

SIENA RUBBER CORK
INSTALLATION / MAINTENANCE GUIDELINES
INDOOR RUBBER FLOORING
INTERLOCKING



Four-Side Interlock Loose Lay Installation



Reg # SCS-FS-02144

This product has been certified by SCS to meet the rigorous indoor air quality requirements of the FloorScore® certification program.

The following pages are guidelines only... please read this manual thoroughly before installing Siena Rubber Cork products.

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SECTION I

MATERIAL STORAGE & HANDLING

General packaging information:

All Siena products are packaged on wooden pallets, covered with a plastic hood, and secured by steel strapping.

On receipt of merchandise:

A) The product in front of you has gone through several quality assurance checks. However, it is recommended that you double-check that your order is correct, that no damage occurred during transport, and for any other possible shortcomings. For your own protection, ensure that defective product is identified prior to the start of the installation. Please note that Siena is not responsible for any installation costs that occur as a result of defective product being installed.

B) Storage

Store tiles in a dry and clean area. Temperature and humidity changes will cause the rubber to expand or contract. During storage, rubber tiles must be kept dry and adhesive must be stored above 50°F (10°C) in a dry, heated space.

C) Installation after short term storage

At least 48 hours before starting the installation lay out all tiles on the sub-surface, in piles of two or less, to allow them to acclimate. A tile laid in the morning hours at 32°F (0°C) would be a different size than a tile laid at 68°F (20°C) later in the day. All HVAC systems should be fully operational 24 hours before the acclimation process begins. Acclimation should only begin once the subfloor has reached a temperature between 65°F (18°C) and 72°F (23°C). Acclimation is complete when the products have reached a consistent dimension after a 24 hour period (Dimensions: 37" x 37" = 9.5 ft² with a thickness tolerance of ± 0.5 mm); if the material is installed in any condition other than specified Siena is not responsible. Installation should only occur when subfloor temperature is between 65°F (18°C) and 72°F (23°C). Short term storage should be considered as two weeks or less.

D) Installation after prolonged storage Before placing any Siena product in prolonged storage remove the pallet banding, leaving the other packaging on until acclimation begins. During prolonged storage, the tiles in the lower portion of the stack will compress to a greater degree than those in the upper portion. This will show as thickness variations in the products taken from the top of the pallet as compared to those on the bottom. Product dimensions (length and width) may also be affected. A longer acclimation time will be required for product that has had a longer storage time. Exactly how long is very difficult to predict and may take up to 72 hours. All HVAC systems should be fully operational 24 hours before the acclimation process begins. The product should be taken off the pallet and distributed throughout the installation area in small piles consisting of two or less tiles. Acclimation should only begin once the subfloor has reached a temperature between 65°F (18°C) and 72°F (23°C). Acclimation is complete when the products have reached a consistent dimension after a 24 hour period (Dimensions: 37" x 37" = 9.5 ft² with a thickness tolerance of ± 0.5 mm). Installation should only occur when subfloor temperature is between 65°F (18°C) and 72°F (23°C). **Do not install** the tiles if they are not square and the appropriate thickness has not been reached.

Long term storage should be considered as two weeks or longer.

E) It is important to keep a clean working surface at all times. Protect tiles from dust and dirt. Install only after all other trades are completed.

F) Keep Siena Rubber Cork surfacing dry. Moisture will cause expansion of tiles.

G) Petroleum distillates (e.g. solvents) as well as liquid animal fats may cause the surface bonding to fail. Test results for other harmful chemicals and compounds are available on request.

H) Install rubber tile flooring same side up as received. Flipping tiles may result in visible shade differences in finished surface. **DO NOT FLIP TILES DURING INSTALLATION.**

SECTION II

TOOLS & ACCESSORIES

A) Tools and safety equipment required:

- Sienan Installation Guidelines
- Safety glasses
- Heavy duty utility knife - Suggested product: CH Hanson Speed Rocker SS, 3 position, fixed blade knife (www.chhanson.com)
- Measuring tape
- Double-sided carpet tape if required
- Transit level and Straight edge
- Chalk snap-line
- Carpenter's square

B) Reducer strips

Sizes:

- 5/16" – 3/8" (8 mm – 10 mm)
- 1/2" (12 mm)

All are available in black solid core and 12ft lengths.



5/16" – 3/8" side view
(8 mm – 10 mm)



1/2" side view
(12 mm)

Attach reducer strip to mats with compatible, non-solvent based adhesive or caulking.

SECTION III

BEFORE STARTING THE INSTALLATION

Ensure all other trades are completed work prior to installing Siena Rubber Cork Flooring. In cases where other trades may access the installation area, the use of masonite board or plywood should be used to protect the rubber flooring from damage and debris.

Siena is not responsible for any product failure if proper floor preparation and/or installation procedures are not followed.

All HVAC systems must be fully operational for 24 hours prior to rubber flooring being installed. Rubber flooring must be installed between 65°F (18°C) and 72°F (23°C). Any fluctuations in temperature or humidity will cause expansion or contraction of the tiles; a 3°C fluctuation in temperature can cause dimension instability of the product.

In-floor radiant heat should be shut off for 24 hours.

SECTION IV

PREPARATION OF THE SUB-SURFACE

The sub-surface must be level, clean, and dry. Remove all old adhesive. A rough or uneven sub-surface will result in an uneven installation. Interlocking rubber tiles should not be installed on top of carpet as the tiles will shift apart.

A) Concrete sub-surfaces

New concrete sub-floors must be thoroughly cured and free from hydrostatic pressure before rubber tiles are installed (a minimum of 30 days after pour). Sub-floor must be smooth and level to a tolerance not exceeding 1/8" in 10 lineal feet. If existing concrete is too rough, or does not meet the above criteria, apply a portland cement based leveling compound to smooth and level the surface. Follow all leveling compound manufacturer's instructions.

B) Wooden sub-surfaces

- New plywood should be acclimatized for a 48-hour period prior to installation of the rubber flooring.
- CDX exterior smooth one side suggested for new wood substrates.
- Secure all nails to prevent future protrusion.
- Any cracks, holes, and rough or uneven areas should be patched with good quality cement based leveling compound.
- Wood sub-surface must be a minimum of 1" thickness, and free from any flex movement.

SECTION V

INSTALLATION OF INTERLOCKING TILES

Important: See Section I, (D) and (E) regarding acclimation of tiles.

Visually inspect all mats for visible defects. Ensure that defective product is identified prior to the start of the installation, **set these aside** and notify dealer immediately with information of any defects found. Framing or uneven distribution of color granules (shade variation) is not considered to be a product defect. Siena recommends DinoCoat to improve the visual effects of framing and uneven distribution of color granules (shade variation). Scythe marks are inherent in the manufacturing of recycled rubber flooring products and are considered normal. Certain lighting conditions can accentuate these marks and as such is not considered a product defect.

Loose Lay, No Glue Installation

This installation method is for indoor, completely dry areas only.

Interlocking tile installations should be retained on all perimeters. Glued in place transitions or double-faced tape must be applied to un-retained edges. Sean recommends Roberts RB40 Adhesive.

1. ARRANGING THE TILES:

The installer should have all relevant information about the tile arrangement from the owner.

Note: If installing a logo, see Section VII now.

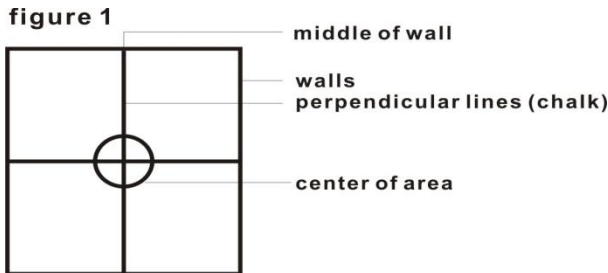
Framing or uneven distribution of color granules (shade variation) may appear in a tile. This may be improved by installing it in a less visible area. Be sure to mix tiles from several different

pallets to blend minor shade variations. Install tiles same side up as received, **DO NOT FLIP OVER.**

Method 1) Center room start

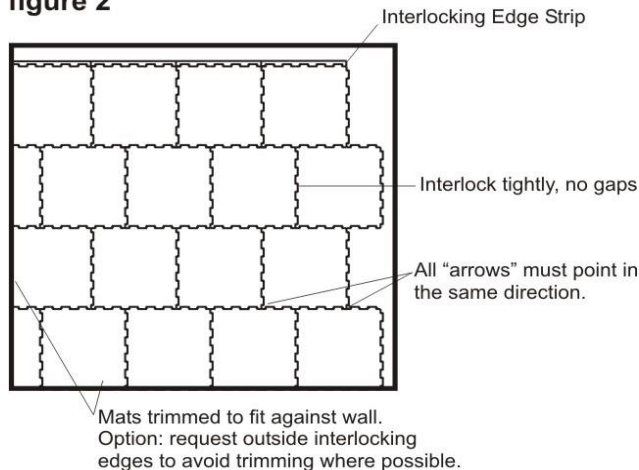
Locate the midpoint of the room, and chalk a start line down the centre. Chalk another similar start line 90 degrees to the first one. Begin mat installation from the point where the two chalk lines intersect. Work outwards in both directions.

(See figure 1).



It is not necessary to stagger the interlocking tiles. However, the staggered method is recommended to avoid four corners from meeting in the same spot. Assure a tight fit by tapping tiles together as they are being installed (See figure 2).

figure 2



In order to create a finished straight edge be sure to trim off the interlocking tabs. Make sure that all tiles are laid down with the "arrow" pointing in the same direction (See figure 2b).

figure 2A

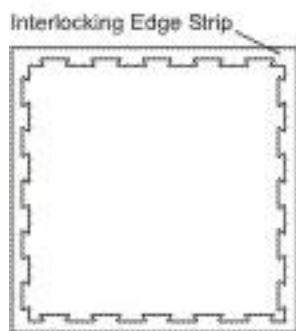
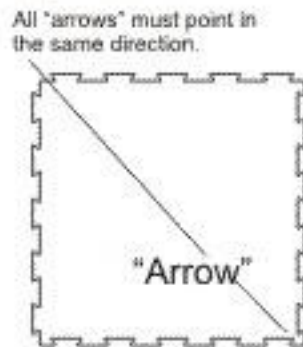


figure 2B



Method 2) Corner of room start

This method may be used for smaller projects:

Start in one corner with a mat, trimming the interlocking edge tabs off on the two adjoining sides that will be against the corner walls. Continue laying one row of full mats across the room, trimming the interlocking tabs on the side along the wall. Trim the last mat to fit. Using the trimmed piece, go back to the starting point and start the next row. This will minimize cutting waste.

If the final row of mats needs to be cut to fit, the trim pieces will be waste.

NOTE: Trimmed pieces can only be used in their original orientation; they cannot be flipped to fit in another direction.

Large project installation notes:

Stage by stage installation may be required for larger projects. In these circumstances, any un-retained edge will need to be anchored with double face tape until installation resumes. Failure to secure the open edges will result in shifting of the surface and gaps between the tiles. When work resumes, follow Method 1, and work to a fixed wall or transition edge that will hold interlocking tiles securely in place. Remember that rubber flooring tiles must be acclimated prior to installation and HVAC must be operating during entire installation process.

2. MEASURING & CUTTING:

Lay tile on a flat surface, hold the metal straight edge on the cut line, and cut with sharp utility knife. Keep scoring the cut until separated. Change or snap off blades frequently to ensure clean cuts. For odd angles, circular patterns, etc. a cardboard template is suggested. Join water cut edges together. **Hand cut edges should be used against perimeter walls only.**

Make sure that you measure carefully so that the tile will fit properly and does not leave gaps, resulting in the installation being out of alignment.

3. RECYCLED RUBBER TREATMENTS:

Please note that treating recycled rubber is not required for all applications. However products with a predominance of light colored EPDM will be easier to clean and maintain if treatment is applied. Contact your Siena Representative for the correct choice in your application.

SECTION VI

CLEANING & MAINTENANCE

5/16" (8mm) 3/8" (10mm) 1/2" (12mm) Tiles

A) INITIAL CLEANING POST INSTALLATION

When flooring installation is complete, sweep floor to remove any debris, then dry vacuum thoroughly to remove all surface dust and dirt using a high CFM vacuum. Damp mop with DinoClean diluted with warm water; use a microfiber mop. Use a two bucket system and change the water frequently. If floor has been unprotected during construction and an excessive amount of dirt or dust is present, additional cleaning with a light weight auto scrubber equipped with a soft nylon brush may be required. An rpm of 185 and brush pressure between 35 and 85 lbs are recommended. See Periodic Cleaning below for details.

B) GENERAL MAINTENANCE

Typically, Siena Rubber Cork Flooring requires less maintenance than other types of flooring. Vacuuming then damp mopping with warm water is the preferred method. A commercial microfiber mop is recommended. Do not use a string mop. Use a two bucket system with DinoClean Concentrated Recycled Rubber Floor Cleaner and change the rinse water frequently. Products containing solvents and acids will attack the composite structure of the rubber flooring and cause deterioration. Sealants, waxes, etc. can alter the surface characteristics and

appearance. Siena **does not** assume any responsibility for damages caused by chemical additives.

DILUTION RATES:

Solution for Auto Scrubbers:

Regular soils = 1 part to 500 parts water.

Heavy soils = 1 part to 160 parts water.

Solution for Damp Mopping Floors:

Regular soils = 1 part to 160 parts water.

Heavy Soils = 1 part to 80 parts water.

Non-Sealed/Sealed

1. Daily/Weekly cleaning

- Dry vacuum floor thoroughly.
- Damp mop with DinoClean Concentrated Recycled Rubber Floor Cleaner using a microfiber mop. Use a two-bucket system and change water frequently.
- When cleaning equipment/furnishings with disinfectant or other strong cleaners, be careful that overspray or excess cleaner does not drip onto the rubber flooring. Strong chemicals may cause the surface to deteriorate.
- Periodically moving interlocking tiles from high traffic areas to lower use areas extends the life of the floor.

2. Periodic Cleaning:

Follow steps above for weekly cleaning; ensure to pre-treat the floor using DinoClean Concentrated Recycled Rubber Floor Cleaner diluted with water. Apply with a microfiber mop, being cautious not to flood the floor. Clean floor using a light weight low rpm (185) auto scrubber equipped with a soft nylon brush. Recommended brush pressure is between 35 and 80 lbs. The ideal machine to use is one that combines washing, rinsing, and extraction. **For interlocking floors, one step machines are not appropriate. Use only equipment that extracts dirty water as it cleans.**

CLEANING & MAINTENANCE

1/4" (6mm) Tiles (Limited applications)

A) INITIAL CLEANING POST INSTALLATION

When flooring installation is complete, sweep floor to remove any debris, then dry vacuum thoroughly to remove all surface dust and dirt using a high CFM vacuum. Damp mop with DinoClean diluted with warm water; use a microfiber mop. Use a two bucket system and change the water frequently. If floor has been unprotected during construction and an excessive amount of dirt or dust is present, additional cleaning with light weight, low rpm (185) auto scrubber equipped with a soft nylon brush may be required. A brush pressure of 35 to 80 lbs maximum only should be used. See Periodic Cleaning below for details. **Use auto scrub equipment with caution on 6mm (1/4") interlocking tiles as the scrubbing action may cause tiles to lift.**

DO NOT USE PAD/DISC TYPE MACHINES ON 1/4" (6mm) INTERLOCKING TILES.

B) GENERAL MAINTENANCE

Typically, Siena Rubber Cork Flooring requires less maintenance than other types of flooring. Vacuuming then damp mopping with warm water is the preferred method of cleaning. A commercial microfiber mop is recommended. Use a two bucket system with DinoClean Concentrated Recycled Rubber Floor Cleaner and change the rinse water frequently. Products containing solvents and acids will attack the composite structure of the rubber flooring and cause deterioration. Sealants, waxes, etc. can alter the surface characteristics and appearance. Siena **does not** assume any responsibility for damages caused by chemical additives.

1. Daily/Weekly cleaning

- Dry vacuum floor thoroughly.
- Damp mop with DinoClean Concentrated Recycled Rubber Floor Cleaner using a microfiber mop. Use a two-bucket system and change water frequently.
- When cleaning equipment/furnishings with disinfectant or other strong cleaners, be careful that overspray or excess cleaner does not drip onto the rubber flooring. Strong chemicals may cause the surface to deteriorate.
- Periodically moving interlocking tiles from high traffic areas to lower use areas extends the life of the floor.

2. Periodic Cleaning:

Follow steps above for weekly cleaning. Ensure to pre-treat the floor using DinoClean Concentrated Recycled Rubber Floor Cleaner. Apply with a microfiber mop, being cautious not to flood the floor. Clean floor using a light weight low rpm (185) auto scrubber equipped with a soft nylon brush. Recommended brush pressure is between 35 to 80 lbs. **Use only equipment that extracts dirty water as it cleans.**

SECTION VII

LOGO INFORMATION

All logos are assembled at the factory prior to being shipped to insure a precise fit has been achieved. Use care when handling logo pieces to protect from damage or loss.

- Custom logos are packaged depending on logo size.
 - a) One mat logos are usually packaged in a separate box
 - b) Larger logos are packaged on top of the pallet
 - c) Smaller pieces are always packaged separately in either a plastic bag or small box
- Use care when opening the packaging of small logo pieces as they may fall out.
- Refer to Section I, Material Storage & Handling.

Logo Installation

1. Confirm required logo location from site drawings or by confirming with building owner.
2. **Note location of “arrow” on interlocking pattern to ensure correct orientation of logo in finished floor.**

There are two (2) suggested methods for installation after location and orientation have been confirmed.

Method A:

1. If logo contains many small pieces, we suggest taping them in place on the **BACK** of the logo mat.

2. Designate mats(s) from floor area as a “stand-in” for the logo. Place in desired logo location
3. Install surrounding floor as much as possible.
4. When installation is complete, remove “stand-in” and replace with actual logo mats(s). This will ensure a good fit and also protect your logo from dirt and damage during installation.

Method B:

1. Place logo tile(s) in desired location. Small pieces may be inserted later to prevent loss.
2. Proceed with balance of installation, working outwards from logo tile. Slight adjustments in logo location may be required to minimize cutting waste in other tiles.

In order to secure logo and prevent vandalism, the following additional step may be followed:

Remove logo tile(s) from floor carefully and place thin double stick tape in space. Carefully replace logo, complete with all pieces. Press firmly to ensure good contact with tape.



One Mat Logo



Two Mat Logo

SECTION VIII

WEIGHTS & MEASURES

GENERAL PACKAGING INFORMATION

All Siena products are packaged on wooden pallets, covered with a plastic hood, and secured by steel strapping.

Product Information - Rubber Flooring Tiles:

Thickness tolerance of ± 0.5 mm

Dimensions: 37" x 37" = 9.5 ft² (94 cm x 94 cm = 0.88 m²)

Thickness	0-29% Color		30-50% Color		51-70% Color		71-99% Color		100% Color	
	lbs (kg) each	# Per Pallet	lbs (kg) each	# Per Pallet	lbs (kg) each	# Per Pallet	lbs (kg) each	# Per Pallet	lbs (kg) each	# Per Pallet
1/4" (6mm)	16 (7.3)	150	16.5 (7.5)	150	17 (17.7)	140	18 (8.2)	130	22.5 (10.2)	110
5/16" (8mm)	20 (9)	120	21 (9.5)	110	22 (10)	110	24 (10.9)	100	28 (12.7)	90
3/8" (10mm)	23 (10.5)	100	25 (11.3)	100	27 (12)	90	30 (13.6)	80	37 (16.8)	65
1/2" (12mm)	27 (12.3)	80	29 (13.2)	80	32 (14.6)	75	36 (16.4)	65	46 (20.9)	55

Pallet (net weight) **65 lbs (29.5 kg)**

Conversion Chart:

1 in	=	2.54 cm
1ft	=	30.5 cm

39.4 in	=	1.00 m
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2.2 lbs	=	1.0 kg
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Weights and measures may change without notice. All measurements are nominal and subject to variation.

Product is completely acclimated when consistent dimensions are achieved. Some products under certain conditions have shown reduction in size up ¼”.