



## HETEROGENEOUS COMMERCIAL SHEET FLOORING MAINTENANCE INFORMATION

### Realities / Momentum

#### General Maintenance Information

Proper and regular maintenance is necessary to protect and prolong the life of the floor. A maintenance plan and associated maintenance costs should be factored into the project at the earliest stages to ensure the owner's flooring investment is protected. A good maintenance program involves controlling dirt and grit, prompt removal of spills and stains, and protection of the floor surface, as well as following these basic strategies:

- **Frequent sweeping, mopping or vacuuming to control loose soil and grit.** The frequency of cleaning will be determined by the amount and type of traffic expected, the color of the floor, and the types of soil the floor will be exposed to, for example.
- **Prompt removal of spills and stains.**
- **Use of appropriate walk-off mats.** Choose mats with non-staining backs, and place them at every entrance, both inside and out. Mats should be as wide as the entrance and long enough to remove wet or gritty soil and stain-causing residue from asphalt pavements before it is tracked onto the resilient floor. Clean mats regularly.
- **Use caution and good safety practices.** Use caution signs and restrict traffic when cleaning, stripping and polishing to prevent injuries from slips and falls. Do not flood the floor with scrubbing, rinsing or stripping solutions. Use protective runways, when moving heavy objects, even if equipped with wheels, to avoid causing adhesive displacement, marring, or gouging of the floor surface.
- **Clean regularly and polish for surface protection and appearance retention.** Maintenance conditions vary. Contact the the polish manufacturer to determine the specific recommendations for polishing based on your equipment, schedule, traffic and desired gloss level.
- **Always use a quality name product and follow manufacturer recommendations** to ensure the best results. The improper use or dilution of certain floor cleaners may discolor the floor surface.

#### NEW FLOORS

- Floor covering that has just been installed should not be washed or maintained for at least 48 hours to ensure bonding of all adhesives and seam sealers, etc.
- Walking traffic should be kept to a minimum and moving of heavy appliances and equipment should be avoided for 48 hours for the same reasons.
- Seam sealers should be allowed to dry thoroughly and not allowed to be trafficked for at least 48 hours.

## **MAINTENANCE IMMEDIATELY AFTER INSTALATION**

1. Sweep or vacuum the floor after the seam is completely dry. Remove any residual adhesive with a clean white cloth dampened in mineral spirits. Keep walk-off mats clean and free of debris.
2. Keep walking traffic to a minimum and avoid moving heavy objects across the floor for at least 48 hours after installation.
3. Damp mop the floor with a properly diluted, non-alkaline, general purpose cleaning solution. Remove heel marks or stubborn soil that may have occurred during installation. Rinse the floor thoroughly, being careful not to excessively wet the floor.
4. When the floor has been thoroughly cleaned and dried, immediately apply multiple coats (3-5 coats) of a high quality cross-linked acrylic floor finish to protect the floor surface, if not using dry buff option.

## **REGULAR MAINTENANCE PROGRAM**

1. Dry sweep or dust mop the floor to remove the loose debris and grit. Clean walk-off mats frequently.
2. Damp mop or scrub the floor using a properly diluted, non-alkaline general-purpose floor cleaner to maintain an attractive appearance. A low rpm floor machine (350 RPM or less) with the appropriate pad for scrubbing may be used to remove heavy soils, stains, or spills on the floor.
3. If the floor has 3-5 coats of polish and has been cleaned, rinsed, and dried, it may then be spray buffed to repair scratches in the surface or to restore the gloss.
4. To extend the life of the polish and to lengthen the time between recoating, it is recommended that a finish / polish restorer be used. Apply the polish restorer with a damp mop or automatic scrubber. A thin coating of polish restorer on the floor can protect the polish from abrading when buffing.
5. If the floor is badly soiled and/or scratched, spray buffing will no longer restore the shine of the floor. A stripping operation is required to remove the dirty and damaged polish, followed by reapplication of new polish. Stripping removes all dirt and old polish down to the original floor surface. This process is time-consuming, thus, increases maintenance costs. Floors should be stripped only when other methods of cleaning are no longer effective.
6. Promptly repair any damage to the floor noticed during the performance of routine maintenance. Refer to the current Mannington Professional Installation Guide for floor repair information or call 1-800-241-2262.
7. Allow the floor to dry thoroughly. Floor fans will assist in shortening the drying time of the rinsed floor. The floor must be kept free of any dirt at this point, so avoid any walk-through traffic.
8. Immediately apply the polish by following the proper polishing procedure.

**NOTE: During cleaning, floors become wet and slippery; “Caution Wet Floor” signs must be displayed.**

## **CONTROLLING GRIT**

Surface dirt and grit should be kept from being tracked onto the flooring. The abrasive action of these materials underfoot can cause surface dulling and scratching. Mats with non-staining backings at entranceways are strongly recommended.

Mats should be at least as wide as the doorway and a minimum of 6 feet long. Walk-off mats should have non-staining backing. Coco-fiber mats are not recommended as they may scratch the surface of resilient floors.

Routine cleaning of walk-off mats should be included in the maintenance procedure. This will increase effective mat life.

Although soft bristle brooms or vacuum cleaners may be used to control dirt and grit, dust-mopping with a treated (non-oily) mop is the most cost effective and, therefore, most widely used method.

## **PRECAUTIONS**

When moving heavy furniture, equipment, or appliances over sheet vinyl floor covering, care must be taken to use sheets of hardboard, plywood or other suitable protective materials so as not to mar or gouge the floor covering. Use protective runways even if objects are quipped with wheels or an appliance dolly is used.

Support furniture with wide-bearing, non-staining floor protectors. Ideally, the protectors should be a minimum of 1" in diameter, made of hard plastic, and rest flat on the floor. Casters with a minimum ¾" flat surface width or floor protectors are recommended for all movable furniture. Make sure any metal protectors are rustproof. Replace narrow dome furniture rests with side-bearing ones.

## **DAMP MOPPING**

Damp mopping should be used to remove residual surface dirt that remains after dust mopping. The use of a "tight mop" (one that has been well wrung out) is effective and will require less drying time.

We recommend high-quality non-alkaline or neutral cleaners. Many cleaners leave an unsightly residual film, rinsing the floor will provide a cleaner surface.

## **WET SCRUBBING**

Wet scrubbing is required when the flooring has become heavily soiled or marked. Scrubbing with a high quality non-alkaline cleaner followed by rinsing is recommended. In addition, if stripping solution or cleaner is used at a higher than recommended strength, a final rinse step is required. Scrubbing machines which operate in the low range (350 RPM or less) are most commonly used. These low RPM machines give better scrubbing action, less water slinging, and allow working a soiled or marked area more effectively than a high RPM machine. A pad no coarser than a "hog's-hair" pad is recommended. (Coarse synthetic pads or stiff bristle brushes should only be used for wet scrubbing when an ample amount of cleaning solution is applied to the floor. The use of automatic floor machines has become prevalent in the commercial maintenance industry. These machines, which are totally self-contained, apply the cleaning solution, scrub the floor, and vacuum up the dirty solution in one pass. Damp mop rinsing, which provides a cleaner floor, is recommended.

## **POLISHING PROCEDURE**

1. Prior to applying the floor polish, clean the floor thoroughly as described in the cleaning procedures above. Any soil left on the floor will become trapped between the coats of polish.
2. Soak a clean mop in clear water and wring it as tightly as possible. Dip the mop in the bucket of polish and tap lightly with the wringer. Saturation of the mop provides a more uniform application. Proper saturation is indicated when the polish drips slowly from the wrung-out mop.
3. When the floor is dry, apply the polish in a corner of the room opposite the door and work towards the door. On the first application, stay at least 12 to 14 inches away from baseboards and corners. Gradually work closed to the edges with each subsequent application.
4. Apply thin coats of the polish with smooth, overlapping strokes of the mop. Reload the mop with polish frequently enough to ensure that the polish is applied evenly. In general, the polish will cover 2000 square feet per one gallon bottle.

5. It is recommended that a minimum of three coats be applied to provide an adequate foundation for the spray buffing. Allow 45 minutes to one hour dry time between each coat applied; and at least one hour after the last coat of polish has dried before opening the floor to traffic.

#### **LOW MAINTENANCE OPTION:**

- Use of walk-off mats at entrance ways is an essential part of extending the life and appearance of your floor. Frequent cleaning of walk-off mats will minimize tracked in grit.
- Dry sweep or vacuum to remove the loose debris and grit.
- Damp mop or scrub the floor using a diluted, non-alkaline general-purpose floor cleaner to maintain an attractive appearance. A slow rpm floor machine (175-600 rpm) with the appropriate pad for scrubbing (white or green) may be used to remove heavy soils, stains or spills on the floor.
- Dry buffing with a lamb's wool pad or white synthetic pad is the recommended method for maintaining and restoring luster on Momentum and Realities floors. Normal cleaning in conjunction with occasional buffing will maintain the floor's appearance. Although polishes can be used on Momentum and Realities floors, they are not needed. This results in considerable savings of both time and costs in a commercial maintenance program.
- Dry buffing with synthetic pads will restore luster; however, use care to prevent these pads from burning or scarring the floor. When using synthetic pads, always keep the buffing machine in constant motion.
- Dry buffing over heavily soiled or badly marked areas should be avoided as it increases the risk of burnishing the residue into the flooring surface. These heavily soiled areas should be scrubbed to ensure complete removal of the soiling material prior to dry buffing. Dry buffing is intended primarily for gloss enhancement rather than soil or scuff removal.
- **The use of ultra-high speed buffing (burnishing) machines, those operating over 1500 RPM, is not recommended.**
- **Burnishing is not recommended for installations exhibiting telegraphing of subfloor irregularities or debris trapped under the floor (inadequate floor preparation).**
- Momentum and Realities floors may be polished in lieu of dry buffing; however, once polish has been applied, continued use of a polish or spray buffing is recommended to restore luster to the floor rather than dry buffing.
- For spray buffing or burnishing, the floor should have 3 – 5 coats of polish as a base. The floor must be cleaned, rinsed, and allowed to dry, then it may then be spray buffed or burnished to repair scratches in the surface or to restore the gloss.
- If the floor is badly soiled and/or scratched and spray buffing or burnishing will no longer restore the shine of the floor; a stripping operation is required to remove the dirty and damaged polish, followed by reapplication of new polish. Strip floor only when necessary following the procedures outlined in the previous section on General Maintenance Information.

The use of high-speed buffing (burnishing) machines, those operating over 1500 RPM, is NOT recommended for these products.

Lamb's wool pads are the preferred pads used to gloss restoration. These pads reduce the chance of scratching the flooring surface. Lamb's wool pads should be cleaned frequently. Dry-buffing with synthetic pads will also restore gloss; however, use care to prevent these pads from burning or scarring the floor. When using 3M Thickline white synthetic pads, always keep the buffing machine in constant motion.