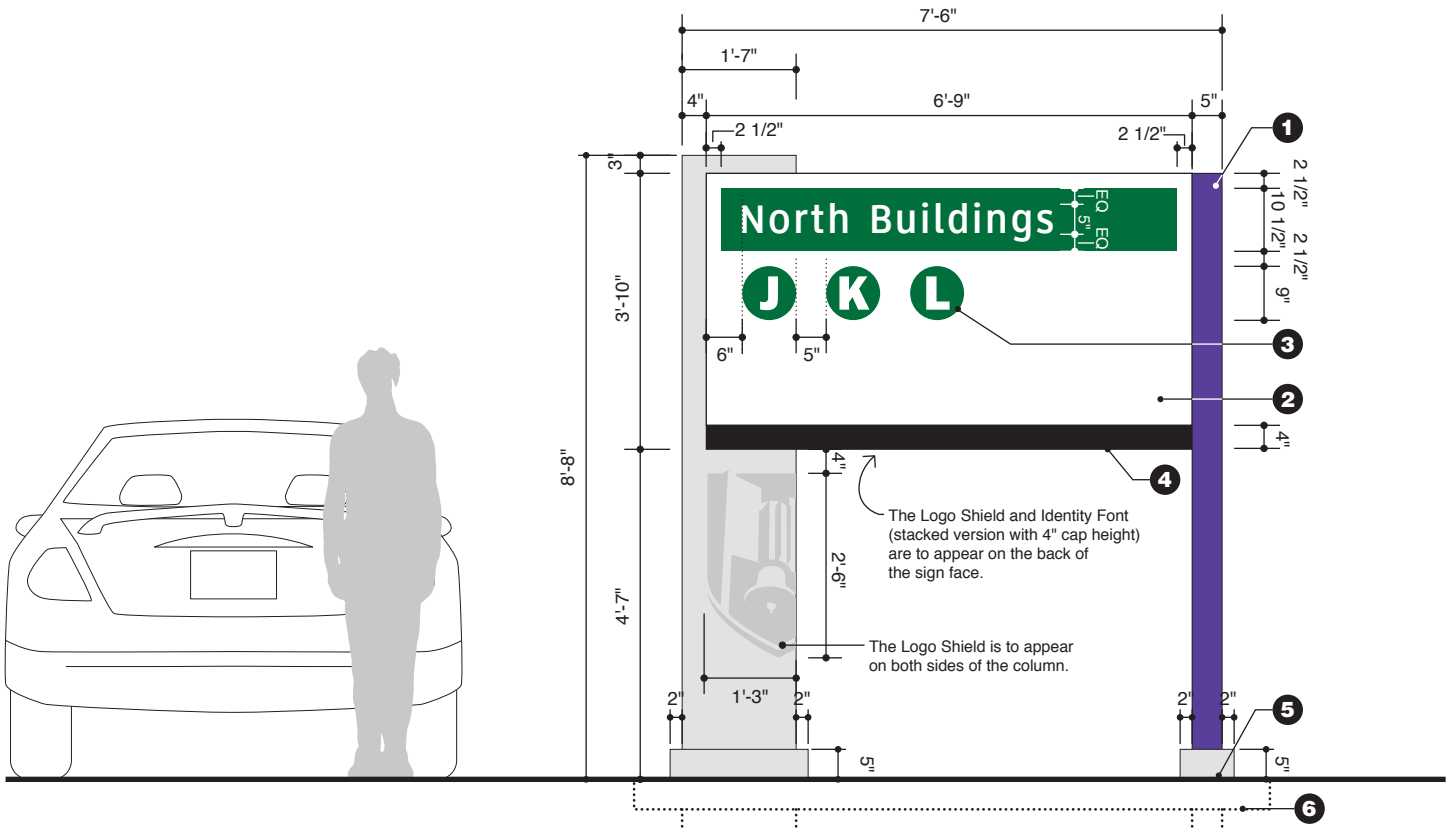
#### Font

Clearview Hwy 3-W



**Plan**

Scale: 3/8" = 1'-0"



**Elevation**

Scale: 3/8" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 5.1**

**Primary Vehicular Directional (Arboretum Drive and Ring Road)**

Sign shall provide directions to campus areas, buildings, and select major campus destinations at the intersection of Arboretum Drive and the Outer Ring Road. Sign allows for the display two groups of messages, each with a different arrow. Sign is non-illuminated.

each of the sign faces shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign faces. The backs of the sign faces shall be painted.

mechanical fasteners.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall be painted unless otherwise noted. Sign shall be professionally engineered.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face backgrounds.

**5 Breakaway Sign Base**

Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

**2 Sign Face**

Sign is single sided. Sign has two sign faces. The sign faces shall be fabricated from aluminum. The overall background on

**4 Aluminum Accent Band**

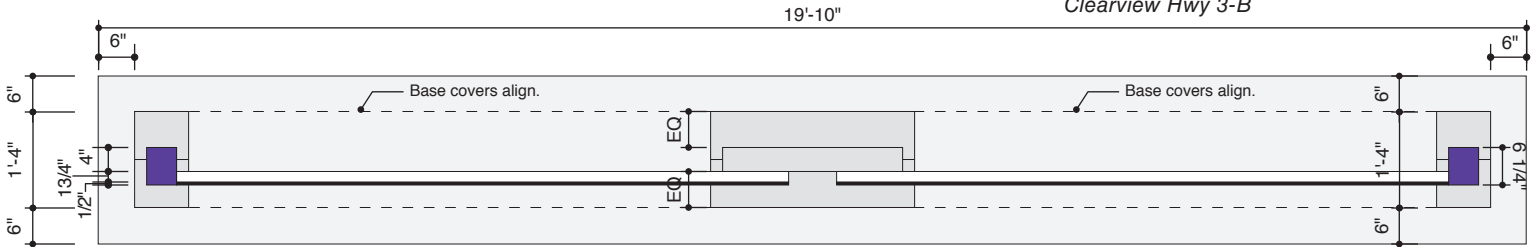
1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

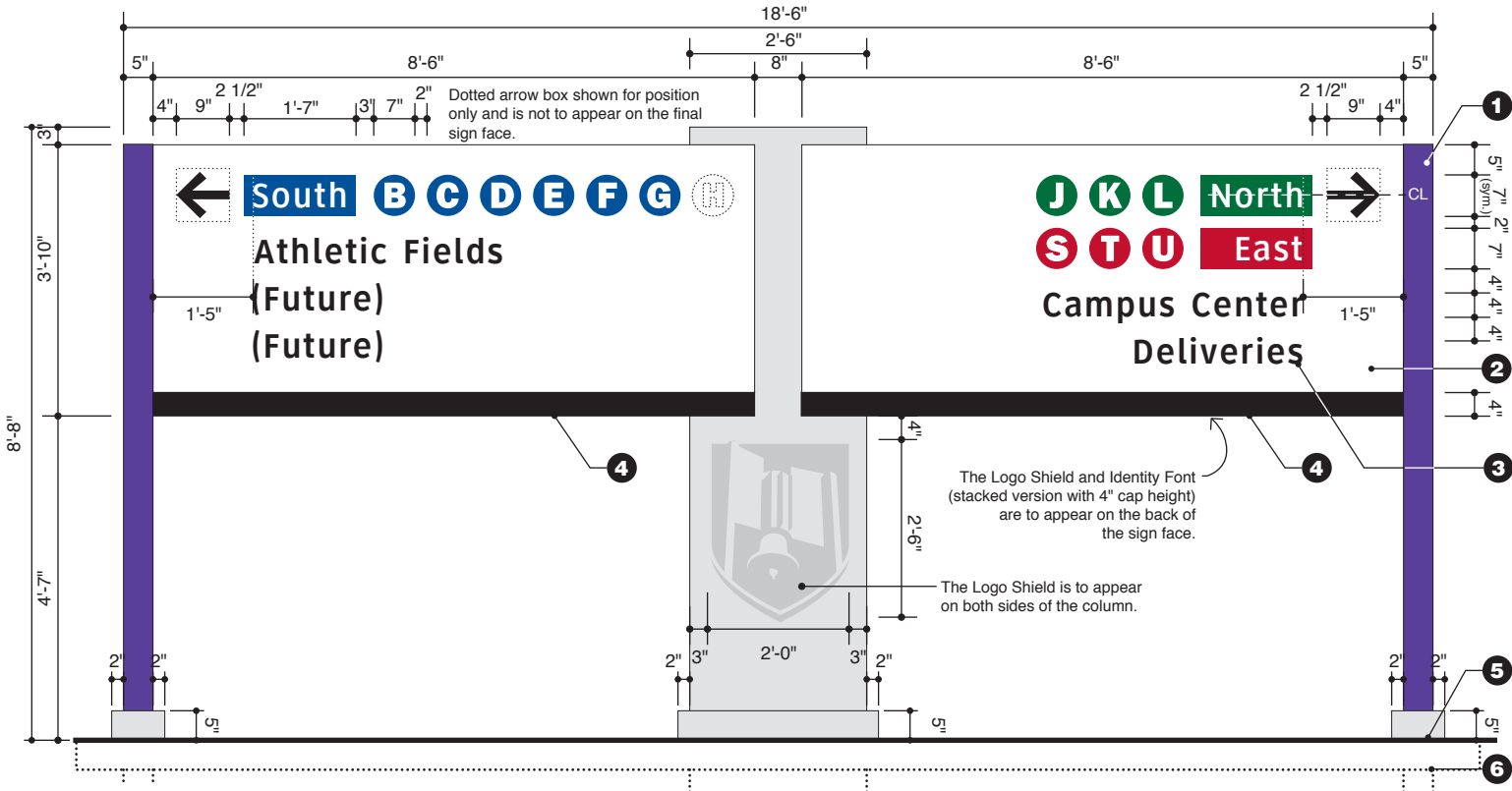
**Font**

Clearview Hwy 3-W  
Clearview Hwy 3-B



**Plan**

Scale: 3/8" = 1'-0"



**Elevation**

Scale: 3/8" = 1'-0"

## EXTERIOR Sign Type Ext 5.2

### Primary Vehicular Directional (Arboretum Drive)

Sign shall provide directions to campus areas, buildings, and select major campus destinations along Arboretum Drive. Sign allows for the display one group of messages and one arrow. Sign is non-illuminated.

be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face. The back of the sign face shall be painted.

**4 Aluminum Accent Band**  
1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

**5 Breakaway Sign Base**  
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

**6 Mounting**  
Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**Font**  
Clearview Hwy 3-W  
Clearview Hwy 3-B

**1 Sign Fabrication**

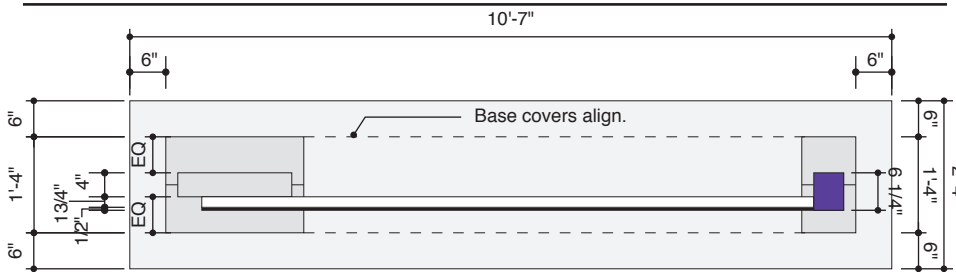
Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

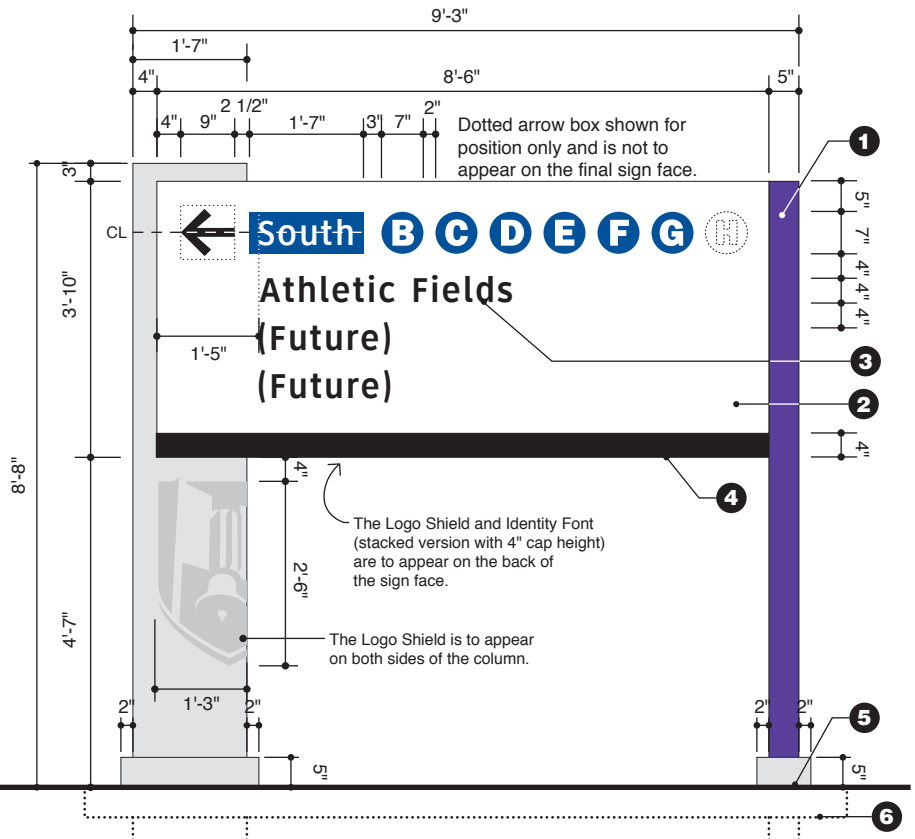
Sign is single sided. The sign face shall

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face backgrounds.



**Plan**  
Scale: 3/8" = 1'-0"



**Elevation**  
Scale: 3/8" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 5.3, 5.3.1**

**Primary Vehicular Directional (Outer Ring Road)**

Sign shall provide directions to campus areas, buildings, and select major campus destinations along the Outer Ring Road. Sign allows for the display two groups of messages, each with a different arrow. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign can be single or double sided. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces shall

be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign faces. The backs of the sign faces shall be painted.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

**4 Aluminum Accent Band**

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

**5 Breakaway Sign Base**

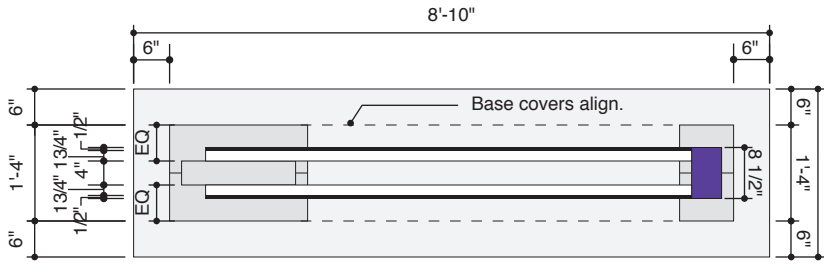
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**Font**

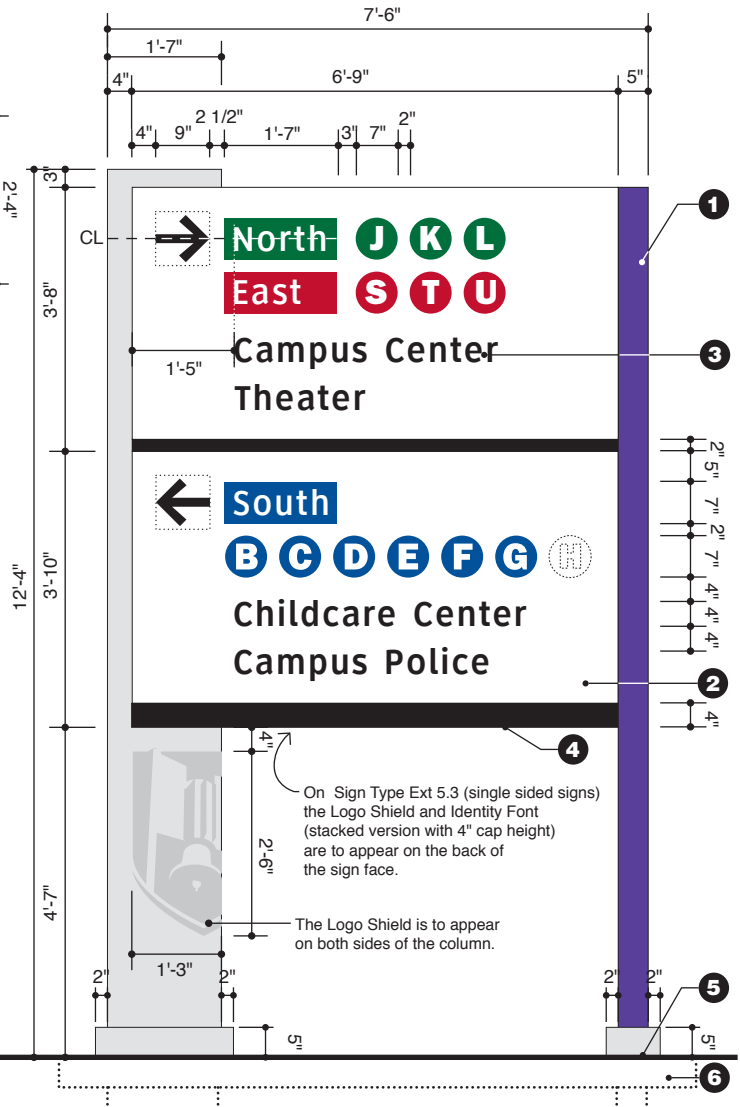
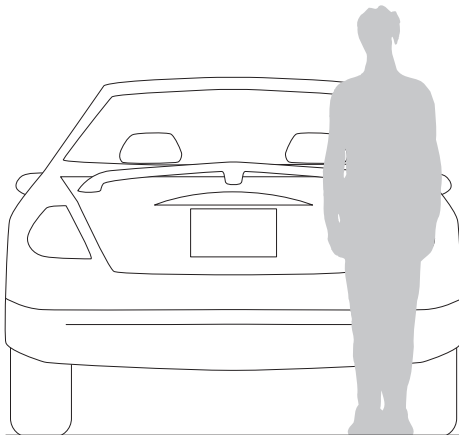
Clearview Hwy 3-W  
Clearview Hwy 3-B



**Plan (Ext 5.3.1 Shown)**

Scale: 3/8" = 1'-0"

Dotted arrow box shown for position only and is not to appear on the final sign face.



**Elevation**

Scale: 3/8" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 5.4, 5.4.1**

**Primary Vehicular Directional (Outer Ring Road)**

Sign shall provide directions to campus areas, buildings, and select major campus destinations along the Outer Ring Road. Sign allows for the display of one group of messages and one arrow. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign can be single or double sided. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign faces. The backs of the sign faces shall be painted.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the

overall sign face background.

**4 Aluminum Accent Band**

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

**5 Breakaway Sign Base**

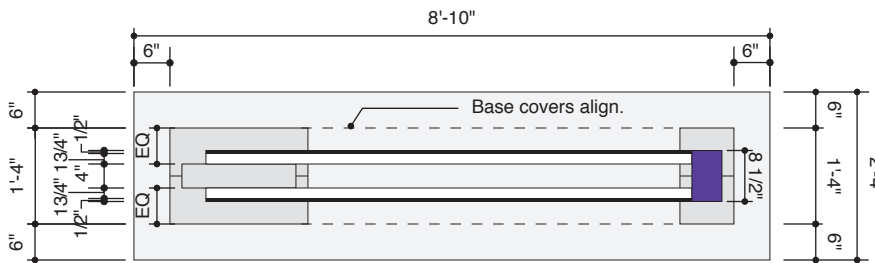
Sign shall have professionally engineered breakaway sign posts and bases. Breakaway base hardware shall be concealed by fabricated aluminum base covers with welded corners and painted finish.

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**Font**

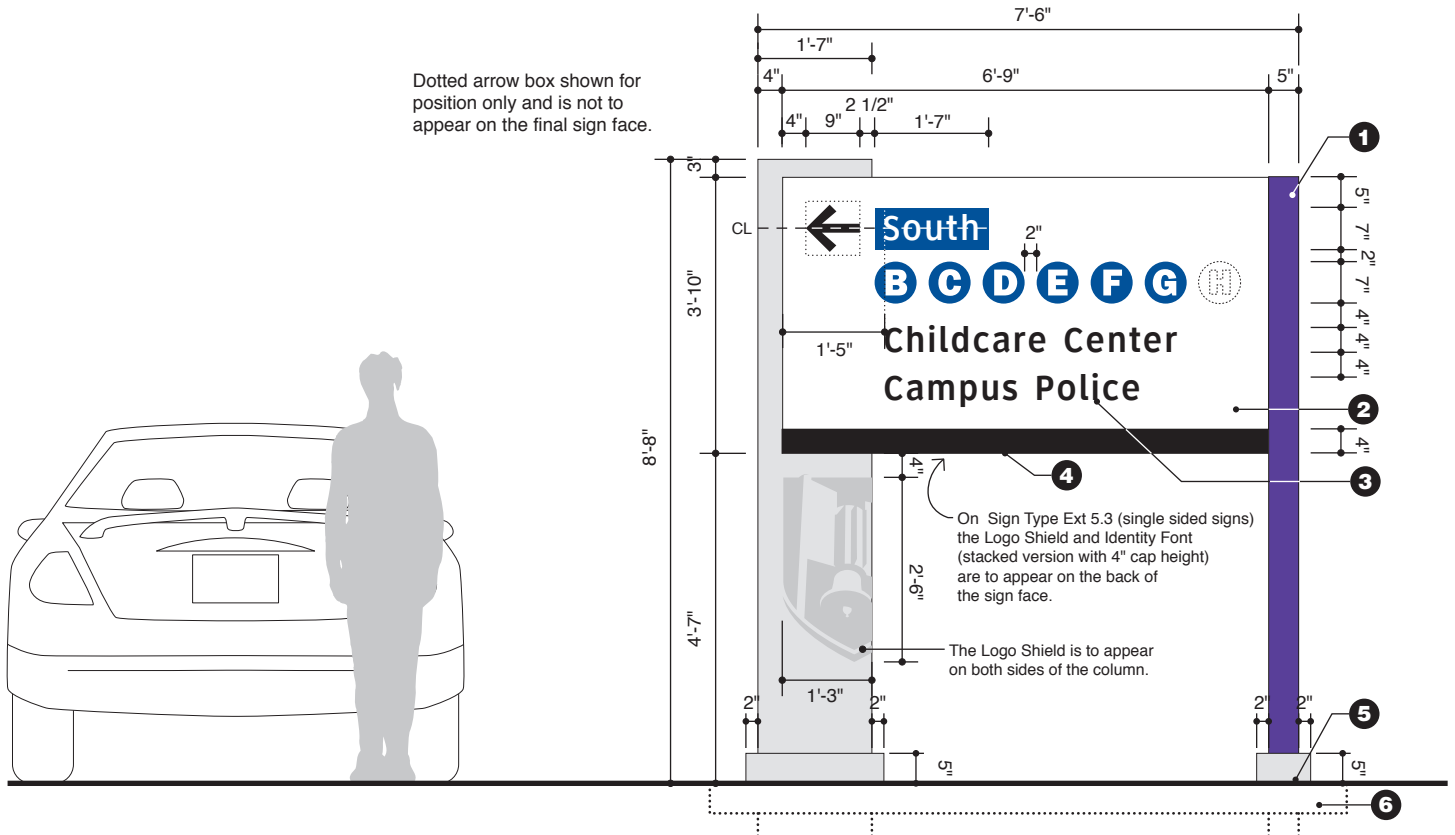
Clearview Hwy 3-W  
Clearview Hwy 3-B



**Plan (Ext 5.4.1 Shown)**

Scale: 3/8" = 1'-0"

Dotted arrow box shown for position only and is not to appear on the final sign face.



**Elevation**

Scale: 3/8" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 5.5, 5.5.1**

**Secondary Vehicular Directional (Inner Ring Road)**

Sign shall provide directions to campus areas, buildings, and select major campus destinations along the Inner Ring Road. Sign allows for the display one group of messages and one arrow. Sign shall be used in locations where pedestrians are present. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign can be single or double sided. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces shall

be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign faces. The backs of the sign faces shall be painted.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

**4 Aluminum Accent Band**

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

**5 Breakaway Sign Base**

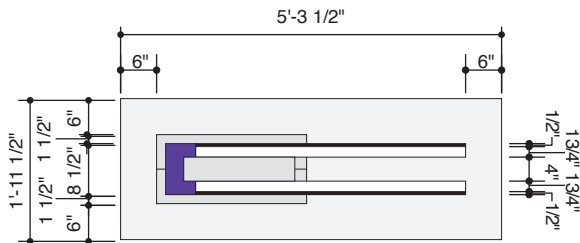
Sign shall have a professionally engineered breakaway sign post and base. Breakaway base hardware shall be concealed by a fabricated aluminum base cover with welded corners and painted finish.

**6 Mounting**

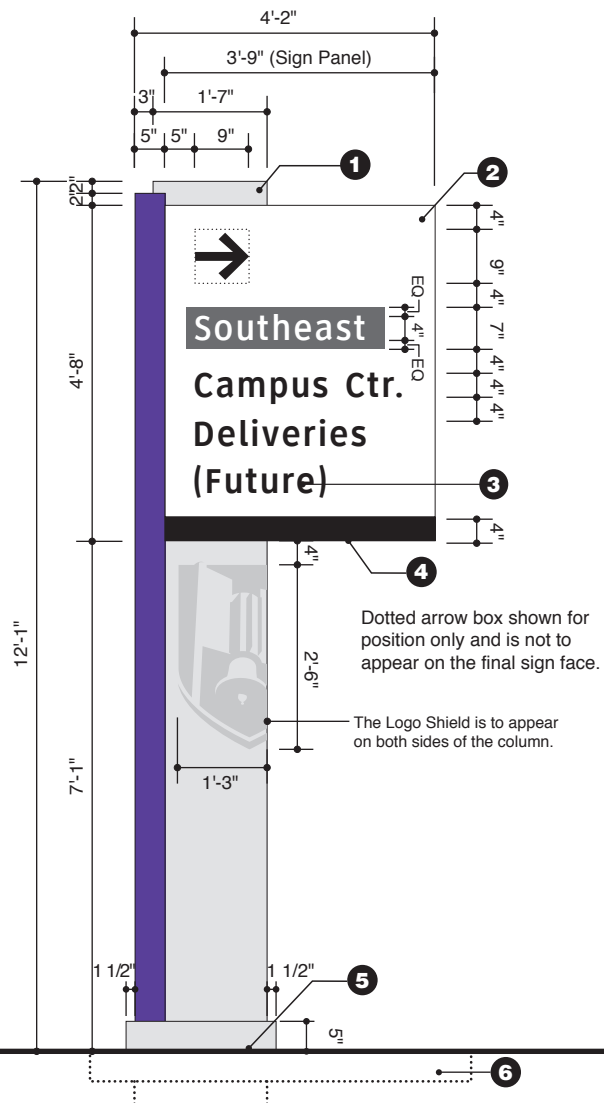
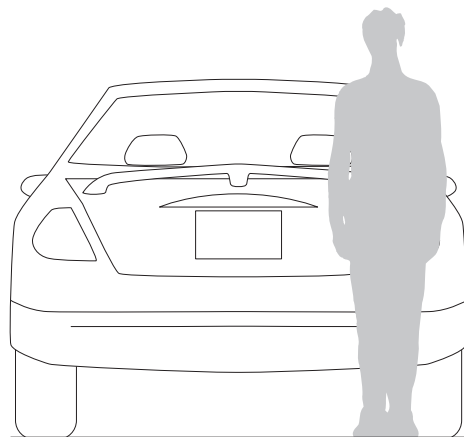
Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**Font**

Clearview Hwy 3-W, Clearview Hwy 3-B



**Plan (Ext 5.5.1 Shown)**  
Scale: 3/8" = 1'-0"



Dotted arrow box shown for position only and is not to appear on the final sign face.

The Logo Shield is to appear on both sides of the column.

**Elevation**

Scale: 3/8" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 5.6, 5.6.1**

**Secondary Vehicular Directional (Inner Ring Road)**

Sign shall provide directions to campus areas, buildings, and select major campus destinations along the Inner Ring Road. Sign allows for the display one group of messages and one arrow. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign faces. The backs of the sign faces shall be painted.

**5 Breakaway Sign Base**

Sign shall have a professionally engineered breakaway sign post and base. Breakaway base hardware shall be concealed by a fabricated aluminum base cover with welded corners and painted finish.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

**2 Sign Face**

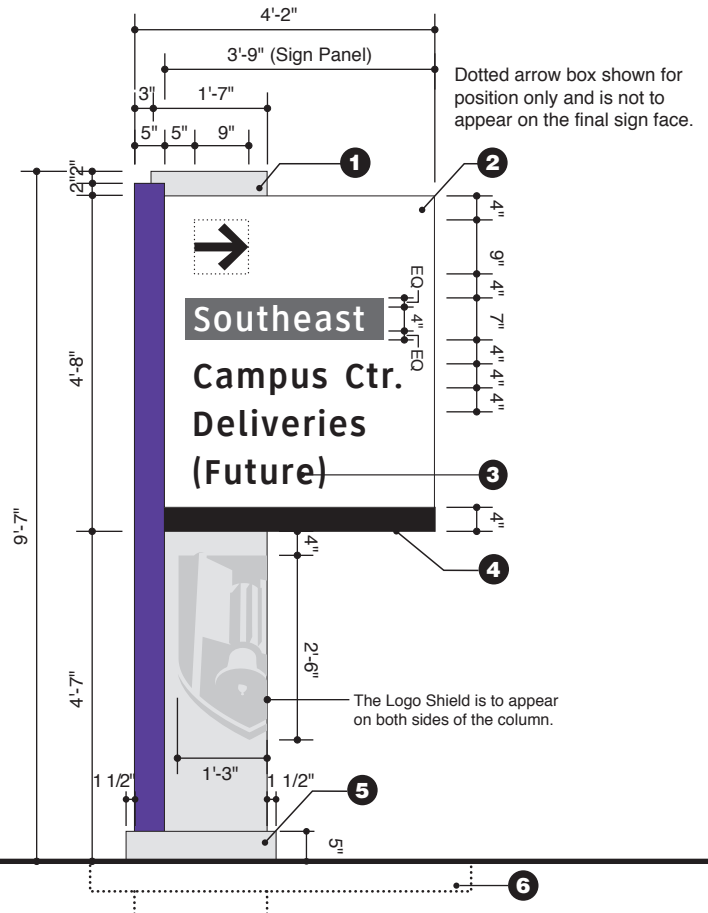
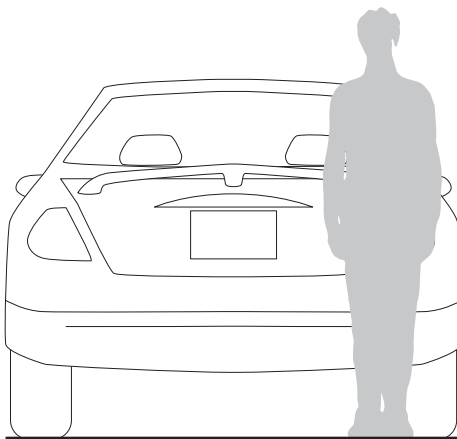
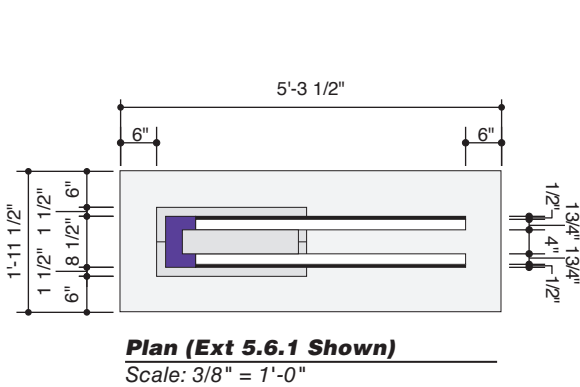
Sign can be single or double sided. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces shall

**4 Aluminum Accent Band**

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

**Font**

Clearview Hwy 3-W  
Clearview Hwy 3-B



**Elevation**

Scale: 3/8" = 1'-0"

## EXTERIOR Sign Type Ext 5.7

### Parking Lot Directional

Sign shall provide directions to parking areas. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

#### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

#### 2 Sign Face

Sign is typically double sided. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign

faces. The backs of the sign faces shall be painted.

#### 3 Message Graphics

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

#### 4 Aluminum Accent Band

1/2" thick aluminum plate accent band with painted finish. Band shall be fastened to the sign face with concealed mechanical fasteners.

#### 5 Breakaway Sign Base

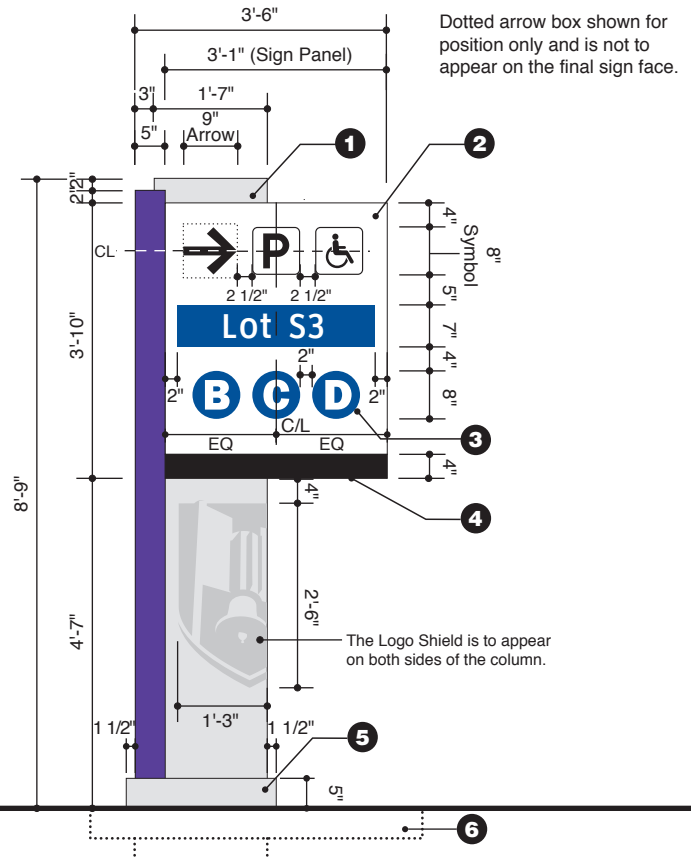
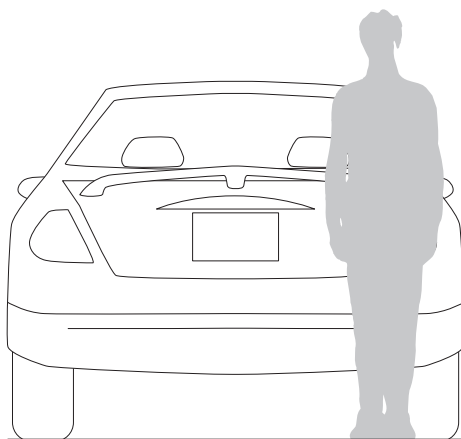
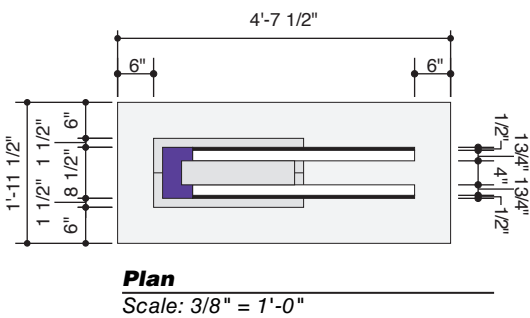
Sign shall have a professionally engineered breakaway sign post and base. Breakaway base hardware shall be concealed by a fabricated aluminum base cover with welded corners and painted finish.

#### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

#### Font

Clearview Hwy 3-W  
Clearview Hwy 3-B



#### Elevation

Scale: 3/8" = 1'-0"



**EXTERIOR**  
**Sign Type Ext 6.1.1, 6.1.2**

**Parking Lot Identification**

Sign shall provide identification of the parking areas. Sign to also provide direction to vehicles. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign has messages on two or four sides. The sign faces shall be fabricated from aluminum. The overall backgrounds on the sign faces with message graphics

shall be 3M High Intensity Prismatic Reflective Sheeting. The 4" vertical accent band shall be painted. The backs of the sign faces shall be painted. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

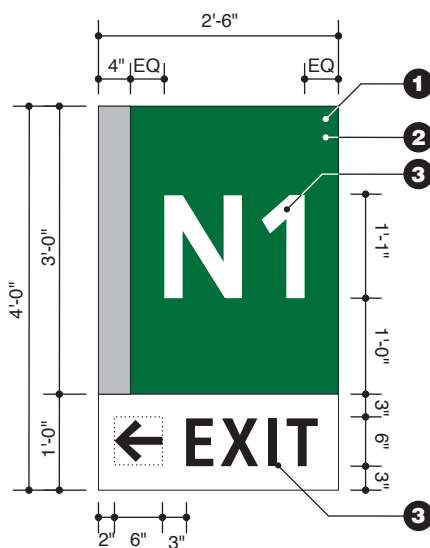
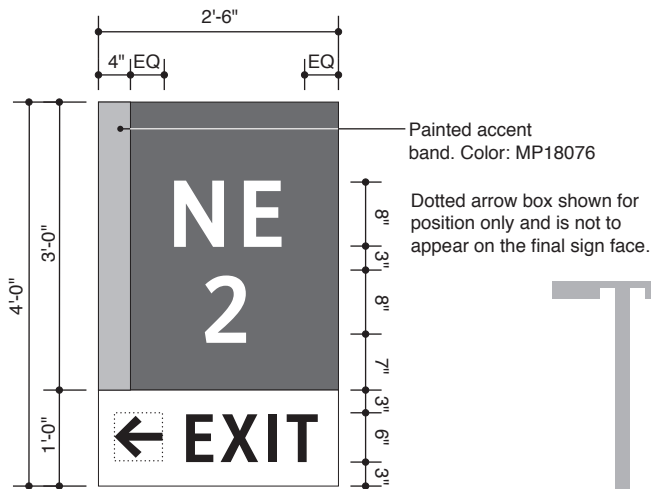
**4 Mounting**

Sign shall be properly, safely, and securely mounted to existing light poles. Coordinate the mounting frame with the existing light pole at each location. Provide professional structural engineering to verify light poles can safely, properly, and securely support the sign. The mounting frame to be neatly fabricated. The mounting frame shall have a painted finish.

**5 Existing Light Post**

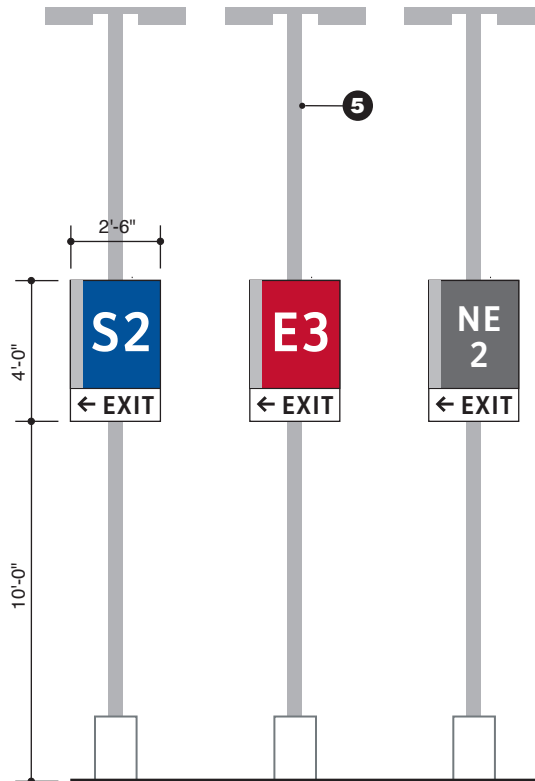
**Font**

Clearview Hwy 3-B and 3-W



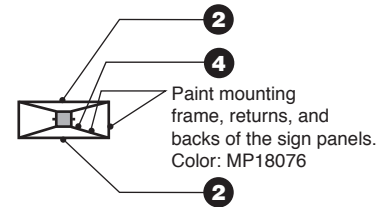
**Graphic Elevations**

Scale: 1/2" = 1'-0"



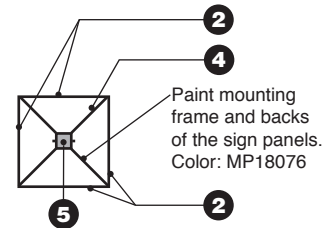
**Mounting Elevation**

Scale: 3/16" = 1'-0"



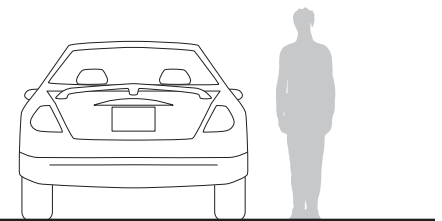
**Plan - 2-sided Sign Type 6.1.1**

Scale: 3/16" = 1'-0"



**Plan - 4-sided Sign Type 6.1.2**

Scale: 3/16" = 1'-0"



# EXTERIOR Sign Type Ext 8.1, 8.1.1

## Pedestrian Directional

Sign shall provide directional information to pedestrians at locations throughout the campus. Sign is non-illuminated.

### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

### 2 Sign Face

Sign can be single or double sided. The sign faces shall be 1/2" thick Rhino Panels or other vandal-resistant, exterior-grade embedded graphics panels accepted by the College. The panels to be mounted using concealed

vandal resistant exterior grade hardware. The hardware to allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

### 3 Message Graphics

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

### 4 Aluminum Accent Band

Aluminum accent band mounts in front of the sign face. Band shall be removable for maintenance. No hardware shall be visible on the face of the band.

### 5 Sign Base

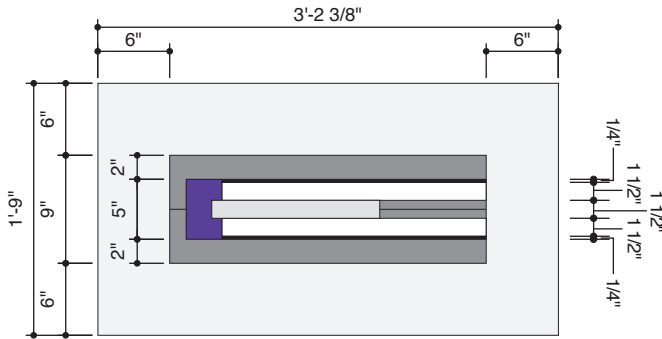
Sign shall include a brushed stainless steel base with welded corners. The base shall act as a cane detection barrier and shall also protect the base area of the sign. The base shall be thick enough to resist accidental impact from pedestrians and snow removal equipment.

### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

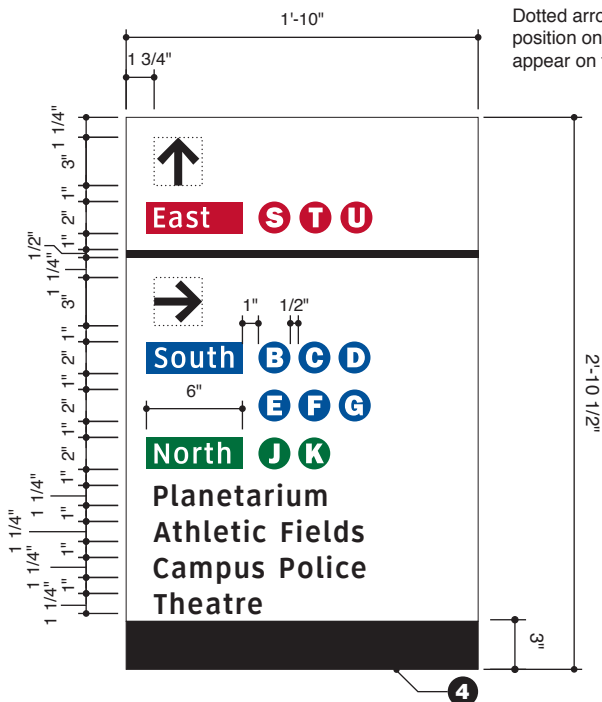
### Font

Clearview Hwy 3-B and 3-W



Plan (Ext 8.1.1 Shown)

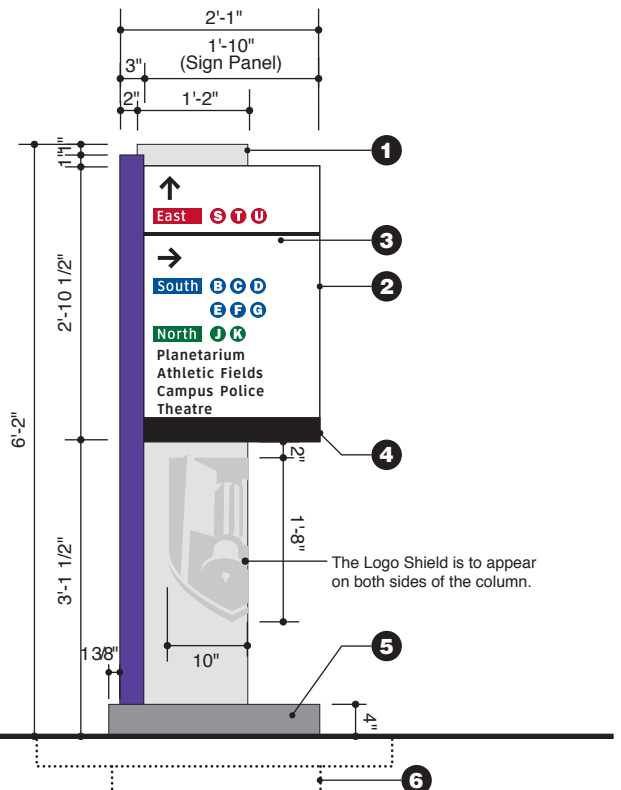
Scale: 3/4" = 1'-0"



Graphic Panel Elevation

Scale: 1" = 1'-0"

Dotted arrow box shown for position only and is not to appear on the final sign face.



Elevation

Scale: 1/2" = 1'-0"

# EXTERIOR Sign Type Ext 9.1, 9.1.1

## Pedestrian Directional and Map

Sign shall provide a campus map along with directional information to pedestrians at locations throughout the campus. Sign is non-illuminated.

### 1 Sign Fabrication

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

### 2 Sign Face

Sign can be single or double sided. The sign faces shall be 1/2" thick Rhino Panels or other vandal-resistant, exterior-grade embedded graphics panels accepted by the College. The panels to be mounted

using concealed vandal resistant exterior grade hardware. The campus maps shall be a separate 1/2" thick embedded graphics panel mounted to the directional information panel. The hardware to allow the panels to be removed individually for maintenance or updates. There shall be no hardware visible on the sign faces.

### 3 Message Graphics

Campus maps and directional message graphics shall be separate panels. The panels shall be full color and UV resistant. Campus maps and directional Message graphics shall be fully embedded in the graphic panels.

### 4 Aluminum Accent Band

Aluminum accent band mounts in front of the sign face. Band shall be removable for maintenance. No hardware shall be visible on the face of the band.

### 5 Sign Base

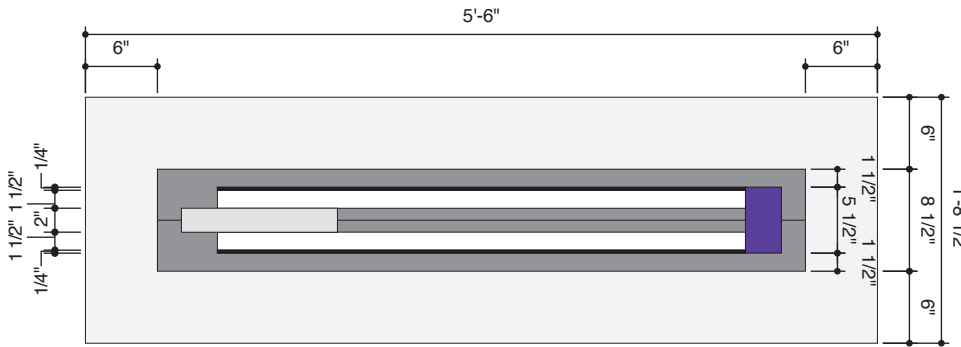
Sign shall include a brushed stainless steel base. The base shall act as a cane detection barrier. The base shall be thick enough to resist accidental impact from pedestrians and snow removal equipment.

### 6 Mounting

Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

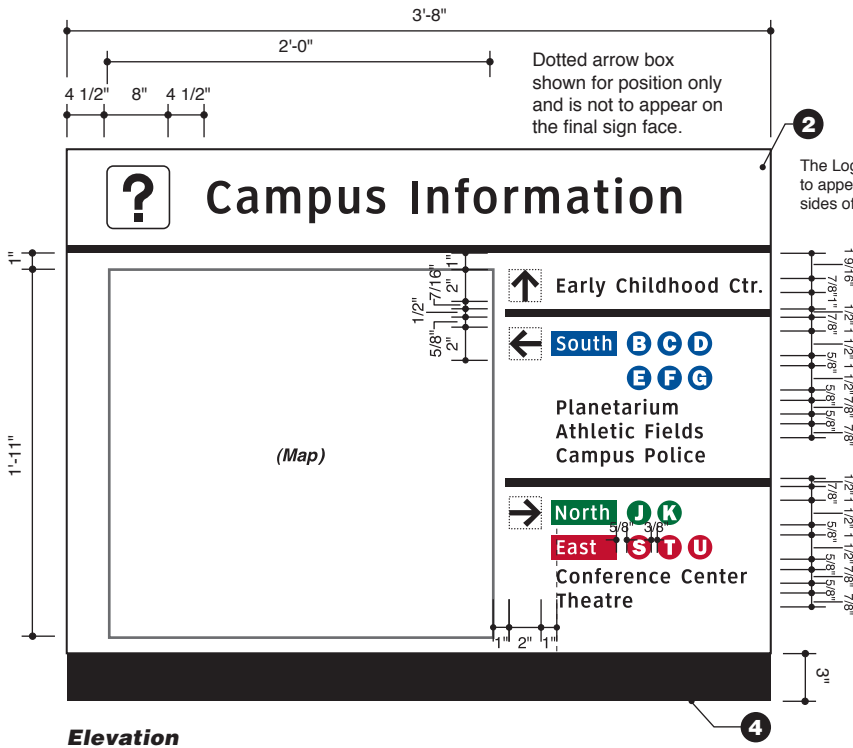
### Font

Clearview Hwy 3-B and 3-W



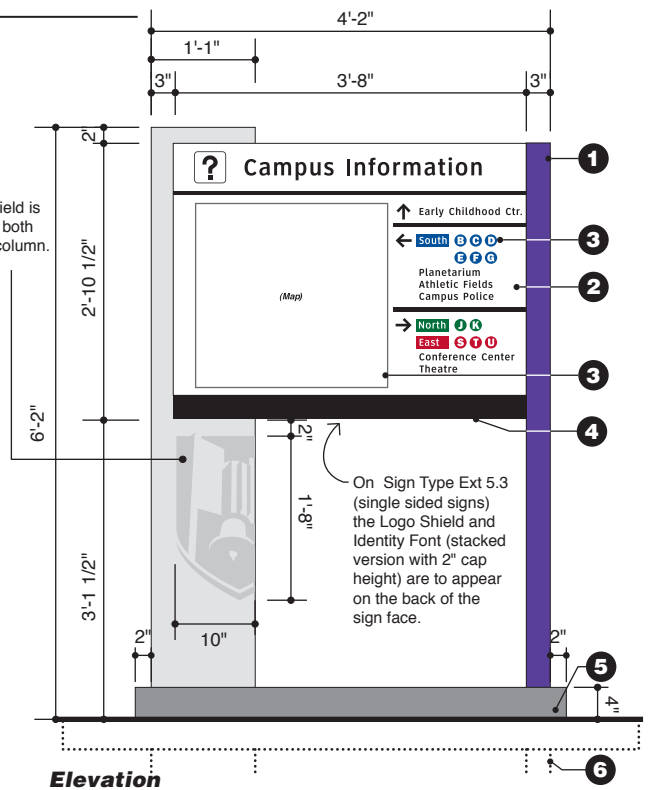
Plan (Ext 9.1.1 Shown)

Scale: 3/4" = 1'-0"



Elevation

Scale: 1" = 1'-0"



Elevation

Scale: 1/2" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 10.1, 10.1.1**

**Pedestrian Interpretive**

Sign shall provide interpretive information about the college to pedestrians at locations throughout the campus. Sign may also be used to identify and provide information about campus trails and other campus features. Sign shall be located so that they do not disrupt pedestrian pathways. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign can be single or double sided. The sign faces shall be 1/2" thick Rhino Panels or other vandal resistant embedded graphics panels accepted by the College. The panels shall be mounted using concealed vandal resistant exterior grade hardware. The hardware shall allow the panels to be removed for maintenance. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be

fully embedded in the graphic panel.

**4 Aluminum Accent Band**

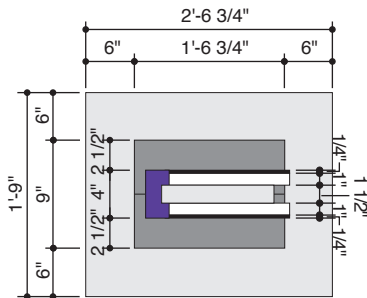
Aluminum accent band mounts in front of the sign face. Band shall be removable for maintenance. No hardware shall be visible on the face of the band.

**5 Sign Base**

Sign shall include a brushed stainless steel base with welded corners. The base shall act as a cane detection barrier. The base shall be thick enough to resist accidental impact from pedestrians and snow removal equipment.

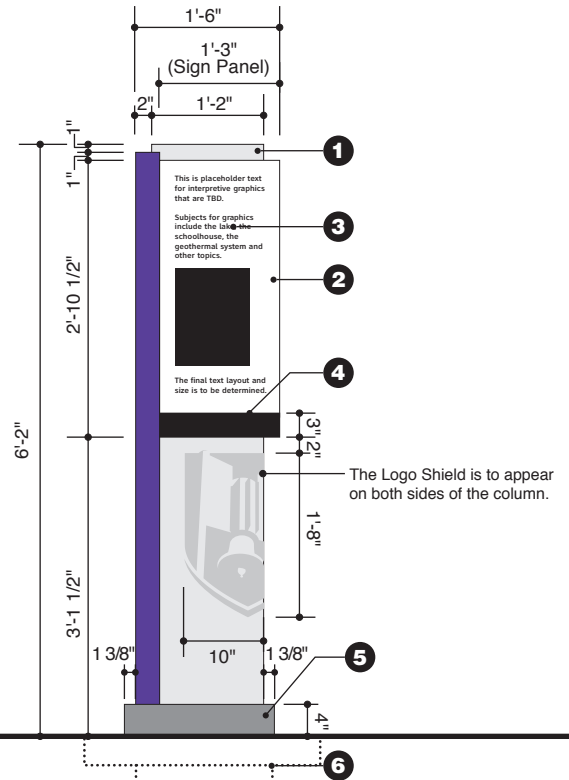
**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have a concrete foundation as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work for shall be professionally



**Plan (Ext 10.1.1 Shown)**

Scale: 3/4" = 1'-0"



**Elevation**

Scale: 1/2" = 1'-0"

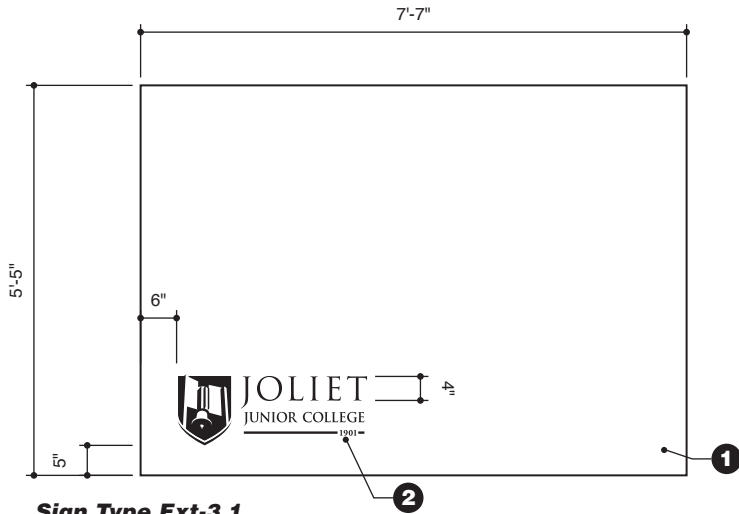
## EXTERIOR Logo Placement

### College Logo Placement on Back Side of Sign Panels

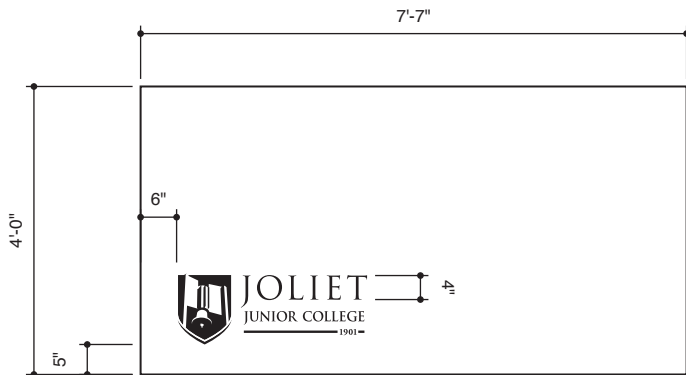
#### Notes

Per the drawings, the JJC Logo Shield and Identity Font are to appear on the backs of most of the single-sided signs. Guidelines for placing the Logo Shield and Identity Font are shown below. See the Sign Type Drawings and As-Built drawings for additional information.

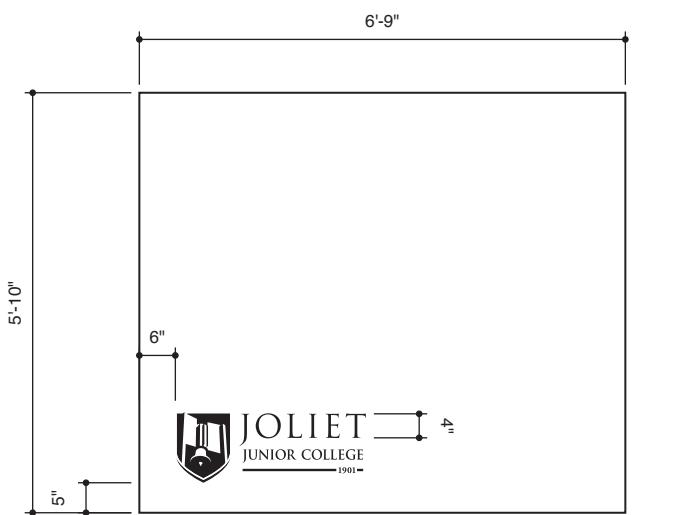
- 1 Back of Sign
- 2 Applied Logo Shield and Identity Font



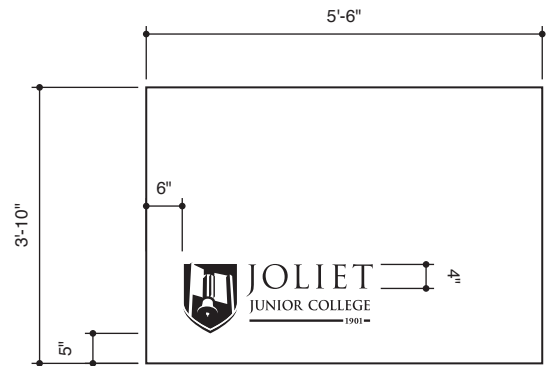
**Sign Type Ext-3.1**  
Scale: 3/8" = 1'-0"



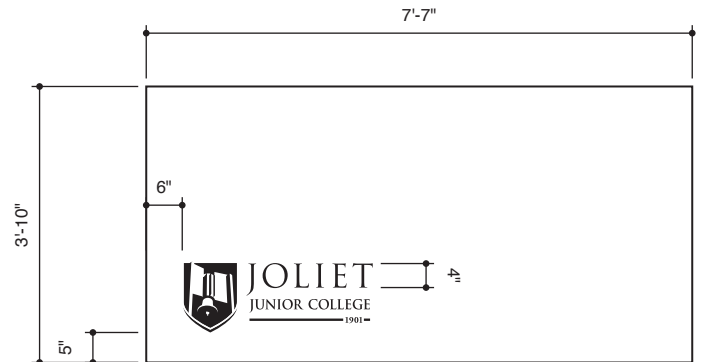
**Sign Type Ext-3.2**  
Scale: 3/8" = 1'-0"



**Sign Type Ext-4.1**  
Scale: 3/8" = 1'-0"



**Sign Types Ext-4.2, Ext-5.4**  
Scale: 3/8" = 1'-0"



**Sign Type Ext-5.1**  
Scale: 3/8" = 1'-0"

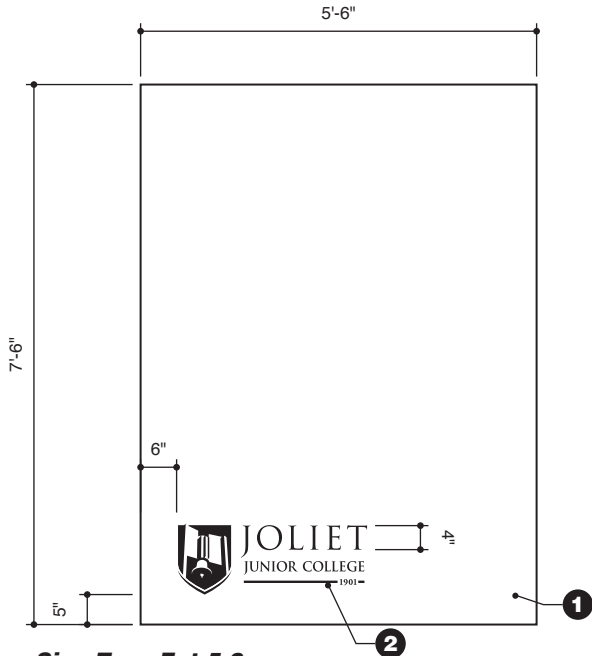
## EXTERIOR Logo Placement

### College Logo Placement on Back Side of Sign Panels

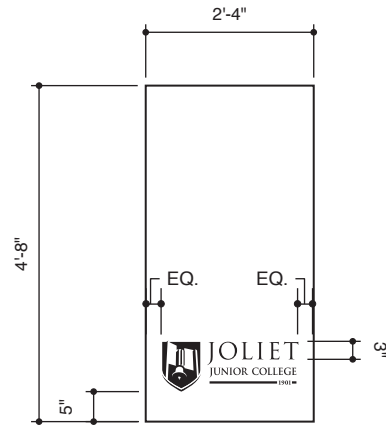
**Notes**

Per the drawings, the JJC Logo Shield and Identity Font are to appear on the backs of most of the single-sided signs. Guidelines for placing the Logo Shield and Identity Font are shown below. See the Sign Type Drawings and As-Built drawings for additional information.

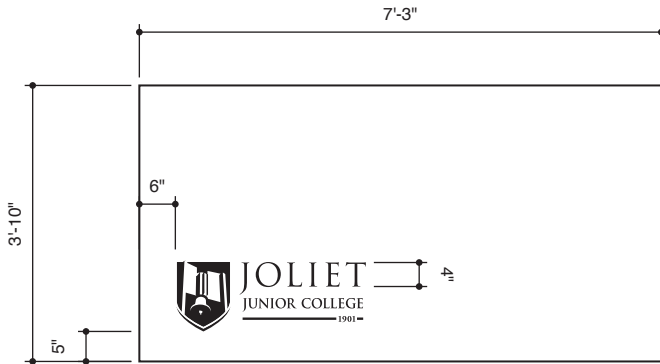
- ① Back of Sign
- ② Applied Logo Shield and Identity Font



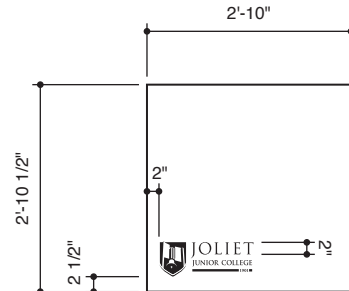
**Sign Type Ext-5.3**  
Scale: 3/8" = 1'-0"



**Sign Types Ext-5.5, Ext-5.6**  
Scale: 3/8" = 1'-0"



**Sign Type Ext-5.2**  
Scale: 3/8" = 1'-0"



**Sign Type Ext-9.1**  
Scale: 3/8" = 1'-0"

**EXTERIOR  
Sign Type Ext 11.1**

**Building Identification Symbol**

Sign shall display the building identification letter on the building façade. Sign shall provide long distance indication of the location of building entrances. Sign is internally illuminated. Sign may be used in conjunction with Sign Type Ext 11.2.

locations shall also be coordinated with the location of the electrical power supply. There should be no visible conduit on the building façade.

**1 Building Façade**

Review the existing conditions at each installation location. Identify locations on the building façade where sign can be placed. Sign should be placed in locations that provide good long distance visibility and, wherever possible, sign should be placed close to the building entrance. Sign

**2 Sign Fabrication**

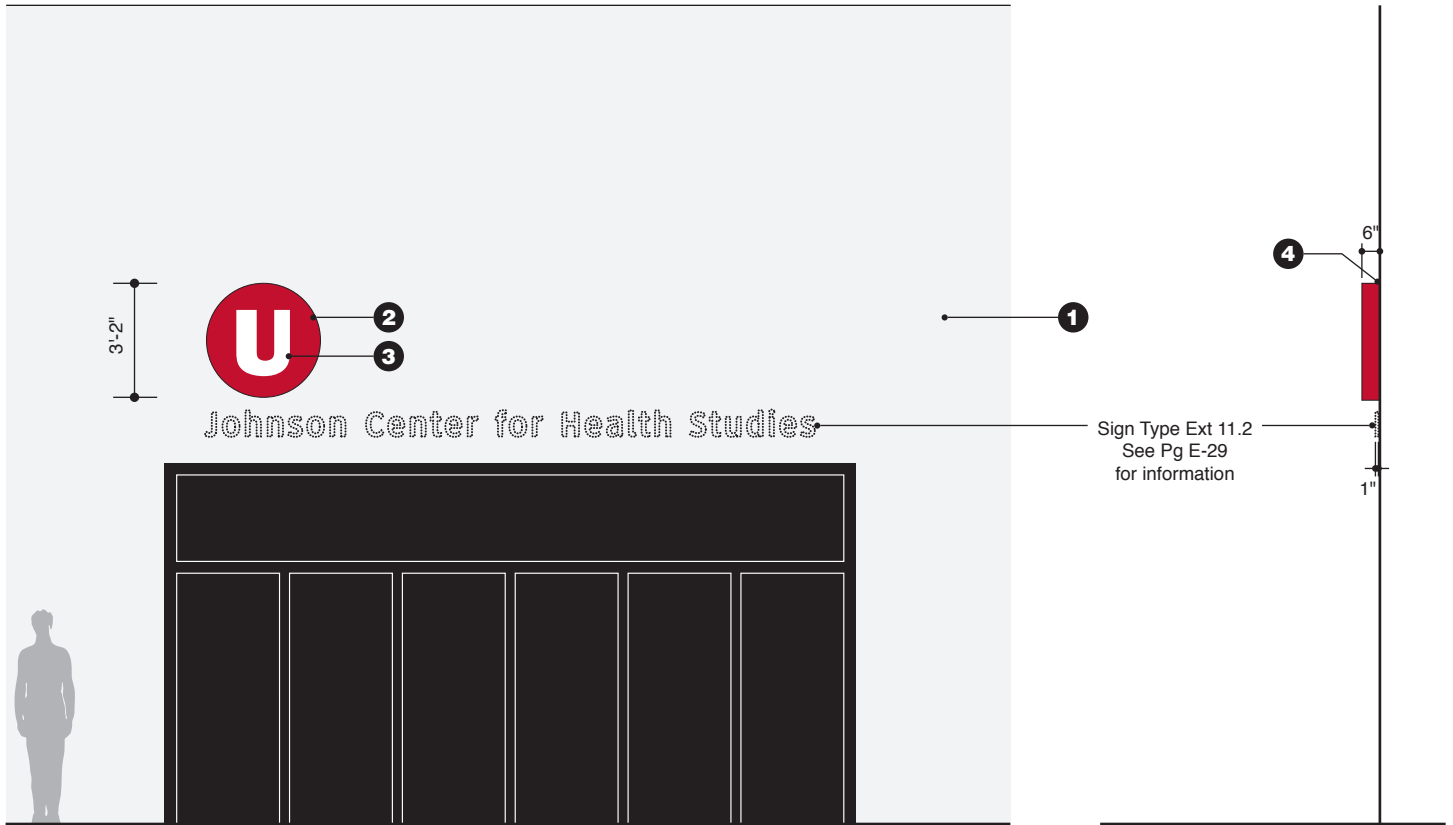
The sign cabinet shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. Sign shall have concealed internal illumination provided by LED sign lighting components. Sign shall be professionally engineered and UL approved. There shall be no visible conduit.

**3 Sign Face and Graphics**

Sign is single sided. The sign face shall be fabricated from translucent acrylic with translucent graphic films. The building identification letter and overall sign face background shall be translucent. The graphics shall be adequately and evenly lit. There shall be no hardware visible on the sign face.

**4 Mounting**

Sign shall be properly, safely, and securely mounted flush to the building face. Verify the building conditions and materials at each installation location. The mounting shall be professionally engineered.



**Front Elevation**  
Scale: 3/16" = 1'-0"

**Side View**  
Scale: 3/16" = 1'-0"

**Building Identification Letters**

Sign shall display the building name on the building façade. Sign should be used in conjunction with Sign Type Ext 11.1. Sign Type Ext 11.2 is non-illuminated.

11.2 locations shall also be coordinated with the location of Sign Type 11.1.

shall be professionally engineered.

**Font**  
Clearview Hwy 3-B

**1 Building Façade**

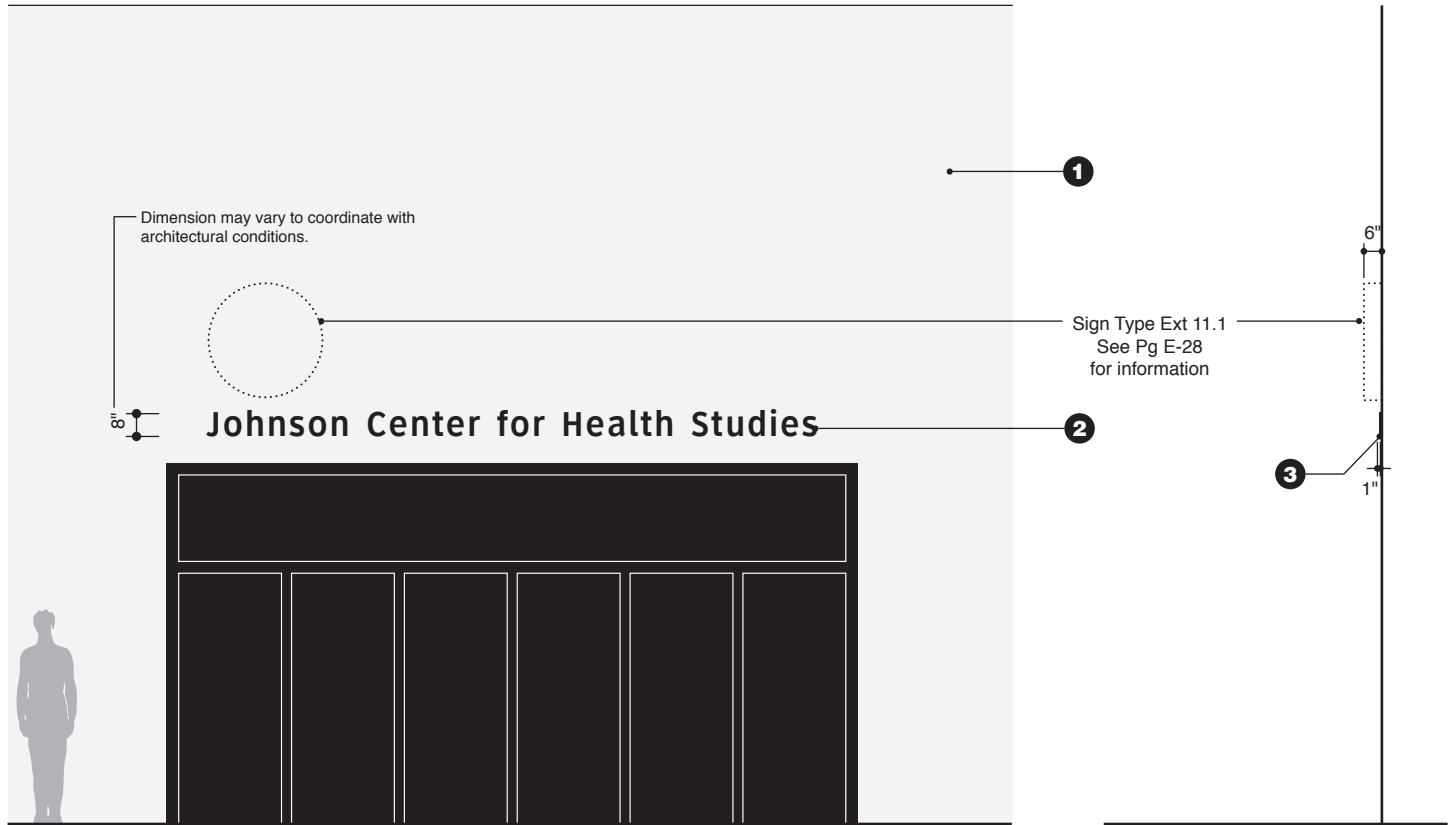
Review the existing conditions at each installation location. Identify locations on the building façade where sign can be placed. Sign should be placed in locations that provide good long distance visibility and, wherever possible, the sign should be placed close to the building entrance. Sign Type

**2 Sign Fabrication**

Sign shall be individual letters fabricated from aluminum. The letters shall have a painted finish.

**3 Mounting**

Sign letters shall be properly, safely, and securely pin mounted flush to the building face. There shall be no hardware visible on the faces of the letters. Verify the building conditions and materials at each installation location. The mounting



**Front Elevation**  
Scale: 3/16" = 1'-0"

**Side View**  
Scale: 3/16" = 1'-0"



**Building Identification**

Shown are mock-ups of revised building identification incorporating the new sign types Ext 11.1 and Ext 11.2.



**Existing**



**Possible revised configuration**

**EXTERIOR**  
**Sign Type Ext 11.3**

**Building Freestanding Identification**

Sign shall provide building identification at locations where Sign Types Ext 11.1 and Ext 11.2 are not appropriate or otherwise can not be properly installed. Sign shall have internally illuminated graphics.

**1 Sign Location**

Review the existing conditions at each installation location. Identify locations near the building entrance where the sign can be placed without disrupting the overall pedestrian pathways. Sign should be placed in locations that provide good long distance visibility and, wherever possible, the sign should be placed close to the building entrance. Sign locations shall also be coordinated with the location of the electrical power supply. There should be no visible conduit leading to the sign.

**2 Sign Fabrication**

Sign may be single or double sided. The overall sign cabinet shall be fabricated from aluminum or from aluminum over steel structure. Exterior surfaces of the sign shall have a painted finish unless otherwise noted. The sign cabinet and the

logo or building identification letter at the top of the sign shall have concealed internal illumination provided by LED sign lighting components. The sign shall be professionally engineered and UL approved. There shall be no visible conduit.

**3 Illuminated Building Identification or Logo Graphics**

The sign face for the logo shield or building identification letter at the top of the sign shall be fabricated from translucent acrylic with translucent graphic films. The returns shall be painted aluminum. The graphics shall be adequately and evenly lit. There shall be no hardware visible on the sign face.

**4 Illuminated Sign Face Graphics**

The building name or directional text and graphics shall be internally illuminated push through letters and graphics. Letters and graphics shall be day/night acrylic. There shall be no hardware visible on the sign face.

**5 Stainless Steel Base Cover**

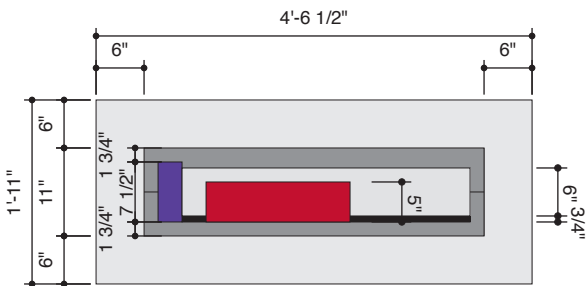
Sign shall include a brushed stainless steel base cover at the base of the sign. The base cover shall have welded corners and shall protect the base area of the sign. The base cover shall be thick enough to resist accidental impact from pedestrians and snow removal equipment.

**6 Mounting**

Sign shall be properly, safely, and securely ground mounted. Sign shall have concrete foundations as required and a concrete mow pad. The mow pad shall be flush with the surrounding ground. All concrete work shall be professionally engineered.

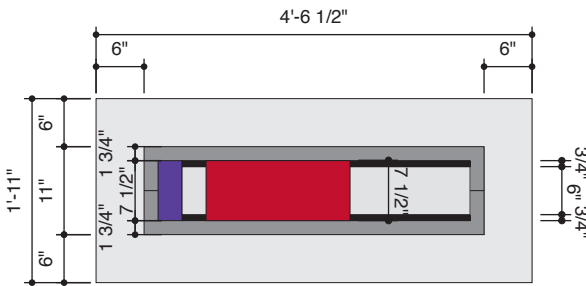
**Font**

Clearview Text Medium



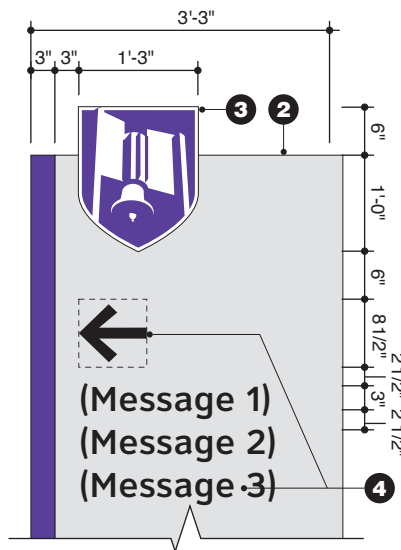
**Plan - Single Sided Sign**

Scale: 1/2" = 1'-0"



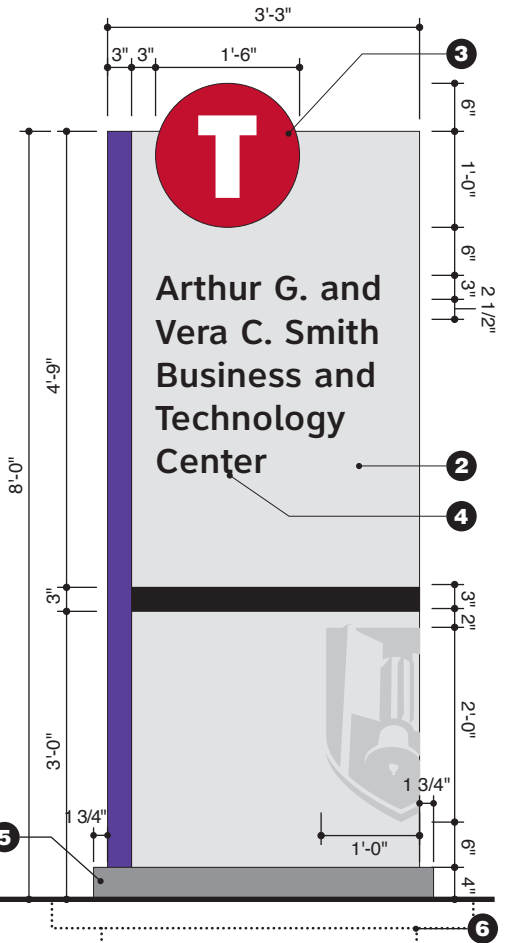
**Plan - Double Sided Sign**

Scale: 1/2" = 1'-0"



*Alternate Layout with College Logo & Directional Information*

Dotted arrow box shown for position only and is not to appear on the final sign face.



**Elevation**

Scale: 1/2" = 1'-0"

**EXTERIOR**  
**Sign Type Ext 12.1**

**Truck Dock Identification**

Sign shall provide directions to the docks and similar locations. Sign shall be used in locations where pedestrians are not present. Sign is non-illuminated.

**1 Sign Fabrication**

Sign shall be fabricated from aluminum. Sign shall be professionally engineered.

**2 Sign Face**

Sign is single sided. The sign face shall be fabricated from aluminum. The overall background on the sign face shall be 3M High Intensity Prismatic Reflective Sheeting. There shall be no hardware visible on the sign face.

**3 Message Graphics**

Black message text and graphics shall be opaque and all other message text and graphics shall be reflective. All message text and graphics shall be produced using materials compatible with the High Intensity Prismatic Sheeting used for the overall sign face background.

**4 Mounting**

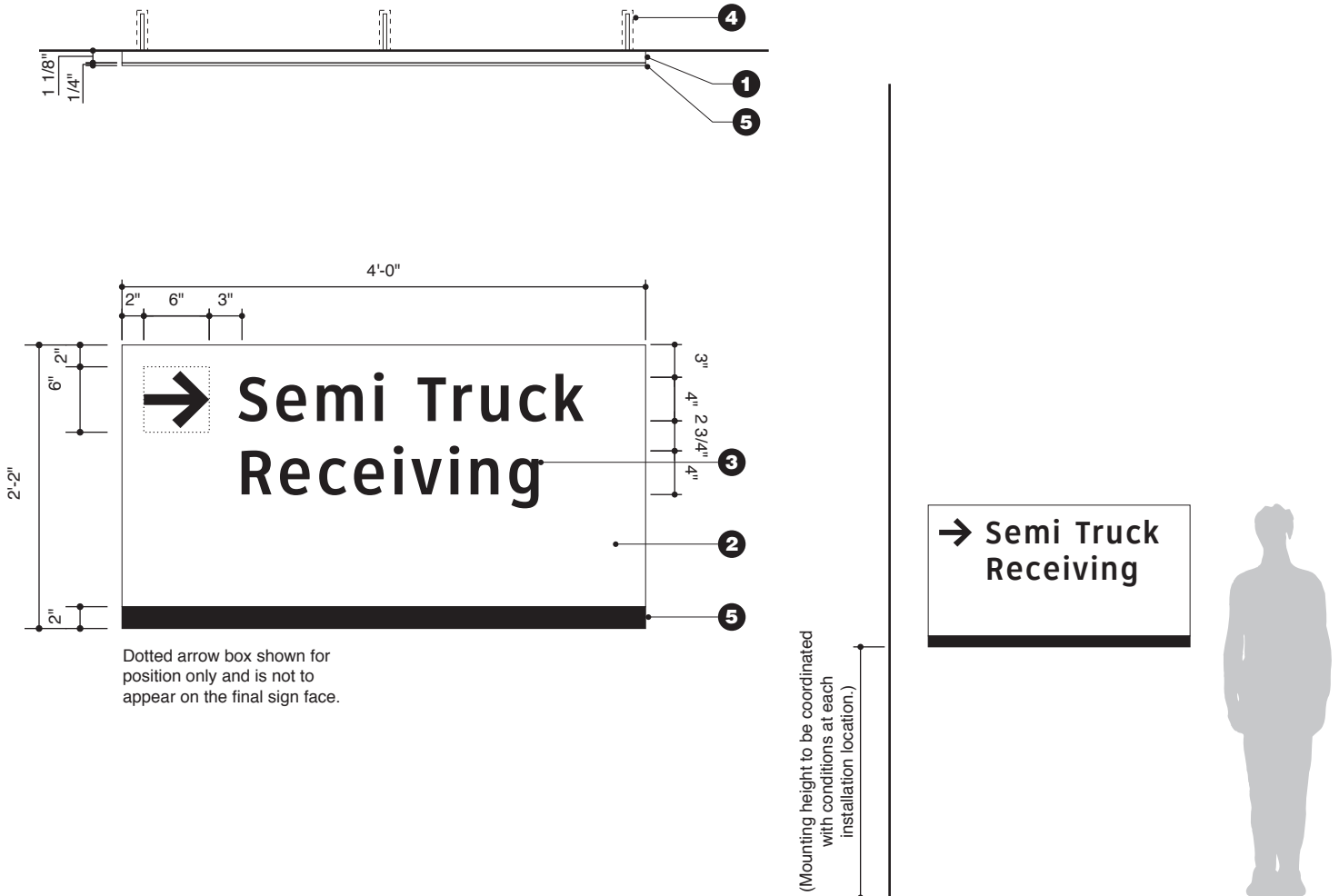
Sign shall be properly, safely, and securely wall mounted. Verify the conditions and materials at each installation location.

**5 Aluminum Bar**

2" x 1/4" aluminum bar, painted finish.

**Font**

Clearview Hwy 3-B



**Graphic Elevation**

Scale: 3/4" = 1'-0"

**Elevation**

Scale: 3/8" = 1'-0"

**Interior Introduction**

*The following section includes the interior wayfinding sign types developed for Joliet Junior College.*

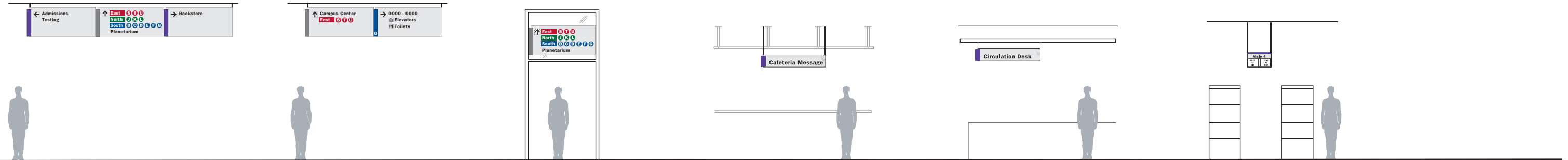
*Interior signs shall identify campus buildings, departments, offices, rooms and facilities, and provide information and directions to pedestrians. The interior wayfinding sign program also includes sign types for the display of map graphics and directories, as well as temporary information and notices.*

*Interior wayfinding signs shall be fabricated using durable, vandal resistant materials.*

*This document has been provided for use as a guideline only.*

*This document shows design intent only. See the As-built Documentation for as-built dimensions, fabrication, and details.*

**Sign Type Overview**



**Sign Type Int 1.1**  
Ceiling Mount, Directional, Three Panel

**Sign Type Int 1.2**  
Ceiling Mount, Directional, Two Panel

**Sign Type Int 1.2.1**  
Transom Mount, Directional

**Sign Type Int 1.3**  
Ceiling Mount, Identification (Cafeteria)

**Sign Type Int 1.3**  
Ceiling Mount, Identification (Library)

**Sign Type Int 1.4**  
Ceiling Mount, Bookstore Aisle Identification



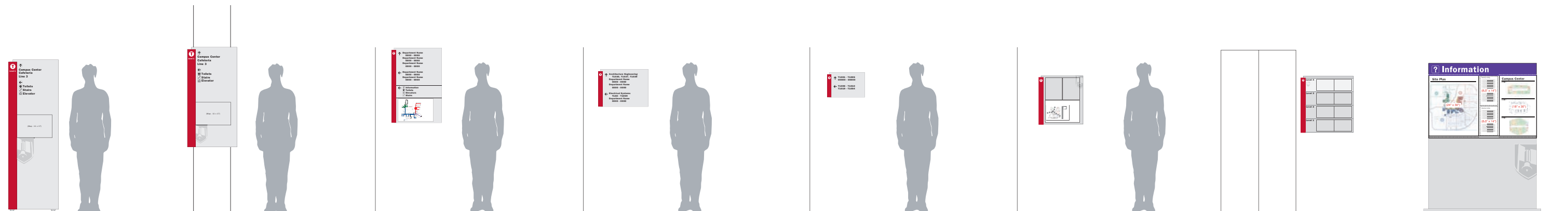
**Sign Type Int 2.1**  
Blade Mount,  
Department Identification

**Sign Type Int 2.2**  
Blade Mount,  
Facility Identification

**Sign Type Int 2.3**  
Blade Mount,  
Emergency Identification

**Sign Type Int 2.4**  
Symbols, Identification (Information Desk)

**Sign Type Int 2.5**  
Symbols, Identification  
(Trash/Recycling/Tray Return in Cafeteria)



**Sign Type Int 3.1**  
Ground Mount, Directional

**Sign Type Int 3.2**  
Column Mount, Directional

**Sign Type Int 3.3**  
Wall Mount, Primary Directional

**Sign Type Int 3.4**  
Wall Mount, Secondary Directional

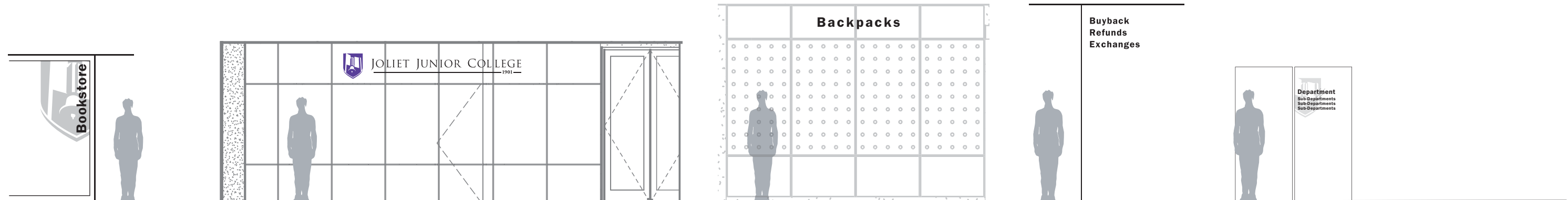
**Sign Type Int 3.5**  
Wall Mount, Tertiary Directional

**Sign Type Int 4.1**  
Wall Mount, Entrance Directory

**Sign Type Int 4.2**  
Wall Mount, Elevator Directory

**Sign Type Int 4.3**  
Ground Mount, Large Directory

**Sign Type Overview**



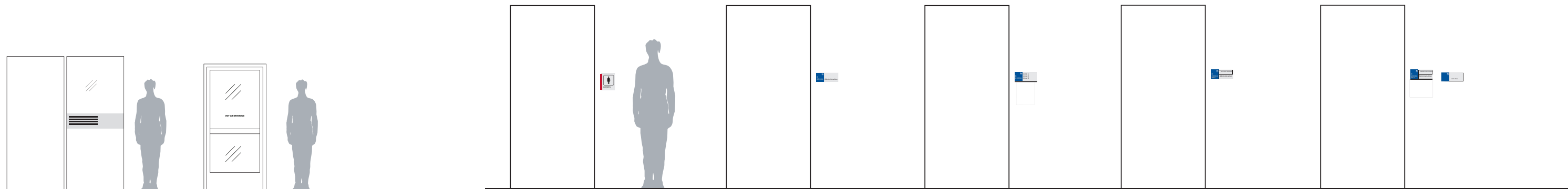
**Sign Type Int 5.1.1a, 5.1.1b**  
Wall Mount, Bookstore /  
Information Desk Identification

**Sign Type Int 5.1.2**  
Wall Mount, Board Room Identification

**Sign Type Int 5.1.3**  
Wall Mount, Identification Letters  
6" (Bookstore)

**Sign Type Int 5.1.4**  
Wall Mount, Identification Letters  
4" (Bookstore)

**Sign Type Int 5.2**  
Wall Mount, Department Identification



**Sign Type Int 5.3, Int 5.3.1**  
Wall Mount, Hours Information

**Sign Type Int 5.4**  
Vinyl Door Label

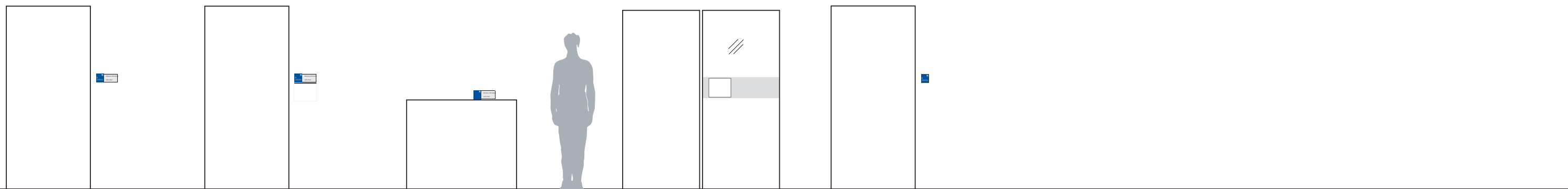
**Sign Type Int 6.1**  
Wall Mount, Toilet Identification

**Sign Type Int 6.2**  
Wall Mount, Room Identification

**Sign Type Int 6.2.1**  
Wall Mount, Room Identification  
with Notebar

**Sign Type Int 6.3**  
Wall Mount, Room Identification  
with Name (Slide-In)

**Sign Type Int 6.3.1**  
Wall Mount, Room Identification  
with Name (Slide-In) and Notebar



**Sign Type Int 6.4**  
Wall Mount, Room Identification  
with Slide-In

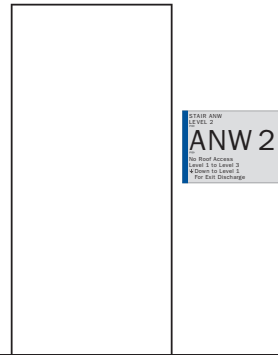
**Sign Type Int 6.4.1**  
Wall Mount, Room Identification  
with Slide-In and Notebar

**Sign Type Int 6.4.2**  
Desktop Identification with Slide-In

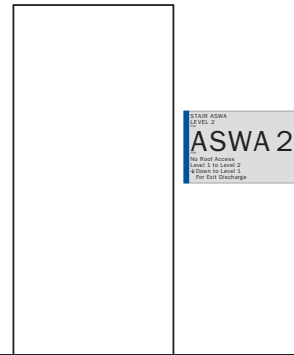
**Sign Type Int 6.4.3**  
Wall Mount, Paper Insert Sign

**Sign Type Int 6.5**  
Wall Mount, Room Identification,  
Room Number Only

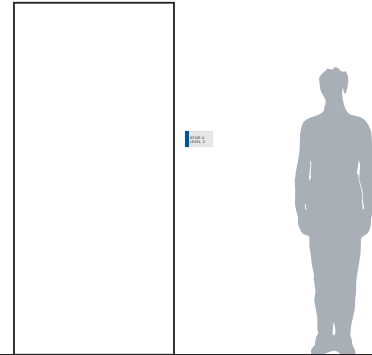
**Sign Type Overview**



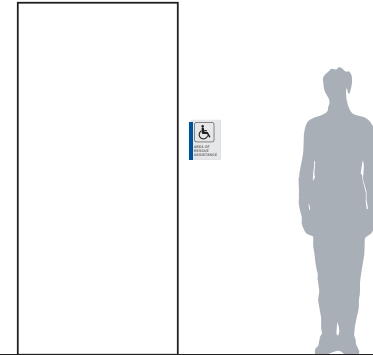
**Sign Type Int 7.1.1**  
Stairwell, Interior Identification  
(4 Characters)



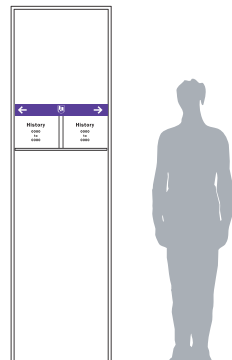
**Sign Type Int 7.1.2**  
Stairwell, Interior Identification  
(6 Characters)



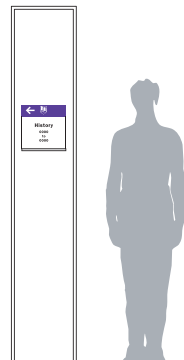
**Sign Type Int 7.2**  
Stairwell, Corridor Identification



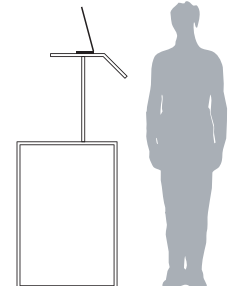
**Sign Type Int 7.3**  
Stairwell, Area of Rescue  
Assistance Identification



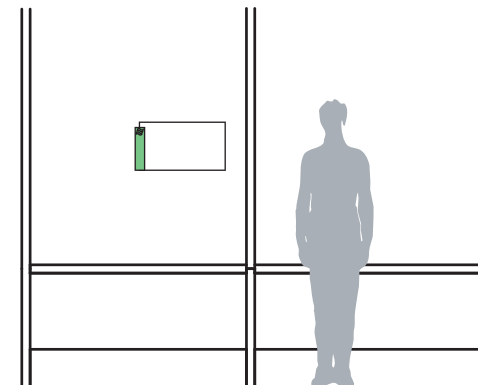
**Sign Type Int 9.2**  
Book-Stack Identification (Double)



**Sign Type Int 9.2.1**  
Book-Stack Identification (Single)



**Sign Type Int 9.3**  
Menu List (APCO) (Cafeteria)



**Sustainability Graphics**

**Approach**

Outside of specific areas, primary directionals give information to campus areas and select, primary destinations. (e.g., Campus Center; North, South and East Buildings).

Inside a building area, select specific destinations are added, as the visitor goes from primary destinations to specific locations.

**Primary corridors ("Express"):**

Campus Center  
Cafeteria  
Library  
North  
North Buildings (Series)  
South  
South Buildings (Series)  
East  
East Buildings (Series)  
Cyber Cafe  
Fitness Center  
Planetarium  
Theater

← **Campus Center**  
**East S T U**  
**South B C D E F G**  
**North J K L**

**Applicable Sign Types Include:****Int 1.1 & Int 1.2****Primary corridors ("Local"):**

(Buildings)  
Room Sequences  
Elevator  
Restrooms  
Campus Center  
Admissions  
Bookstore  
Information  
Registration  
Service Center  
Testing  
Library

← **0000 - 0000**  
■ **Elevators**  
■ **Restrooms**

**Applicable Sign Types Include:****Int 1.1 & Int 1.2****Primary corridors leading to specific buildings:**

Classrooms  
Department Names (Example: Testing)  
Room Ranges  
Campus Police  
Child Care  
Conference Center, J Building  
Conference Center, T Building  
Library  
Parking Lots  
Elevators  
Information  
Stairs  
Restrooms  
Campus Maps

← **Architecture**  
**0000-0000**

← ■ **Information**  
■ **Elevators**  
■ **Restrooms**

**Applicable Sign Types Include:****Int 3.1, Int 3.2 & Int 3.3****Secondary corridors leading to specific buildings:**

Department Names  
Room Ranges  
Offices  
Building Crossing (i.e. through C to B)

← **Architecture**  
**Engineering**  
**0000 - 0000**

**Applicable Sign Types Include:****Int 3.4****Tertiary corridors leading to specific buildings:**

Room Ranges

← **0000 - 0000**

**Applicable Sign Types Include:****Int 3.5****Room entrances:**

Room Number  
Titles  
Faculty Names  
Room Function  
Schedules

**Thomas Smith****Applicable Sign Types Include:****Int 6.2**



**Destinations****Campus Center**

(TBD)

**South - Buildings B, C, D, E, F, G, H****Building B**Early Childhood Center  
Criminal Justice Studies**Building C**Automotive Technology (Future & Currently)  
English and World Languages Department  
Nursing and Allied Health Department (Currently - will move to Building "U")\*  
Veterinary Medical Technology (Future - was labeled Building "V")\*  
Industrial Welding Technology (Future - was labeled Building "V")\***Building D**Career Services  
Cyber Cafe/Student Lounge  
Multicultural Student Affairs  
Dean of Students Judicial Office**Building E**Mathematics Department  
Natural Sciences and Physical Education Department**Building F**

Planetarium

**Building G**Athletics  
Campus Police  
Fitness Center  
Gymnasium**Building H**Bridge  
Business and Auxiliary Services  
Holistic Wellness  
Office of Student Government  
Project Achieve  
Student Activities**East - Buildings S, T, U****Building S (was Building A)**

Agriculture/Horticulture Department

**Building T**Business Department  
Business Skills Lab  
Computer Information and Office Systems Department  
Computer Labs  
Technical Department  
CED Conference Center**Building U**

Health Professions Department

**North - Buildings J, K, L****Building J**Academic Skills  
Admissions Office  
Adjunct Faculty Office  
Administrative Offices  
Alumni Relations  
Art Gallery  
Board Room  
Bookstore  
Cafeteria  
Compass Testing  
Counseling  
Culinary Arts and Hospitality Department  
Dean of Enrollment Management  
Student Accommodations & Resources (STAR)  
Financial Aid Office  
Human Resources  
iCampus  
Information Technology  
JJC Foundation  
Library  
Mailroom  
Media  
Mothers Nursing Station  
President's Office  
Print Services  
Registration  
Service Center  
Social and Behavioral Sciences Department**Building K**Fine Arts  
Theater**Building L (Future)**

Facility Services Department

**General Information**Elevators  
Stairs  
Toilets  
Police/911  
Shelter Areas  
Exits  
The Lake  
Trails  
Parking Lots

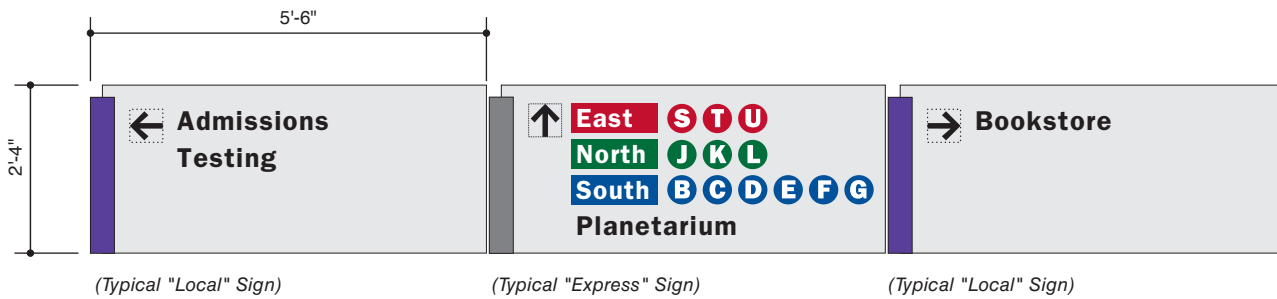
\*Final destinations are to be verified by the College.

**Ceiling Mount, Directional, Three Panel**

Sign shall provide directional information at primary decision points along the main college corridors.

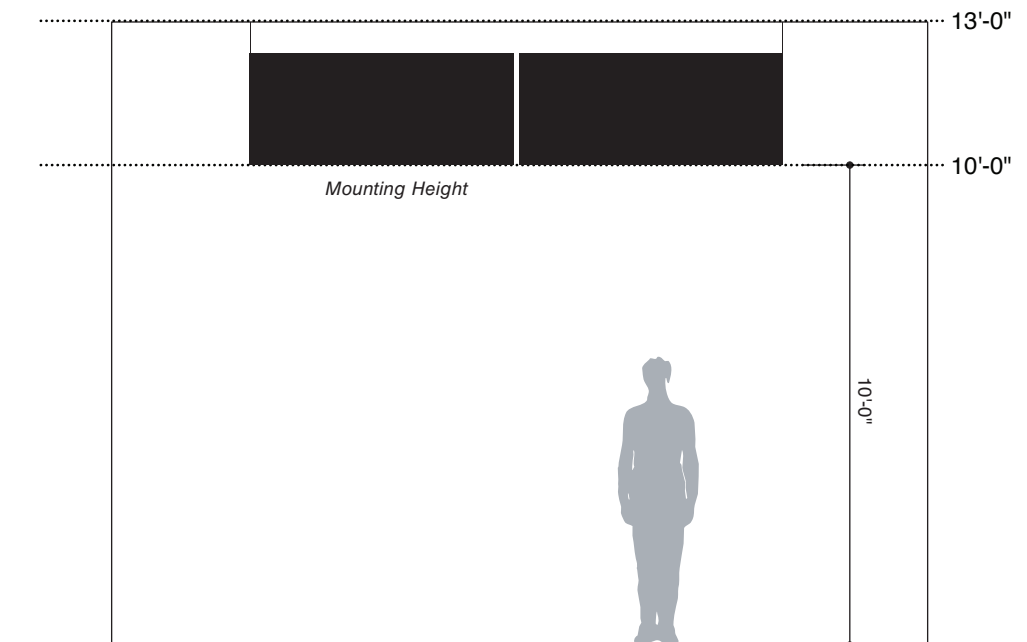
In the main campus corridor, "Express" signs will provide directions to college areas and select primary destinations. Within specific buildings, "Local" signs will provide directions to specific departments within that building.

Shown below is a three panel condition.



**Graphic Elevation - 3 Panel Example**

Scale: 3/8" = 1'-0"



**Mounting Elevation - Student Street in Campus Center**

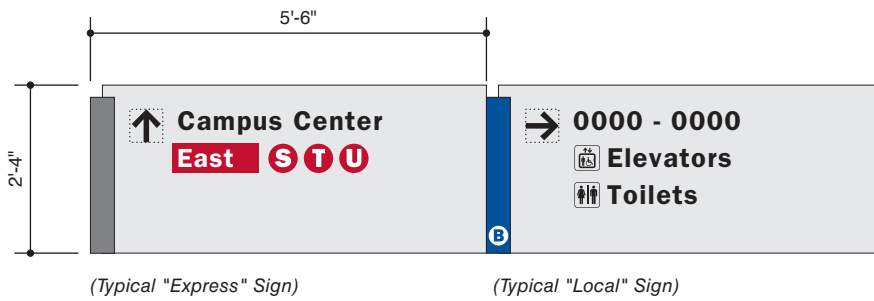
Scale: 1/4" = 1'-0"

**Ceiling Mount, Directional, Two Panel**

Sign shall provide directional information at primary decision points along the main college corridors.

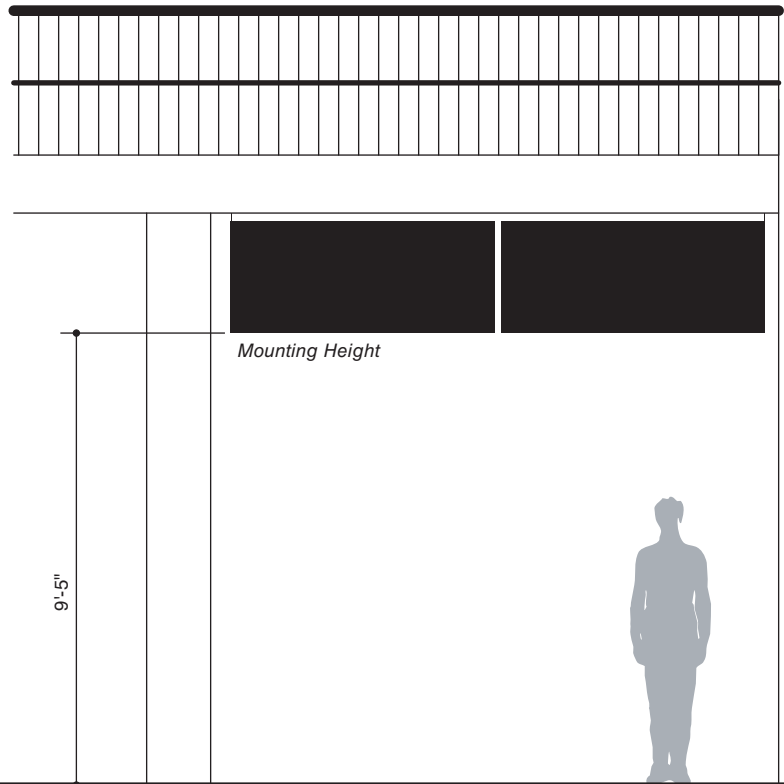
In the main campus corridor, "Express" signs will provide directions to college areas and select primary destinations. Within specific buildings, "Local" signs will provide directions to specific departments within that building.

Shown below is a two panel condition.



**Graphic Elevation - 2 Panel Example**

Scale: 3/8" = 1'-0"

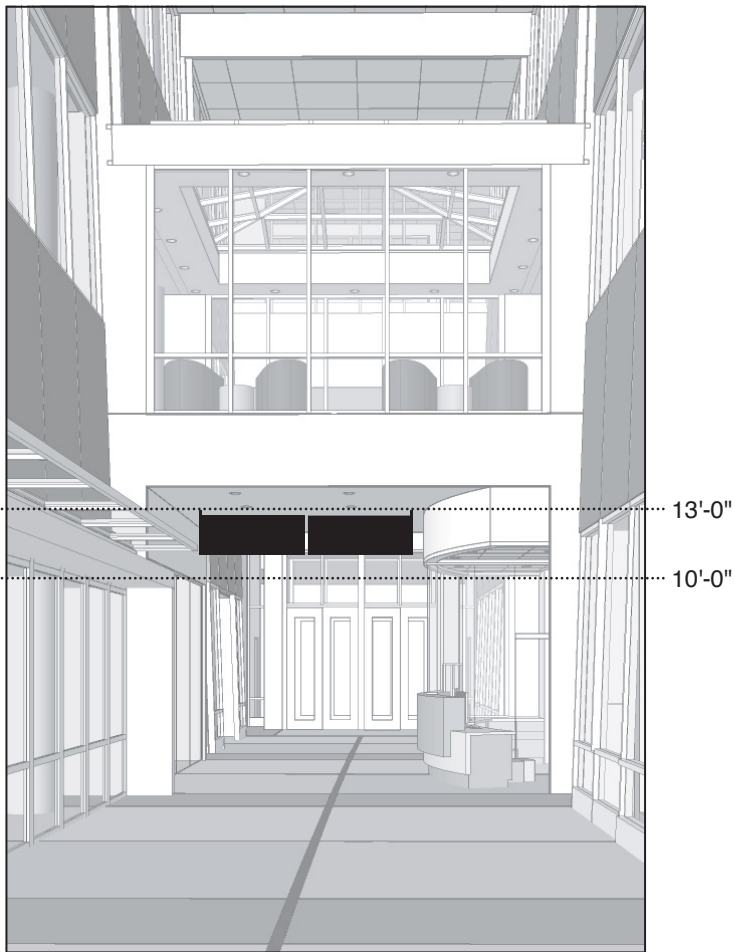


**Mounting Elevation - Main Corridor**

Scale: 1/4" = 1'-0"

**Ceiling Mount, Directional**

Shown below are examples of possible mounting positions for the Primary Overhead Directional signs, located in the Student Street in the Campus Center Building.



**Rendering - Student Street, View Towards Entrance**  
Scale: NTS

# INTERIOR Sign Type Int 1.1 & 1.2

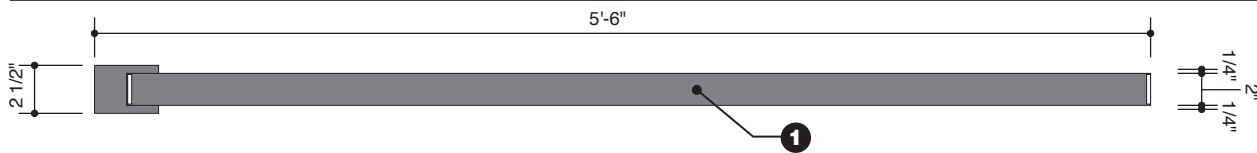
## Ceiling Mount, Directional

- 1 Sign Fabrication**  
Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.
- 2 Sign Face**  
Sign can be single or double sided. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces. Sign shall be professionally engineered.
- 3 Message Graphics**

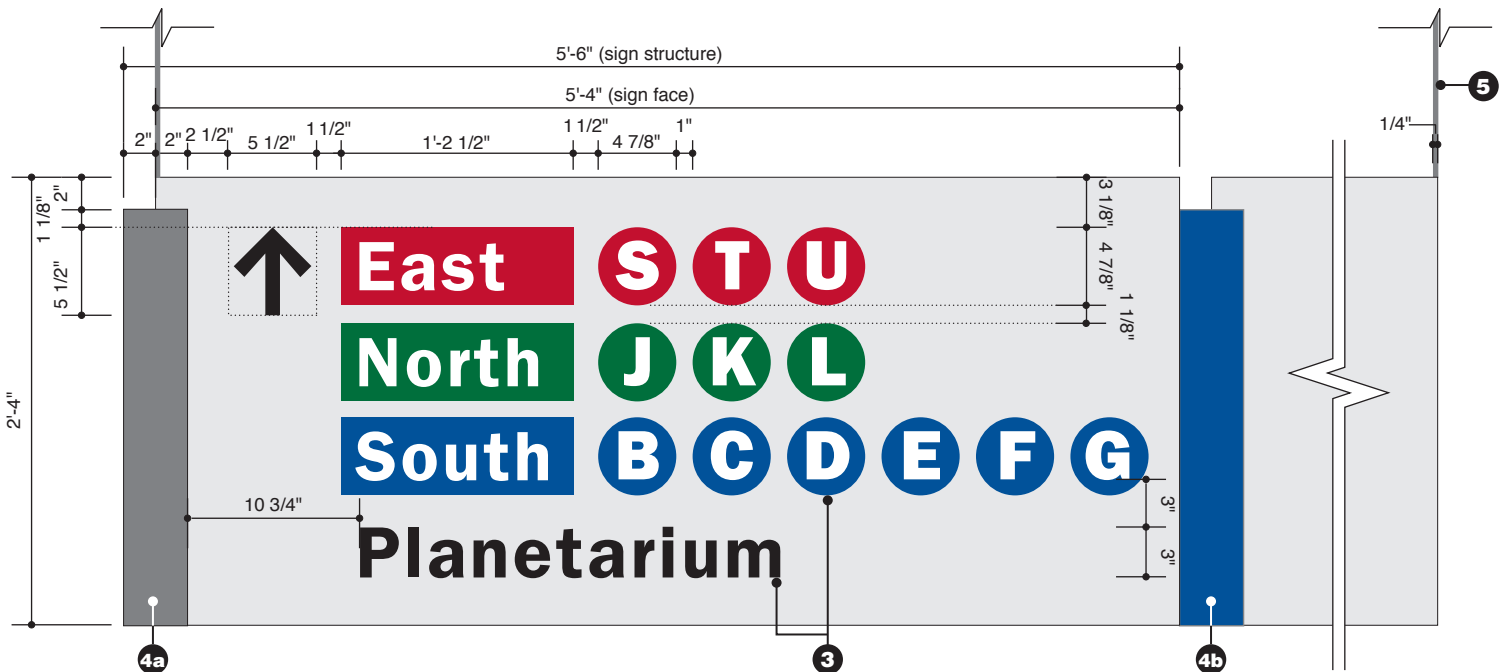
- Sign shall have applied vinyl graphics.
- 4 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 4a Express Lanes**  
The accent stripe for signs in the "Express" lanes will be area neutral.
- 4b Local Lanes**  
The accent stripe for signs in a specific area will reflect that area color.

- 5 Mounting**  
The sign can be mounted under the bridges crossing the main "Student Street", or at specific turn-off corridors, leading to listed departments.  
  
Sign shall be properly, safely, and securely mounted to the above floor structure with 1/4" thick flat aluminum bar stock mounts, with a horizontal brushed finish, located at ends of sign panels. Optional mounting, spanning the width of the corridor, may need to be implemented.

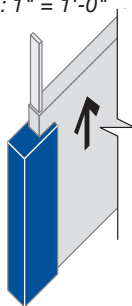
**Font**  
ITC Franklin Gothic Demi



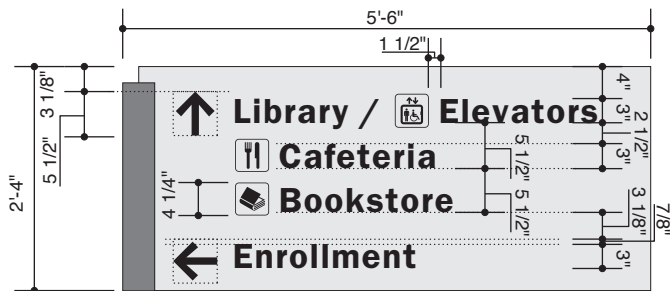
**Plan View - Single Panel**  
Scale: 1" = 1'-0"



**Graphic Elevation - Single Panel**  
Scale: 1" = 1'-0"



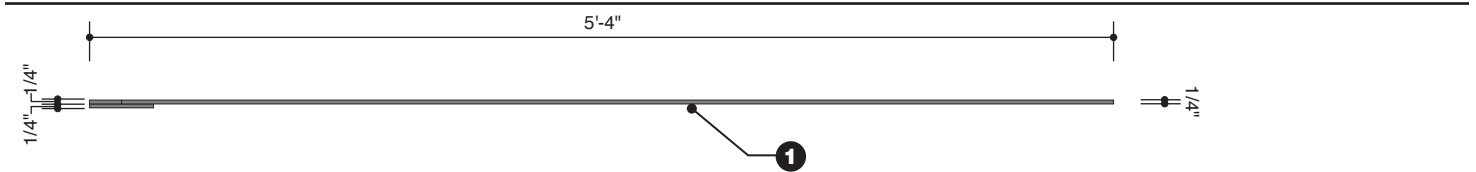
**Isometric Elevation - Accent Color Edge**  
Scale: NTS



**Graphic Elevation - Two-Arrow Layout**  
Scale: 1/2" = 1'-0"

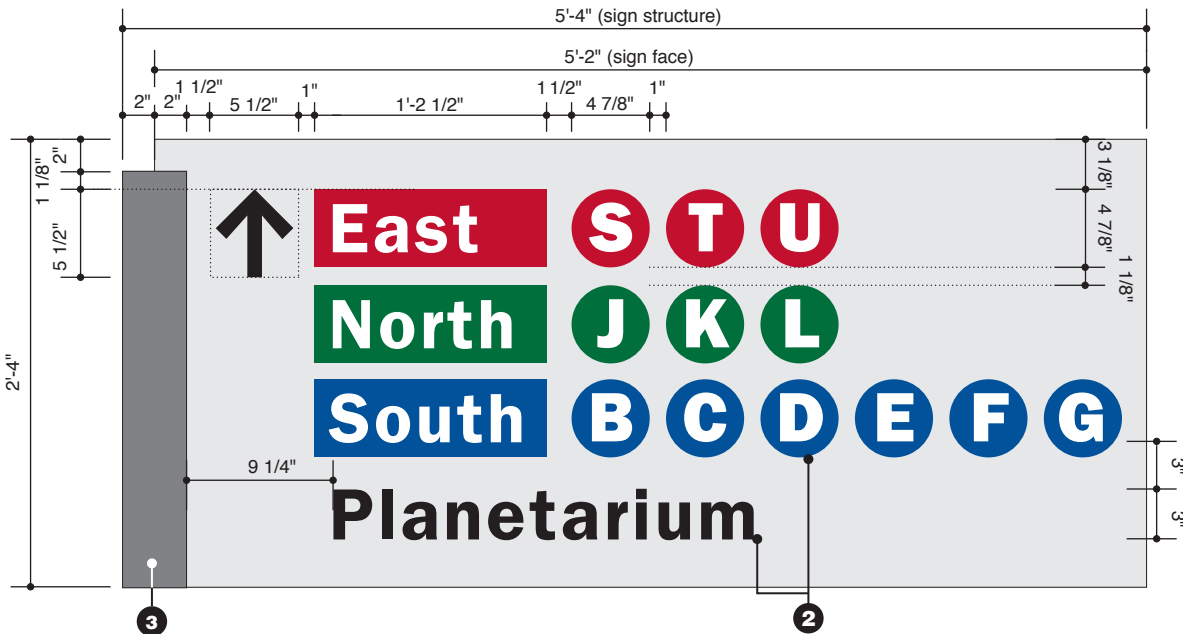
**Transom Mount, Directional**

- 1 Sign Face**  
Sign shall be fabricated from acrylic.  
Sign surfaces shall have a painted finish unless otherwise noted.
- 2 Message Graphics**  
Sign shall have applied vinyl graphics.
- 3 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 4 Mounting**  
The sign can be mounted to transoms or soffits. Sign shall be properly, safely, and securely mounted with appropriate adhesives.
- 5 Font**  
ITC Franklin Gothic Demi



**Plan View - Single Panel**

Scale: 1" = 1'-0"

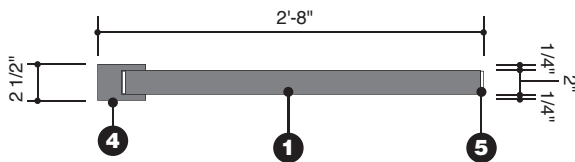


**Graphic Elevation - Single Panel**

Scale: 1" = 1'-0"

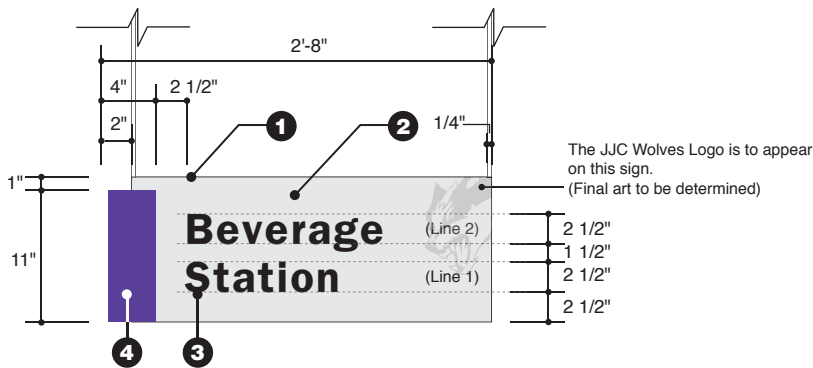
**Ceiling Mount, Cafeteria Identification**

- 1 Sign Fabrication**  
Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.
- 2 Sign Face**  
Sign can be single or double sided. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.
- 3 Message Graphics**  
Sign shall have vinyl graphics.
- 4 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 5 Mounting**  
Sign shall be properly, safely, and securely mounted to the above floor structure with 1/4" thick flat aluminum bar stock mounts, with a horizontal brushed finish, located at ends of sign panels.
- 6 Font**  
ITC Franklin Gothic Demi



**Plan View**

Scale: 3/4" = 1'-0"



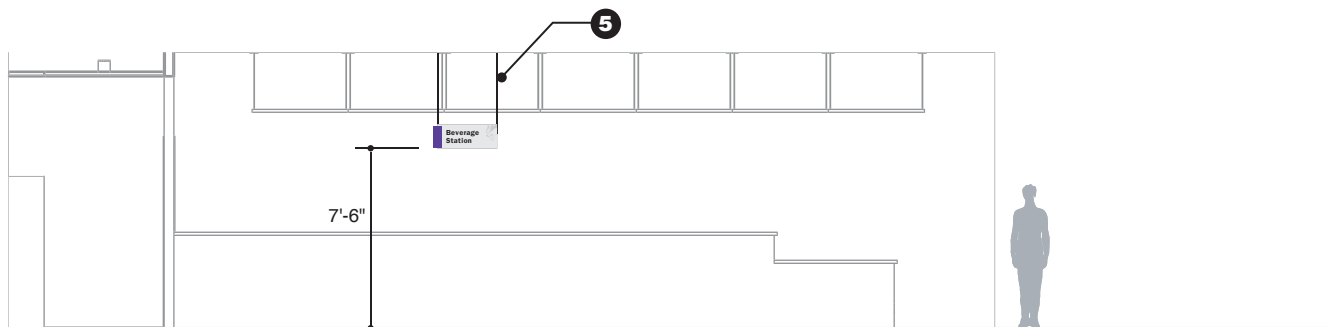
**Graphic Elevation - Overhead Identification Panel**

Scale: 3/4" = 1'-0"



**Graphic Elevation - Sign Location #13 Message**

Scale: 3/4" = 1'-0"



**Elevation - Sign Type Int 1.3 - Cafeteria Overhead Identification**

Scale: 1/8" = 1'-0"

**Ceiling Mount, Library Identification**

**1 Sign Fabrication**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted. Sign shall be professionally engineered.

**2 Sign Face**

Sign can be single or double sided. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Sign shall have vinyl graphics.

**4 Area Color**

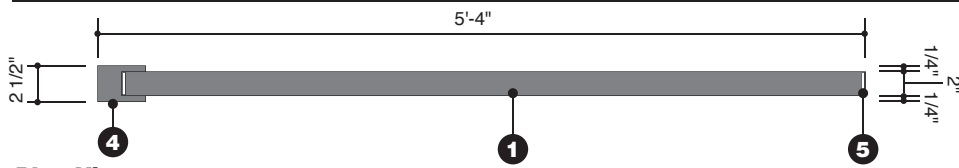
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Mounting**

Sign shall be properly, safely, and securely mounted to the above floor structure with 1/4" thick flat aluminum bar stock mounts, with a horizontal brushed finish, located at ends of sign panels.

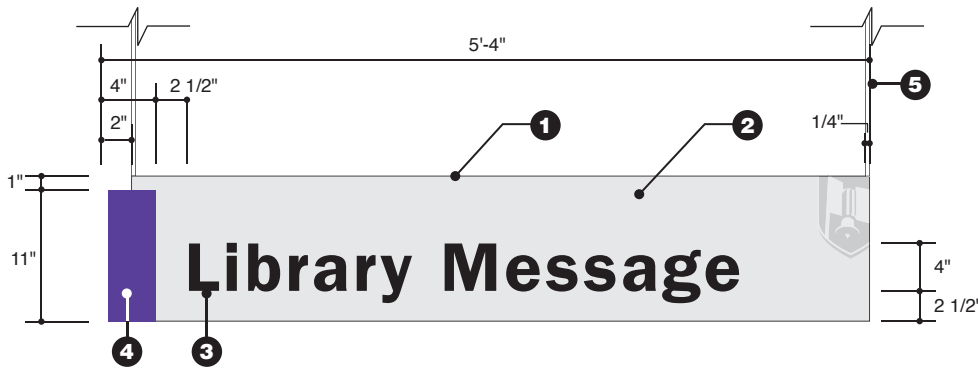
**6 Font**

ITC Franklin Gothic Demi



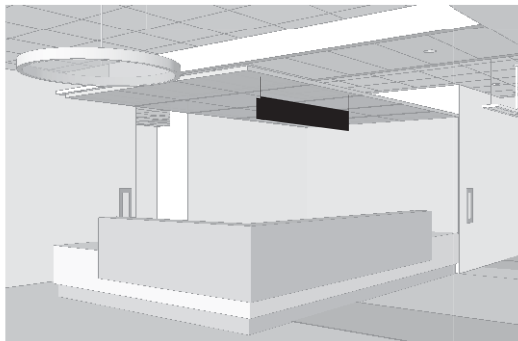
**Plan View**

Scale: 3/4" = 1'-0"



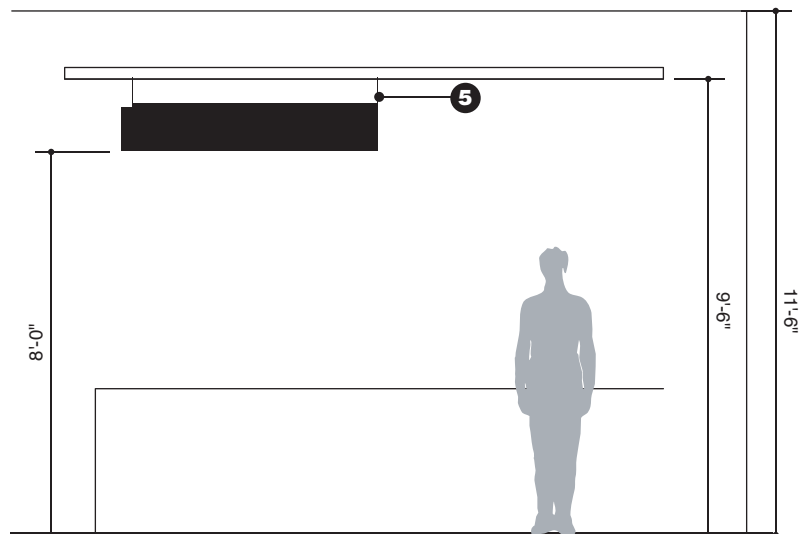
**Graphic Elevation - Overhead Identification Panel**

Scale: 3/4" = 1'-0"



**Mounting Elevation - Circulation Desk**

Scale: NTS



**Mounting Elevation**

Scale: 1/4" = 1'-0"



**Ceiling Mount, Bookstore Aisle Identification**

Sign shall identify the aisles within the campus bookstore.

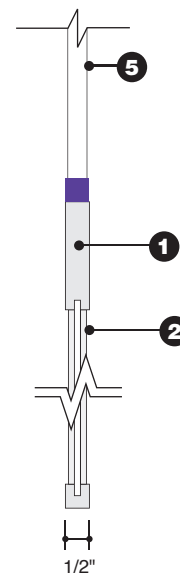
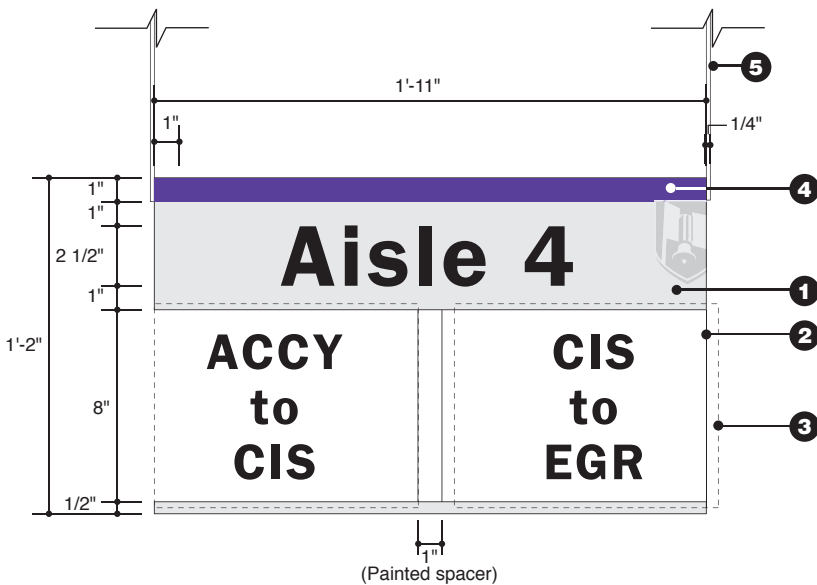
clear inserts, per side.

stock mounts, with a horizontal brushed finish, located at ends of sign panels. Sign shall be professionally engineered.

- 1 Sign Structure**  
Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted. Sign shall be double sided.
- 2 Sign Insert Holders**  
The sign insert holders shall be fabricated using 1/8" thick clear, non-glare, scratch-resistant acrylic, and shall accommodate two 8 1/2" x 11"

- 3 Message Inserts**  
Changeable message inserts shall be printed on white 8 1/2" x 11" sheets.
- 4 Area Color**  
The horizontal stripe on top of the sign shall show the appropriate campus area color (see page G-3 for area definitions).
- 5 Mounting**  
Sign shall be properly, safely, and securely mounted to the above floor structure with 1/4" thick flat aluminum bar

- 6 Font**  
ITC Franklin Gothic Demi

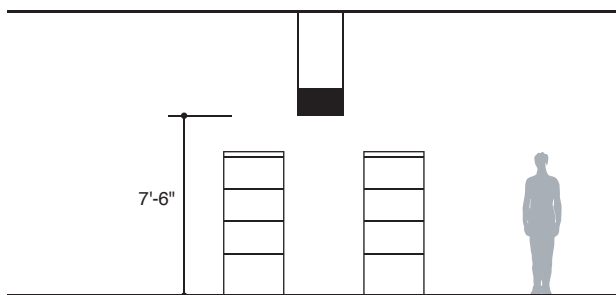


**Graphic Elevation - Bookstore Aisle Identification**

Scale: 1 1/2" = 1'-0"

**Side View**

Scale: 3" = 1'-0"



**Elevation - Sign Type Int-1.4 - Bookstore Aisle Identification**

Scale: 1/8" = 1'-0"

**Blade Mount, Department Identification**

Sign shall provide identification of departments, such as the Financial Department. Sign to be mounted perpendicular to traffic flow, for visibility from a distance.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**Sign Face**

Sign shall be double sided. There shall be no hardware visible on the sign faces.

**2 Symbol**

The symbol shall have subtle contrast against the background.

**3 Message Graphics**

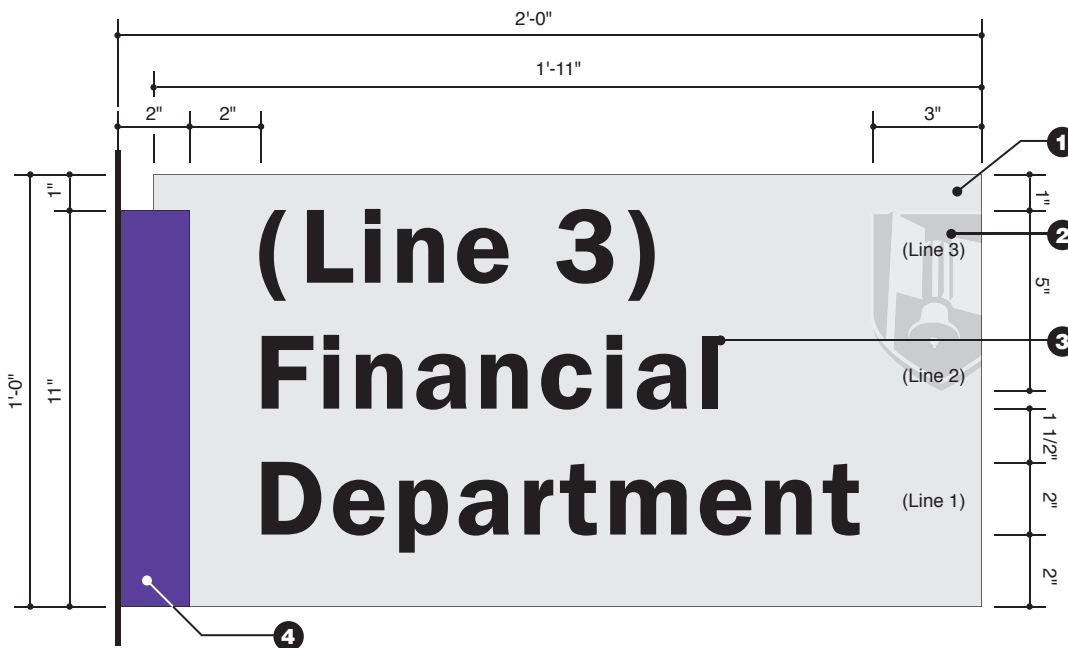
Sign shall have vinyl graphics.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

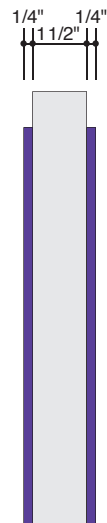
**Font**

ITC Franklin Gothic Demi



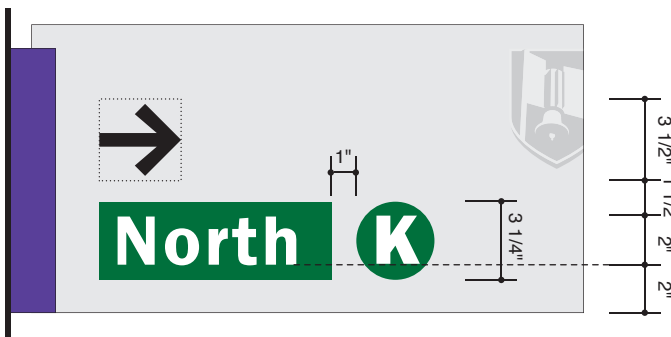
**Graphic Elevation**

Scale: 3/16" = 1"



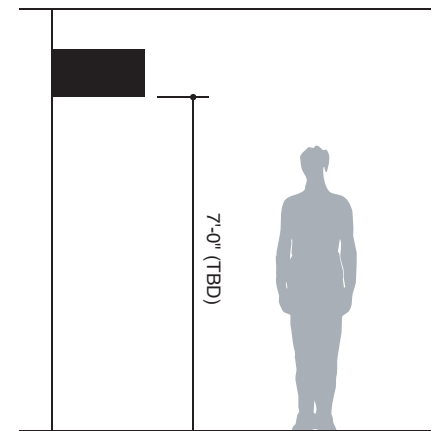
**Side View**

Scale: 3/16" = 1"



**Graphic Elevation - Directional Condition**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Blade Mount, Facility Identification**

Sign shall provide identification of facilities, such as elevators, restrooms and stairs. Sign to be mounted perpendicular to traffic flow, for visibility from a distance.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**2 Symbol Graphics**

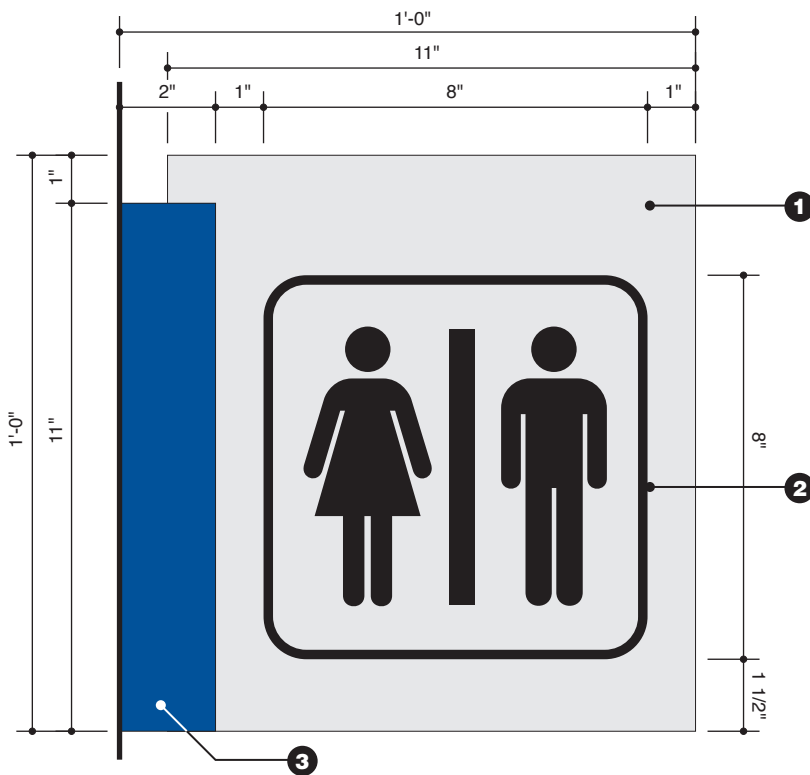
Sign shall have vinyl graphics.

**3 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

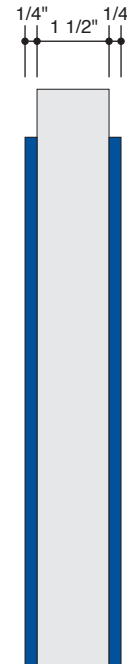
**Sign Face**

Sign shall be double sided. There shall be no hardware visible on the sign faces.



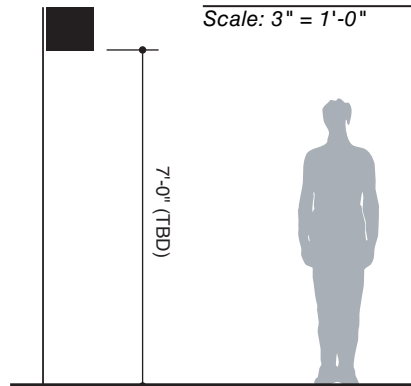
**Graphic Elevation**

Scale: 3" = 1'-0"



**Side View**

Scale: 3" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Blade Mount, Emergency Identification**

Sign shall provide identification of AED and Shelter locations. Sign to be mounted perpendicular to traffic flow for visibility from a distance.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**Sign Face**

Sign shall be double sided. There shall be no hardware visible on the sign faces.

**2 Symbol Graphics**

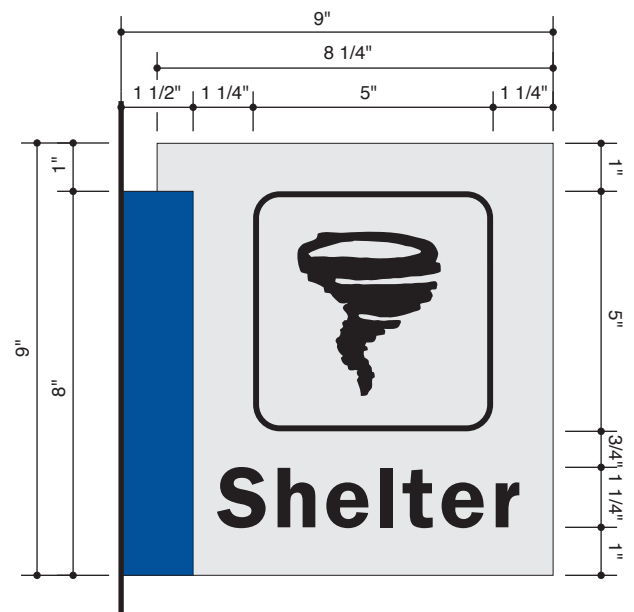
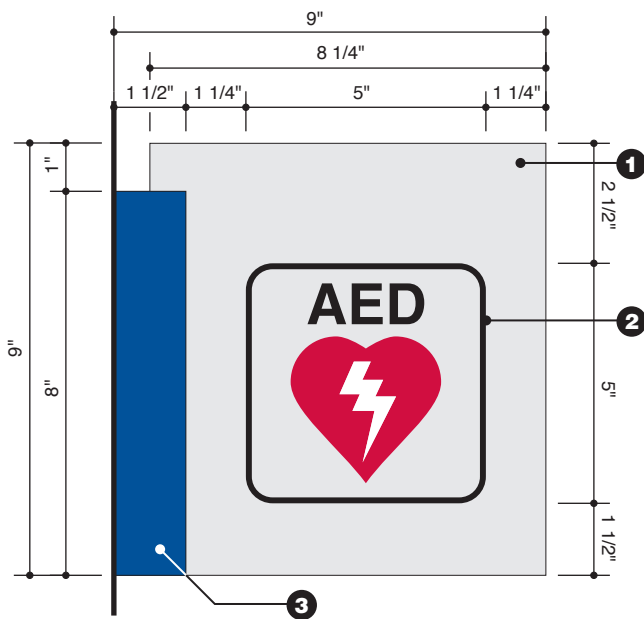
Sign shall have vinyl graphics.

**3 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**Font**

ITC Franklin Gothic Book



**Graphic Elevation - Typical Layout**

Scale: 3" = 1'-0"

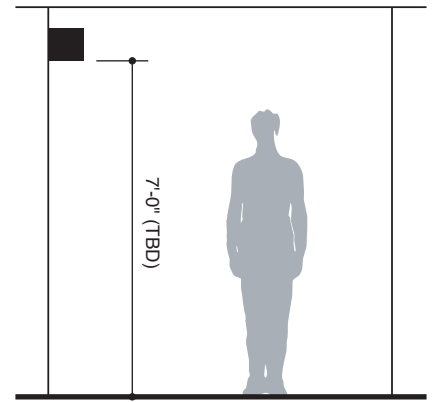
**Graphic Elevation - Shelter Area Layout**

Scale: 3" = 1'-0"



**Side View**

Scale: 3" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Symbol, Information Desk Identification**

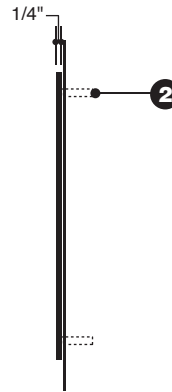
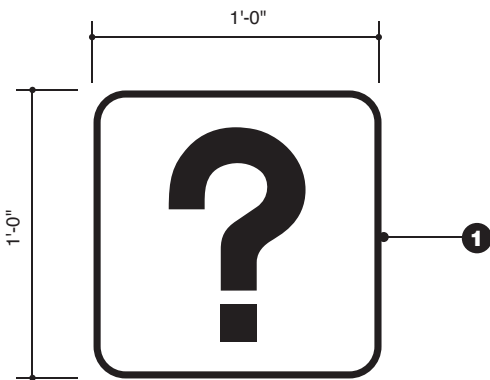
Sign shall identify the information desk.

**1 Symbols**

1/4" thick flat cut aluminum symbol with a horizontal brushed finish. Symbol graphics to be applied vinyl.

**2 Mounting**

Symbols to be securely mounted flat to the soffit over the information desk with mechanical hardware and silastic adhesive. Final position to be determined.

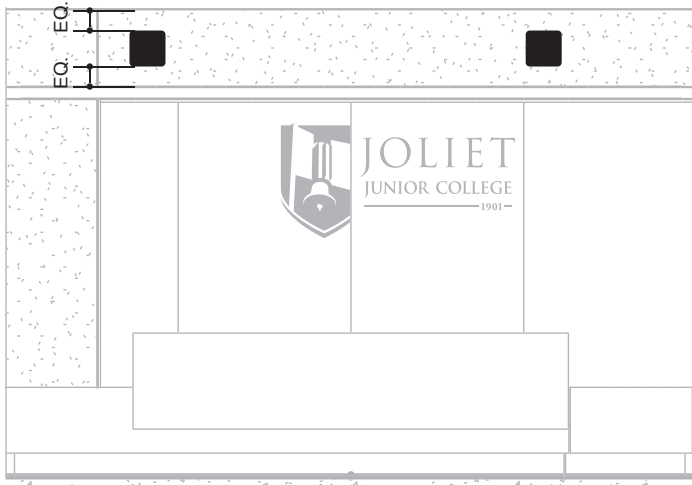


**Graphic Elevation - Information Desk Identification**

Scale: 1 1/2" = 1'-0"

**Side View**

Scale: 1 1/2" = 1'-0"



**Elevation - Information Desk**

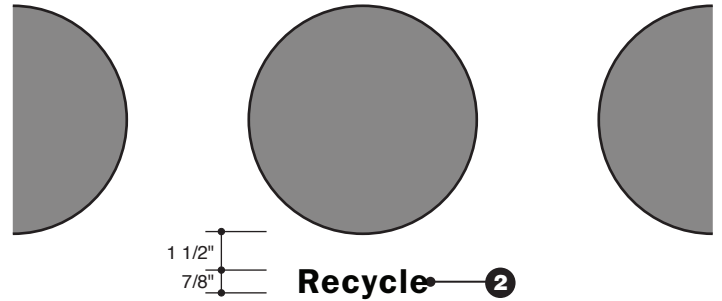
Scale: 3/16" = 1'-0"

**INTERIOR**  
**Sign Type Int 2.5**

**Symbol, Cafeteria Trash Receptical Identification**

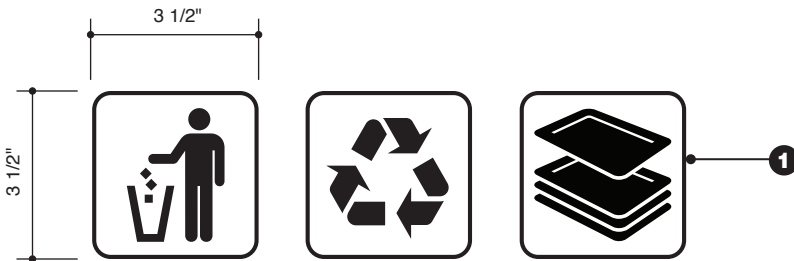
Sign shall identify the cafeteria trash, recycling and tray return areas.

- 1 Symbols**  
1/4" thick flat cut aluminum symbol with a horizontal brushed finish. Symbol graphics to be silkscreened.
- 2 Letters**  
Applied white vinyl lettering.
- 3 Mounting**  
Symbols to be securely mounted flat to the cafeteria trash cabinets with VHB tape and silastic adhesive.



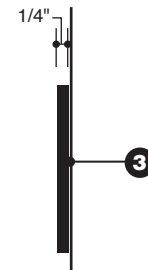
**Plan View**

Scale: 1 1/2" = 1'-0"



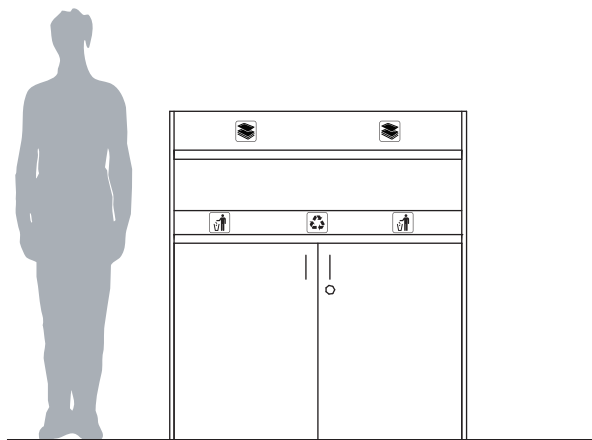
**Graphic Elevation - Cafeteria Trash Identification**

Scale: 3" = 1'-0"



**Side View**

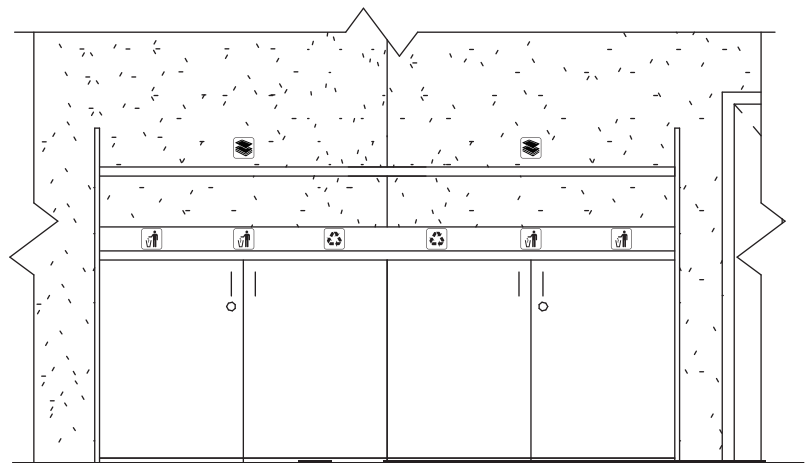
Scale: 1 1/2" = 1'-0"



(3 Receptacle Openings)

**Elevation - Cafeteria Freestanding Trash Cabinet**

Scale: 3/8" = 1'-0"



(6 Receptacle Openings)

**Elevation - Cafeteria Multi-purpose Trash Cabinet**

Scale: 3/8" = 1'-0"

# INTERIOR Sign Type Int 3.1

## Ground Mount, Directional

Sign shall provide directional information at primary pedestrian decision points, along the main college corridors. Sign shall be moveable.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered.

**2 Sign Surfaces**

Sign surfaces shall have a painted finish unless otherwise noted.

**Sign Face**

Sign shall be multi sided. The sign faces shall be vandal resistant embedded graphics panels suitable for use in

exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

**4 Symbol**

The symbol shall have subtle contrast against the background.

**5 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**6 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**7 Map Holder**

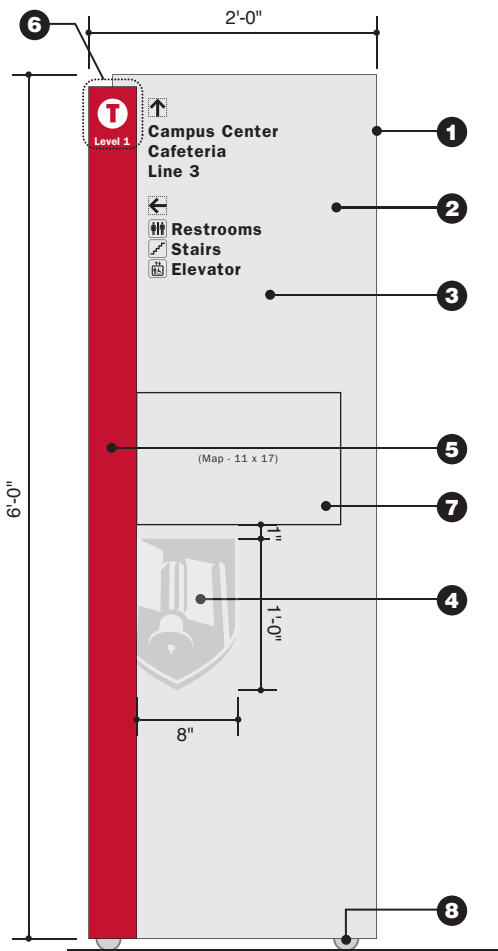
An 11" x 17" sheet holder, to hold a Building Map.

**8 Mounting**

Sign shall be moveable, with a lockable rolling base.

**Font**

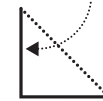
ITC Franklin Gothic Demi



**Graphic Elevation**

Scale: 3/4" = 1'-0"

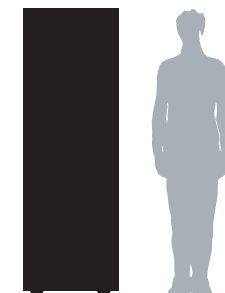
Optional area for postings, using clip bars



Directional information



**Plan View**

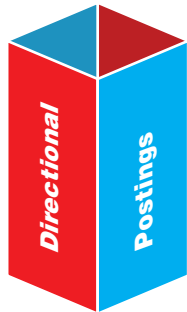


**Mounting Elevation**

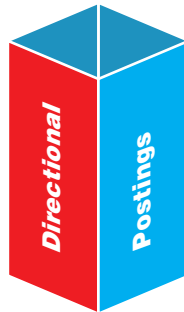
Scale: 1/4" = 1'-0"

**Column Mount: Directionals, Map, Postings**

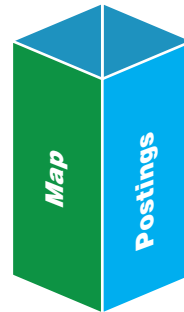
Sign shall provide directional information at primary pedestrian decision points, on columns along the main college corridor. The sign has multiple sides (4 sides), to accommodate directional information, campus maps and the posting of sheets.



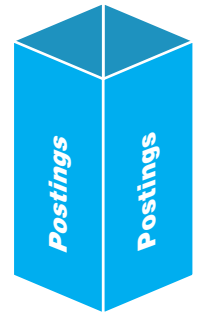
**Int 3.2.1**  
2 Sides Directionals  
2 Sides Postings  
(See Page I-14.1)



**Int 3.2.2**  
1 Side Directional  
3 Sides Postings  
(See Page I-14.2)



**Int 3.2.3**  
1 Side Map  
3 Sides Postings  
(See Page I-14.3)



**Int 3.2.4**  
4 Sides Postings  
(See Page I-14.4)

**Int 3.2 Series Overview**

Scale: NTS



# INTERIOR Sign Type Int 3.2.1

## Column Mount: 2 Sides Directionals, 2 Sides Postings

Sign shall provide directional information at primary pedestrian decision points, on columns along the main college corridor. The sign has multiple sides (4 sides), to accommodate directional information and the posting of sheets.

embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

against the background.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

**5 Area Color**

The vertical stripe on the left of the graphics panel shall be 1/8" thick painted aluminum, and show the appropriate campus area color (see page G-3 for area definitions).

**2 Sign Face**

The sign faces shall be vandal resistant

**4 Symbol**

The symbol shall have subtle contrast

**6 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**7 Map Holder**

An 11" x 17" sheet holder, to hold a Building Map.

**8 Notebars**

Notebars shall hold 8.5" x 11" sheets.

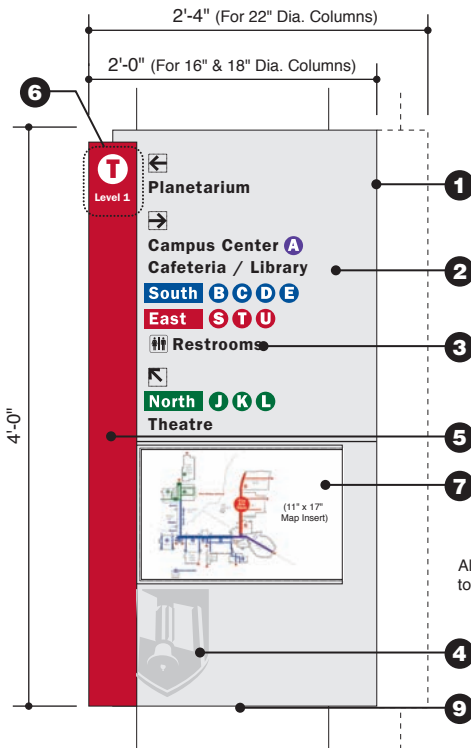
**9 Mounting**

Sign shall be properly, safely, and securely mounted to the column.

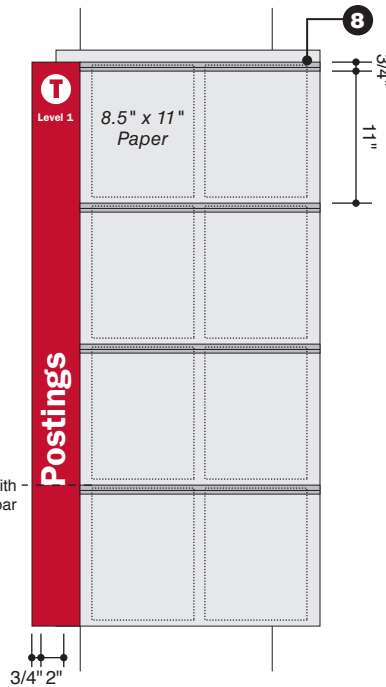
**Font**

ITC Franklin Gothic Demi

**Directional Sides**



**Posting Sides**



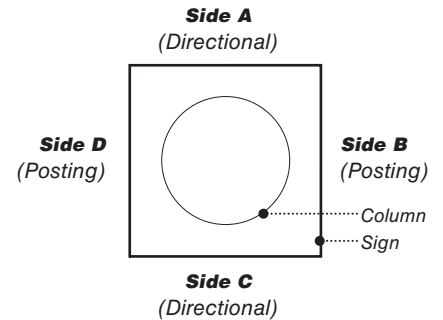
Note: Columns in Building J are wider than typical. Sign Dimensions to be Verified by fabricator.

**Graphic Elevation - Sides A & C**

Scale: 3/4" = 1'-0"

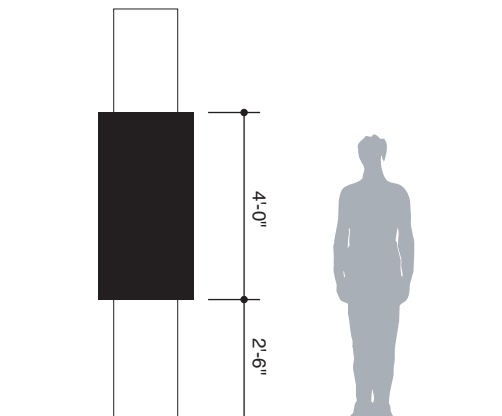
**Graphic Elevation - Sides B & D**

Scale: 3/4" = 1'-0"



**Plan View**

Scale: 1/4" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

## INTERIOR Sign Type Int 3.2.2

### Column Mount: 1 Side Directionals, 3 Sides Postings

Sign shall provide directional information at primary pedestrian decision points, on columns along the main college corridor. The sign has multiple sides (4 sides), to accommodate directional information and the posting of sheets.

embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

against the background.

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

**5 Area Color**

The vertical stripe on the left of the graphics panel shall be 1/8" thick painted aluminum, and show the appropriate campus area color (see page G-3 for area definitions).

**2 Sign Face**

The sign faces shall be vandal resistant

**4 Symbol**

The symbol shall have subtle contrast

**6 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**7 Map Holder**

An 11" x 17" sheet holder, to hold a Building Map.

**8 Notebars**

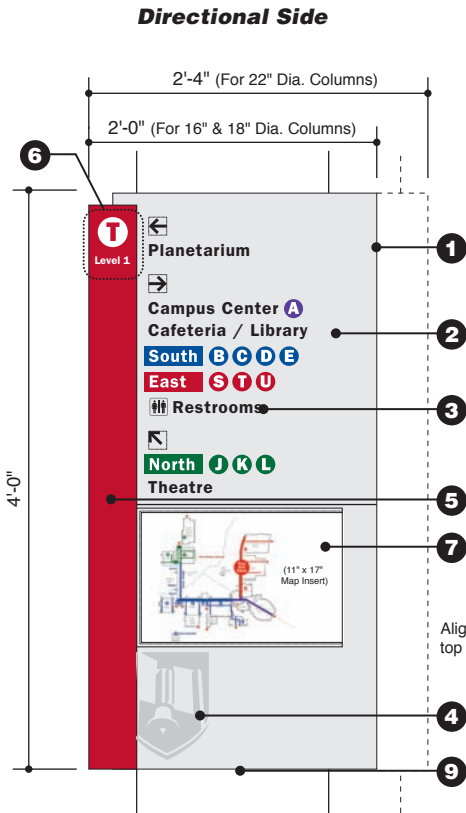
Notebars shall hold 8.5" x 11" sheets.

**9 Mounting**

Sign shall be properly, safely, and securely mounted to the column.

**Font**

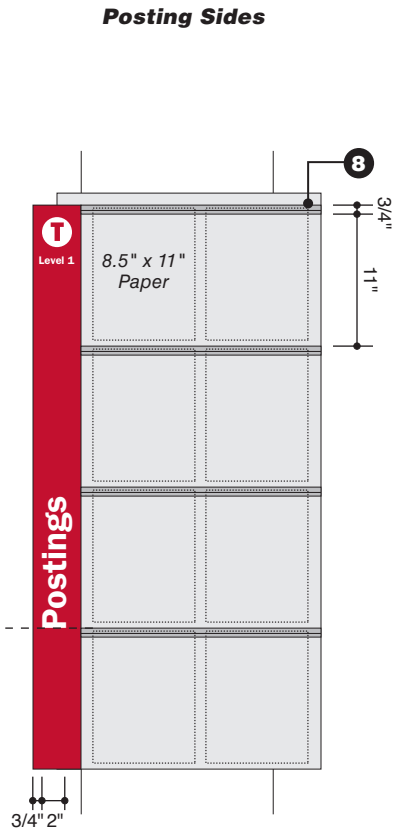
ITC Franklin Gothic Demi



Note: Columns in Building J are wider than typical. Sign Dimensions to be Verified by fabricator.

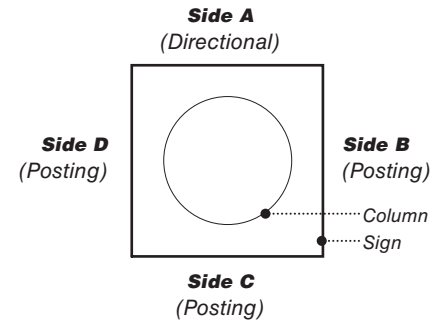
**Graphic Elevation - Side A**

Scale: 3/4" = 1'-0"



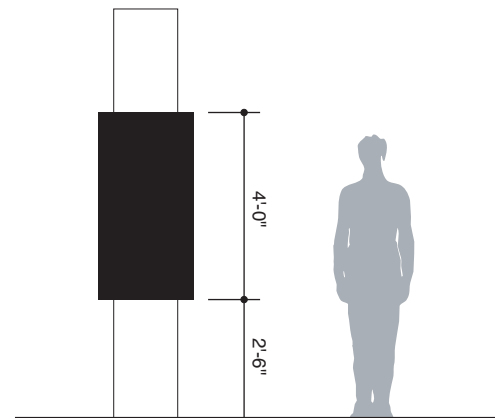
**Graphic Elevation - Sides B, C & D**

Scale: 3/4" = 1'-0"



**Plan View**

Scale: 1/4" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

## INTERIOR Sign Type Int 3.2.3

### Column Mount: 1 Side Map, 3 Sides Postings

Sign shall provide directional information at primary pedestrian decision points, on columns along the main college corridor. The sign has multiple sides (4 sides), to accommodate building and campus maps and the posting of sheets.

embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

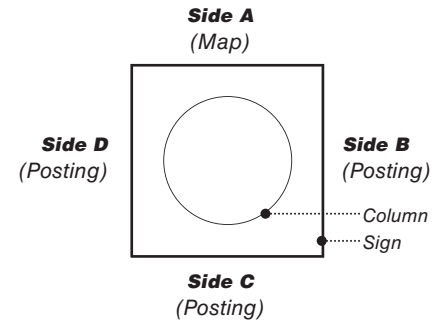
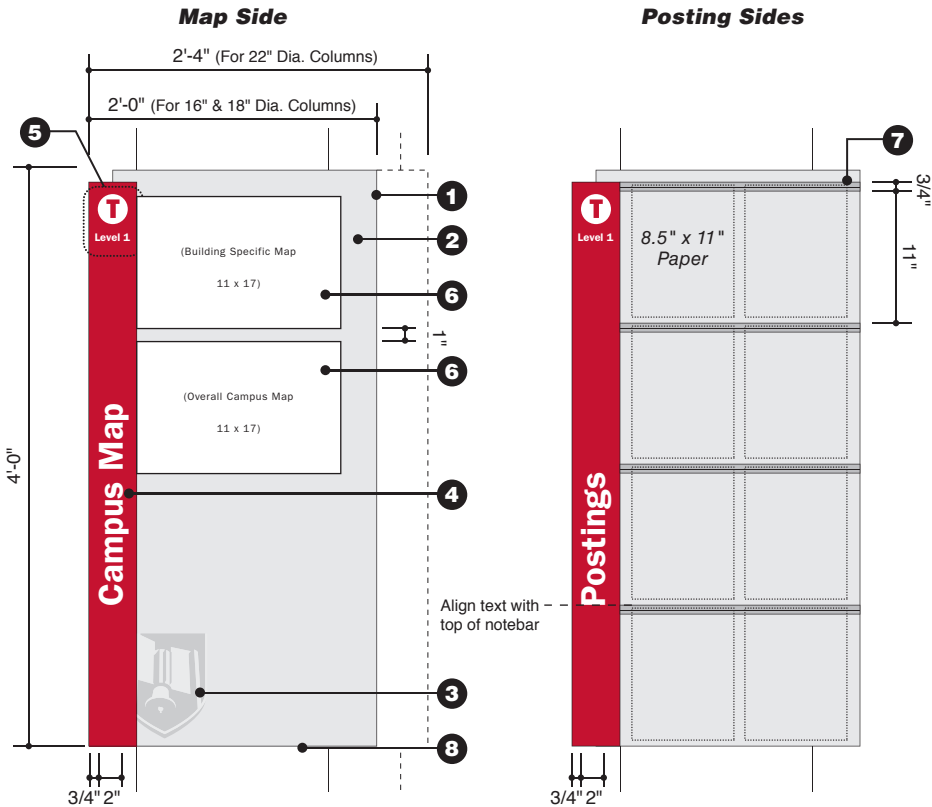
painted aluminum, and show the appropriate campus area color (see page G-3 for area definitions).

- 1 Sign Structure**  
Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.
- 2 Sign Face**  
The sign faces shall be vandal resistant

- 3 Symbol**  
The symbol shall have subtle contrast against the background.
- 4 Area Color**  
The vertical stripe on the left of the graphics panel shall be 1/8" thick

- 5 Building and Level Identifier**  
Graphics to identify the building letter and level the sign is located in.
- 6 Map Holders**  
An 11" x 17" sheet holder, to hold a Building Specific Map and Overall Campus Map.
- 7 Notebars**  
Notebars shall hold 8.5" x 11" sheets.
- 8 Mounting**  
Sign shall be properly, safely, and securely mounted to the column.

**Font**  
ITC Franklin Gothic Demi

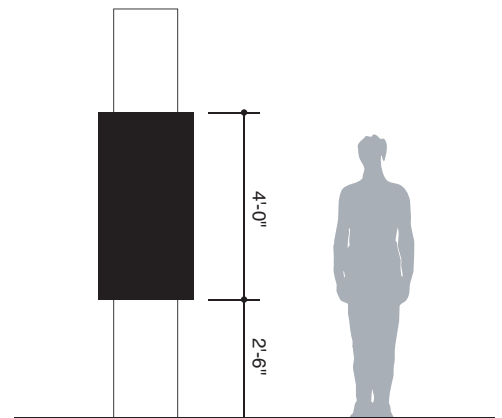


**Plan View**  
Scale: 1/4" = 1'-0"

Note: Columns in Building J are wider than typical. Sign Dimensions to be Verified by fabricator.

**Graphic Elevation - Side A**  
Scale: 3/4" = 1'-0"

**Graphic Elevation - Sides B, C & D**  
Scale: 3/4" = 1'-0"



**Mounting Elevation**  
Scale: 1/4" = 1'-0"

## INTERIOR Sign Type Int 3.2.4

### Column Mount: 4 Sides Postings

Sign shall provide directional information at primary pedestrian decision points, on columns along the main college corridor. The sign has multiple sides (4 sides), to accommodate the posting of sheets.

use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

**4 Building and Level Identifier**  
Graphics to identify the building letter and level the sign is located in.

**5 Notebars**  
Notebars shall hold 8.5" x 11" sheets.

**6 Mounting**  
Sign shall be properly, safely, and securely mounted to the column.

**Font**  
ITC Franklin Gothic Demi

**1 Sign Structure**

Sign shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

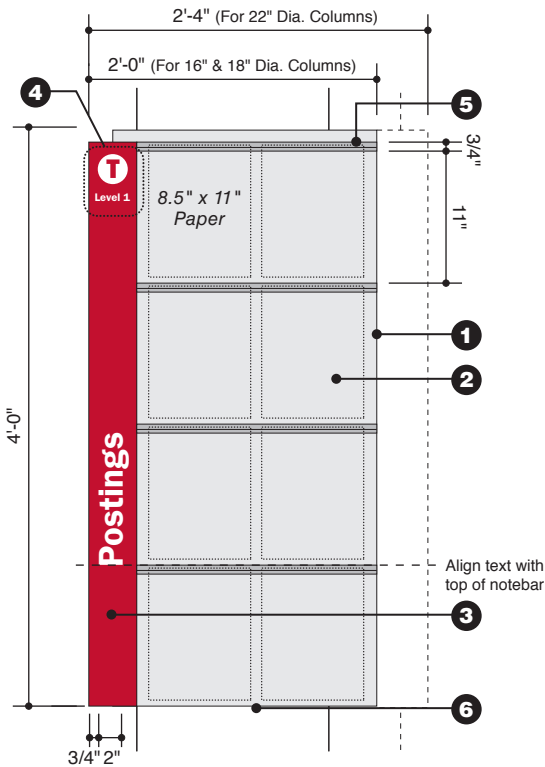
**2 Sign Face**

The sign faces shall be vandal resistant embedded graphics panels suitable for

**3 Area Color**

The vertical stripe on the left of the graphics panel shall be 1/8" thick painted aluminum, and show the appropriate campus area color (see page G-3 for area definitions).

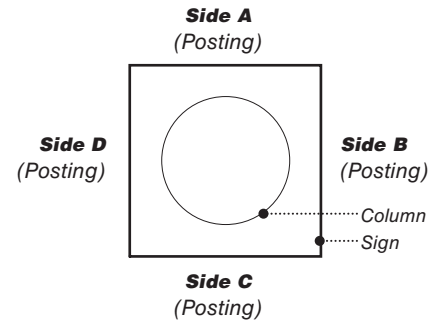
### Posting Sides



Note: Columns in Building J are wider than typical. Sign Dimensions to be Verified by fabricator.

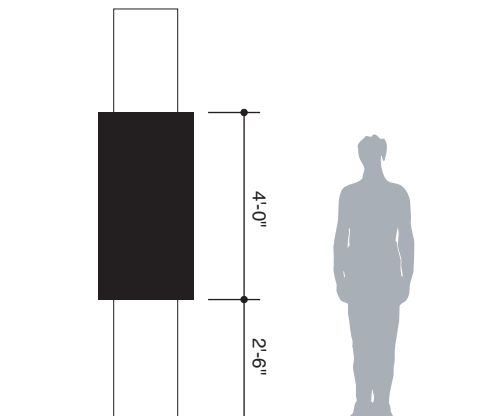
**Graphic Elevation - Sides A, B, C & D**

Scale: 3/4" = 1'-0"



**Plan View**

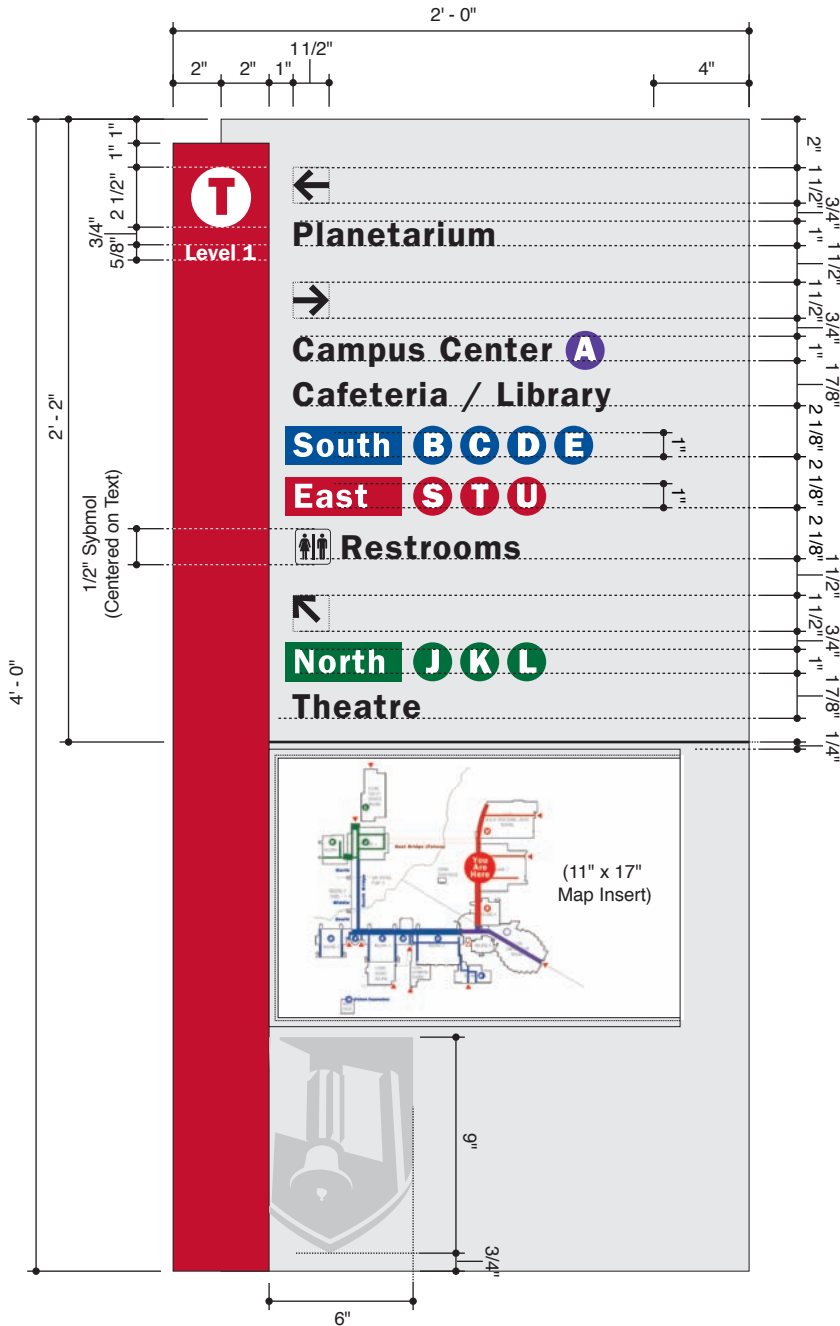
Scale: 1/4" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Ground Mount & Column Mount Directional Layout**



**Graphic Elevation**

Scale: 1 1/2" = 1'-0"

# INTERIOR Sign Type Int 3.3

## Wall Mount, Primary Directional

Sign shall provide primary directional information at primary pedestrian entrance points.

vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

### 5 Area Color

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

### 6 Building and Level Identifier

Graphics to identify the building letter and level the sign is located in.

### 7 Map Holder

An 11" X 17" sheet holder to hold a Building Map.

### 8 Mounting

Sign shall be properly, safely, and securely mounted to the wall.

### Font

ITC Franklin Gothic Demi

### 1 Sign Structure

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

### 3 Message Graphics

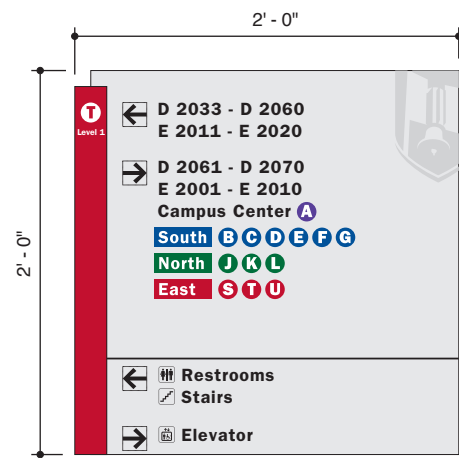
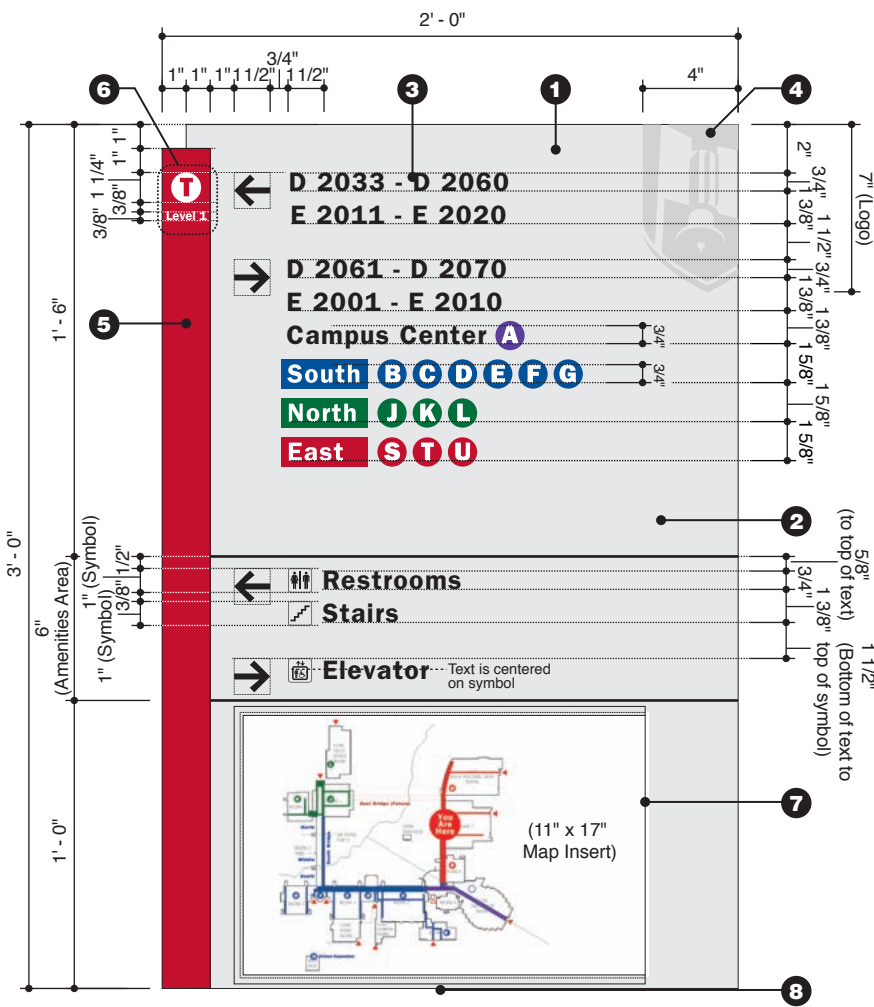
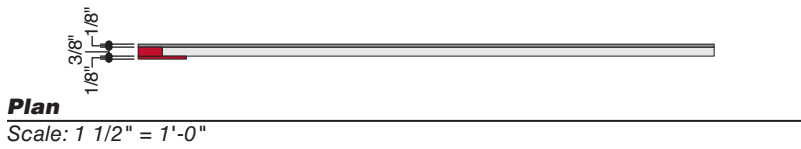
Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

### 2 Sign Face

The sign faces shall be vandal resistant embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed

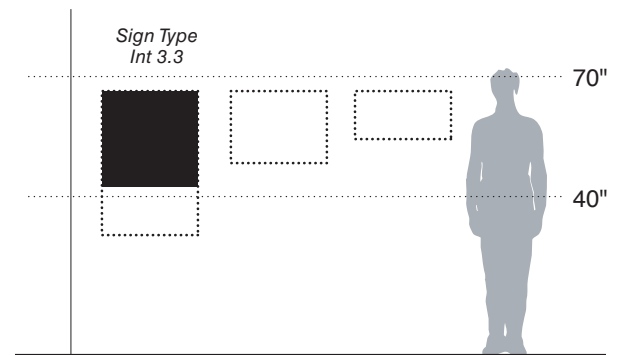
### 4 Symbol

The symbol shall have subtle contrast against the background.



### Graphic Elevation - Alternate (with no map)

Scale: 1" = 1'-0"



### Mounting Elevation

Scale: 1/4" = 1'-0"

# INTERIOR Sign Type Int 3.4

## Wall Mount, Secondary Directional

Sign shall provide secondary directional information at secondary corridor decision points.

vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

**5 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**1 Sign Structure**

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

**6 Building and Level Identifier**

Graphics to identify the building level the sign is located in.

**2 Sign Face**

The sign faces shall be vandal resistant embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed

**4 Symbol**

The symbol shall have subtle contrast against the background.

**7 Mounting**

Sign shall be properly, safely, and securely mounted to the wall.

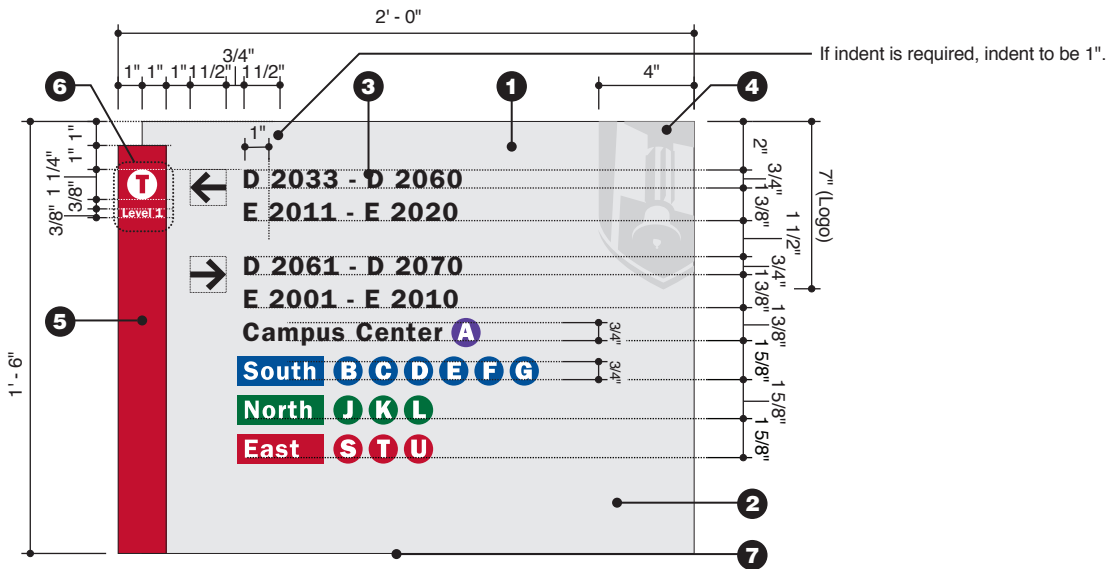
**Font**

ITC Franklin Gothic Demi



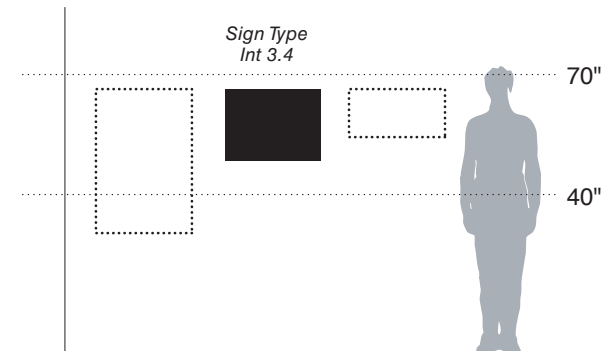
**Plan**

Scale: 1 1/2" = 1'-0"



**Graphic Elevation**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Wall Mount, Secondary Directional - Vinyl**

Sign shall provide secondary directional information at secondary corridor decision points.

**1 Sign Face**

The sign face shall be vinyl.

**2 Message Graphics**

Message graphics shall be vinyl.

**3 Symbol**

The symbol shall have subtle contrast against the background.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**6 Mounting**

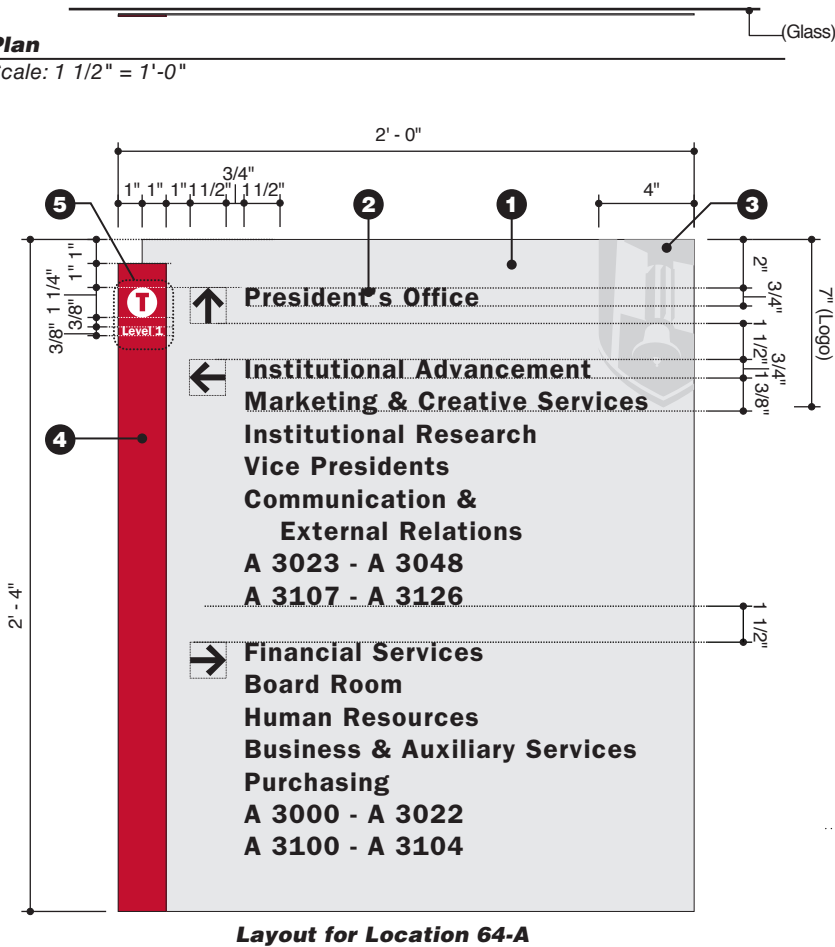
Sign shall be applied to glass.

**7 Font**

ITC Franklin Gothic Demi

**Plan**

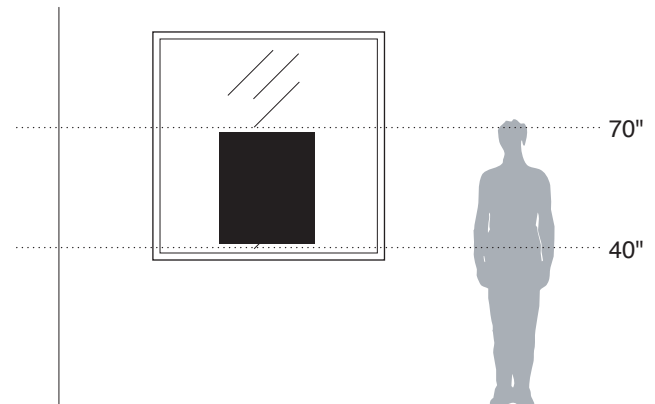
Scale: 1 1/2" = 1'-0"



**Layout for Location 64-A**

**Graphic Elevation**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"



# INTERIOR Sign Type Int 3.5

## Wall Mount, Tertiary Directional

Sign shall provide tertiary directional information at smaller corridors - these will normally identify room numbers only.

vandal resistant hardware. The hardware shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

**5 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**6 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**7 Mounting**

Sign shall be properly, safely, and securely mounted to the wall.

**Font**

ITC Franklin Gothic Demi

**1 Sign Structure**

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**2 Sign Face**

The sign faces shall be vandal resistant embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed

**3 Message Graphics**

Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.

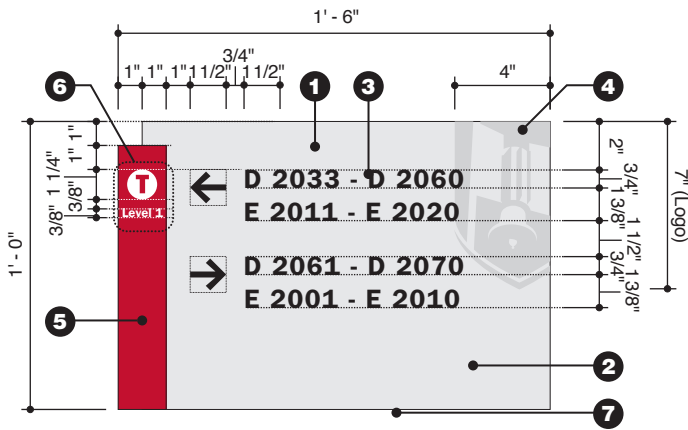
**4 Symbol**

The symbol shall have subtle contrast against the background.



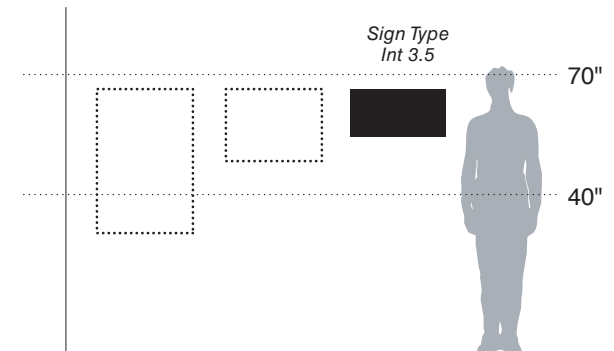
**Plan**

Scale: 1 1/2" = 1'-0"



**Graphic Elevation**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

# INTERIOR Sign Type Int 4.1

## Wall Mount, Entrance Directory

Sign shall provide information at primary pedestrian entrance points.

removed for maintenance or updates. There shall be no hardware visible on the sign faces.

graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**1 Sign Structure**

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**3 Message Graphics**

Message graphics shall be standard printed sheets (8 1/2" x 11" or 11" x 17").

**6 Building and Level Identifier**

Graphics to identify the building letter and level the sign is located in.

**2 Sign Face**

The sign faces shall be painted acrylic suitable for use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware shall allow the panels to be

**4 Symbol**

The symbol shall have subtle contrast against the background.

**7 Map Holder**

An 11" x 17" sheet holder to hold a Building Map and Listings.

**5 Area Color**

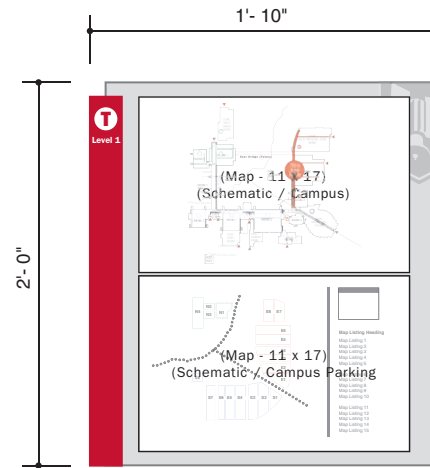
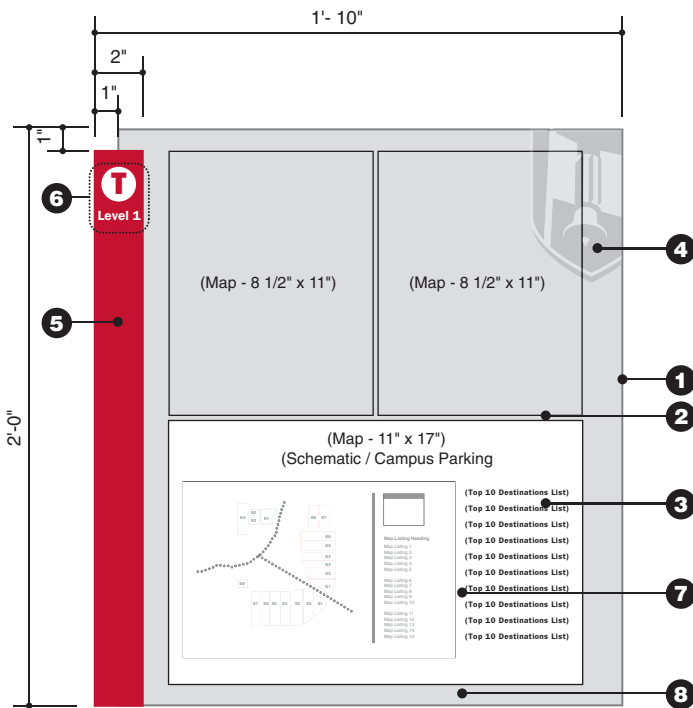
The vertical stripe on the left of the

**8 Mounting**

Sign shall be properly, safely, and securely mounted to the wall.

**Font**

ITC Franklin Gothic Demi



**Entrance Directory**

This version can hold two Department listings and an overall Campus Map, with a destinations list.

**Specific Building Directory**

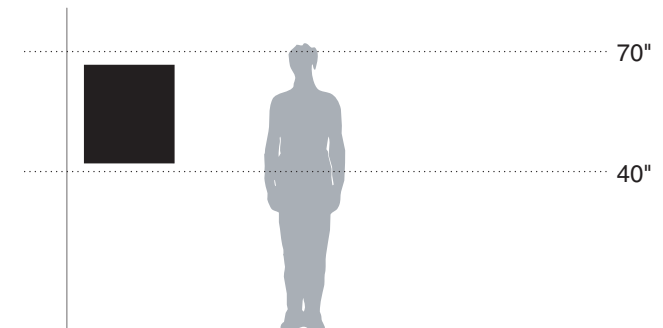
This version can hold a specific Building Map, a Department listing, and an overall Campus Map.

**Graphic Elevation - Entrance Directory**

Scale: 1 1/2" = 1'-0"

**Graphic Elevation - Specific Building**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

# INTERIOR Sign Type Int 4.2

## Wall Mount, Elevator Directory

Sign shall provide directory information at the elevators, on the specific floor.

- 1 Sign Structure**  
Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.
- 2 Sign Face**  
The sign faces shall be vandal resistant embedded graphics panels suitable for use in exposed locations. The panels shall be mounted using concealed vandal resistant hardware. The hardware

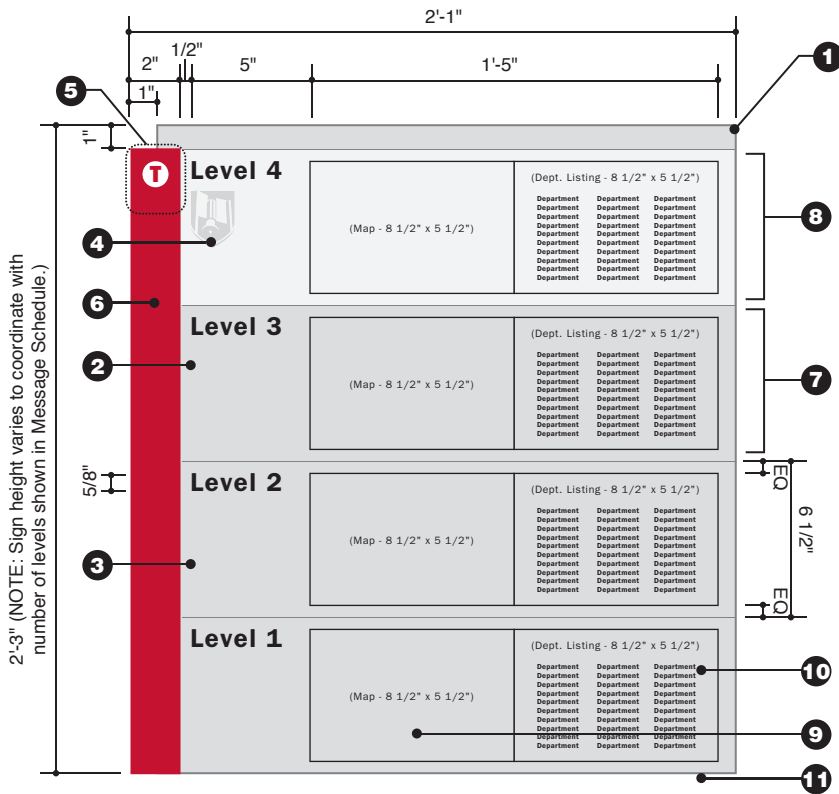
shall allow the panels to be removed for maintenance or updates. There shall be no hardware visible on the sign faces.

- 3 Message Graphics**  
Message graphics shall be full color and UV resistant. Message graphics shall be fully embedded in the graphic panel.
- 4 Symbol**  
The symbol shall have subtle contrast against the background.
- 5 Building Identifier**  
Graphics to identify the building the sign

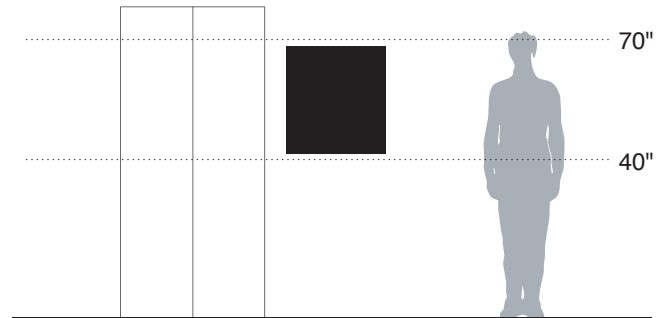
is located in.

- 6 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 7 Level Identifier**  
Each level and its corresponding departments are listed.
- 8** A lighter panel color shall be used to highlight the level the sign is on.
- 9 Map Holder**  
A sheet holder, to hold a Level Map.
- 10 Listing Holder**  
A sheet holder, to hold a Level Listing.
- 11 Mounting**  
Sign shall be properly, safely, and securely mounted to the wall.

**Font**  
ITC Franklin Gothic Demi



**Graphic Elevation**  
Scale: 1 1/2" = 1'-0"



**Mounting Elevation**  
Scale: 1/4" = 1'-0"

# INTERIOR Sign Type Int 4.3

## Ground Mount, Large Directory

Sign shall provide maps & directory listing information, near the Information Desk.

**1 Sign Structure**

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish, unless otherwise noted.

**2 Removable Map Panels**

The map graphic panels shall be 1/4" thick sintra, with digitally printed graphics. The panels shall be held in place by channels, at the top and bottom, locked in place and removable from the sides of the sign, when necessary.

**3 Directory Insert Module**

The directory insert module shall be fabricated using clear, non-glare, scratch-resistant acrylic, and shall accommodate two legal size (8 1/2" x 14") paper inserts for the directory listings. The Insert Module is to be fastened to the sign structure, within the top and bottom channels that hold the Removable Map Panels. The paper inserts shall be accessed by removing the 18" x 30" sintra map panel.

**4 Information Header**

The header shall be fabricated from aluminum with a painted finish and

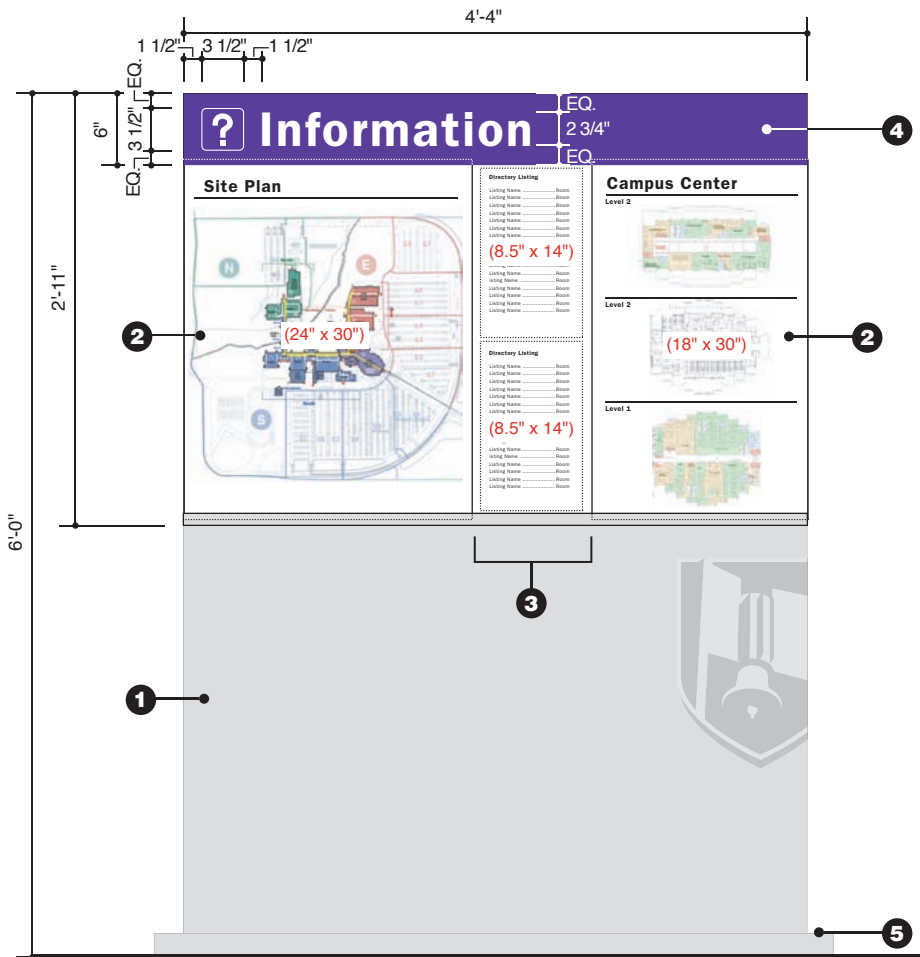
silkscreened symbol and text. The Information Header shall conceal the top channel which holds the Removable Map Panels and Directory Insert Module.

**5 Mounting**

The sign structure shall have a weighted base and be safely and securely mechanically fastened to the glass wall base behind.

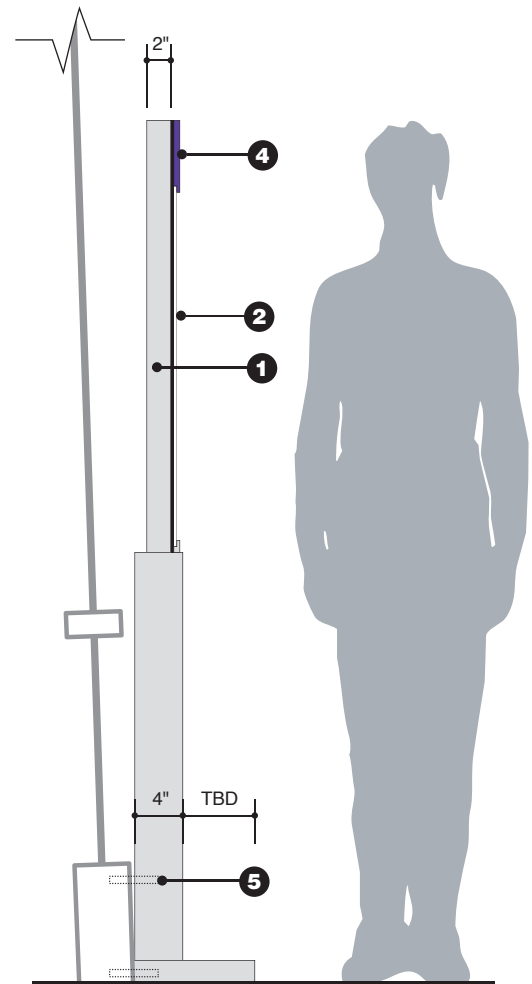
**6 Font**

ITC Franklin Gothic Demi



**Graphic Elevation**

Scale: 3/4" = 1'-0"



**Side Elevation**

Scale: 3/4" = 1'-0"

**Wall Mount, Bookstore / Cafeteria / Information Desk Identification**

Sign shall identify primary entrances, such as the bookstore, cafeteria and information desk. Materials to be determined (vinyl or plexi), depending on site condition.

**Option A**  
**1 Letters**

Applied vinyl letters on glass.

**2 Logo**

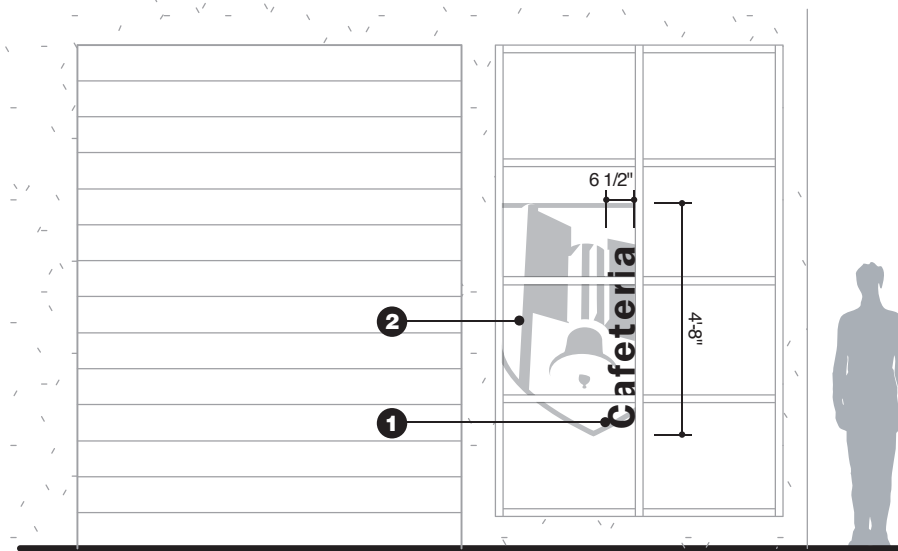
Applied college logo on glass (etch-look graphics).

**Option B**  
**1 Letters**

1/4" thick painted plexi letters, mounted to the wall.

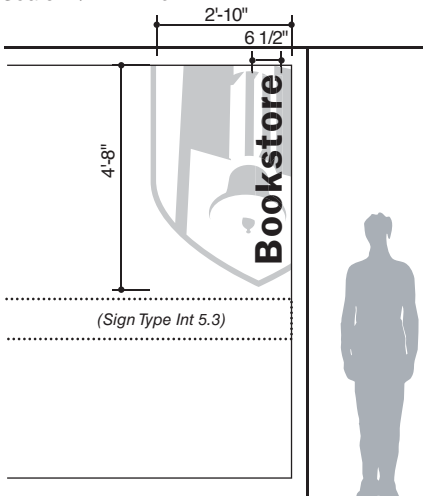
**2 Logo**

College logo (clear plexiglass with an etched finish) mounted to wall.



**Mounting Elevation - Cafeteria - Option A (Vinyl)**

Scale: 1/4" = 1'-0"



**Mounting Elevation - Bookstore - Option A (Vinyl)**

Scale: 1/4" = 1'-0"



**Rendering - Information Desk - Option A (Vinyl)**

Scale: NTS

**Wall Mount, Board Room Identification**

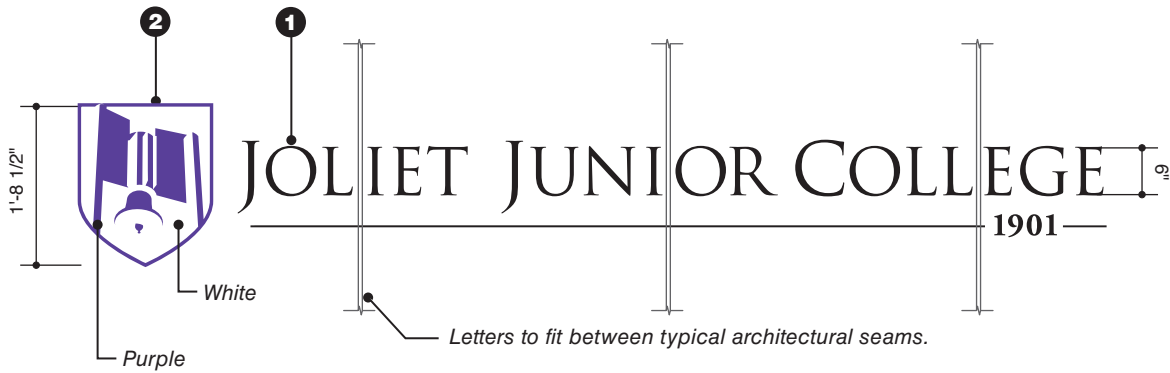
Sign shall display the JJC shield and logotype outside the President's Suite, within the Board Room, for photo opportunities.

**1 Letters**

1/4" thick flat cut aluminum letters with a horizontal brushed finish, pin mounted flush to wall.

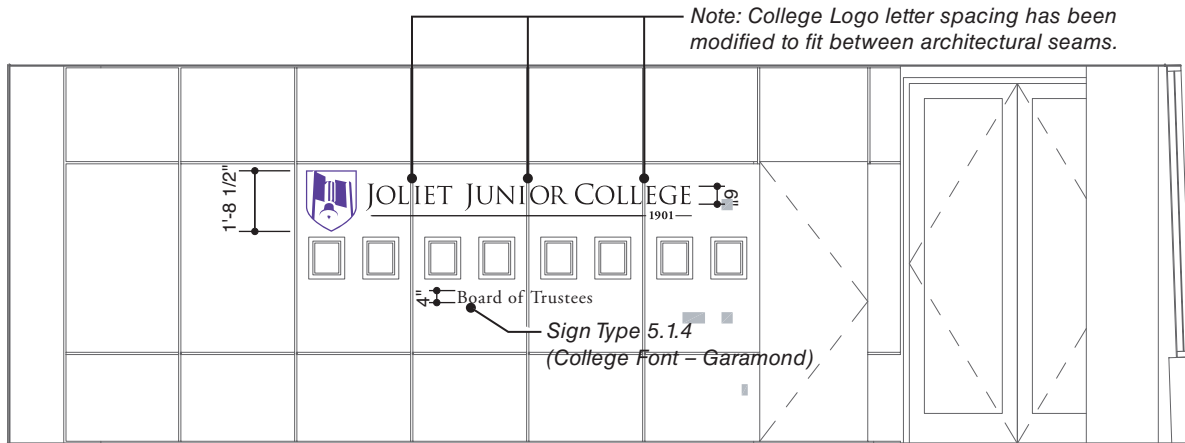
**2 Logo**

Painted aluminum College Logo securely mounted to wall.



**Graphic Elevation - Board Room Letters**

Scale: 1/2" = 1'-0"



**Mounting Elevation - Board Room Letters**

Scale: 3/16" = 1'-0"

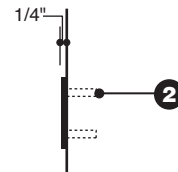
**Wall Mount, Identification Letters**

Sign shall identify the "Backpacks," "Sportswear," and "Art & School Supplies" areas within the campus bookstore.

- 1 Letters**  
 1/4" thick flat cut aluminum letters with a horizontal brushed finish.
- 2 Mounting**  
 Letters to be securely mounted to the wall using mechanical fasteners.



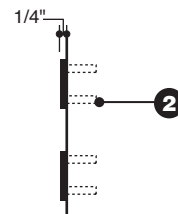
**Graphic Elevation - Sign Type 5.1.3**  
 Scale: 3/4" = 1'-0"



**Side Elevation - Sign Type 5.1.3**  
 Scale: 3/4" = 1'-0"

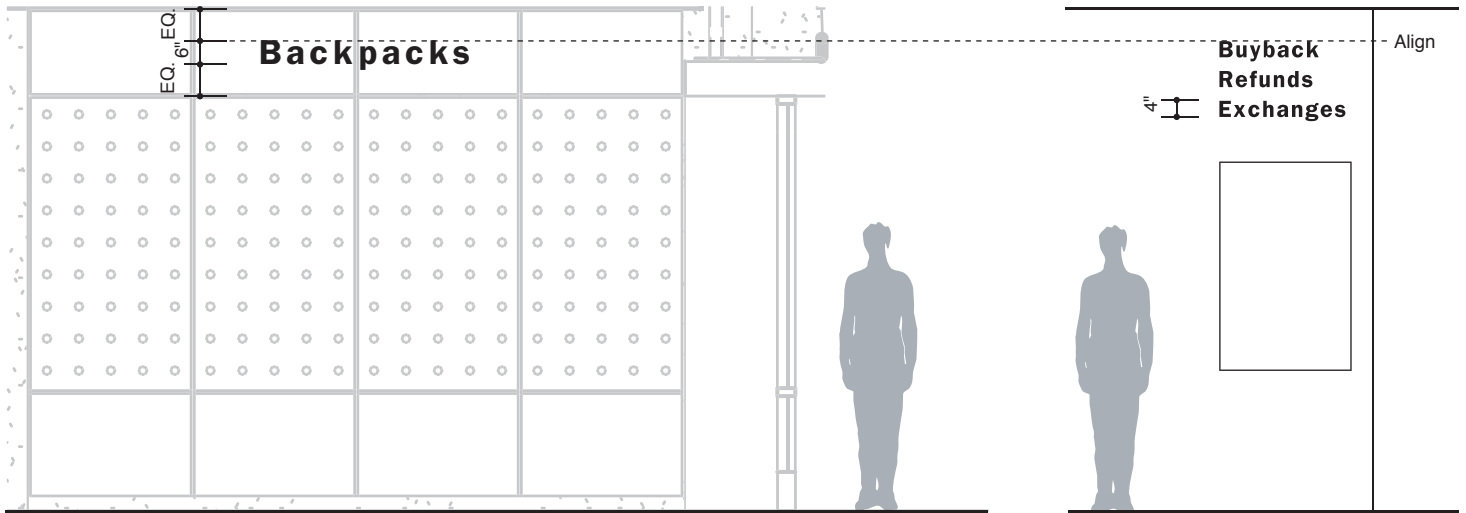


**Graphic Elevation - Sign Type 5.1.4**  
 Scale: 3/4" = 1'-0"



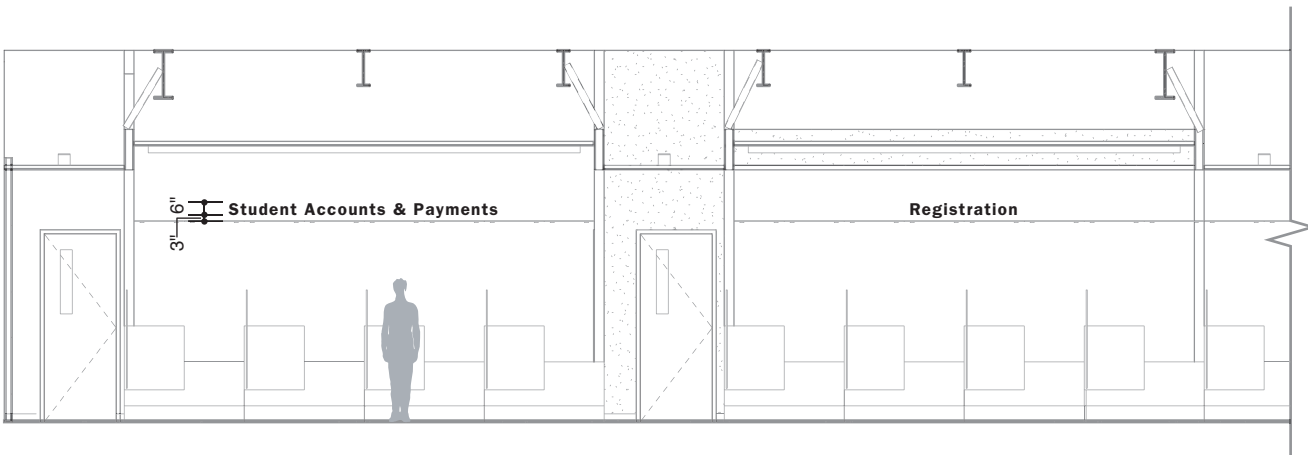
**Side Elevation - Sign Type 5.1.4**  
 Scale: 3/4" = 1'-0"

**Wall Mount, Identification Letters**

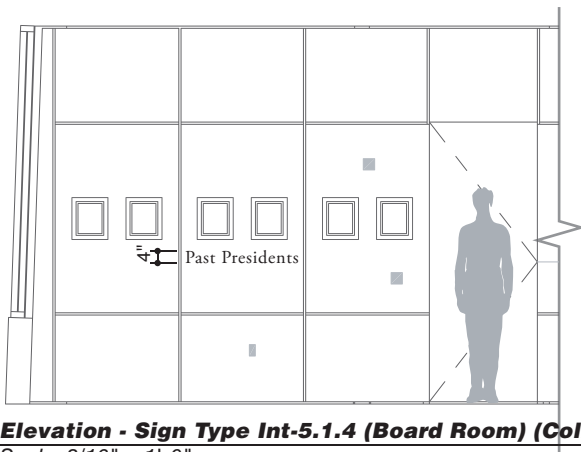


**Elevation - Sign Type Int-5.1.3**  
Scale: 1/4" = 1'-0"

**Elevation - Sign Type Int-5.1.4**  
Scale: 1/4" = 1'-0"



**Elevation - Sign Type Int-5.1.3 (Enrollment Area)**  
Scale: 1/8" = 1'-0"



**Elevation - Sign Type Int-5.1.4 (Board Room) (College Font - Garamond)**  
Scale: 3/16" = 1'-0"



**INTERIOR**  
**Sign Type Int 5.2**

**Wall Mount, Department Identification**

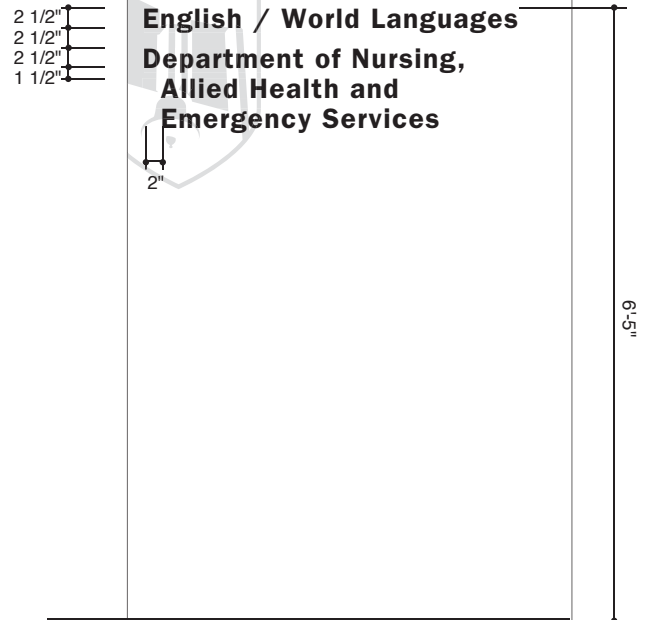
Sign shall identify department names and room number.

**1 Letters**

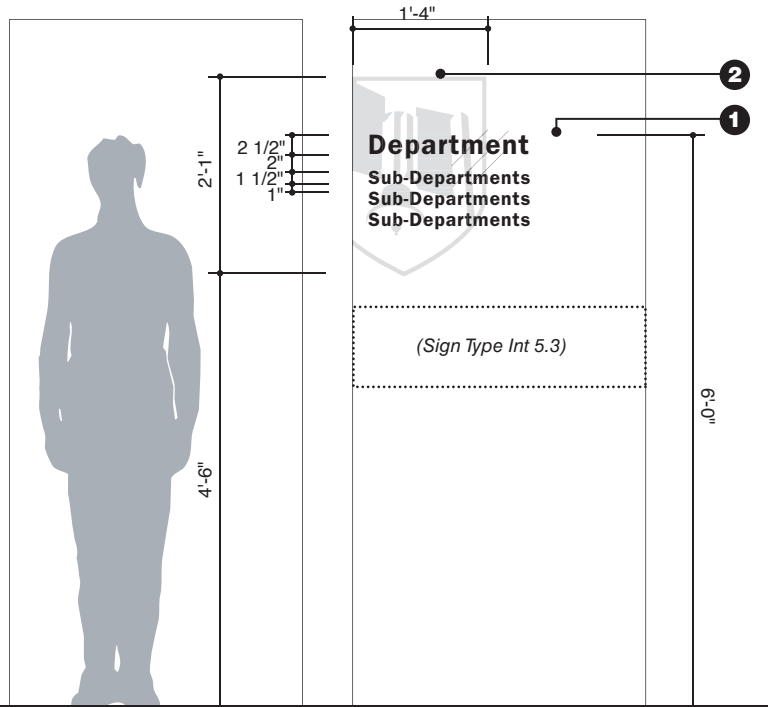
Applied vinyl letters on glass.

**2 Logo**

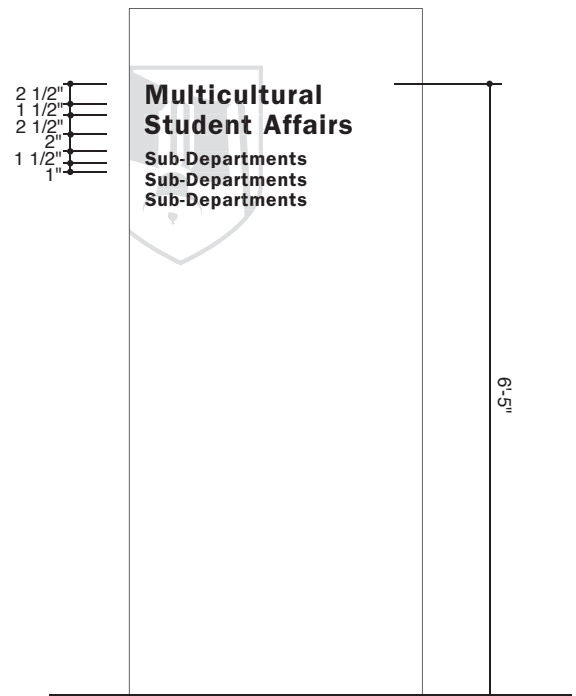
Applied college logo on glass (etch-look graphics).



**Mounting Elevation - English & Nursing Layout**  
Scale: 1/2" = 1'-0"



**Mounting Elevation**  
Scale: 1/2" = 1'-0"

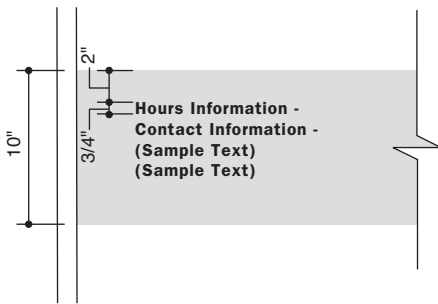


**Mounting Elevation - Two-line Condition**  
Scale: 1/2" = 1'-0"

**Wall Mount, Hours Identification**

Sign shall identify hours, after hours information or security information.

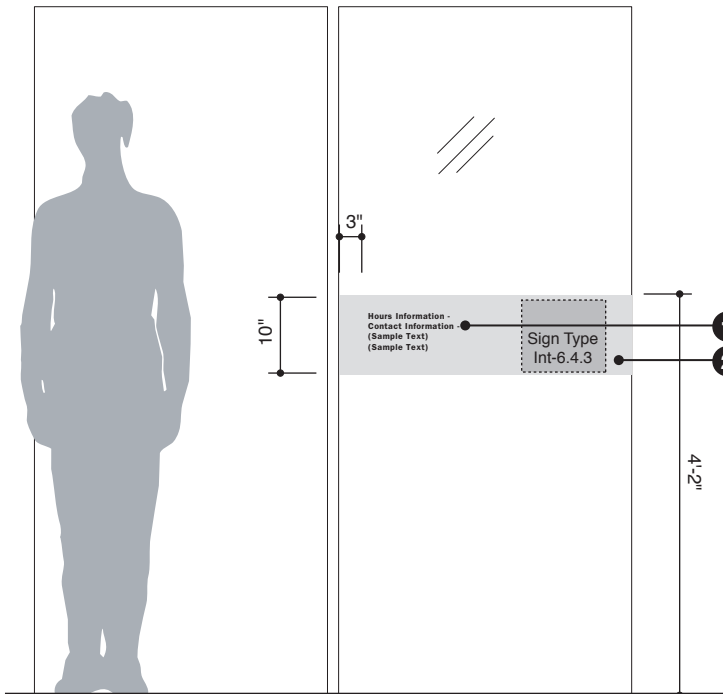
- 1 Letters**  
Applied vinyl letters behind glass.
- 2 Band**  
Applied band behind glass (etch look graphics).
- 3 Symbol**  
Applied vinyl symbol behind glass



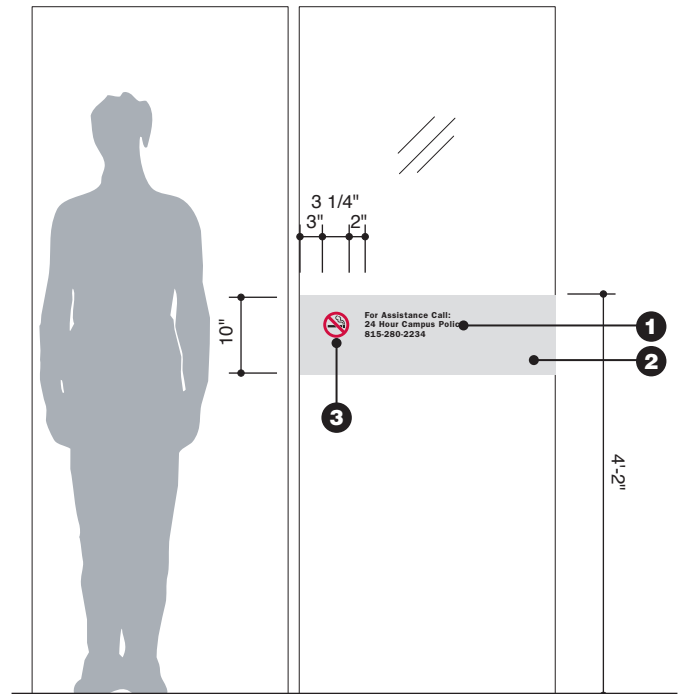
**Graphic Elevation, Sign Type Int 5.3**  
Scale: 1" = 1'-0"



**Graphic Elevation, Sign Type Int 5.3.1**  
Scale: 1" = 1'-0"



**Mounting Elevation, Sign Type Int 5.3**  
Scale: 1/2" = 1'-0"



**Mounting Elevation, Sign Type Int 5.3.1**  
Scale: 1/2" = 1'-0"

**Vinyl Door Label**

Sign shall provide secondary directional information at secondary corridor decision points.

**4 Font**  
ITC Franklin Gothic Demi

**1 Sign Face**

The sign face shall be vinyl suitable for use in exposed locations.

**2 Message Graphics**

Message graphics shall be vinyl.

**3 Mounting**

Sign shall be properly, safely, and securely mounted to the wall.



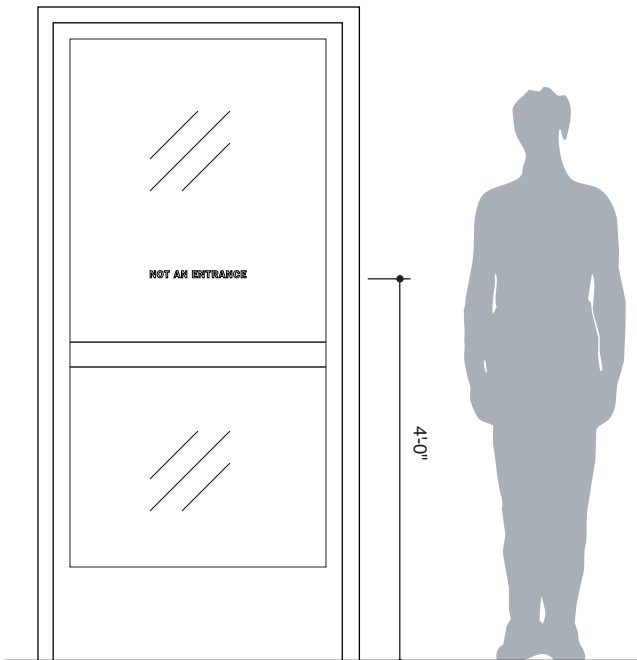
**Graphic Elevation - "Not an Entrance"**

Scale: 3" = 1'-0"



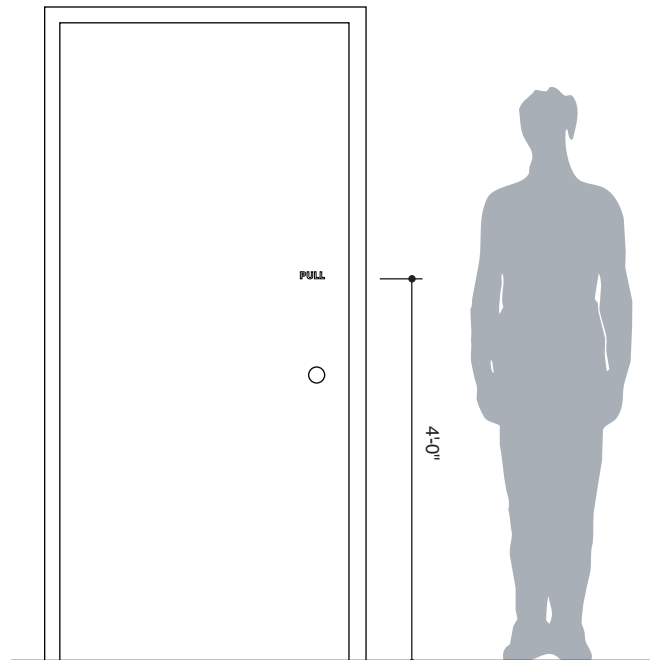
**Graphic Elevation - "Pull"**

Scale: 3" = 1'-0"



**Mounting Elevation (Glass Door)**

Scale: 1/2" = 1'-0"



**Mounting Elevation (Wood Door)**

Scale: 1/2" = 1'-0"

**Wall Mount, Toilet Identification**

Sign shall provide identification of rooms, such as restrooms.

requirements. Braille to be painted the same color as the sign background.

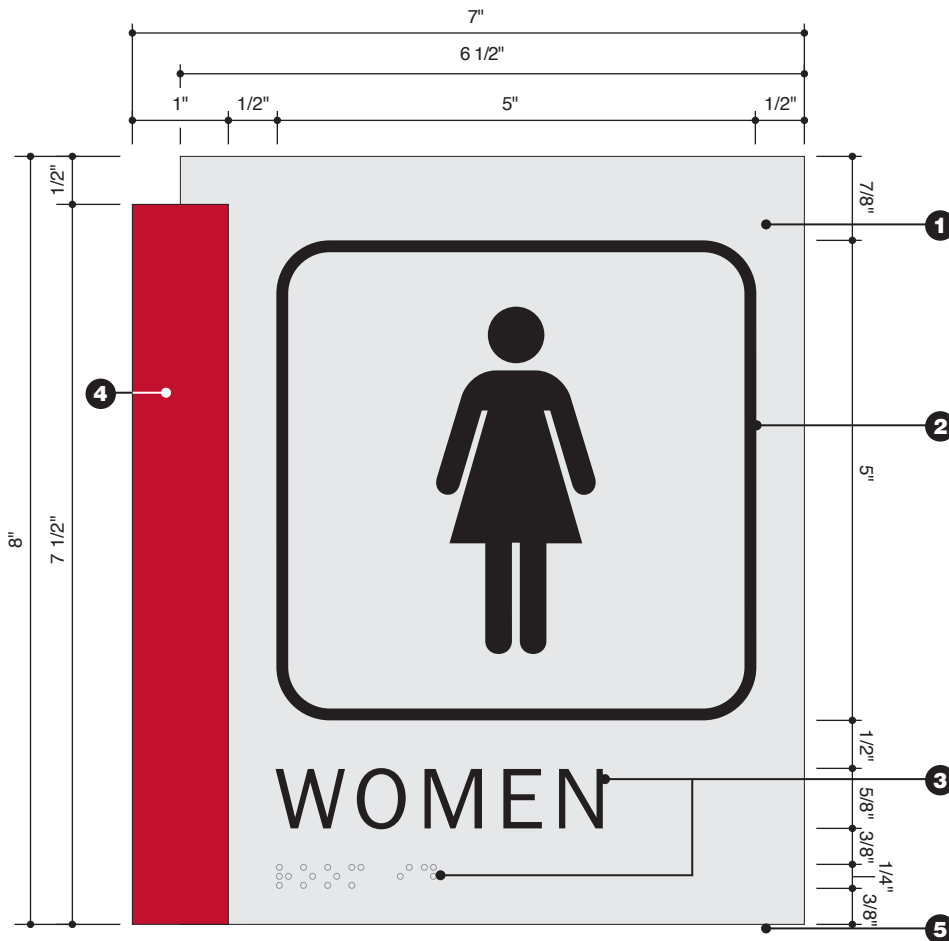
- 1 Sign Structure**  
Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.
- 2 Symbol**  
The symbol will be raised, etched and painted.
- 3 Message Graphics**  
The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA

- 4 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 5 Mounting**  
Sign shall be properly, safely, and securely wall mounted.
- 6 Font**  
ITC Franklin Gothic Book



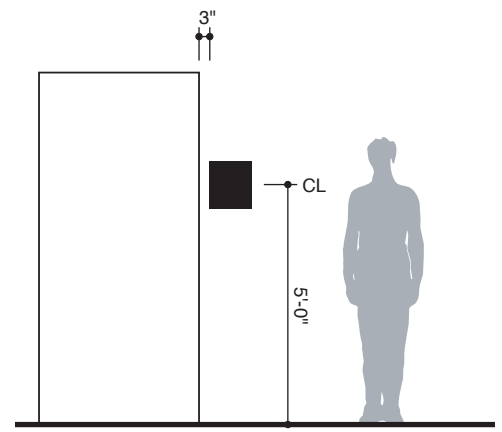
**Plan View**

Scale: 1/2" = 1"



**Graphic Elevation**

Scale: 1/2" = 1"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Wall Mount, Room Identification**

Sign shall provide room number and function.

requirements. Braille to be painted the same color as the sign background.

**1 Sign Fabrication**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**2 School Logo**

The college logo will be raised and painted to match the area color.

**5 Mounting**

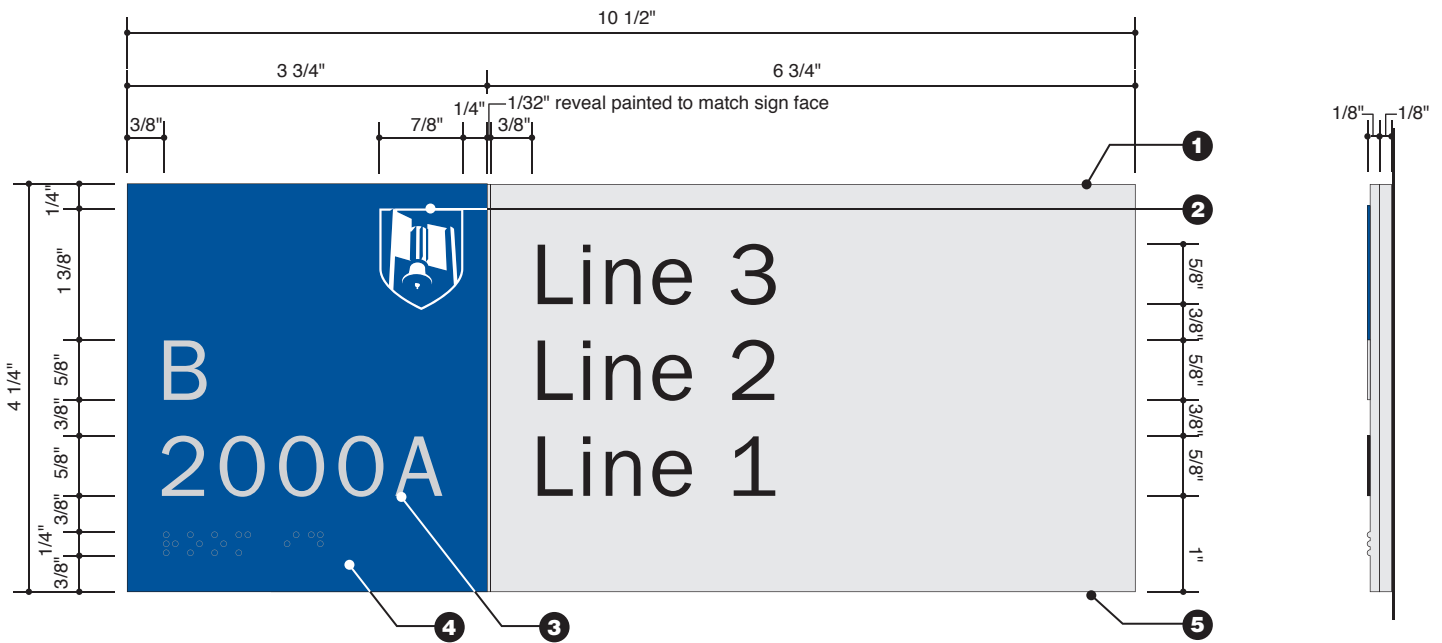
Sign shall be properly, safely, and securely wall mounted.

**3 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA

**Font**

ITC Franklin Gothic Book

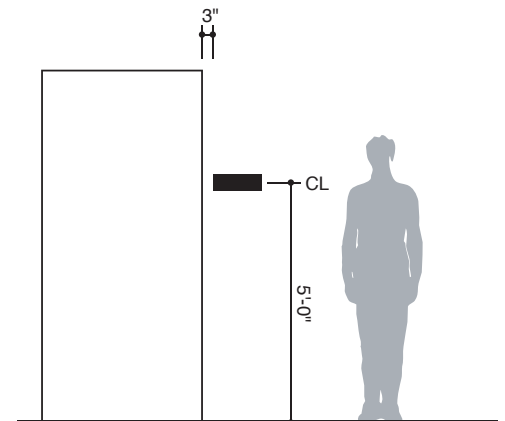


**Graphic Elevation**

Scale: 1/2" = 1"

**Side View**

Scale: 1/2" = 1"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 6.2.1**

**Wall Mount, Room Identification with Notebar**

Sign shall provide room number, function and a sheet holder. The sheet holder can hold meeting schedules, classroom information or other printed information (on a standard 8 1/2" x 11" sheet).

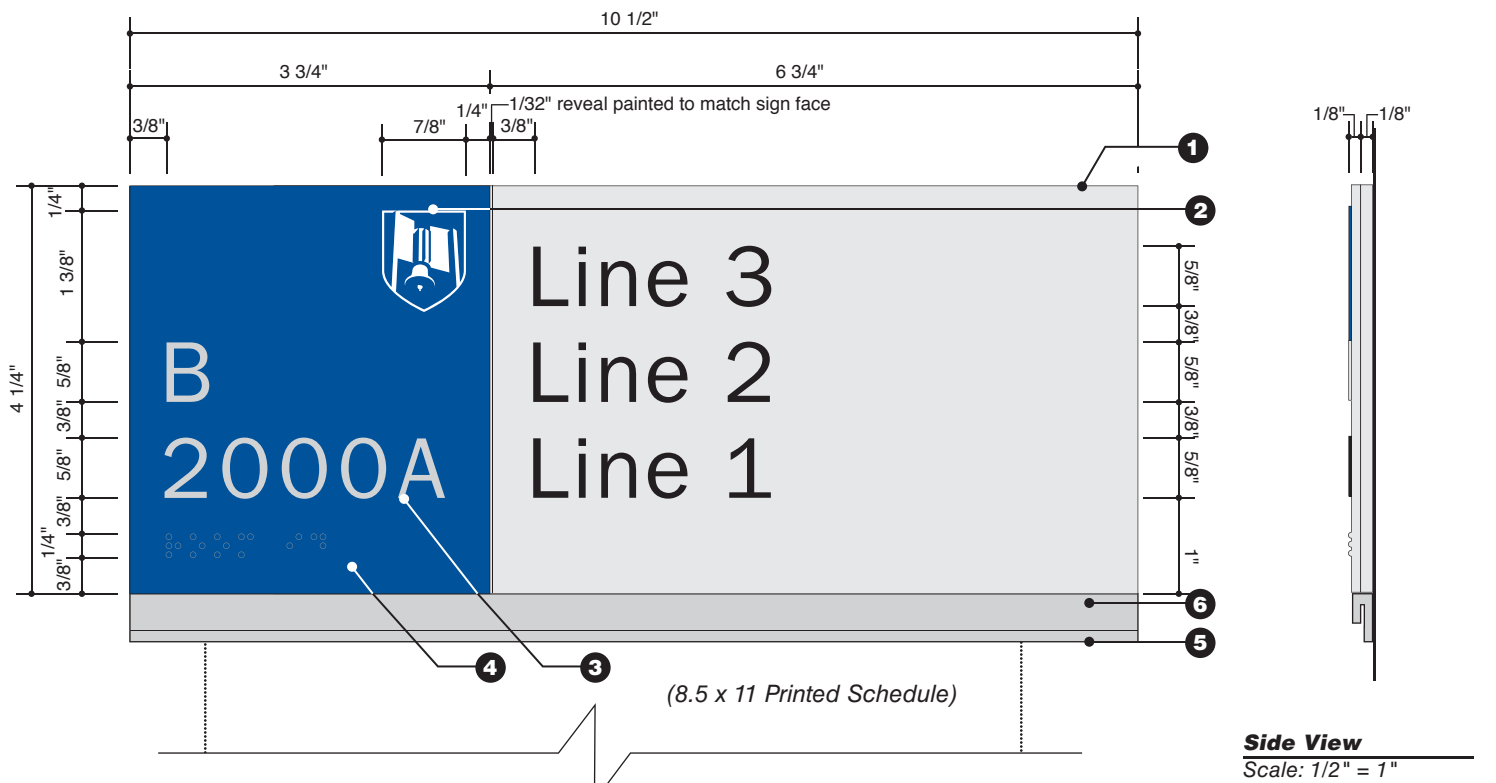
- 1 Sign Fabrication**  
Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.
- 2 School Logo**  
The college logo will be raised and painted to match the area color.

- 3 Message Graphics**  
The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

- 4 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

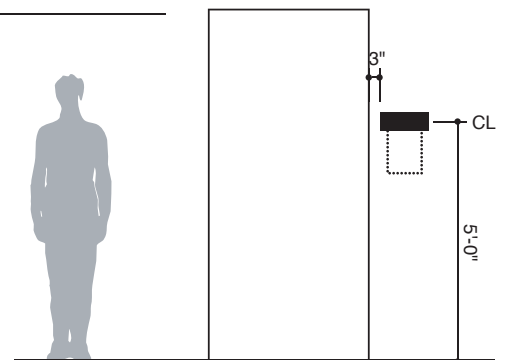
- 5 Mounting**  
Sign shall be properly, safely, and securely wall mounted.

- 6 Paper Holder**  
8 1/2" x 11" slide-in sheet holder.
- Font**  
ITC Franklin Gothic Book



**Graphic Elevation**  
Scale: 1/2" = 1'-0"

**Side View**  
Scale: 1/2" = 1"



**Mounting Elevation**  
Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 6.3 & 6.3.1**

**Wall Mount, Room Identification with Name**

Sign shall provide room number and function, with an insert holder can hold names (on changeable insert).

**1 Sign Fabrication**

Sign shall be fabricated from zinc (room number panel). The clear window, for slide-in inserts, shall be fabricated from acrylic. Sign shall be mounted to a common acrylic backer.

**2 School Logo**

The college logo will be raised and painted to match the area color.

**3 Message Graphics**

The room number will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Paper Holder**

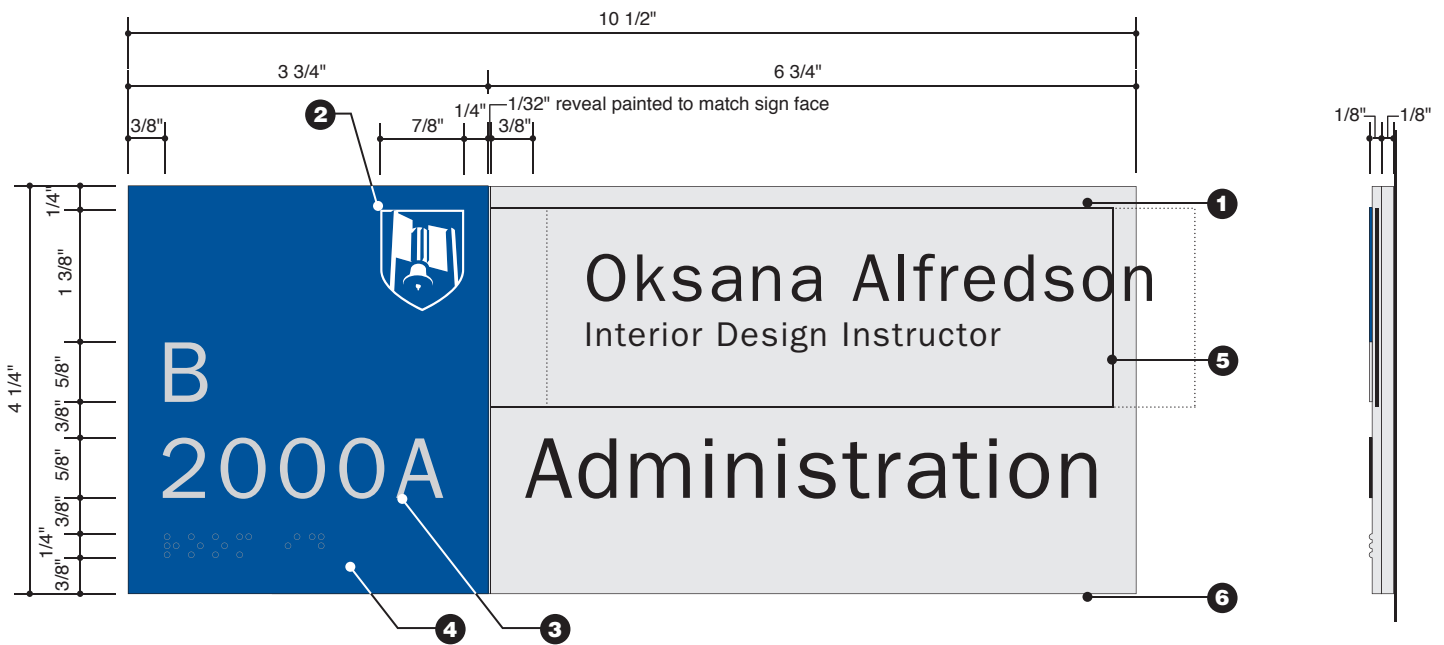
Slide-in sheet holder.

**6 Mounting**

Sign shall be properly, safely, and securely wall mounted.

**Font**

ITC Franklin Gothic Book

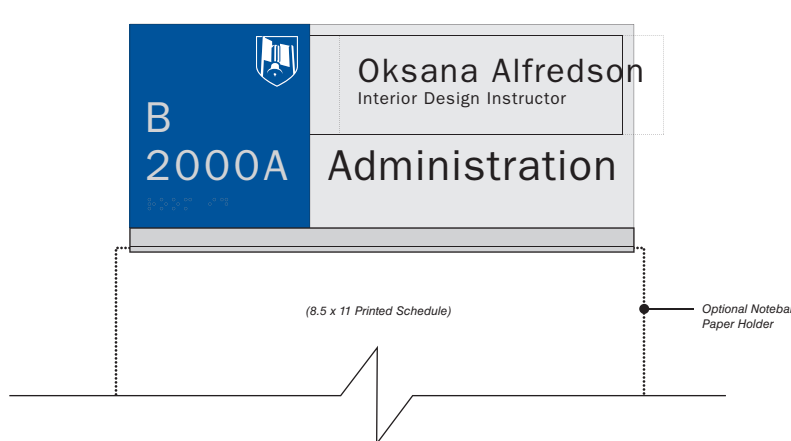


**Graphic Elevation - Sign Type Int 6.3**

Scale: 1/2" = 1'-0"

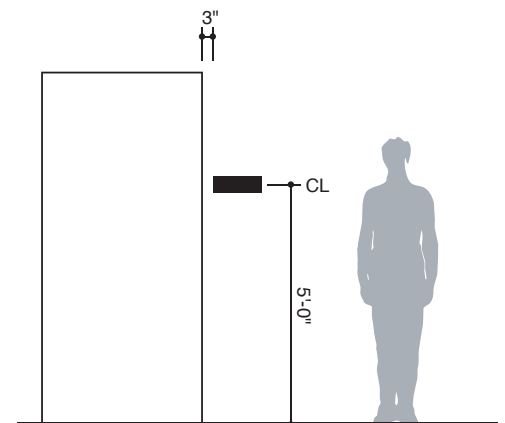
**Side View**

Scale: 1/2" = 1"



**Graphic Elevation - Sign Type Int 6.3.1**

Scale: 3" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 6.4 & 6.4.1**

**Wall Mount, Room Identification with Slide-In**

Sign shall provide room number and a changeable insert. The insert holder can hold department names, titles or names (on changeable insert).

**1 Sign Structure**

Sign shall be fabricated from zinc (room number panel). The clear window, for slide-in inserts, shall be fabricated from acrylic. Sign shall be mounted to a common acrylic backer.

**2 School Logo**

The college logo will be raised and painted to match the area color.

**3 Message Graphics**

The room number will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Paper Holder**

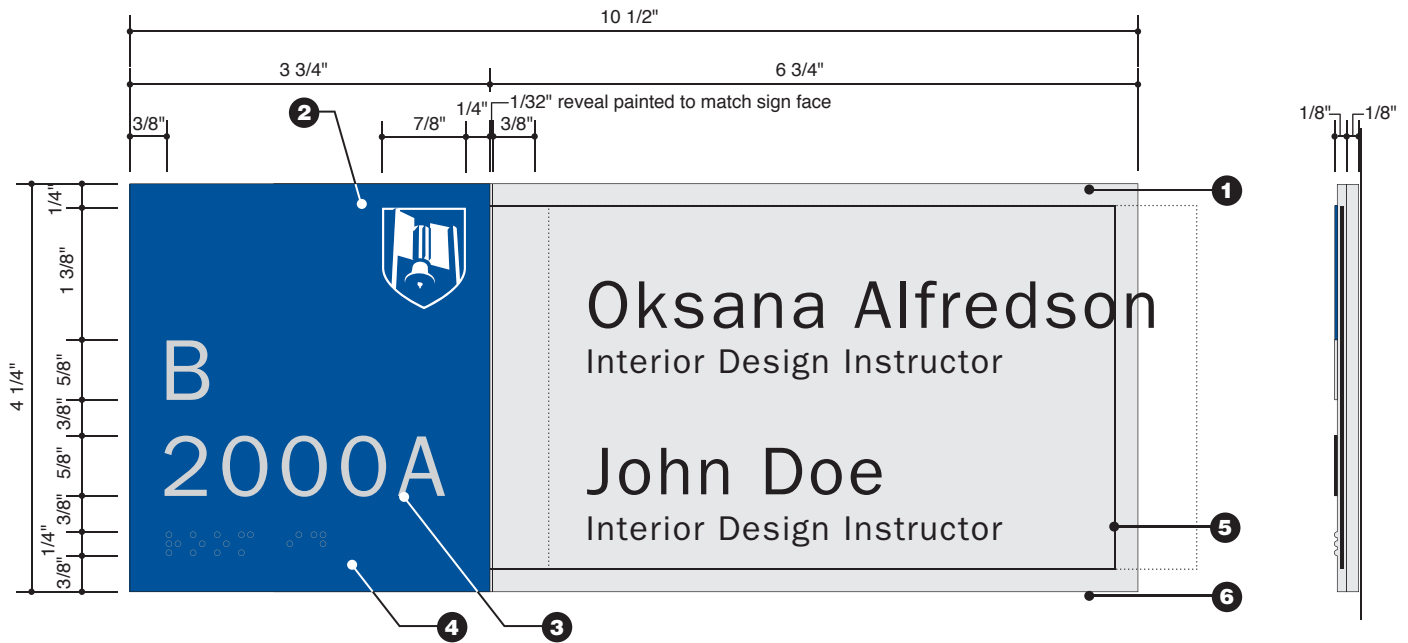
Slide-in sheet holder.

**6 Mounting**

Sign shall be properly, safely, and securely wall mounted.

**Font**

ITC Franklin Gothic Book

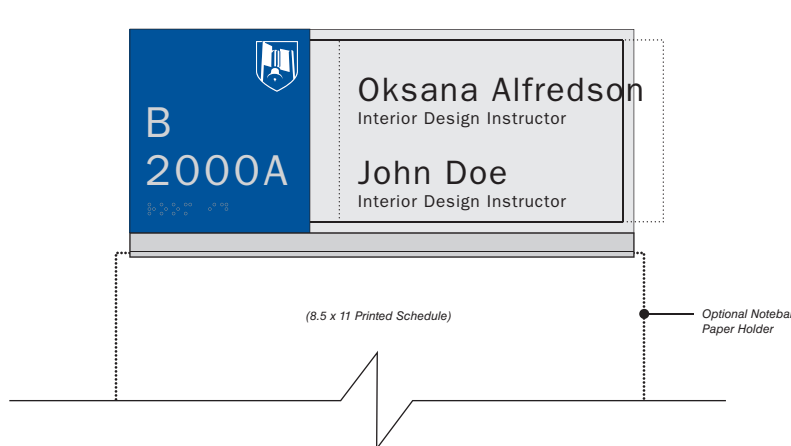


**Graphic Elevation - Sign Type Int 6.4**

Scale: 1/2" = 1"

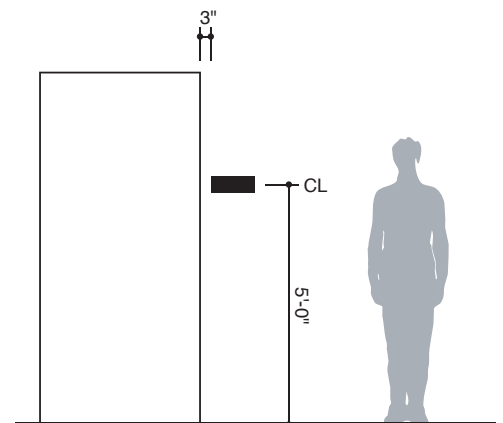
**Side View**

Scale: 1/2" = 1"



**Graphic Elevation - Sign Type Int 6.4.1**

Scale: 3" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"



**INTERIOR**  
**Sign Type Int 6.4.2**

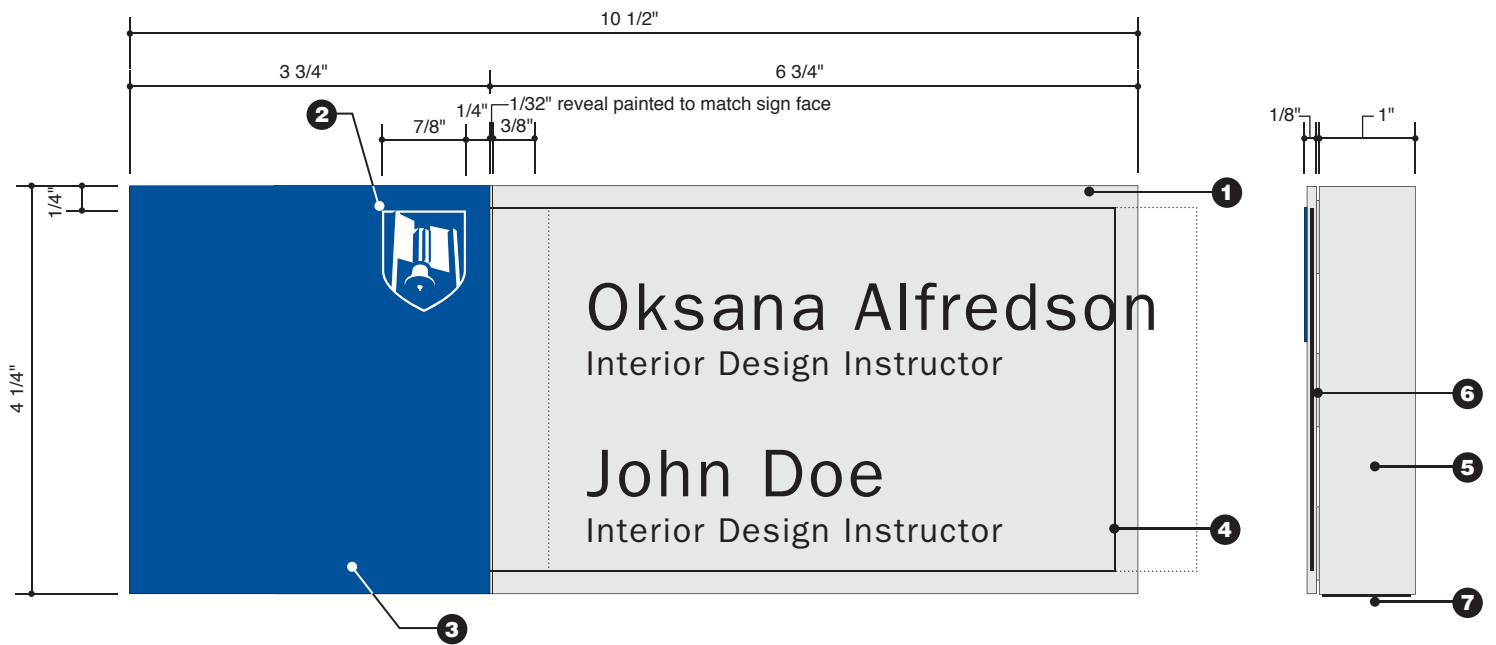
**Wall Mount, Room Identification with Slide-In, Desktop**

Sign shall provide a changeable insert, placed on desktop. The insert holder can hold department names, titles or names (on changeable insert).

- 1 Sign Structure**  
Sign shall be fabricated from zinc (college logo panel). The clear window, for slide-in inserts, shall be fabricated from acrylic.
- 2 School Logo**  
The college logo will be raised and painted to match the area color.

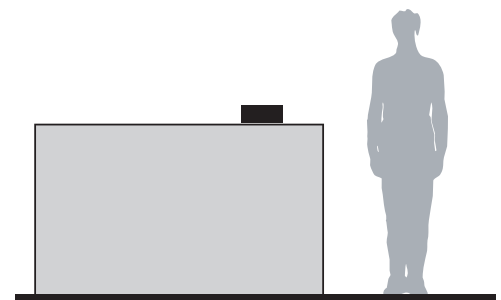
- 3 Area Color**  
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).
- 4 Paper Holder**  
Slide-in sheet holder.
- 5 Backer Panel**  
1" thick black acrylic panel to be applied to the back of the sign panel.
- 6 VHB Tape**

- 7 Foam Pad**  
Foam pad to prevent damage to desktop.



**Graphic Elevation - Sign Type Int 6.4.2**  
Scale: 1/2" = 1"

**Side View**  
Scale: 1/2" = 1"



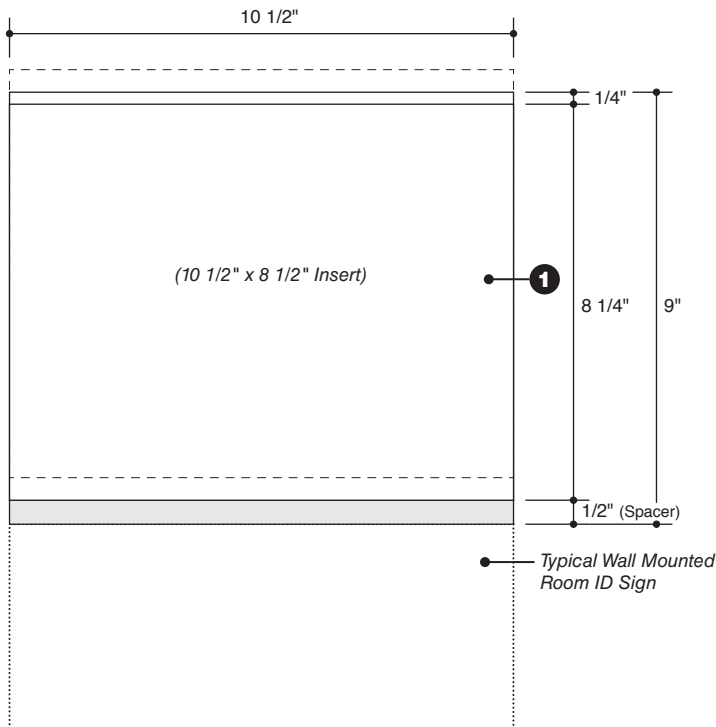
**Mounting Elevation**  
Scale: 1/4" = 1'-0"

**Wall Mount, Paper Insert Sign**

Sign shall provide a sheet holder for meeting schedules, classroom information or other printed information (on a 10 1/2" x 8 1/2" sheet), and shall be mounted above wall mounted room identification signs, where required.

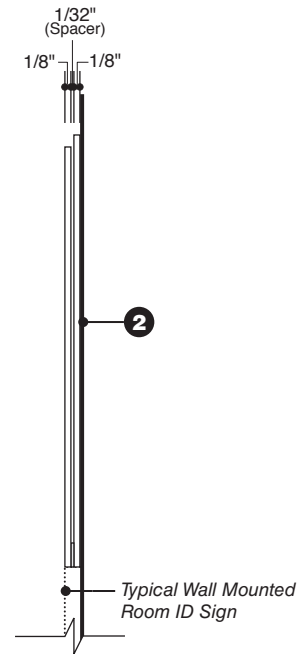
- 2 Mounting**  
Sign shall be properly, safely, and securely wall mounted.

- 1 Sign Fabrication**  
The sign insert holder shall be fabricated using a clear, non-glare, scratch-resistant acrylic window with polished edges. The clear window shall adhere to a painted acrylic backer with spacers that will allow for one 10 1/2" x 8 1/2" paper insert.



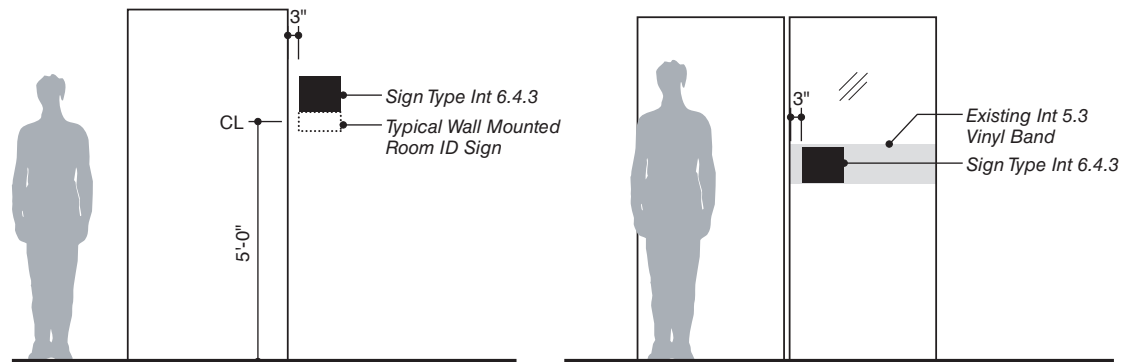
**Graphic Elevation**

Scale: 3" = 1'-0"



**Side View**

Scale: 3" = 1'-0"



**Mounting Elevations**

Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 6.5**

**Wall Mount, Room Identification, Room Number Only**

Sign shall provide room number.

same color as the sign background.

**1 Sign Fabrication**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**4 Area Color**

The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**2 School Logo**

The college logo will be raised and painted to match the area color.

**5 Mounting**

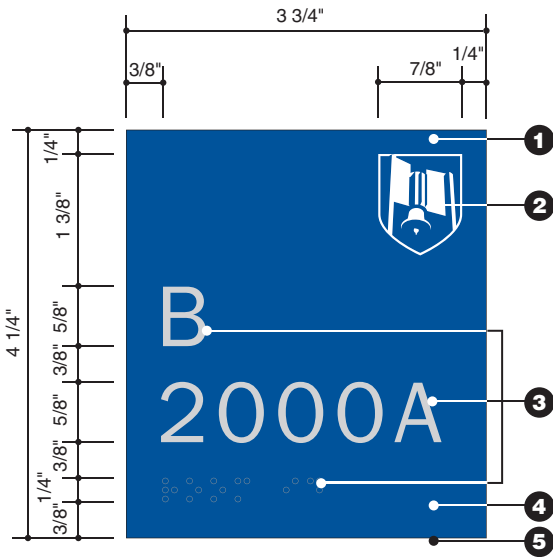
Sign shall be properly, safely, and securely wall mounted.

**3 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the

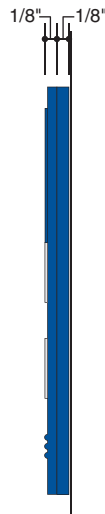
**Font**

ITC Franklin Gothic Book



**Graphic Elevation**

Scale: 1/2" = 1"

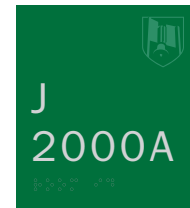


**Side View**

Scale: 1/2" = 1"



East Example



North Example



South Example



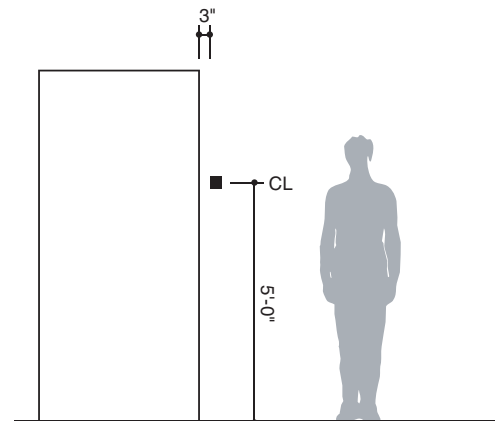
Campus Center Example



Neutral Example

**Graphic Elevation - Area Color Examples**

Scale: 1/4" = 1"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 7.1.1**

**Stairwell, Interior Identification (4 Characters)**

Sign shall provide stair identification (inside stair).

**1 Sign Fabrication**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**2 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**3 Area Color**

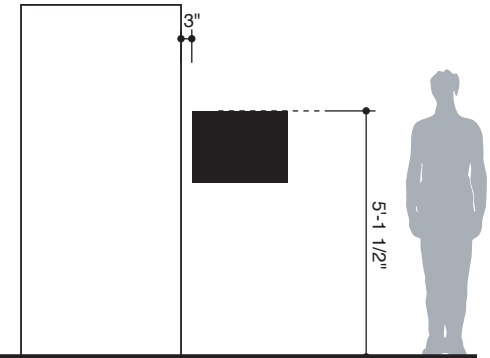
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**4 Mounting**

Sign shall be properly, safely, and securely wall mounted.

**Font**

ITC Franklin Gothic Book



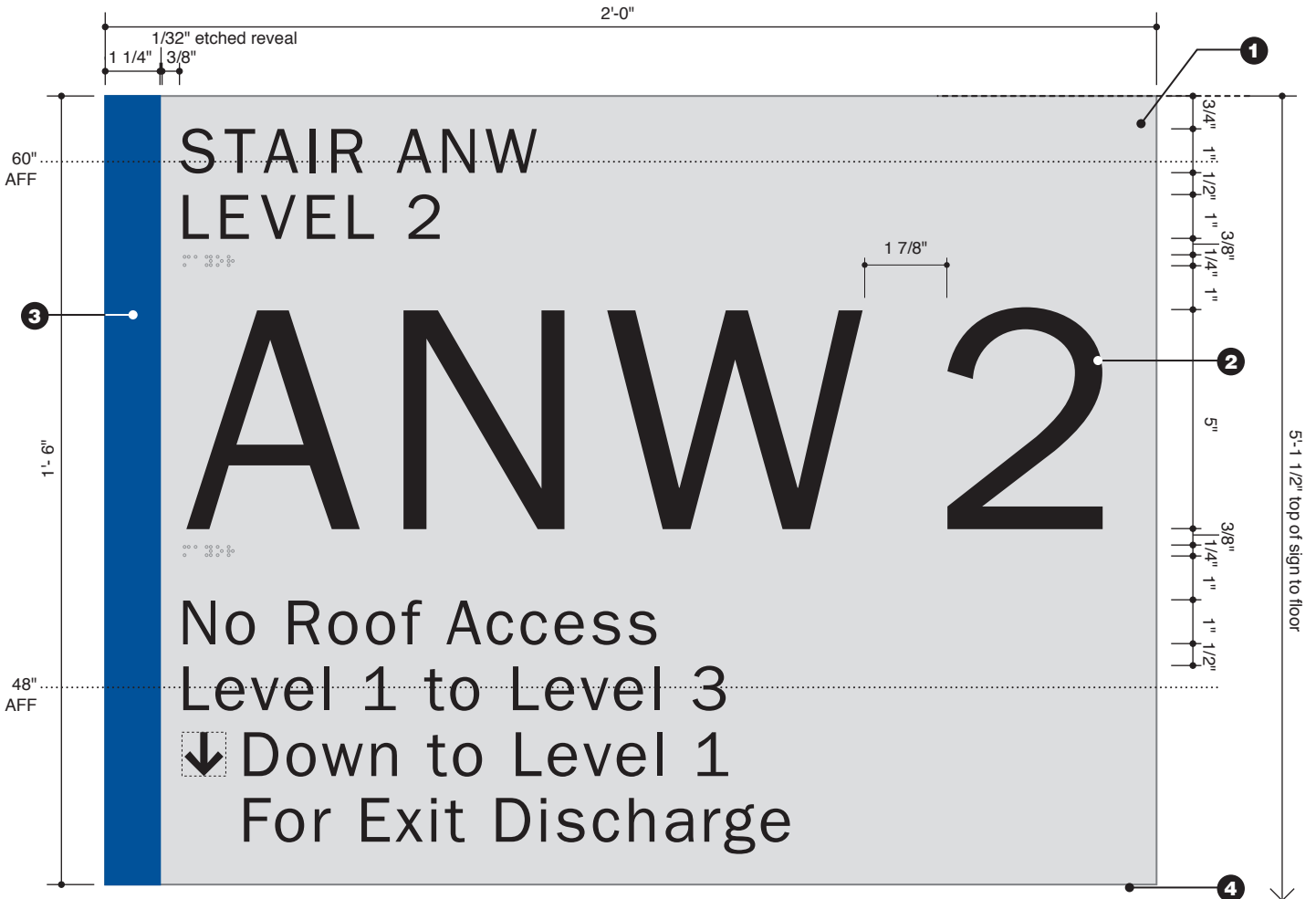
**Mounting Elevation**

Scale: 1/4" = 1'-0"



**Plan View**

Scale: 3" = 1'-0"



**Graphic Elevation**

Scale: 3" = 1'-0"

**Stairwell, Interior Identification (5 Characters)**

Sign shall provide stair identification (inside stair).

**1 Sign Fabrication**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**2 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**3 Area Color**

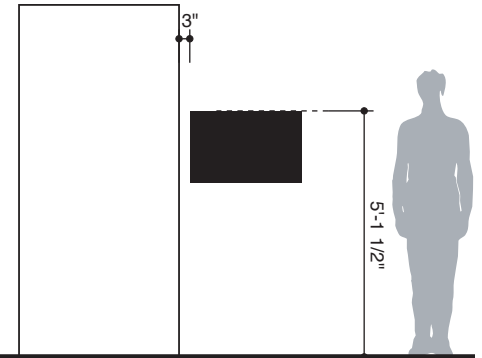
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**4 Mounting**

Sign shall be properly, safely, and securely wall mounted.

**Font**

ITC Franklin Gothic Book



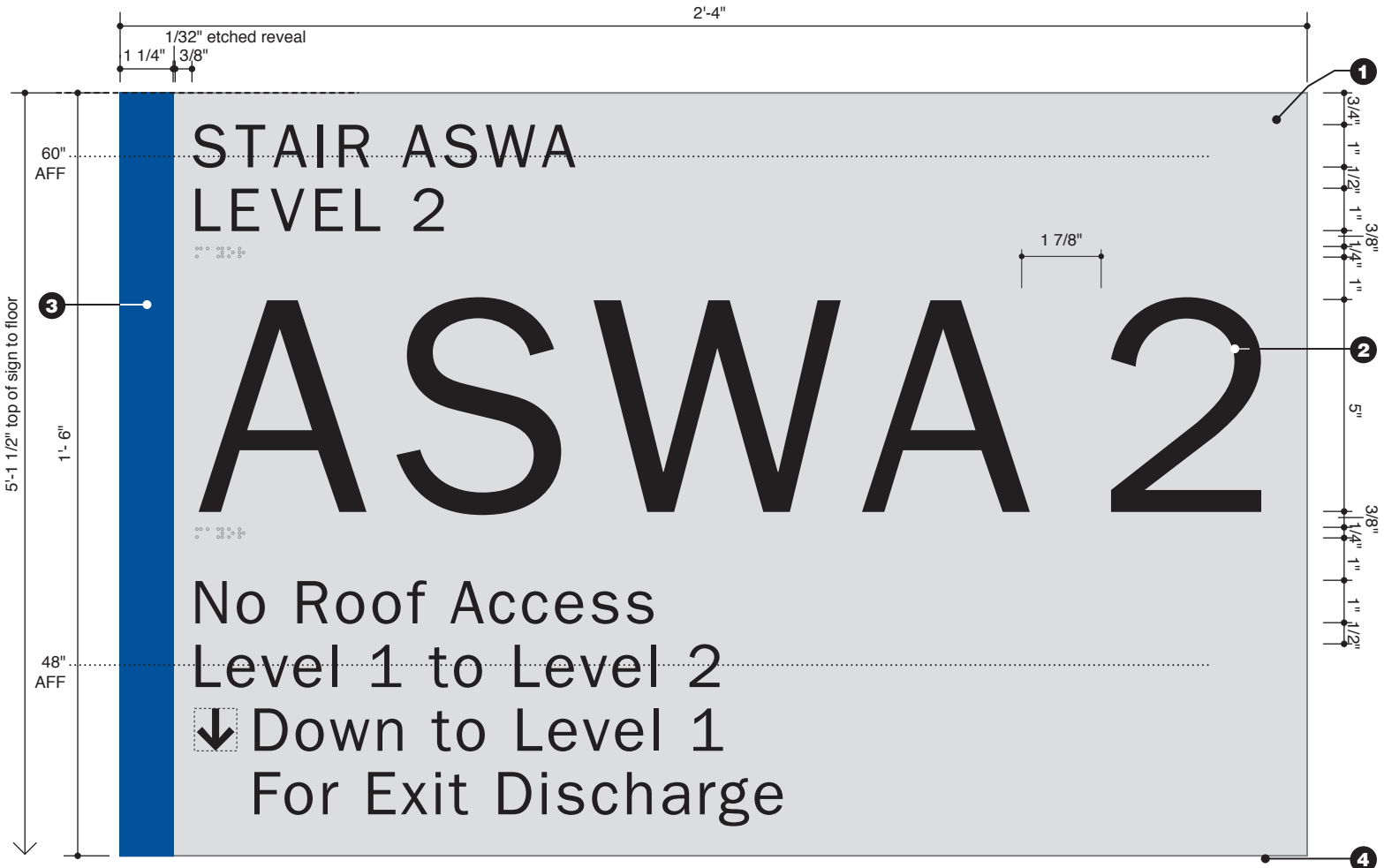
**Mounting Elevation**

Scale: 1/4" = 1'-0"



**Plan View**

Scale: 3" = 1'-0"



**Graphic Elevation**

Scale: 3" = 1'-0"

**Stairwell, Corridor Identification**

Sign shall provide stair identification (outside stair).

**1 Sign Structure**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**2 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**3 Area Color**

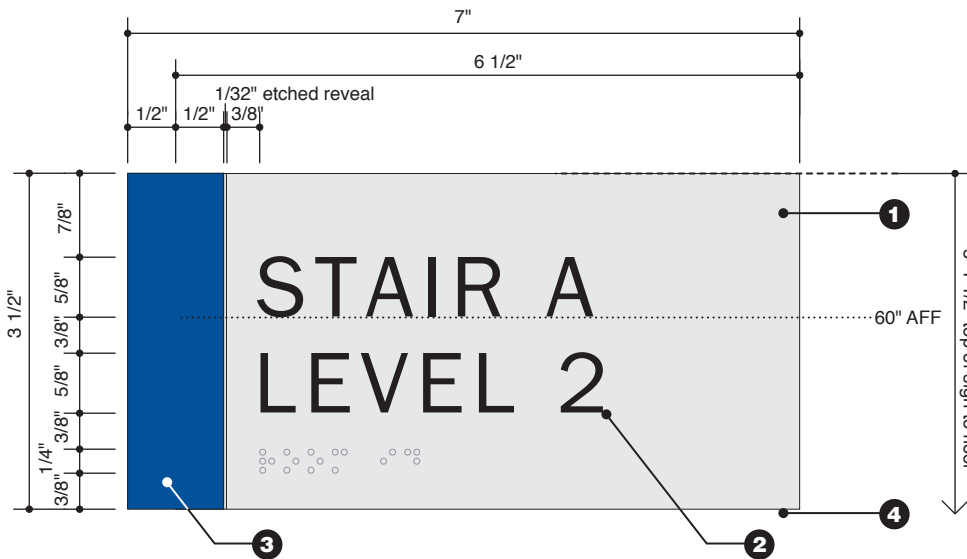
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**4 Mounting**

Sign shall be properly, safely, and securely wall mounted.

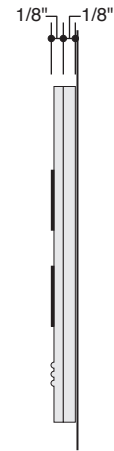
**Font**

ITC Franklin Gothic Book



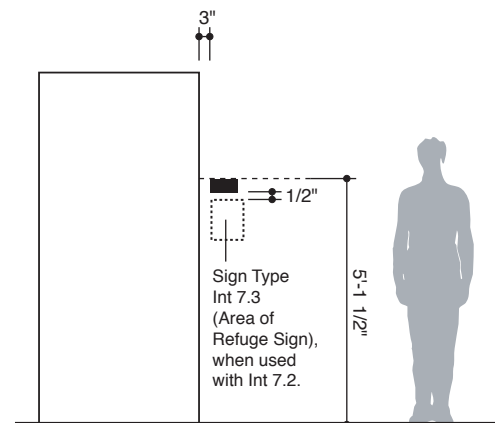
**Graphic Elevation**

Scale: 1/2" = 1"



**Side View**

Scale: 1/2" = 1"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**Stairwell, Area of Refuge Identification**

Sign shall provide identification of the Area of Rescue Assistance. A sign will also be provided with instruction on how to contact security, once in the Area of Rescue Assistance.

**1 Sign Structure**

Sign shall be fabricated from zinc. Sign shall be mounted to a common acrylic backer.

**2 Symbol**

The symbol will be raised, etched and painted.

**3 Message Graphics**

The lettering will have a 5/8" cap height, raised and in Braille, to meet ADA requirements. Braille to be painted the same color as the sign background.

**4 Area Color**

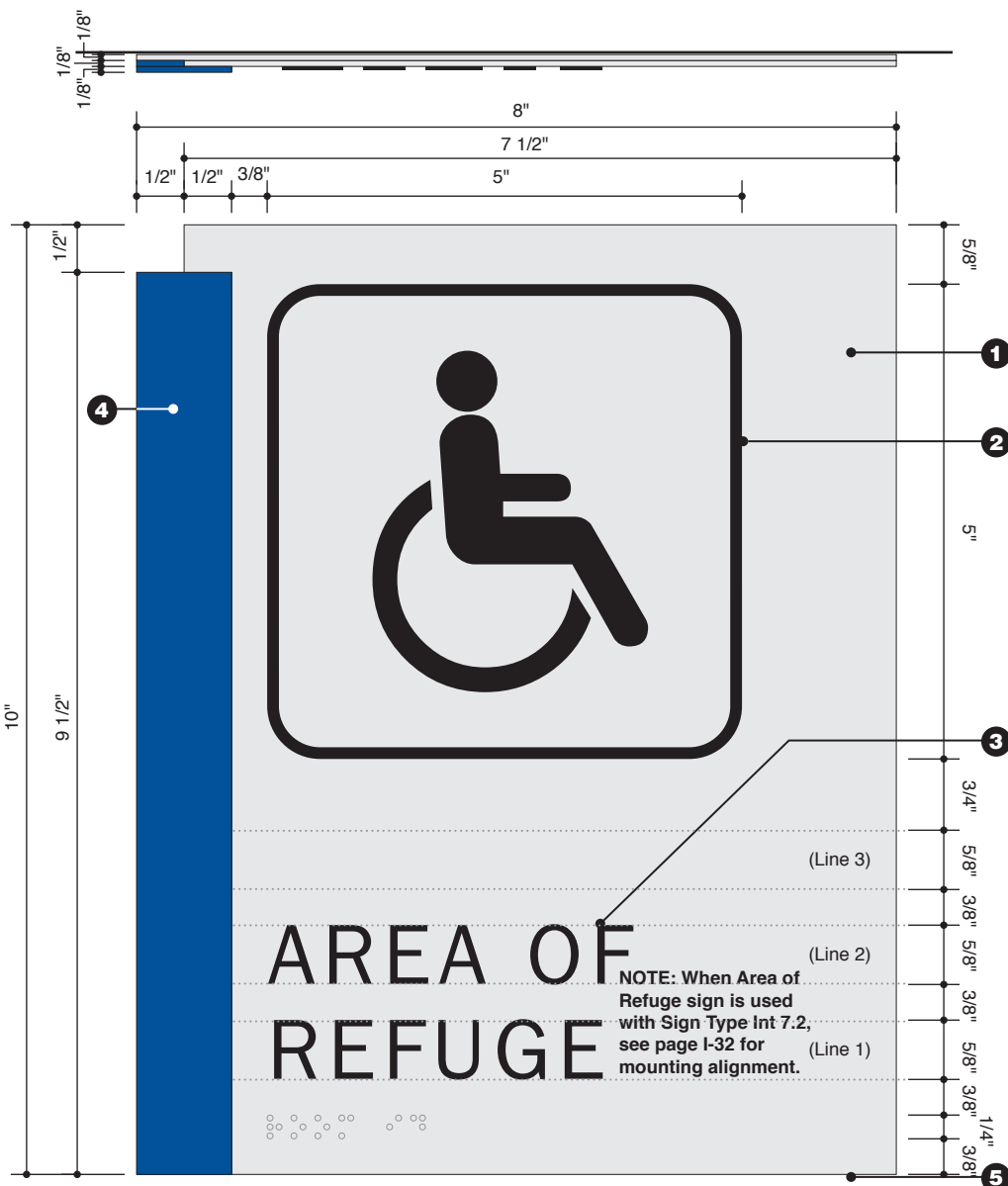
The vertical stripe on the left of the graphics panel shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Mounting**

Sign shall be properly, safely, and securely wall mounted.

**Font**

ITC Franklin Gothic Book



**Graphic Elevation**

Scale: 1/2" = 1"



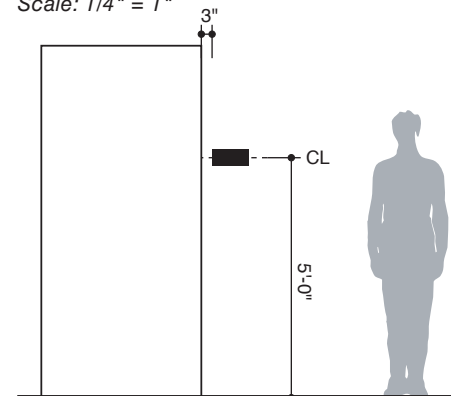
"Family Companion Restroom"



"Authorized Personnel Only"

**Alternate Layouts**

Scale: 1/4" = 1"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

**INTERIOR**  
**Sign Type Int 9.2, 9.2.1**

**Book Stack Identification (Library)**

Sign shall identify and provide information at the ends of the campus library book stacks.

**1 Sign Structure**

Sign structure shall be fabricated from aluminum and shall be professionally engineered. Sign surfaces shall have a painted finish unless otherwise noted.

**2 Sign Insert Holders**

The sign insert holders shall be fabricated using clear, non-glare, scratch-resistant acrylic, and shall accommodate two 8 1/2" x 11" clear inserts.

**3 Message Inserts**

Changeable message inserts shall be printed on clear 8 1/2" x 11" sheets.

**4 Area Color**

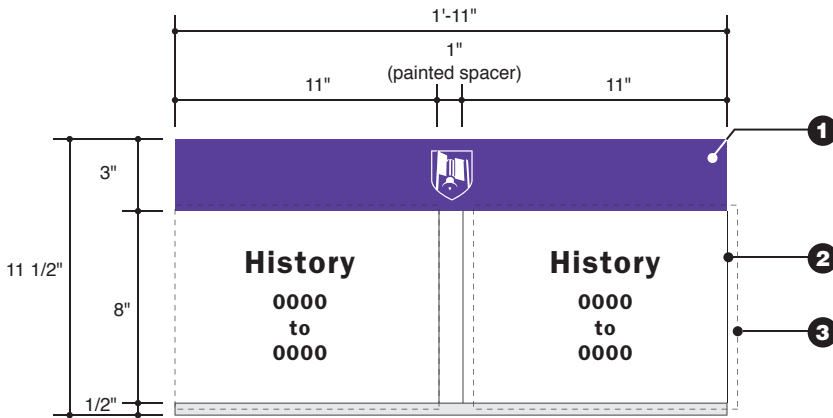
The color accent stripe shall show the appropriate campus area color (see page G-3 for area definitions).

**5 Mounting**

Sign shall be properly, safely, and securely mounted to ends of the campus library book stacks.

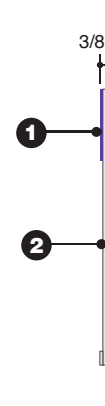
**6 Font**

ITC Franklin Gothic Demi



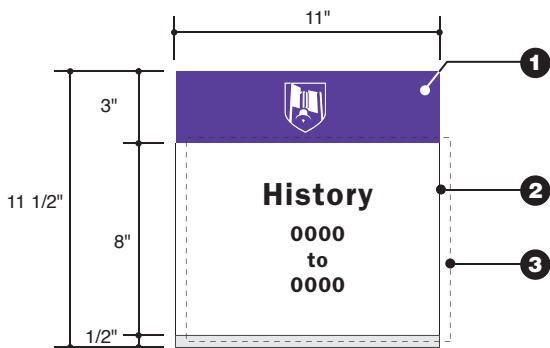
**Graphic Elevation - Sign Type Int 9.2**

Scale: 1 1/2" = 1'-0"



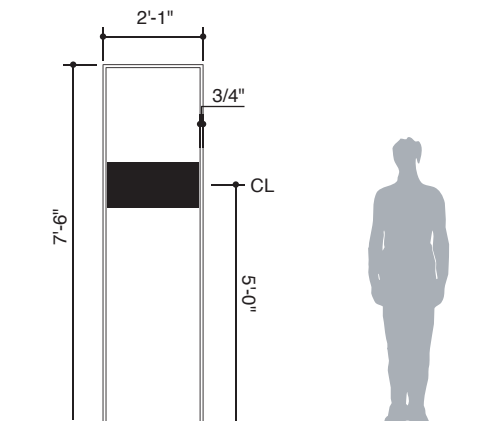
**Side View**

Scale: 1 1/2" = 1'-0"



**Graphic Elevation - Sign Type Int 9.2.1 (for single sided stacks)**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"



**Cafeteria Menu List (APCO)**

Sign shall hold the cafeteria menu list insert, and be placed as needed on cafeteria stations.

**1 Sign Structure**

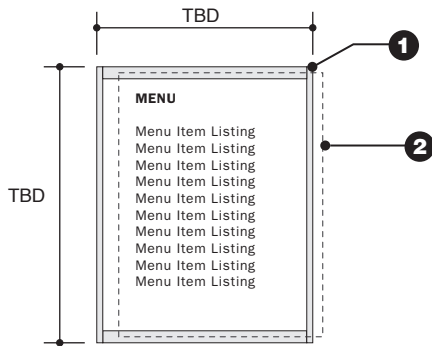
Sign structure shall be chosen from existing APCO sign system.

**2 Menu Insert**

Menu insert shall be printed on a clear 8 1/2" x 11" sheet.

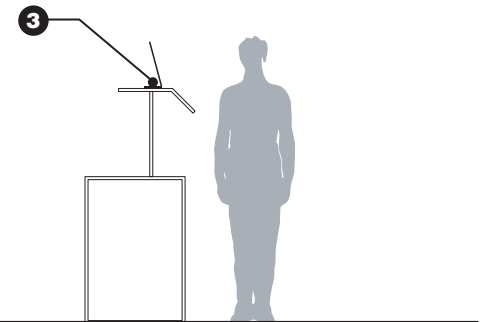
**3 Mounting**

Sign shall be self-standing and be placed atop cafeteria stations.



**Graphic Elevation - Cafeteria Menu List**

Scale: 1 1/2" = 1'-0"



**Mounting Elevation**

Scale: 1/4" = 1'-0"

# INTERIOR Sustainability Sign

## Sustainability Identification Sign

Sign shall identify sustainability projects and provide information, in different areas within the Campus Center. Location areas and final graphics are to be determined.

### 1 Sign Structure

Sign structure shall be fabricated from a 1/4" thick clear acrylic (non-glare, scratch-resistant acrylic), adhered to the aluminum painted accent color panel, and shall be professionally engineered. Sign surfaces shall have a combinations of painted and etched finish surface.

### 2 Message Graphics

Message graphics shall be digitally printed on a transparent adhesive film, mounted to the clear acrylic sign structure.

### 3 Accent Color

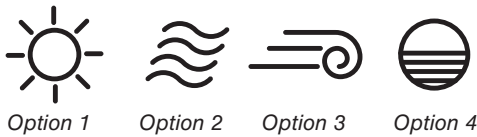
The color accent stripe shall be a 1/8" thick painted aluminum panel with applied graphics adhered to the acrylic sign panel.

### 4 Mounting

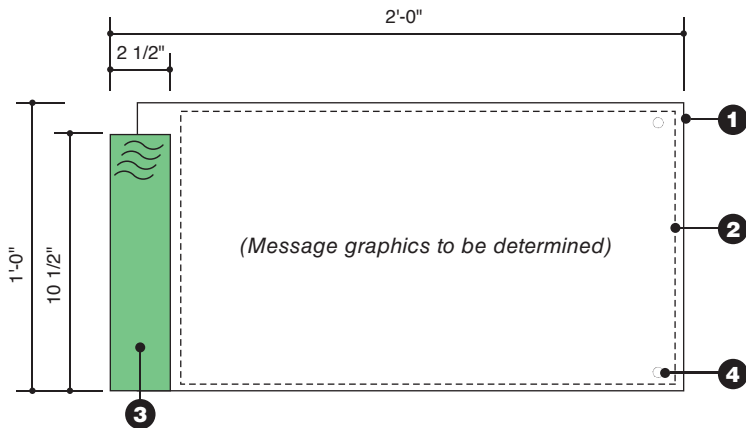
Sign shall be properly, safely, and securely mounted to glass using clear continuous adhesive, or to the wall using aluminum standoffs. The final locations are to be determined.

### 5 Font

ITC Franklin Gothic Demi

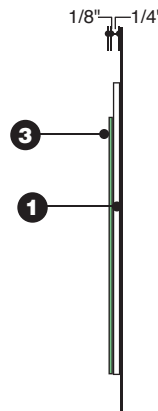


(Final symbols to be determined)



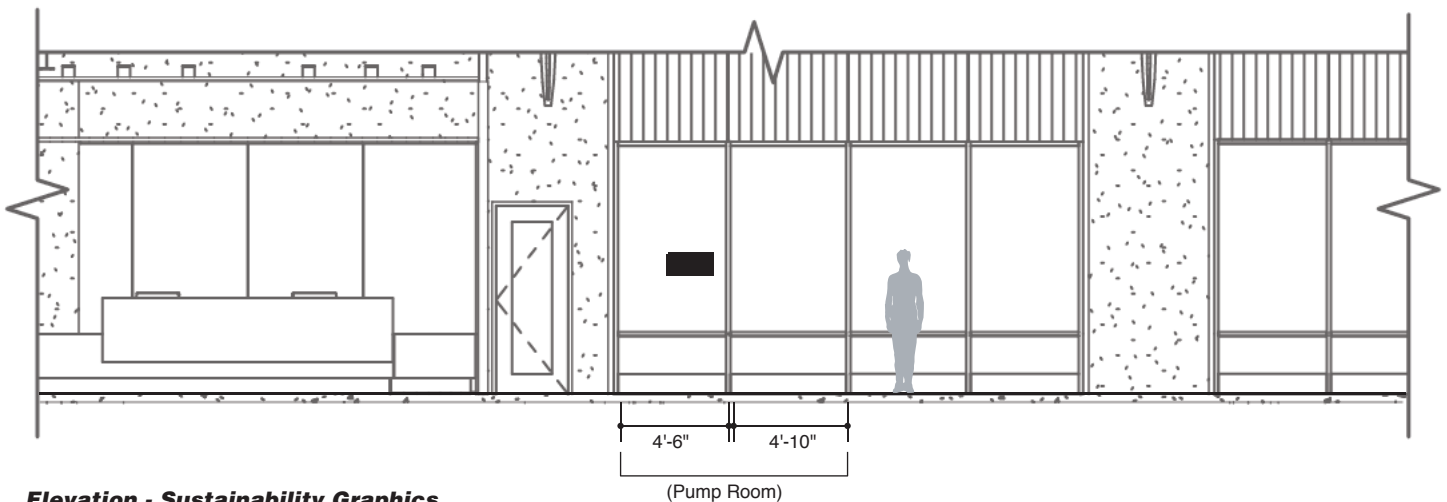
**Graphic Elevation - Sustainability Graphics**

Scale: 1 1/2" = 1'-0"



**Side View**

Scale: 1 1/2" = 1'-0"



**Elevation - Sustainability Graphics**

Scale: 1/8" = 1'-0"



# CONTRACT AGREEMENT

Purchase Order#: XXXXXX Account #: XXX-XXX-XXX.XXX

Date: XXXXXX

Project: XXXXX

Between:

Joliet Junior College  
1215 Houbolt Road  
Joliet, Illinois 60431

AND

Contractor  
Address  
Address

In the amount of \$ xxxxxxxxxxxxxxxxxxxxxxxxxxxx and 00/100

## ARTICLE 1

### THE WORK

1.1 The Trade Contractor and JJC agree that the materials and equipment to be furnished and the work to be done by the Trade Contractor are as follows:

The Contract Sum includes, but is not limited to the following:

- 110% Performance and payment bond to Joliet Junior College, Illinois Community College District No. 525
- Insurance in accordance with Schedule "A" Insurance Requirements.

The Contract Sum excludes the following:

- All sales, consumer, use and other similar taxes on equipment and materials incorporated into the work for this project. Tax Exempt No E9992-4773-06 for Joliet Junior College, Illinois Community College District No. 525

1.2 The Trade Contractor shall be held accountable for the following Project related responsibilities: furnish all labor and supervision; furnish, supply and install all equipment, material supplies, tools, scaffolding, hoisting, transportation, unloading and handling; do all things required to complete the work described above on the Project all in accordance with the drawings, documents and specifications prepared by the Architect/Engineer/Owner; and furnish all necessary information, shop drawings, details, samples, brochures,

etc. for Owner/Architect approval, as may be required.

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**ARTICLE 2**

**TIME OF COMMENCEMENT AND COMPLETION**

2.1 Trade Contractor shall start the work upon notice to proceed and shall execute the work with diligence and so as to maintain such schedules and milestones as established by JJC’s Construction Manager. The Trade Contractor agrees to complete portions and the whole of the work by the following anticipated dates:

2.2 The Trade Contractor is cautioned that schedules and milestones are subject to review and revision. It is the sole responsibility of the Trade Contractor to attend job meetings, keep itself informed of any revisions, and conform to any such revisions.

2.3 In the event that the Trade Contractor should fail to maintain JJC’s progress schedule or the schedule as established above, the JJC Construction Manager reserves the right, after 48 hours formal notice, either by letter or confirmed email to the Trade Contractor, to procure the materials, equipment, and labor necessary to proceed with, or to complete the work, or any portion thereof from other sources and charge the cost thereof to the Trade Contractor.

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**ARTICLE 3**

**THE CONTRACT SUM**

3.1 JJC agrees to pay the Trade Contractor for the satisfactory performance of his work the total sum of:

Contract Amount: \$ .00

Contract amount is made up of the following:

- Base Bid .....\$
- Alternate Bid No. ....\$
- Total Contract Amount.....\$

Allowances (if applicable):

Unit Prices (furnished and installed unless stated otherwise)

**In current funds subject to additions and deductions for changes, as may be agreed upon, and to make payments on account thereof as follows:**

- 3.2 On the established day of each month, the Trade Contractor shall deliver to the JJC Construction Manager (2) completed copies of the JJC Payment Application Package showing values of all materials delivered and work completed up to the established billing date for which payment is being requested. It is specifically understood and agreed that prior to submission of the first statement the Trade Contractor will deliver to the JJC Construction Manager, for review and approval, a detailed breakdown of this contract sum showing a schedule of values for the various parts of the work. Once accepted, this schedule of values will be used as a basis for checking the Trade Contractor's monthly statement.
- 3.3 The Trade Contractor shall, with the second and each succeeding monthly request for payment, submit a waiver of lien showing all payments made for labor and materials and on account for all work covered in the previous months request for payment. Affidavit and waiver of liens may be required to be submitted from Trade Contractors, suppliers, and/or Trade-Trade Contractors (all tier).
- 3.3.1 The Trade Contractor shall, with the second and each succeeding monthly request for payment, submit certified payroll for all labor and sub labor.
- 3.4 Ten percent (10%) of each payment shall be retained, unless specific provisions to the contrary are indicated in the contract documents.
- 3.5 No payment made under this Agreement, including the final payment, shall be conclusive evidence of the performance of the work, either wholly or in part, and no payment shall be construed as an acceptance of defective work or improper materials.
- 3.6 The Trade Contractor shall save and keep JJC's property free from all mechanics' and material liens and all other liens and claims, legal or equitable, arising out of the Trade Contractors work hereunder. In the event any such lien or claim is filed by anyone claiming by, through, or under the Trade Contractor, the Trade Contractor shall remove and discharge same, by bonding or otherwise, within five (5) days of the filing thereof.

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**ARTICLE 4**

**THE CONTRACT DOCUMENTS**

- 4.1 The contract documents consist of this Agreement and any exhibits attached hereto; general conditions, supplementary, special and other conditions, the drawings, specifications, general instructions to bidders, supplements to bidder's documents, form of proposal, all addenda issued prior to and all modifications issued after execution of the Agreement. Any post bid review and/or pre-construction document shall be considered part of this Agreement.
- 4.2 The Trade Contractor agrees to perform the work under the general direction of the JJC Construction Manager.
- 4.3 If there is a provision for liquidated damages in the contract documents, the Trade Contractor shall be liable for any liquidated damages by reason of the failure of the Trade Contractor to prosecute the work diligently and properly.
- 4.4 No extra work shall be performed under this Agreement, except upon receipt of a written change

order from JJC. Should the Trade Contractor proceed with any work they consider extra to this contract without a fully executed JJC change order form, it is considered at their own risk and cost.

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## ARTICLE 5

### INSURANCE AND INDEMNITY

5.1 The Trade Contractor agrees to at the time of execution of this Agreement furnish the Construction Manager with certificates of an insurance company (or other source). These certificates should certify that the Trade Contractor is protected on the work with worker's compensation and employer's liability, public liability and bodily injury, property damage insurance, and any other insurance as required by the contract documents and in accordance with the attachment to this Agreement entitled "Insurance Specifications". The Trade Contractor will not be permitted to start work at the site until these certificates are filed with the JJC Construction Manager. Compliance by the Trade Contractor with the foregoing requirements, as to carrying insurance and furnishing certificates, shall not relieve the Trade Contractor of its liabilities and obligations.

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## ARTICLE 6

### PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

6.1 The Trade Contractor agrees to furnish and pay for a 110% Performance Bond and a 110% Labor and Material Payment Bond. The bonds are to be delivered within 10 days of receipt of a purchase order and execution of this agreement.

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## ARTICLE 7

### WARRANTY

7.1 The Trade Contractor agrees to promptly make good, without cost to the JJC, any and all defects, due to faulty workmanship and/or materials, which may appear within the guarantee or warranty period so established in the contract documents. If no such period be stipulated in the contract documents, then such guarantee shall be for a period of one (1) year from date of completion and acceptance of the work by JJC. The Trade Contractor further agrees to provide any and all guarantees as required by the terms of the contract documents, as a condition precedent to final payment.

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## ARTICLE 8

### CHANGES IN THE WORK

- A. 8.1 The Trade Contractor may be ordered in writing by JJC, without invalidating this Agreement, to make changes in the work within the general scope of this Agreement. These changes may consist of additions, deletions, or other revisions, the contract sum and the contract time being adjusted accordingly. The Trade Contractor, prior to the commencement of such changed or revised work, shall submit promptly to the JJC Construction Manager written copies of any claim for adjustment

to the contract sum and contract time for such revised work in a manner consistent with the contract documents. Any extra work done by the Contractor will be considered performed at no extra cost to JJC unless a written JJC change order form has been fully executed and signed by the Director of Business and Auxiliary Services. A contractor shall not be entitled to any compensation for extra work/material based on verbal conversations or email exchanges (the contractor is considered proceeding with extra work at their own risk without a fully executed JJC change order form). It is the contractor's responsibility to obtain a fully executed change order form from JJC. A change order or a combination of multiple change orders may not exceed 10% of the original contract without JJC seeking approval from the Board of Trustees.

8.2 Where changes in the work involve both additions and deletions, percentages for overhead and profit shall be applied to the net increase only of such values for labor and materials.

8.3 The amount to be paid by the Owner for changes in the work, as outlined in paragraph 8.1 above, shall be made on the basis of one of the following methods:

(a) by mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation and agreed upon by the JJC Construction Manager and the Trade Contractor, or

(b) by unit prices stated in the contract documents, or

(c) if no such unit prices are set forth and if the parties cannot agree upon a lump sum, then the actual net cost in money to the Trade Contractor of materials and labor (including insurance and applicable taxes) required, plus rental of plant equipment (other than small tools and small equipment) plus compensation for overhead and for profit as noted in Article 12, field overhead will not be considered as part of actual net cost, or

(d) by the method provided in subparagraph 8.4.

8.4 If none of the above methods set forth in clauses 8.3 (a), 8.3 (b), 8.3 (c) is agreed upon, the Trade Contractor, provided he receives a written order signed by JJC shall promptly proceed with the work involved. The cost of such work shall be determined by the JJC Construction Manager on the basis of reasonable expenditures and savings of those performing the work attributable to the change, including, in the case of an increase in the contract sum, a reasonable allowance for overhead and profit as set forth in the bid documents. In such case, and also under clauses 8.3 (c) and 8.3 (d) above, the Trade Contractor shall keep and present, in such form as the JJC Construction Manager may prescribe, an itemized accounting together with appropriate supporting data for inclusion in a change order. Unless otherwise provided in the contract documents, cost shall be limited to the following: cost of materials including sales tax and cost of delivery, cost of labor including social security, old age and unemployment insurance and fringe benefits required by Agreement or custom; workers or workmen's compensation insurance; bond premiums; rental value of equipment and machinery; and the additional costs of supervision and field office personnel directly attributable to the change. Pending final determination of cost, payments, on account shall be made as determined by the JJC. The amount of credit to be allowed by the Trade Contractor for any deletion or change which results in a net decrease in the contract sum will be the amount of the actual net cost as confirmed by JJC when both additions and credits covering related work or substitutions are involved in any one change, the allowance for overhead and profit shall be figured on the basis of the net increase, if any with respect to that

change.

8.5 For work performed by a Trade-Trade Contractor, the Trade Contractor will be allowed to add 5% only and said Trade-Trade Contractor mark-up shall not exceed the agreed upon percentages noted in Article 11 for overhead and profit.

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## ARTICLE 9

### TRADE CONTRACTOR RESPONSIBILITIES

9.1 The Trade Contractor shall provide sufficient, safe, and proper facilities at all times for the inspection of the work by JJC. The Trade Contractor shall, within a 24-hour notice from the JJC Construction Manager, proceed to take down all portions of the work and remove from the grounds or buildings, all materials, whether worked or unworked, which the JJC Construction Manager shall condemn as unsound or improper, or as in any way failing to conform to the contract documents. The Trade Contractor shall make good at its own expense, all work damaged or destroyed thereby.

9.2 The Trade Contractor agrees, in the performance of this Agreement, to comply with all federal, state, municipal, and local laws, ordinances, codes and governing regulations, to pay all costs and expenses required thereby; to pay all fees, charges, assessments, and taxes, including sales and use taxes, and to pay all fringe and other benefits required by Agreement or law.

9.3 The Trade Contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save JJC harmless from loss on account thereof, except that JJC shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified, but if the Trade Contractor has reason to believe that the design, process or product specified is an infringement of a patent, he shall be responsible for such loss unless he promptly gives such information to the JJC Construction Manager.

9.4 Should the Trade Contractor become insolvent, or at any time, refuse or neglect to supply a sufficiency of properly skilled workers, or equipment and materials of the proper quality, or fail in any respect to prosecute the work with promptness and diligence, or fail in the performance of any of the Agreements herein contained, JJC shall be at liberty, after 48 hours written notice to the Trade Contractor, to provide any such labor, equipment, and materials and deduct the cost thereof, from any money then due or thereafter to become due to the Trade Contractor, under this Agreement if such refusal, neglect, or failure is sufficient ground for such actions, JJC shall also be at liberty to terminate the employment of the Trade Contractor. Consequently, JJC may enter upon the premises to take possession, for the purpose of completing the work included under this Agreement, of all materials, tools, and appliances thereon, and to employ any other person or persons to finish the work and provide the materials therefore. In case of such discontinuance of the employment, the Trade Contractor shall not be entitled to receive any further payment under this Agreement until the said work shall be wholly finished. If such expense shall exceed such unpaid balance, the Trade Contractor shall pay the difference to JJC. The expense incurred by JJC, as herein provided, either for furnishing materials, or finishing the work, and any damage incurred through such default, shall be chargeable to the Trade Contractor. In the event that a Termination for Cause is not upheld by a properly empowered judicial or arbitral authority, then the Termination for Cause shall be deemed a Termination for Convenience and construed under Section 9.4.1. hereof.

9.4.1 Notwithstanding the above paragraph, JJC reserves the right to terminate this Agreement for its convenience upon written notice to the Trade Contractor. In such instance the Trade Contractor will be paid



its share of the contract amount proportionate to the percentage of its work completed and other reasonable cancellation costs incurred as a result of said termination. No payments shall be made for anticipated overhead and profit. Prior to making any payments under this clause, JJC shall have the right to audit the records of the Trade Contractor.

9.5 The Trade Contractor agrees to adhere to the federal occupational safety act, state and local safety regulations and JJC's safety and health program so as to avoid injury or damage to persons or property, and to be directly responsible for damage to persons and property resulting from failure to do so.

9.6 In the event the Trade Contractor after a 24-hour written notice from JJC fails to take corrective action to insure compliance with said safety regulations or removal of rubbish and debris resulting from his work, JJC shall undertake these obligations and charge the cost of same to the Trade Contractor's account without further notice to the Trade Contractor.

9.7 The Trade Contractor agrees to notify the JJC Construction Manager of all accidents which may occur to persons or property and shall provide a copy of all accident reports on appropriate forms. All reports shall be signed by the Trade Contractor or his authorized representative and submitted within five (5) days of occurrence.

9.8 The Trade Contractor shall procure its materials from such sources, and employ such labor subject to contract terms and conditions in order to ensure harmonious labor relations on the site and prevent strikes or labor disputes by its employees or other trade employees. The Trade Contractor, in the event of a labor dispute including strikes, shall take whatever action is required in order to prevent the disruption of work on the Project site.

9.9 The Trade Contractor will not assign this Agreement or any moneys due or to become due under this Agreement, or sublet the whole or any part of the work to be performed hereunder, without the written consent of the Owner. In the event of such consent, a Trade-Trade Contractor must comply with all the requirements of this Agreement.

9.10 The Trade Contractor agrees that all disputes concerning the jurisdiction of trades shall be adjusted in accordance with any plan for the settlement of jurisdictional disputes which may be in effect either nationally or in the locality in which the work is being done. The Trade Contractor shall be bound by, and shall abide by, all such adjustments and settlements of jurisdictional disputes, whether or not the Trade Contractor is signature bound by the Agreement establishing the impartial jurisdictional disputes board and/or its successors. The Trade Contractor agrees not to cause work stoppage, due to the jurisdictional assignment of work.

9.11 The Trade Contractor shall submit to the JJC Construction Manager upon request, copies of orders placed for the various materials required for the Project or authentic stock lists if such material is normally a stock item. Order copies need not reflect prices but should indicate type of material, quantity, vendor name, and address, etc. The Trade Contractor shall be required to submit to the JJC Construction Manager a monthly material status report, or more often if required by the JJC Construction Manager, as a prerequisite for the monthly progress payment. The Trade Contractor shall notify the JJC Construction Manager immediately upon learning of a change of status of any material, equipment, or supplies.

9.12 The Trade Contractor shall continuously and adequately protect all his work and will immediately replace all damaged and defective work.

9.13 The Trade Contractor agrees to maintain an adequate force of experienced workers and the necessary materials, supplies, and equipment to meet the requirements of the JJC Construction Manager and other trades in order to maintain construction progress schedules, as established by the JJC Construction Manager. In the event that his force is, in the judgment of the JJC Construction Manager, inadequate to meet the established schedules during the regular working hours, the Trade Contractor agrees to work sufficient overtime hours or increase his work force to meet such schedules at no extra cost to JJC. If for reasons not already stated, the JJC Construction Manager requires and directs the Trade Contractor to work overtime, including Saturdays, Sundays or Holidays, the Trade Contractor will be reimbursed the net premium rate only. The net premium rate is understood to mean the actual premium labor cost, including applicable taxes and wage additives required by trade Agreement or by law, but without additives for overhead, labor efficiency, or profit.

9.14 The Trade Contractor agrees to employ competent administrative, supervisory, and field personnel to accomplish the work, including layout, engineering, and preparation and checking of shop drawings. If required, the Trade Contractor shall substantiate this employment of competent personnel to JJC's Construction Manager's satisfaction before initiating any work.

9.15 The Trade Contractor shall insure that all construction tools, equipment, temporary facilities, and other items used in accomplishing the work, whether purchased, rented, or otherwise provided by the Trade Contractor or provided by others, are in a safe, sound, and good condition, must be capable of performing the functions for which they are intended and must be maintained in conformance with applicable laws and regulations.

9.16 If the Trade Contractor is delayed at any time in the progress of the work by any act or neglect of JJC, the Architect/Engineer, or by any employee of either, or by any separate contractor employed by JJC, or by changes ordered in the work, or by labor disputes, fire, unusual delay in transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties or any causes beyond the Trade Contractor's control, or by delay authorized by JJC, or by any other cause which the JJC Construction Manager determines may justify the delay, then the contract time shall be extended by amendment for such reasonable time as the JJC Construction Manager may determine. In the event that a conflict exists between this section (9.16) and a like clause contained in a document having higher precedence, such like clause shall have preference to the extent of the conflict.

9.17 Right-To-Know- each Trade Contractor is required to implement the provisions of the right-to-know law, if any, as enacted by the state in which the work is being performed. Before using on site any material listed in the right-to-know substance list, each Trade Contractor will furnish the Construction Manager a copy of the material safety data sheet for that substance.

9.18 In the event the Trade Contractor employs independent contractors, as well as payroll labor, to discharge its obligations hereunder, the Trade Contractor acknowledges and understands that it does so at its own risk and that federal, state and/or local agencies may dispute the independent contractor status and assess penalties, fines, and costs should there be a determination to reclassify such workers. In that event, the Trade Contractor agrees that it will defend, indemnify and hold JJC harmless from any fines, costs, damages, penalties, attorneys fees, and causes of action, including without limitation, personal injury or property damage, arising out of or relating in any way to such a determination.

9.19 The Trade Contractor will have competent supervision on site at all times when work is proceeding. No subcontractor should be working on site without representation/supervision by this Trade Contractor. The JJC Construction Manager reserves the right to hire proper supervision of subcontractors, and fully back charge

this Trade Contractor for such services.

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## ARTICLE 10

### EQUAL OPPORTUNITY

10.1 During the performance of this Agreement, the Trade Contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Trade Contractor will take affirmative action to insure that applicants are employed without regard to their race, color, religion, sex, or national origin. The Trade Contractor will comply with all provisions of Executive Order No. 11246, Section 503 of the Rehabilitation Act of 1973, as Amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as Amended, (38 U.S.C. 4212) and their implementing regulations at 41 CFR Chapter 60.

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## ARTICLE 11

### ALTERATIONS

11.1 The overhead and profit allowable under Article 8.3. A, 8.3 B, 8.3 C is:

- For the Trade Contractor, for any Work performed by the Trade Contractor's own forces- 12 percent of the cost
- For the Trade Contractor, for Work performed by his Subcontractor - 5 percent of the amount due the Subcontractor

11.2 All proposals, except those less than \$200 shall be accompanied by a complete itemization of costs including, labor, materials and subcontractors. Labor and material shall be itemized in the manner prescribed in Article 11.1. Where major cost items are subcontracts, they shall be itemized also. In no case will a change involving over \$200 be approved without such itemization.

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## ARTICLE 12

### COMPLETE AGREEMENT

12.1 This Agreement, together with all documents, specifications, drawings, incorporated herein by reference, constitutes the entire Agreement between JJC and Trade Contractor. There are no terms, conditions, or provisions, either oral or written, between the parties hereto, other than those contained herein. This Agreement supersedes any and all written representations, inducements, or understandings of any kind or nature between the parties hereto, relating to the particular Project involved herein.

12.2 The said parties for themselves, their heirs, successors, executors, administrators and assigns, do hereby agree to the full performance of the covenants herein contained.

12.3 Governing Law; Venue - The validity, construction and interpretation of this Agreement shall be governed by the laws of the State of Illinois. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to his Agreement shall be litigated only in the Circuit Court, Twelfth Judicial Circuit, Will County, Illinois. Each party hereby consents and submits to personal jurisdiction in the State of Illinois and waives any rights such party may have to transfer the venue of any such action or proceeding.

In witness whereof they have hereunder set their hands the day and date first above written.  
In the presence of

Trade Contractor

Accepted by: \_\_\_\_\_ (Signature)

Name: \_\_\_\_\_ (Print name)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Joliet Junior College  
Owner

By: \_\_\_\_\_ (Signature)

Joliet Junior College

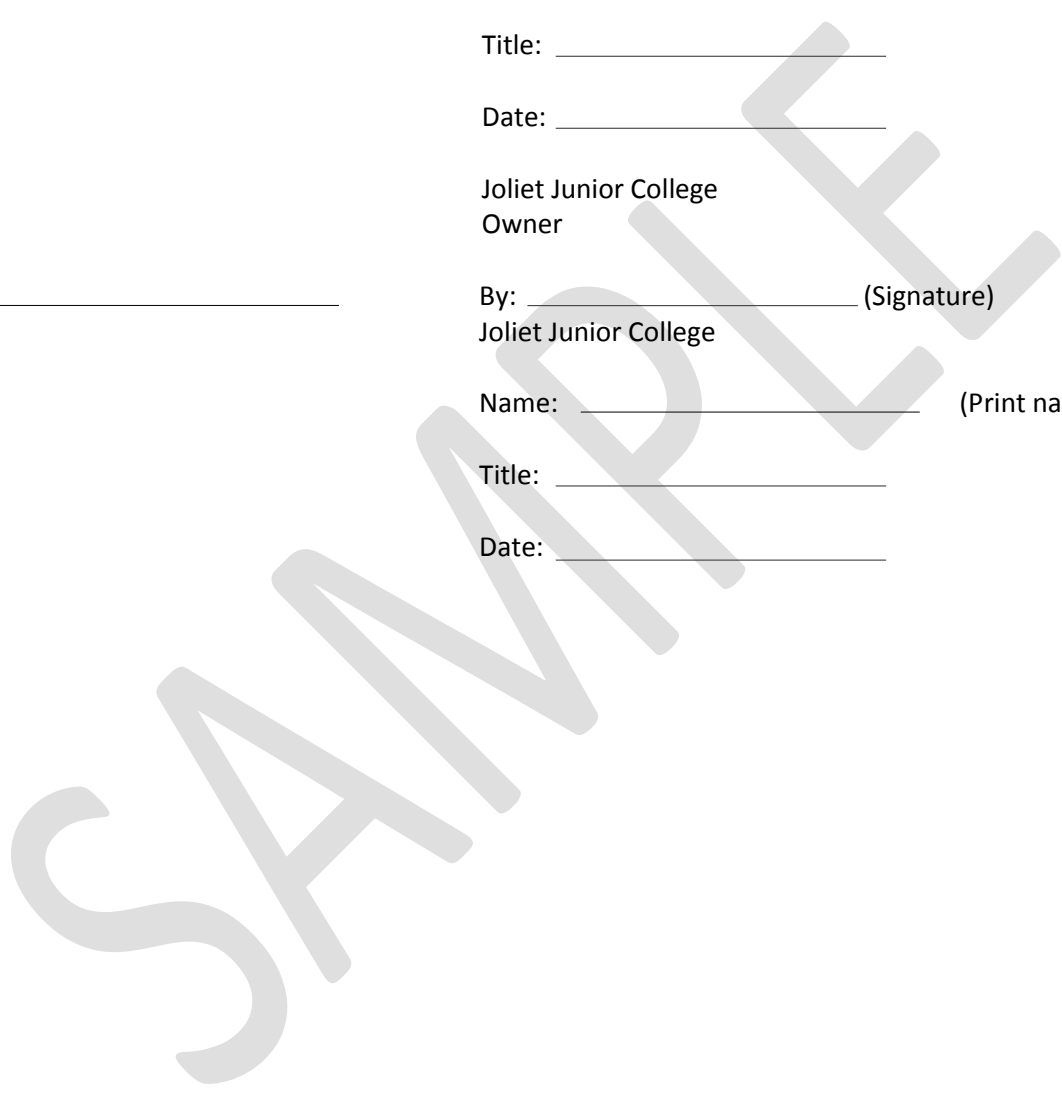
Name: \_\_\_\_\_ (Print name)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness



Date:  
Time:  
Project Title / Location:  
Project Number:



FOR  
**(Contractor's name)**

1. **Introductions:** All project members are to introduce themselves including their name, organization, title, and role on the project.

A. Joliet Junior College Personnel:

1. Construction Manager:

- a. Phone:
- b. Cell:
- c. Fax:
- d. Email:

2. Alternate Contact:

- a. Phone:
- b. Cell:
- c. Fax:
- d. Email:

B. Contractor Personnel

1. Project Manager:

- a. Phone:
- b. Cell:
- c. Fax:
- d. Email

2. Construction Superintendent:

- a. Phone:
- b. Cell:
- c. Fax:
- d. Email:

2. **Communications:**

A. Communications related to the project between Joliet Junior College and the Contractor shall be conducted through the Joliet Junior College Construction Manager (CM) only, unless directed otherwise.

- B. In the event of an emergency the Contractor is to contact Campus Police at 815-280-2234, or may pick-up any campus phone and dial 2911.
- C. RFI's: Requests for Information (RFI's): All Requests for Information shall be in written form to JJC's CM with a copy to the A/E when required. All responses will come from JJC or the A/E in writing addressed to the Contractor's Project Manager
- D. Weekly Construction Reports: Contractor is to provide a weekly construction report to JJC CM. This report is to be inclusive of daily activities, potential delays, stoppage, problems, accidents, near misses, significant decisions, meetings, requests by JJC, etc.
- E. Correspondence: All correspondence shall be directed to the Construction Manager

Joliet Junior College  
Facilities Services Department

**ATTN:** \_\_\_\_\_  
1215 Houbolt Road  
Joliet, IL 60431

Include Project Title, Project Number, Purchase Order Number on ALL correspondence.

### 3. Construction Schedule:

- A. Schedule of Values: Contractor is to provide a schedule of values (AIA document recommended) broken down into each division of the work as a minimum. The schedule of values will include as a minimum a listing of the work elements or branch values, the cost of each work element, and the percentage of total project "award" cost that the work element represents. The schedule of values will become the basis for "work elements" a.k.a. "branch values" of the Construction Schedule. These same "work elements" shall be used as the basis for the "branch values" of the Construction Progress Report as listed in item #2D above.
- B. Construction Schedule: Contractor is to submit within one week of pre-construction meeting, a fully developed gantt chart type construction schedule.
  1. Provide a task for each construction activity or "work element".
  2. No progress payment will be processed until the construction schedule is submitted and approved.
  3. Provide a revised, updated schedule with each progress payment request.

**Performance:****A. Commencement, Prosecution & Completion of Work**

1. Purchase order/notice to proceed received: \_\_\_\_\_
2. Contract Amount: \_\_\_\_\_
3. Total Amount of Alternates Accepted: \_\_\_\_\_
4. Proposed start/mobilization date : \_\_\_\_\_
5. Preconstruction Submittals Received: Check one Y \_\_\_\_\_ N \_\_\_\_\_
6. Bonding & Insurance Requirements Received: Check one Y \_\_\_\_\_ N \_\_\_\_\_
7. Completion date: \_\_\_\_\_
8. Delays and time extensions: The Contractor is responsible for the completion of project work within the time designated above and in the construction schedule. Justified change orders may qualify a delay and require a time extension which must be discussed and approved by the JJC CM. Failure to complete the project on time will result in a negative evaluation of Contractor performance on the JJC project close-out documents.
9. All shop drawings will be submitted to the JJC CM or A/E when required. Material samples shall be submitted for approval when required.
10. The JJC CM and/or the A/E will provide a list of punch list items. The final punch list shall be completed within 2 weeks upon substantial completion. 10% of the contract amount will be withheld until all punch list items are completed.
11. Construction status meetings between the Contractor and JJC CM shall be held on a weekly basis in the JJC CM's office. At the JJC CM's discretion, this weekly meeting may be held via conference telephone call as the project dictates.
12. As-built drawings shall be maintained and kept on-site daily. Final as-built drawings are required to be turned over to the JJC CM at project completion. When AutoCAD drawings are available from the A/E, the Contractor will revise the drawings to reflect as-built conditions. Final payment will not be processed until all as-built drawings are received.

**B. Coordination of Work:**

1. The Contractor is responsible for coordination of all elements of the work and every aspect of the coordination of his subcontractors work.
2. The Contractor is required to have a competent construction supervisor in charge of the work at all times. Construction supervisor may be a working foreman.

3. When the shut down of utilities is required, the Contractor shall coordinate with the JJC CM to schedule the shut down process. Allow a minimum of 5 days notice to allow for a shut down. Unless otherwise stated during the bidding process, a utility shut down will be required between the hours of 10:00 p.m. to 6:00 a.m.
  4. The contractor is to consider any loud construction noise that may be disruptive to classes, faculty, students and staff (including but not limited to loud demolition, hammer drilling, concrete cutting/drilling, rock breaking, shooting of metal stud track into floors and ceilings, etc.). Such work shall be performed during the maintenance hours of 10:00 p.m. to 6:00 a.m.
  5. The contractor will be responsible for providing and maintaining portable toilet facilities when the scope of work is an outdoor project. Location of the portable toilet(s) shall be coordinated with JJC.
  6. Any project requiring excavation with remaining spoils shall be hauled off site as part of the contractors base scope of work. Leaving/spreading spoils on site shall not be permitted.
- C. Contractor Evaluation:  
At the completion of the project, the JJC CM will complete a contractor evaluation. This evaluation is kept on file and is taken into consideration when considering the Contractor for future projects.
- 13. Mobilization:** Prior to the Contractor mobilizing on site, the following requirements must be met and reviewed.
- A. Pre-mobilization requirements:
1. Safety plan submitted and approved.
  2. Schedule of Values and Construction Schedule submitted and approved.
  3. Review Contractor's plan for mobilizing on site, including phasing, timing elements, crane operations, dumpster locations, gang box locations, deliveries, parking, storage of material, etc.
  4. The Contractor's safety plan shall be submitted to the JJC CM addressing issues of excavation, crane lifts, hot work and other construction hazards.
  5. Contractor check-in with Facility Services. The Contractor's employees are required to obtain vehicle tags and I.D. badges. Any ticketing by Campus Police as a result of no vehicle tag will be the responsibility of the Contractor.



**14. Housekeeping and Clean-up:** The Contractor is primarily responsible for housekeeping in its respective work areas, and for work performed by its employees and subcontractors. This means the Contractor's work area is required to be maintained in an orderly, safe and productive condition at all times.

- A. Accumulation of combustibles, flammable liquids, chemical products, tools not in use, trash and/or refuse is not acceptable and will not be allowed.
- B. Parking, staging and storage of materials and equipment shall be confined to designated areas only.
- C. When a Contractor's work material may be dislodged by wind and could create a hazard when left in an open area, it shall be secured by the Contractor.
- D. The Contractor will police its work area(s) at the end of the shift and leave the area in a condition that is acceptable to the JJC CM.
- E. In the event that housekeeping in a Contractor's work area is found to be in an unacceptable condition by the JJC CM, the CM will give notice once verbally to the Contractor's on-site supervisor or foreman. If the deficiency is not corrected in a timely manner (and no later than the end of the day's work shift), the JJC Facility Services Department may make provisions for clean-up (which may or may not be done by outside services), and fully back charged to the Contractor. The Contractor will be liable for all costs associated with clean-up at a minimum rate of \$100/man hour plus materials.
- F. The Contractor shall provide and install safety fencing or barricades around areas requiring protecting (including but not limited to trees, plantings, etc.). This includes installing cyclone fencing for outdoor projects to prevent anyone from entering the construction zone.
- G. The Contractor will be responsible for daily cleaning of mud off roadways where required, or caused by this Contractor.
- H. The Contractor will provide tree protection and install silt fencing when working in areas that such protection or erosion control is required.
- I. The Contractor will provide berms around storm drains to prevent mud run-off from entering the lake.

**15. Conduct and Behavior:**

The Contractor's employees must take into consideration the environment around them when holding conversations with fellow employees as well as JJC staff as to not interrupt classes that may be in session, or students in concourses that may be studying. Profanity/foul language, derogatory remarks or harassment of students will not be tolerated and will be an immediate means for the employee dismissal from the project.

**16. Progress Payments/Invoicing and Change Orders:**

- A. A "pencil" copy of progress invoicing shall be submitted to the JJC CM & the A/E by the 1st of every month for review and approval. Final invoicing shall be in by the second week of the month for processing and board approval. No invoice will be processed without lien waiver(s) and certified payroll.
- B. Any extra work done by the Contractor will be considered performed at no extra cost to JJC unless a written JJC change order form has been fully executed and signed by the Director of Business and Auxiliary Services. A contractor shall not be entitled to any compensation for extra work/material based on verbal conversations or email exchanges (the contractor is considered proceeding with extra work at their own risk without a fully executed JJC change order form). It is the contractor's responsibility to obtain a fully executed change order form from JJC. A change order, or a combination of multiple change orders may not exceed 10% of the original contract without JJC seeking approval from the Board of Trustees.

**17. Miscellaneous:**

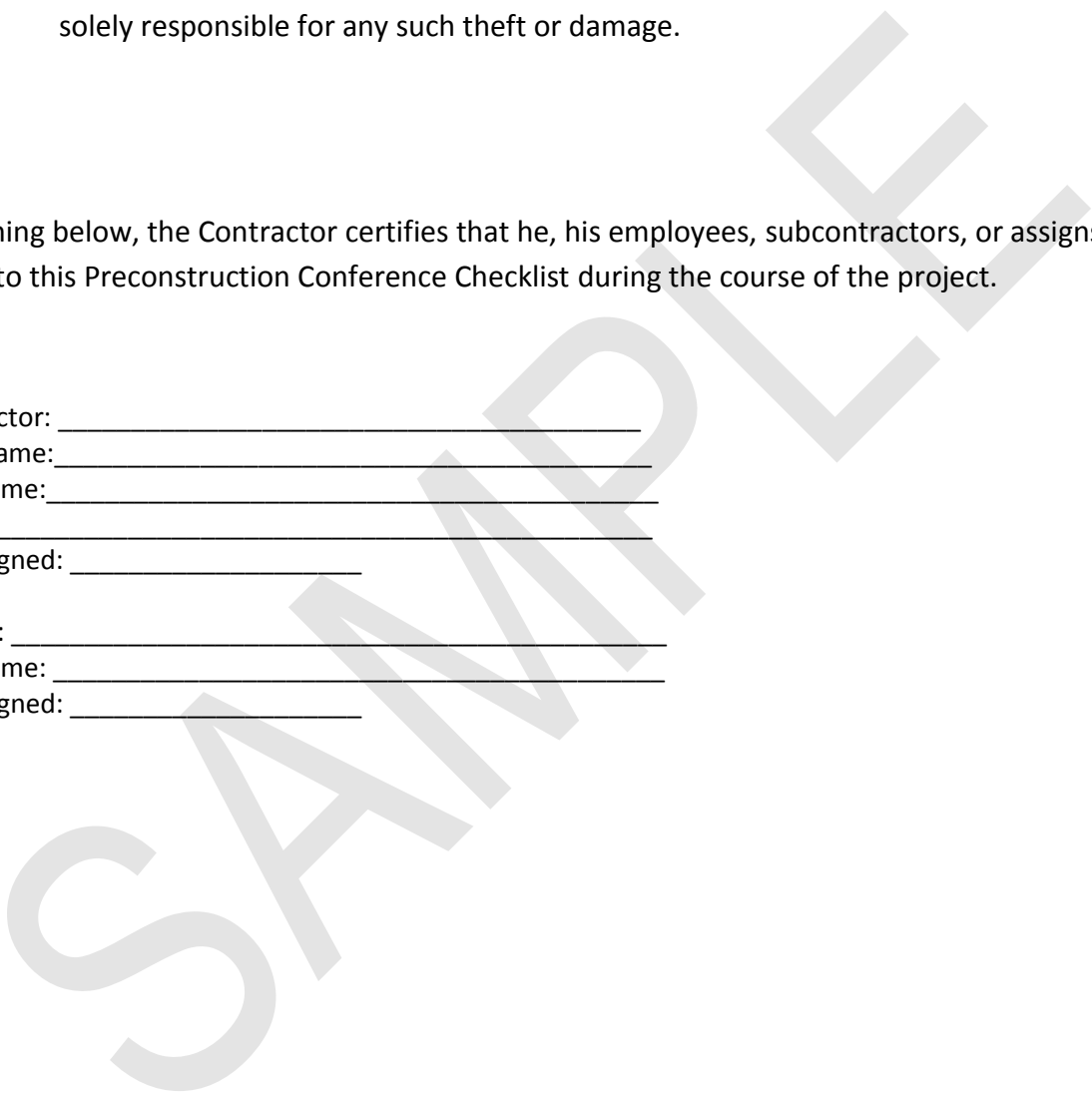
- A. Soliciting or canvassing and posting or distributing printed material (except as permitted by law) is prohibited.
- B. Smoking is restricted to designated signed areas outside. The use of any tobacco products (including chewing) indoors is prohibited, and must be done in the designated outdoor smoking areas during break time.
- C. Drinking, using, possessing or being under the influence of alcohol or controlled substances are prohibited, and a cause for immediate dismissal.
- D. No radios, CD Players or MP3 players shall be used during normal working hours.

- E. The Contractor shall perform his/her work in accordance to no less than the minimum requirements as established by the Occupational Safety and Health Association. Personal Protection equipment shall be provided by the Contractor and worn at all times.
  
- F. The Contractor will be responsible for securing materials and tools and shall be solely responsible for any such theft or damage.

By signing below, the Contractor certifies that he, his employees, subcontractors, or assigns will abide to this Preconstruction Conference Checklist during the course of the project.

Contractor: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Sign name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date signed: \_\_\_\_\_

JJC CM: \_\_\_\_\_  
Sign name: \_\_\_\_\_  
Date signed: \_\_\_\_\_



August 2008

# **Safety Requirements for Contractors and Subcontractors**

Environmental Health and Safety

Facility Service Department

(815) 280-2384

Environmental Health and Safety

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# **Safety Requirements for Contractors And Subcontractors**

Environmental Health and Safety

Facility Services Department

1215 Houbolt Rd.

Joliet, IL 60431

Phone: (815) 280-2384 Fax (815) 280-6673

[http: // www.jjc.edu/ehs](http://www.jjc.edu/ehs)

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# Introduction

## EHS Information

The mission of Environmental Health and Safety (EHS) is to:

- Work toward providing a safe and healthful living, learning, and working environment for every member of the greater college community by assuring safe work practices through educating, training, and assisting individuals and departments;
- Help individuals and departments achieve compliance with all health and safety state and federal regulations and college policies as economically as possible and
- Act as liaison with external regulatory agencies, and to monitor college compliance with mandatory health and safety standards whenever necessary.

## Purpose

Joliet Junior College developed *Safety Requirements for Contractors and Subcontractors* to assure the safety of college employees and the public who may be in proximity to renovation, demolition, installation, or maintenance operations performed by Contractors or Subcontractors. Every Contractor is expected to take steps as necessary to protect the safety and health of college employees, students, and visitors during the performance of their work. Each Contractor that coordinates the work of Subcontractors shall assure that they abide by the requirements outlined herein.

## Application

Each department that coordinates or uses the services of a Contractor to perform maintenance, repair, installation, renovation or construction-related operations is expected to designate one or more persons to coordinate this program within his or her department. These coordinators are expected to assure that the Contractor is:

- Informed of the presence of hazards in or near the work area.
- Informed about JJC's requirements related to lead, confined space entry, lockout/tagout, hot work, and excavation operations.
- Aware of the colleges' expectations regarding safety compliance and the control of worksite hazards.

A representative from EHS will serve as the coordinator for the purposes of this program on capital renovation and construction projects.

## Scope

This program applies to all JJC properties, and to all work performed by Contractors and Subcontractors in or on property owned, leased or occupied by JJC or employees of JJC.



# General Requirements

## Contractual Obligations

A copy of this document shall be made available upon request to prospective bidders/offerors at the pre-bid/pre-proposal conference for the work. This document shall be either included with, or referenced in, the contract documents.

Contractors performing building, facilities or equipment-related construction, repair, installation, renovation or maintenance activities shall attend a safety orientation as follows:

- On capital projects, this orientation will be conducted during the pre-construction conference or as determined by the Project Manager.
- For non-capital construction/renovation work, the Project Coordinator shall arrange the safety orientation with EHS and the Contractor prior to the start of work by contacting EHS at (815) 280-2384. Contractors retained on a term contract need only attend one safety orientation held prior to the award of the first project under that contract.

The Contractor shall provide the Project Manager/Coordinator with emergency contact phone number(s), usable 24 hours a day, for the Contractor's representative. These phone numbers shall be copied to EHS and the JJC Police Department prior to the work.

The Contractor bears sole responsibility for the safety of his or her employees. The Contractor is expected to take all steps necessary to establish, administer, and enforce safety rules that meet the regulatory requirements of the Illinois Department of Labor (IDOL) and the Occupational Safety and Health Administration (OSHA). These regulations include, but are not limited to:

- Title 29 of the Code of Federal Regulations (CFR) Parts 1910, Occupational Safety and Health Administration (OSHA) Standards for General Industry,
- Title 29 of the Code of Federal Regulations (CFR) Parts 1926, Occupational Safety and Health Administration (OSHA) Standards for the Construction Industry.

The Contractor bears sole responsibility for communication of safety-related information and requirements to his or her Subcontractors. Contractors shall assure that their Subcontractors comply with the requirements outlined herein.

## Submittals

Submittals, where required from the Contractor by this document, shall be made in writing, directly to the Project Manager/Coordinator and copied to EHS. Submittals shall be made sufficiently in advance to avoid delay of the project. Where review, approval, or coordination of submittals is required, submittals shall be made at least ten (10) working days prior to the start of the project unless prior arrangements have been made. Post-job submittals, where required

as outlined in this document, shall be made no later than fifteen (15) working days after completion of the project or as specified herein.

## Control of Fugitive Emissions

The Contractor shall take all reasonable precautions necessary to control fugitive emissions from the job site. Fugitive emissions include, but are not limited to: nuisance dust, chemical odors/vapors/gases, hazardous materials (such as lead dust or asbestos), and noise.

Where the product(s) or material(s) to be used by the Contractor has a permissible exposure limit (PEL) established by OSHA or IDOL and where college employees or the public may be exposed to the product or material, the Contractor shall take all reasonable steps to maintain exposures below the PEL where an exposure condition during use exceeding the PEL could reasonably be anticipated. In such instances, the Contractor shall monitor, or shall contract to have monitored, work area exposure conditions. Monitoring shall occur, at a minimum, during the start of work and whenever there is a change in procedure, process, or chemical or material used. If it is deemed not practicable to maintain exposures below the PEL, the Contractor shall restrict access to all areas where exposures exceed the PEL to authorize personnel only.

## Accidental Spills and Releases

In the event of an accidental release or spill of chemicals or other hazardous materials the Contractor shall:

- Immediately take action as appropriate to contain the spill if this action can be taken without jeopardizing the health or safety of employees,
- Notify the fire department, campus police, or other entities as needed or required,
- Contact EHS, and
- Contact the Project Manager/Coordinator.

EHS emergency response personnel may be reached after normal business hours by contacting the Campus Police Department at (815) 280-2234 or 2811 from a house phone.

The following phone numbers may be used in the event of an emergency during normal working hours:

	Outside	On-Campus
Joliet Fire Department and Ambulance		911
JJC Campus Police	(815) 280-2911	Extension 2911
North Campus-Romeoville Fire/Ambulance	911	911
Morris Fire/Ambulance	911	911
Environmental, Health and Safety	(815) 280-2384	Extension 2384
East Joliet Fire/Ambulance	(815) 723-1504	911
Facility Services	(815) 280-2332	Extension 2332

All college costs associated with responding to or remediation of a chemical or hazardous material spill or release may be assessed by the Contractor.

## **General Work Requirements**

The Contractor shall abide by the requirements of any sign posted in a building that requires the use of specific personal protective equipment, that restricts access to qualified or authorized persons only, or that establishes other requirements for entry.

The Contractor shall not conduct work or operations that obstruct exits or the means of egress from an occupied building without the prior approval of EHS and the Project Manager/Coordinator. Equipment and materials are not to be stored in exits or exit stairwells at any time, and may not be stored in the means of egress without prior approval. Fire rated doors shall not be chocked or blocked open except temporarily and event of a building fire alarm or similar emergency.

Compressed gases shall be stored, used and transported in accordance of the NFPA, OSHA and DOT. New compressed gas installations shall comply with these agency requirements.

All tents, stages and temporary structures shall comply with the requirements of the NFPA.

Contractors shall not use College equipment or vehicles nor shall the Contractor allow college employees to use the Contractors' equipment or vehicles without the approval of Risk Management and EHS. If an employee of a Contractor needs to use specialized equipment owned by JJC, such as powered industrial trucks, the Contractor must provide suitable documentation that the employee has been trained and certified (if required) to use such equipment.

# Specific Program Requirements

## Non-capital Projects

### Asbestos and Suspect Asbestos Containing Building Materials

It is the responsibility of the Contractor to provide his or her own asbestos awareness program which shall include, but is not limited to, the information contained in this section and the OSHA asbestos-related regulations (29 CFR 1926.1101). Verification that this training has been conducted shall be supplied to the college upon request.

Contractors employed by the college to perform building or facilities-related maintenance, repair or renovation shall be informed by the Project Coordinator of the location of suspect and known asbestos-containing materials (ACM) in the work area(s) to which they are assigned by one of the following means:

- The Project Coordinator shall provide the Contractor with a copy of a completed "Work Order Review Form" or an asbestos inspection report specific to their work and the materials that are to be distributed, or
- Where the construction documents for a project clearly detail asbestos material locations within the work area, these documents may serve in lieu of the "Work Order Review Form" or inspection report.

The "Work Order Review Form" is used internally at the College to document that the proposed scope of work has been reviewed for the presence of suspect or known ACM. The "Work Order Review Form" will be completed by either EHS or the individual within the Department approved by EHS to perform this review. Questions related to this issue should be addressed to EHS at (815) 280-2384. An asbestos inspection report may, at the discretion of the Contracting Department, be prepared by an asbestos consultant licensed in Illinois to perform the duties of Asbestos Inspector and Asbestos Management Planner, this report shall be copied to EHS upon receipt.

Contractors shall, under no circumstances, damage or disturb suspect or known *friable* ACM unless they are a licensed Illinois Asbestos Abatement Contractor and have been specifically employed to perform asbestos repair or removal. Contractors may remove *non-friable* ACM, or perform work that will potentially disturb non-friable ACM, only with prior approval by EHS of the Contractors proposed work methods, employee training and waste disposal site. If suspect asbestos materials are discovered during the course of the work, the Contractor shall stop work immediately and notify the Project Coordinator or other person as indicated in the contract documents.

The Contractor shall not proceed with any change in work which requires a material to be disturbed that the "Work Order Review Form", asbestos inspection report, or construction documents show has not previously been tested (e.g., "suspect" ACM). If a change in the scope of work becomes necessary, the revised scope of work shall be reviewed and pre-approved by EHS or other authorized person.

Asbestos materials may not be used or installed in College facilities.

## Lead-Containing Building Materials

Contractors employed by the college to perform building or facilities-related maintenance, repair or renovation shall be informed by the Project Coordinator of the location of lead-containing building materials in the work area(s) to which they are assigned by one of the following means:

- The Project Coordinator shall provide the Contractor with a copy of the completed “Work Order Review Form” or a lead inspection report specific to their work and the materials that are to be disturbed, or
- Where the construction documents for a project clearly detail the location of lead-containing building materials within the work area, these documents may serve in lieu of the “Work Order Review Form” or inspection report.

The Project Coordinator may obtain information regarding the location of lead materials within a work site from the Department Safety Representative or by contacting EHS at (815) 280-2384. A lead inspection report may, at the discretion of the Contracting Department, be prepared by a lead consultant licensed in Illinois to perform the duties of Lead Inspector, this report shall be copied to EHS upon receipt. Contractors that will disturb lead-containing building materials during the course of work shall take all necessary precautions to protect college employees and the public from exposure to lead dust or contamination. These measures shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926.62 and applicable local, state and federal regulation. The Contractor shall submit a copy of his or her lead compliance program, as required by 29 CFR 1926.62(e), with required supporting documentation for prior review and approval to EHS. This submittal shall be made sufficiently in advance of construction to avoid delay of the project. Where the Contractor is engaged in work in child-occupied facilities (as defined by 40 CFR Part 745), such work shall be performed in accordance with 40 CFR Part 745, and clearance testing shall be performed by EHS or a licensed consultant at the conclusion of the project in accordance with the requirements of this regulation.

A copy of the analytical report(s) for any personal air samples taken during the course of the work shall be provided to EHS.

The Contractor shall not proceed with any change in work that requires a material be disturbed that the “Work Order Review Form”, lead inspection report, or construction documents shows has not previously been tested unless pre-approved work procedure will be followed.

On projects where lead-containing materials will be disturbed or removed during the course of work, the Project Designer shall contact EHS at (815) 280-2384 to determine disposal requirements. If the lead-containing materials will constitute a hazardous waste, disposal of these materials shall be coordinated with EHS. The disposal requirements must be established during the design of the project.

## Confined Spaces

When the College arranges to have a Contractor perform work that involves entry into a confined space, the Project Coordinator shall:

- Inform the Contractor that the workplace contains confined spaces and that the entry is allowed only through compliance with a confined space program meeting the requirements set forth by the DOL and the OSHA.
- Apprise the Contractor of the elements, including the hazard(s) identified and the college's experience with the space.
- Apprise the Contractor of any precautions or procedures that the college has implemented for the protection of college employees in or near confined spaces where contractor personnel will be working.
- Coordinate entry operations with the Contractor when both College personnel and contractor personnel will be working in or near confined spaces.
- Debrief the Contractor at the conclusion of the entry operations regarding the confined space program followed and any hazards confronted or created in confined spaces during entry operations
- Provide a copy of JJC Confined Space Entry Program to the Contractor upon request.

Information on JJC Confined Space Program and information on specific confined spaces on JJC Properties may be obtained by contacting EHS at (815) 280-2384.

Each Contractor who is retained to perform work that will require permit space entry operations shall:

- Coordinate entry operations with the Project Coordinator when both the Contractor and College personnel will be working in or near permit spaces;
- Inform the Project Coordinator in writing of the permit space program the Contractor will follow;
- Inform the Project Coordinator of any hazards confronted or created in permit spaces during entry operations;
- Provide a copy of the Contractor's Confined Space Program to the College upon request;
- Inform the Project Coordinator in writing of the rescue services/team they will be using during permit entry; and
- Provide a copy of the canceled permit(s) to the Project Coordinator and EHS at the conclusion of entry operation.

## Confined Spaces

The Contractor shall maintain, on-site, Material Safety Data Sheets (MSDS's) for all chemicals used or stored at his or her job site as required by IDOL/OSHA regulations and the contract documents. The Contractor shall provide copies of MSDS's to the Project Coordinator and EHS upon request.

Chemicals are used extensively on the JJC campus. Chemicals use and/or storage is routine in, but not limited to, the following areas or locations:

- Laboratories
- Fume hood exhausts on the roofs of laboratory buildings. (In general, signs have been posted on the roof access hatch or door restricting access to the roofs of buildings where fume hood exhausts are located).
- Chemical stock rooms.
- Agricultural Shops, Areas, and Chemical Storage.
- Chemical waste accumulation areas.
- Facility Services and Kitchen, paint and chemical storage areas.
- Custodial Closets.

The Project Coordinator shall inform the Contractor of the following:

- Known hazards and any required safety procedures that must be followed in the Contractor's work area.
- Methods for obtaining access to Material Safety Data Sheets (MSDS) for hazardous chemicals present in the Contractor's work area.
- Information about the labeling system used in the work area (NFPA 701).
- Emergency procedures that the Contractor is to follow in the event of accidental exposures or releases of hazardous chemicals.

If the work will be conducted on the roof of a building where fume hood exhausts are located, the Project Coordinator shall coordinate access with Facility Services, the departments within the building, and EHS, as necessary to ensure that:

- Fume hoods within, or adjacent to, the work area are shut down,
- No experiments are in-progress that would generate toxic or hazardous airborne contaminants;
- All chemicals stored within the fume hoods are capped or otherwise sealed; and
- The Contractor is informed of any special precautions that must be taken to prevent employee exposure to hazardous chemicals.

A minimum of seven days advance notice is generally required to coordinate fume hood shutdowns. In emergency situations (for example, when the Contractor's personnel must conduct work on, or in proximity to, active fume hood exhausts), the Contractor may access these roof areas if appropriate personal protective equipment is used. The Contractor shall be

informed in writing by the Project Coordinator of the precautions that should be taken to protect his or employees while conducting such work. This information may be obtained by contacting EHS at (815) 280-2384.

Given the number of chemicals used, and changing work within chemical laboratories, it is impractical for the college to provide the Contractor with a MSDS for any chemical potentially in-use within any given laboratory. However, MSDS's are required to be maintained and to be accessible to employees in each work area, and MSDS's for all chemicals may be obtained from Campus Police or EHS.

The Contractor shall assume that all hazardous chemicals or materials are handled and disposed of in accordance with federal and state regulations. Where a hazardous waste disposal manifest is required by these regulations, the Contractor shall contact EHS at (815) 280-2384 to assure that manifesting, storage, and the proposed disposal method and disposal site meet college and EPA requirements. The Contractor shall supply a copy of the completed waste manifest to EHS within 24 hours of receipt.

Where the Contractor has secured air samples documenting employee exposure to airborne chemical or particulate hazards during the course of his or her work, a copy of all air sample results shall be provided to EHS within 24-hours of receipt by the Contractor.

## **Electrical Safety and Lockout/Tagout**

If College employees will be present on the Contractors worksite, and employees of either JJC and/or the Contractor will be performing work that requires the use of lockout and/or tagout devices, the following requirements shall apply:

- The Project Coordinator and Contractor shall inform each other of their respective lockout/tagout procedures.
- The Project Coordinator and Contractor shall each inform their personnel regarding the energy control procedures that are to be followed on the project site.
- A copy of JJC 's Electrical Safety and Lockout/Tagout programs shall be provided to the Contractor upon request.
- A copy of the Contractors electrical safety and lockout/tagout program shall be made available to the college upon request.

## **Trenching and Excavations**

The Contractor shall coordinate trenching and excavation work with the Project Coordinator, Facility Services, and JULIE to assure the coordination of work and shutdown of utilities if necessary.

The design of sloping and benching systems, support systems, shield systems or other protective systems shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926 Subpart P requirements.



Trenching or excavations below the level of the base or footing of any foundation or retaining wall, or adjacent to any utility, sidewalk or roadway, will not be permitted unless:

- A support system, such as underpinning, is provided to ensure the safety of employees and the stability of the structure, or
- The excavation is in stable rock, or
- A registered professional engineer has approved the determination that such excavation work will not pose a hazard to employees or the structure.

This determination is the responsibility of the Contractor except as permitted, required or otherwise allowed by the project specifications or drawings

The Contractor shall notify the Project Coordinator of the name of the individual that is to serve as the Contractor's competent person as defined by this program and the OSHA regulations. The Contractor's designated competent person shall maintain a written log of the daily inspections made of excavations, adjacent areas, and protective systems. A copy of this written log shall be made available to the college upon request.

Where the design of a sloping and benching system, support system, shield systems or other protective systems requires review and approval by a registered professional engineer, the Contractor shall submit a copy of the completed review to the Project Coordinator and EHS prior to the start of work.

## **Hot Work**

Contractors performing hot work shall maintain a Hot Work Permit Program and employee-training program that meets the OSHA requirements found in 29 CFR 1926.352 and ANSI Z49.1-88 and NFPA 51B. Examples of hot work include, but are not limited to, use of open flames, compressed gasses or supplied fuel burning, brazing, cutting, grinding, soldering, thawing, pipe, torch applied roofing, and welding.

A copy of the canceled permit(s) shall be provided to the Project Coordinator and EHS after completion of the work.

## **Capital Projects**

### **Asbestos and Suspect Asbestos Containing Building Materials**

It is the responsibility of the Contractor to provide his or her own asbestos awareness program which shall include, but is not limited to, the information contained in this section and the OSHA asbestos-related regulations (29 CFR 1926.1101). Verification that this training has been conducted shall be supplied to the Architect/Engineer of record for the project and/or the college upon request.

The location of asbestos materials, where present within the jobsite, will be detailed in the construction documents for that project.

Asbestos materials may not be used or installed in College facilities.

## **Lead-containing Building Materials**

The location of lead materials, where present, will be detailed in the construction documents for that project.

Contractors that will disturb lead-containing building materials during the course of work shall take all necessary precautions to protect college employees and the public from exposure to lead dust or contamination. These measures shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926.62 and applicable local, state and federal regulations related to health, safety, transportation and disposal.

## **Confined Spaces**

Where the work of the Contractor involves entry into confined spaces, the Contractor shall perform such entry in accordance with the OSHA (e.g., 29 CFR 1926.20 and/or 1910.146) requirements. Where the work involves an existing college permit-required confined space, the Project Manager and/or Field Engineer shall coordinate with EHS to assure that:

- The Contractor is apprised of the elements, including the hazard(s) identified and the college's experience with the space, that make it a permit-required confined space.
- The Contractor is apprised of any precautions or procedures that the college has implemented for the protection of college employees in or near permit spaces where contractor personnel will be working.
- The Contractor is debriefed at the conclusion of the entry operations regarding the permit space program followed and any hazards confronted or created in permit spaces during entry operations.

The Contractor shall provide at least 24-hours advance notice to the Field Engineer when both college personnel and the Contractor's personnel will be working in or near permit-required confined spaces. The Field Engineer shall notify EHS at (815) 280-2384, and EHS shall assure that the college personnel have been informed of the precautions and procedures to be followed during entry operations. Under these circumstances the Contractor shall:

- Inform EHS of the permit space procedures the Contractor will follow;
- Inform EHS of any hazards confronted or created in permit spaces during entry operations.

## **Hazard Communication**

## SAFETY REQUIREMENTS FOR CONTRACTORS AND SUBCONTRACTORS

The Contractor shall maintain, on-site, Material Safety Data Sheets (MSDS's) for all chemicals used or stored at the job site as required by IDOL/OSHA regulations and the contract documents.

Chemicals are used extensively on the JJC campus. Chemical use is routine in, but not limited to, the following areas or locations:

- Laboratories.
- Fume hood exhausts on the roofs of laboratory buildings. (In general, signs have been posted on the roof access hatch or door restricting access to the roofs of buildings where fume-hood exhausts are located).
- Chemical stock rooms.
- Agricultural shop, areas, and chemical storage.
- Chemical waste accumulation areas.
- Facility Services and Residential and Dining Programs paint and chemical storage areas.
- Custodial closets.

Where necessitated by the work, the Field Engineer and/or Project Manager shall coordinate with EHS to assure that the Contractor is informed of the following:

- Known hazards and any required safety procedures that must be followed in the Contractor's work area.
- Methods for obtaining access to Material Safety Data Sheets (MSDS) for hazardous chemicals present in the Contractor's work area.
- Information about the labeling system used in the work area (NFPA 701).
- Emergency procedures that the Contractor is to follow in the event of accidental exposures or releases of hazardous chemicals.

If work will be conducted on the roof of a building, where fume hood exhausts are located, the Field Engineer shall coordinate access with Facility Services, the departments within the building and EHS as necessary to ensure that:

- Fume hoods within, or adjacent to, the work area are shut down,
- No experiments are in-progress that would generate toxic or hazardous airborne contaminants;
- All chemicals stored within the fume hoods are capped or otherwise sealed; and,
- The Contractor is informed of any special precautions that must be taken to prevent employee exposure to hazardous chemicals.

A minimum of seven days advance notice is generally required to coordinate fume hood shutdowns. In emergency situations (for example, when the Contractor's personnel must conduct work on, or in proximity to, active fume hood exhausts), the Contractor may access these roof areas if appropriate personal protective equipment is used. The Contractor shall be informed in writing by EHS of the precautions that should be taken to protect his or her

employees while conducting such work. The Field Engineer may request this information by contacting EHS at (815) 280-2384.

Given the number of chemicals used, and changing work within chemical laboratories, it is impractical for the college to provide the Contractor with a MSDS for any chemical potentially in-use within any given laboratory. However, MSDS's are required to be maintained and to be accessible to employees in each work area, and MSDS's for all chemicals may be obtained from EHS.

The Contractor shall assure that all hazardous chemicals or materials are handled and disposed of in accordance with federal and state regulations and the contract requirements.

## **Electrical Safety and Lockout/Tagout**

If college employees will be present on the Contractors worksite, and employees of either JJC and/or the Contractor will be performing work that requires the use of lockout and/or tagout devices, the following requirements shall apply:

- The EHS representative and the Contractor shall inform each other of their respective lockout/tagout procedures.
- The Project Manager and/or Field Engineer will coordinate with the EHS representative to assure that college personnel understand the energy control procedures that are to be followed in the project site.
- The Contractor shall assure that his/her personnel understand the energy control procedures that are to be followed on the project site.
- A copy of JJC's Electrical Safety and Lockout/Tagout programs shall be provided to the Contractor upon request.
- A copy of the Contractors electrical safety and lockout/tagout procedures shall be made available to the college upon request.

## **Trenching and Excavations**

The Contractor shall coordinate trenching and excavation work with the Project Manager and/or Field Engineer and JULIE to assure the coordination of work and shutdown of utilities as necessary.

The design of sloping and benching systems, support systems, shield systems or other protective systems shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926 Subpart P, and the requirements of the contract.

## **Hot Work**

Contractors performing hot work shall maintain a Hot Work Permit Program and employee-training program that meets the OSHA requirements found in 29 CFR 1926.352 and ANSI Z49.1-88 and NFPA 51B. Examples of hot work include, but are not limited to, use of open

flames, compressed gases or supplied fuel burning, brazing, cutting, grinding, soldering, thawing pipe, torch applied roofing, and welding.

## **Agencies/Firms With No Contractual Relationship with JJC**

All agencies/firms conducting work on JJC property shall comply with the requirements of NFPA, EPA, DOL, OSHA and this program, even where no formal contractual relationship exists between JJC and the agency/firm. The agency/firm shall maintain appropriate insurance, including general liability, auto liability, and workers compensation insurance. Verification of insurance shall be coordinated with JJC's Director of Risk Management, who may be reached at (815) 280-2325, prior to the start of work. Such agencies/firms shall not, without prior written approval of EHS:

- Use a product(s) or material(s) that has a permissible exposure limit (PEL) established by OSHA.
- Perform work on JJC property that may damage or disturb known or suspect asbestos materials,
- Perform work on JJC property that may damage or disturb known or suspect lead-containing materials,
- Perform work on JJC property that involves entry into a permit-required confined space,
- Perform work on any electrical system or utility,
- Construct nor enter excavations, nor
- Perform hot work.

## **Work Site Inspections**

### **Non-capital Projects**

Work site inspections may be conducted by EHS or other designated college personnel. These inspections are conducted solely for the benefit of the college, and shall not relieve the contractor of responsibility for enforcement of, and compliance with, OSHA, NFPA or EPA regulations.

In the event that work site conditions exist that potentially impact the safety of college employees, students, or the public, the college inspector shall issue a verbal or written warning to the Contractor and shall notify the Project Coordinator. If the unsafe conditions cannot be immediately corrected and represent a danger or have a potential to hard college employees, students or the public, then the college inspector will:

- Detail the NFPA, EPA or OSHA violations that were noted, and explain the potential impact upon college employees, students or the public,
- Require that the Project Coordinator have the Contractor either stop work or implement measures to isolate the hazardous condition until the unsafe condition can be mitigated,
- Issue a formal written report of the violation(s) to the Contractor. This report shall be copied to the Project Coordinator.

Reports of deficiencies may be factored into the evaluation of the contract by the college, and may be included in a vendor complaint file that is available for review by other state agencies. Repeat safety violations of a similar nature and/or a single serious willful safety violation by a Contractor may warrant review and termination of the contract.

## **Capital Projects**

Work site inspections may be conducted by EHS or other designated college representatives. Such inspections shall be coordinated with the Field Engineer and/or Project Manager. These inspections are conducted solely for the benefit of college personnel who may be working on the site and shall not relieve the contractor of responsibility for enforcement of, and compliance with NFPA, EPA, and OSHA regulations.

In the event that work site conditions exist that potentially impact the safety of college employees or the public, EHS shall notify the college Field Engineer and the Contractor of the hazard, and will assure that other college personnel present on-site are warned to avoid the area of the hazardous condition. The Contractor shall take prompt action to correct the hazardous condition. If the hazardous condition cannot be immediately corrected, the Contractor shall take effective steps to isolate the hazardous condition and/or shall stop work that is causing the hazardous condition until the hazard can be mitigated.

In the event that work site conditions exist that present an immediate safety hazard for the Contractors personnel, EHS may, as a courtesy, notify the Field Engineer and the Contractor of the hazardous condition. The Contractor shall take prompt action to correct the hazardous condition as required by the *General Conditions of the Construction Contract*.

## **Agencies/Firms Where No Formal Contractual Relationship Exists**

When hazardous condition are identified by EHS related to work performed by agencies/firms conducting work on JJC property where no formal contractual relationship exists between JJC and the agency/firm, the hazardous condition shall be immediately corrected. If the hazardous condition cannot be immediately corrected, the agency/firm shall stop work and shall take effective steps to isolate the hazardous condition from personnel and the public. Repeat safety violations of a similar nature or willful disregard for the NFPA, EPA or OSHA requirements or the requirements outlined in this program will result in immediate removal from JJC property.

## Definitions

**Capital Project:** A capital project is one whose total project cost exceeds \$500,000.

**Competent Person:** As related to excavation, trenching or shoring work, the Contractor's "competent person" means one who is capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

**Confined Space:** A confined space is a space that is large enough for a person to enter, that has limited means for entry or exit, and that is not designed for continuous occupancy. Example include tanks, silos, storage bins or hopper, utility vaults and pits.

**Contracting Department:** The Department at the college that has contracted for work to be performed by a Contractor. In regards to agencies/firms conducting work on JJC property, where no formal contractual relationship exists between JJC and the agency/firm, the department that is coordinating or approving the work of the agency/firm is the Contracting Department.

**Contractor:** An entity or agency employed by the college to perform the installation or maintenance of equipment or the renovation or construction of a building, room or space on college property, or that provides services to the college on college property including, but not limited to, vending, supplies, erection of tents and other services.

**Field Engineer:** The representative from JJC's Facility Services department that oversees capital construction and/or renovation activities.

**Friable Asbestos:** An asbestos material that is capable of being reduced to powder by hand pressure when dry, or a nonfriable asbestos material that is subject to grinding, sanding, cutting or abrading or that is otherwise rendered by mechanical means.

**Lockout/Tagout:** A program used to ensure that employees are protected from sources of potentially hazardous energy. The program requires that hazardous energy sources be identified and locked and/or tagged-out before work is done on the system(s).

**Permit-required confined space:** A permit-required confined space is a confined space that contains potential or known safety hazards that must be dealt with prior to or during entry to assure the safety of those employees performing the work.

**Project Coordinator:** The individual(s) within a Department that has been assigned duties related to oversight or coordination of work performed by a Contractor as defined in this program.

**Project Manager:** The representative from JJC's Facility Services department that coordinates the work of the Field Engineer and the Architect/Engineer related to capital construction and/or renovation projects.

***Serious, willful safety violation:*** “Serious, willful safety violation” is defined, for the purposes of this program, as a work activity with a substantial probability that death or serious physical harm could result and where the hazard was known or should have been known, but where the work activity was continued regardless of the existence of the safety hazard.



## LABOR MANAGEMENT PROJECT AGREEMENT

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_, 20\_\_ by and between Joliet Junior College, Illinois Community College District 525 of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston, and Cook, Illinois, (hereinafter called the "Owner"); and \_\_\_\_\_ (hereinafter called the "Project Contractor"); and the \_\_\_\_\_ Building Trades Council (hereinafter called the "Union"), acting in their own behalf and on behalf of their respective affiliates and members; and the THREE RIVERS CONSTRUCTION ALLIANCE, acting on their own behalf and on the behalf of their respective affiliates and members, with respect to all construction projects at Joliet Junior College, which includes the Master Plan and Capital Improvement Plans thru August 2013, located in Will County, Illinois.

### WITNESSETH:

WHEREAS, to accomplish the goals of quality, cost effectiveness and timelessness requires that all participants exhibit a positive attitude intent on success; and

WHEREAS, there must exist amongst all parties a willingness to cooperate fully in devoting themselves to the goals of the Project; and

WHEREAS, this program has no room for adverse relationships, but only a true spirit of cooperation and commitment; and

WHEREAS, it is essential that the work required to construct this Project be accomplished in an efficient and economical manner so as to provide productivity, the highest levels of quality and the total elimination of delays thereby fostering new plateaus in labor/management cooperation; and

WHEREAS, Joliet Junior College, Illinois Community College District 525 of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston, and Cook, Illinois, (hereinafter referred to as

the "Owner"), its general Contractor(s), its subcontractor(s) of whatever tier, the local Building Trades Council, the THREE RIVERS CONSTRUCTION ALLIANCE dedicate themselves to the goal that together, in full cooperation, local labor, and management will produce a project of excellent quality, as economically as possible, in a safe environment, under favorable working conditions; and

WHEREAS, nothing contained herein shall prevent the Owner from considering bids for the Project so long as the General Contractor and its Subcontractors agree to abide by the terms and provisions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants above-contained and other good and valuable consideration, as hereinafter set forth, the parties do hereby agree as follows:

**SECTION 1. Introduction**

It is understood by the parties to this Agreement that other contractors awarded construction work directly or indirectly by the Owner will execute this Agreement and become signatory contractors for the purpose of this work.

The intent of the parties to this Agreement is to establish labor and management cooperation between the Owner, Project Contractor, all Contractors and Subcontractors performing construction work in this Project site, and the appropriate Unions signatory to this Agreement for the express purpose of producing a quality project on schedule, and, as economically as possible, in a safe environment under favorable working conditions.

**SECTION 2. Scope of the Agreement.**

A. This Project Agreement shall apply and is limited to the recognized and accepted historical definition of new construction work under the direction of and performed by the

Contractor(s), of whatever tier, which may include the Project Contractor, who have contracts awarded for such work on the Project. Such work shall include site preparation work and dedicated off-site work.

It is agreed that the Project Contractor shall require all Contractors of whatever tier who have been awarded contracts for work covered by this Agreement, to accept and be bound by the terms and conditions of this Agreement by executing the Letter of Assent (Attachment A) prior to commencing work. The Project Contractor shall assure compliance with this Agreement by the Contractors. It is further agreed that, where there is a conflict, the terms and conditions of this Agreement shall supersede and override terms and conditions of any and all other national, area, or local collective bargaining agreements, except for all work performed under the NTL Articles of Agreement, and the National Stack/Chimney Agreement, the National Cooling Tower Agreement. All instrument calibration work and loop checking shall be performed under the terms of the UA/IBEW Joint National Agreement for Instrument and Control Systems Technicians, and the National Agreement of the International Union of Elevator Constructors, with the exception of Section 4, 5 and 6 of this Agreement, which shall apply to such work.

B. Nothing contained herein shall be construed to prohibit, restrict or interfere with the performance of any other operation, work, or function which may occur at the Project site or be associated with the development of the Project.

C. This Agreement shall only be binding on the signatory parties hereto and shall not apply to their parents, affiliates or subsidiaries.

D. The Owner and/or the Project Contractor have the absolute right to select any qualified bidder for the award of contracts on this Project without reference to the existence or non-existence of any agreements between such bidder and any party to this Agreement;

provided, however, only that such bidder is willing, ready and able to become a party to and comply with this Agreement, should it be designated the successful bidder.

E. The provisions of this Agreement shall not apply to Owner, and nothing contained herein shall be construed to prohibit or restrict Owner or its employees from performing work not covered by this Agreement on the Project site. As areas and systems of the Project are inspected and construction tested by the Project Contractor or Contractors and accepted by the Owner, the Agreement will not have further force or effect on such items or areas, except when the Project Contractor or Contractors are directed by the Owner to engage in repairs, modifications, check-out, and warranty functions required by its contract with the Owner during the term of this Agreement.

F. It is understood that the Owner, at its sole option, may terminate, delay and/or suspend any or all portions of the Project at any time.

G. It is understood that the liability of any employer and the liability of the separate unions under this Agreement shall be several and not joint. The unions agree that this Agreement does not have the effect of creating any joint employer status between or among the Owner, Contractor(s) or any employer.

### SECTION 3. Labor-Management Cooperation Committee

The parties to this Agreement hereby reaffirm the necessity for joint cooperation and participation by Labor and Management in interpreting and analyzing the effectiveness of management's application of this Agreement as well as Labor's response and any other matter affecting quality, safety, working conditions and productivity. Therefore, to secure this end, it is hereby agreed that a "Labor-Management Cooperation Committee" will be established composed of three representatives from Labor and three representatives from Management; one

representative from labor and one from Management shall be Co-Chairpersons of this Committee.

The Labor-Management Cooperation Committee shall meet a minimum of once each month, at the job site, and shall discuss the following; reports concerning any violation, dispute, questions or interpretation of the application of practices arising out of this Agreement; safety; working conditions; absenteeism; labor turnover; availability of qualified journeymen; need for training; and any other matter affecting productivity and efficiency on this project.

In the event a dispute is not resolved by the Labor-Management Cooperation Committee, such matter shall then be settled as outlined by the grievance procedure and/or arbitration provisions contained in Section 6 or 7 of this Agreement. The Labor-Management Cooperation Committee shall have no authority to render a decision involving a jurisdictional dispute.

#### SECTION 4. Contractor's Commitment

A Work assignments will be made in accordance with area practice, consistent with the efficient and economical performance of the work.

B. Before performing the work at the job site, the Contractor or Subcontractors of whatever tier actually performing the work will become signatory to the appropriate collective bargaining agreement.

C. The Contractors and Subcontractors shall exercise their management rights. These rights shall include planning, directing, hiring, dismissal, lay-off, transferring, appointing foremen and general foremen and otherwise directing the work force.

D. The Project Contractor agrees that neither it nor any of its contractors or subcontractors will subcontract any work to be done on the Project except to a person, firm or corporation who is or agrees to become party to this Agreement. Any contractor or subcontractor

working on the Project shall, as a condition to working on said Project, become signatory to and perform all work under the terms of this Agreement.

SECTION 5. Union (Craftsman) Commitment

A. Qualified and skilled craftsmen will be furnished as required by the Contractor in the fulfillment of its obligations of the Owner.

B. Craftsmen shall be at their place of work at the regular starting time and shall remain at their place of work until quitting time. There shall be no limit on production by Craftsmen nor restrictions on the use of tools or equipment other than that which may be required by safety practice.

C. Where stewards are appointed by respective unions, the steward shall be qualified craftsmen performing the work of his craft who shall exercise no supervisory functions. There shall be no non-working stewards.

SECTION 6. Disputes and Grievances

A. This Agreement is intended to provide close cooperation between management and labor. Each of the Unions will assign a representative to this Project for the purpose of completing the construction of the Project economically, efficiently, continuously, and without interruptions, delays, or work stoppages.

B. The Contractors, Unions, and the employees, collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes in accordance with the grievance-arbitration provisions set forth in this Article.

C. Any question or dispute arising out of and during the term of this Project Agreement (other than grievances not covered by a local Collective Bargaining Agreement or trade

jurisdictional disputes) shall be considered a grievance and subject to resolution under the following procedures:

Step 1. (a) When any employee subject to the provisions of this Agreement feels he or she is aggrieved by a violation of this Agreement, he or she, through his or her local union business representative or job steward, shall, within five (5) working days after the occurrence of the violation, give notice to the work-site representative of the involved Contractor stating the provision(s) alleged to have been violated. The business representative of the local union or the job steward and the work-site representative of the involved Contractor and the Project Contractor shall meet and endeavor to adjust the matter within three (3) working days after timely notice has been given. The representative of the Contractor shall keep the meeting minutes and shall respond to the Union representative in writing (copying the Project Contractor) at the conclusion of the meeting but not later than twenty-four (24) hours thereafter. If they fail to resolve the matter within the prescribed period, the grieving party may, within forty-eight (48) hours thereafter, pursue Step 2 of the Grievance Procedure, provided the grievance is reduced to writing, setting forth the relevant information concerning the alleged grievance, including a short description thereof, the date on which the grievance occurred, and the provision(s) of the Agreement alleged to have been violated.

(b) Should the Local Union(s) or the Project Contractor or any Contractor have a dispute with the other party and, if after conferring, a settlement is not reached within three (3) working days, the dispute may be reduced to writing and proceed to Step 2 in the same manner as outlined herein for the adjustment of an employee complaint.

Step 2. The International Union Representative and the involved Contractor shall meet within seven (7) working days of the referral of a dispute to this second step to arrive at a

satisfactory settlement thereof. Meeting minutes shall be kept by the Contractor. If the parties fail to reach an agreement, the dispute may be appealed in writing in accordance with the provisions of Step 3 within seven (7) calendar days thereafter.

Step 3. (a) If the grievance has been submitted but not adjusted under Step 2, either party may request in writing, within seven (7) calendar days thereafter, that the grievance be submitted to an Arbitrator mutually agreed by them. The Contractor and the involved Union shall attempt mutually to select an arbitrator, but if they are unable to do so, they shall request the American Arbitration Association to provide them with a list of arbitrators from which the Arbitrator shall be selected. The rules of the American Arbitration Association shall govern the conduct of the arbitration hearing. The decision of the Arbitrator shall be final and binding on all parties. The fee and expenses of such Arbitration shall be borne equally by the Contractor and the involved Local Union(s).

(b) Failure of the grieving party to adhere to the time limits established herein shall render the grievance null and void. The time limits established herein may be extended only by written consent of the parties involved at the particular step where the extension is agreed upon. The Arbitrator shall have the authority to make decisions only on issues presented to him or her, and he or she shall not have authority to change, amend, add to or detract from any of the provisions of this Agreement.

D. The Project Contractor and Owner shall be notified of all actions at Steps 2 and 3 and shall, upon their request, be permitted to participate in all proceedings at these steps.

#### SECTION 7. Jurisdictional Disputes

A. The assignment of work will be solely the responsibility of the Contractor performing the work involved; and such work assignments will be in accordance with the Plan for the



Settlement of Jurisdictional Disputes in the Construction Industry (the "Plan") or any successor Plan.

B. All jurisdictional disputes on this Project, between or among Building and Construction Trades Unions and employers, parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be adopted in the future by the Building and Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Contractors and Unions parties to this Agreement.

C. All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Contractor's assignment shall be adhered to until the dispute is resolved. Individuals violating this section shall be subject to immediate discharge.

D. Each Contractor will conduct a pre-job conference with the appropriate Building and Construction Trades Council prior to commencing work. The Project Contractor and the Owner will be advised in advance of all such conferences and may participate if they wish.

#### SECTION 8. Joint Commitment (Contractor/Union)

A. Utilization of Union apprentices will be maximized consistent with the best interest of the job in compliance with Local Union Agreements. The high level of union apprenticeship training will be maintained to provide the Industry with productive and knowledgeable craftsmen for the long term.

B. Every reasonable and practicable measure, consistent with the protection of human-dignity, will be taken to assure a work place free of alcohol and drugs. The use of liquor, drugs or any other illegal activities at the Project site, including parking lots, is strictly prohibited.

C. Employees will take their breaks only in their immediate work areas.

D. Acknowledging the safety concerns of Owner and its risk management professionals, we assure the Owner that the parties are committed to safe working practices on the project. The parties, drawing upon the comprehensive safety programs and resources developed by the union construction community, will comply with federal, state and local safety regulations. Both contractors and union craftsmen are well trained in safety practices and commit themselves to applying such practices on this job.

E. The Contractors and Unions agree that there will be no lockouts or work stoppages.

(1) The Contractors and Subcontractors shall not cause, incite, encourage or participate in any lockout of employees on the project during the term of this Agreement.

(2) The Union and its members, agents, representatives, and employees shall not allow, incite, encourage, condone or participate in any strike, walkout, slowdown, picketing, sympathy strike or other work stoppage of any nature whatsoever, whether jurisdictional or otherwise, or observe any picket of any nature during the term of this Agreement. Any such action by the Union or its members, agents, representatives or employees shall be considered a violation of this Agreement.

(3) All employees shall continue to work and to perform all their obligations on the project despite the expiration of any local or other collective bargaining agreement. Any future wage or fringe benefit increase, decrease or modification legally negotiated and established by appropriate local collective bargaining agreement of the Local Unions which are signatories to this Agreement shall be paid retroactively to the expiration date of the preceding local Agreement.

(4) Should any unauthorized strike, slowdown, stoppage of work or interference with construction occur, the Union shall take all necessary steps to bring such activity to a prompt resolution.

SECTION 9. Helmets To Hardhats

A. The Contractors and the Unions recognize a desire to facilitate the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry. The Contractors and Unions agree to utilize the Center for Military Recruitment, Assessment and Veterans Employment (hereinafter "Center") and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship programs or hiring halls, counseling and mentoring, support network, employment opportunities and other needs as identified by the parties.

B. The Unions and Contractors agree to coordinate with the Center to create and maintain an integrated database of veterans interested in working on this Project and of apprenticeship and employment opportunities for this Project. To the extent permitted by law, the Unions will give credit to such veterans for bona fide, provable past experience.

SECTION 10. Term of Agreement.

A. This Agreement shall become effective on \_\_\_\_\_, 20\_\_\_\_, and shall remain in full force and effect as long as signatory contractors are working on this project.

B. Any of the undersigned parties shall have the right to terminate this Agreement by notifying all other parties in writing, within at least thirty (30) calendar days from the proposed termination date.

### SECTION 11. Notices

The address and telephone number of all of the undersigned shall be on file with Owner's Director of Facility Services at the Highland Building, 1215 Houbolt Road, Joliet, Illinois, 60431, Attention: Patrick VanDuyne. All notices, request and other communications under this Agreement shall be in writing and shall be personally served or sent by certified mail, postage prepaid, return receipt requested, facsimile, or by licensed overnight courier to the appropriate party at the address set forth below or as may otherwise be on file with the Director of Physical Plant as provided herein. Notice shall be deemed given at the time delivered, if personally delivered, at the time indicated on the duly completed postal service return receipt, if delivered, at the time indicated on the duly completed postal service return receipt, if delivered by certified mail, at the time the facsimile is transmitted, if delivered by facsimile, or on the next business day after such notice is sent, if delivered by overnight courier. If a person elects to change their address, they shall do so by notifying the Owner's Director of Facility Services in the manner as provided for herein for the delivery of a notice.

### SECTION 12. Miscellaneous Provisions.

A. Assignment. No party may assign its rights hereunder without the prior written consent of the other parties.

B. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and may not be modified, except in writing signed by the parties hereto. Furthermore, the parties hereto specifically agree that all prior agreements, whether written or oral, relating to the subject matter hereof shall be of no further force or effect from and after the date hereof.

C. Non-Partnership. This Agreement shall not create a partnership, joint venture or other joint enterprises between the parties hereto.

D. Severability. If any phrase, clause or provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, such phrase, clause or provisions shall be deemed severed from this Agreement, but will not affect any other provision of this Agreement, which shall otherwise remain in full force and effect. If any restriction or limitation in this Agreement is deemed to be unreasonable, onerous and unduly restrictive by a court of competent jurisdiction, it shall not be stricken in its entirety and held totally void and unenforceable, but shall not be deemed rewritten and shall remain effective to the maximum extent permissible within reasonable bounds.

E. Prevailing Party. The prevailing party or parties in any litigation arising out of or from this Agreement shall be entitled to recover from the non-prevailing party or parties all costs and expenses reasonably incurred litigating such action, including without limitation, reasonable attorneys' and paralegals' fees and court cost.

F. Neutral Reading. It is the intent of the parties that this Agreement be deemed to have been prepared by all of the parties hereto.

G. Waiver. No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party given such waiver and no such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.

H. Headings. The section and subsection headings contained herein are for convenience of the parties only and are not intended to define or limit the context of said Sections and subsections.

I. Governing Law; Venue. The validity, construction and interpretation of this Agreement shall be governed by the State of Illinois. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to this Agreement shall be litigated only in the Circuit Court Twelfth Judicial Circuit, Will County, Illinois.

J. Counterparts. This Agreement may be executed in two or more counterparts, each of which may be deemed to be an original.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

SIGNED FOR THE OWNER:

*PK Day*

Firm: Joliet Junior College

Title: Director of Facility Services

Date: 4-15-09

Address: 1215 Houbolt Road  
Joliet, Illinois 60431

SIGNED FOR THE UNION:

*Ronald C. Fisi*

*Will County* Building Trades Council

Title: President

Date: 4-15-09

Address: 2082 Oakleaf St.  
Joliet IL 60436

SIGNED FOR THE ALLIANCE:

*Bob Boish*

Firm: Three River's Construction Alliance

Title: Co-Chair TRCA

Date: 4/15/09

Address: 2134 Maxim Dr.  
Rockdale IL 60436

SIGNED FOR BY THE CONTRACTOR:

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_



*Skilled Union Craftsmen  
Professional Union Contractors*

## **BLUEPRINT FOR SUCCESS**

### **A Labor-Management Project Agreement**

#### **I. Preamble**

To accomplish the goals of quality, cost effectiveness and timeliness requires that all participants exhibit a positive attitude intent on success. There must exist amongst all parties a willingness to cooperate fully in devoting themselves to the goals of the project.

This program has no room for adverse relationships, but only a true spirit of cooperation and commitment. It is essential that the work required to construct this project be accomplished in an efficient and economical manner so as to provide productivity, the highest levels of quality, and the total elimination of delays. This commitment will establish new plateaus in labor/management cooperation.

Therefore, Joliet Junior College, Illinois Community College District 525, of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston and Cook, Illinois, (hereinafter referred to as the "Owner"), its subcontractor(s) of whatever tier, the Will & Grundy Counties Building Trades Council, and the THREE RIVERS' CONSTRUCTION ALLIANCE dedicate themselves to the goal that together, in full cooperation, local labor and management will produce a project of excellent quality, as economically as possible, in a safe environment, under favorable working conditions.

#### **II. Introduction**

This Agreement is entered into this 15<sup>th</sup> day of April, 2009, by and between Joliet Junior College (hereinafter called the "Owner"); and Gilbane (hereinafter called and the "Project Contractor"; and the Will & Grundy Counties Building Trades Council (hereinafter called the "Union"), acting in their own behalf and on behalf of their respective affiliates and members; and the THREE RIVERS CONSTRUCTION ALLIANCE, acting on their own behalf and on behalf of their respective affiliates and members, with respect to all construction projects at Joliet Junior College, which includes the Master Plan and Capital Improvement Plan projects thru August 2013 located in Will County, Illinois.

It is understood by the parties to this Agreement that other contractors awarded construction work directly or indirectly by the "Owner" will execute this Agreement and become signatory contractors for the purpose of this work.

The intent of the parties to this Agreement is to establish labor and management cooperation between the Project Contractor, all Contractors and Subcontractors performing construction work on this project site, and the appropriate Unions signatory to this Agreement for the express purpose of producing a quality project on schedule and as economically as possible, in a safe environment under favorable working conditions.

### **III. Scope Of The Agreement**

**A.** This Project Agreement shall apply and is limited to the recognized and accepted historical definition of new construction work under the direction of and performed by the Contractor(s), of whatever tier, which may include the Project Contractor, who have contracts awarded for such work on the Project. Such work shall include site preparation work and dedicated off-site work.

It is agreed that the Project Contractor shall require all Contractors of whatever tier who have been awarded contracts for work covered by this Agreement, to accept and be bound by the terms and conditions of this Project Agreement by executing the Letter of Assent (Attachment A) prior to commencing work. The Project Contractor shall assure compliance with this Agreement by the Contractors. It is further agreed that, where there is a conflict, the terms and conditions of this Project Agreement shall supersede and override terms and conditions of any and all other national, area, or local collective bargaining agreements, except for all work performed under the NTL Articles of Agreement, the National Stack/Chimney Agreement, the National Cooling Tower Agreement, all instrument calibration work and loop checking shall be performed under the terms of the UA/IBEW Joint National Agreement for Instrument and Control Systems Technicians, and the National Agreement of the International Union of Elevator Constructors, with the exception of Article V, VI, and VII of this Project Agreement, which shall apply to such work.

**B.** Nothing contained herein shall be construed to prohibit, restrict or interfere with the performance of any other operation, work, or function which may occur at the Project site or be associated with the development of the Project.

**C.** This Agreement shall only be binding on the signatory parties hereto and shall not apply to their parents, affiliates or subsidiaries.

**D.** The Owner and/or the Project Contractor have the absolute right to select any qualified bidder for the award of contracts on this Project without reference to the existence or non-existence of any agreements between such bidder and any party to this Agreement; provided, however, only that such bidder is willing, ready and able to become a party to and comply with this Project Agreement, should it be designated the successful bidder.

**E.** It is understood that the Owner, at its sole option, may terminate, delay and/or suspend any or all portions of the Project at any time.

**F.** It is understood that the liability of any employer and the liability of the separate unions under this Agreement shall be several and not joint. The unions agree that this Agreement does not have the effect of creating any joint employer status between or among the Owner, Contractor(s) or any employer.

### **IV. Labor-Management Cooperation Committee**

The parties to this Agreement hereby reaffirm the necessity for joint cooperation and participation by Labor and Management in interpreting and analyzing the effectiveness of management's application of this Agreement as well as Labor's response and any other matter affecting quality, safety, working conditions and productivity. Therefore, to secure this end, it is hereby agreed that a "Labor-Management Cooperation Committee" will be established composed of three representatives from Labor and three representatives from Management; one representative from Labor and one from Management shall be Co-Chairmen of this Committee.

The Labor-Management Cooperation Committee shall meet a minimum of once each month, at the jobsite, and shall discuss the following: reports concerning any violation, dispute, questions or interpretation of the application of practices arising out of this Agreement; safety; working conditions; absenteeism; labor turnover; availability of qualified journeymen; need for training; and any other matter affecting productivity and efficiency on this project.



In the event a dispute is not resolved by the Labor-Management Cooperation Committee, such matter shall then be settled as outlined by the grievance procedure and/or arbitration provisions contained in Articles VII or VIII of this Agreement. The Labor-Management Cooperation Committee shall not have authority to render a decision involving a jurisdictional dispute.

#### **V. Contractors' Commitment**

A. Work assignments will be made in accordance with area practice, consistent with the efficient and economical performance of the work.

B. Before performing work at the job site, the Contractor or Subcontractors of whatever tier actually performing the work will become signatory to the appropriate collective bargaining agreement.

C. The Contractors and Subcontractors shall exercise their management rights. These rights shall include planning, directing, hiring, dismissal, lay-off, transferring, appointing foremen and general foremen and otherwise directing the work force.

D. The Project Contractor agrees that neither it nor any of its contractors or subcontractors will subcontract any work to be done on the Project except to a person, firm or corporation who is or agrees to become party to this Agreement. Any contractor or subcontractor working on the Project shall, as a condition to working on said Project, become signatory to and perform all work under the terms of this Agreement.

#### **VI. Union (Craftsmen) Commitment**

A. Qualified and skilled craftsmen will be furnished as required by the Contractor in the fulfillment of its obligations to the Owner.

B. Craftsmen shall be at their place of work at the regular starting time and shall remain at their place of work until quitting time. There shall be no limit on production by Craftsmen nor restrictions on the use of tools or equipment other than that which may be required by safety practice.

C. Where stewards are appointed by respective unions, the steward shall be a qualified craftsman performing the work of his craft who shall exercise no supervisory functions. There shall be no non-working stewards.

#### **VII. Owner Commitment**

A. The Owner agrees that during the life of this agreement he shall assign construction work on this project only to contractors who are signatory to this agreement and applicable local collective bargaining agreements.

#### **VIII. Disputes & Grievances**

A. This Agreement is intended to provide close cooperation between management and labor. Each of the Unions will assign a representative to this Project for the purpose of completing the construction of the Project economically, efficiently, continuously, and without interruptions, delays, or work stoppages.

B. The Contractors, Unions, and the employees, collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes in accordance with the grievance-arbitration provisions set forth in this Article.

**C.** Any question or dispute arising out of and during the term of this Project Agreement (other than grievances not covered by a local Collective Bargaining Agreement or trade jurisdictional disputes) shall be considered a grievance and subject to resolution under the following procedures:

Step 1. (a) When any employee subject to the provisions of this Agreement feels he or she is aggrieved by a violation of this Agreement, he or she, through his or her local union business representative or job steward, shall, within five (5) working days after the occurrence of the violation, give notice to the work-site representative of the involved Contractor stating the provision(s) alleged to have been violated. The business representative of the local union or the job steward and the work-site representative of the involved Contractor and the Project Contractor shall meet and endeavor to adjust the matter within three (3) working days after timely notice has been given. The representative of the Contractor shall keep the meeting minutes and shall respond to the Union representative in writing (copying the Project Contractor) at the conclusion of the meeting but not later than twenty-four (24) hours thereafter. If they fail to resolve the matter within the prescribed period, the grieving party may, within forty-eight (48) hours thereafter, pursue Step 2 of the Grievance Procedure, provided the grievance is reduced to writing, setting forth the relevant information concerning the alleged grievance, including a short description thereof, the date on which the grievance occurred, and the provision(s) of the Agreement alleged to have been violated.

(b) Should the Local Union(s) or the Project Contractor or any Contractor have a dispute with the other party and, if after conferring, a settlement is not reached within three (3) working days, the dispute may be reduced to writing and proceed to Step 2 in the same manner as outlined herein for the adjustment of an employee complaint.

Step 2. The International Union Representative and the involved Contractor shall meet within seven (7) working days of the referral of a dispute to this second step to arrive at a satisfactory settlement thereof. Meeting minutes shall be kept by the Contractor. If the parties fail to reach an agreement, the dispute may be appealed in writing in accordance with the provisions of Step 3 within seven (7) calendar days thereafter.

Step 3. (a) If the grievance has been submitted but not adjusted under Step 2, either party may request in writing, within seven (7) calendar days thereafter, that the grievance be submitted to an Arbitrator mutually agreed upon by them. The Contractor and the involved Union shall attempt mutually to select an arbitrator, but if they are unable to do so, they shall request the American Arbitration Association to provide them with a list of arbitrators from which the Arbitrator shall be selected. The rules of the American Arbitration Association shall govern the conduct of the arbitration hearing. The decision of the Arbitrator shall be final and binding on all parties. The fee and expenses of such Arbitration shall be borne equally by the Contractor and the involved Local Union(s).

(b) Failure of the grieving party to adhere to the time limits established herein shall render the grievance null and void. The time limits established herein may be extended only by written consent of the parties involved at the particular step where the extension is agreed upon. The Arbitrator shall have the authority to make decisions only on issues presented to him or her, and he or she shall not have authority to change, amend, add to or detract from any of the provisions of this Agreement.

**D.** The Project Contractor and Owner shall be notified of all actions at Steps 2 and 3 and shall, upon their request, be permitted to participate in all proceedings at these steps.

## **IX. Jurisdictional Disputes**

**A.** The assignment of work will be solely the responsibility of the Contractor performing the work involved; and such work assignments will be in accordance with the Plan for the Settlement of Jurisdictional Disputes in the Construction Industry (the "Plan") or any successor Plan.

**B.** All jurisdictional disputes on this Project, between or among Building and Construction Trades Unions and employers, parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be

adopted in the future by the Building and Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Contractors and Unions parties to this Agreement.

**C.** All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Contractor's assignment shall be adhered to until the dispute is resolved. Individuals violating this section shall be subject to immediate discharge.

**D.** Each Contractor will conduct a pre-job conference with the appropriate Building and Construction Trades Council prior to commencing work. The Project Contractor and the Owner will be advised in advance of all such conferences and may participate if they wish.

#### **X. Joint Commitment (Contractor/Union)**

**A.** Utilization of Union apprentices will be maximized consistent with the best interest of the job in compliance with Local Union Agreements. The high level of union apprenticeship training will be maintained to provide the Industry with productive and knowledgeable craftsmen for the long term.

**B.** Every reasonable and practicable measure, consistent with the protection of human dignity, will be taken to assure a work place free of alcohol and drugs. The use of liquor, drugs or any other illegal activities at the Project site, including parking lots, is strictly prohibited.

**C.** Employees will take their breaks only in their immediate work areas.

**D.** Acknowledging the safety concerns of today's construction Owner and its risk management professionals, we assure the Owner that the parties are committed to safe working practices on the project. The parties, drawing upon the comprehensive safety programs and resources developed by the Union construction community, will comply with federal, state, and local safety regulations. Both contractors and union craftsmen are well trained in safety practices and commit themselves to applying such practices on this job.

**E.** The Contractors and Unions agree that there will be no lockouts or work stoppages.

(1) The Contractors and Subcontractors shall not cause, incite, encourage or participate in any lockout of employees on the project during the term of this Agreement.

(2) The Union and its members, agents, representatives, and employees shall not allow, incite, encourage, condone or participate in any strike, walkout, slowdown, picketing, sympathy strike or other work stoppage of any nature whatsoever, whether jurisdictional or otherwise, or observe any picket of any nature during the term of this Agreement. Any such action by the Union or its members, agents, representatives or employees shall constitute a violation of this Agreement.

(3) All employees shall continue to work and to perform all their obligations on the project despite the expiration of any local or other collective bargaining agreement. Any future wage or fringe benefit increase, decrease or modification legally negotiated and established by appropriate local collective bargaining agreements of the Local Unions which are signatories to this Agreement shall be paid retroactively to the expiration of the preceding local Agreement.

(4) Should any unauthorized strike, slowdown, stoppage of work or interference with construction occur, the Union shall take all necessary steps to bring such activity to a prompt resolution.

**XI. Helmets To Hardhats**

A. The Employers and the Unions recognize a desire to facilitate the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry. The Employers and Unions agree to utilize the Center for Military Recruitment, Assessment and Veterans Employment (hereinafter "Center") and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship programs or hiring halls, counseling and mentoring, support network, employment opportunities and other needs as identified by the parties.

B. The Unions and Employers agree to coordinate with the Center to create and maintain an integrated database of veterans interested in working on this Project and of apprenticeship and employment opportunities for this Project. To the extent permitted by law, the Unions will give credit to such veterans for bona fide, provable past experience.

**XII. Term of Agreement**

A. This Agreement shall become effective on April 15, 2009, and shall remain in full force and effect as long as signatory contractors are working on this project.

B. Either party shall have the right to terminate this Agreement by notifying all other parties, in writing, within at least thirty (30) calendar days from the proposed termination date.

**FOR THE OWNER:**

*Gene Prault*  
JOLIET JUNIOR COLLEGE  
TITLE: *President*  
DATE: *4-15-09*

**FOR THE PROJECT CONTRACTOR:**

*Michael C. Brown*  
GILBANE  
TITLE: *Vice President*  
DATE: *4/15/09*

**FOR THE ALLIANCE:**

*Bob Bush*  
THREE RIVERS CONSTRUCTION  
TITLE: *CO-CHAIR TRCA*  
DATE: *4/15/09*

**FOR THE BUILDING TRADES:**

*Ronald C. Fier*  
WILL & GRUNDY BUILDING TRADES  
TITLE: *Presid.*  
DATE: *4-15-09*



*Skilled Union Craftsmen  
Professional Union Contractors*

## BLUEPRINT FOR SUCCESS

### A Labor-Management Project Agreement

#### Addendum To TRCA/JJC Project Labor Agreement Dated 4-15-09

1. It is agreed to by all parties that while the College has completed their Master Plan projects, the parties to the Agreement wish to continue on with the 'Blueprint for Success, A Labor-Management Project Agreement' signed on April 15, 2009. The conditions of the existing Agreement shall remain in effect thru April 2018 until such time as both parties have the opportunity to evaluate current and future construction projects at the College as explained in Article XII of the Agreement.
2. The pre-job conferences called for in Article IX Section D will apply to all bids with a gross value in excess of \$25,000.00. Bids less that the stated \$25,000.00 will be exempt from the pre-job conference but the OWNER agrees to notify TRCA of any such bid lettings in a timely manner.
3. This Agreement covers all new construction and improvement projects but is not intended to nor will it interfere with the OWNER's right to perform general routine maintenance on their facilities.

FOR THE OWNER:

*[Signature]*  
Joliet Junior College

*Judy Mitchell, Esq.*  
Printed Name

TITLE: *VP Administrative Svcs*

DATE: *3-9-15*

FOR THE BUILDING TRADES

*[Signature]*  
Will & Grundy Counties Building Trades Council

*Don Gregory*  
Printed Name

TITLE: *President*

DATE: *3-9-15*

FOR THE ALLIANCE:

*[Signature]*  
T.R.C.A.

*Thomas A. White*  
Printed Name

TITLE: *Executive Director*

DATE: *3-9-15*

# Will County Prevailing Wage for June 2015

(See explanation of column headings at bottom of wages)

Trade Name Trng	RG	TYP	C	Base	FRMAN	M-F>8	OSA	OSH	H/W	Pensn	Vac
=====	==	===	=	=====	=====	=====	===	===	=====	=====	=====
=====											
ASBESTOS ABT-GEN 0.500		ALL		38.200	38.700	1.5	1.5	2.0	13.78	10.12	0.000
ASBESTOS ABT-MEC 0.720		BLD		35.100	37.600	1.5	1.5	2.0	11.17	10.76	0.000
BOILERMAKER 0.400		BLD		45.650	49.760	2.0	2.0	2.0	6.970	17.81	0.000
BRICK MASON 1.030		BLD		42.580	46.840	1.5	1.5	2.0	9.850	13.60	0.000
CARPENTER 0.630		ALL		43.350	47.690	2.0	2.0	2.0	11.85	17.47	0.000
CEMENT MASON 0.500		ALL		41.000	43.000	2.0	1.5	2.0	9.900	18.34	0.000
CERAMIC TILE FNSHER 0.710		BLD		35.810	0.000	1.5	1.5	2.0	10.55	8.440	0.000
COMMUNICATION TECH 0.720		BLD		32.250	33.750	1.5	1.5	2.0	13.42	11.32	0.000
ELECTRIC PWR EQMT OP 0.460		ALL		46.100	51.100	1.5	1.5	2.0	10.76	14.87	0.000
ELECTRIC PWR GRNDMAN 0.360		ALL		35.960	51.100	1.5	1.5	2.0	8.390	11.60	0.000
ELECTRIC PWR LINEMAN 0.460		ALL		46.100	51.100	1.5	1.5	2.0	10.76	14.87	0.000
ELECTRICIAN 1.200		BLD		40.000	4.600	1.5	1.5	2.0	14.27	16.39	0.000
ELEVATOR CONSTRUCTOR 0.600		BLD		50.800	57.150	2.0	2.0	2.0	13.57	14.21	4.060
GLAZIER 0.940		BLD		40.000	41.500	1.5	2.0	2.0	12.49	15.99	0.000
HT/FROST INSULATOR 0.720		BLD		48.450	50.950	1.5	1.5	2.0	11.47	12.16	0.000
IRON WORKER 0.780		ALL		41.000	42.000	2.0	2.0	2.0	10.04	21.41	0.000
LABORER 0.500		ALL		38.000	38.750	1.5	1.5	2.0	13.78	10.12	0.000
LATHER 0.630		ALL		43.350	47.690	2.0	2.0	2.0	11.85	17.47	0.000
MACHINIST 0.000		BLD		44.350	46.850	1.5	1.5	2.0	6.760	8.950	1.850
MARBLE FINISHERS 0.600		ALL		31.400	32.970	1.5	1.5	2.0	9.850	13.10	0.000
MARBLE MASON 0.760		BLD		41.780	45.960	1.5	1.5	2.0	9.850	13.42	0.000
MATERIAL TESTER I 0.500		ALL		28.000	0.000	1.5	1.5	2.0	13.78	10.12	0.000
MATERIALS TESTER II 0.500		ALL		33.000	0.000	1.5	1.5	2.0	13.78	10.12	0.000

MILLWRIGHT 0.630	ALL	43.350	47.690	2.0	2.0	2.0	11.85	17.47	0.000
OPERATING ENGINEER 1.250	BLD 1	47.100	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 2	45.800	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 3	43.250	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 4	41.500	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 5	50.850	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 6	48.100	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	BLD 7	50.100	51.100	2.0	2.0	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	FLT 1	52.450	52.450	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	FLT 2	50.950	52.450	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	FLT 3	45.350	52.450	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	FLT 4	37.700	52.450	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	FLT 5	53.950	52.450	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	FLT 6	35.000	35.000	1.5	1.5	2.0	16.60	11.05	1.900
OPERATING ENGINEER 1.250	HWY 1	45.300	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 2	44.750	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 3	42.700	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 4	41.300	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 5	40.100	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 6	48.300	49.300	1.5	1.5	2.0	17.10	11.80	1.900
OPERATING ENGINEER 1.250	HWY 7	46.300	49.300	1.5	1.5	2.0	17.10	11.80	1.900
PAINTER 0.770	ALL	40.750	45.500	1.5	1.5	1.5	10.75	11.10	0.000
PAINTER SIGNS 0.000	BLD	33.920	38.090	1.5	1.5	1.5	2.600	2.710	0.000
PILEDRIVER 0.630	ALL	43.350	47.690	2.0	2.0	2.0	11.85	17.47	0.000
PIPEFITTER 1.780	BLD	46.000	49.000	1.5	1.5	2.0	9.000	15.85	0.000
PLASTERER 0.650	BLD	42.250	44.790	1.5	1.5	2.0	11.40	12.19	0.000
PLUMBER 0.880	BLD	46.650	48.650	1.5	1.5	2.0	13.18	11.46	0.000

ROOFER 0.530	BLD	40.100	43.100	1.5	1.5	2.0	8.280	10.54	0.000
SHEETMETAL WORKER 0.820	BLD	44.000	46.000	1.5	1.5	2.0	10.65	13.06	0.000
SPRINKLER FITTER 0.550	BLD	49.200	51.200	1.5	1.5	2.0	11.75	9.650	0.000
STONE MASON 1.030	BLD	42.580	46.840	1.5	1.5	2.0	9.850	13.60	0.000
<del>SURVEY WORKER</del> — -> NOT IN EFFECT					ALL		37.000	37.750	1.5 1.5 2.0
12.97 9.930 0.000 0.500									
TERRAZZO FINISHER 0.620	BLD	37.040	0.000	1.5	1.5	2.0	10.55	10.32	0.000
TERRAZZO MASON 0.820	BLD	40.880	43.880	1.5	1.5	2.0	10.55	11.63	0.000
TILE MASON 0.920	BLD	42.840	46.840	1.5	1.5	2.0	10.55	10.42	0.000
TRAFFIC SAFETY WRKR 0.500	HWY	32.750	34.350	1.5	1.5	2.0	6.550	6.450	0.000
TRUCK DRIVER 0.250	ALL 1	35.650	36.200	1.5	1.5	2.0	7.250	6.319	0.000
TRUCK DRIVER 0.250	ALL 2	35.800	36.200	1.5	1.5	2.0	7.250	6.319	0.000
TRUCK DRIVER 0.250	ALL 3	36.000	36.200	1.5	1.5	2.0	7.250	6.319	0.000
TRUCK DRIVER 0.250	ALL 4	36.200	36.200	1.5	1.5	2.0	7.250	6.319	0.000
TUCKPOINTER 0.650	BLD	42.800	43.800	1.5	1.5	2.0	8.180	12.66	0.000

Legend: RG (Region)  
TYP (Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers)  
C (Class)  
Base (Base Wage Rate)  
FRMAN (Foreman Rate)  
M-F>8 (OT required for any hour greater than 8 worked each day, Mon through Fri.)  
OSA (Overtime (OT) is required for every hour worked on Saturday)  
OSH (Overtime is required for every hour worked on Sunday and Holidays)  
H/W (Health & Welfare Insurance)  
Pensn (Pension)  
Vac (Vacation)  
Trng (Training)

## Explanations

### WILL COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please



check with IDOL.

#### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

#### CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

#### COMMUNICATIONS TECHNICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice, sound and vision production and reproduction, telephone and telephone interconnect, facsimile, equipment and appliances used for domestic, commercial, educational and entertainment purposes, pulling of wire through conduit but not the installation of conduit.

#### MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

#### OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder;

Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

#### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine;

Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

#### OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing

endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TRAFFIC SAFETY - work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

Carol Naughton + Associates, Inc.  
 Joliet Junior College  
 Preliminary Order of Magnitude - Signage

(Fabricator)

EXTERIOR

Sign Type	Description	Qty	Per Unit	Subtotal
1.1	Primary ID – Airport, with LED, double-sided	1		
2.1	Primary Site ID – Illuminated, double-sided	1		
2.1	Primary Site ID – Non-Illuminated, double-sided	1		
2.2	Primary Entrance ID – Illuminated, double-sided	1		
2.2	Primary Entrance ID – Non-Illuminated, double-sided	1		
3.1	Campus Entry with LED, single-sided	1		
3.2	Campus Sign with LED, single-sided	1		
4.1	Vehicular Area / Building / Area Listing, single-sided	1		
4.2	Vehicular Area / Building / Area Listing, single-sided	1		
5.1	Primary Vehicular Directional, single-sided	1		
5.2	Primary Vehicular Directional, single-sided	1		
5.3	Primary Vehicular Directional, single-sided	1		
5.3.1	Primary Vehicular Directional, double-sided	1		
5.4	Primary Vehicular Directional, single-sided	1		
5.4.1	Primary Vehicular Directional, double-sided	1		
5.5	Primary Vehicular Directional, single-sided	1		
5.5.1	Primary Vehicular Directional, double-sided	1		
5.6	Secondary Vehicular Directional, single-sided	1		
5.6.1	Secondary Vehicular Directional, double-sided	1		
5.7	Parking Lot Directional, double-sided	1		
6.1.1	Parking Lot Identification, 2 panels	1		
6.1.2	Parking Lot Identification, 4 panels	1		
8.1	Pedestrian Directional, single-sided	1		
8.1.1	Pedestrian Directional, double-sided	1		
9.1	Pedestrian Directional and Map, single-sided	1		
9.1.1	Pedestrian Directional and Map, double-sided	1		
10.1	Pedestrian Interpretive, single-sided	1		
10.1.1	Pedestrian Interpretive, double-sided	1		
11.1	Exterior Building ID Symbol	1		
11.2	Exterior Building ID Letters	1		
11.3	Exterior Building ID Freestanding	1		
12.1	Truck Dock Directional, single-sided	1		
			Sub-Total	

## INTERIOR

Sign Type		Qty	Per Unit	Subtotal
1.1	Ceiling Mount, Directional (Overhead), three panel	1		
1.2	Ceiling Mount, Directional (Overhead), two panel	1		
1.2.1	Transom Mount, Directional (Overhead)	1		
1.3	Ceiling Mount, ID (Overhead, Cafeteria)	1		
1.3	Ceiling Mount, ID (Overhead, Library)	1		
1.4	Ceiling Mount, Bookstore Aisle ID (Overhead)	1		
2.1	Blade Mount, Department ID (Overhead)	1		
2.2	Blade Mount, Facility ID (Overhead)	1		
2.3	Blade Mount, Emergency ID (Overhead)	1		
2.4	Symbols, ID (Overhead, Information Desk)	1		
2.5	Symbols, ID (Trash/Recycling/Tray Return)	1		
3.1	Ground Mount, Directional	1		
3.2	Column Mount, Directional	1		
3.2.1	Column Mount, Directional	1		
3.2.2	Column Mount, Directional	1		
3.2.3	Column Mount, Directional	1		
3.2.4	Column Mount, Directional	1		
3.3	Wall Mount, Primary Directional	1		
3.4	Wall Mount, Secondary Directional	1		
3.4.1	Wall Mount, Secondary Directional - Vinyl	1		
3.5	Wall Mount, Tertiary Directional	1		
4.1	Wall Mount, Elevator Directory	1		
4.2	Wall Mount, Elevator Directory	1		
4.3	Ground Mount, Large Directory	1		
a	Wall Mount ID (Bookstore/Information Desk)	1		
b	Wall Mount ID (Bookstore/Information Desk)	1		
5.1.2	Wall Mount ID (Board Room)	1		
5.1.3	Wall Mount ID Letters, 6" (Bookstore)	1		
5.1.4	Wall Mount ID Letters, 4" (Bookstore)	1		
5.2	Wall Mount Department ID	1		
5.3	Wall Mount, Hours Information	1		
5.3.1	Wall Mount, Hours Information	1		
5.4	Vinyl Door Label	1		
6.1	Wall Mount, Toilet ID	1		
6.2	Wall Mount, Room ID	1		
6.2.1	Wall Mount, Room ID with notebar	1		



6.3	Wall Mount, Room ID with name (slide-in)	1		
6.3.1	Wall Mount, Room ID with name (slide-in) and notebar	1		
6.4	Wall Mount, Room ID with slide-in	1		
6.4.1	Wall Mount, Room ID with slide-in and notebar	1		
6.4.2	Desktop ID with slide-in	1		
6.4.3	Wall Mount, Paper Insert	1		
6.5	Wall Mount, Room ID (Room Number Only)	1		
7.1.1	Stairwell, Interior ID, 4 characters	1		
7.1.2	Stairwell, Interior ID, 6 characters	1		
7.2	Stairwell, Corridor ID	1		
7.3	Stairwell, Area of Rescue Assistance ID	1		
9.2	Book-Stack ID (Double)	1		
9.2.1	Book-Stack ID (Single)	1		
9.3	Menu List (APCO, Cafeteria)	1		
-	Sustainability Graphics	1		

Sub-Total

~	Travel and Mobilization	1		
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SUB-TOTAL - ALL SECTIONS

INSTALLATION COST

SUB-TOTAL - ALL SECTIONS AND INSTALLATION

1. These numbers constitute a preliminary order of magnitude and may change, depending on the final materials chosen.

2. Per unit cost may change based on final sign type quantities.

**CERTIFICATION OF CONTRACT/BIDDER**

The below signed contractor/bidder hereby certifies that it is not barred from bidding on this or any other contract due to any violation of either Section 33E-3 or 33E-4 of Article 33E, Public Contracts, of the Illinois Criminal Code of 1961, as amended. This certification is required by Public Act 85-1295. This Act relates to interference with public contracting, bid rigging and rotating, kickbacks and bribery.

\_\_\_\_\_  
SIGNATURE OF CONTRACTOR/BIDDER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

THIS FORM **MUST** BE RETURNED WITH YOUR BID TO:

Joliet Junior College District #525  
Director of Business & Auxiliary Services, H-1019  
1215 Houbolt Road  
Joliet IL 60431