

6999.6999 Prefinished Cork Tiles

Installation and Maintenance Guide

SECTION I. INSTALLATION MANUAL

SUB-FLOOR PREPARATION

Proper sub-floor preparation is critical. All guidelines contained in these instructions must be followed to ensure a successful floor covering installation. Should you have any questions regarding sub-floor preparation, contact Aronson's.

1. General Information & Requirements For All Sub-Floors

A. Cork must be installed on a subfloor that is permanently dry, clean, smooth and structurally sound. The sub-floor must be free of contaminants such as paint, oil, wax, mold, adhesive residues, sealers or any other materials that may interfere with adhesive bonding. See section I.2.A for approved wood sub-floors or section I.3.A for approved cementitious sub-floors. **DO NOT INSTALL MATERIAL OVER EXISTING FLOOR COVERINGS OR ADHESIVE RESIDUE.**

B. Prior to installation an adhesive bond test must be performed by gluing a tile to the sub-floor. Allow adhesive to cure overnight. If bond is sufficient, tile will be laying flat and it will not be possible to remove tile by hand.

C. Cork flooring products are not intended to be installed over existing floor coverings and are not warranted for such use. Existing flooring must be removed or (if installed on a wood subfloor) covered with 1/4" or 1/2" plywood.

D. All Sub-floors shall be flat to within 3/16" in 10' and shall be patched or skim coated with a hard setting underlayment compound to ensure substrate is completely smooth. Only Ardex brand or equal products are approved by manufacturer and must have a minimum compressive strength of 3,000 psi. Do not apply patching material over existing adhesives. Aronson's is not responsible for any claims submitted on floors where patching materials have been applied over adhesive residue or existing floor coverings regardless of manufacturer instructions. After patching or skimming is complete, floor must be sanded or scraped to remove any trowel marks or other inconsistencies which may telegraph through the finished flooring material. Follow manufacturers guidelines for product mixing and use instructions. Gypsum products are not approved for use. Should the following instructions for sub-floor preparation and floor covering installation leave any questions unanswered contact Aronson's.

2. Preparation of Wood Sub-Floors

A. Cork floor covering products may be installed over 3/8" or greater A/C grade plywood or underlayment board such as Tecply or Halex (Arctic or Baltic Birch).

B. Cork products are not approved for installation over panel underlayments such as Masonite, luan, particle board, OSB, cementitious underlayment panel, wood underlayment with knots or coated wood.

C. Prepare wood sub-floor per ASTM F 710, Standard practice for installation and preparation of panel type underlayment to receive resilient flooring, as it relates only to approved wood underlayments

D. Follow manufacturers instructions for installation regarding fastening pattern and joint spacing. Do not install underlayment with screws.

E. Once installed, patch subfloor with cementitious material as instructed in section I.1.D.

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Installation cont'd.

3. Preparation of Concrete Sub-Floors

A. Concrete sub-floors shall be prepared in accordance with ASTM F 710 Standard practice for preparing concrete sub-floors to receive resilient flooring.

B. Concrete sub-floors must be clean as per section I.1.A. Pay specific attention to possible presence of a sealer which must be removed. It is highly recommended to shot blast or bead blast existing concrete sub-floors prior to installation to remove sealers, adhesives and/or any other surface contaminants.

C. Concrete sub-floors on or below grade must have a moisture retarder and all concrete subfloors, regardless of age, must be tested for the moisture vapor emission rate and relative humidity to ensure the sub-floor is suitable for floor covering installation.

D. Testing of concrete shall be performed ONLY when the building is enclosed and when the HVAC system has been in operation for at least 7 days. Furthermore, job-site temperature and humidity must be at the level expected during normal use or in the range of 65°F to 85°F and 45% to 55% relative humidity.

E. Moisture tests must be performed at a rate of 3 for the first 1,000 square feet and then 1 additional test per additional 1,000 square feet. i. Moisture Vapor Emission Rate shall not exceed 3 lbs./1,000 square feet/24 hours as tested in accordance with ASTM F 1869 (Calcium Chloride Test). ii. Concrete Relative Humidity shall not exceed 75% as tested in accordance with ASTM F 2170 (Relative Humidity Probe Test).

F. Sub-Floor pH must be tested with wide range pH paper and verified to be no greater than 9. Test as per ASTM F-710.

G. Level sub-floor as specified in section I.1.D.

H. Allow patching materials to dry naturally without the use of direct air or temporary HVAC.

I. Cork flooring may be installed over terrazzo floors, however terrazzo must be bead or shot blasted to ensure adhesion.

4. Radiant Heated Sub-Floors – Concrete and Wood

A. Cork flooring products may be installed over radiant heat with the exception of Veneered Cork flooring materials.

B. Lightweight concrete such as Gypcrete or other gypsum based products are commonly used with in-slab radiant systems and many times have a low compressive strength. Concrete sub-floors must have a compressive strength of no less than 3000 PSI and must be dust free. If after cleaning, a white dust is present when you wipe the floor it is most likely of insufficient compressive strength and may not be FLOOR COVERING INSTALLATION

1. Pre-Installation Checks

A. Acclimation – Flooring Materials, adhesives and finishes must be acclimated to jobsite at least 72 hours prior to installation. Should relative humidity be below the required level, Solid Cork Flooring materials must be acclimated a minimum of 5 days. Should relative humidity be above the recommended level, material should not be installed. Except to verify material is correct and within specifications, it must remain in its original packaging during acclimation period. Cork tiles must be packaged face to face during this time.

B. Job Site Conditions – Job site conditions must be maintained between 65°F and 75°F with a relative humidity between 45% and 75% for 72 hours prior to, during and 72 hours after installation. Temporary heating may not be used during acclimation or installation. Air must be free of dust and must be circulating normally.

C. Sub-Floor – If you have not reviewed sub-floor preparation instructions read them now. Once prepared per instructions, verify the floor is dry, level and dust free.

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Installation cont'd.

FLOOR COVERING INSTALLATION

1. Pre-Installation Checks

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C. Sub-Floor – If you have not reviewed sub-floor preparation instructions read them now. Once prepared per instructions, verify the floor is dry, level and dust free.

D. Patching/Skim Coat – Ensure that the correct Ardex or equal cementitious patching compound was used and is properly cured. For solid cork flooring, patch must dry overnight. If sub-floor or patching material is easily scratched, indented or is dusty even after being cleaned installation cannot occur.

E. Material Verification – Prior to installation, randomly remove a few pieces of material from different cartons and compare to submittal sample to ensure client is satisfied with color, shade and/or shade variation. Additionally, verify tiles are square and otherwise visually acceptable. If the material does not meet client expectations, contact Aronson's to arrange for replacement material. Installation signifies acceptance of material in all visual aspects. After the product is installed, the Aronson's warranty does not cover incorrectly shipped or use of incorrect materials regardless of the situation. Additionally the manufacturer's warranty does not cover visual defects including pattern, color, shade variance, squareness or thickness after the product is installed.

F. Adhesion Test – In order to verify proper adhesion, two tiles must be installed on the subfloor 12 hours prior to general installation. After 12 hours, the tile should lay flat and be difficult to remove. Should tile be curled or not adhered in any way, contact Aronson's. DO NOT proceed with installation.

2. Layout of floor

A. Materials may be installed in both an ashlar (staggered joint) pattern or corner to corner.

B. Some patterns are directional as is obvious by the pattern. Tiles are not dimensionally directional and may be laid in any way specified by the client.

C. Installer may work off of previously installed material, however a knee board must be used to ensure that indentations in the uncured adhesive do not occur. Caution must be taken to ensure tiles do not slide underfoot.

D. Use chalk to mark installation lines, however re-mark chalk lines with pencil, then remove the chalk as adhesive MUST be rolled over the line and the adhesive will not adhere to the chalk.

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Installation cont'd.

3. Installation

A. Adhesive – Cork products must be installed using water based contact cement approved by manufacturer. i. Spread Rate – 100 ft² per gallon – applied by 3/8” nap roller to both tile and sub-floor.

B. Materials may be cut using a sharp utility knife and straight edge.

C. Roll contact adhesive onto tiles and allow to air dry completely. Tile may be stacked ONCE DRY so that all tiles are face up. Stacks should not exceed 12”.

D. Roll Contact adhesive onto sub-floor and allow to COMPLETELY dry.

E. Once adhesive on both tile and sub-floor is dry, tile may be installed.

F. Install tiles into adhesive. Keep in mind that once tiles make contact with the sub-floor, the adhesive will make permanent bond preventing significant movement of tile. Solid Cork tile should be pushed with moderate force against adjacent tile as the tile is laid onto the sub- Solid Cork Flooring floor. If tiles do not line up straight, you may use your foot on the surface of the tile to exert more pressure to push it into place. Once set into place, secure tile with a rubber mallet.

G. Within 10 minutes of installing material, roll in two directions using a 100 lb 3-section roller. Roll floor again 30-45 minutes after installation. Look for any edges or corners that are raised and hand roll.

H. Immediately after installation, inspect floor for any raised tile edges or adhesive on the tile. Should you find any raised edges, repair them. To remove any adhesive on the tile surface, remove with a lightly water dampened cloth. Use of any solvents can cause discoloration of the floor and should not be used. Dry adhesive can be carefully scraped from floor using a blunt scraper however this process may scratch the floor which will not be covered by the manufacturer’s warranty.

III. Post Installation Procedures

1. Floors must be covered immediately after installation with kraft paper, plywood or other protective, breathable material. Do not cover uncured floor with plastic. Ensure that the protective covering will not scratch or otherwise damage the floor.

2. HVAC system must maintain temperatures in jobsite for a minimum of 72 hours according to the temperature requirements in section II.1.B. Temporary heating systems may not be used.

3. Minimal foot traffic is permitted on the floor 6 hours after installation. Normal use of floor cannot commence for a minimum of 24 hours after installation to allow adhesive to cure. Floor may not be submitted to heavy point loads for a minimum of 72 hours after installation. Heavy point loads include but are not limited to ladders, moving equipment, rolling loads and high heels. Should circumstances require use of the floor in a period shorter than those specified in this section, contact Aronson’s for alternative installation systems which can significantly reduce or eliminate use waiting periods.

4. Floors may not be sanded, scrubbed, screened or coated until cured for a minimum of 72 hours.

5. Post Installation Maintenance

A. Floor must not be mopped, exposed to liquids, sanded, screened or coated for of 72 hours.

a. Unfinished cork floors must be coated with an approved polyurethane coating prior to use.

b. Pre-finished (polyurethane) cork floors may be coated with one or two additional coats of finish to seal the seams.

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Maintenance

SECTION II: MAINTAINENCE MANUAL

I. General

Proper maintenance of your cork flooring product will not only greatly enhance the beauty and performance of the product but will also ensure years of service to your floor. Please read the following instructions carefully. Should any questions arise, please contact Aronson's.

II. Post Installation Maintenance

A. Do not mop, sand, screen, buff or expose floor to any liquids until the floor has cured for a minimum of 72 hours after installation. Floor may be swept or vacuumed during this time.

C. Remove protective materials from flooring and sweep or vacuum any debris from the floor. Be aware that debris such as concrete or other abrasive materials can scratch the floor if caught under vacuum head.

D. If dried adhesive is found on the floor, use a rag and rub the adhesive off the floor. DO NOT use any solvent on the floor.

E. Using a well wrung out damp mop with warm water only, remove all remaining dust, dirt and debris from the floor. Continually change water to ensure it is clean. This process may need to be performed a few times in order to remove all foreign material.

F. Using Johnson Diversey Profi or equal cleaner, damp mop floor with a well wrung out cotton blend mop according to manufacturer's instructions.

G. Do not use a scrubber on solid cork flooring. Cork is a wood product, therefore excess or standing water during maintenance processes can damage the product. Damp mop only with a well wrung out mop as directed in section II.5.

H. For factory pre-finished cork flooring, you may proceed with one of the following two processes.

1. Apply two top coats of polyurethane to seal seams and further protect the floor from damage.

2. Leave floor with factory applied polyurethane only and follow normal maintenance procedure in section III.

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Maintenance cont'd.

III. Routine Maintenance

A. Every installation experiences different conditions including type of use and traffic level. Therefore, Aronson's highly recommends establishing a regular maintenance program based specifically on your facility needs. This maintenance program must include the processes and procedures as specified in this document. Proper routine maintenance will ensure that the floor is clean of dirt or grit which can cause premature wear or damage. When floors have been coated with a finish, maintenance must include procedures to identify when it is time to re-coat the floor. Regular maintenance must include the following:

1. Sweep or vacuum floors to remove surface dust and debris. Use of a cotton dust mop is recommended.
2. Damp mop floor with a well wrung out damp mop and a neutral cleaner such as Johnson Diversey Stride Cleaner. Do not expose to excessive water or damage to floor may occur.
3. A white buffing pad on a low RPM buffer may be used to buff floor. Verify process does not scratch floor, prior to buffing entire area.

IV. Additional Information

A. Scuffs may be removed from floor using a clean, soft cloth and a neutral spray cleaner.

B. Furniture foot pads should be used under heavy fixtures to avoid permanent indentations. Do Not Use chairs or tables with pointed legs. Ensure furniture/chair glides are in good condition and are sufficient in size to displace weight. If you have any questions as to the appropriate size to use, contact Aronson's.

C. Use of entry mats is suggested to prevent excess moisture and grit from coming in contact with floor. Do not leave a water saturated mat on floor or damage may occur. Ensure entry mats are of sufficient quality so as not to stain or discolor the floor.

D. Limit floor exposure to extreme light by using window treatments. Cork floors will fade substantially when repeatedly exposed to direct sunlight.

E. Should damage occur to the floor, tiles may be replaced. Contact Aronson's for instructions.