

INSTALLATION GUIDELINES FOR METROPOLITAN

INSTALLATION INSTRUCTIONS

These instructions cover both spray adhesive + trowel applied adhesive installations of Metropolitan Tiles. All recommendations are based on the most recently available information, which provides general guidelines and instructions. These must be followed for a satisfactory installation.

Metropolitan Tiles can be installed loose lay with perimeter spray adhesive. For high-abuse, commercial or healthcare environments, we require a full-spread application of releasable spray adhesive or trowel-applied adhesive when requested. Please use installation method specified by design firm or end user.

Metropolitan Tiles are great for raised access floor. It's 5mm thickness allows for use over most existing substrates but carpet, minimizes bad slab issues and is suitable for projects with extremely high moisture levels. Our tiles can be installed over most types of subfloors including natural wood, concrete, one layer of existing vinyl, ceramic tile or uneven subfloors with little to no floor prep. Use of releasable adhesive means that damaged tiles or planks can be easily removed and replaced. With spray adhesive, there is no adhesive cure time, so projects can be immediately occupied. Metropolitan Tiles thickness contributes to a quieter environment and all patterns are no-wax, no-buff, no strip. Just sweep, vacuum or damp mop for a long-lasting, colorfast and releasable floor.

1. Tools - Utility knife, straight edge, spray adhesive or tape specified below.
2. Material- Measure the length and width of the room. Measure out your room and determine the length and width of the perimeter- plank or tile, keeping a balanced perimeter row on each side of the room. It is suggested you have a minimum of 10% extra to cover mistakes, trimming, and for future needs or replacement.
3. Check what the amount of square footage shown on the package carton and divide it by the room dimensions factoring in the alcoves and offsets, and adding your overage to determine the correct number of cartons for our installation.
4. Metropolitan Tiles must be conditioned prior to installation. It must be stored at room temperature of at least 65°F for 24 to 48 hours, prior to the start of installation. Stack no more than 3 cartons high with at least 4" of airflow around the stack, not next to either a heating or cooling duct, or in direct sunlight. When installing planks or tiles, you should work out of a minimum of 3 boxes, mixing tiles when installing. This acclimation should take place in the area Metropolitan Tiles will be installed.
5. Metropolitan Tiles is very easy to cut by scoring with a sharp blade and snapping with a vinyl cutter. Avoid small perimeter pieces less than 6" in length and 3" in width.
6. Check the wall and make sure it is square to the opposite wall in order to create a straight, square starting row. Never expose scribed or cut ends; they should be covered by molding.

7. Installation should start in the corner of the room and work your way out. The perimeter needs to be secured in all installations to lock the remainder of the floor in place. Leave an expansion space from each wall of at least 1/8", to be covered by molding.
8. ADHESIVE USE FOR LOW TRAFFIC INSTALLATIONS: Glue the entire perimeter using a pressure sensitive adhesive. Create at least a 14" perimeter for tiles, using a full spread spray in all walkway entrances and under heavy tile and furniture.
9. ADHESIVE USE FOR HIGH TRAFFIC INSTALLATIONS: We consider "high traffic" to include interior environments such as airports, schools, restaurants, hospitals, athletic facilities or any area subject to heavy rolling traffic or other excessive abuse. In these situations, adhesive should be fully sprayed over the entire floor versus the perimeter method.
10. Once the starting row is in place, continue to install the tiles, following directional arrows and adjusting all side and end seams to assure each piece is tight and square to the previously laid material.
11. Avoid walking on the tiles as much as possible until all the perimeter tiles are in place, to lock in the installation.
12. Metropolitan Tiles Installation: Woven styles, Street Car and Subway, are directionally patterned and are random from tile to tile. They are not designed to make a continuous matching lineal design and will always appear offset. This fact should be taken into consideration during the design stage and communicated to all parties before and during installation.
13. It is always recommended to install Metropolitan Tiles in an offset pattern, using a brick layout to avoid having 4 corners meeting. Start the first perimeter row with a full tile, then the next row with a half tile, alternating throughout the installation. Point-to-point installations, with each corner of the tile together are warranted but not recommended. If this installation method is desired, full spray or full spread adhesive is required. Follow all adhesive manufacturer's instructions regarding floor preparation, installation and any other directives not noted here.
14. For cutting around irregular objects, make a pattern out of heavy paper to fit around the object, then place and trace the pattern upon the tile, and cut along the lines with a utility knife or heavy duty scissors, then lay the tile.

SUBFLOOR PREPARATION:

While Metropolitan Tiles are suitable for situations where many other type of flooring should not be used, certain precautions should be observed, including and not limited to:

1. Make sure you have a sound, solid sub-floor with little flexibility.
2. Evaluate the concrete floor. If it has a moisture problem: FIX IT. Hydrostatic pressure and/or high PH levels needs to be addressed. It can create a highly corrosive substance that no flooring product can tolerate. There are many products on the market that can seal the concrete and protect Metropolitan Tiles from this issue. Our limits for the best precautions are as follows; 8 lbs. using a Calcium

Chloride Dome test using ASTM test methods or a RH reading of 85%, using ASTM RH relativity test methods and/or PH no higher than 9.

3. Fill any large cracks, nail holes or voids with a Portland-base patching compound. Concrete and wood sub-floors should be flat to within 3/16" in 10'
4. Check the environment! Keep clean and dust-free work conditions during installation. The room temperature and the sub-floor temperature should be between 65°- 85° F. Maintain proper temperature for 48 hours before, during and after installation. The building's heating and air conditioning system should be turned on at least one to two weeks prior to installation. Metropolitan Tiles are an interior product only, and must be installed in a temperature controlled environment, maintained between 65°- 85°F. Please keep in mind a concrete floor can be up to 10°F colder than actual room temperatures.

SUBFLOOR COMPATIBILITY:

All Levels of Concrete: Lightweight concretes are approved as well as wood sub-floors. All other sub-floors; i.e.: particle-board, OSB, chipboard, wafer board, gypsum underlay and floor toppings, etc. must be sturdy, flat and have little flexibility. Manufacturer's installation procedures must be followed. **CAUTION: Soft underlayment and substrates can diminish Metropolitan Tiles' inherent strength in resisting indentations.**

Quarry Tile, Terrazzo and Ceramic Tile: Use caution with highly embossed tile. This type of tile plus grout joints should be filled with a high quality based cement patching or leveling compound. Metropolitan Tiles are water/moisture resistant and do not support mold or mildew. However, excessive moisture in the sub-floor can cause mold or mildew, and other moisture related issues like the trapping of moisture emissions under the Metropolitan Tiles. This will cause an adverse effect on existing glue-down substrates, causing it to release. When installing Metropolitan Tiles over existing ceramic tile, you must skim coat the grout lines with a floor leveler. If you install Metropolitan Tiles over an existing floor that has an embossing or grout line on it, we recommend you skim coat with a floor leveler. Check for any dips in the sub-floor that could cause stress on the tile seams when walking on it. Metropolitan Tiles are water resistant so it can be installed directly over concrete floors in a basement area. If the concrete floor has any bumps or burrs of concrete sticking up, knock them off with a hammer and chisel and fill in the holes.

RADIANT HEAT COMPONENTS:

Radiant heat components must be a minimum of 1/2" separated from Metropolitan Tiles. This is the only type of radiant heat that is approved. Sub-floors should have been operational for at least 3 weeks prior to installation to drive out moisture and calibrate temperature readings. All radiant heat floors should be turned down so sub-floor temperature is maintained at 65°F for at least 48 hours after installation to allow the adhesive to fully cure. Maximum operating temperature should never exceed 85°F.

EXISTING RESILIENT TILE AND SHEET VINYL FLOORS:

These floors are acceptable but must be in good condition and fully bonded to the structural floor. All existing vinyl needs to be stripped and cleaned of all wax. Heavily embossed vinyl should be floated with high quality based cement. Any tile or sheet that is a soft cushioned construction must be removed. Any loose, cracked or damaged tiles must be re-moved and are patched with Portland or acrylic based patching or leveling compound. For all removal of any resilient glue down product, follow RFCI's recommended Work Practices document for removal of resilient floor covering. These products may contain asbestos fibers and/or crystalline silica. Do not sand or bead blast during removal. Please visit www.RFCI.com for advice on vinyl installation. **Note: A layer of resilient or soft underlayment's like "Luan" may compromise the inherent strength of Metropolitan Tiles. To prevent indentation, do not install over more than one layer of existing flooring.**

COMMERCIAL MAINTENANCE:

Metropolitan Tiles require significantly less floor maintenance and chemicals than other commercial vinyl flooring. Wait 48 hours before damp mopping or auto scrubbing the newly installed floor. Do not expose flooring to frequent standing water; wipe up spills quickly. Use walk off mats at all room entrances to avoid trafficking dirt and grit particles. Do not use rubber or latex backed mats as certain chemicals in the backing can stain the vinyl. Use vinyl mats or woven rugs that are colorfast.

Under furniture and heavy appliance legs, use glass or other non-staining cups not less than 2" in diameter. Use proper floor protectors on all chairs. Use floor protection under office chairs at desks and use chair casters that are a minimum of 2" in diameter. If stationary chair legs are fitted with small diameter buttons measuring less than 1" diameter, replace them with metal glides measuring 1" or greater and examine periodically ensuring a smooth surface to avoid damage caused by burrs, debris or wear. Do not drag any type furniture and/ or equipment across the floor. These precautions will help prevent scratching and indentations from appearing on the floor.

No finishes are needed on the Metropolitan Tiles. Do not use any type floor wax, harsh detergents or solvents such as lacquer thinner, abrasive cleaners or "Mop and Shine" type products which can leave a film on the surface. Do not use vinegar as a cleaning agent. Use only neutral pH cleaners recommended for vinyl flooring.

- **Initial Cleaning:** Sweep, Dust Mop or vacuum installation debris.
- **Daily Cleaning:** Sweep, Dust Mop or Vacuum to remove dirt particles.
- **Routine Cleaning:** Auto Scrub with white pad and neutral pH cleaner. (Cleaners need to be premium neutral pH specifically for vinyl flooring)

NO SEALERS OR FINISHES ARE REQUIRED FOR METROPOLITAN TILES.