

## SECTION 101400

### GRAPHICS & SIGNAGE

#### **PART 1 – GENERAL**

##### **1.01 GENERAL REQUIREMENTS**

- A. The contents of this document have been generated to define the parameters and general specifications by which the graphics and signage described must be constructed / fabricated. The selected Contractor remains responsible for details and accuracy, for conforming and correlating all quantities and dimensions, for fabrication processes, for safe and sound techniques of assembly/installation, for performing his work in a safe manner and for complying with all contractual agreements. Furthermore, the Sign Manufacturer shall review the use, details, and method of installation for all graphics illustrated in this package and shall disclose to the Design Professional all deviations from his recommended use and method of installation and shall also disclose to the Design Professional his recommendations for the manufacturing and method of installation of the signage illustrated to achieve the intended purpose and result. Such disclosures shall be made with submittal of a bid for this project.
- B. **PROPRIETARY RIGHTS:** All proprietary rights in the subject matter of the material in the accompanying drawings, descriptions and specifications, and rights to the material itself are reserved to the submitter's use. Reproduction, loaning or transmitting of the descriptions, specifications, or drawings without consent in writing of Caruso Drye is not permitted. Acceptance of the specifications and drawings denotes acceptance of these conditions.
- C. All referenced manufacturer's requirements and specifications and nationally recognized and accepted standards & specifications shall be the latest edition unless specified otherwise and shall be used as they are applicable for products and craftsmanship incorporated in the Contract Drawings and this Section only. The references to these standards and specifications do not imply acceptance of all products described in the standards and specifications.
- D. The manufacturer shall review the use, details, and method of installation of his product as a design guide and shall disclose to the Design Professional all deviations from his recommended use and method of installation and shall also disclose to the Design Professional his recommendations for the use and method of installation of his product to achieve the intended purpose and result. Such disclosures shall be made within the time stipulated for submission of shop drawings.
- E. The Contractor is responsible for all appropriate insurance coverage, sign fabrication details, coordination of sub-contractors, installation and service of the graphics and signage as per the contract documents.
- F. For applicable work being performed in the State of Georgia, the Contractor shall be responsible for notifying and coordinating with the Local Utility companies to mark any electrical lines, water lines, etc. prior to locating signs and digging.

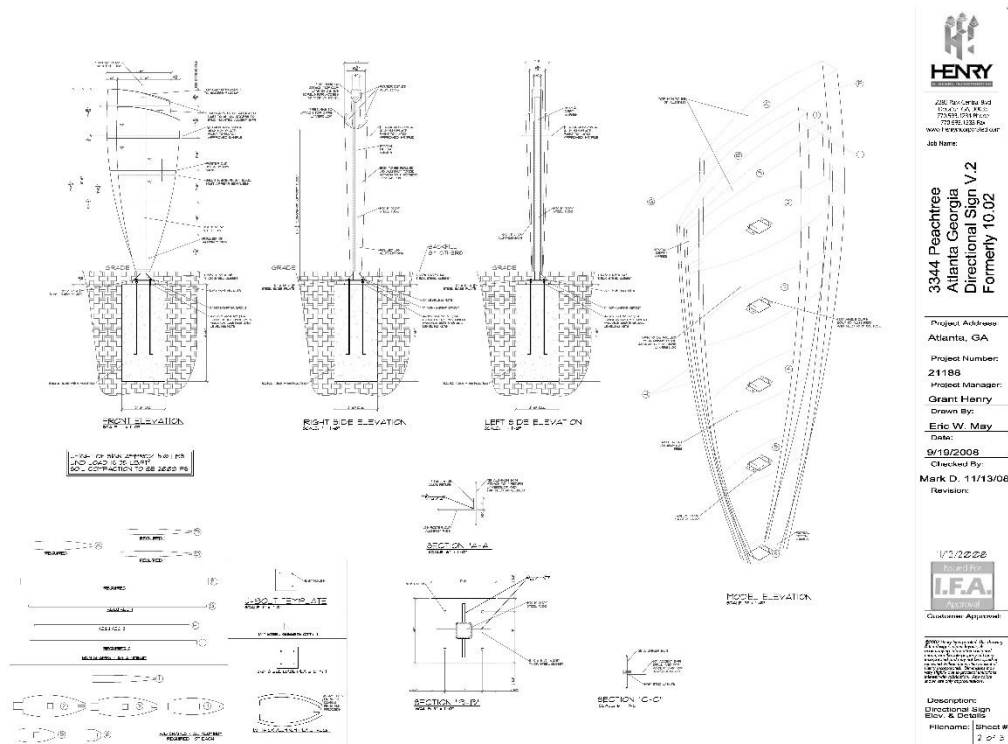
- G. Each Monday, throughout the duration of signage production and installation process, the Contractor shall submit a Project Status Report to the Owner's Representative and Design Professional briefly describing the prior week activities and progress, and the anticipated progress to be accomplished in the coming week. These reports shall also be used as a Request for Information and as a reminder of submittal and review dates.

## **1.02 SUBMITTALS**

### **A. Shop Drawings**

1. The Sign Specification Drawings provided as part of this document have been generated to define "DESIGN INTENT ONLY" and are not to be considered or used for construction purposes. Prior to construction of the items outlined in this package, the Contractor shall prepare and submit final construction "Shop Drawings" for review and approval by the Owner and Design Professional. These "Shop Drawings" shall incorporate all construction detailing, electrical information, final grading and landscaping information, and data regarding the relocation of existing traffic control and electrical transformer boxes. Any deviation from the basic design format, details or materials specified must be approved by the Design Professional.
2. Submit Shop Drawings including design calculations covering all members, connections (welds, bolts, etc.) and footings, indicating such meets the Design Specifications for Sign Structures stress requirements and dead load deflection tolerances. Indicate mounting details for all sign types larger than one square foot of surface area wall surface or substrate. For exterior signs, wind load designs shall meet the requirements of the American Society of Civil Engineer's standard #ASCE 7-98 for computing sign structure wind loads and any local standards whichever is greater.
3. Shop drawings shall include in addition to the items listed below complete details and schedules for fabrication and shop assembly of members, and details, schedules, procedures, and diagrams showing sequence of erection. Do not use reproductions of the Contract Documents for shop drawings.
4. Shop Drawings shall indicate and illustrate:
  - Sign Materials
  - Construction Details & Processes
  - Fastening Materials and Devices
  - Color Specifications
  - Typography Identification
  - Typography layouts for all sign faces including all plaques (Contractor Shall Confirm All Sign Messages with Owner / Owner Representative Prior To Preparation of Sign Layouts)
  - Details of coordination with other trades
  - Assembly Details
  - Installation Details

5. All Shop Drawings shall be submitted in an electronic (Adobe Acrobat .pdf) format and shall be of a level of detail equal to or better than the example illustrated as follows:



Sample Shop Drawing Courtesy of Henry, Incorporated

6. Any deviations of design, construction details, materials or other changes from the original bid documents shall be highlighted on the shop drawings to illustrate such changes.
7. Do not include a sign message schedule as a submittal. Instead, the Contractor shall submit graphical layouts / artwork layouts for each sign in a .pdf format. Each layout shall include the sign location number/sign type number for reference purposes.
8. Upon Completion of the project, the Contractor shall submit final "as-built" Shop Drawings to the Owner & Design Professional in an electronic format (.pdf).

#### B. Material Samples

1. Samples of all materials to be used in the construction and installation of the graphics and signage program shall be submitted for review and approval prior to purchasing of materials for the work. This would include materials specified and those recommended by the Contractor or as an approved equal.
2. Samples to be submitted include but are not limited to:
  - Sheet Materials Such as Aluminum, Acrylic, Photopolymer, Brass, Bronze, Etc.

- Plastic Laminate.
- Mechanical Fasteners.
- All extrusions to be used in the work (Steel, Aluminum, etc.)
- 3M Brand Scotchlite and Scotchcal vinyl films.

C. Color & Finish Samples

1. Samples of all color/finishes specified within the contract documents shall be submitted to the Owner or Owner's Representative for approval prior to application. All color and finish samples shall be clearly identified and labeled using the same color designation used by the Designer, the name of the color/finish/material, the project name, and the submittal date.
2. All paint color samples shall be submitted on .063" sheet aluminum, 4" x 4". Three (3) of each color shall be submitted for review and approval. Each sample shall identify the project name, the paint reference (P1, P2, P3, etc.), the color name, the color finish, and the date of submission.
3. All finished samples shall be submitted in the material specified (i.e., Brass, Aluminum, etc.), approximate thickness shall be .063". The sample shall be 4" x 4". Three (3) of each finish sample shall be submitted for review and approval. Each sample shall identify the project name, the material reference (M1, M2, M3, etc.), the material name, and the date of submission.
4. All vinyl films shall be submitted in a 4" x 4" format. Three (3) samples of each color shall be submitted for review and approval. Each sample shall identify the project name, the vinyl reference (V1, V2, V3, etc.), the manufacturer and color name, and the date of submission.
5. All Silkscreen colors shall be screened onto a sheet of .063 aluminum that has been painted white. Each color shall be screened using the text "COLOR TEST" in 48pt. type.

D. Hardware items: Submit samples of each type of anchor, insert or other fastener used in the project.

E. Product Data: The selected manufacturer shall submit along with the Shop Drawing submittal, manufacturers product data for all materials (lights, paints, vinyl, etc.) being used or proposed for use in the production and/or installation of the project.

F. Prototypes: Once Shop Drawings have been approved, the Sign Manufacturer shall produce and submit to the Owner or Owner's Representative for approval, (1) full size prototype of the following Sign Types (11.04). If approved, prototypes shall be retained by the Owner/Design Professional for quality control purposes.

G. Scheduling: Submit the final schedule for construction work and installation within ten (10) days of sample approvals. Indicate dates of completion for prototypical units for

approval, dates of partial deliveries and total completion. Dates given shall be consistent with the time requirements submitted with the bid.

I. Permits

1. Any required permits for graphics and signage shall be applied for, obtained, and paid for by the Sign Manufacturer, prior to purchasing materials for the products to be produced. The Owner nor the Design Professional shall be held liable for payment of materials, product or services which may not be used due to non-permitted sign types.
2. Original sign permits shall be submitted to the Owner or the Owner's Representative.

J. Maintenance Instructions

1. The Sign Manufacturer shall submit cleaning and maintenance instructions for all sign types produced as a part of this project.
2. Instructions shall include recommended cleaning materials and time frames (i.e., "Clean sign face with soap & water bi-annually"), as well as alert notices for cleaning agents or processes which will damage the graphics (i.e., "DO NOT USE rubbing compound to remove blemishes in the sign face").

**1.03 QUALITY CRITERIA**

- A. The work performed under this contract shall, where applicable, be in accordance with the most current version of the following standard specifications unless otherwise specified:
1. American National Standards Institute (ANSI)
  2. American Society for Testing Materials (ASTM)
  3. Underwriters Laboratories (UL)
  4. National Electrical Code (NEC)
  5. Americans With Disabilities Act (ADA)
  6. Georgia Accessibility Code
  7. National Fire Protection Association – Life Safety Code (NFPA)
- B. The Contractor shall be familiar with all Federal, State and Local laws, ordinances, rules, and regulations that may affect the work to be performed in this document. Ignorance of the aforementioned on the part of the Contractor shall in no way waive responsibility for performing the work within them.

**1.04 JOB CONDITIONS**

- A. Field Verification of Existing Conditions and Dimensioning: Take field measurements to determine exact sizes prior to submittal of shop drawings and production of signage. Indicate exact sizes and existing field conditions for mounting details and all other information on shop drawings.
- B. Store materials where directed by the Owner.
- C. Maintain neat, clean conditions in all building areas; remove trash, rags, and waste materials at the end of each day's work. Protect the floor and wall surfaces of this space against damage or defacement.
- D. Close any open containers at the end of the day's work. Leave no materials open.
- E. Acrylic and other glazing materials or finish materials with or requiring protective wrapping shall only have this protection removed as required during fabrication and installation and once the area is clear of work or activities which might cause damage to the installed work. Care shall be taken in handling surfaces and products to prevent scratching, chipping, or cracking.
- F. Protection: Cover finished work of other trades and/or the existing property of the Owner and/or pre-finished items and surfaces.
- G. Environmental Requirements:
  - 1. Comply with manufacturer's recommendations regarding environmental conditions under which materials/coatings may be applied (i.e., Application of coating must be performed in an environment with humidity range between 35% and 95%).
  - 2. No materials/coatings shall be applied in spaces where dust is being generated which may affect the finish surface or durability of the product.
  - 3. After the contract has been awarded, the Sign Manufacturer must conduct an on-site inspection of all existing conditions as they relate to the location of planned graphics and signage. This inspection should be conducted with an Owner's Representative.
  - 4. The Sign Manufacturer shall field verify all conditions and dimensions shown on the Design Specification Drawings. Any conflict between the dimensions shown in the Design Specification Drawings and field verified conditions shall be brought to the attention of Owner's Representative in writing for verification and/or resolution. It is the Sign Manufacturer's ultimate responsibility to manufacturer the Signage and Graphics to meet the on-site conditions at the time of installation.

#### **1.05 WARRANTIES**

- A. A minimum two-year warranty must be submitted to the Owner and a copy submitted to the Design Professional to cover the following:
- B. All fabrication shall be warranted against defects resulting from the use of inferior materials, equipment, or poor workmanship. If, within the two-year period, repair and/or

compensation are required that result from these problems, the Contractor shall promptly:

1. Correct all fabrication defects.
  2. Make compensation for all damages to the building or site, or contents thereof, that result from the use of inferior materials, equipment, or workmanship.
  3. Be liable for all personal injuries that result from the use of inferior materials, equipment, or workmanship.
- C. A minimum two-year warranty must be submitted for the installation of the graphics and signage if the Contractor has been contracted to provide installation services.
1. The warranty is to state that the Contractor is responsible for a safe, sound, secure graphics/signage installation. If, within the two-year period, repairs and/or compensation are needed that result from unsafe or unsound sign fabrication or installation, the Contractor shall promptly:
    - a. Correct the installation to make it safe, sound, and secure.
    - b. Compensate for all damages to the building or site, or the contents thereof that result from unsafe, unsound, or insecure installation.
    - c. Be liable for all personal injuries that result from unsafe, unsound, or insecure installation.
- D. A minimum two-year warranty must be submitted on all painted surfaces or photo silk-screened surfaces. This warranty should cover peeling, cracking, blistering, discoloring, and all other abnormal occurrences regarding the painted or silk-screened application.
- E. A minimum five-year warranty must be submitted on material life and a warranty against cracking, peeling, and discoloring of all vinyl graphics. The guarantee period for each item above begins on the date that a written project approval or final payment is received by the Contractor from the Owner or Owner's Representative.

#### **1.06 GRAPHICS, ARTWORK AND ELECTRONIC FILES:**

- A. For logos, maps, insignias, or other graphics specified in the drawings, the designer shall only furnish graphic design electronic files in a format that already exists or was created during designing the project. Files are likely to have been prepared in graphic design industry standard computer software on PC platform computer hardware. The contract document drawings and layouts for the work shall not be transferred or transmitted to the contractor. Contractors are responsible for obtaining any necessary fonts and software that are used in the work or that will enable the contractor to open any files requested from the designer.

#### **1.07 PERMITS:**

- A. Local jurisdiction sign permits may be required for some sign types in this project. Where applicable, the Contractor shall be responsible for procurement and payment of all sign permits.

CDH Partners, Inc.  
21077.00

Estoria Urgent Care Center  
GHS-FD Q2025027  
Atlanta, Georgia



## **PART 2 – PRODUCTS**

The design intent for this project is that the Sign Manufacturer shall use, whenever, possible, standard size and readily available materials to reduce the cost of manufacturing the contents of this package. All materials shall be of the highest quality and shall meet all industry standards.

All materials used in the construction and installation of this project shall be non-corrosive.

### **2.01 PLASTICS**

- A. Acrylic Sheet: Acrylic, where specified, shall be as manufactured by Cyro, or approved equal. Where required, acrylic shall be of a self-extinguishing type, which conforms to applicable building codes. Acrylic shall be of the thickness and finish indicated in the Contract Drawings.
- B. Expanded PVC: Expanded PVC (Polyvinyl chloride), where specified, shall be of the trade name "Sintra" or approved equal. The thickness of the material shall be as indicated in the Contract Drawings.
- C. Polycarbonate: Polycarbonate, where specified, shall be as manufactured by General Electric under the trade name "Lexan" or approved equal. Polycarbonate shall be of the thickness and finish indicated in the Contract Drawings.

### **2.02 VINYL FILM**

- A. All vinyl films utilized in this project shall be 3M Brand "Scotchcal", "Scotchlite Reflective", Avery Graphics brand vinyl film, or an approved equal, unless otherwise noted or specified.
- B. Application of all vinyl films shall be per manufacturer's specifications.
- C. All specified "Scotchprint" (graphics / images digitally transferred to vinyl film) shall be produced by 3M Corporation approved suppliers of Scotchprint materials and processes.

### **2.03 PAINT**

- A. All coatings to be used on metal or plastic surfaces shall be Matthews Acrylic Polyurethane as manufactured by Matthews Paint Company of Pleasant Prairie, WI (or approved equal) Call 1-800-323-6593 (customer service) for information. All work to be done in strict compliance with the manufacturer's published information and recommendations.
- B. Proposed alternates shall be equal in color and gloss retention to corresponding colors of Matthews Acrylic Polyurethane
- C. Proposed alternates shall meet or exceed the following laboratory test results from The United States Testing Company, Inc. -Hoboken, New Jersey:

1. Testing shall consist of 1000 hours of QUV accelerated weather testing maintained in accordance with ASTM G-53
  2. Tester shall be programmed to alternate 40 degrees Celsius water condensation 4-hour periods with 60 degree Celsius ultraviolet 4-hour periods.
  3. Gloss measurements are to be made with a Photovolt meter and color measurements with a Hunter lab color difference meter (ASTM D-523 and ASTM D-2244, respectively).
- D. The dried film surface shall conform to ANSI Z66-1 with regards to heavy metals and the surfaces shall be prepared, primed and finish coated in accordance with the coating manufacturer's instructions.

#### **2.04 FASTENERS & HARDWARE**

- A. All fasteners used in the production or installation of this project shall be non-corrosive and be installed in a manner that will not create potentially corrosive imperfections in other materials/environments.
- B. All fasteners to be utilized in the manufacturing and installation of this project shall be identified on the shop drawings and samples submitted to the Design Professional for final review and approval.

## **PART 3 – EXECUTION**

### **3.01 GENERAL**

- A. Written dimensions shall take precedence over scaled dimensions on all drawings.
- B. If a disagreement is found between the written specifications and/or message schedule and those found on the specification drawings, or within the written specifications themselves, the Contractor shall submit a written notice of the discrepancy to the designer for clarification. If the discrepancy will affect the bid submittal the written notification shall be submitted at least five days prior to the bid due date so that a clarification notice may be prepared and submitted to all bidders. If the disagreement is discovered at a time such that formal clarification cannot be forwarded to all bidders, then the bidder shall submit the bid based on the written specifications. Written specifications shall take precedence over notes found on the drawings.
- C. The Contractor shall be responsible for final signage construction and installation details for the sign elements being produced as part of this project/contract. Neither the Owner, nor the Design Professional shall be held liable for any liability resulting from negligence on the part of the Contractor and/or the Contractor's consultant for damage or bodily harm related to signage construction details or installation details.

### **3.02 CONSTRUCTION & FABRICATION WORKMANSHIP**

- A. Aluminum Fabrication:
  - 1. All sign faces are to be smooth and even, free from imperfections and disfiguring caused process such as welding, fasteners, ungrounded welds, "oil-canning", puckering or any other conditions not specifically mentioned herein, prior to application of paint, vinyl, ink, etc.
  - 2. All finished work shall be smooth, free from abrasion, tool marks, visible welds, exposed fasteners, or similar defects prior to application of paint, vinyl, ink, etc.
  - 3. All corners, reveals, and joints shall be milled to match adjoining pieces and shall be fabricated to match the dimensions indicated in the Sign Specification Drawings.
  - 4. No brake bending or forming of the exterior corners of the sign units shall be acceptable unless otherwise noted in the Sign Specification Drawings. All aluminum parts shall be saw cut. All external welds shall be continuous, filled and ground smooth so that the finished seams are not visible in the finished product.
  - 5. Internal welds shall be structurally sound and eliminate racking.
  - 6. There shall be no bare aluminum in contact with any other metals, woods, or concrete. Contact surfaces shall be separated by a heavy body bituminous paint or by a gasket.

7. Seams which must occur in a sign face, shall be filled, and finished smoothly prior to priming and painting of the finished sign unit. Seams shall not be visible in the finished product and shall be constructed in a manner that will ensure that the finished seam will not "crack" or "protrude" over time.

B. Typography & Graphics:

1. Typefaces and symbols for this project are illustrated in the Typography & Symbol Specifications of this document. The Sign Manufacturer is responsible for using the exact typefaces and symbols illustrated in the Sign Specification Drawings. If the sign manufacturer is unsure of a typeface's identity or a symbol's details, the manufacturer shall consult with the Design Professional.
2. All Braille used on ADA compliant signs shall be Grade II to meet the requirements of the most current version of the Americans with Disabilities Act (ADA). The Contractor Is Responsible for Converting All Sign Messages into ADA Complaint Grade 2 Braille & Illustrating the correct Braille on all applicable layouts. Braille translations illustrated in the Sign Specification documents may not be accurate and shall not be used for construction purposes.
3. Conflicting information, such as a message that is too long for the space available, shall be brought to the attention of the Design Professional for appropriate resolution.
4. Applied Vinyl Graphics
  - a. All vinyl typography, symbols and graphics shall be precision machine cut utilizing current computer capabilities. Only in exceptional cases is hand cutting of vinyl graphics permitted and must be disclosed at time of bid submittal.
  - b. All vinyl graphics shall be cut sharp and even without serrated edges, and exactly true to the graphics form.
  - c. Vinyl graphics shall be applied per the manufacturer's recommendations. Air bubbles or wrinkles in the finished surface will not be acceptable or approved.
  - d. In situations where the vinyl film is being applied to a painted surface, the Contractor must take precautions to ensure that the painted surface has dried thoroughly to prevent damage to the vinyl caused by out-gassing of the curing paint surface.
  - e. All applied vinyl graphics shall be installed per manufacturer's specifications.

C. Color and Finish

1. Refer to the Sign Specification Drawings to determine the colors/materials for each signage or graphic element. Color & Material reference numbers are designated on the Sign Specification Drawings. Refer to the Color Schedule for color designations.

2. Coatings and finishes are to accurately match the colors specified by the Design Professional and color samples approved per the color submittal process.
3. All coating applications shall be smooth, even, and consistently uniform. The cured surface shall have a uniform finish that matches the specified color and finish.
4. Color breaks that occur on the visible portions of the signage or graphics shall be sharp and even without serration or color bleed.
5. All splatters, drips, spills or over sprays shall be removed or corrected prior to final inspection by the Design Professional.
6. Exact identification of all coatings and finishes shall be identified in the Shop Drawing submittal and shall indicate the method of application.
7. All finished coatings and finishes shall receive a protective clear coat to aid in the durability of the finish as well as aid in the ease of cleaning.
8. All colors and finishes shall be applied per the manufacturer's specifications or recommendations for the material to receive the coating.

### **3.03 PRODUCT INSPECTION**

- A. Prior to shipment to site for installation, all finished and completed graphics and signage shall be inspected in the manufacturer's shop by the Design Professional. All signage shall be completed, labeled, and displayed in a manner that will provide for an expeditious review by the Design Professional.

### **3.04 LABELING, STORAGE, DELIVERY**

- A. All products shall be stored in protective packaging to prevent damage. Any completed product must be stored in a bonded storage facility until installation.
- B. All sign products shall be packaged for protection from damage during shipment to the project site. All products shall be clearly labeled for easy identification while in protective packaging. Identification shall include sign type number and sign location number per the Specification Documents.
- C. The Contractor is responsible for any damage which occurs during the shipment of graphics and signage related products to the project site.

### **3.05 INSPECTION OF SITE**

- A. Surfaces to receive graphics and signage shall be free from defects and imperfections that would prevent an acceptable installation.
- B. Commencement of work in any space shall constitute acceptance by the Contractor of surfaces to receive signage as being in a satisfactory condition to permit an acceptable installation. If the Contractor's inspection of the application surfaces discloses unsatisfactory conditions, he shall notify the Design Professional in writing and await further instruction; otherwise, no claims will be considered for unsatisfactory work due to real or alleged faulty surfaces.

### **3.06 INSTALLATION, ERECTION, APPLICATION**

- A. If the Sign Manufacturer does not feel it will be possible to meet the final completion date due to incomplete construction or finishes, or conflicts with other trades, a written report must be submitted to The Owner and the Owner/Owner's Construction Manager outlining the specific areas of concern. This report must be filed at least two weeks prior to the installation deadline to avoid penalties being levied against the Sign Manufacturer.
- B. Signage locations: Prior to installation, the Sign Manufacturer and an Owner representative shall conduct a final walk through to stake out all sign locations.
- C. The Contractor is responsible for providing all materials and equipment necessary to properly locate and document the exact sign placement and orientation in the field.
- D. Marking materials shall not disfigure or permanently mar the installation environment and must be removed immediately following signage installation.
- E. Sign markers shall indicate the Sign Location Number, Sign Type Number, and Sign Face if applicable.
- F. If the Contractor elects to sub-contract graphics/signage installation, the Contractor must always have a Project Manager on-site during the installation process.
- G. The Contractor shall always guard from damage or loss, the property of the Owner and the Owner's vendors or contractors and shall replace or repair any loss or damage unless such be caused by the Owner, other vendors, or contractors. The Owner may withhold payment or make such deductions as deemed necessary to insure reimbursement for loss or damage to property through negligence of the Contractor or his agents. The Contractor shall always guard against injury to persons within the Owner's facility or facility site.
- H. During the installation phase of the project, the Contractor shall structure the work and provide adequate and qualified personnel to insure the least amount of inconvenience and interruption of normal activities of employees, visitors, and other contractors. Working hours shall have the approval of the Project Construction Manager, General Contractor, Property Manager, or the Owner.
- I. All debris relating to signage installation must be removed from the areas of the project after completion of the installation phase.
- J. Within 48 hours following each installation mobilization, the Sign Contractor shall submit the following items to the Owner and Design Professional:
  - 1. Sign Plans highlighting the signs which were installed as part of the mobilization.
  - 2. Photographs of each sign that was installed as part of the mobilization documenting the signs successful installation and the condition of the sign at the time of installation. Photographs shall be labeled with the Floor/Location Number of the applicable sign.
- K. The Owner or an Owner Representative will conduct a post installation inspection of the sign units only after all signage and graphics are installed. To prevent damage to the

sign units between installation and final review the Sign Manufacturer must take precautions to protect the individual sign units. In addition, the Sign Manufacturer must provide The Owner with a detailed installation schedule and completion time so that the final review may be conducted in a timely manner. Liability for sign units damaged between installation and final review shall be resolved between the Sign Manufacturer and the General Contractor or Owner's Property Manager.

- L. Timing of Signage Installation / Hours of Installation shall be at the direction of the Owner and/or Cinema Operator.

### **3.07 PROTECTION**

- A. Work in progress shall always be protected from staining, scratching, chipping, or other damage.
- B. Provide final protection in a manner acceptable to the fabricator and installer until Date of Material Completion.
- C. Acrylic shall be removed from protective wrapping only as required to facilitate installation. Care shall be taken in handling acrylic sheets to prevent scratching, chipping, or crazing.

### **3.08 ADJUSTMENTS & CLEANING**

- A. Remove and replace damaged signage and graphics with new graphics free of defects.
- B. Clean exposed surfaces promptly after completion of installation in accordance with manufacturer's recommendations.
- C. Clean exposed metal work with cleanser recommended by the manufacturer. Do not use harsh chemicals or abrasive matter in cleaning signage. Surfaces with stains or imperfections, which cannot be corrected or cleaned, shall be replaced to the satisfaction of the Owner without additional cost to the Owner.
- D. Signs shall be free of tape, packing paper, dirt smudges and other foreign materials.
- E. All installed signage and graphics shall be left level and fully cleaned on the Date of Material Completion by the Contractor.

### **3.09 EXTRA PARTS**

- A. Loose parts of sign assemblies, including keys to all locks and/or special tools shall be itemized and supplied to the Owner upon completion of the project.

END OF SECTION 101400