

Franklin Mills Stackable Movable Lateral Instructions

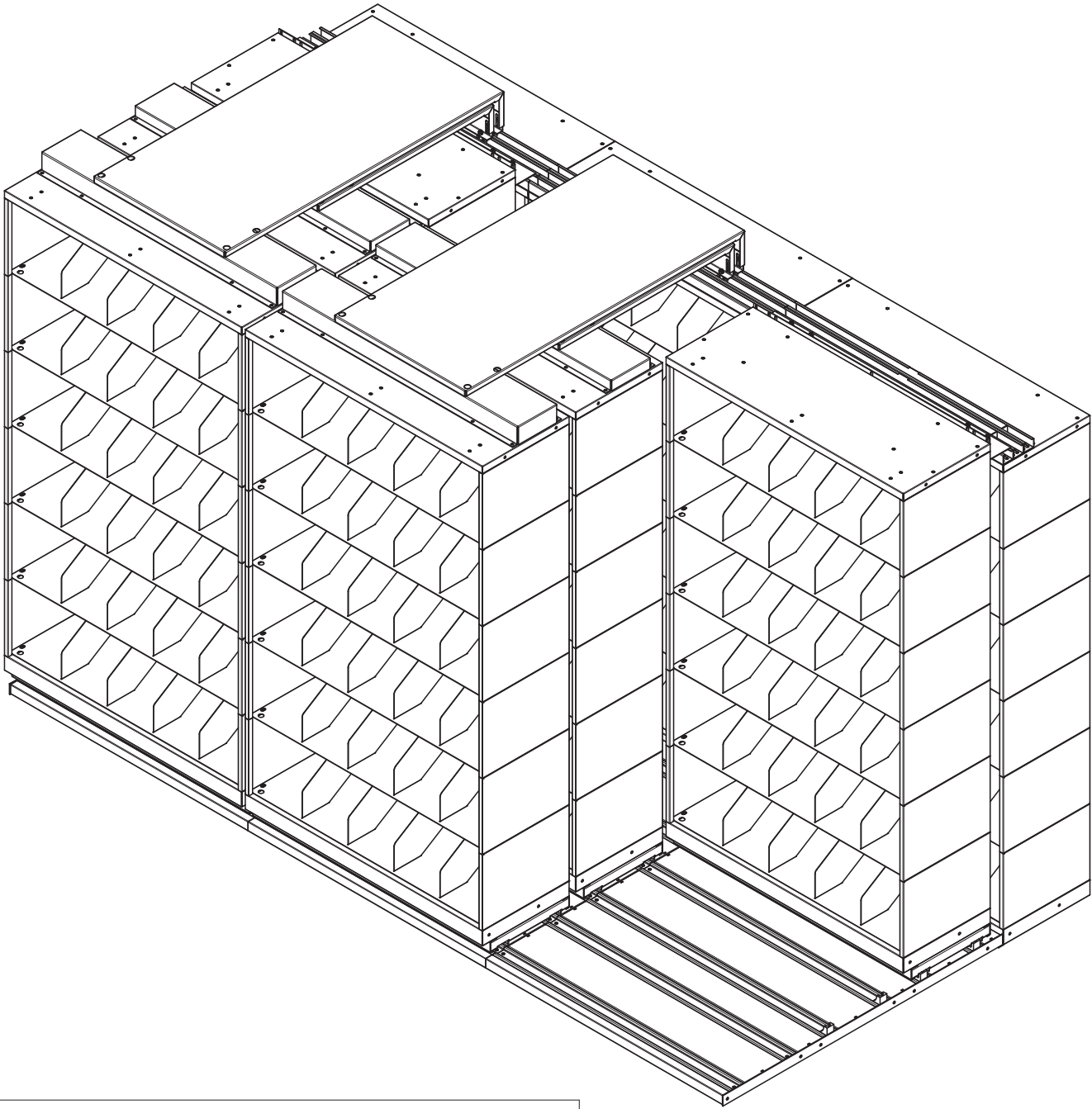
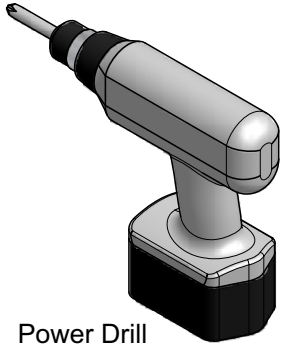


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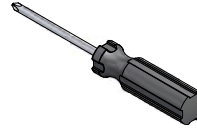
Tools Required for Assembly



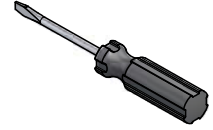
Power Drill
w/ Phillips Bit



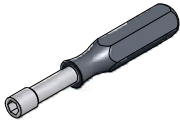
5/16" Drill Bit



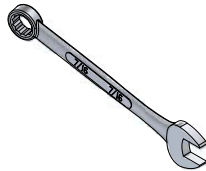
Phillips Head
Screwdriver



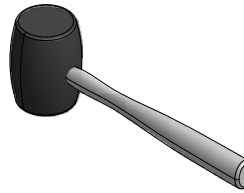
Flat Head
Screwdriver



7/32" Nut
Driver

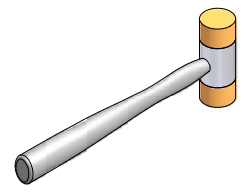


7/16" Wrench



Rubber Mallet

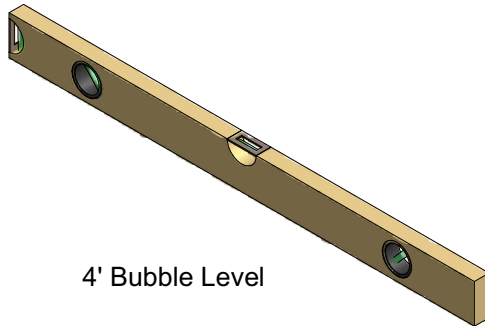
Or



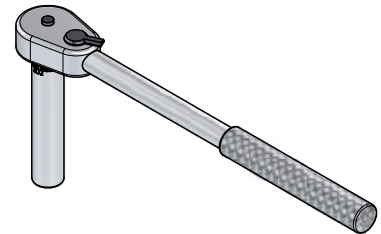
Plastic Tip Hammer



Hammer



4' Bubble Level



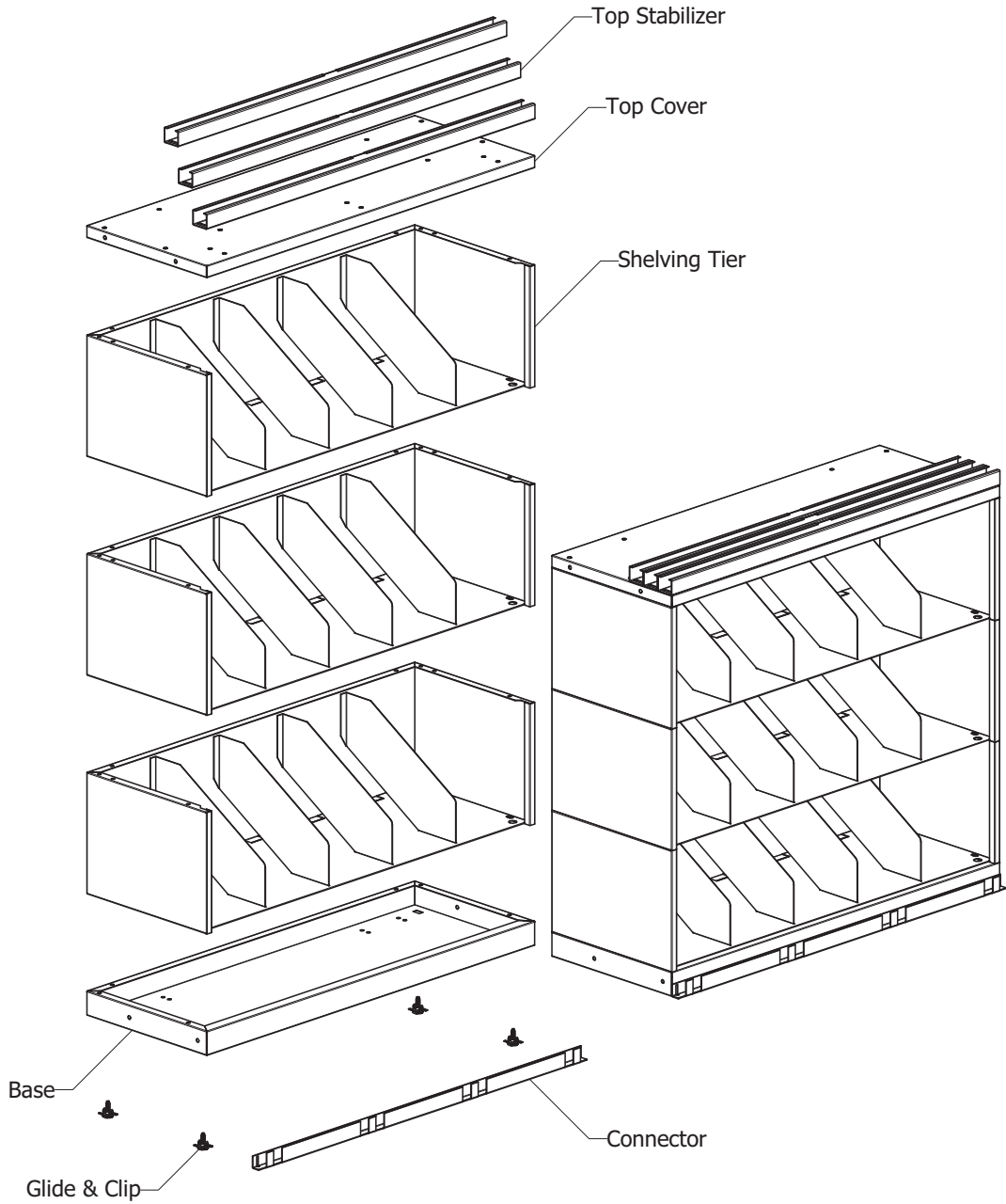
3/8" Ratchet w/
7/16" Deepwell Socket

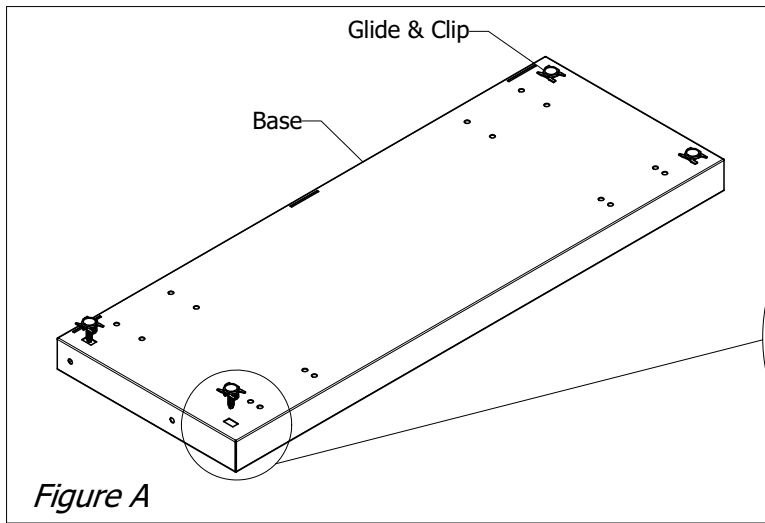
NOTE

A Water Level, Laser Level, or Transit may be substituted for the Bubble Level.

All shelving used on a Datum Bi/Tri Slider systems must have the same overall height, the shelving must have a minimum of 1-1/2" of clearance from the floor to the filing surface of the bottom shelf, and 2" bases with built in leveling glides and 1" tops must be used. There are fixed divider tiers and moveable plate divider tiers. All illustrations in these instructions reference fixed divider tiers.

Parts Required for Typical Stationary Shelving Assembly





Step 1:

Turn base upside down and tap the Glide and clip, (4 each per base) into the slot on the bottom side of the base as shown in Figure A.

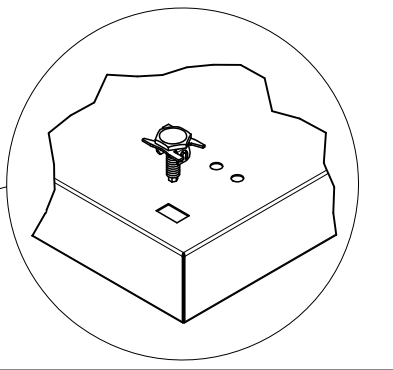
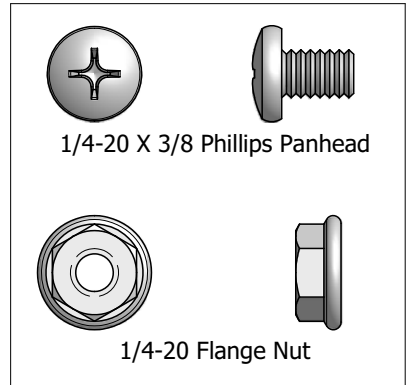
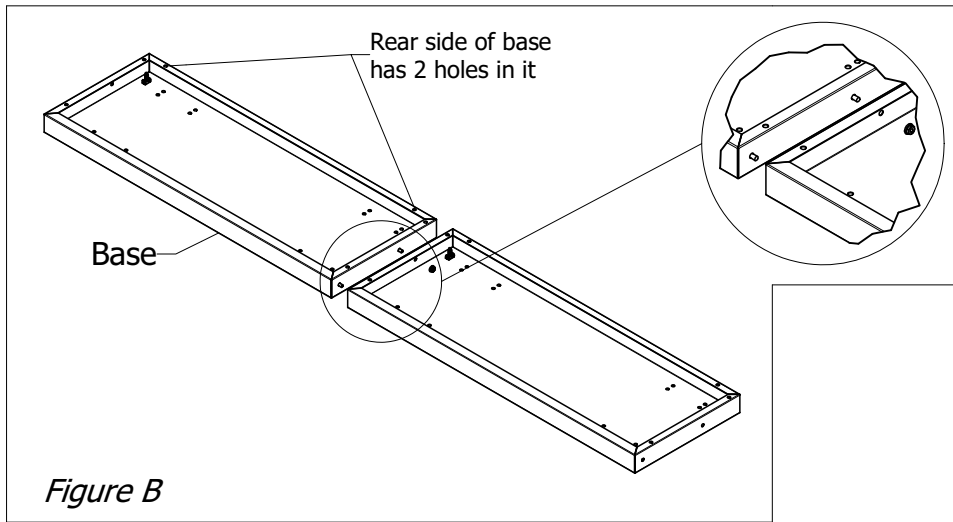


Figure A



1/4-20 X 3/8 Phillips Panhead

1/4-20 Flange Nut

Step 2:

Position bases on floor and bolt together, do not tighten hardware at this point, for all stationary units using (2) 1/4-20 X 3/8" Phillips Panhead and (2) 1/4-20 Flange Nuts per connection as shown in Figure B. After assembling all bases, **they must be leveled** before moving on to the next assembly step. After bases are leveled, tighten all hardware.

Step 3:

Sit a shelving tier on top of the leveled base as shown in Figure C. The clips on the bottom of the tier should lock onto the rear flange of the base. (See Figure D). Attach with (4) drive rivets per tier. (See Figure E for rivet Placement). Using a hammer, drive the pin in flush with the top of the rivet. Repeat this process for each tier in your system.

Note: A #2 phillips screwdriver may be needed to align the holes in the base and shelving tiers for rivet placement.

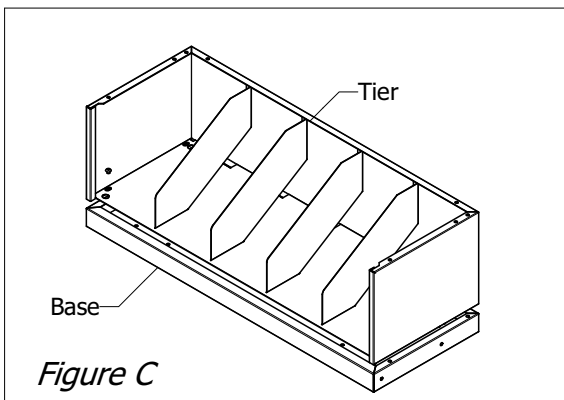


Figure C

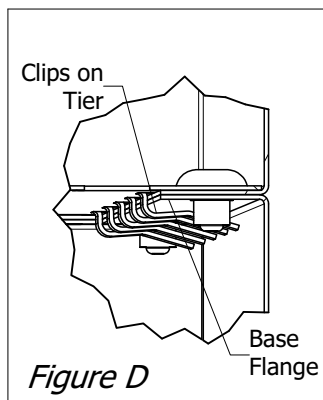
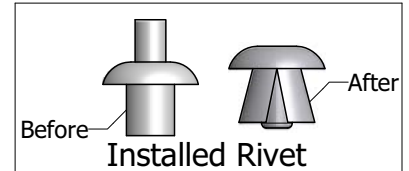
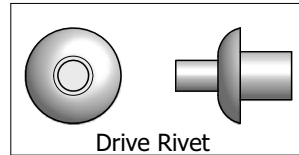
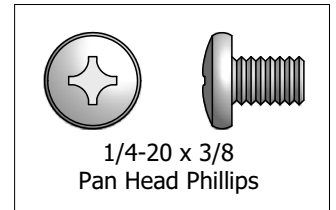
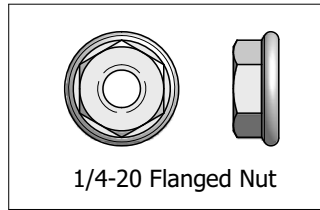
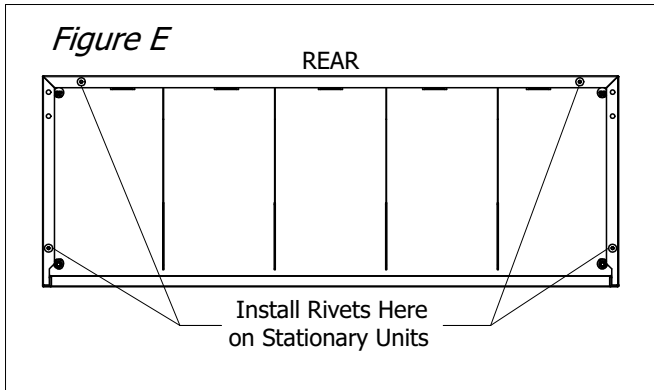


Figure D



Note:

It is recommended that stationary sections be secured to a wall. There are pre-punched holes in the top cover for this.

Step 4:

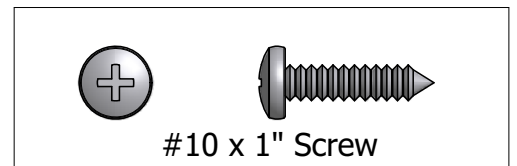
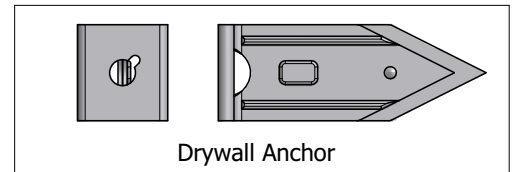
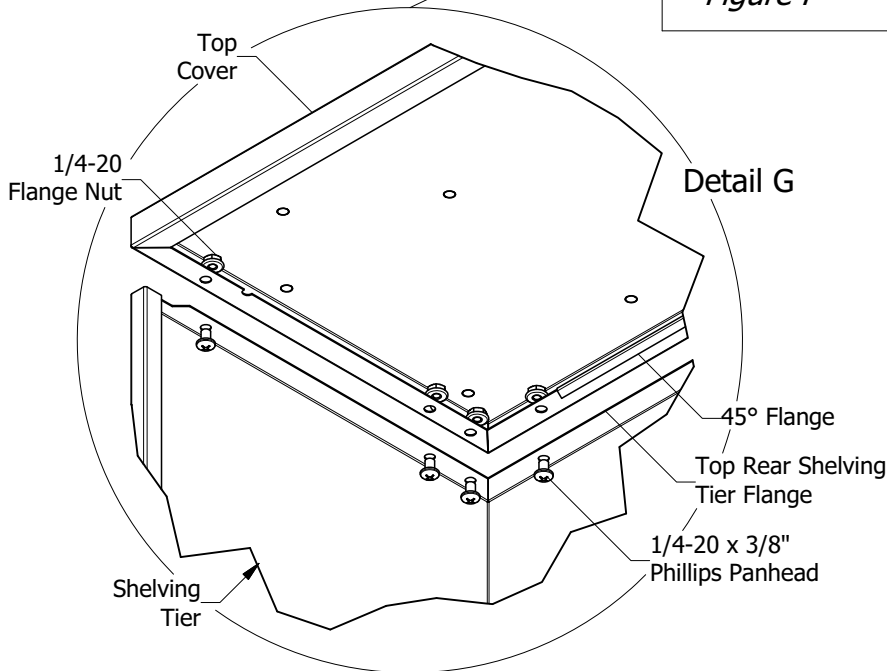
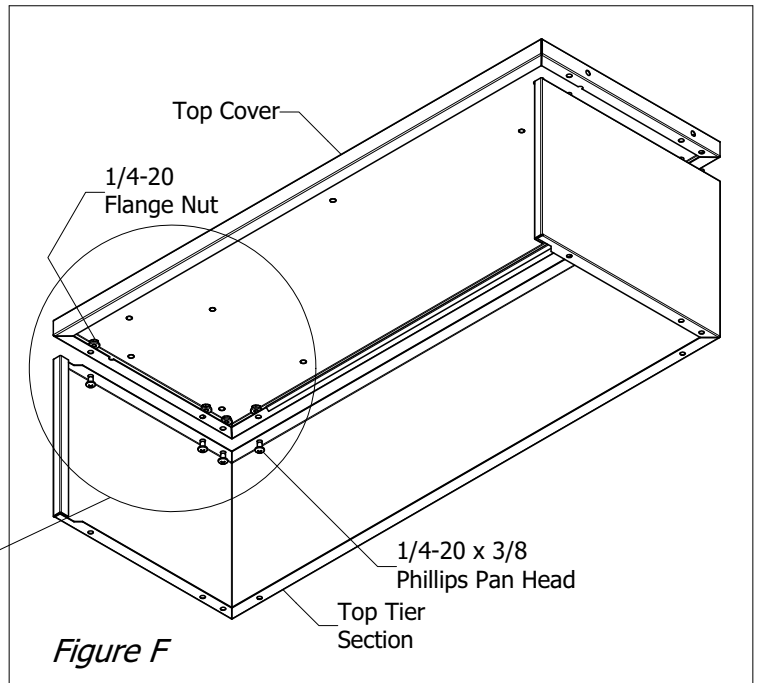
Position top cover on the top shelving tier. The 45° flange locks against the top rear flange of the top shelving tier. With cover positioned on top tier, (refer to Figure F), do not install hardware at this time, mark location on wall.

Step 5:

Remove top cover or move unit out of the way and install wall anchor. Place tip of anchor on mark and tap with hammer until flange is flush with wall. (See Figure H).

Step 6:

Reposition top cover. Using (8) 1/4-20 x 3/8 Pan Head Phillips Screws and (8) 1/4-20 Flanged Nuts, attach the top cover to the top tier of shelving. (See Detail G).



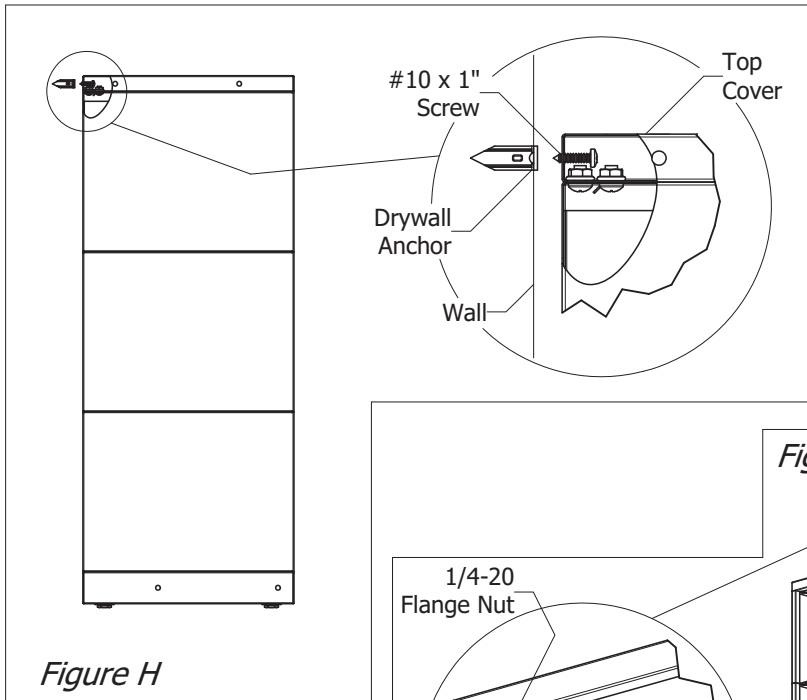


Figure H

Step 7:

Position unit in front of wall anchor and align hole in top cover with wall anchor.

Step 8:

Using (2) 1/4-20 x 3/8" Pan Head Phillips and (2) 1/4-20 Flange Nuts, connect stationary units at the top through the pre-punched holes on the sides of the Top Covers. (See Figure I). Fasten stationary sections to the wall at this time using the #10 x 1" screw. This will aid in keeping the units from tipping over.

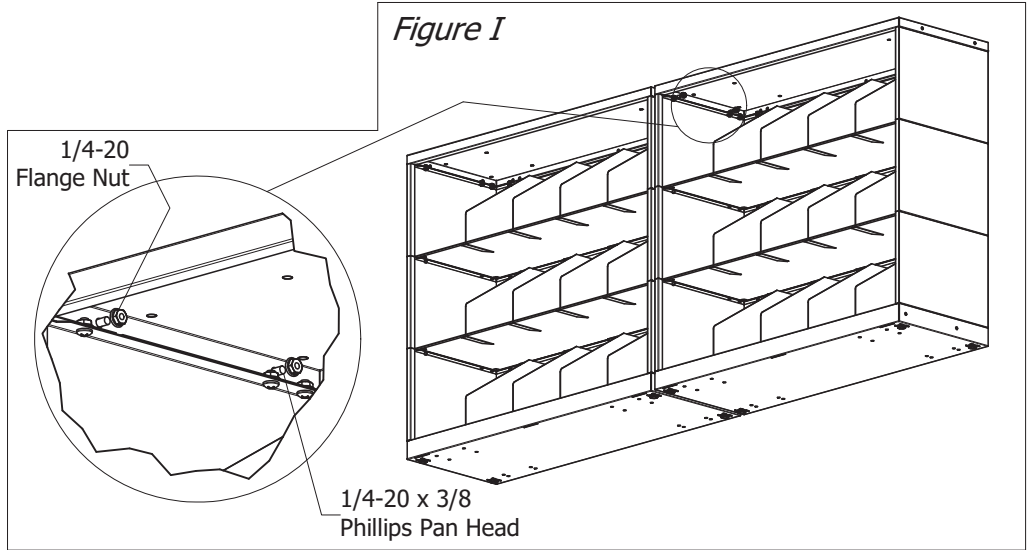


Figure I

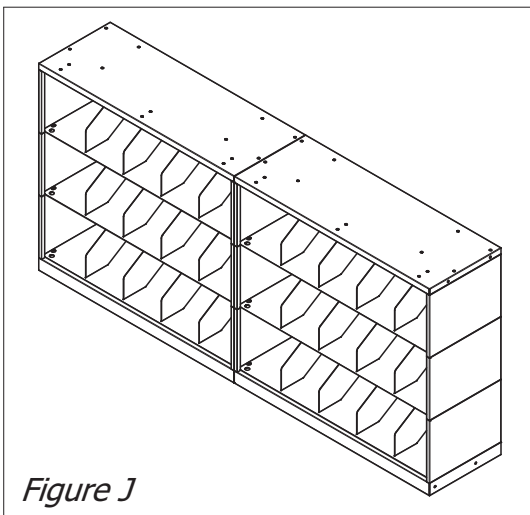


Figure J

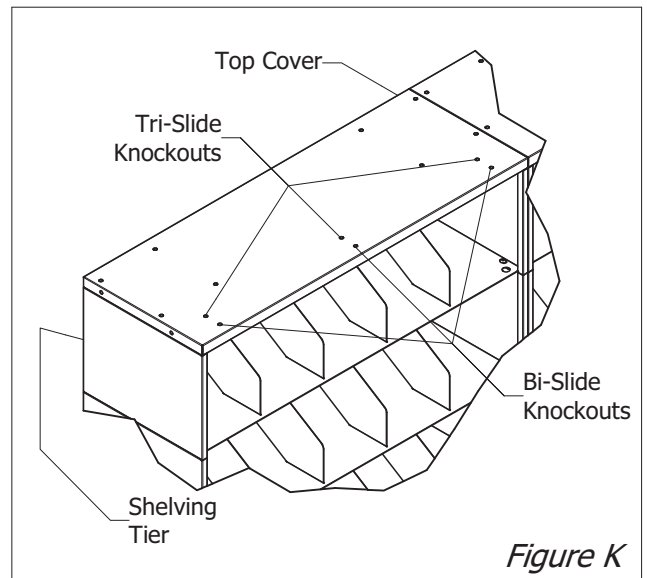


Figure K

Note:

When finished with stationary shelving, your assembly should look similar to Figure J at right, although the height and length of assembly will vary depending on the size of the unit you are installing.

Step 9:

Remove bi-slide knockouts (all systems), and tri-slide knockouts (tri-slide, quad-slide systems) from top cover with a phillips screwdriver and a hammer.

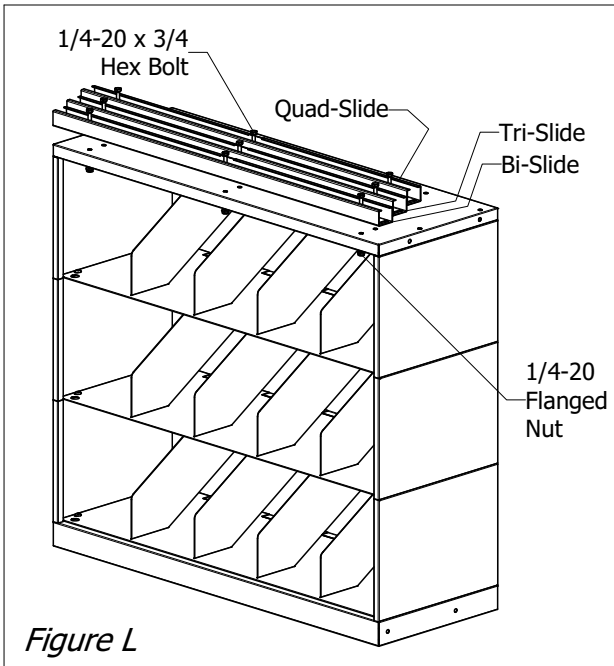


Figure L

Step 10:

Mount Bi-Slide stabilizer channel using (3) 1/4-20 x 3/4" hex bolts, and (3) 1/4-20 flanged nuts and using the 3 bi-slide mounting holes, (see Figure K).

Step 10A:

Mount tri-Slide stabilizer channel using (3) 1/4-20 x 3/4" hex bolts, and (3) 1/4-20 flanged nuts and using the 3 tri-slide mounting holes, (see Figure K). This step only applies to Tri and Quad Slide systems.

Step 10B:

To mount the Quad-Slide stabilizer channel, place channel behind tri-Slide stabilizer channel and mark mounting holes. Using a 5/16" drill bit drill the three holes needed. Mount Quad-Slide stabilizer using (3) 1/4-20 x 3/4" hex bolts, and (3) 1/4-20 flanged nuts. This step only applies to Quad Slide systems.

Note:

Repeat steps 10 thru 10B for all stationary units except the last tier section. The channels for the last unit will be added later.

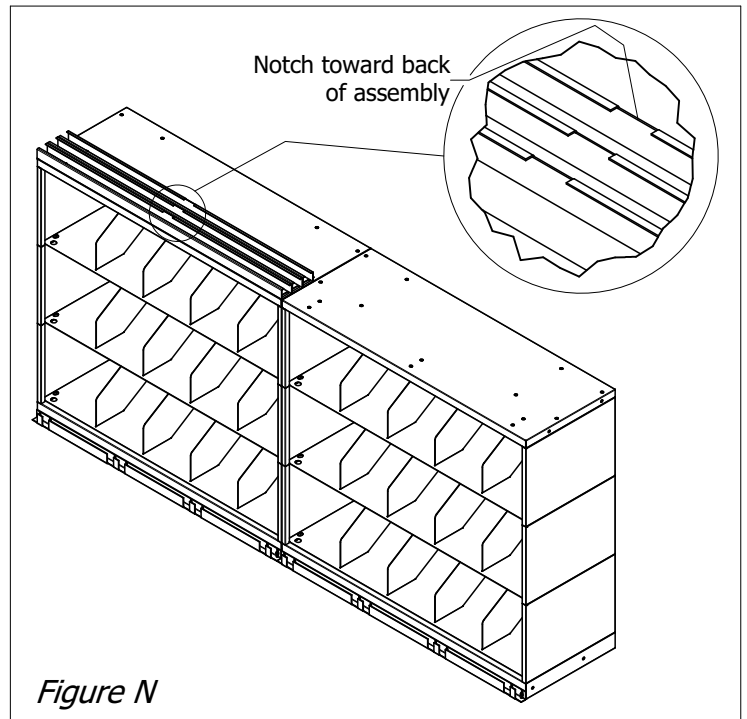
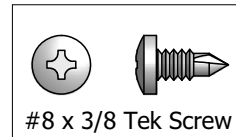
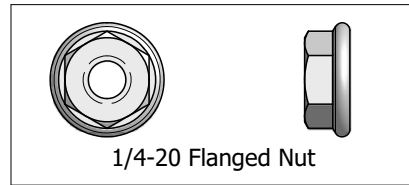
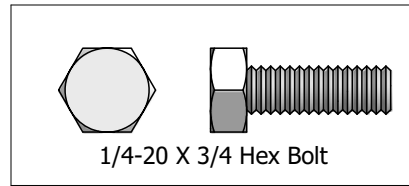


Figure N

Step 11:

Attach Connector Channels to front of stationary bases using a minimum of (4) #8 x 3/8" Tek Screws per channel, (see Figure M). Connector Channels should be flush on the sides of the unit when attached. Using a drill, position the screw in the center of the slot on the connector, with a little pressure the Tek Screw will start it's own hole. Repeat for all stationary units.

Note:

When finished, your assembly should look similar to Figure N.

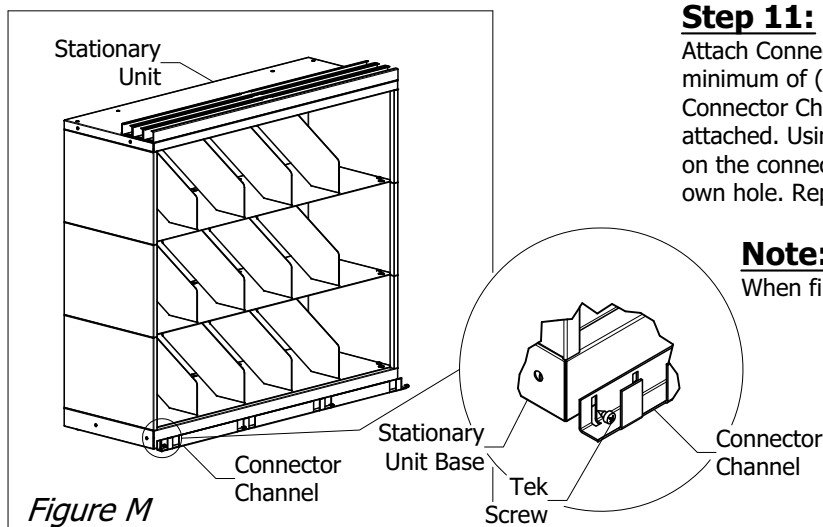
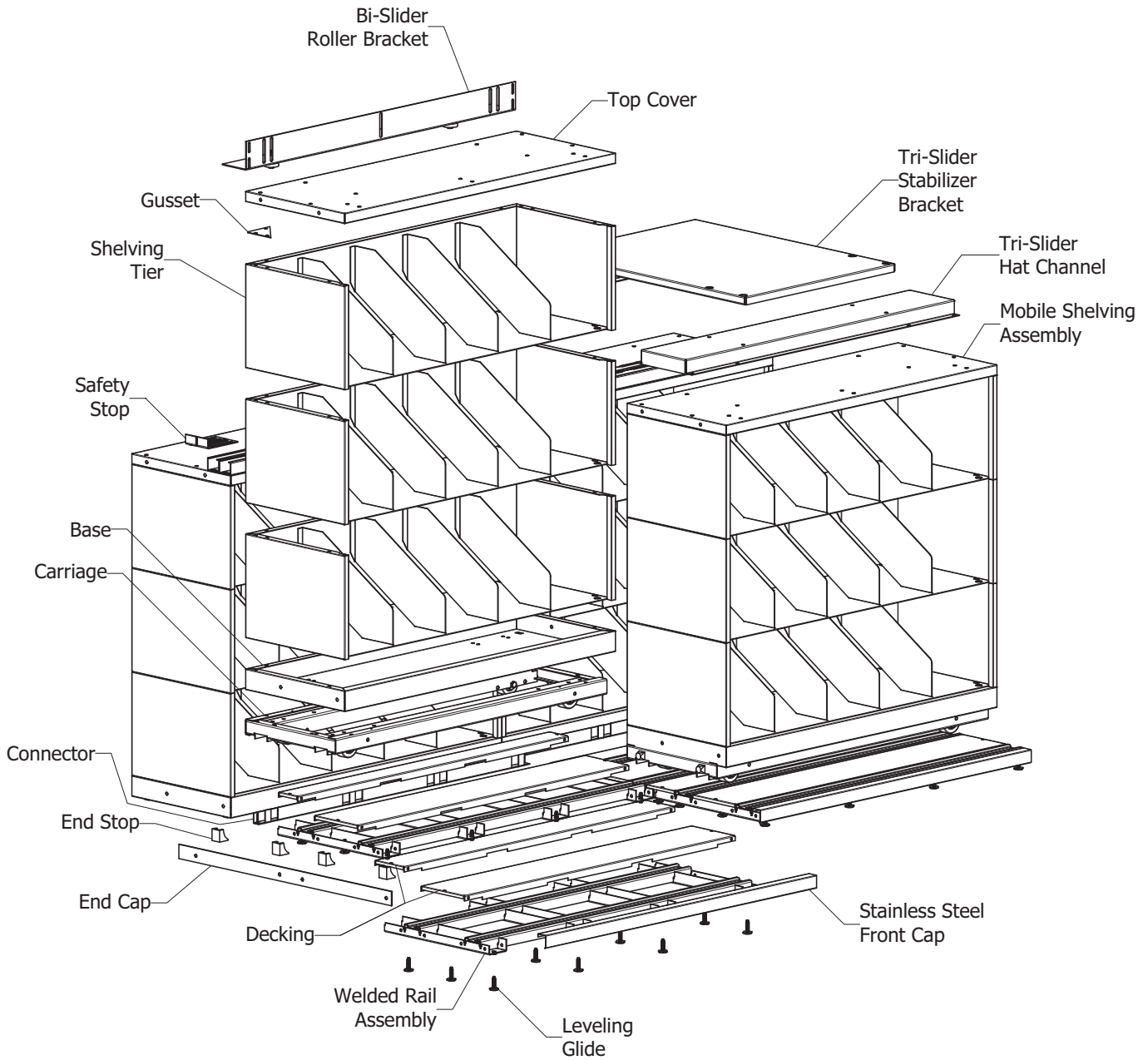


Figure M

Parts Required for Typical Mobile Shelving Assembly

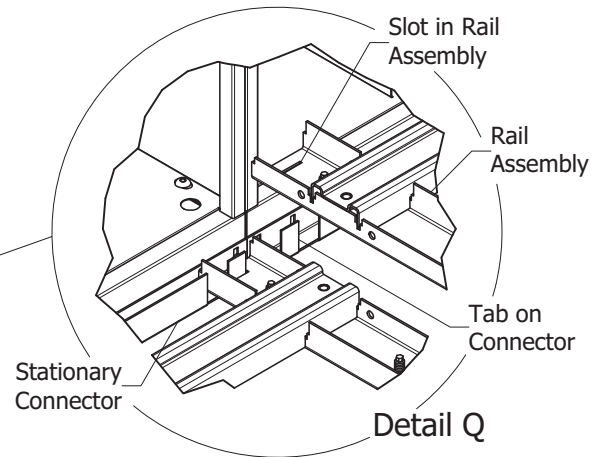
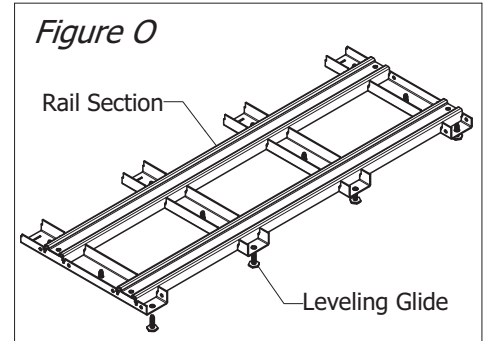
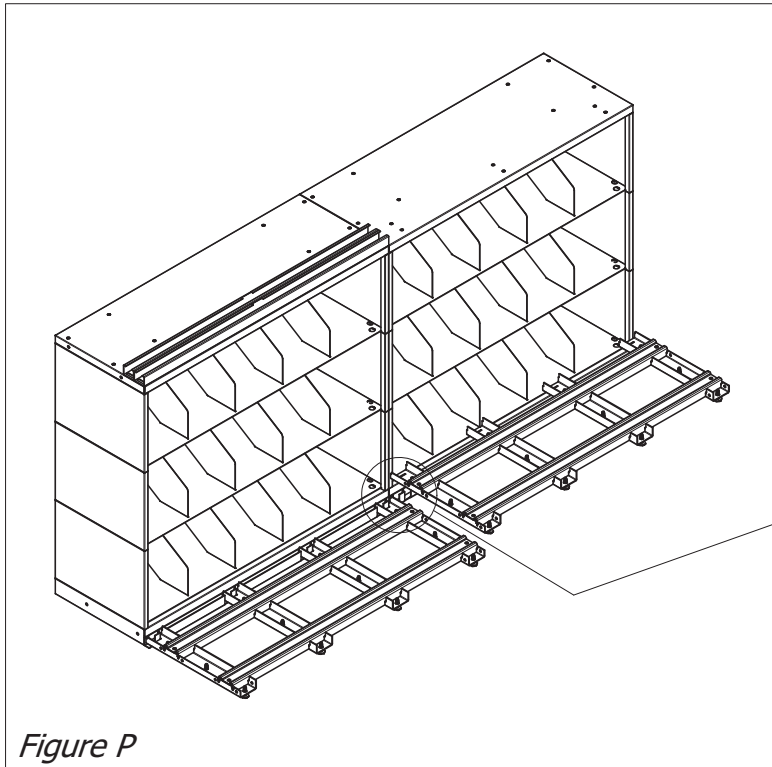


Note:

All systems will consist of (1) starter system and the required number of add-on rail assemblies. The starter rail assembly contains (1) section of rail and hardware. The add-on rail assembly contains (1) section of rail, hardware, and (1) mobile carriage. A Bi-Slide system will have (1) row of rail, a Tri-Slide system will have (2) rows of rail, and a Quad-Slide system will have (3) rows of rail.

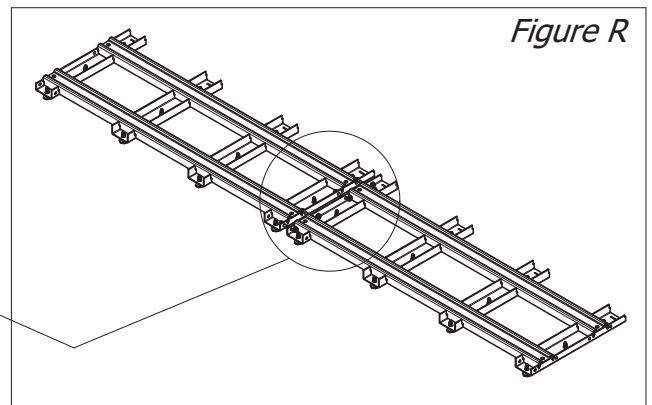
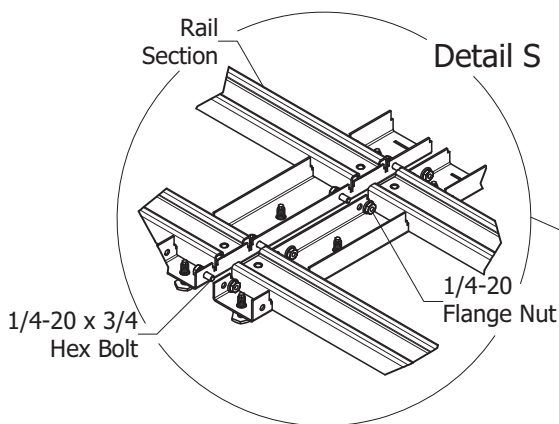
Step 12:

Install (12) leveling glides per rail section. Make sure each glide is screwed all the way in against the bottom of the rail assembly at this point. (See Figure O).



Step 13:

Attach rail sections to the connector channel. The rail assembly will have slots that slide over top of tabs on the connector channel. (See Figure P and Detail Q).



Step 14:

Join rail assemblies together using (4) 1/4-20 x 3/4" hex bolts and (4) flange nuts per connection. **Do Not** completely tighten hardware at this time. (See Figure R and Detail S).

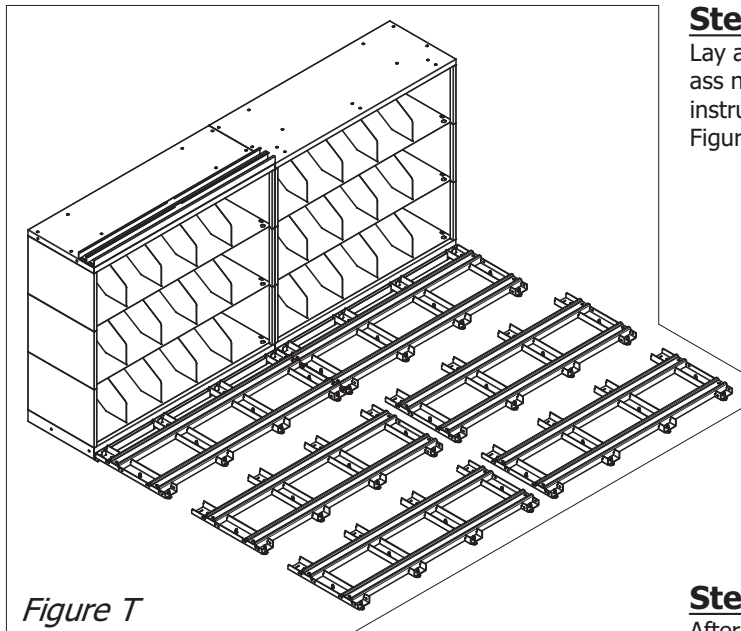


Figure T

Step 15:

Lay additional rail sections on floor for Tri, and Quad-Slide assemblies as needed. Attach to each other using 1/4-20 hardware as instructed in **Step 14**. **Do not** tighten hardware at this time. (See Figure T).

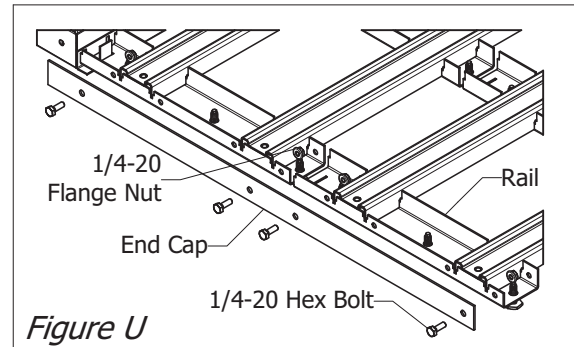


Figure U

Step 16:

After assembling all rail sections, attach the Deck End Cap using (2) 1/4-20 x 3/4 hex bolts and flange nuts per row of rail. (See Figure U). The end caps will come sized to fit the Bi, Tri, or Quad Slide system. Repeat for other end of system. **Do Not** completely tighten hardware at this time. Rail must be leveled before tightening hardware.

Note:

Quad-Slide rail layout shown is used for illustrative purposes only and may not be identical to yours.

Step 17:

To level the rail sections determine the highest point on the rail assembly. Working out from this point level the rails by adjusting the glides.

"IMPORTANT!!" For the system to function properly, all rails sections must be level and flush left-to-right, front-to-back, and rail-to-rail. All leveling glides must also be in contact with the floor.

Tighten all hardware on the rail assembly after it has been leveled.

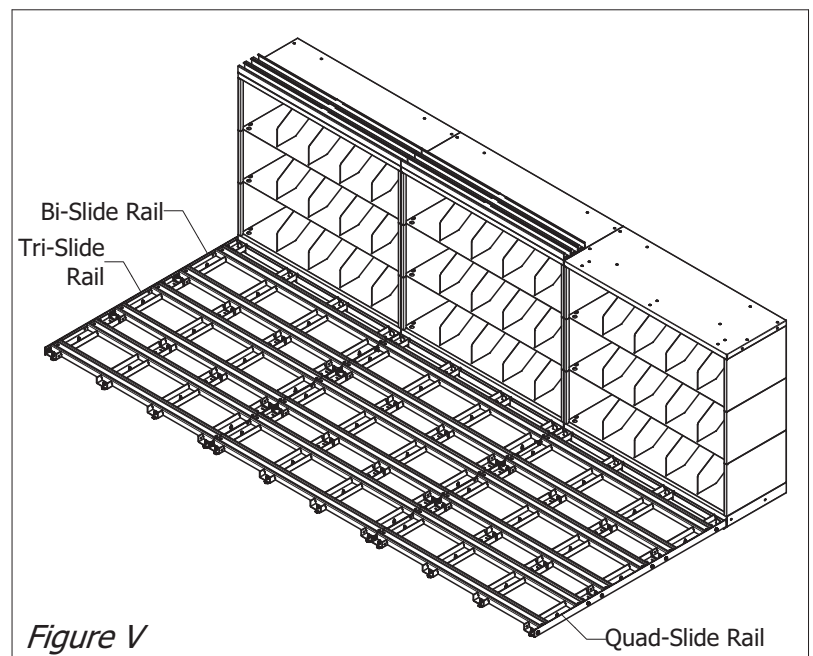
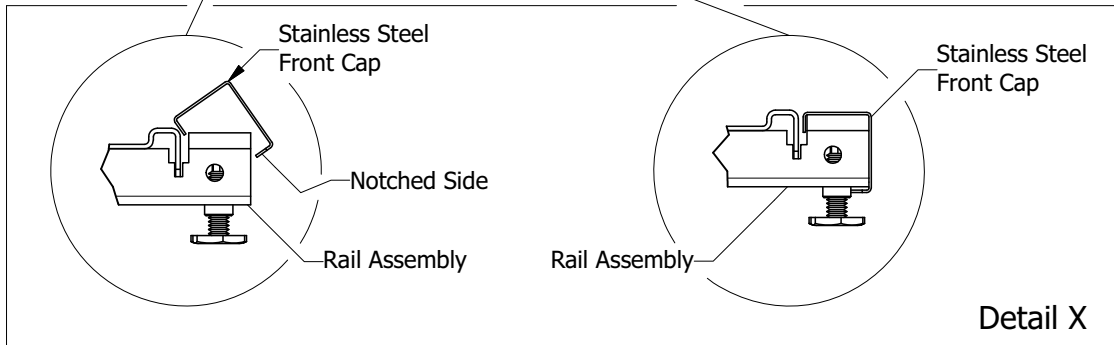
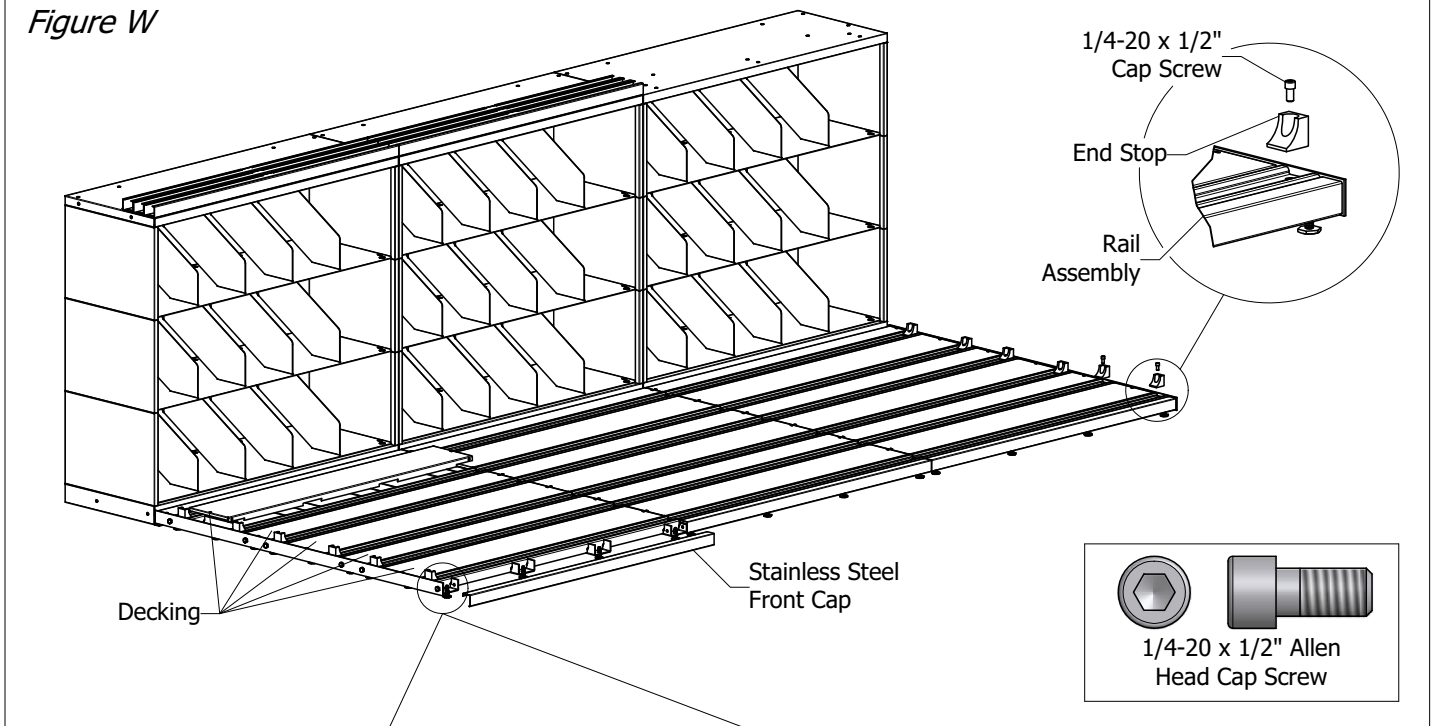


Figure V

Figure W



Step 18:

Deck sections interlock with the rail assembly and should be flush with the top of the rails when installed. (See Figure W).

Step 19:

After decking is in place, install end stops at the end of each rail using (4) end stops and (4) 1/4-20 x 1/2" allen cap screws per assembled row of rail. (See Figure W).

Note:

Do not over tighten cap screws.

Step 20:

Remove protective film from stainless steel front cap **before** attaching to rail assembly. Position cap with notches towards floor, then attach to each rail section by snapping into place over front rail crossmembers. (See Detail X).

Proper Placement Of Carriage Wheels For Overtravel

Placement Of Wheel Assembly for 4" Overtravel (Inside Holes). For Systems Greater Than 7/6 Configurations.

Placement of wheel assembly for no overtravel (outside holes). Adjustable if necessary up to a 4/3 Bi/Tri/Quad configuration.

Standard placement of wheel assembly for 2" overtravel (center holes). No need to adjust for systems up to a 7/6 Bi/Tri/Quad configuration.

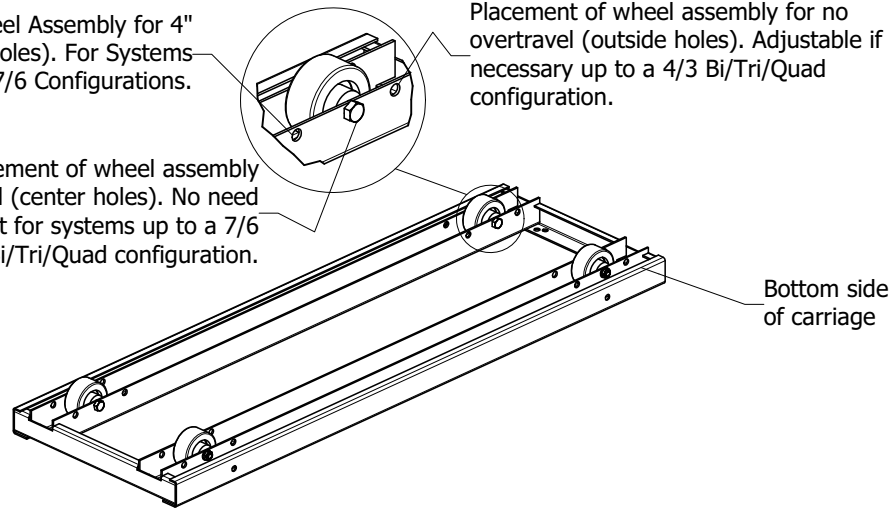


Figure Y

Note:

All mobile carriages are preset at the factory to include 2" of overtravel. Systems up to a 4/3 configuration for Bi/Tri/Quad do not require overtravel. Overtravel can be increased or decreased as needed for your specific application. Please refer to the diagram above for more information. (See Figure Y).

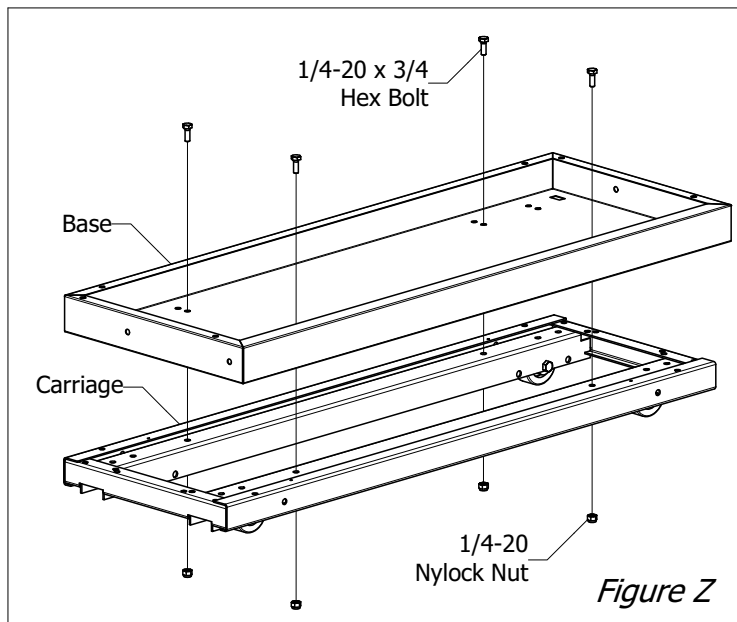
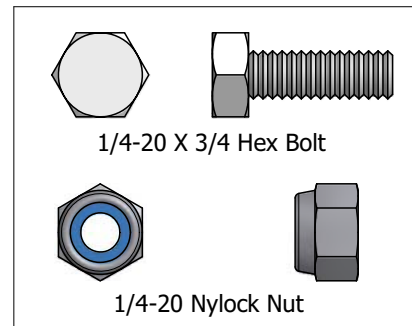


Figure Z



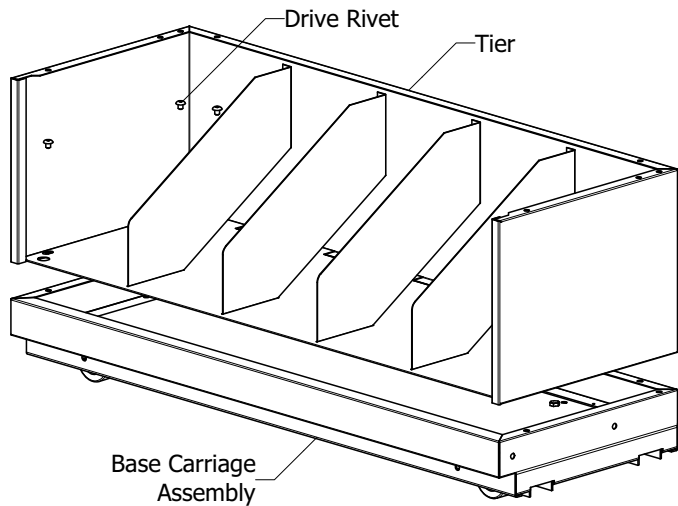
Step 21:

Attach 2" bases to mobiles carriage using (4) 1/4-20 x 3/4" hex bolts and (4) 1/4-20 nylock nuts. (See figure Z). Install carriage/base assemblies on rail assembly.

Note:

When using Datum 2" bases, the carriages and bases come with pre-punched holes for attachment.

Figure AA

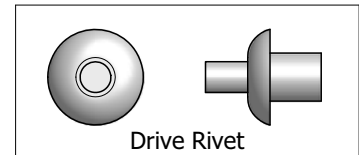


Step 22:

Sit (1) shelving tier on top of the base (as shown in Figure AA). The tabs on the bottom of the tier should lock onto the rear flange of the base. Attach with (6) drive rivets per tier. Using a hammer, drive the pin in flush with the top of the rivet. (See Figure AB for rivet Placement). Repeat this process for all tiers on your system.

Note:

The tiers may be assembled on the floor or on the rail assembly. If assembled on the floor, a second person will be needed to help sit the assembled unit on the rail assembly.



Drive Rivet

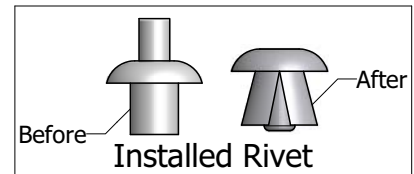
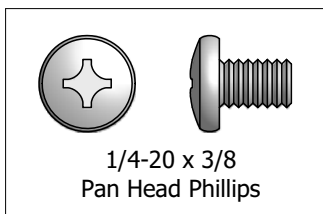
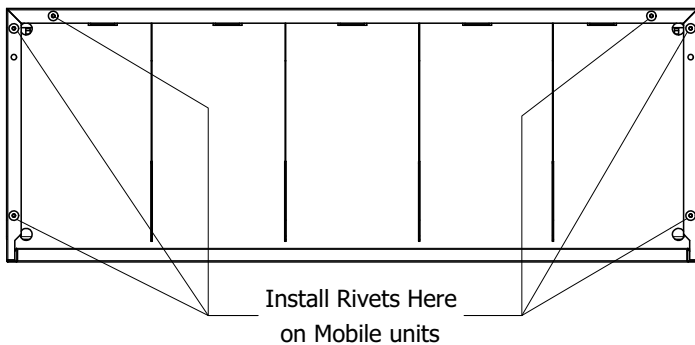
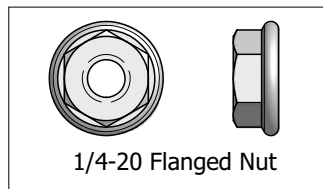


Figure AB



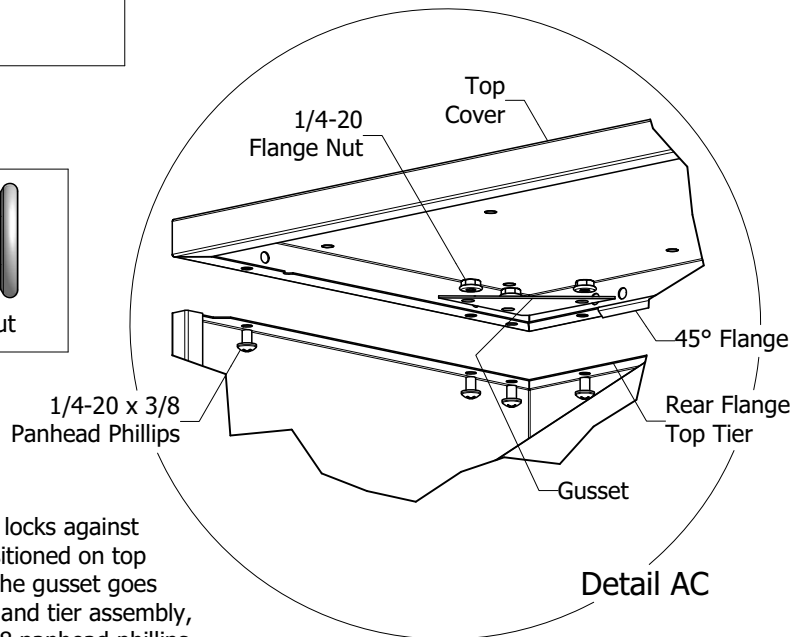
1/4-20 x 3/8
Pan Head Phillips



1/4-20 Flanged Nut

Step 23:

Position top cover on the top shelving tier. The 45° flange locks against the top rear flange of the top shelving tier. With cover positioned on top tier, place a gusset in both rear corners on mobile units. The gusset goes inside the flange on the top cover, not between top cover and tier assembly, (refer to Figure AC). Fasten top cover with (8) 1/4-20 x 3/8 panhead phillips and (8) 1/4-20 flange nuts.



Detail AC

Figure AD

0-2" Overtravel

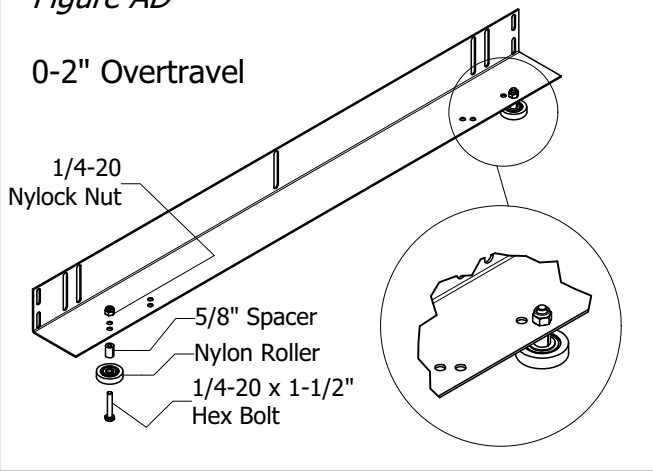
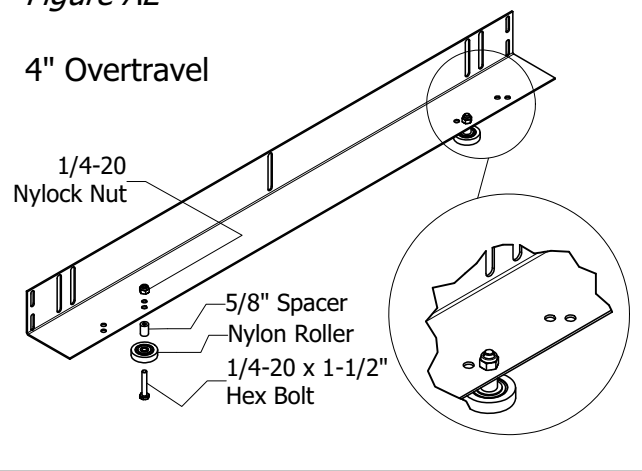


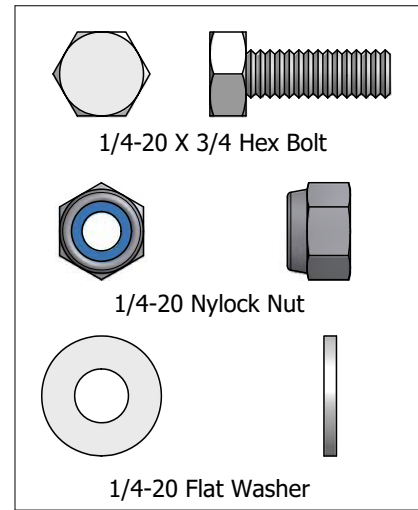
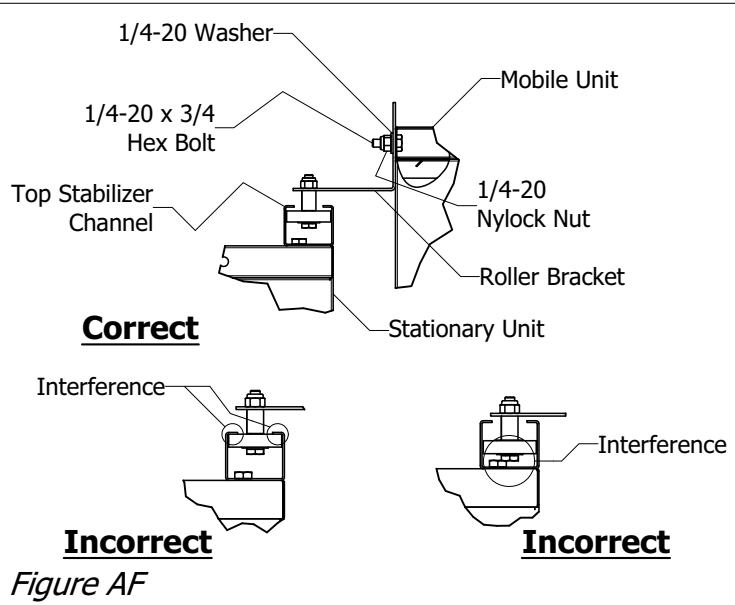
Figure AE

4" Overtravel



Note:

Assembly of the Bi-Slide roller bracket will depend on how much overtravel is required for your system. If your system is a 6/5 or smaller, 0-2" of overtravel is required, (See Figure AD). If your system is a 7/6 or bigger, 4" of overtravel is required, (See Figure AE).

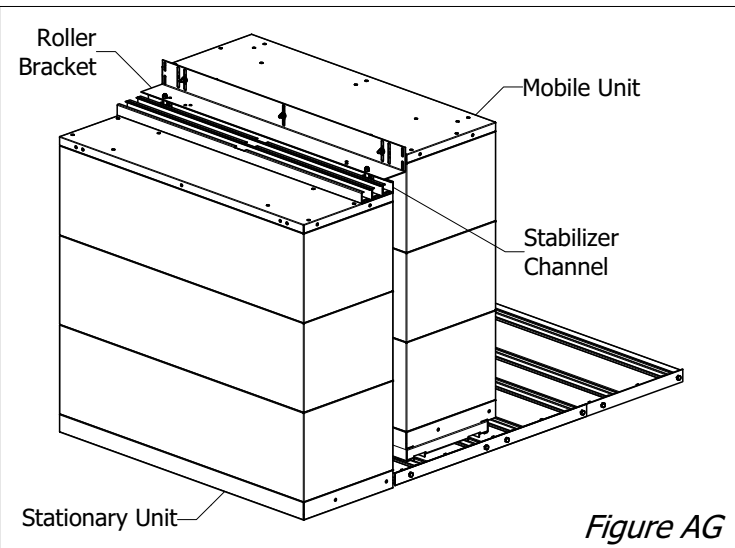


Step 24:

Slide the nylon rollers into the first stabilizer channel and line the slots up with the holes on the backside of the top cover. Attach the roller bracket to the top of each Bi-Slide mobile section using (3) 1/4-20 x 3/4 hex bolts, (3) 1/4" flat washers, and (3) 1/4-20 nylock nuts. Mounting holes are pre-punched when using the 1" top. (See Figure AF).

Step 25:

Adjust the height of the roller bracket to eliminate interference, (as shown in Figure AF), with the top stabilizer or stabilizer channel mounting bolts. (Interference shown in Figure AF). Repeat steps 21 through 25 for remaining Bi-Slide tiers.



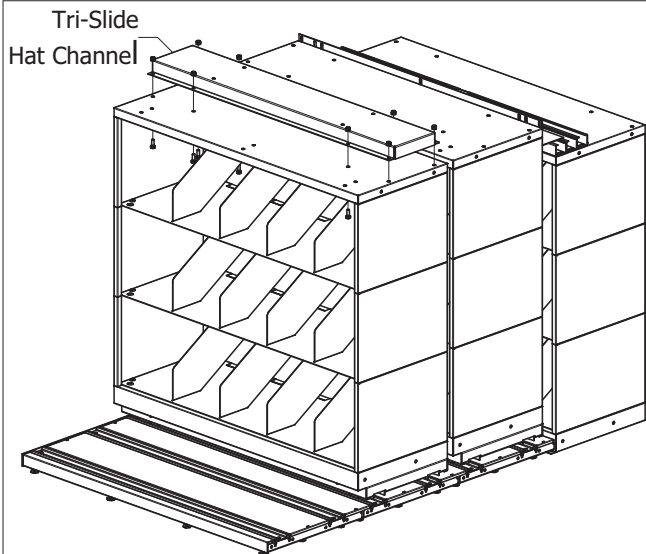


Figure AH

Note:

If this is a Bi-Slide unit, skip to step 37.

Step 26:

Repeat steps 21 through 23 to assemble the Tri-Slide row of shelving.

Step 27:

Attach Tri-Slide hat channel using (8) 1/4-20 x 3/4" hex bolts and (8) 1/4-20 nylock nuts as shown in Figure AL.

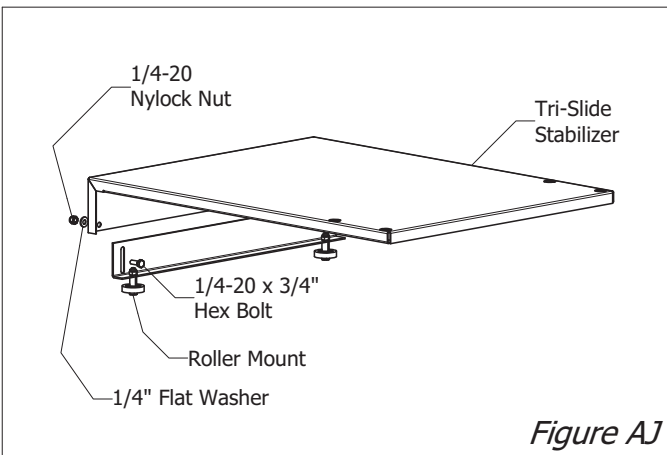


Figure AJ

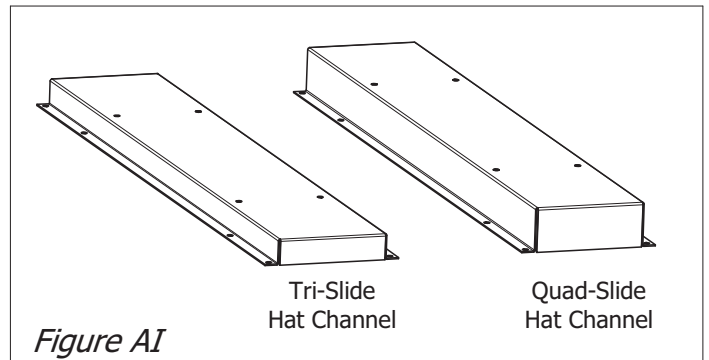


Figure AI

Note:

The Tri-Slide hat channel is 1-3/8" tall and the Quad-Slide hat channel is 2-3/8" tall. (See Figure AI).

Step 28:

Attach roller mount to stabilizer using (2) 1/4-20 x 3/4" hex bolts, (2) 1/4" flat washers, and (2) 1/4-20 nylock nuts, (as shown in Figure AJ). Do not completely tighten hardware at this time.

Step 29:

Slide nylon rollers into second stabilizer channel on stationary units. Align holes in stabilizer mount to holes in Tri-Slide hat channel and attach with (4) 1/4-20 x 3/4" hex bolts, (as shown in Figure AO).

Step 30:

Adjust the height of the roller bracket to eliminate interference, (as shown in Figure AF), with the top stabilizer or stabilizer channel mounting bolts. Repeat steps 22 through 25 for remaining Tri-Slide tiers.

Note:

If this is a Tri-Slide unit, skip to step 36.

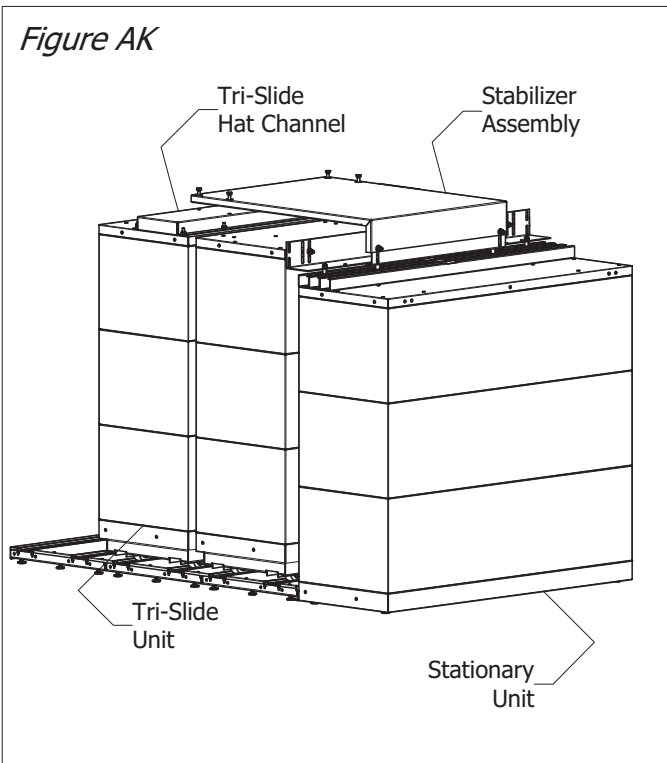
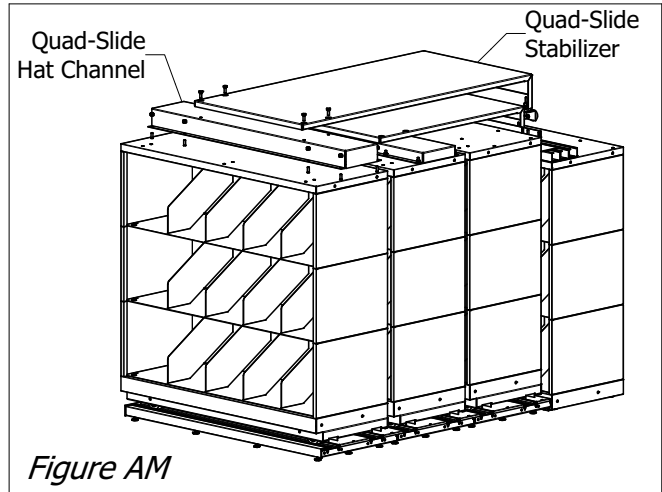
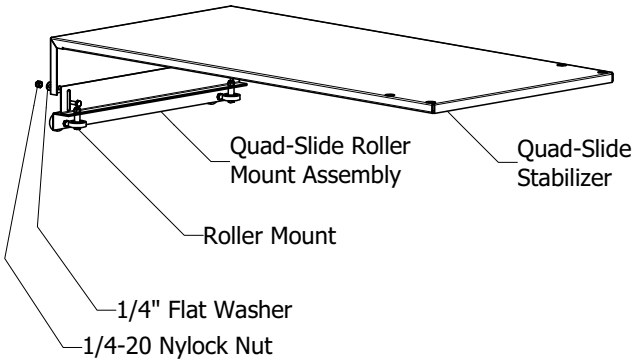


Figure AK

Figure AL



Step 31:

Repeat steps 21 through 23 to assemble the Quad-Slide row of shelving.

Step 32:

Attach Quad-Slide hat channel using (8) 1/4-20 x 3/4" hex bolts and (8) 1/4-20 nylock nuts, (as shown in Figure AM).

Step 33:

Attach roller mount to stabilizer using (2) 1/4-20 x 3/4" hex bolts, (2) 1/4" flat washers, and (2) 1/4-20 nylock nuts, (as shown in Figure AL). Do not completely tighten hardware at this time.

Step 34:

Slide nylon rollers into third stabilizer channel on stationary units. Align holes in stabilizer mount to holes in Quad-Slide hat channel and attach with (4) 1/4-20 x 3/4" hex bolts, (as shown in Figure AQ).

Step 35:

Adjust the height of the roller bracket to eliminate interference with the top stabilizer or stabilizer channel mounting bolts, (as shown in Figure AF). Tighten hardware now. Repeat steps 32 through 35 for remaining Quad-Slide tiers.

Step 36:

Install remainder stabilizer channels to last stationary unit with 1/4-20 x 3/4" hex bolts and 1/4-20 flange nuts. Refer to Figure L for installation reference.

Step 37:

Remove (1) 1/4-20 x 3/4" hex bolt and (1) 1/4-20 flange nut from the left side of the left stabilizer channel and the right side of the right stabilizer channel. Insert an overhead safety stop into channel on each side of unit. (See Figure AN). Roll mobile unit till wheels hit the end stop on the rail assembly. The overhead safety stop should slide into the stabilizer channel till it hits the nylon wheel on the roller mounts. Replace and tighten hardware at this time.

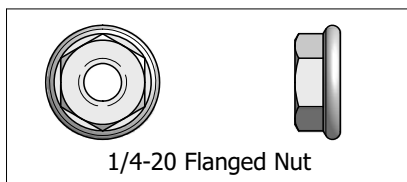
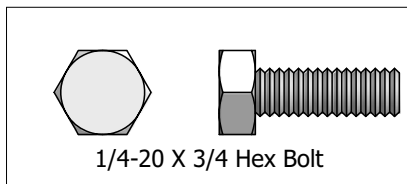
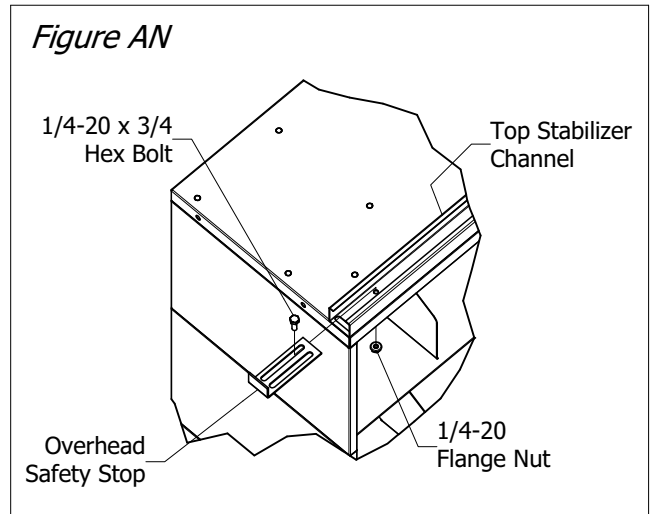
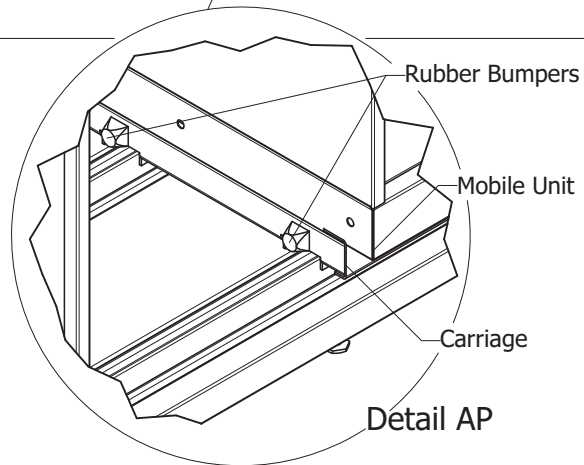
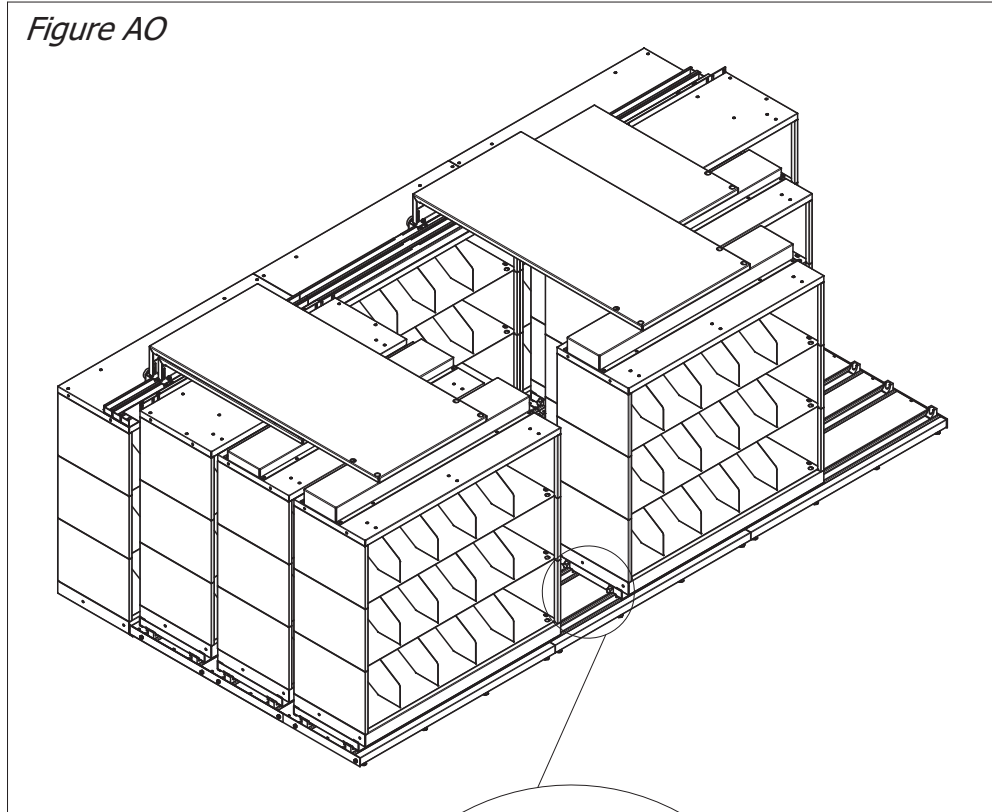


Figure AO



Step 38:

Attach (1) pair of self-adhesive rubber bumpers between each pair of mobile units as shown in Detail AP. Attach bumpers to carriage.

Note:

When finished your system should look similar to Figure AO, although the height, length, and depth of the system will vary depending on the size of the system you install.

IMPORTANT SAFETY INSTRUCTIONS

WARNING: When installing shelving systems, basic precautions should be observed, including the following:

SAFETY PRECAUTIONS:

- 1) Read through these instructions again insuring that all steps were completed.
- 2) Recheck & tighten any loose bolts or fittings.
- 3) Check to see that all Top Stabilizer Channels are securely fastened to the tops of the Stationary Sections.
- 4) Check to insure that the End Stops are securely fastened to the Rail Assemblies.
- 5) If attaching Stationary Section to wall, make sure to follow manufacturer's recommendations

SINGLE-FACED SHELVING NEXT TO A WALL:

To prevent tipping and possible injury, be sure to attach the unit(s) to the wall through the holes at the back of one inch top. Use the wall anchor and #10 x 1" screw. Mark the wall using the holes in rear of top cover as a template. Place tip of anchor on marked location & tap with hammer until the flange is seated flush against the wall. Position stack unit against wall & insert the #10 x 1" screw through the top cover & into the wall anchor until the the top cover is securely seated against the wall.

SHELVING UNITS IN THE MIDDLE OF A ROOM:

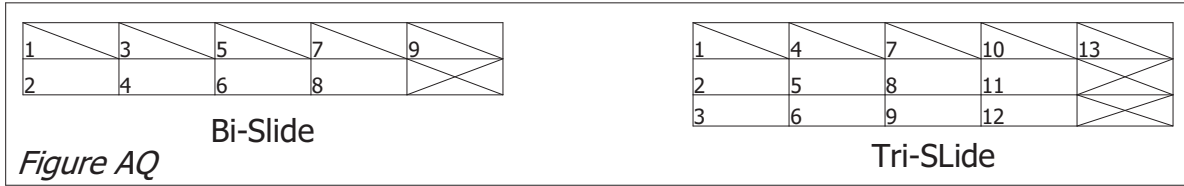
Never install single-faced section shelving in the middle of a room unless it is fastened back-to-back and/or side-to-side with another single-faced shelving unit. Sufficient nuts & screws may be found in the hardware bag in the top/base carton to fasten these sections together.

DRIVE RIVETS: CAUTION!

Failure to install the drive rivets per the assembly instructions could result in collapse of the shelving unit(s) and possible injury. Safety glasses should be worn.

The pin at the top of the drive rivet must be pounded down with a hammer so it is flush with the domed top of the rivet. This will properly fasten the shelving units together so they cannot come apart accidentally.

LOAD SHELVING FROM THE BOTTOM UP!



LOADING FILES:

Loading a Bi/Tri-Slide system in the correct manner is very important. It balances the paper weight load throughout the entire system & minimizes the odds of having to move the rolling sections every time the system is accessed. Careful planning of this phase of the installation will make filing & retrieval a lot easier.

It is recommended the system be loaded first from the left rear section followed by the first rolling section on the left side of the Bi-Slide system. If a Tri-Slide system is installed, next load the first rolling section on the left side of front row, (see Figure AQ). Same pattern is used for the Quad-Slide system.

Repeat loading from the rear to the front until complete.

RE-LEVELING THE DATUM BI/TRI SLIDE SYSTEM:

It rarely occurs; however, after the Bi/TriSlide system has been loaded, the rolling sections may begin to move or creep on their own. While this problem is more annoying than hazardous, it may be corrected by re-leveling the Rail Assembly. Our Bi/TriSlide system has been designed so that the Deck Plates can be easily removed for access to the Leveling Glides. To remove the Deck Plates, move the rolling sections to one side. Then, insert a slotted screw driver into the slot provided on the Decking & with even pressure pull the Deck Plates up & remove. Next, re-adjust the Leveling Glides by turning them one-quarter turn at a time either raising or lowering the Rail Assembly to the desired height to stop the unwanted movement. It is very important that all Leveling Glides maintain contact with the floor. When this adjustment has been completed, re-install the Deck Plates. If other problems occur which have not been addressed in these assembly instructions, please call Customer Service at 888.678.4585 Thank you for purchasing & installing this Slide System.