

tayco.
work well.™

V.E.S.
installation guide

for more information, contact Installation Service
toll free | 1.800.675.4092
mon-fri | 8:30am-5:00pm EST
www.tayco.com

table of contents

General Instructions	1 7
installation checklist.....	1
care and maintenance.....	2
panel fillers – variable height panel combinations	3
panel elevation.....	4
installation sequence.....	5
Panels and Connectors	8 18
panel assembly – side by side panels.....	8
panel assembly – 90° configuration	9
panel assembly – T configuration	11
panel assembly – cross configuration	13
panel grippers	15
90° configuration top cap attachment to panel	16
T configuration top cap attachment to panel	17
cross configuration top cap attachment to panel	18
Worksurfaces	19
connecting adjoining surfaces	19
Worksurfaces Supports	20 22
metal supports for panels and surfaces - cantilever	20
metal supports for panels and surfaces - 90° tie-in bracket	21
metal supports for entry/return panel	22
Mounted Storage	23 27
metal shelf & flipper cabinet installation	23
end gable pedestal installation	24
underdesk pedestal attachment to surface.....	26
Electrics, Communication, Lighting	28 31
electrified panel components assembly	28
power pole installation.....	30

installation checklist

Perform a site inspection prior to the installation date to check existing site conditions and identify constraints and limitations that could possibly cause delays or problems during the actual installation.

Site Accessibility

1. Verify existing loading facilities and proximity of loading dock to staging area.
2. Verify if receiving area is accessible by trailer.
3. Verify access to service elevators.
4. Reserve service elevators in advance, if necessary.

Site Preparation

1. Clear all obstacles that could interfere with the installation process.
2. When doing a reconfiguration, ensure that all furniture to be re-used are clear of computers, accessories, books, papers and all personal effects.
3. Ensure that all live wires and data/communications wires are disconnected prior to installation.

Furniture Plans

1. Labeled furniture plans for installation purposes are located in the hardware box. Ensure that drawings are complete and handy before beginning installation.

Waste Management

1. Establish a trash removal area separate from the product staging area.

care and maintenance

Fabrics

To remove dust particles, lightly vacuum the fabric surface. Spills and fluid should be immediately blotted. For minor fabric stains and marks use water-based fabric solvent, applying light pressure, to lift the dirt and stain. Any use of water and soaps may harm the fabric, causing water stains and damage to the fabric's contents. Do not scrub the fabric with bristle or vacuum brushes as the fabric may pill or tear and the appearance may be permanently affected. Professional steam cleaning is recommended.

Laminates

Dust laminated surfaces for regular maintenance. Clean any dirt or stain with a damp cloth. Do not use an excessive amount of water, abrasive cleaners, acids or alkalis and do not scratch or scrape surfaces. For persistent stains and marks use a commercial cleaner, such as Cabinet Magic® or Countertop Magic®, both manufactured by Magic American Corporation.

Acrylic Glazing

Dust regularly to keep surfaces free of dust particles. Clean any dirt with a damp cloth. Dry the area using a dry paper cloth. The use of fiber cloths or rags is not recommended as loose particles and debris remaining on the cloth may scratch or harm the acrylic surface. Do not use other chemical cleaners or window cleaners as their chemical compositions may alter and/or permanently affect the surface appearance.

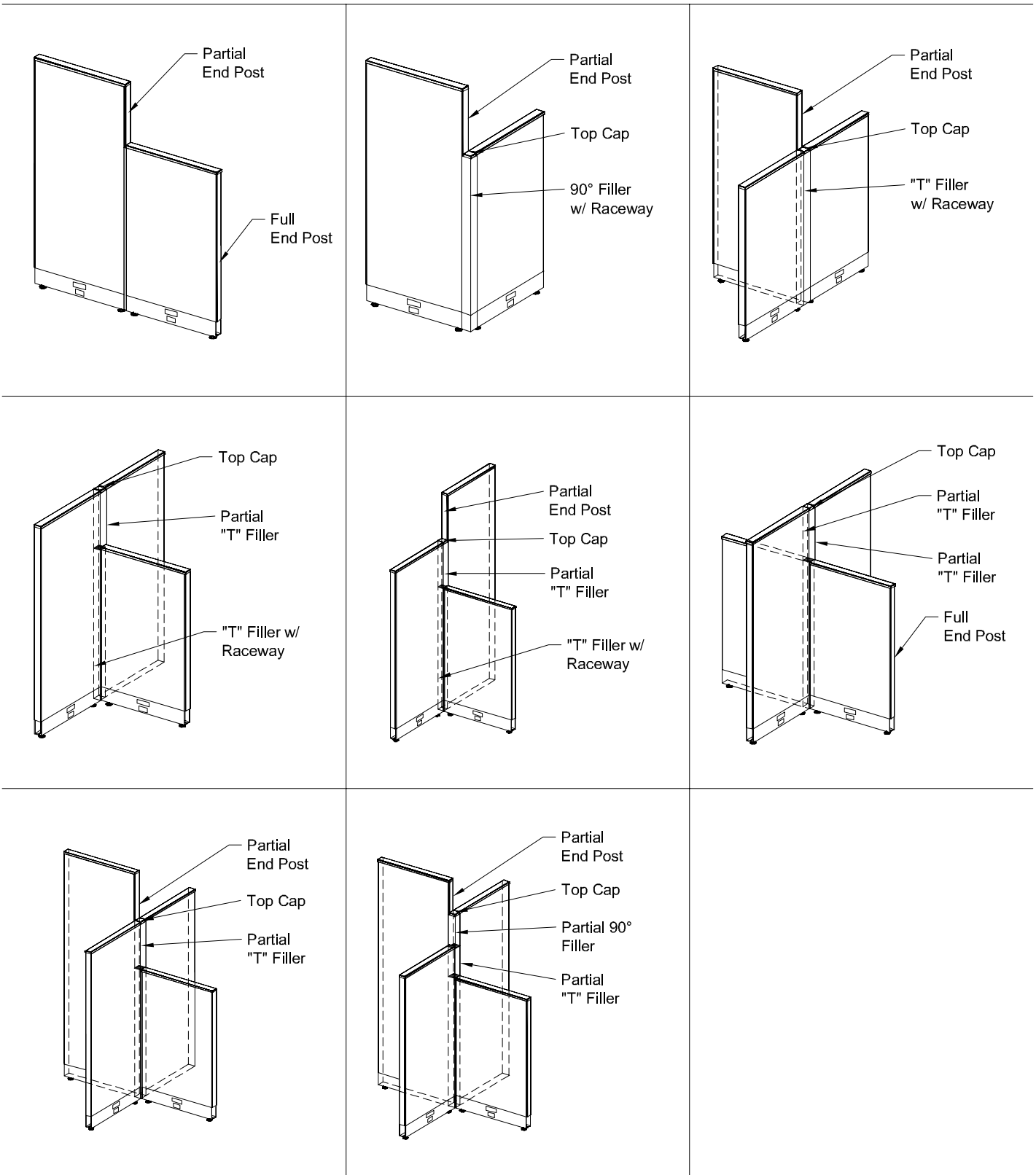
Painted Metals

Tayco's painted metal products are powder-paint-coated. To clean these products, use a damp cloth, using only a small amount of lukewarm water if necessary. Dry with a clean, dry cloth. To avoid scratching and damaging the painted surface, do not use hard bristled brushes or abrasives.

*THE USE OF HARSH CLEANERS AND CHEMICALS MAY PERMANENTLY ALTER THE PRODUCT FINISH APPEARANCE AND WILL VOID ANY WARRANTY.

panel fillers - variable height panel combination

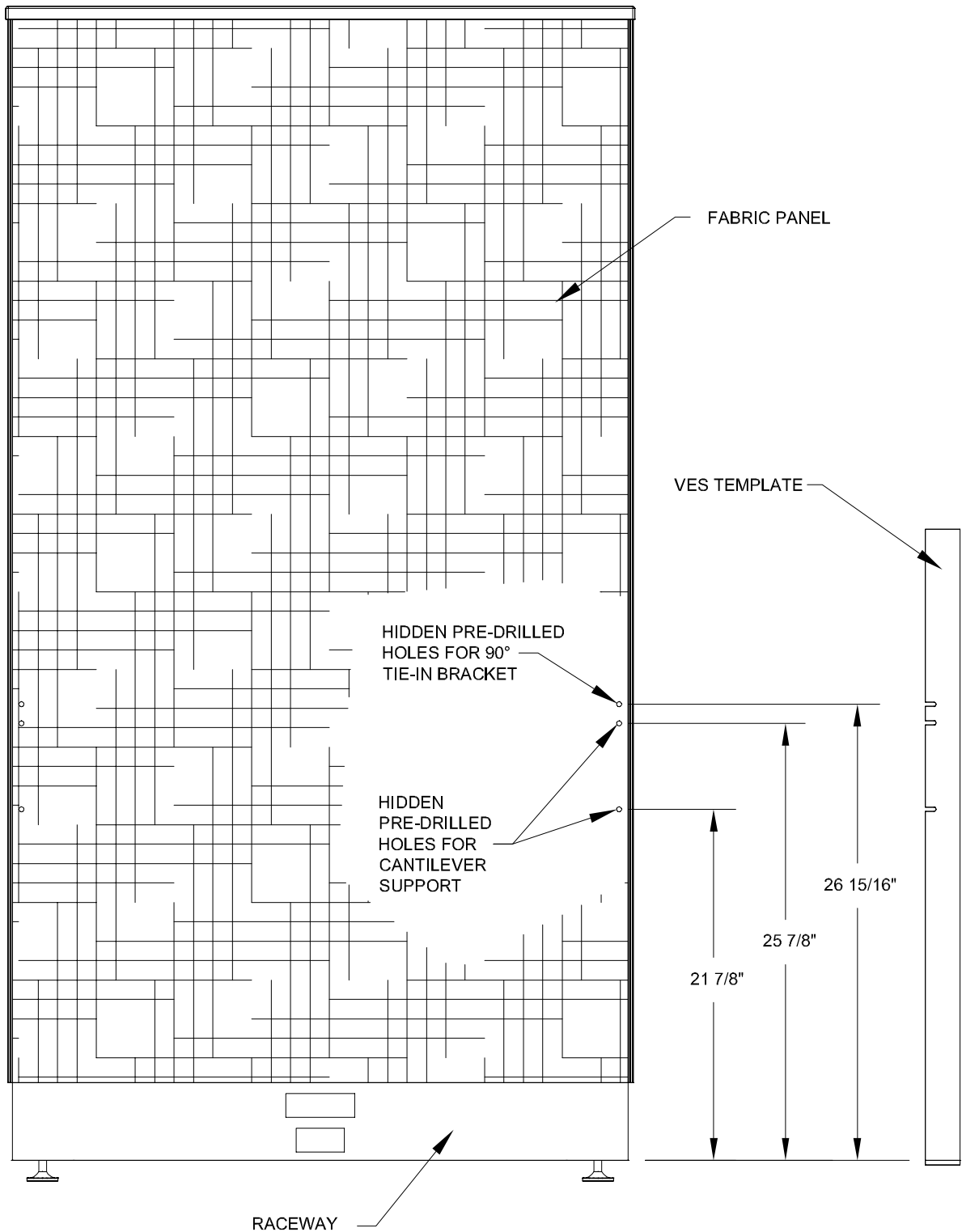
Panelink offers the flexibility of 90, 180, and 135 degree connections at varying heights. Illustrated below are a few connection possibilities for Panelink panel frames.



The illustrations in this page show the correct fillers to be used for variable height panels at different configurations.

panel elevation

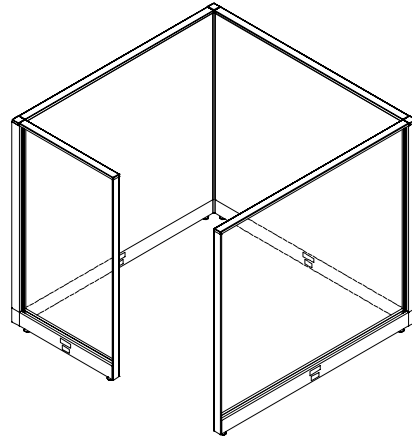
The location of the hidden pre-drilled holes for 90° tie-in bracket and cantilever support is measured from the bottom of the panel raceway. Align the VES Template to the edge of the panel and raceway to locate the pre-drilled holes under the fabric.



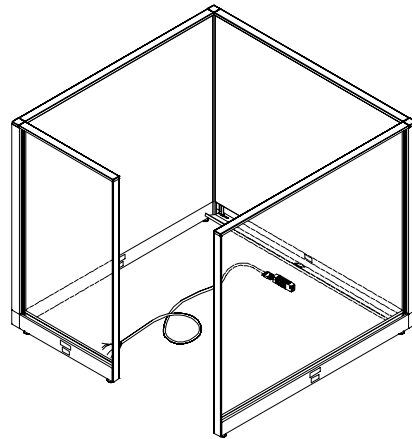
installation sequence

1. Assemble panels. Install all fillers except at the panel junction where power pole is going to be installed.
2. Install panel electrics.
3. Install task light/s and power pole/s.

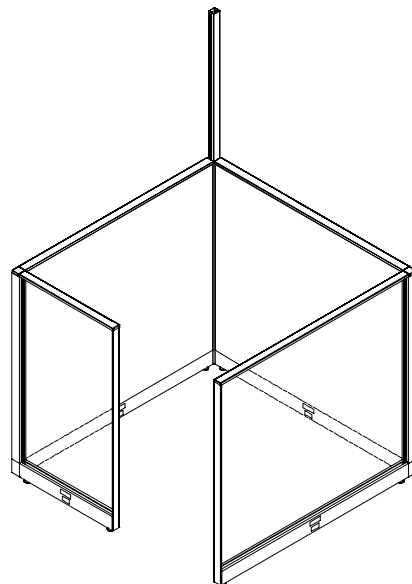
STEP 1



STEP 2



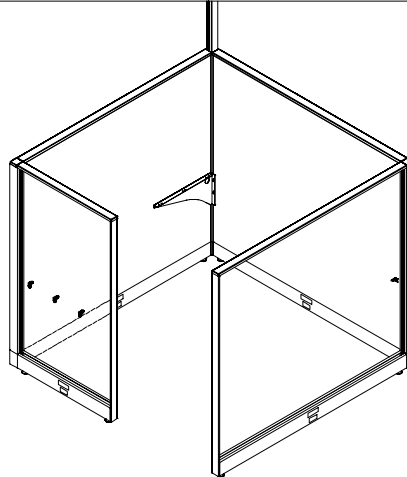
STEP 3



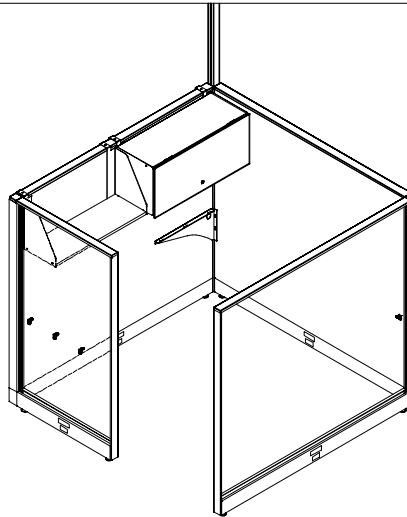
installation sequence (cont'd)

4. Install worksurface supports.
5. Install overhead storage units.
Attach task lights to underside of overhead storage units.
6. Install surfaces and keyboard trays.

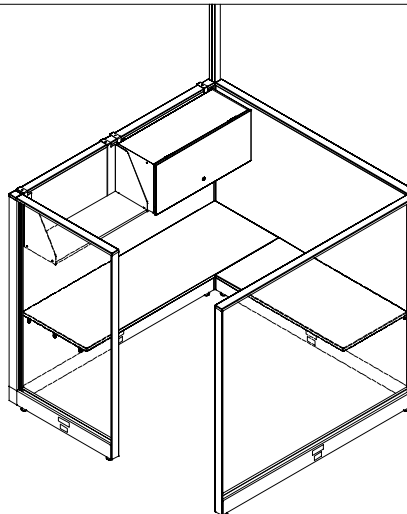
STEP 4



STEP 5



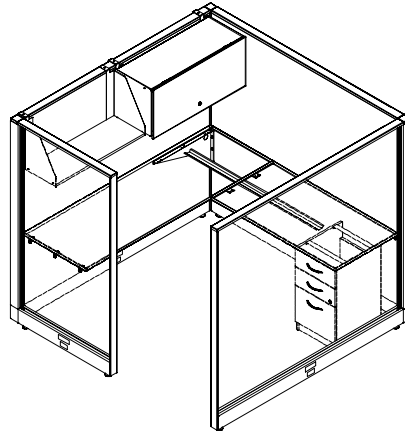
STEP 6



installation sequence (cont'd)

7. Install under desk storage units.

STEP 7



panel assembly - side by side panels

1. Line up two panels, vinyl end to vinyl end, level top of panels, (Figure 1). Adjust glides if necessary, (Figure 2).
2. Starting from the top of the panels, push a clip-link connector in the vertical slots located at the ends of the panels between the fabric and the vinyl, (Figure 3).
3. Use a rubber mallet to force the clip-link in, down the entire length of the panels. Ensure that there is no gap between the top cap and the clip-link.
4. Repeat steps 2 and 3 on the other side of the panels.

FIGURE 1

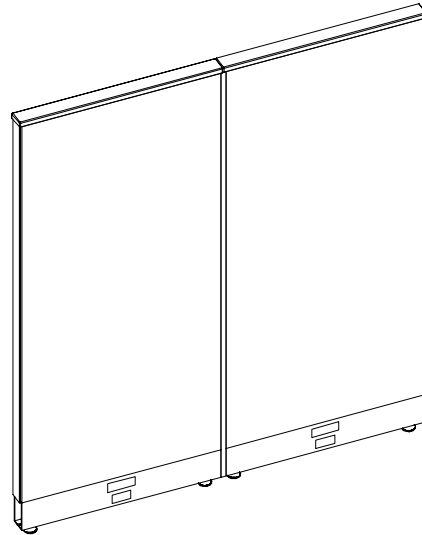


FIGURE 2

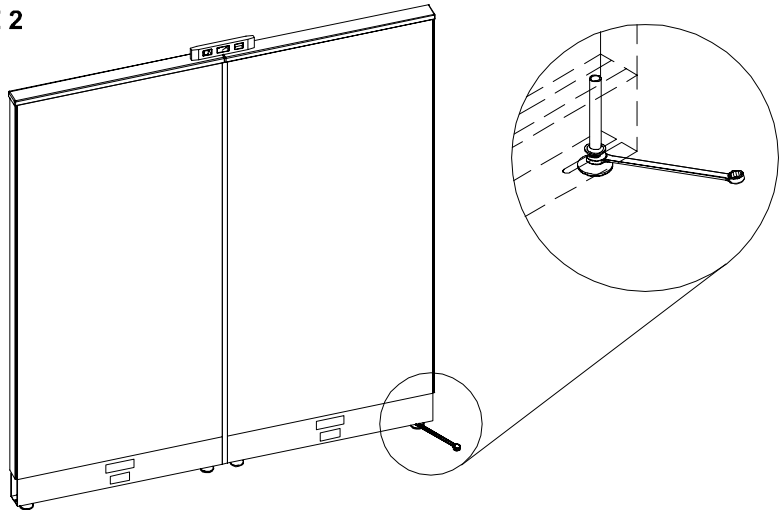
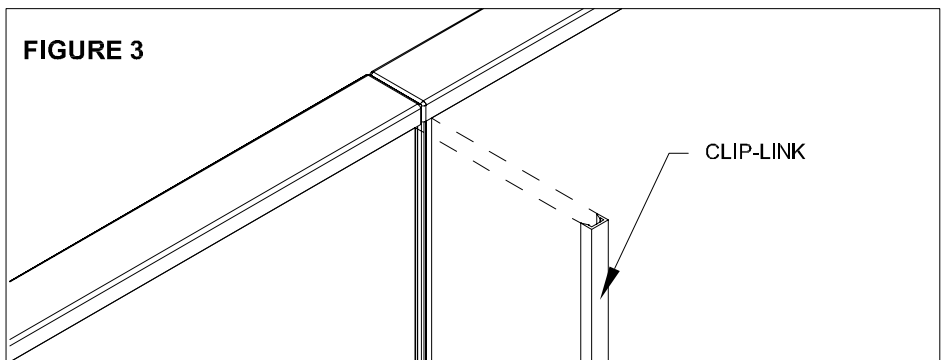


FIGURE 3



NOTE:

- > Must hold connector until at least 10-inches is in, to ensure connectors don't drop down.

tools needed

