

INSTALLATION INSTRUCTIONS FOR ACCESS FLOORING
10, 20 & 30 SERIES
By Computer Environments Inc.

All obstructions and other work that would impair installation should be cleared from the area to receive access flooring. Broom sweep the entire area. Floor should be clean and relatively even. Area should be adequately lit during installation and have conditioned air to maintain 65-80 degrees for proper curing of adhesive from installation commencement and for 24 hours after installation has completed.

1. Subfloor preparation (by others):
 - a. The work area should be broom swept, free and clear of material, other trades and tools, debris, etc.
 - b. The subfloor must be sufficiently level such that pedestal bases will not have greater than a 0.07" gap when installed plumb.
 - c. The sub-floor must be able to withstand a 5,000 pound load over a 16 square inch area with no greater than a 0.016" deflection.
 - d. If a sealer is used, it must be chemically compatible with LN-601 adhesive. (Granitex #45700-01 manufactured by Devoe Paints is excellent.)
 - e. If the subfloor is covered with vinyl composition tile, it should be removed if it is loose or broken under pedestal bearing areas.
 - f. If the subfloor is covered with carpet or other soft material, it must be completely removed and scraped (including padding).
2. Subfloor elevation:
 - a. Using a laser or other leveling instrument (not required for 500 SF or less), establish the high and low subfloor elevations as well as any elevation the surface of the floor must meet (e.g., pre-hung door frames, mullions, door thresholds).
 - b. Determine the correct elevation of the finished floor height. (This may involve some compromise if the access floor is supposed to meet two or more objects which are not at the same level, or if the subfloor is uneven.)
 - c. Measure the distance between the finished floor elevation and the high and low spots of the subfloor.
 - d. Check the pedestals to ensure they can accommodate this range. If the pedestals are too long, cut the tube to the desired length. If the pedestals are too short, use a shim (concrete block, steel plate, etc.) with a 2,000 psi minimum rating to shim pedestals.
3. Begin installation of your CEI access floor by attaching string lines to the walls with suitable screws or nails for use as guides for setting up the pedestals (not required for 500 SF or less). Important! Proper string line placement will ensure a "square" floor. Start at a corner of the room that is apparently square. This corner should be at the junction of the two longest, least obstructed walls. Measuring from these two walls, place the string lines to cross at approximately 4' from each wall (or in 2' increments over 4'). Place the string lines at 1" above the required finished floor height.
4. Measure the distance (should be right on 4' or a multiple of 2') between the strings and the walls at several points to determine if the walls are straight. Remember the panels are 2' wide. Move the string lines in or out to find the optimal placement that requires the least amount of cutting. You may need to use shims (not more than 3/16") when laying panels to accommodate a crooked wall.
5. Check for squareness of the string lines. Use the largest multiple of a 3, 4, 5 triangle (e.g., 15', 20', 25'). For example, if you measure and mark the distance from the intersection of the strings 15' in one direction and 20' in the other, the distance between the marks should be 25'. Adjust the string lines until they are square. Then re-measure the distance from the strings to the wall, moving them while maintaining squareness, so that the least amount of panels will need cutting at each wall. NOTE: It is vitally important to get these strings in exactly the right position as it is very difficult to shift the floor with panels in place.
6. Once the string lines are in the correct place, mark the position of the strings on the screws at the wall. Assemble the pedestals. Set up the pedestals under the strings on 2' centers. Then set a row of pedestals on either side of the string line at 2' centers.

7. For 20 and 30 series only: Interlock the grids by placing them on the pedestal heads. If the system is a 30 series, use the self-tapping machine screw to fasten them to the pedestal.
8. Remove necessary tabs on the wall pedestals so that panels will land on the bearing surface. If needed for stability, cut the corners of the pedestals for a snug fit at all vertical surfaces.
9. Install the black grounding pads on the pedestals.
10. Level the pedestals using a transit or laser level: Adjust the nuts on the pedestal bases to set the height of the pedestals so that when panels are placed, the finished floor height equals the correct finish floor height determined above.
11. After leveling all pedestals, check to ensure that each panel will be supported at all outside corners. Do not use the grids for panel support.
12. Glue the pedestals under the string line and on either side of the string line to the subfloor. One tube should glue 13 pedestals, no more, no less. Keep debris from mixing with the glue so that pedestals sit firmly on the subfloor. Do not turn the nut on the pedestal while gluing the pedestal.
13. Check the strings to assure they are in the proper position on the screws. Install two rows of panels, the middle of which should line up directly under the strings. If the 4 panels at the intersection do not lay out square with the strings, the string lines must not be square. Do not go any further until the strings are square. Do not walk or allow traffic on the raised floor until it has set up and is locked in place at the perimeter.
14. Glue the remaining pedestals (up to 500 square feet at a time). Put in panels before the glue sets (approximately 12 hours). Work from the string line intersection to the walls. Once the first two rows of panels are installed square in all directions, cut in the last panels for a snug fit. When installed, make sure the 4 panels at the intersection of the string lines are square and their intersections align with the string lines. Leave the rest of the perimeter cutting of panels until every panel is laid.
15. Cutting of panels: Mark the panels that need cutting. Make sure the cut edge will fit against the vertical surface at its corners. Note: All adjacent panels should be cut to the same length, if not, stair-stepping of the full panels will occur. No gaps greater than 1/16" should be allowed unless the vertical surface is not straight.
16. Check the floor for rocking panels. If a panel rocks, check the pedestal bearing areas for debris, or if the pedestal is tilted. Also, check the grounding pad. Adjust the pedestal height keeping in mind that the other 3 panels on that pedestal will be affected by the change in height. Only if the correct height cannot be found should you use a piece of grounding pad as a shim, placed beneath the existing grounding pad.

TOOLS REQUIRED

1. Straight edge, 6' long and 1/8" thick (available from carpet supply house)
2. Transit or laser level
3. Framing square and sharp pencils
4. 25' tape measure
5. 50' or 100' tape
6. 100 pound test nylon string with four appropriate fasteners for wall type
7. Heavy band saw with 1/2" metal/wood cutting blade, 12" throat
8. Chalk line
9. Hammer
10. Screw Drivers (flat and Phillips) and power screw guns with tips
11. Lacquer or paint thinner
12. Rags
13. Broom
14. Vacuum cleaner