APC Install Manual – Aislesaver Installation

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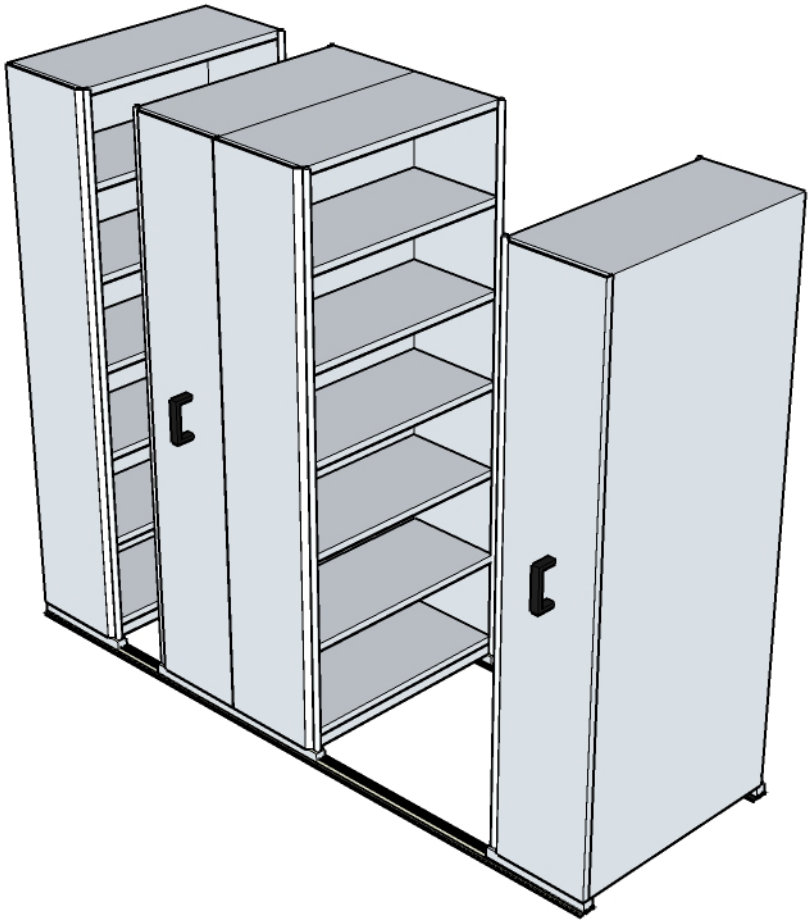
1. Introduction

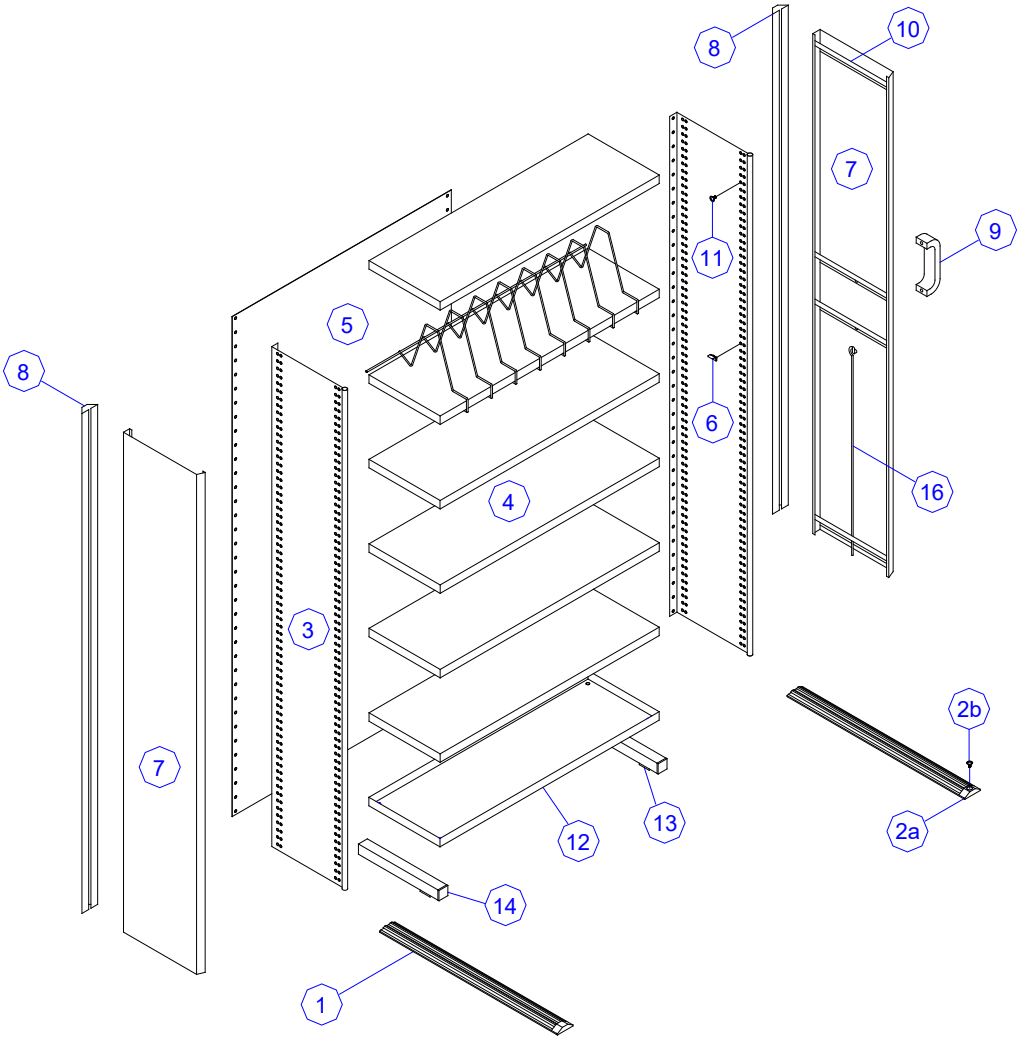
1.1 General Concept

The AisleSaver® system is constructed from single or tandem bays of APC Uni-shelf Rolled Post shelving. These bays, or modules, are attached to aluminium runners with special low-friction rollers.
The rollers run on hardened steel strips fitted to sets of low profile aluminium tracks. Colour-coordinated cover panels, stylish handles and concealed security locking devices combine to complement the aesthetic qualities of the system.



Aislesaver office Filing System

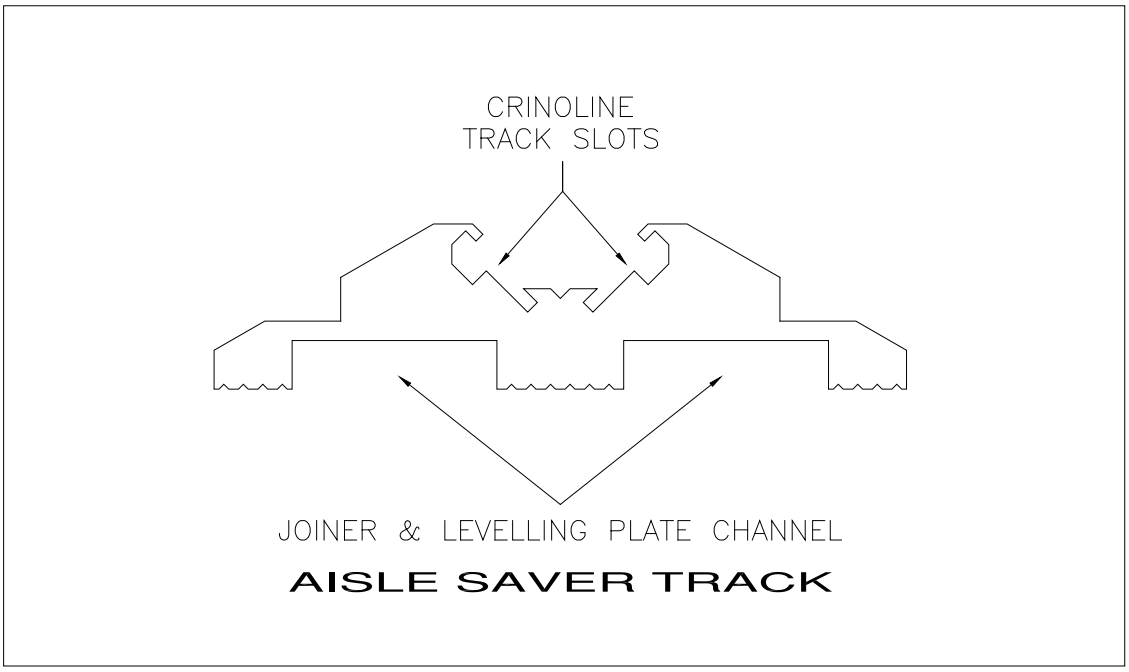
Aislesaver Components

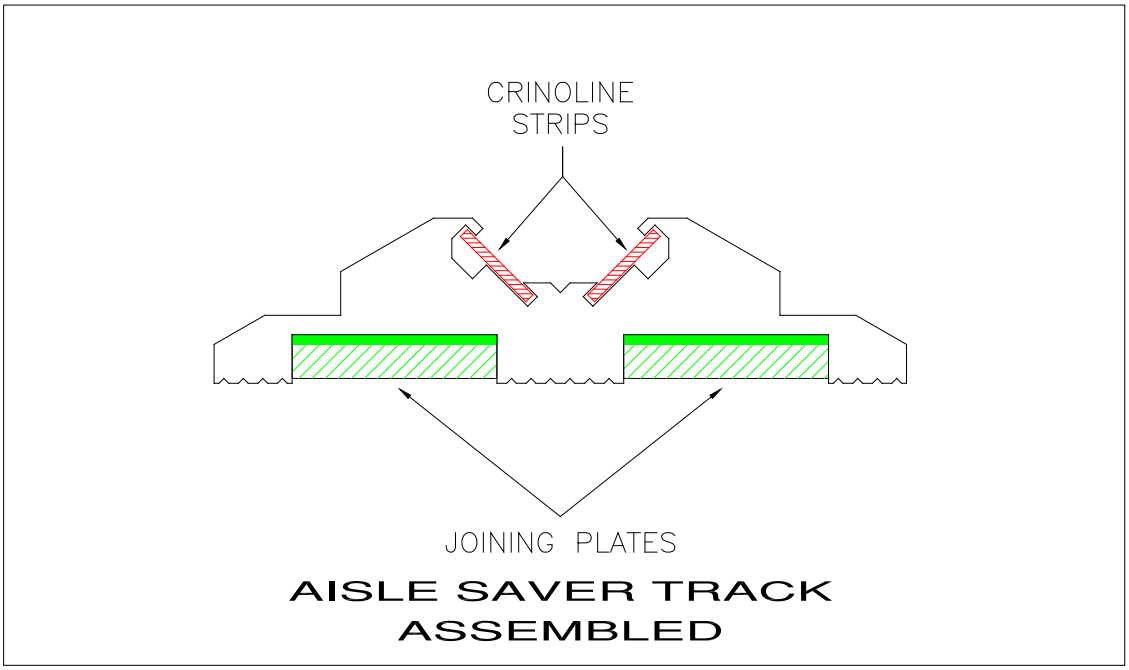


Components	
1	Track
2a	Track End Stop
2b	Flat Head Socket Screw – M5 x 30
3	Standard Upright
4	Standard Shelf
5	Single Back Panel
6	Shelf Clip
7	Side Cover Panel
8	Corner Cover Strip
9	Handle
10	Side Cover Batten
11	¼ x ½ Gutter Bolt & Nut
12	Inverted Shelf with Runner Holes Punched
13	Static Anti Tilt Bracket
14	Runners

2. Laying the Aisle Saver Track

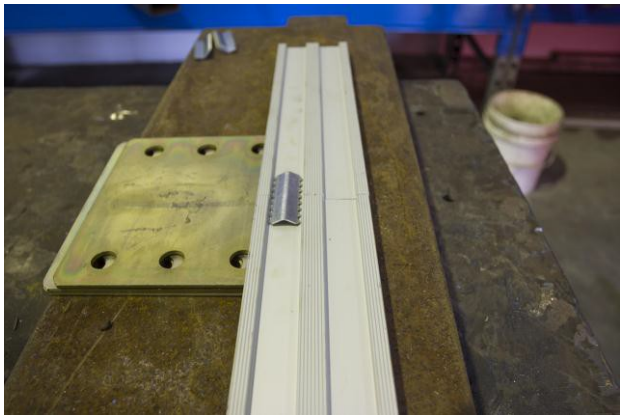
The AisleSaver® track has two slots for the hardened steel Crinoline strip to sit into and two channels formed into the base for insertion of joining and levelling plates when required. The assembled track does not require fixing. It is placed on the floor at the correct centres to line up with the runners and is kept in position by the rollers that run centrally between the two crinoline strips.





2.1 Securing Joining Plates

STEP:1



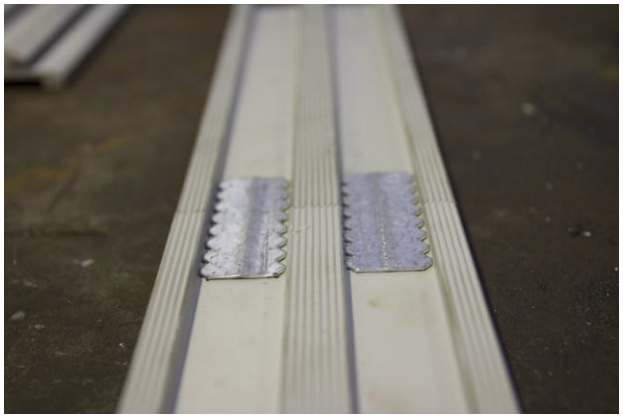
Turn the track over so the underside is facing upwards. Push the track ends together and ensure there is a good join. Place packing material under the track, so the track is secure and does not rock. 3 x 3mm shims are ideal.

Place the joiner on the packed side. The track joiner should be central over the track join.

STEP: 2

Place a 65mmx8mm flat bar, or something similar, over the joiner. Apply pressure on the flat bar to ensure the track is stable. With a small Gympie hit the tool sharply, driving the joiner flat.

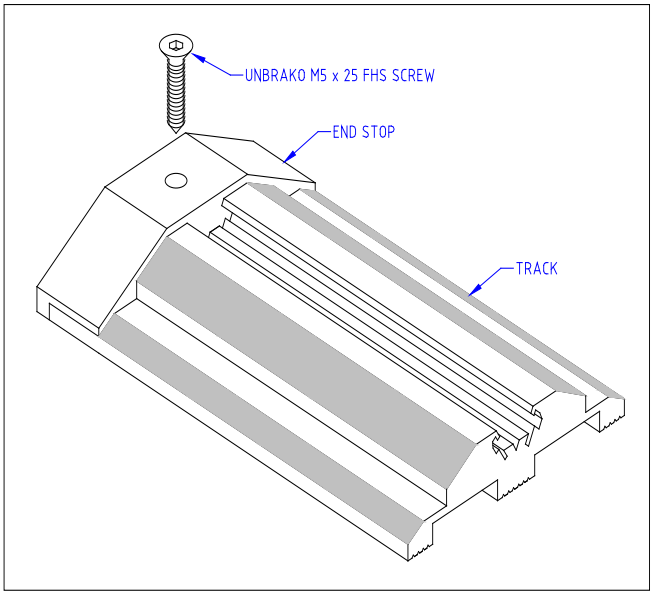
STEP:3



Move the packing material to the other side of the track and repeat step two. The joiner needs to be fully flattened for a secure join.

NOTE: An assistant will make the job easier, by holding the track join together.

2.2 Fitting the End Stops



Securing End Cap to Track

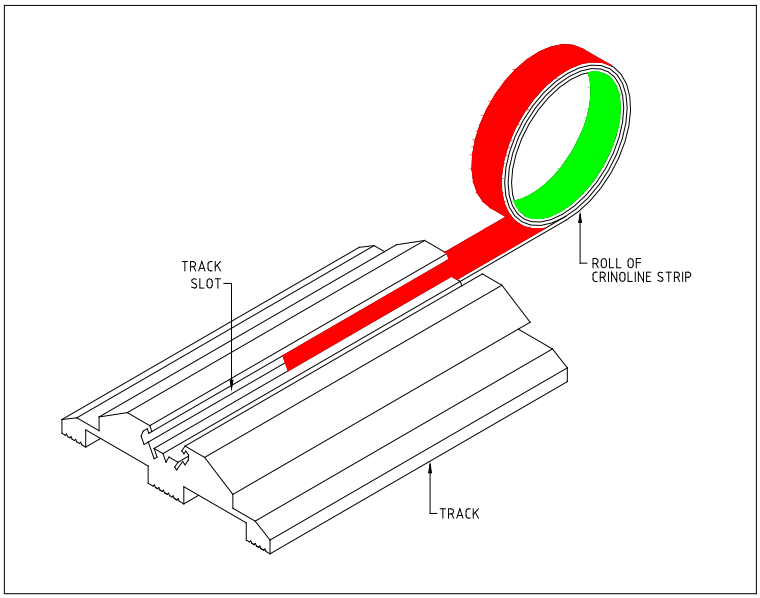
Having joined the track section together the next step is to attach one of the end stops.

Place the end stop in position and mark the position for the fastener on the track using the hole in the end stop as a guide.

Drill and tap the hole in the track to accept a flat head socket screw M5x25.

Position the end stop onto the track and tighten screw using a 3mm hex head.

2.3 Inserting the Crinoline Strip



Inserting Crinoline Strip

The crinoline strip is cut to match the overall length of the track, less 10mm for clearance. Two strips are required, one for either side of the track. Be mindful of the fact that this material is spring steel and should be carefully unrolled before installing as it has a tendency to spring open.
Insert the crinoline strip along the entire length of the track inside both the slots provided.
Once both crinoline strips are installed, attach the second end stop in the same manner as the first. As the strip spans across any track joints, there is no interruption to the free movement of the runners along the track

3. AisleSaver Cabinet Assembly

Prior to assembly

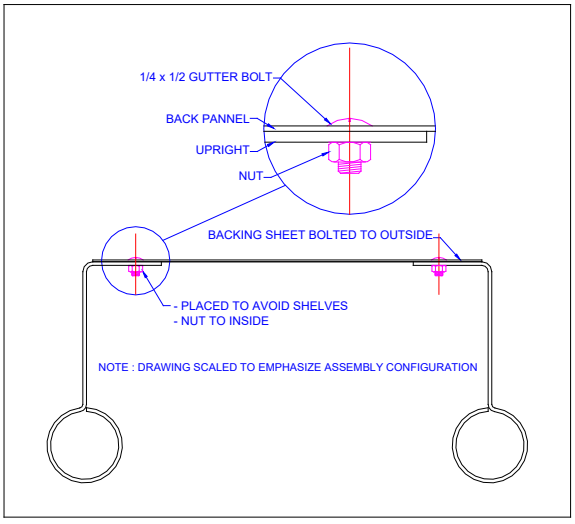
Check the area dimensions and system configuration are correct and clear, check ceiling height clearances, location of overhead lighting, etc.

Tips

- Generally, installation and assembly is a two person operation.
- All cabinets should be assembled from the floor up, in a vertical position.
- Anti-Tilt brackets are supplied and used only on single entry fixed cabinets.
- To prevent the back panel from 'rattling' in the single-entry cabinet, secure the top and
- bottom shelf to the back panel using double sided sticking tape.

3.1 Initial Assembly of Cabinets

3.1.1 Single Entry Cabinets (Single Bay)



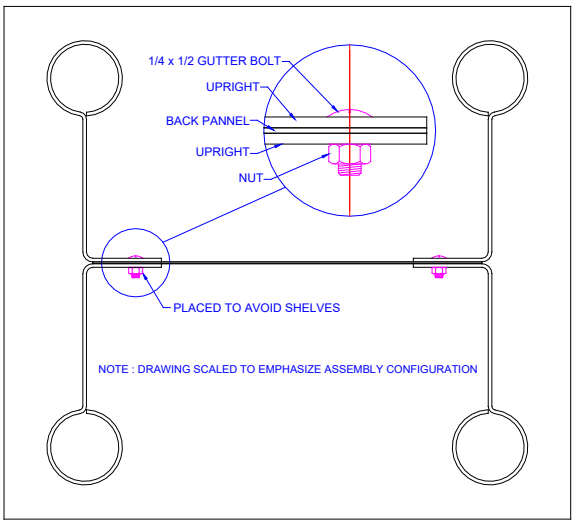
Stand and hold an upright panel in the vertical position. Stand the single back panel up against the outside of the rear flange of the upright, align and bolt through from the back with ¼" x ½" gutter bolts and nuts and finger-tighten. Make sure to place the bolts away from the proposed position of the shelves by bolting four holes from the top and bottom of the upright and approximately 500mm centres in between.

- Stand the next upright panel up at the opposite end of the back panel with the rear flange facing inward and attach as per the previous panel, remembering to insert the bolts from the outside of the cabinet.

- The top shelf is then fitted flush with the top of the unit and bolted through the outer holes of the side panels with four ¼" x ½" gutter bolts and nuts and then fully tightened to add some stability.

NOTE: Do not fully tighten the bolts attaching the back panels until the cabinet is completely assembled in its final position on the tracks, and with all cover panels and accessories attached.

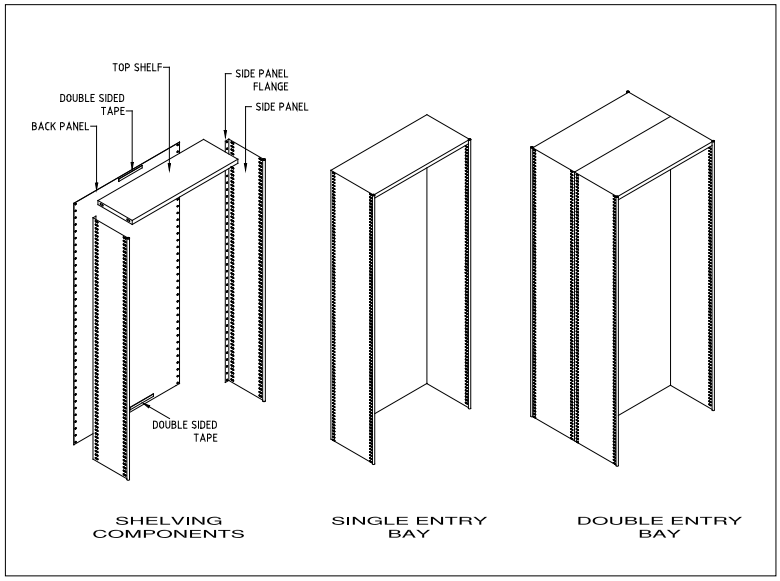
3.1.2 Double Entry Cabinets (Single Bay)



Stand two upright panels back to back and hold in position with rear flanges facing the same direction. Stand the back panel up between the rear flanges of the uprights, align and bolt through with ¼" x ½" gutter bolts and nuts, and finger-tighten only . Make sure to place the bolts away from the proposed position of the shelves by bolting four holes from the top and bottom of the upright and approximately 500mm centres in between.

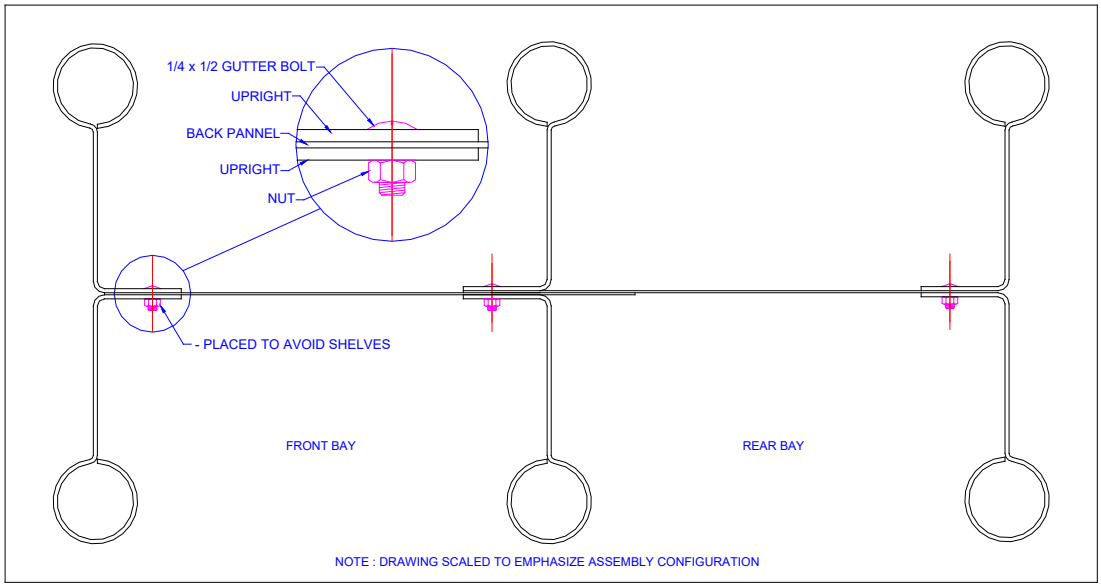
- Stand the next two upright panels back to back at the opposite end of the back panel with the rear flanges facing inward and attach as per the previous panel, with the back panel becoming sandwiched between the two upright flanges.
- The top shelves are then fitted flush with the top of the unit and bolted through the outer holes of the side panels with 4 / ¼" x ½" gutter bolts and nuts and then fully tightened to add some stability.

NOTE: Do not fully tighten the bolts attaching the back panels until the cabinet is completely assembled in its final position on the tracks, and with all cover panels and accessories attached.

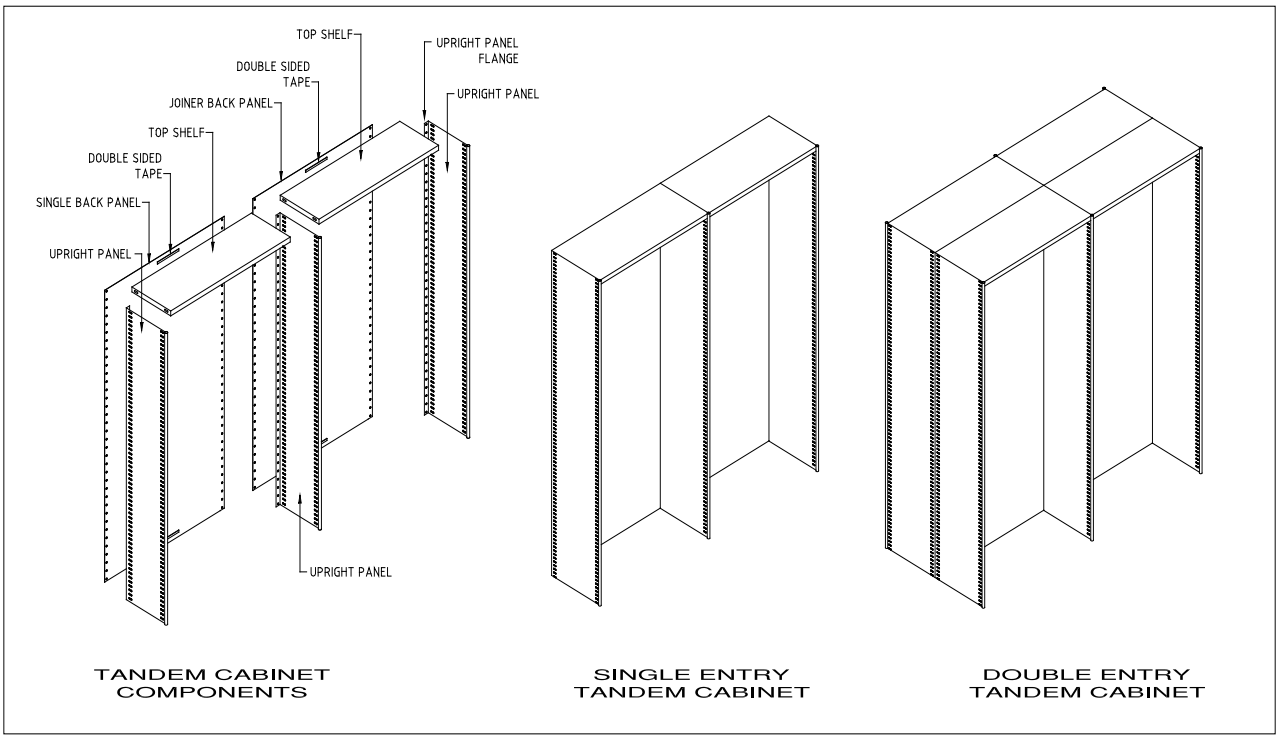


Initial Assembly of Single and Double Entry Cabinets

3.1.3 Tandem Cabinets (Two Bay)

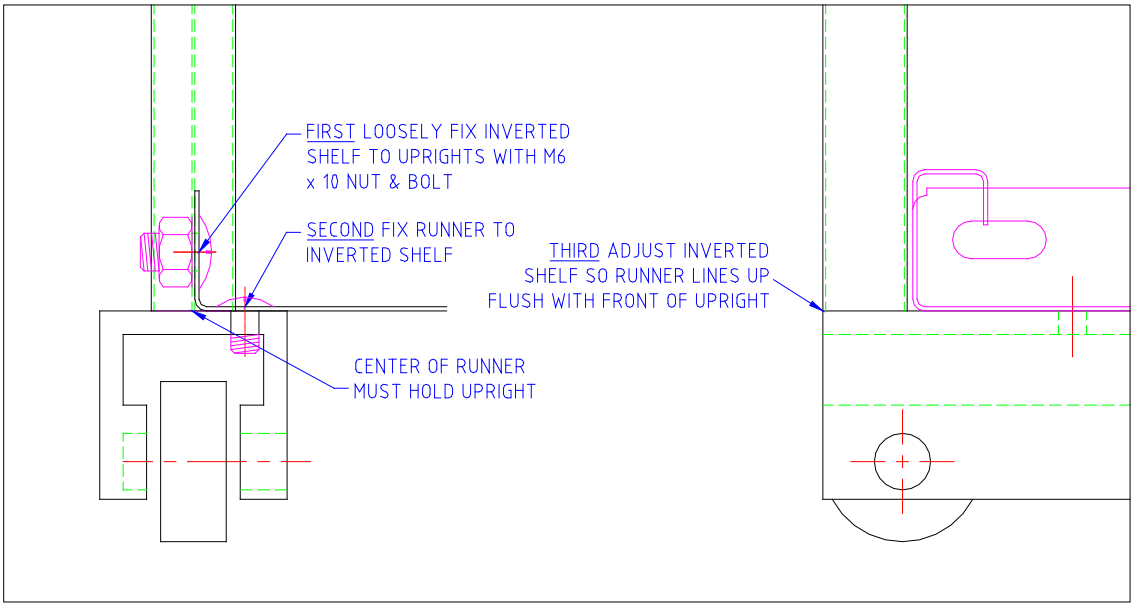


Tandem cabinets describe the configuration of two bays wide, assembled as one unit.
For both single entry and double entry tandem cabinets, follow the same assembly procedure as for *single bay* cabinets, using a joiner back panel that overlaps onto the single back panel. For single entry cabinets ensure the joiner back panel is furthest from the cover panel. Then add the third upright, or pair of uprights, and finish fixing as per the previous instructions.

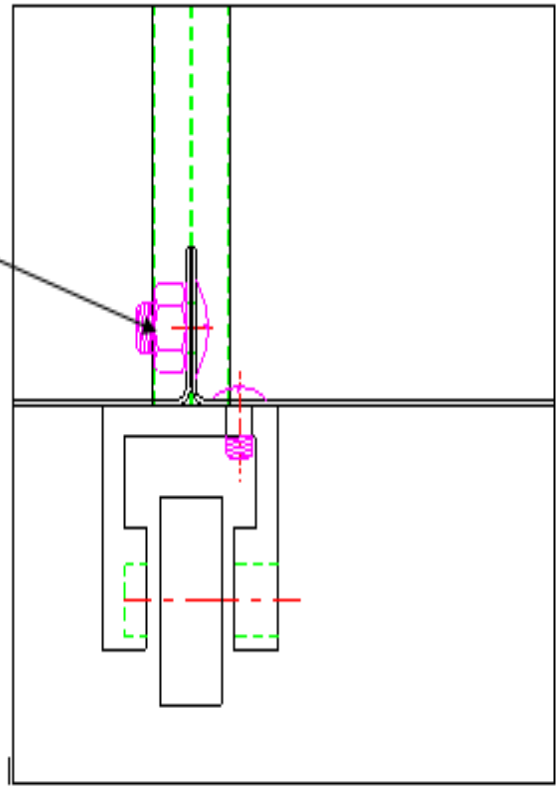


4. Attaching Runners to Cabinets

- Both single entry and double entry cabinets have the runners attached to an inverted bottom shelf which itself is fixed to the Uprights.
- Loosely install the inverted bottom shelf (Identified by four holes in the shelf face) to the uprights of the cabinets using gutter bolts. This should result in a cabinet strong enough to lift and position while still being light.
- The Inverted shelf can be installed in any direction, but it is preferred to have APC text to the front.
- Next fix the runners to inverted bottom shelf. With the bottom shelf only loosely installed it should be possible to get the front of the runner flush with the front of the rolled post upright (do not make flush with end cap).
- Now tighten the nuts and bolts to make the cabinet sit square with the runner.



Tandem bay assembly is similar to the single bay assembly except that the second inverted shelf will be bolted to the other side of the upright using the same bolt and nut.



5. Converting a Mobile Runner to a Static Runner

To secure a runner as static, place the Static Anti-Tilt Bracket into the groove in the runner, and then rotate it around so as to locate the front wheel in the grove.

Then position the cabinet in the desired fixed position. With the cabinet tilted back slightly a self-tapping screw can be fixed through the bracket into the track.

6. Leveling the Aisle Saver System

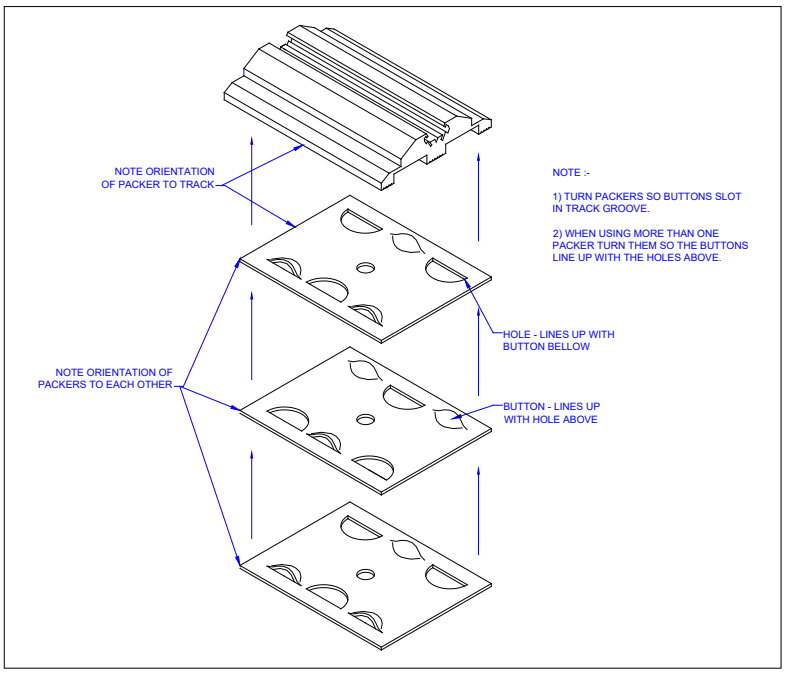
In some instances, it may be necessary to level the track. This may not be apparent until all assembled cabinets are positioned onto the track.

Firstly, remove the anti-tilt brackets from the single-entry cabinet runners and place the assembled cabinets onto the track, starting from one end and working towards the other.

Check that there are no obstructions or obstacles that could inhibit the free movement of the units by ensuring that the runner rollers are positioned centrally over the crinoline strip within the track and run evenly over the entire length of the track.

Re-fit the anti-tilt brackets to the single runners. If the individual cabinets roll by themselves, or if there are unsightly differing gaps between the rolled edges of the uprights when the cabinets are pushed together, it will be necessary to level the tracks.

6.1 Identifying the Levelling Plates

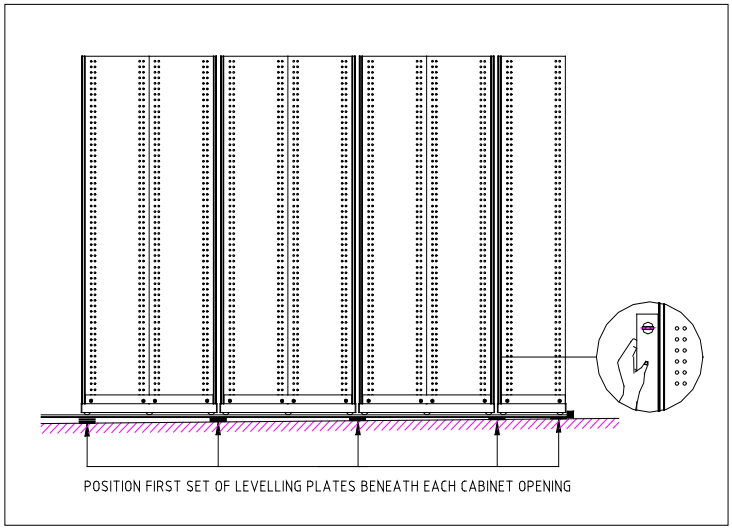


Levelling packers have holes and buttons and are made from 1.6mm thick plastic squares. The packers are manufactured to be interlocked together when ever second one is rotated 180 degrees.
Levelling plates are designed to interlock. The lugs on the plate initially locate in the channels on the underside of the track. More plates are then added as required in an alternating sequence i.e. left, right, left, right…etc.

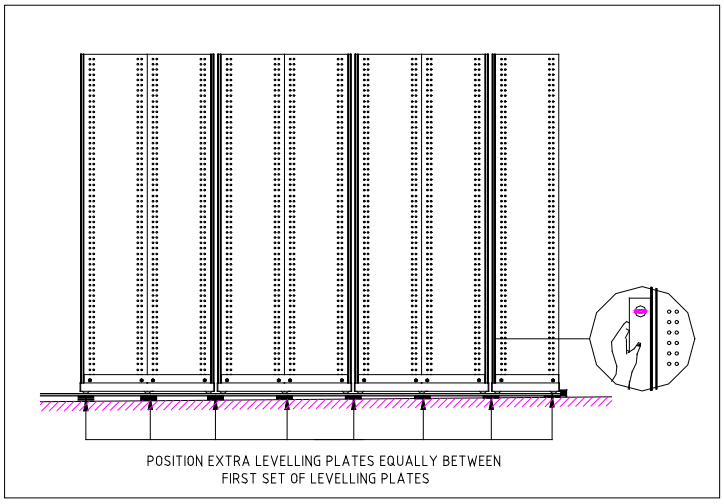
6.2 Levelling the Cabinets

To level the AisleSaver® System successfully, concentrate on levelling the cabinets, NOT THE TRACK

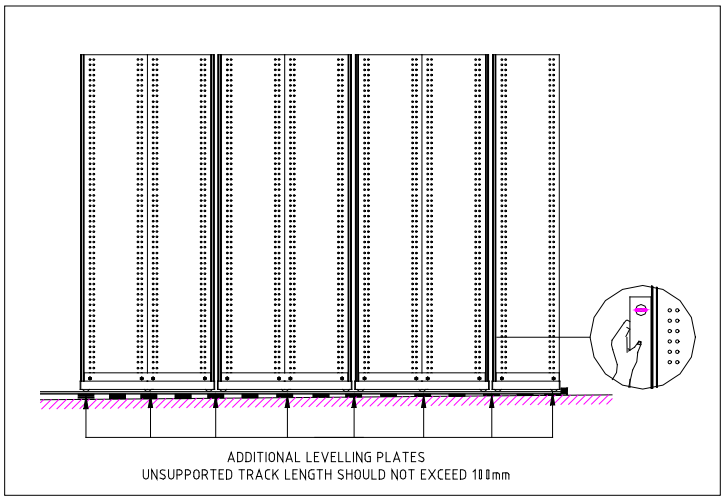
Use a sprit level and check along the length of the track to find the high point. Having found the highest point in the track, the balance of the track must be lifted to that level.



This is achieved by placing a sprit level on the front of the roll post of each cabinet and positioning levelling plates under the tracks directly beneath that point until the roll post is vertical. Then move the cabinets along the track, packing the track at the front of the roll post as you go until reaching the end of the track.

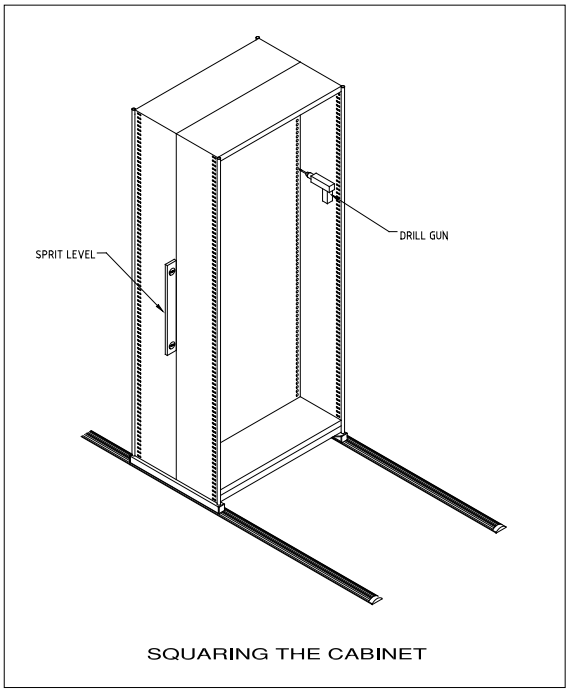


Next, move all units back to one end and pack the gap under the racks at the centre of each double entry unit.



Packing is then added between each of these points to achieve a maximum unsupported span of track, without levelling plates beneath it, of approximately 100mm.

6.3 Squaring the Cabinets



SQUARING THE CABINET

Having levelled the tracks, it is now necessary to square the cabinets at the back panels.

This is best achieved by using a spirit level on the upright panel of the end unit and, while holding the unit plumb in a vertical position, tightening the back panel fixing bolts.

Then, using this unit as a guide, align all the other bays to match it.

If the side and back panels cannot be squared, the outside track may not be in level with the inside track.

Re-level tracks by using spirit level across both the tracks to overcome this problem.

7. Cover Panels & Accessories

Pullout Reference Shelves & Pullout Filing Shelves MUST BE FITTED BEFORE THE COVER PANELS
Cover panels cover up all exposed holes and edges and are used to improve the overall aesthetics of the system. Normally, they are supplied in the same colour as the Uni-shelf components being used in the system. There are five different types of cover panels available:

Standard Cover Panel
Fits to the exposed side of the upright and has no holes as no handle or lock is required – used for static cabinets and as a complementary panel on double entry mobile units.

Handle Cover Panel
Fits to the exposed side of the upright and has two holes to accept a handle – used for single entry mobile cabinets, and together with a plain side cover panel on mobile double entry cabinets.

Lockable Cover Panel
Have two holes to accept a handle and one hole to suit a lock assembly – used on both single and double entry cabinets that require a flush fit locking mechanism (replaces handle cover panel).

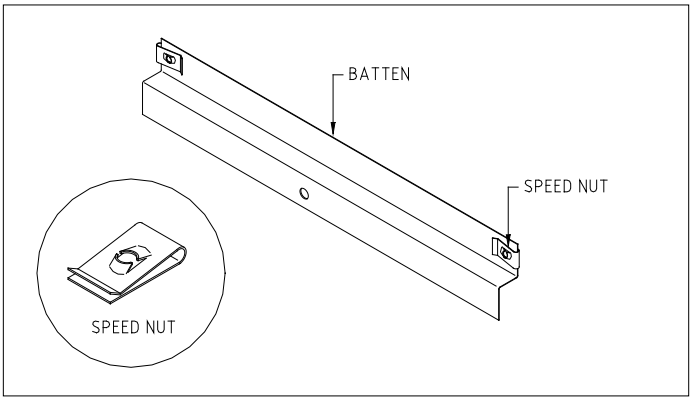
Corner Cover Panel
Fits to external corners of single entry cabinets. These are not required if the back of the unit cannot be seen – i.e. if the back of the unit is up against a wall.

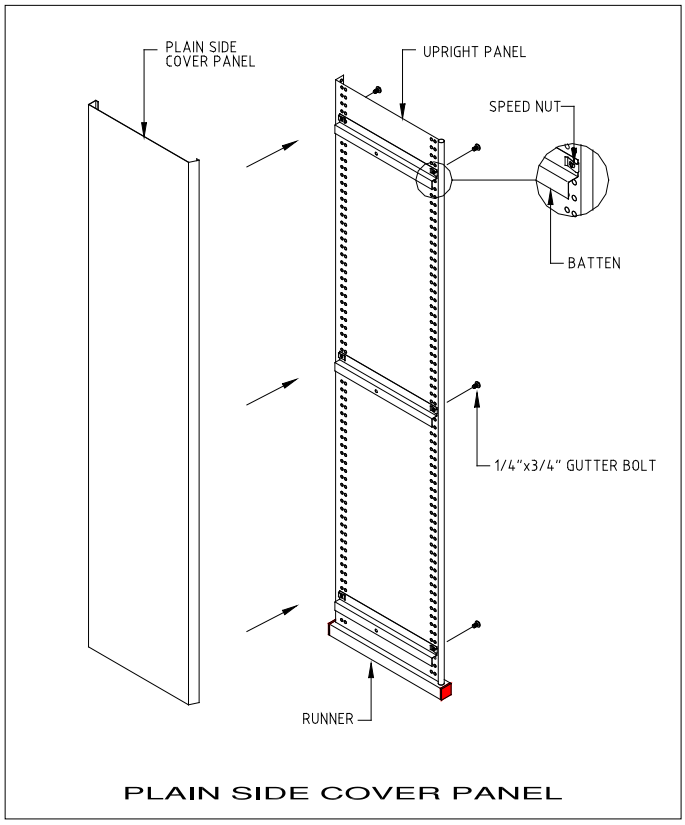
Tandem Cover Panel
Fits over the centre join of the backs in tandem single-entry cabinets, both static and mobile. These are not required if the back of the unit cannot be seen – i.e. if the back of the unit is up against a wall.

7.1 Fitting Standard Cover Panels

Each standard cover panel is fitted onto the upright panel with three battens as shown. These battens stiffen and support the cover panel and clamp the cover panel to the upright.

Firstly, fit the speed nuts to the ends of the battens, ensuring the flat side of the speed nut is positioned on the outer flange of the batten that will fit up against the upright. Then, fit the top and bottom battens to the outside of the upright by loosely inserting the ¼" x ¾" gutter bolts through the outer hole in the upright, four holes from the ends, and into the speed nuts. Attach the centre batten in the same manner, as close as possible to the centre of the upright.





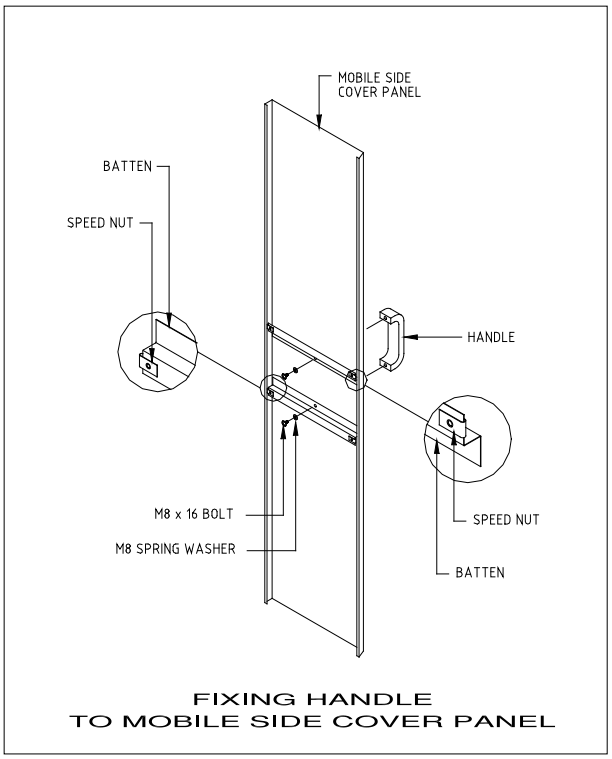
Next, place the return flange at the back of the cover panel between the speed nut and the back of the upright, and then pull the front of the cover panel over the speed nut at the other end. Occasionally, this may require a gentle knock to 'click' into place.

Before tightening the batten clips ensure the cover panel is resting on the runner, and the speed nuts are clamping the flanges of the cover panel to the upright.

Tip: Use ¼" x ¾" gutter bolts for all speed nut connections.

7.2 Fitting Handle Cover Panels -

Handles and flush fit lock assemblies with locking pins must be fitted to cover panels BEFORE attaching the cover panel to the upright

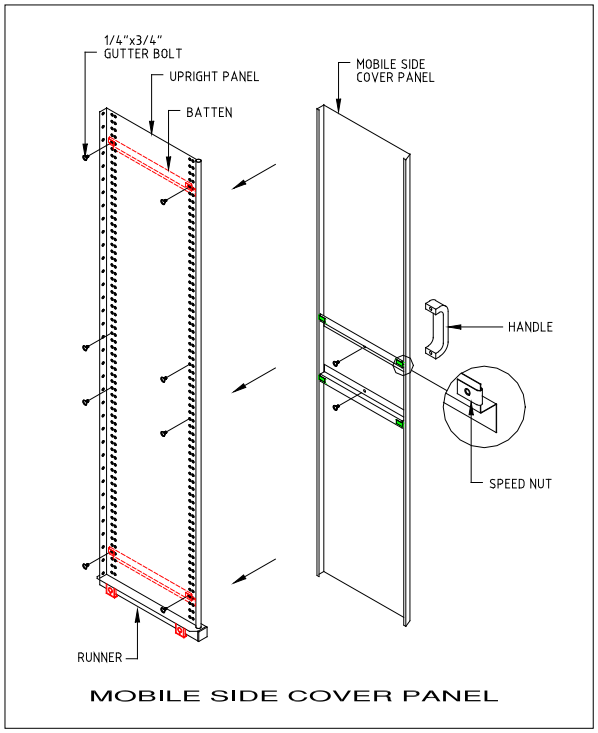


FIXING HANDLE
TO MOBILE SIDE COVER PANEL

The handle cover panels have four battens fitted. The two central battens are used for attaching the handle to the cover panel.

Position the battens, cover panel, and the handle as shown, remembering to position the battens as a mirror image of each other from the centre out.

Fix the M8 x 16 bolts with spring washers through the centre hole in the batten and the cover panel through to the tapped holes in the handle and tighten. Keep the battens horizontal while tightening



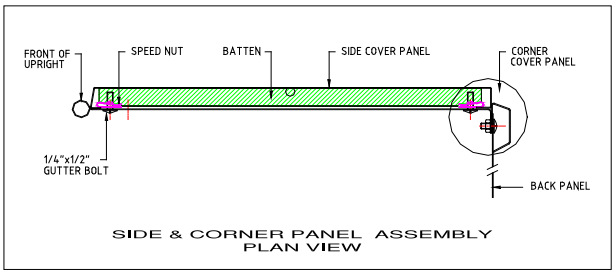
MOBILE SIDE COVER PANEL

Next, fit the top and bottom battens to the outer holes in the upright, four holes in from the top and bottom, and finger tighten only.

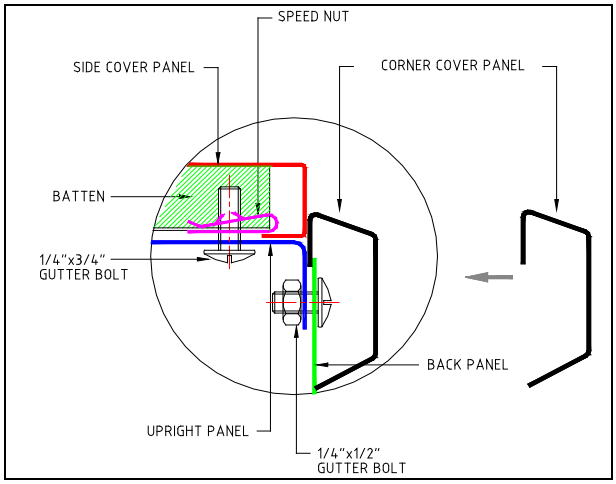
The handle cover panel is then attached to the upright by clamping the return flanges of the cover panel between the top and bottom battens already fitted to the upright, as per the plain side cover panel.

Then, fit the ¼" x ¾" gutter bolts and nuts through the upright holes that align with the speednuts fitted to the handle battens.

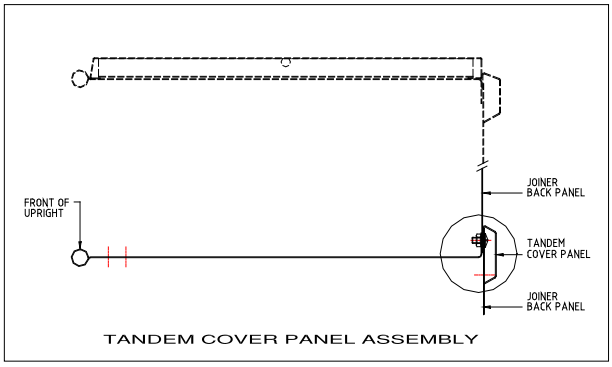
7.3 Fitting Corner Cover Panels



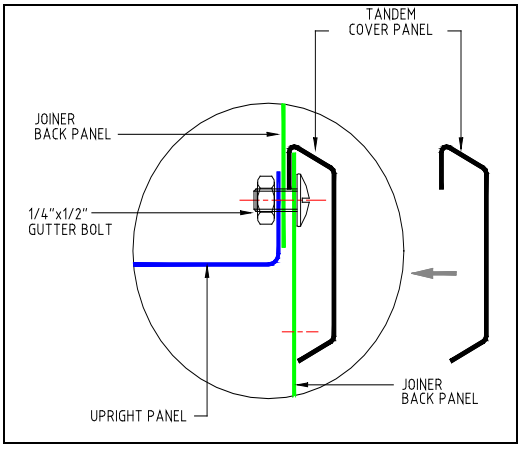
Corner cover panels are used on single entry units where the back is exposed to view and where nuts and bolts are visible.
Corner cover panels clamp between the back panel and the return flange of the upright and are held in place once the bolts that fix the upright to the back panel are tightened.
Here the corner cover panel can be clearly seen before and after being inserted between the back panel and the upright return flange



7.4 Filling Tandem Cover Panels



TANDEM COVER PANEL ASSEMBLY



Tandem cover panels are used on tandem single-entry cabinets where the back is exposed to view and where nuts and bolts are visible.

Tandem cover panels are inserted between the overlap of the two back panels and are held in place by the back panel fixing bolts.

7.5 Filling the Lock Assemblies

Two types of locking methods are covered in this chapter:

Flush Lock Assembly

A flush fit key lock positioned at waist height that uses an internal locking rod that passes through the outside runner into the track – used only when side cover panels are fitted.

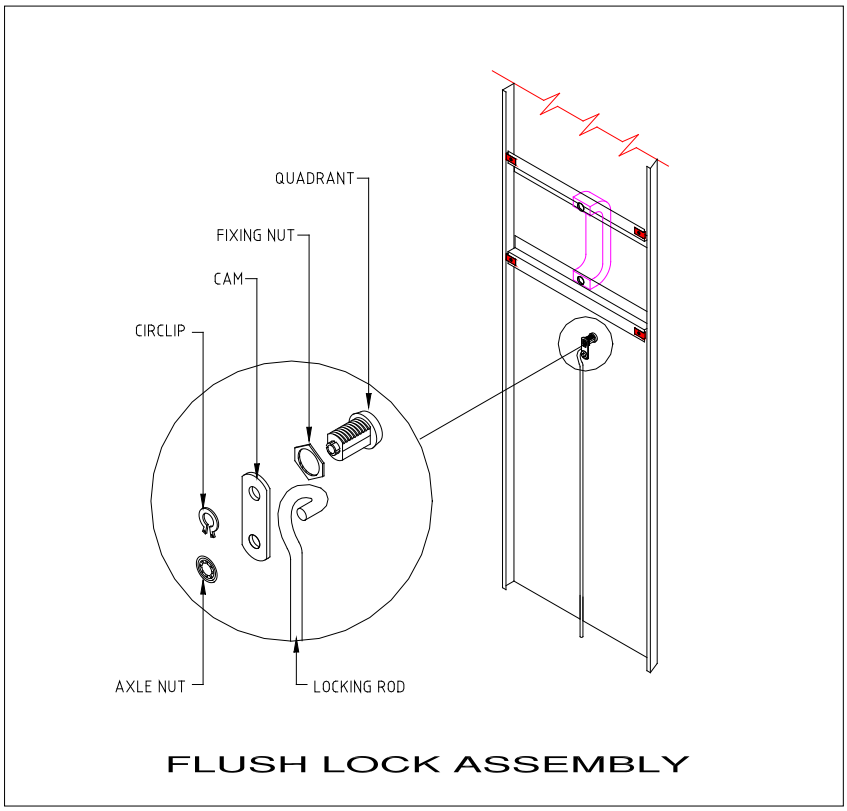
Base Lock Assembly

A modified patio style key bolt positioned just above the outside runner, with an extended rod that passes through the runner into the track – used when no side cover panels are fitted.

7.6 Flush Lock Assembly

Assemble the locking mechanism to the lockable side cover panel as shown. Insert the quadrant from the outside of the panel into the matching shaped hole immediately below the lower handle hole. The lock nut is then threaded onto the quadrant from the inside and tightened.

Next, assemble the cam onto the quadrant and fit the circlip to hold it in place.



Detail of Flush Lock Assembly

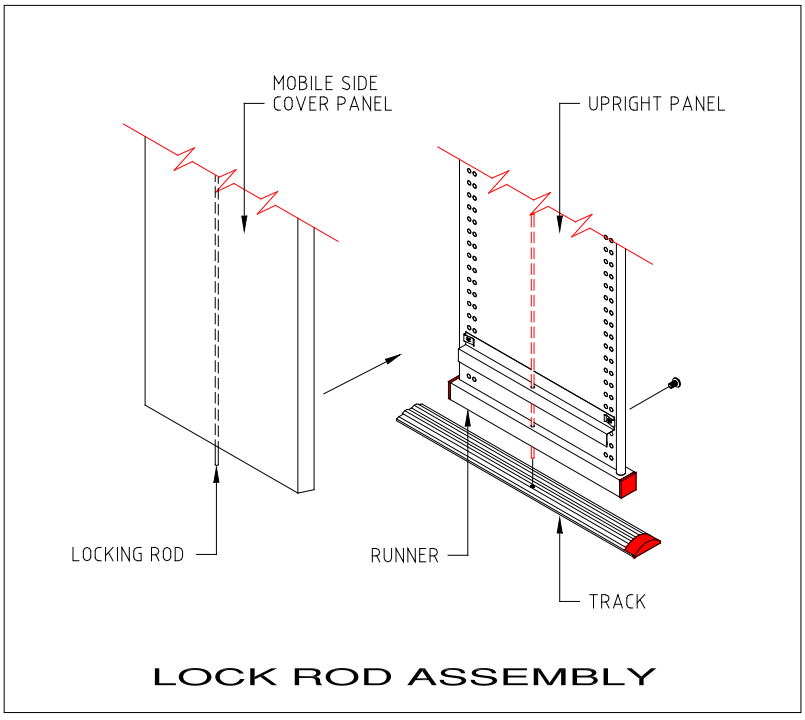
After the lock is assembled on the cover panel, the bent end of the locking rod is then inserted

in the cam hole and held in position with an axle nut that is pressed over the end of the rod until tight.

Tip:
Check that the cam is placed in the correct position before fitting the cover panel to the upright, by turning the key and ensuring the locked and unlocked positions are correct. Make sure, the lock is in the **unlocked** position before fitting the cover panel.

To fit the lock assembled cover panel to the upright, it is necessary to feed the return flanges at the top end of the panel under the top batten and slide upward, taking the cover panel past the top of the upright. Then slide the flanges at the bottom end of the panel down under the lower batten and at the same time feed the free end of the rod through the lock rod hole in the lower batten and into the hole in the runner. Then, fit the ¼" x ¾" gutter bolts and nuts through the upright holes that align with the speednuts on the handle battens.

After positioning and fixing the panel in the correct location, turn the key to ensure the lock rod runs smoothly before tightening the bolts.
Having assembled the locking mechanism and all other cabinets, push all the cabinets hard up against the fixed unit. After finding the required locking position, turn the key to the **locked** position. This action should mark the track and will now give the drilling location on the track.
Mark and drill an 8mm hole to house the locking rod, taking care not to drill through further than the depth of the track. In some cases, a drilling jig may be necessary to drill the hole.



Detail of Lock Rod Assembly