

OfficeSmart® Carpet Tile Over Access Flooring

Note: The following instructions should be reviewed prior to installation. These instructions apply only to OfficeSmart carpet tile. (DO NOT USE FOR ESD CARPET TILE INSTALLATIONS.) Every effort has been made to provide accurate and reliable information in this guideline. This is only intended as a guide for our customer's use with our recommended tools and materials. Julie Industries can not accept any responsibility for loss or damage that may result from the use of this information, due to the possibility of variations of processing or working conditions and/or workmanship beyond our control. End user customers are advised to conduct their own tests for a particular application. We strongly recommend using a licensed and experienced flooring installer to ensure satisfactory results.

PRE-INSTALLATION PREPARATION:

Check the quantity, color and lot numbers of the tiles before beginning the job. DO NOT MIX M.O. numbers (dye lots). Install by M.O. number sequence as indicated on the box. All claims for damages or deficiencies must be made prior to installation.

General Guidelines

1. The following installation guidelines as stated herein should be reviewed prior to installation. Julie Industries will not be held liable for product failure due to improper installation.
2. All other contractors should be finished with their work prior to installation. If work will be occurring simultaneously, take the necessary precautions to ensure a trouble-free installation.

Site Testing and Conditioning

1. **Temperature** — The floor temperature, carpet tile and adhesive must be maintained at a minimum of 65°F for 48 hours before the installation and remain at this temperature and/or not rise above 90°F at any time during installation and 24 hours after the installation.
2. **Access Floors** — To prolong the life of your OfficeSmart carpet tiles, please ensure that all contiguous panels are level and panel seams are within manufacturers tolerances.

GENERAL FLOOR PREPARATION:

1. **Clean Floor** — The floor must be clean and free of all foreign matter: grease, oil, paint, wax, dirt, dust, old adhesives or any material that might interfere with the overall bond strength of the adhesive. The floor should be sound and level. All holes, cracks, depressions or protrusions must be filled with a compatible latex patching compound, and then sealed with a latex liquid and allowed to dry.
2. **Caution:** Cutback asphaltic adhesive must be completely and thoroughly removed. No traces can come in contact with the newly applied adhesive. Failure to do so will result in an installation failure.

SPECIFIC FLOOR PREPARATION:

Old Carpet: Remove old carpet and adhesive.

Steel Flooring: Steel trenches must be clean, level, dry and free from dust, paint or other extraneous materials.

Steel Panels: Steel panel top sheets must be clean, level, dry and free from dust, paint or other extraneous materials.

Concrete Panels: Concrete must be clean, dry and have a pH range of 5-9. Concrete top should be level and free from dust, powder, paint or other extraneous materials.

HPL Panels: Remove and strip any old wax from the surface. The HPL must be clean, level, dry and free from dust, paint or other extraneous materials.

SITE CONDITIONS: ENVIRONMENT:

Radiant heat: Heat must be lowered before the installation to prevent floor adhesive from "setting" too fast.

INSTALLATION:

Access Floor Applications:

Each tile has directional arrows on the backing. This allows for one-directional (monolithic) or multidirectional (quarter turn and/or random) installation. Some styles may be large scale or linear in design and require quarter turning. If you are unsure about whether or not your product requires a one-directional or multidirectional (quarter turned and/or random) installation, please contact Julie Industries at 978-276-0820.

Apply Adhesive: Use only Shaw 5100 pressure sensitive adhesive.

IMPORTANT: Always use sufficient ventilation when working with adhesive.

Use a 1/16" x 1/16" x 1/16" U or Square notch trowel to spread the adhesive.

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INSTALLATION (cont'd):

The adhesive should be poured onto the access floor panels in small amounts. Trowel the adhesive to achieve complete coverage on the access floor panels. Do not force adhesive into panel gaps. Allow adhesive to dry fully before moving to next step - adhesive should be tacky when dry. (To make sure adhesive is fully dry/tacky, test by touching with your finger - the adhesive should not transfer to your finger when touched.)

Installing Carpet Tiles:

1. Measure the area to find the best starting point for a maximum size perimeter tile. Proper planning should avoid trimming perimeter tiles more than half their width.
2. Divide the room into 4 quadrants by snapping chalk lines on the floor from the center of each opposing wall. The two center lines must bisect at right angles in the center of the room. To achieve a perfect right angle, which is essential for a proper install, form a triangle by measuring 6' x 8' x 10' (figure A)

3. After the Shaw 5100 pressure sensitive adhesive has set up, begin to lay the tiles. It is very important that the chalk lines be used as a guide for lining up the edges of the modules. Using the chalk lines as your guide, begin laying the carpet tiles using the pyramid technique (figure B). Install one quadrant at a time following the numerical sequence. The corners of the tiles should lie flat with seams lightly touching. Do not jam carpet tiles, instead use a seam roller to blend carpet seams.

Note: Loop pile tiles may have some yarn blossoming at the edges which may require trimming.

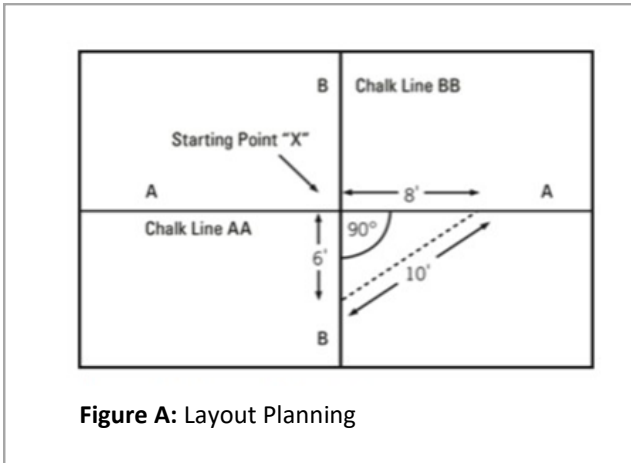


Figure A: Layout Planning

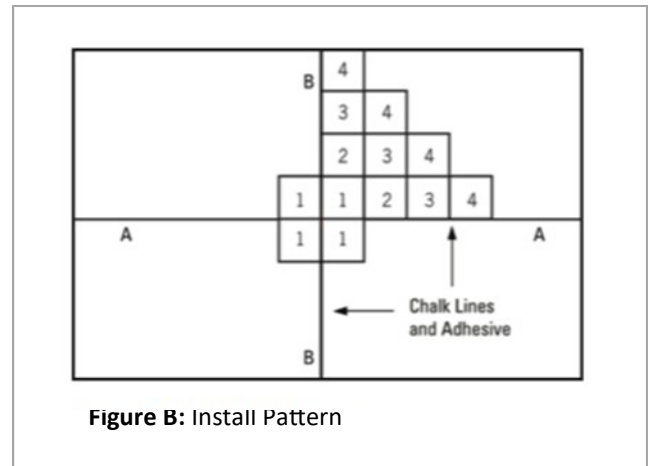


Figure B: Install Pattern

QUESTIONS/ASSISTANCE

For technical assistance or questions about installing and grounding your StaticSmart ESD Carpet Tile floor, please contact our Customer Service desk: 978-276-0820 Monday-Friday 8:30am 4:30pm EST.

NOTE: To insure uniform appearance, long-term performance, and to enhance the access floor installation, install the carpet tiles centered over the seam of the access floor panels. Contact Julie Industries Tech Department at 978-276-0820 before attempting an on grid carpet to panel field installation.