

## INSIDE THIS ISSUE

Up With Lift Systems!

The Downside of Traditional Moving Methods

Fast, Hassle-Free Office Renovations

Types of Systems

What You Should Do To Ensure a Successful Renovation

The Future is Still Looking Up

Need Help on Your Next Renovation

## MEMBER



# STARLOG

A SERIES OF FLOORCOVERING BULLETINS

VOLUME IV / ISSUE 2

## Up With Lift Systems!

Without a doubt, it is simpler, faster and more cost effective to install new flooring under office systems using a professional lift system than to do the same job by dismantling and reassembling furniture, using jerry rigged tools not designed for the job and employing extra labor. And yet, a surprising number of facility managers either don't know about, or don't take advantage of flooring companies that use today's professional lift systems.



Hydraulic lift with adjustable custom clips for different panel manufacturers.

Lift systems were developed over a decade ago specifically for one purpose. They vertically lift office furniture systems in place in occupied spaces to facilitate the removal and replacement of modular carpet. Depending upon the lift system, the furniture and the carpet, the elevations range as low as 1/16 inch to as high as 8 inches. By their very nature, lift systems are tailor-made for use with today's modular office systems and self-adhesive carpet tile. But several lift manufacturers stand behind their lift systems for use with traditional furniture, dry-back carpet tile, rolled floor goods and vinyl tile.

## The Downside of Traditional Moving Methods

Floor refurbish projects can be a source of dread to facility managers and occupants alike. The traditional break down process involves packing up files, papers, books, personal items and cabinet contents into boxes, which then need to be removed from the work zone. Furniture has to be dismantled and moved. Sometimes, crowbars and tools not designed for this purpose are used to pry furniture apart. Telephones, computers and electronics need to be shut down and sometimes dismantled. Finally, a flooring crew can remove the old flooring and install the new. Then the move out process needs to be reversed. All furniture needs to be returned and reassembled correctly. Boxes must be returned to the correct workstations. Separate crews and companies may be needed for each phase of the process. The level of handling necessary to complete the job creates the potential for damage to personal possessions caused by faulty packing or moving mishaps. Furniture may be scratched, dented or bent. Fabric panels may be scratched or punctured. If a company's bread and butter includes 24-7 on-line or web service, the downtime associated with a traditional break down process can compromise customer relations.

With traditional office renovation methods, the disruption to employees and productivity is an immense time and profit drain.





## Fast, Hassle-Free Office Renovations

**With modern lift systems, jobs are completed in half the time with half the expense. In some cases, even better than that!**

With a professional lift system, renovations are virtually invisible to employees and practically painless for facility managers. Except for protecting breakables, there is no need to pack office cubicle contents, disassemble or reassemble furniture or worry about wiring. Only the flooring contractor is needed to do the job, not a host of specialty trade contractors. Carpet renovations that used to take days are reduced to hours.

The benefits to facility managers and employees can be calculated in measurable terms. A representative survey of StarNet members indicated that carpet replacement jobs employing lift systems save the customer 50% to 75% versus the cost of conventional carpet replacement. Your StarNet member understands the benefits of using a lift system, and employs trained experts in the field of carpet installation and lift operation on floor refurbish projects.

**On average, the cost to break down a workstation and move it via traditional methods is \$500. The same job using a lift system costs less than \$200.**

Plus, in lift system moves, only one company is needed and accountable for scheduling and coordinating the renovation. This eliminates multiple contractors that ordinarily would be needed for furniture dismantling and assembly, movers, phone/ computer/data companies, and carpet installers.



## Types of Systems

Some lift system designs raise furniture from the bottom, weight-bearing area of office furniture wall panels, bookcases, desks, tables or filing cabinets. Other lift systems raise furniture with a jack mechanism and specially designed attachments that are designed to fit into modular furniture panel spine notches.

Two basic types of lift systems are available—mechanical and power. Mechanical friction jacks work much like hand-operated car tire jacks that lift and lower in pre-determined increments. Mechanical screw jacks are also hand operated. They offer a great deal of precision for lifting and lowering at specific heights. Power systems rely on hydraulics or pneumatics for strong and smooth lifting. The power systems are very effective with even the heaviest loads, such as loaded bookcases, yet versatile for use with lightweight panels too. All lift systems are usable over any sub-floor including raised, concrete, tile and wood, and over most existing floor covering.

Although mechanical and power lift systems have evolved, changed design and improved over time, the essential purpose and benefits remain the same. They provide an easy and effective way to lift furniture for office renovations.

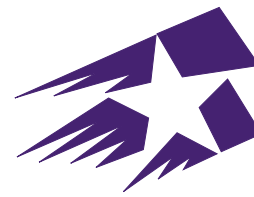


## What You Should Do To Ensure a Successful Renovation

Architects, designers and facility managers can think ahead by specifying office furniture that is compatible for use with lift systems. More manufacturers are taking frequent office moves into account when designing their modular office furniture.

A facility manager doesn't need to be thoroughly knowledgeable about the various types of lifting systems available to him. He or she should, however, work with a flooring contractor who is. Therefore, rely on your StarNet member to move your furniture as part of the overall renovation process. When it comes to lift systems, professional training and operation are as important as, if not more important than, the type of system itself. The tools are doing less than 10% of the work. If not used correctly, furniture can still be damaged. If not used effectively, the time, safety and expense benefits are lost.

Your StarNet member will work with you to diagram where and when lift stations will be used, so that you can schedule and coordinate your renovation with building occupants. A good rule of thumb for planning your job would be to expect a crew with one lift to renovate 1,200 square feet per night, if installing carpet over the existing floor covering. Expect to renovate approximately 1,000 square feet per night if existing carpet tile or broadloom needs to be torn out before installing the new carpet. The more crews and lifts, the greater the time savings.



Entire office systems can be lifted without disassembling furniture or packing contents



Furniture is lifted just enough for new carpet tile to be installed underneath.



A lift system is the modern way to assure easy and effective furniture lifting.



New carpet tile fits perfectly in the space between furniture and floor.



A beautiful installation completed overnight instead of days.



## TRADITIONAL OFFICE MOVING PROJECT



1. Schedule job
2. Pack personal belongings, breakables, files, paper, books, misc. furniture contents in boxes. Label.
3. Move boxes to storage.
4. Unhook computer and phone networks.
5. Remove computer cables, phone cables, electrical wiring through furniture.
6. Dismantle furniture and system panels.
7. Move furniture and panels to storage area.
8. Remove carpet and install new carpet.
9. Reverse the move-out process and move furniture back into place.
10. Reassemble furniture.
11. Reconnect computer and phone networks.
12. Conduct system checks on all electricals.
13. Move boxes back to spaces.
14. Unpack boxes and place contents back into workspace.
15. Commence normal occupant working process.

**Average cost to disassemble a 10 square yard station, move it, install carpet, reassemble station and rehook electricals: \$500**

**Time to renovate 1,200 square feet: 2 days or 48 hours, plus disruption to business operations**

## MODERN LIFT SYSTEM OFFICE MOVING PROJECT



1. Schedule job.
2. Secure personal belongings or breakables.
3. Vertically lift furniture systems in place.
4. Remove carpet and install new carpet.
5. Lower furniture back into place.
6. Check all electrical and phone connections.
7. Commence normal occupant working process.

**Average cost to lift a 10 square yard station, install carpet, and lower station: \$200**

**Time to renovate 1,200 square feet: 1 evening or 8 hours, without disruption to business operations**



## The Future is Still Looking Up

Lift systems will continue to undergo improvements to the basic designs. Mechanical systems are constantly being retooled and attachments upgraded to accommodate new furniture designs. Manufacturers of hydraulic

**The number of facilities conducting office moves without furniture lift systems and trained personnel is predicted to shrink in the future.**

systems will introduce computerized operations to their systems. As office flexibility needs increase, we can expect to see mill proprietary systems and dealer/ independent lift manufacturers take advantage of that opportunity in greater numbers. This will in turn create new dynamics for system sales, leasing and rental.



**This hydraulic unit lifts loaded bookshelves, files and furniture from the bottom, eliminating dismantling or unloading contents.**



## Need a Lift on Your Next Renovation? Call Us!

It would be logical to assume that lift systems were developed by furniture manufacturers to aid in moving their office systems for renovation projects. But in fact, carpet manufacturers and professionals in the flooring industry deserve the credit. The major carpet mills consider these systems as proprietary equipment and lease or rent their lifts to their affiliated contractors and dealers, plus provide training on operations. Other manufacturers have lift systems available for rent, lease or purchase for contractors and dealers. The independent companies that manufacture and market lift systems either provide extensive training to their contractor customers, or offer turn-key renovation services themselves. The past few years have seen the growth of these independent companies and their own systems. StarNet member, independent flooring contractors have the flexibility to work with mill-proprietary and independent systems to provide you with the best lift performance for your job.