

Directional Wayfinding Master Plan



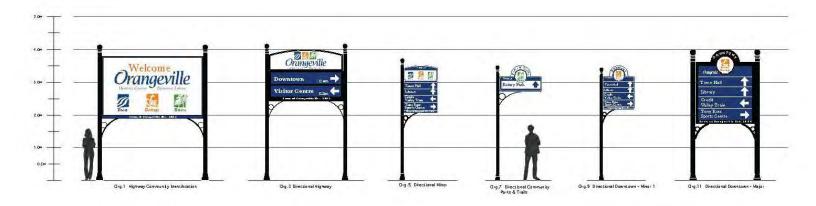




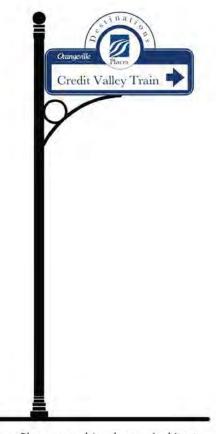


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1.0 Introduction

Directional wayfinding signs link users with their destination and they are also a vital tool of economic development. Whether it is a tourist needing to find a destination, someone with an appointment to keep, or a person stepping out of a car, wayfinding takes the user's experience into account. In reality, the concept is relatively straightforward - provide the right information at the right time. Wayfinding informs initial visits and increases the chances of repeat visits. Modest investments in wayfinding will enhance tourism, safety, community interaction, business vitality, and civic pride.

The Orangeville Directional Wayfinding Master Plan provides a wayfinding signage system that uses a consistent design approach across multiple sign types to strategically enhance the Town's tourism draw and appeal. By providing consistent and recognizable signage design standards, informed by the Town logo and the existing character of the Town, a comprehensive system of signs can be strategically phased in. A wayfinding system of signs will serve to attract new visitors and direct them along preferred routes to target cultural, historic, economic, and recreational destinations.

...the concept is relatively straightforward, provide the right information at the right time.

Directional wayfinding brings people into the Town by focusing on the major vehicular routes at the main entrance points into Town. New signs will lead people towards local destinations, convenient parking locations and into the downtown. Once a person is out of their car, wayfinding will provide legibility to the pedestrian and the walking experience. Wayfinding can be thought of as the means to link between points. Thoughtfully laid out wayfinding makes the environment legible and enhances a visitor's experience by increasing comfort, building confidence, and encouraging them to discover unique local events, attractions and destinations.





Urban Planner

www.plandesign.ca

2.0 Existing Signage Audit

The first step in the preparation of the Orangeville Directional Wayfinding Master Plan Study was an audit of existing conditions. Existing signage was inventoried and photographed to illustrate the sign's location and condition and to graphic consistency between signs. The photo inventory provides a baseline description of signage and directional wayfinding in the Town of Orangeville. The photo inventory, shown below, is separated into community wide signage (Fig. 1) and downtown signage (Fig.2). The audit of wayfinding signage for the Town of Orangeville demonstrates that the consistency between existing signs and the

extents of clearly visible signage announcing direction to and arrival at key destinations is significantly lacking. In general there is no cohesive or comprehensive wayfinding signage in Orangeville. The Town of Orangeville logo and associated graphics/icons is used in some locations however no consistent usage of the logo in the format of signage is apparent.





2.0 Existing Signage Audit (cont'd)

Existing Directional Signs

Directional wayfinding signs include directions to local destinations such as downtown, parking, parks, and trails. The sign content includes the destination name and directional arrows indicating where the destination is; the signs may or may not also include the distance to the destination. An example of a directional sign currently used in Orangeville is shown here. Scale and therefore legibility, is an issue with this sign.

Identification Signs:

Identification signs are used to announce arrival and include the name of the specific destination (i.e. facilities, parks, trails, visitor centre, etc.). A good example of an identification sign currently used in Orangeville to identify a local park is shown here. Regulatory information is sometimes included on destination signs to display the important do's and don'ts of a specific space. The information includes safety and regulatory information (i.e. no parking, dogs on leash, metered parking, thin ice, no smoking, etc.).

Map Signs:

Map signs provide an overview of the larger area and include a 'you are here' icon. The maps identify significant points of interest and different scales of maps are used to provide both a general overview and a close up or more detailed view of specific areas such as the downtown or a park. Map signs can also be used to illustrate walking tours (i.e. a heritage walk). An example of a map sign currently used in Orangeville is shown here and although the map is complete, it lacks a stylized graphic and has no consistency with the Town logo and other signage.

Events Signage:

Event signs inform about current and/or upcoming local events and generally display the event name and information regarding where and when the event is being held. An example of an event sign currently used in Orangeville is shown here. Scale and therefore legibility, is an issue with this sign.



Sample Map Sign



Sample Directional Sign



Sample Identification Sign



Sample Events Sign

Existing Signage Audit (cont'd) 2.0





Existing Regulatory Signs



Existing Identification Sign Combined with Event Signage



Existing Gateway Sign

Orangeville Tourism Development & Marketing Plan

A review of the Town of Orangeville Tourism Development & Marketing Plan (TDMP) provides background information and identifies a variety of issues including that 'the Town is relatively well known in terms of its geographic location, mainly as a result of its growth as a bedroom community and its location along a well travelled highway. However, the town does not necessarily have any cachet as a tourism destination...'.

The above statement helps to illustrate the importance for Town to define an Orangeville tourism offer so that a consistent message can be marketed. The TDMP indicates that 'Orangeville's biggest opportunity and potential has often been identified as positioning it as a hub for exploring the greater region – a natural strategy given its status as the largest and most commercially vibrant town in the Headwaters area, and its location on a main highway, with a town centre that is easily reached from this highway.' This statement, which has been further endorsed through the use of a survey circulated to the wayfinding steering committee members, helps to provide a focus for the development of wayfinding signage that will assist the Town in defining a tourism offer through messaging and graphics.

Additionally and noted in the TDMP is that sport tourism and the group tour market represents Orangeville's "best bet" markets, and these are identified as 'high potential markets given their fit with the Orangeville tourism product and the successes already experienced.'

Relevant statistics regarding demographics are also provided in the TDMP:

- Aging populations domestically will change the habits of travellers in a wide variety of ways, including average length of stay and preferred amenities. By 2025, the industry will clearly be appealing to a population which, by virtue of its age, will be seeking travel experiences that are less strenuous and less family-oriented, while being more readily accessible and emphasizing cultural and entertainment activities.
- Consumer research shows that the fastest growing segments of the tourism market include the older, upscale
 adventurer; the retired couple with disposable income; the young go-getter; and the two-income family looking for
 hassle-free getaways.
- According to the report Ontario's Domestic Travel Market in 2025 (TAMS), Ontario's tourism industry will need to
 respond to the changing demographic composition of the population and the resulting differences in travel preferences,
 expectations and behavior.
- Over the next fifteen years the proportion of Ontarians participating in cultural and entertainment activities is expected to increase.

The TDMP document provides recommendations and strategies; including numbers 3, 4, and 5 below which are particularly relevant to this study:

- 1. Enhance tourism demand generators with the highest potential to attract visitors.
- 2. Position Orangeville within the greater region as the tourism hub.
- 3. Effectively cross-promote the Downtown with other Orangeville tourism products.
- 4. Enhance way-finding and promotional signage.
- 5. Ensure that visitors to Orangeville partake in multiple tourism experiences.

Town of Orangeville Graphics Standards Manual

The Graphics Standards Manual provides some important information related the use of the Town logo and colour as well as concept level suggestions for banners and signage.

The Town of Orangeville logo and associated graphics/icons will inform the proposed signage and directional wayfinding.



CMYK background colours

background = C-57/M-0/Y-100/K-0



background = C-100/M-100/Y-0/K-0



background = C-100/M-0/Y-0/K-0



background = C-29/M-46/Y-100/K-0



background = C-50/M-23/Y-0/K-9



background = C-0/M-0/Y-0/K-100

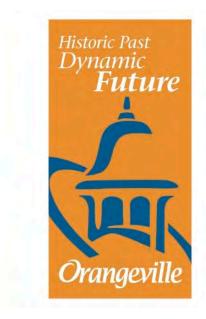


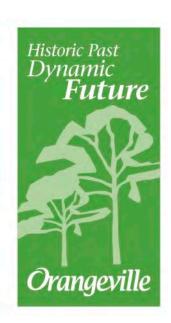
background = C-69/M-90/Y-0/K-0



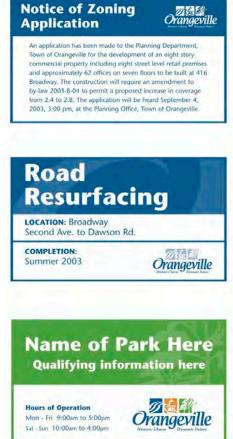
Town of Orangeville Graphics Standards Manual (cont'd)







Illustrating the use of the Town of Orangeville logo in Signage/Banners





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Additional Statistics & Wayfinding Data Collected

Using statistics gathered between June 1 and August 31, 2013 at the Orangeville Visitor Centre, a general understanding of visitor patterns of has been documented as well as an indication of the subject matter people are generally inquiring about.

Travelling from	June	July	Aug	Total
Orangeville	122	158	145	425
South Western Ontario	184	230	230	644
Ontario (Central/North/Eastern)	79	115	205	399
Canada	7	23	47	77
US	4	6	8	18
International	20	28	20	68

Information Requests	June	July	Aug	Total
CVE Info	70	134	207	411
Community/Other	67	71	55	193
Tree Sculptures	47	54	113	214
Directions/Maps	238	291	387	916
Island Lake		89	122	211
Things to Do	93	145	142	380
Dining	24	21	19	64
Arts & Culture	23	19	30	72
Trail Info/Hiking	90	46	32	168
Special Events	40	34	50	304
Shopping	19	10	11	40
Heritage/Historical Sites	11	25	43	79
Accommodation	14	35	23	72

Other Tourism & Wayfinding Related Information Reviewed:

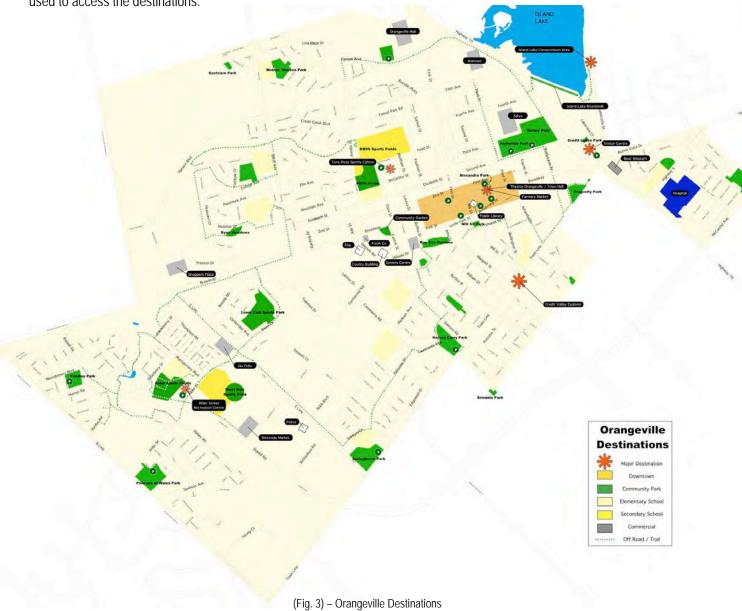
- ✓ Town of Orangeville Economic Development Strategy
- ✓ Inventory of Cultural Assets
- ✓ Map of Existing Trails and Parks
- ✓ Master Trail Plan (2008)

4.0 Existing Conditions Audit

Local Destinations Audit

Local destinations are identified to help understand where people are going. Destinations help to identify routes and tell us where directional wayfinding and identification signs are needed. The type of destination (major, park, downtown, etc.) informs the final signage design and content. Destination auditing also includes understanding the main tourism demand generators (such as the Credit Valley Explorer, Theatre Orangeville, and the annual Blues and Jazz Festival). The Orangeville Tourism and Marketing Plan indicates that 'The main demand generators for the Town include the performing arts, anchored by a professional regional theatre with a defined season running fall through spring, a scenic tour train, tree sculptures prominently displayed as outdoor public art, and shopping, dining and festivals/events that can all be experienced within the context of a historic Downtown.'

The audit illustrates the primary local destinations, key decision nodes and points, and helps identify the vehicular and pedestrian routes. Destinations identified include cultural, historic, commercial, recreational, tourism-related, parking, parks and trails, and the downtown. The audit of existing conditions includes mapping that documents these destinations (Fig.3) and the main routes used to access the destinations.



4.0 Existing Conditions Audit (cont'd)

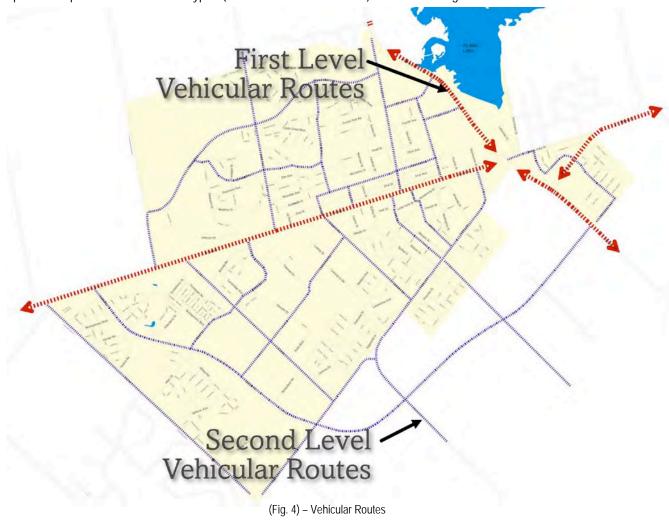
Orangeville Top Destinations:

Based on a review of relevant statistics, public survey, and staff and steering committee input, the top destinations in Orangeville identified are:

- Downtown and associated Parking Areas;
- Credit Valley Train;
- Local Festivals and Events
- Island Lake Conservation Area;
- Orangeville Visitor Centre;
- Tony Rose Memorial Sports Centre;
- Alder Street Recreation Centre.

Vehicular Routes & Decision Nodes:

The wayfinding audit has identified the main vehicular routes in the Town of Orangeville. Vehicular Routes are divided into First Level and Second Level Routes to indicate a hierarchy of importance for the routes. The most significant vehicular routes are identified to understand how people are getting to and around Orangeville. Decision nodes along these routes are also identified showing the locations that a person needs information related to wayfinding and traveling towards a chosen destination. Identifying the main vehicular routes and decision nodes along these routes tells us where the directional wayfinding signs need to be placed. Separate vehicular route types (first level and second level) are shown in figure 5 below.



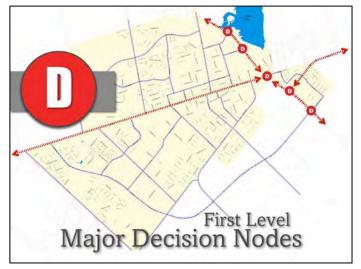
Pg.10

4.0 Existing Conditions Audit (cont'd)

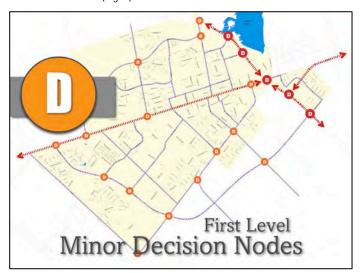
Vehicular Routes & Decision Nodes (cont'd):

A node is a point at which subsidiary parts originate. People make decisions at nodes and intersecting points along routes. As a result these nodes are where graphic wayfinding information is placed to assist people with decisions related to travel.

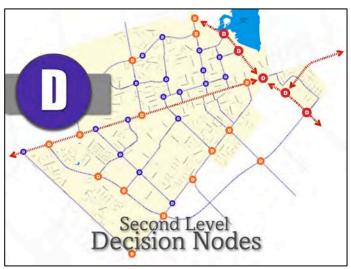
Vehicular Decision Nodes are divided by route type (First Level and Second Level) and where appropriate, into Major and Minor Nodes. Each Decision Node is a candidate location for directional wayfinding signage. The hierarchy (major or minor) of importance helps to determine the scale of proposed signage for that location.



(Fig. 5) - Vehicular Decision Nodes



(Fig. 6) - Vehicular Decision Nodes



(Fig. 7) - Vehicular Decision Nodes

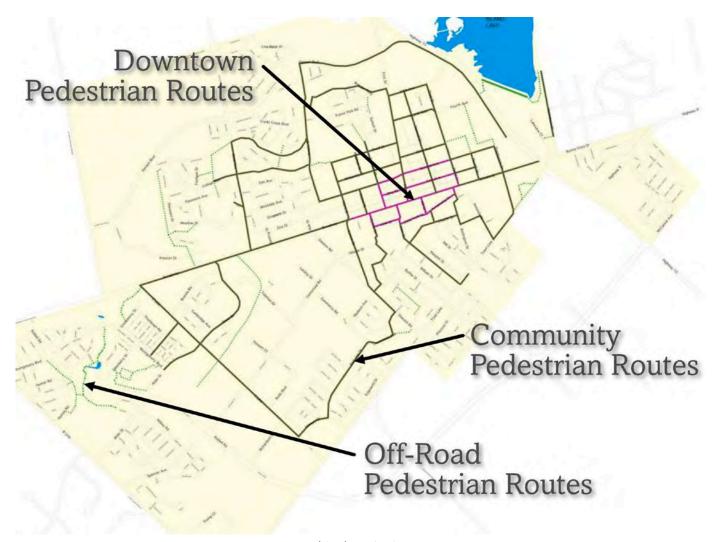
Pg.11

Vehicular Decision Nodes are identified to tell us where people need information related to directional wayfinding.

Existing Conditions Audit (cont'd) 4.0

Pedestrian Routes & Decision Nodes:

The most significant pedestrian routes are identified to understand how people are moving around Orangeville on foot or by bicycle. Decision nodes along the routes are also identified to show the locations where information related to wayfinding and traveling towards a chosen destination is required. Identifying the main pedestrian routes and decision nodes along these routes tells us where pedestrian scaled directional wayfinding signs need to be placed. Separate pedestrian route types (downtown, community, and off-road) are shown in figure 8 below and signage design for these various types of routes will differ.



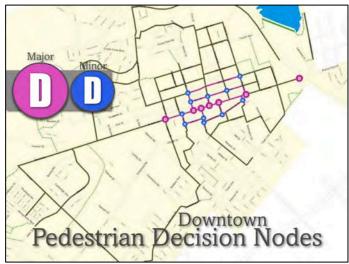
(Fig. 8) - Pedestrian Routes

4.0 Existing Conditions Audit (cont'd)

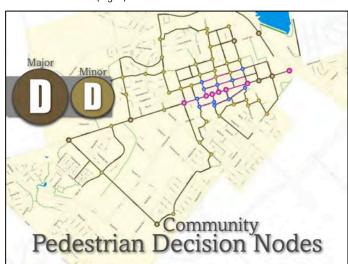
Pedestrian Routes & Decision Nodes (cont'd):

Pedestrian nodes are points along routes or pathways where people make decisions related to traveling towards a desired destination (or simply learn about the location of a destination). For this reason these nodes are most often the location proposed for wayfinding information to be installed.

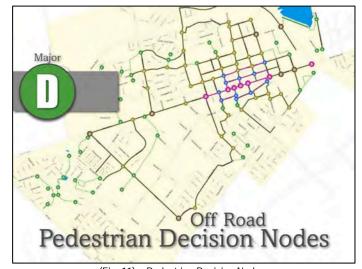
Pedestrian Decision Nodes are divided by route type (Community, Downtown, and Off-Road) and each Decision Node is a candidate location for directional wayfinding signage. The type of node helps to determine the scale of any proposed signage for that location.



(Fig. 9) - Pedestrian Decision Nodes



(Fig. 10) - Pedestrian Decision Nodes



(Fig. 11) – Pedestrian Decision Nodes

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"In designing at a pedestrian scale the landscape must be considered through the five human senses and experienced at the speed of walking."

- Urban Designer, Jan Gehl

5.0 Wayfinding Needs/Gaps

The following summary demonstrates the findings from the wayfinding audit and the main inconsistencies, difficulties, and gaps related to wayfinding that currently exist in Orangeville.

Needs and/or Gaps:

- ✓ Use a well identified (clearly signed) sequence for visitors coming from out of town to encourage them to stop at the visitor's centre;
- ✓ Commercial signage along the route from Hwy. 10 and Broadway into the downtown is excessive, overwhelms the roadside and takes emphasis away from the character of the Town, and specifically, the experience of entering Orangeville. This is noted as significant since the overall character of Orangeville, once you are in the downtown and surrounding residential areas, is one of heritage and civic pride. Extending this character from the downtown towards Hwy. 10 would be extremely beneficial in marketing the Town as a destination with a strong and easily identified character.
- ✓ Although the Town logo is used in a variety of signage, there is a lack of consistency between signs including; sign size and the colour of sign posts and sign frames;
- ✓ There are no clearly visible directional signs identifying key local destinations at many of the main intersections and decision points in Orangeville;
- ✓ The decorative median in the centre of the downtown is overgrown with vegetation, making it difficult to understand/appreciate;
- ✓ Downtown parking areas and entrance/exit locations lack a clear signage approach;
- ✓ The important heritage identity of the area surrounding the downtown is not obvious to a visitor in the downtown;
- ✓ Generally, it is difficult for a visitor to discern 'where am I now' and 'what is close by' while navigating the downtown area, as noted in the Orangeville Tourism Study; 'Connecting the Downtown to other existing tourism experiences is an ongoing challenge.'
- ✓ Mapping signage to provide a 'big picture' overview to visitors in the downtown should be improved upon and used to illustrate local tourism draws such as the 'walk of trees' and to connect people to other destinations in the Town; and would be particularly useful in locations such as main parking areas and in front of the Orangeville Town Hall;
- ✓ In the downtown area there is no pedestrian signage suitably scaled for a person in a wheelchair or other mobility device;
- ✓ The important Credit Valley Train is not made apparent to visitors through signage or significant announcement when in the downtown:
- ✓ The important local sports and recreational facilities (particularly the Tony Rose Centre and the Alder Street Recreation Centre) are not well signed;
- ✓ Existing signs do not have a "uniform" look or consistent copy, arrows, symbols, etc.;
- ✓ The important Island lake Conservation Area is not well integrated into the general experience of Orangeville and is difficult to find from the downtown and surrounding areas;
- ✓ It is extremely difficult to find and/or access the boardwalk at the east side of Hwy. 10 at Island Lake although this feature seems locally significant and worthy of strong identification;
- ✓ Bicycle routes, off road trails, and community parks are not made apparent through the use of wayfinding signs and are very difficult to find. Use signage to help define 'the Orangeville tourism offer' and focus on messaging and graphics that position Orangeville within the greater region as the main tourism hub;
- ✓ Where possible, use signage to enhance the tourism demand generators with the highest potential, specifically sport tourism and the group tour market;
- ✓ Use signage to encourage visitors and residents to visit other local destinations from the downtown;
- ✓ Use wayfinding signage to promote Orangeville as the hub for tourism in the Headwaters area;

Visual Identity 6.0

Factors Influencing Visual Identity in Signage Design

- **Town Logo & Colours**
- Town Character & Heritage
- Orangeville as HUB for Region
- Clarity & Consistency



(Fig. 12) - Orangeville Logo





(Fig. 13) - Cupola Icon



Using the Icons:

As the primary visual elements of the existing Orangeville logo, the new directional wayfinding signage for the Town will incorporate the three icons. The steering committee and staff examined the existing icons to consider the use of a slogan or term for each.

For the purpose of this study, the word selected to go with each icon was chosen in order to elaborate on and deepen the meaning of the existing Town of Orangeville logo. A variety of terminology was considered, a few of which are listed along with the preferred term for each icon.

With a slogan, or term, now associated with each icon (figure 16) the next consideration was how to best utilize the icons. As noted, the main goal in using the existing icons was to elaborate on and deepen the meaning of the existing Town of Orangeville logo.



(Fig. 14) - Trees Icon

(Fig. 15) - Water Icon







(Fig. 16) - Icons with Preferred Slogan

Places Water Scenic

Organic

6.0 Visual Identity

Using the Icons Cont'd:



(Fig. 17) - Wayfinding Sign Header

To this end, Orangeville identification signage (fig. 19) as well as a custom sign header (fig. 17), that can be used in different sign applications (fig. 18) was developed. These various ways of incorporating the newly developed graphic symbols will serve to expand on the meaning and understanding of the

Town's existing logo and also act as unique identifiers across a variety of signs.

In addition to elaborating on and deepening the meaning of the existing Town of Orangeville logo, staff and the project steering committee determined that the icons lent themselves very well to being used to represent three distinct categories of destinations in Orangeville. As shown below in figure 20, the three categories of Parks & Trails, Downtown, and Destinations can be used to provide a unique way to identify all local destinations.

For specific directional wayfinding signs, these new 'Wayfinding Medallions' can be incorporated to provide customized signage enriched with layers of meaning (fig 21).



(Fig. 18) - Wayfinding Signage



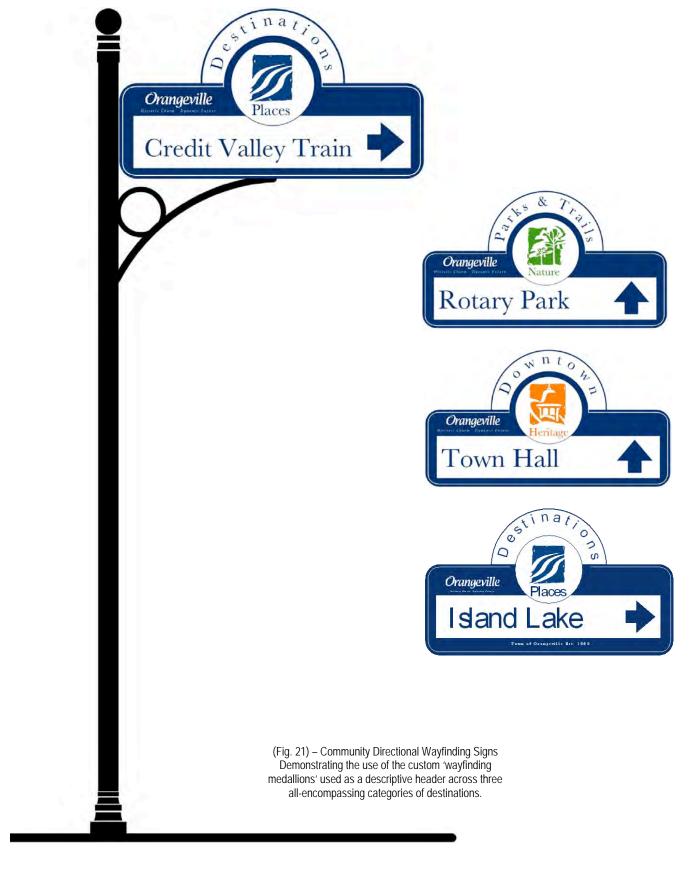




(Fig. 20) - Wayfinding Medallions

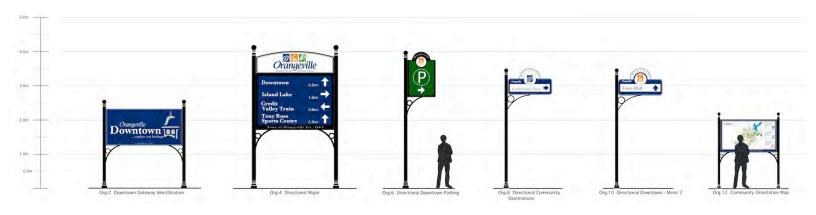


(Fig. 19) – Orangeville Identification Signage





PART B DIRECTIONAL WAYFINDING SIGN TYPES & DESIGN INTENT DRAWINGS



7.0 Sign Types

The following directional wayfinding sign types have been developed to address the Town of Orangeville wayfinding requirements. The proposed directional wayfinding signs are intended to provide wayfinding information for all local destinations identified in the audit section of this report.

General Sign Types

Directional Signs

Directional signs include directions to significant destinations such as downtown, parking, parks, and trails. Sign content includes destination names and directional arrows; and may or may not also include distance. Directional signage may also include other sign typology information such as route mapping and identification info. Depending on the location and scale of the sign, they can also be used to identify entrance/exit locations and as with all sign types, directional signs may include logos and/or icons to reinforce a specific visual identity/message.



Identification Signs

Identification signs announce arrival and include the name of the specific destination (i.e. facilities, parks, trails, visitor centre, etc.). As with all sign types, identification signs may include logos and/or icons to reinforce a specific visual identity/message.



Map Based Signs

Map signs provide an overview of the larger area and generally include the 'you are here' icon and identify significant points of interest. Different scales of maps are used to provide both a general overview of a larger area and a close up or more detailed view of a specific area such as a downtown or park. Map signs can also be used to illustrate walking tours (i.e. a heritage walk).



8.1 Highway Community Identification

Sign No. Sign Type

Org.1 Highway Community Identification

One Panel between two posts
One or Two sided (TBD)



Content: 'Welcome' (colour match with logo orange).
Orangeville wordmark, slogan, and icons with slogans.
'Town of Orangeville Est 1863' (white on blue border, Baskerville)

Notes: Overall sign dimension is 3.3 m w x 3.8 m high (to top sign face edge). Sign face, 3.0 m w x 1.8 m high, 3/16" aluminum blind fastened to frame attached to and supported by 2 black powder coated aluminum posts (round with decorative top and bottom) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: white, all other colours to be matched with Town of Orangeville custom logo colours, vinyl (or digital) graphics and text, sign face concept see Appendix 'A'.

8.2 Downtown Gateway Identification

Sign No. Sign Type

Org.2 Downtown Gateway Identification

One Panel between two posts

One sided

Content: Cuppola icon, colour silver grey, 'Downtown', '...explore our heritage', Orangeville wordmark, 'Established 1863'

Notes: Overall sign dimension is 2.38m w x 2.28m high (to top sign face edge). Sign face, 2.18m w x 1.0m high, 3/16" aluminum blind fastened to frame attached to and supported by 2 black powder coated aluminum posts (round with decorative top and bottom) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: blue (match to Orangeville logo), single white 1/4" trim line, vinyl (or digital) graphics and text, sign face concept see Appendix 'A'.



*print ready digital graphics for all sign face artwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario

8.3 Directional Highway



8.4 Directional Major



*print ready digital graphics for all sign face aitwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario

Sign No. Sign Type

Org.3 Directional Highway

One Panel between two posts

One sided

Content: Header is full Orangeville logo centred on white sign face with black border. Individual destinations with distances and directional arrow. Bottom centred on black border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 2.55m w x 4.0m high (to top sign face edge) sign face 2.49m w x 1.5m high, aluminum blind fastened to frame, attached to 2 black powder coated aluminum posts (round with decorative top and bottom) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: Header white with black border, Town of Orangeville logo centred and applied digital graphic, sign is blue with black border surrounding and outlining each separate destination (colour match to logo), sign face concept see Appendix 'A'.

Sign No. Sign Type

Org.4 Directional Major

One Panel between two posts

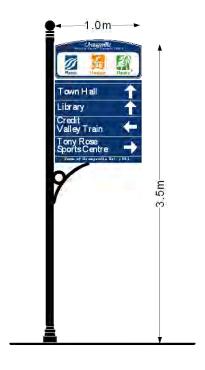
One sided

Content: Header is full Orangeville logo centred on white sign face with black border. Individual destinations with distances and directional arrow. Bottom centred on black border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

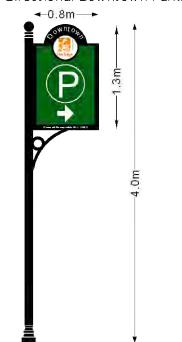
Notes: Overall sign dimension is 2.55m w x 4.0m high (to top sign face edge) sign face 2.25m w x varies based on number of destinations posted (to be determined at detailed design) high, aluminum blind fastened to frame, attached to and supported by 2 black powder coated aluminum posts (round with decorative top and bottom) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: Header white with black border, Town of Orangeville logo centred and applied digital graphic, sign is blue with black border surrounding and outlining each separate destination (colour match to logo), sign face concept see Appendix 'A'.

8.5 Directional Minor



8.6 Directional Downtown Parking



*print ready digital graphics for all sign face artwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario

Sign No. Sign Type

Org.5 Directional Minor

Sign on single post single sided

Content: Orangeville wordmark, slogan, and icons with slogans.

Notes: Overall sign dimension is 1.15m w x 3.5m high (to top sign face edge). Header 0.5m high, Sign face height varies based on number of destinations posted (to be determined at detailed design), sign face aluminum blind fastened to frame attached to and supported by 2 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: Header white with blue border, custom icons and slogans centred and applied as digital graphic, sign is blue (colour match to logo) with white border surounding and outlining each separate destination, sign face concept see Appendix 'A'.

Sign No. Sign Type

Org.6 Directional Downtown Parking

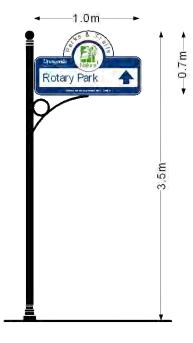
Sign on single post single sided

Content: White 'P' with circular border and directional arrow Downtown custom icon and slogan as circular medallion, see Appendix 'A' for details.

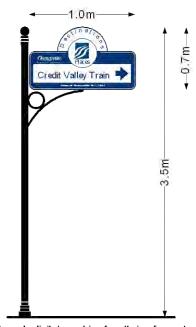
Notes: Overall sign dimension is 0.95 m w x 4.0 m high (to top sign face edge). Sign face, 0.8 m w x 1.3 m high, aluminum blind fastened to frame attached to and supported by 1 black powder coated aluminum posts (round with decorative top and bottom) with poured concrete footing. Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: regulatory Municipal Parking Green with black border, sign face layout concept see Appendix 'A'

8.7 Directional Community Parks & Trails



8.8 Directional Community Destinations



*print ready digital graphics for all sign face attwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario

Sign No. Sign Type

Org.7 Directional Community - Parks & Trails

Sign on single post single sided

Content: Destination to be identified with directional arrow and 'Parks & Trails' custom icon and slogan as circular medallion, see Appendix 'A' for details. In upper left white vinyl text on blue, Orangeville wordmark, and slogan. Bottom centred on blue border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 1.15m w x 3.5m high (to top sign face edge). Sign face, 1.0m w x 0.7m high, aluminum blind fastened to frame attached to and supported by 1 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: white with blue border (match colour to logo), sign face layout see Appendix 'A'

Sign No. Sign Type

Org.8 Directional Community - Destinations

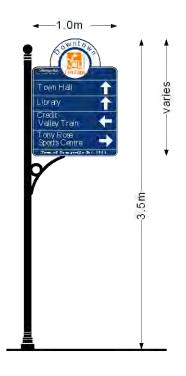
Sign on single post single sided

Content: Destination to be identified with directional arrow and 'Destinations' custom icon and slogan as circular medallion, see Appendix 'A' for details. In upper left white vinyl text on blue, Orangeville wordmark, and slogan. Bottom centred on blue border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 1.15m w x 3.5m high (to top sign face edge). Sign face, 1.0m w x 0.8m high, 3/16" aluminum blind fastened to frame attached to and supported by 1 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, Decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: white with blue border (match colour to logo), sign face layout see Appendix 'A'

8.9 Directional Downtown - Minor 1



Sign No. Sign Type

Org.9 Directional Downtown - Minor 1

Sign on single post

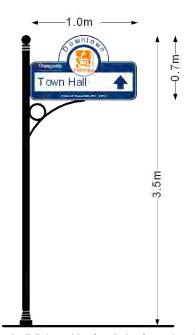
single sided

Content: Destinations to be identified with directional arrows and 'Downtown' custom icon and slogan as circular medallion, see Appendix 'A' for details. In upper left white text on blue, Orangeville wordmark, and slogan. Bottom centred on blue border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 1.15m w x 3.5m high (to top sign face edge). Sign face, 1.0m w x varies high (based on number of destinations), aluminum blind fastened to frame attached to and supported by 1 black powder coated aluminum post (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: white with blue border (match colour to logo), sign face layout see Appendix 'A'

8.10 Directional Downtown - Minor 2



*print ready digital graphics for all sign face artwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario

Sign No. Sign Type

Org.10 Directional Downtown - Minor 2

Sign on single post

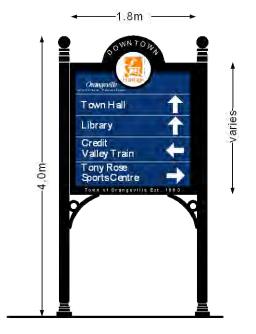
single sided

Content: Destinations to be identified with directional arrows and 'Downtown' custom icon and slogan as circular medallion, see Appendix 'A' for details. In upper left white vinyl text on blue, Orangeville wordmark, and slogan. Bottom centred on blue border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 1.15m w x 3.5m high (to top sign face edge). Sign face, 1.0m w x 0.7m high, aluminum blind fastened to frame attached to and supported by 1 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: white with blue border (match colour to logo), sign face layout see Appendix 'A'

8.11 Directional Downtown - Major



Sign No. Sign Type

Org.11 Directional Downtown - Major

One Panel between two posts

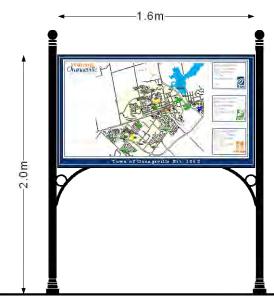
One sided

Content: Destinations to be identified with directional arrows and 'Downtown' custom icon and slogan as circular medallion, see Appendix 'A' for details. In upper left white text on blue, Orangeville wordmark, and slogan. Bottom centred on black border 'Town of Orangeville Est 1863', sign face layout see Appendix 'A'.

Notes: Overall sign dimension is 2.1 m w x 4.0 m high (to top sign face edge). Sign face, 1.8 m w x varies high (based on number of destinations), 3/16" aluminum blind fastened to frame attached to and supported by 2 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: blue (match colour to logo) with black border, sign face concept see Appendix 'A'

8.12 Community Orientation Map



Sign No. Sign Type

Org.12 Community Orientation Map

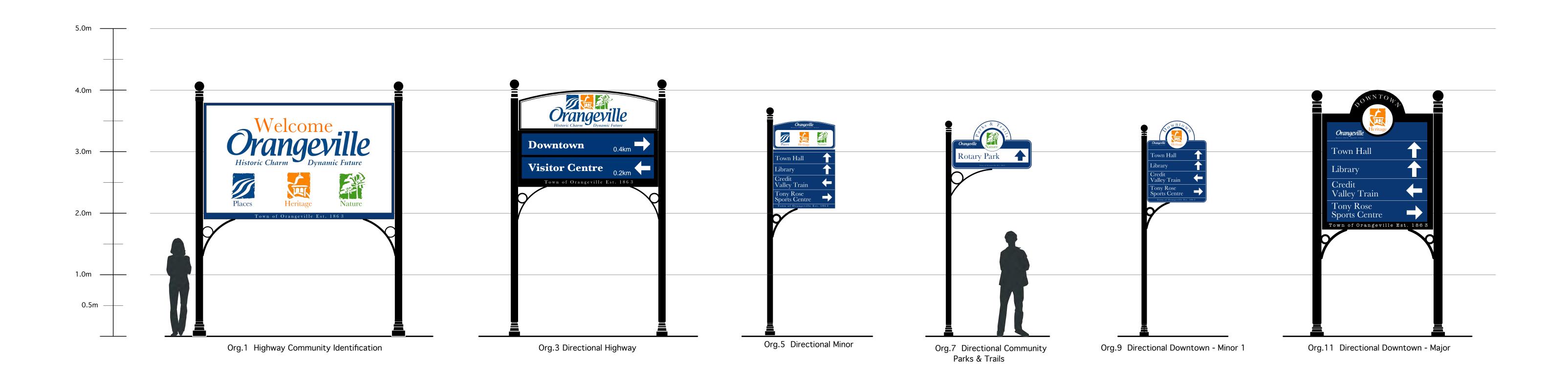
One Panel between two posts

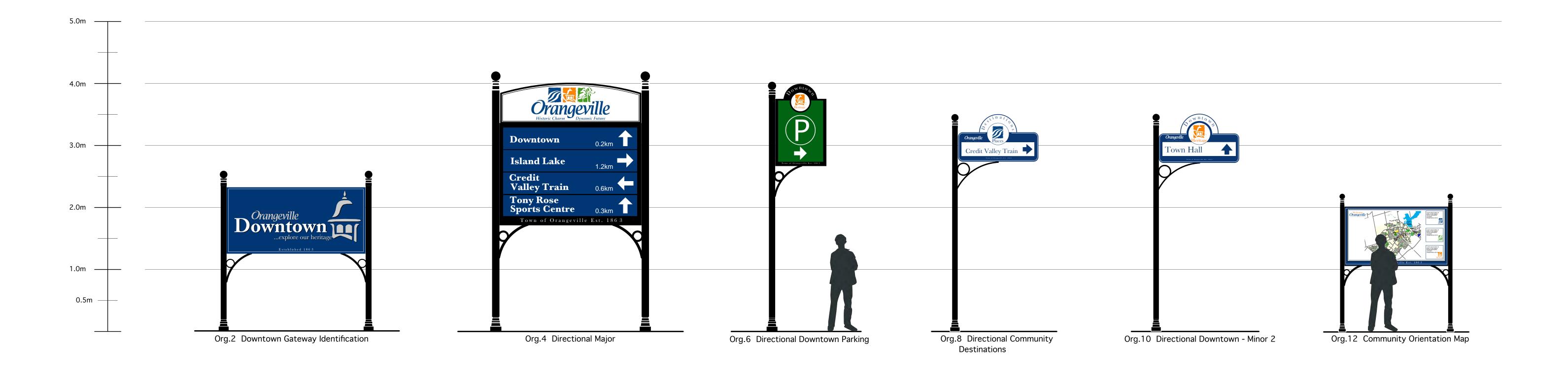
One sided

Notes: Overall sign dimension is $1.8\,\text{m}$ w x $2.0\,\text{m}$ high (to top sign face edge). Sign face, $1.6\,\text{m}$ w x $1.0\,\text{m}$ high, aluminum blind fastened to frame attached and supported by 2 black powder coated aluminum posts (round with decorative top and bottom, to be sourced at detailed design) with poured concrete footing, decorative black metal bracket (powder coated) attach to frame bottom and post edge.

Sign Face: Final layout and digital artwork for the Town of Orangeville community map is required to be completed prior to sign manufacture and installation.

*print ready digital graphics for all sign face artwork required prior to manufacture - sign post sizing and proposed concrete footing to be reviewed and approved by a structural engineer licensed to practise in Ontario









9.0 Sign Design Details - General

Sign Materials

- 1. All materials for directional wayfinding signs shall be new and free from defects.
- 2. Sign posts, sign panels, sign post base covers and other directional wayfinding sign components shall be constructed of aluminum in order to minimize the likelihood of rusting. Hardware and other components shall be stainless steel, zinc coated steels or galvanized steel.
- 3. Thickness, size and type of aluminum shall be specified in the shop drawings to be submitted for approval for each sign, refer to design intent drawings for more information.
- 4. All seams shall be straight and symmetrical; there shall be no visible welding joints.
- 5. Post material shall be Aluminum tube.
- 6. Hardware material: anchor bolts shall be zinc plated; fasteners shall be stainless steel.
- 7. Sign Posts material, fabrication, wind load, installation shall be reviewed for their intended and approved for use by a structural engineer licensed in Ontario.

Sign Panels

- 1. Sign panels materials used: Aluminum.
- 2. Sign panels are affixed to poles and sign frames using Cast Aluminum Brackets (High Strength Low Alloy) details to be provided by manufacturer in submitted shop drawings.

Fastenings

- 1. All screws, nuts, bolts, washers and other fastening devices shall be aluminum, stainless steel, or zinc-plated (galvanized) non-corrosive material.
- 2. All anchorage and fastenings of miscellaneous metal items shall be structurally adequate and finished to match surface.

Flexible Materials

1. A closed cell neoprene measuring 3.175mm (0.125") shall be used for gaskets between sign poles and brackets.

Coatings

- 1. All aluminum, metal and fasteners shall be finish coated with an appropriate primer and automotive grade colour coat with corrosion inhibitors guaranteed for four (4) years against fading, chipping, cracking, peeling, and discoloration. Colour, refer to design intent drawings for more information.
- 2. All face coatings shall be guaranteed for eight (8) years against fading, discoloration and mildew.
- 3. All holes, penetrations, and cut edges of pre-finished metals must be free of burrs, primed and painted to maintain a corrosion-proof finish.

Paint Finishes

1. Matthew's Exterior grade architectural sign paint for metal substrate -or- Approved Equal. Powder-coat painting process is an allowable alternative - powdercoat equivalent colour matches shall be submitted for approval if this process is used. All painted surfaces should be protected with a graffiti-resistant polyurethane clear-coat finish with a satin sheen.

9.0 Sign Design Details – General (cont'd)

Vinyl Finishes

1. Avery 900 Supercast Opaque Graphic Film and HV 1200 High Visibility Reflective -or- Approved Equal.

Sign Posts

- 1. Post drawings/descriptions are to be submitted for approval
- 2. Post should be sized (4"-6" dia.) based on material, fabrication, and wind load, and shall be reviewed along with concrete footing details for their intended use and approved for use by a structural engineer licensed in Ontario.
- 3. Design intent for the posts is a 'heritage' look and feel.
- 4. All signposts are required to be finished black.
- 5. Post brackets: cast aluminum.
- 6. Post caps: aluminum.
- 7. Post base covers: aluminum.

Miscellaneous Materials

1. Any metal hardware used for the construction of signs, posts, or associated components not previously covered shall be of stainless steel, aluminum, or steel with galvanized coating.

Alternate Construction Materials / Substitutions

1. Prospective bidders may submit quotes for manufacture and installation of signs based on alternate construction materials. Bidders who submit using alternate construction materials shall be required to provide a complete and detailed comparison noting all cost differences and including any different levels of durability or anticipated lifespan. This will allow the Town to review separate quotes and to select the preferred end product based on fair comparison. A detailed warranty for all signage repair required due to a failure related to the integrity of the actual sign or the installation of the signs shall be submitted by bidders.

10.0 Sign Design Details – Graphic Standards

Town of Orangeville Logo

The Town of Orangeville Graphics Standards Manual provides the necessary information related the use of the Town logo and colours. For details related to the using the logo and selecting colours for directional wayfinding signage for consistency purposes please refer to 'Town of Orangeville Graphics Standards Manual'.





Orangeville Wordmark

Where the use of the Orangeville wordmark is indicated to be used for directional wayfinding signage, the Town logo provides the wordmark to be used, as indicated in the design intent drawings. Please refer to 'Town of Orangeville Graphics Standards Manual' for additional details.

Orangeville Wordmark & Slogan

Where the use of the Orangeville wordmark and slogan is indicated to be used for directional wayfinding signage, the Town logo provides the wordmark and slogan to be used, as indicated in the design intent drawings. Please refer to 'Town of Orangeville Graphics Standards Manual' for additional details.









Icons

The three icons, provided by the Town logo, are utilized across various directional wayfinding types. Refer to 'Town of Orangeville Graphics Standards Manual' for details. For the purposes of directional wayfinding signs, each icon is associated with a slogan, as illustrated. Typeface is Baskerville Regular, colour matched to the individual icon and centred below generally as indicated in the design intent drawings provided in this report.

10.0 Sign Design Details – Graphic Standards (cont'd)

Typographic Standards

The Primary typeface used in directional wayfinding signage is Baskerville, which is a transitional serif typeface designed by John Baskerville for legibility and designed for 'simplicity and guiet refinement'.

Baskerville

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Baskerville Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

The Secondary typeface used in directional wayfinding signage is a widely used sans-serif typeface developed in 1957 by Swiss typeface designer Max Miedinger with Eduard Hoffmann to create a neutral typeface that had 'great clarity, no intrinsic meaning in its form, and could be used on a wide variety of signage'.

Helvetica Regular

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Helvetica Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Colour Standards

Colour is a key element of a visual identity, and colour must be reproduced consistently to preserve the strength of the messaging. The Town of Orangeville Graphics Standards Manual provides the colour palette, as related to the Town's logo. The detailed colours are provided in the design intent drawings.

APPENDIX 'A' SIGN FACE DETAILS



Sign Number: Org.1

Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent
for each sign type, detailed shop drawings are
required to be submitted.



Standard Sign Colours CMYK colours blue = C-100/M-45/Y-0/K-18 orange = C-0/M-48/Y-100/K-0 green = C-70/M-0/Y-100/K-9 silver = C-18/M-13/Y-11/K-0 Pantone colours blue = PMS 301 orange = PMS 144 green = PMS 362 silver = PMS 400

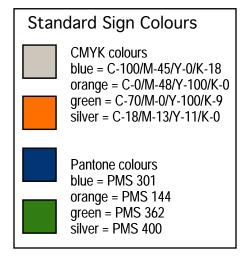
NOTES:

- 1. Baskerville Regular, 200mm Cap Height
- 2. Town wordmark and slogan, total width 1875mm
- 3. Blue border, 75mm width
- 4. Town icons with custom wordmark, Baskerville Regular, 100mm Cap height
- 5. Baskerville Regular, centred within border, 75mm Cap height
- 6. Blue footer, 100mm width
- 7. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.

Sign Number: Org.2

Appendix 'A' - Sign Face Details Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are required to be submitted.





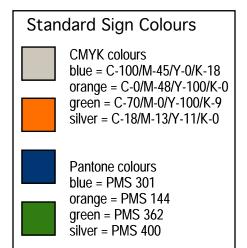
NOTES:

- 1. 10mm pinstripe, silver, inset 25mm
- 2. Baskerville Regular, White, centred within border, 75mm Cap height
- 3. Town wordmark, silver
- 4. Baskerville Bold, 225mm Cap height, White w/ Black dropshadow
- 5. Baskerville Bold, 80mm Cap height, Silver w/ Black dropshadow
- 6. Town icon, Cuppola, Silver w/ Black dropshadow
- 7. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.

Sign Number: Org.3

Appendix 'A' - Sign Face Details Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are





- 1. 25mm border, Black
- 2. Town logo standard
- 3. 10mm pinstripe, Black, offset 25mm
- 4. Baskerville Bold, 150mm Cap height, White
- 5. Black 25mm separation
- 6. Paint finish Blue, with vinyl graphics
- 7. Black border 50mm, 3 sides
- 8. Black Border 150mm, 1 side
- 9. Baskerville Regular, 100mm Cap height, White
- 10. Helvetica Regular, 150mm Cap height, White
- 11. Arrows, 250mm height, 250mm width, White
- 12. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.

Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are

required to be submitted.



orange = C-0/M-48/Y-100/K-0

green = C-70/M-0/Y-100/K-9

silver = C-18/M-13/Y-11/K-0

Pantone colours blue = PMS 301

green = PMS 362 silver = PMS 400

orange = PMS 144

7. Black border 50mm, 3 sides

3. 10mm pinstripe, Black, offset 25mm

6. Paint finish Blue, with vinyl graphics

4. Baskerville Bold, 150mm Cap height, White

8. Black footer 150mm, 1 side

5. Black 25mm separation

2. Town logo standard, centred

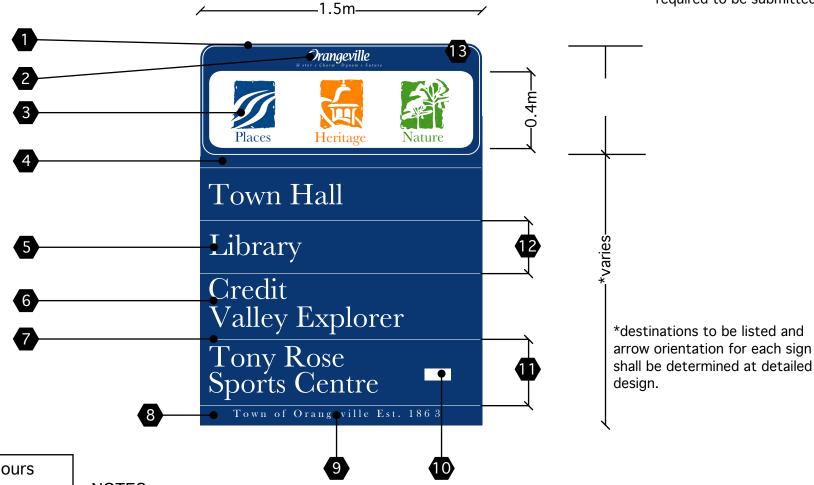
1. 25mm border, Black

9. Baskerville Regular, 100mm Cap height

- 10. Helvetica Regular, 150mm Cap height, White
- 11. Arrows, 250mm height, 250mm width, White
- 12. Height 350mm where single destination
- 13. Height 380mm where double line destination
- 14. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish

Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are required to be submitted.



Standard Sign Colours



Pantone colours blue = PMS 301

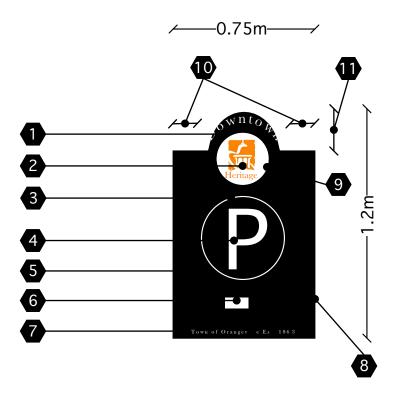
orange = PMS 144 green = PMS 362 silver = PMS 400

- 1. 10mm pinstripe, white, inset 25mm
- 2. Town wordmark and slogan, white, centred
- 3. Town icons with custom wordmark, Baskerville Regular, 75mm Cap height
- 4. Space 50mm, Blue
- 5. Baskerville Regular, 150mm Cap height, White
- 6. Paint finish Blue, with vinyl graphics
- 7. 12mm White line (typ.)
- 8. Blue footer, 100mm
- 9. Baskerville Regular, 50mm Cap height, White

- 10. Arrows, 250mm height, 250mm width, White
- 11. Height 280mm where single destination
- 12. Height 350mm where double line destination
- 13. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish

Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent
for each sign type, detailed shop drawings are
required to be submitted.



NOTES:

- 1. 250mm half circle, Baskerville Regular, 60mm Cap height
- 2. Town custom icon with custom wordmark, fit within white circle 150mm radius
- 3. 12mm pinstripe, 250mm radius
- 4. Helvetica, 400mm Cap height
- 5. Single sided sign face to be made from 1/8" aluminum panel. Paint finish colour match to standard municipal parking lot green, with applied vinyl graphics. Back of sign face panel is to receive a paint finish.
- 6. Arrow, 300mm height, 300mm width, White
- 7. Baskerville Regular, 50mm Cap height, White within 75mm Black footer
- 8. Black border 50mm, 3 sides
- 9. Black border, 25mm
- 10. 130mm
- 11. 125mm



CMYK colours blue = C-100/M-45/Y-0/K-18 orange = C-0/M-48/Y-100/K-0 green = C-70/M-0/Y-100/K-9 silver = C-18/M-13/Y-11/K-0

Pantone colours blue = PMS 301 orange = PMS 144 green = PMS 362

silver = PMS 400

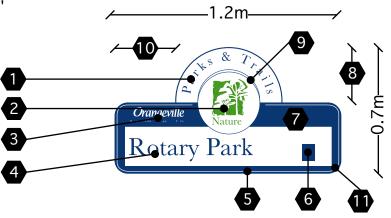
Sign Number: Org.7 & Org.8

Appendix 'A' - Sign Face Details Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are

required to be submitted.

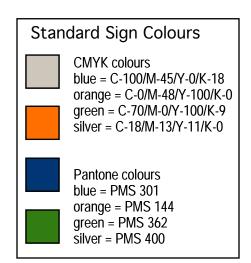


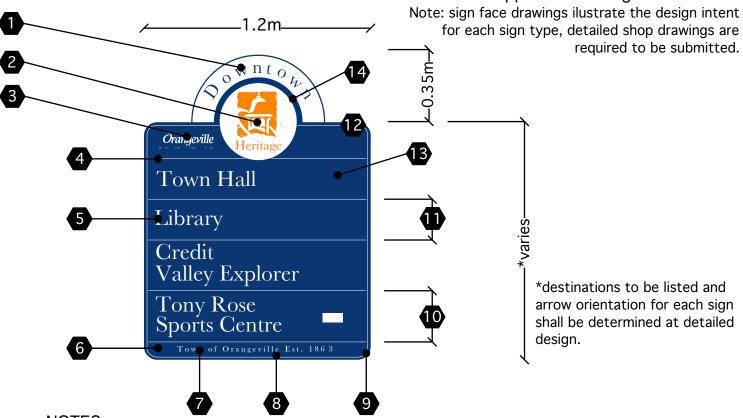
*the design intent for 'Parks & Trails' wayfinding signs and 'Destinations' wayfinding signs is the same.



*destinations to be listed and arrow orientation for each sign shall be determined at detailed design.

- 1. Baskerville Regular, 60mm Cap Height, within 280mm radius circle
- 2. Town icons with custom wordmark, Baskerville Regular, fit to centre of 165mm radius white circle
- 3. Town wordmark and slogan, fit as indicated
- 4. Baskerville Regular, Blue, 150mm Cap height
- 5. 10mm white pinstripe inset 25mm
- 6. Arrow, 175mm height, 175mm width
- 7. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.
- 8. 280mm
- 9. 25mm blue border
- 10. 320mm
- 11. 50mm radius (typ.)





Appendix 'A' - Sign Face Details

Standard Sign Colours

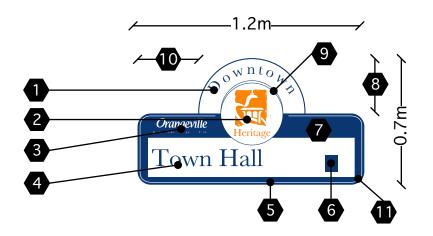
CMYK colours blue = C-100/M-45/Y-0/K-18 orange = C-0/M-48/Y-100/K-0 green = C-70/M-0/Y-100/K-9 silver = C-18/M-13/Y-11/K-0

Pantone colours blue = PMS 301 orange = PMS 144 green = PMS 362 silver = PMS 400

- NOTES:
- 1. Baskerville Regular, 75mm Cap Height, within 350mm radius circle
- 2. Town icon with custom wordmark, Baskerville Regular, fit icon to centre of 200mm radius white circle
- 3. Town wordmark and slogan, fit as indicated
- 4. 12mm White line (typ.)
- 5. Baskerville Regular, White, 150mm Cap height
- 6. 100mm blue footer
- 7. Baskerville Regular, White, 50mm Cap height
- 8. 12mm white pinstripe inset 25mm
- 9. 50mm radius corners (typ.)
- 10. 275mm (double line text)
- 11. 225mm (single line text)
- 12. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.
- 13. Arrows 175mm height, 175mm width
- 14. 25mm Blue border

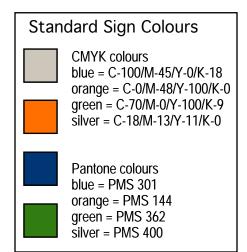
Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent
for each sign type, detailed shop drawings are
required to be submitted.



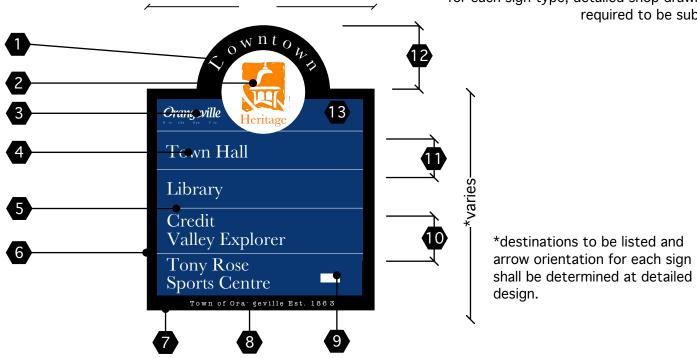
*destinations to be listed and arrow orientation for each sign shall be determined at detailed design.

- 1. Baskerville Regular, 60mm Cap Height, within 280mm radius circle
- 2. Town icons with custom wordmark, Baskerville Regular, fit to centre of 165mm radius white circle
- 3. Town wordmark and slogan, fit as indicated
- 4. Baskerville Regular, Blue, 150mm Cap height
- 5. 12mm white pinstripe inset 25mm
- 6. Arrow, 175mm height, 175mm width
- 7. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.
- 8. 280mm
- 9. 25mm blue border
- 10. 320mm
- 11. 50mm radius (typ.)

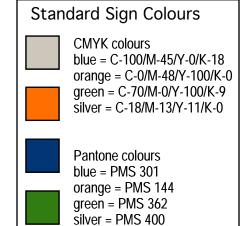


Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent for each sign type, detailed shop drawings are required to be submitted.

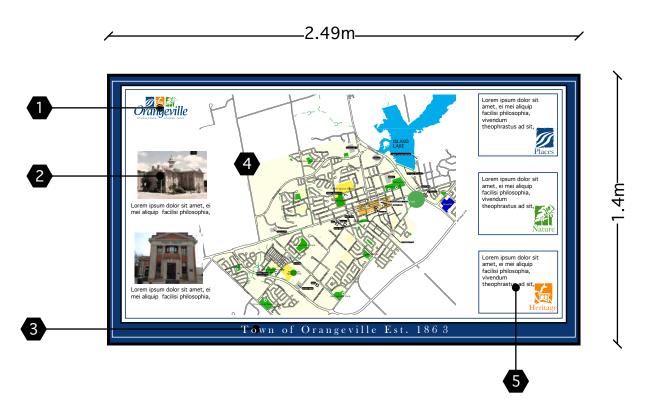


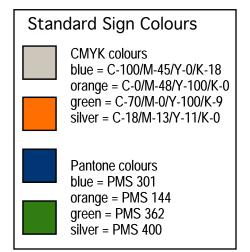
- 1. Baskerville Regular, White, 75mm Cap Height, within 350mm radius circle
- 2. Town icon with custom wordmark, Baskerville Regular, fit icon to centre of 200mm radius white circle
- 3. Town wordmark and slogan, fit as indicated
- 4. Baskerville Regular, White, 150mm Cap height
- 5. 1/2" White line as spearation (typ.)
- 6. 50mm Black border 3 sides
- 7. 75mm footer Black
- 8. Baskerville Regular, White, 50mm Cap height
- 9. Arrows 175mm height, 175 mm width
- 10. 275mm (double line text)
- 11. 225mm (single line text)
- 12. 350mm
- 13. Single sided sign face to be made from 1/8" aluminum panel. Paint finish with applied vinyl graphics. Back of sign face panel is to receive a paint finish.



Appendix 'A' - Sign Face Details

Note: sign face drawings ilustrate the design intent
for each sign type, detailed shop drawings are
required to be submitted.





NOTES:

- 1. Utilize the standard Town Logo
- 2. Utilize photography and descriptions to highlight key destinations
- 3. Utilize 'Town of Orangeville Est. 1863' as used in other signs
- 4. Map as applied digital graphics
- 5. Border to match Blue as used in the other signs
- 5. Utilize the Town icons and slogan with descriptions of the types of local destinations

Note: final layout and digital artwork for the Town of Orangeville community map is required to be completed prior to sign manufacture and installation. **Directional Wayfinding Master Plan**

APPENDIX 'B' PROJECT IMPLEMENTATION

Appendix B - Directional Wayfinding Project Implementation Plan

Phase One Implementation – Selecting a Sign Fabricator and Developing the Prototypes

Shop Drawings / Detailed Design: This master plan report includes detailed design intent drawings that will provide prospective sign fabricators the necessary information to prepare accurate estimates and shop drawings for the fabrication of the individual signs. The signage design documentation provides adequate direction for the signage contractor to develop shop drawings for sign fabrication, construction and installation and for the sign fabricator to assume responsibility for quality control.

Alternate Construction Materials: Prospective bidders may submit quotes for manufacture and installation of signs based on alternate construction materials. Bidders who submit using alternate construction materials shall be required to provide a complete and detailed comparison noting all cost differences and including any different levels of durability or anticipated lifespan. This will allow the Town to review separate quotes and to select the preferred end product based on fair comparison.

Competitive Bid Process: This master plan report includes Design Intent Drawings, Sign Type List, Graphic Standards, and Sign Location Plans and should be issued with a "Request for Quotation" so that the Town can select a preferred manufacturer. Bidders will be required to submit shop drawings and the additional details required for sign fabrication and installation, as final responsibility for warrantee and sign integrity will fall to the fabricator and not the Town. Bidders will be requested to provide unit costs for fabrication and installation of each sign type. Included in the bidder's cost should be the development of sign prototypes in adequate number to allow the Town review of materials, durability and quality for sign off prior to the fabrication of any signs. It should also be noted in the Request for Quotation that it is the Town's intention to enter into agreement that is renewable on a yearly basis, at the Town's discretion, with a standard review and approval of any necessary unit cost adjustment.

Selection Of Fabricator: The Town will review the submitted competitive quotations for signage fabrication and installation. Submitted bids should outline a unit cost for each sign type and installation as well as the required shop drawings to adequately demonstrate the fabrication, construction and installation of each sign type. Bids should also provide comparative costing for the two different material lists provided.

Sign Prototypes: Following the selection of a signage fabricator the successful bidder shall proceed with fabricating signage prototypes for Town review and sign off. Prototypes of the signs should be provided in adequate varieties to allow the Town to review the materials, durability and quality. During this phase of signage development it would be advisable to follow a systematic sign off process that allows for input on the signs at different milestones during prototype development, for example material and colour samples, signage fabrication, and signage installation.

Town Sign Off On Prototypes: Sign off on prototypes will be required before any fabrication of final signs is undertaken. The Town shall select various test sites for prototype installation allowing for field inspection and public input prior to the fabrication of multiple units of signage. Once the Town is satisfied with the prototypes, approval to the fabricator should be issued providing final sign off and allowing for the fabrication of multiple units of signage on an ongoing basis. At any point during the prototype development phase that the Town determines the prototypes do not meet the intent of the wayfinding master plan or the fabricators submitted bid the Town may reissue a new or revised 'Request for Quotation' rendering the contract with that bidder null and void.

Appendix B – Directional Wayfinding Project Implementation Plan (cont'd)

Phase Two Implementation – Installing The Wayfinding System

Phased Signage Installations (per year): A prioritized list of wayfinding signage projects has been included in this report. This list of projects should be followed to develop an informed but flexible yearly phasing plan. A committee or designated staff person or persons should be empowered to coordinate the yearly installations and will need to develop a list of proposed signage installations for each year and to develop a summary of the information to be displayed on each sign, i.e. destinations, distances (where indicated in design intent drawings), and direction of arrows. The list of yearly installations will be informed by the prioritized project listing provided in this report, accurate cost estimates for each sign and installation provided during the competitive bid process, and an understanding of any new or complimentary Town initiatives relating to wayfinding or active transportation.

Budget Approval (per year): Accurate costing for annual signage installations can be developed from the unit costs provided by the selected fabricator. Following budget approval, the fabricator can be forwarded a list of signs, the sign content summary for each sign, and the location plan for those signs so that manufacture and installation of the signs can be initiated. Establishing a deadline to approve the budget for wayfinding signage will result in the most efficient phasing strategy. A deadline for budget approval will allow the selected sign fabricator to anticipate the timing for sign production each year and coordinate the installations to occur when field conditions are most suitable for sign installation.

Proposed Work Plan - Town of Orangeville Directional Wayfinding Signage

YEAR ONE - WORK PLAN PROJECTS

- 1. Secure Budget Approval for Year One Projects
- 2. Initiate approvals for all signs to be located within the Highway 10 ROW (Org.1 and Org. 3) with highway approval authorities
- 3. Issue "Request for Quotation" to Signage Fabricators
- 4. Review Submitted Bids
- Award Signage Fabrication Contract to Preferred Bidder
- 6. Digital File of Community Overview Map and sign layout to be developed with Signage Fabricator including Town review for accuracy and any necessary editing.
- 7. Town sign off on Community Overview Map
- 8. Prototype Signs to be Built (optional)
- 9. Town sign off on Prototype Sign Manufacture (optional)
- 10. Prototype Signs to be Installed Town to choose locations (optional)
- 11. Town sign off on Prototype Installations (optional)
- carry forward any uncompleted projects to following year update and revise year two priority projects as necessary

Appendix B – Directional Wayfinding Project Implementation Plan (cont'd)

YEAR TWO - WORK PLAN PROJECTS

- 1. Secure Budget Approval for Year Two Projects;
- 2. *Selected Community Orientation Map Signs (Org.12) installed (see location plans Appendix 'E');
- 3. Selected Downtown Parking Signs installed (see location plans Appendix 'E');
- 4. Selected Directional Major Downtown Signs (Priority 1) (Org.11) installed (see location plans Appendix 'E');
- 5. Selected Highway Community Identification Signs (Org.1) installed (see location plans Appendix 'E');
- 6. Carry forward any uncompleted projects to following year update and revise year three priority projects as necessary.

YEAR THREE - WORK PLAN PROJECTS

- 1. Secure Budget Approval for Year Three Projects;
- 2. *Selected Directional Highway Signs (Org. 3) installed (see location plans Appendix 'E');
- 3. Selected Directional Major Downtown Signs (Org.11) installed (see location plans Appendix 'E');
- 4. Selected Directional Minor Downtown Signs (Org. 9 & Org.10) installed (see location plans Appendix 'E');
- 5. Selected Directional Major Signs (Org.4) Installed (see location plans Appendix 'E');
- 6. Selected Directional Minor Signs (Org.5, Org.7, Org.8) installed (see location plans Appendix 'E');
- 7. Selected Community Orientation Map Signs (Org.12) installed (see location plans Appendix 'E');
- 8. Carry forward any uncompleted projects to following year update and revise year four priority projects as necessary.

YEAR FOUR - WORK PLAN PROJECTS

- 1. Secure Budget Approval for Year Four Projects;
- 2. *Selected Directional Minor Downtown Signs (Org. 9 & Org. 10) installed (see location plans Appendix 'E');
- 3. Selected Directional Major Signs (Org.4) Installed (see location plans Appendix 'E');
- 4. Selected Directional Minor Signs (Org.5, Org.7, Org.8) installed (see location plans Appendix 'E');
- 5. Carry forward any uncompleted projects to following year update and revise year five priority projects as necessary.

^{*} selected refers to the signs selected for that years installation (to be determined by Town) suggested priority ranking for each sign and location is provided in Appendix 'E'

^{*} selected refers to the signs selected for that years installation (to be determined by Town) suggested priority ranking for each sign and location is provided in Appendix 'E'

^{*} selected refers to the signs selected for that years installation (to be determined by Town) suggested priority ranking for each sign and location is provided in Appendix 'E'

YEAR FIVE - WORK PLAN PROJECTS

- 1. Secure Budget Approval for Year Five Projects;
- 2. Initiate Year Five Signage Projects (this will consist of signage installations carried forward from pervious years);
- 3. Develop a Priorities Project List for following year (repeat this step until the completed wayfinding system is in place).

Directional Wayfinding Master Plan

APPENDIX 'C' MAINTENANCE AND OPERATIONS

Appendix C – Directional Wayfinding Project Implementation Plan (cont'd)

Operations Overview

Operations in this case refer to the systematic implementation of the wayfinding system as well as monitoring the success of the program and making any necessary adjustment. Following the implementation strategy provided in this report, a staff person or persons should be assigned with managing the wayfinding implementation plan. Reoccurring tasks and responsibilities related to managing the implementation of the plan include:

- ✓ Contracting with a signage fabricator and monitoring the performance of the fabricator.
- Establishing a method to track the yearly implementation provided in this report and making the ongoing adjustment that will be necessary to each year's project list to ensure the implementation follows a logical and efficient course towards the completed system.
- Understanding any Town initiated or planned projects that might influence the priority projects designated for a particular year.
- ✓ Finalizing each year's list of projects and obtaining an accurate quotation for implementation of the year's projects for budget purposes.
- Obtaining budget approval for each year's projects.
- Overseeing the yearly installations of wayfinding signage.
- ✓ Sign-off on yearly Installations of wayfinding signage issuing payments to signage fabricator.
- ✓ Monitoring the availability of grants and/or partnership opportunities that could help offset costs related to the implementation of the wayfinding system.

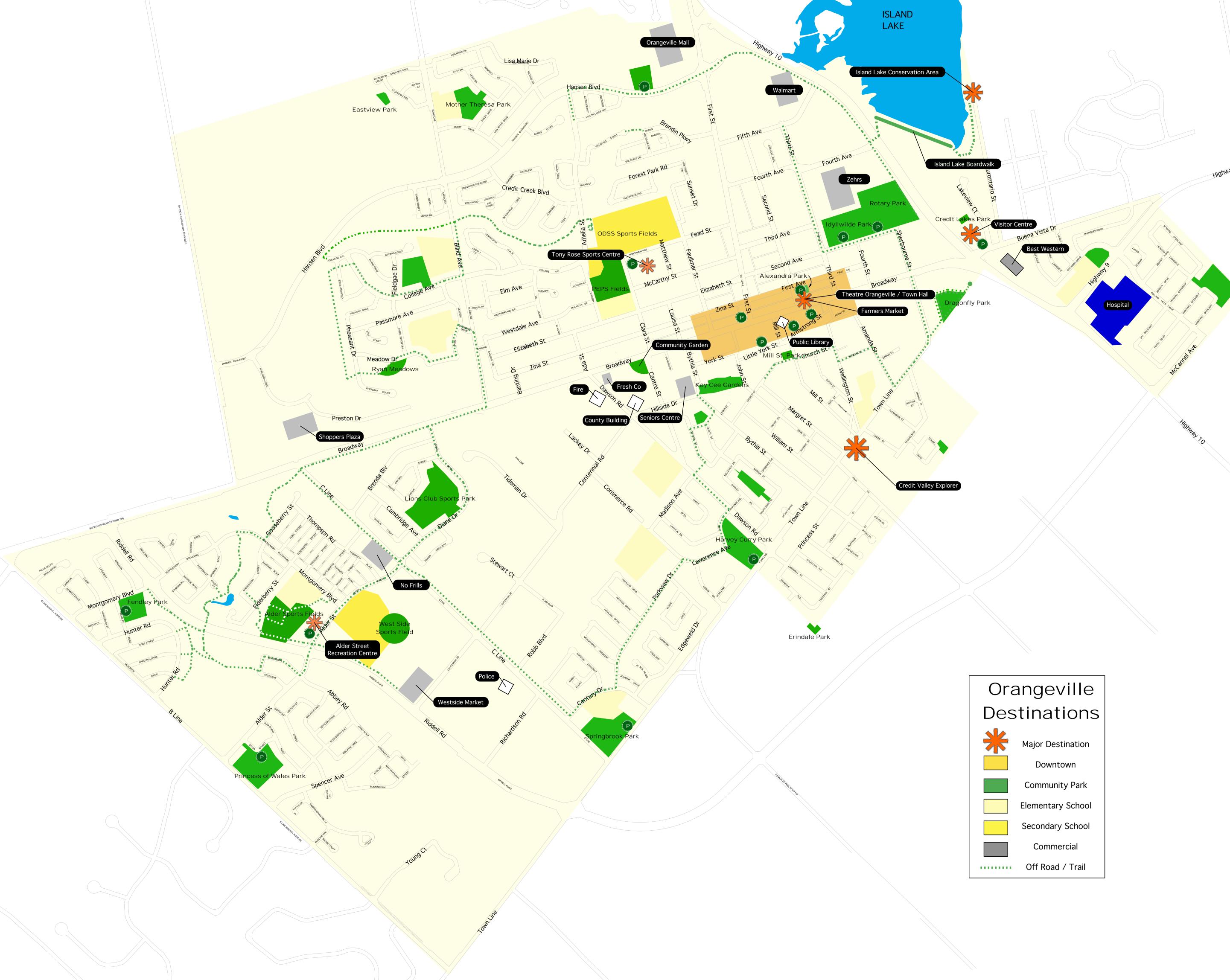
Maintenance Overview

<u>Signage Fabricator Responsibilities</u>: Maintenance of the Directional Wayfinding System will require monitoring each year's installations and managing any necessary repairs. The contractual obligations for repair and maintenance that are the signage manufacturer's responsibility should be made clear and be included in the contract to provide the Town with these services. In the case of any repair required due to a failure related to the integrity of the actual sign or the installation of the signs the onus shall be on the signage fabricator to make correct.

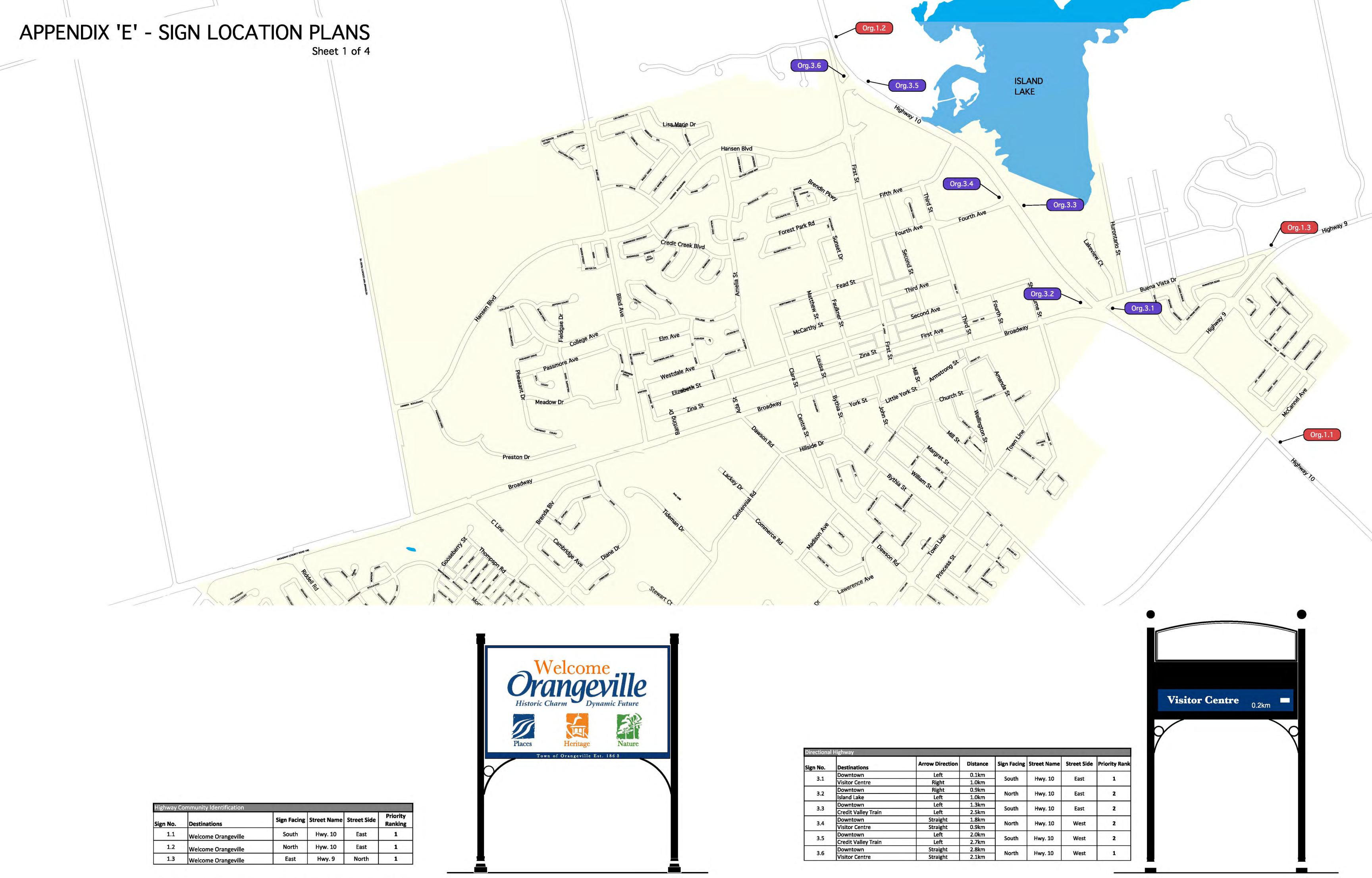
<u>Town of Orangeville Responsibilities</u>: Maintenance of the Directional Wayfinding System responsibilities for the Town include keeping the installations clean and safe and addressing any vandalism issues that arise. The installations should be monitored to ensure the quality of signage materials, including any finishes and hardware is kept clean functional and in good working order. Monitoring will also be required to provide regular visual inspection for vandalism, theft or any other activity resulting in damage to the signs.

Directional Wayfinding Master Plan

APPENDIX 'D' **DESTINATIONS MAPPING**



APPENDIX 'E' SIGN LOCATION PLANS



Org.1 Highway Community Identification

Org.3 Directional Highway

