



 COLUMBIA UNIVERSITY
IN THE CITY OF NEW YORK

-STANDARDS PROGRAM, JANUARY 2019-

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CUSTOMER AND PRODUCT

SUPPORT 1.800.257.SHAW(7429)

www.shawcontract.com

FOR TECHNICAL SUPPORT VISIT:

technicalsupport.shawinc.com

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shaw contract®

WHY SHAW CONTRACT

Shaw Contract is more than a flooring manufacturer. We customize solutions, provide single-source accountability, and remain committed to environmental excellence. As a brand of Shaw Industries, we combine the expertise of the world's largest carpet manufacturer with the financial stability of a Berkshire Hathaway subsidiary. Shaw Contract provides global consistency through the design, service and sustainability of our products.

DESIGN ON DEMAND

Speed of delivery and exceptional choice come together using Quick Ship. Get hundreds of tile and broadloom products shipped in two weeks or less, with select styles in stock and ready for immediate shipment.

2 weeks – up to 2,500 square yards from US



WALKING THE PROGRESSIVE PATH

When considering the safety of our products, everything matters. Going beyond Declare registration and Health Product Declarations, Cradle to Cradle™ Certification is the most comprehensive *material health* assessment. Being Cradle to Cradle™ Silver Certified ensures that our carpet products have been assessed, and are continually being optimized to ensure they pose no known or suspected threat to humans or the environment.



WARREN BUFFETT
Chairman and CEO
Berkshire Hathaway



Headquarters in Dalton, Georgia

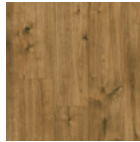




colour: 96560 winnow

product specifications

style number:	0896V
construction:	commercial bio-based polyurethane heterogeneous tile
overall thickness:	0.098 in 2.5 mm
actual dimensions:	13.19 in x 26.38 in 33.50 cm x 67.00 cm
area per carton:	40.37 ft ² 3.75 m ²
finish:	ExoGuard+™
installation:	direct glue
static load limit/ASTM F970:	passes, 1500 psi



laurel
96600



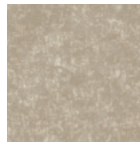
twain
96650



colour: 95515 concrete

product specifications

style number:	0895V
construction:	commercial bio-based polyurethane heterogeneous tile
overall thickness:	0.098 in 2.5 mm
actual dimensions:	13.19 in wide x 26.38 in 33.50 m x 67.00 m
area per carton:	38.64 ft ² 3.59 m ²
finish:	ExoGuard+™
installation:	direct glue
static load limit/ASTM F970:	passes, 1500 psi



flax
95114



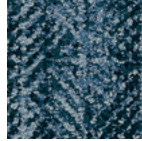
concrete
95515



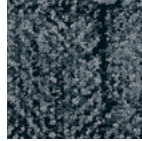
colour: 35870 rosewood

product specifications

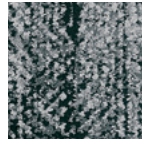
style number:	5T236
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	28 oz. 949.4 g/m ²
gauge:	1/10 39.4/10 cm
average density:	10,500 ozs./yd ³ 7.67 kilotex
product size:	9 in x 36 in 22.9 cm x 91.4 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, ashlar, brick, stagger, herringbone



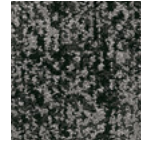
overdyne
35496



raven
35505



fog
35518



espresso
35585

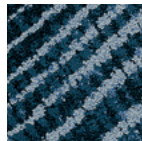
IDENTITY TILE | HAVEN



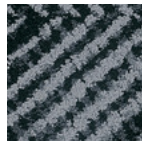
colour: 35516 greige

product specifications

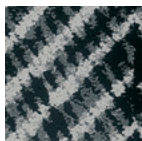
style number:	5T237
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	26 oz. 881.6 g/m ²
gauge:	1/10 39.4/10 cm
average density:	6933 ozs./yd ³ 7.67 kilotex
product size:	9 in x 36 in 22.9 cm x 91.4 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, ashlar, brick, stagger, herringbone



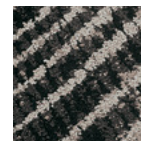
overdyne
35496



raven
35505



fog
35518



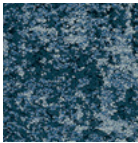
espresso
35585



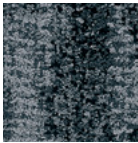
colour: 35516 greige

product specifications

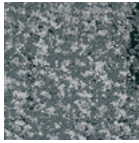
style number:	5T235
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	28 oz. 949.4 g/m ²
gauge:	1/10 39.4/10 cm
average density:	8195 ozs./yd ³ 8.00 kilotex
product size:	9 in x 36 in 22.9 cm x 91.4 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, ashlar, brick, stagger, herringbone



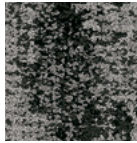
overdyed
35496



raven
35505



fog
35518



espresso
35585

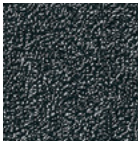
NEST TILE | HAVEN



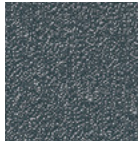
colour: 38518 fog

product specifications

style number:	5T238
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	24 oz. 813.8 g/m ²
gauge:	1/12 47.2/10 cm
average density:	6803 ozs./yd ³ 13.91 kilotex
product size:	9 in x 36 in 22.9 cm x 91.4 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, ashlar, brick, stagger, herringbone



raven
38505



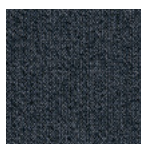
ash
38555



colour: 48515 hearten + 48486 serene

product specifications

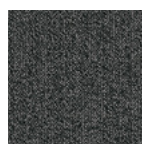
style number:	5T261	
fibre:	eco solution q® nylon	
dye method:	100% solution dyed	
tufted weight:	18 oz.	610.2 g/m ²
gauge:	1/10	39.4/10 cm
average density:	8640 ozs./yd ³	10.94 kilotex
product size:	24 in x 24 in	61 cm x 61 cm
secondary backing:	ecoworx®	
recommended installation:	monolithic, quarter turn, ashlar, brick, random	



→ solace
48485



→ blanket
48505



→ slate
48557



→ nestle
48760



colour: 48515 hearten

product specifications

style number:	5T263	
fibre:	eco solution q® nylon	
dye method:	100% solution dyed	
tufted weight:	19 oz.	644.2 g/m ²
gauge:	1/10	39.4/10 cm
average density:	8047 ozs./yd ³	10.86 kilotex
product size:	24 in x 24 in	61 cm x 61 cm
secondary backing:	ecoworx®	
recommended installation:	monolithic, quarter turn, ashlar, brick, random	



→ solace
48485



→ blanket
48505



→ slate
48557



→ nestle
48760



colour: 67375 vivid + 67515 interaction

product specifications

style number:	5T268
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	20 oz. 678.8 g/m ²
gauge:	1/12 47.2/10 cm
average density:	8182 ozs./yd ³ 11.27 kilotex
product size:	12 in x 48 in 30.5 cm x 121.9 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, ashlar, brick, stagger, herringbone

clear
67486system
67505STACKED TILE | FLOOR ARCHITECTURE

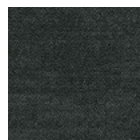
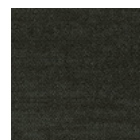
TILE SIZE: 24X24



colour: 06481 river rock

product specifications

style number:	5T207
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	16 oz. 542.5 g/m ²
gauge:	1/12 47.2/10 cm
average density:	8113 ozs./yd ³ 15.11 kilotex
product size:	24 in x 24 in 61 cm x 61 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, quarter turn, ashlar, brick, random

 granite
06500 shale
06557



colour: 83761 clay

product specifications

style number:	5T006
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	20 oz. 678.11 g/m²
gauge:	1/10 39.37/10 cm
average density:	5581 ozs./yd³ 11.84 kilotex
product size:	24 in x 24 in 61 cm x 61 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, quarter turn, ashlar, brick



night
83496



underground
83505



carbon
83585



PVC-FREE

ADDITIONAL CARPET TILE OPTIONS

no rules

break all the rules.

The rules say you have to put down your carpet in a certain pattern. No Rules begs to differ. These Cradle to Cradle™ collections are designed to let you mix dye lots imperceptibly and install tiles randomly. So lose the attic stock, and express your rebel view.

Great for projects completed in phases.

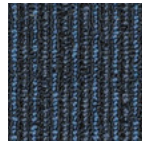
Great for high traffic areas that require frequent tile replacement.



colour: 69505 zone

product specifications

style number:	5T070	
fibre:	eco solution q® nylon	
dye method:	100% solution dyed	
tufted weight:	15 oz.	508.6 g/m ²
gauge:	1/12	47.2/10 cm
average density:	5192 ozs./yd ³	8.88 kilotex
product size:	24 in x 24 in	61 cm x 61 cm
secondary backing:	ecoworx®	
recommended installation:	monolithic, quarter turn, ashlar, brick, random	


horizon
69496

space
69500


colour: 69505 zone

product specifications

style number:	5T071	
fibre:	eco solution q® nylon	
dye method:	100% solution dyed	
tufted weight:	15 oz.	508.6 g/m ²
gauge:	1/12	47.2/10 cm
average density:	5047 ozs./yd ³	8.87 kilotex
product size:	24 in x 24 in	61 cm x 61 cm
secondary backing:	ecoworx®	
recommended installation:	monolithic, quarter turn, ashlar, brick, random	


horizon
69496

space
69500



colour: 69505 zone

product specifications

style number:	5T069
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	15 oz. 508.6 g/m ²
gauge:	1/12 47.2/10 cm
average density:	5684 ozs./yd ³ 8.7 kilotex
product size:	24 in x 24 in 61 cm x 61 cm
secondary backing:	ecoworx®
recommended installation:	monolithic, quarter turn, ashlar, brick, random

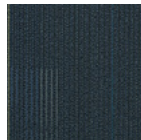
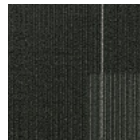

horizon
69496

space
69500


colour: 75597 passport

product specifications

style number:	59575 (24 in x 24 in) 5T185 (9 in x 36 in)
fibre:	eco solution q® nylon
dye method:	100% solution dyed
tufted weight:	16 oz. 542.5 g/m ²
gauge:	1/12 47.2/10 cm
average density:	6261 ozs./yd ³ 9.23 kilotex
product sizes:	24 in x 24 in 61 cm x 61 cm 9 in x 36 in 22.9 cm x 91.4 cm
secondary backing:	ecoworx®*
recommended installation:	monolithic, ashlar, brick, quarter turn, random, herringbone


water rail
75485

magnetic fields
75505

*both sizes available with Ecologix backing 5T233 and 5T244



colour: 00568 root

product specifications

style number:	0453V (12 mil) 0454V (20 mil) 0892V (30 mil)
construction:	commercial luxury vinyl tile
class / ASTM F1700:	class III printed type B
wear layer thickness:	12 mil or 0.012 in (0.304 mm) 20 mil or 0.020 in (0.508 mm) 30 mil or 0.030 in (0.762 mm)
overall thickness:	12 mil or 0.098 in (2.5 mm) 20 mil or 0.098 in (2.5 mm) 30 mil or 0.12 in (3.0 mm)
actual dimensions:	5.96 in x 48.00 in 15.13 cm x 121.92 cm
area per carton:	12 mil and 20 mil - 41.72 ft ² 3.88 m ² 30 mil - 35.76 ft ² 3.32 m ²
finish:	ExoGuard+™
installation:	direct glue
static load limit/ASTM F970:	passes, 1500 psi



PVC-FREE

MAINTENANCE

Bio Based Polyurethane Maintenance Checklist

Proper care of your BBP floor will help maintain the appearance and performance of your floor by following recommended preventative, routine and wet cleaning guidelines.

Maintenance instructions for Bio Based Polyurethane Flooring.

Post Construction Cleaning

- Dry mop floor using a microfiber mop pad or appropriate floor vacuum to remove dust particulate from the floor.
- Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey Stride, onto the floor in manageable area (spray mist will dry quickly). Use a microfiber wet mop pad to mop the floor with cleaner. If pad becomes dirty, be sure to replace the pad with a new microfiber wet mop pad. Work floor in sections.
- Always rinse the floor with water only by mopping water to remove any remaining residue from the floor.
- In the event where drywall dust/construction dust is mopped with water only, a residue film will appear on the floor after drying. Use the process below to remove the film from the floor.

Process to remove construction residue or cloudy film from resilient flooring

1. **Dry mop floor to remove any construction dust or exterior soil tracked onto the flooring. Use microfiber dry mop pad. If microfiber dry mop pad gets dirty, replace pad with a clean pad.**
2. **Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey's Stride, onto the floor in manageable area (spray mist will dry quickly). Work floor in sections. For smooth surface, use a low rpm (175 rpm) buffer with a 3M red pad on flooring with neutral pH cleaner applied to the floor to remove the residue film. (Never Dry Buff). For embossed or textured flooring, use a cylindrical brush scrubber with soft to medium brushes and a neutral pH cleaner applied to the floor to remove the residue film.**
3. **Using a wet microfiber mop pad, rinse with water only to remove any remaining residue from the flooring. When wet mop pad becomes dirty, be sure to replace the pad with a new microfiber wet mop pad.**
4. **Repeat steps #2 and #3, if necessary.**

When the resilient flooring is cleaned properly, the floor will have the same visual as right out of the box!

Preventative Maintenance

1. Care for newly installed floors.

- Avoid heavy traffic for 24 hours.
- Proper furniture protection is required to prevent scratching and scuffing of BBP flooring. It is recommended to use industrial strength felt protection. These can be purchased from the following websites: www.1877floorguy.com, www.expandedtechnologies.com, www.flexifelt.com. High point loads can leave impressions in the flooring, use wide based furniture protection to distribute the weight evenly. High heel shoes can also leave impressions in the flooring.
- Moving heavy objects requires protective barriers to distribute the weight such as plywood (¼" or thicker) or heavy cardboard to prevent damage to the surface.
- Remove adhesive residue with a clean white cloth dampened with odorless mineral spirits or isopropyl alcohol.
- Only low moisture or damp mopping is recommended initially, if needed.
- Wait 4 days before normal wet cleaning and/or auto scrubbing the floor.
- Avoid direct sunlight on BBP flooring as it can cause fading and expansion of the planks. Use window protection
- Surface temperature should not reach 140 degrees from bed bug treatment as it would cause expansion of the planks.

2. Identify and address all sources of soiling.

- Maintain a clean exterior (parking lots and walkways) where dirt enters the building.
- Proper mats should have non-staining backing, use PVC backed matting. Use mats at entranceways, transition areas and special areas such as food service areas/restrooms to confine soil, oil, grease and high moisture areas.
- Entrance mats keep soil and moisture outside. Two matting categories are:
Soil Removal – used at exterior entrances to remove soil from shoes
Absorbent mats – used inside to minimize moisture

- Mats should cover at least 6 footsteps to capture soil transferring from shoes. Additional matting may be necessary during inclement weather. Include mats in the maintenance program and keep them clean.

Routine Maintenance

1. Remove dry soil.

- Sweep, vacuum or dust-mop frequently to remove soil particles that can abrade the surface.
- Dust mop treatments are not recommended since these products can transfer and attract soil.
- Do not use vacuums with rotating beater bars on hard surfaces.

2. Promptly address spots and spills.

- All spills should be addressed as quickly as possible to avoid staining and slip/fall hazards.
- Absorb wet spills and if necessary use a neutral pH floor cleaner* and rinse with water.
- Isopropyl alcohol or mineral spirits can be used for oil/grease (petroleum-based) and/or scuff marks.
- Medical stains and hair dyes can cause a permanent stain. These type stains must be removed promptly.

3. Remove scuffs and scratches

- Cleaning with an auto scrubber or spray buffing with a spray/buff solutions* using a low (175 rpm) machine and red pad will remove scuff marks. Agitation is the key to remove these marks.
- A tennis ball placed on the end of a stick, such as a broom handle, can be used as a tool to remove scuff marks. This allows you to remove scuffs from a standing position on smaller areas.
- Buffing the floor with a 175 rpm machine and red 3M pad along with neutral floor cleaner is the first step to improve the appearance of scratches. It is not recommended to use Dr. Schutz scratch fix kit on BBP flooring.

Wet Cleaning

- Always pre-vacuum or dry dust mop before wet cleaning.
- Use neutral pH floor cleaner and follow the manufacturer's instructions for dilution and use.
- Common systems are: 1) Microfiber wet mop or mop and two-bucket system, and 2) Automatic scrubbing with a red 3M pad/equivalent brushes.
- Rinse the floor with clean water. Repeat the rinse process if necessary to remove all haze
- Do not use brown or black pads/brushes. These pads are too aggressive and can damage the floor.

***It is safe to use a 1:5 bleach solution (1 part bleach, 5 parts water) on BBP flooring.**

An Applied Finish must not be used on the surface of BBP flooring

- Neutral Cleaners: Diversey STRIDE® or PROMINENCE®, Shaw Hard Surface Cleaner, Hilway Direct Neutral Cleaner
- Spray and Buff: Diversey SNAPBACK®

Technical phone numbers:

- Diversey: 1.800.558.2332
- Shield Industries for Shaw Cleaner: 1.877.209.7309
- www.1877floorguy.com 1.877.356-6748

Created: 05/22/2018

1. IDENTIFY AND ADDRESS ALL SOURCES OF SOILING

- Parking lots/ Entrances: By maintaining a clean exterior, dirt coming in the building will be minimized.
- Transition areas (hard surface to carpet): Clean frequently to prevent soil from tracking to carpet.
- Food service areas/Restrooms/Water coolers: Matting may be required in areas where moisture, oil and grease are present.

2. USE ENTRY MATS (KEEP DIRT OUTSIDE)

- Two mat categories
 - Soil Removal – used at exterior entrances to remove soil from shoes
 - Absorbent mats – used inside to prevent moisture from getting on the carpet
- Mats should cover at least 6 footsteps to capture soil transferring from shoes. Additional matting may be necessary during inclement weather.
- Keep mats clean (mats must be properly placed throughout the facility and maintained on a regular basis).

3. VACUUM (THE MOST IMPORTANT PROCESS IN YOUR MAINTENANCE PROGRAM)

- 80 to 85 % of dry soil can be removed by proper vacuuming.
- Select Vacuum cleaners certified in the Carpet and Rug Institute's Seal of Approval (SOA) / Green Label Vacuum Cleaner Program (www.carpet-rug.org)
- Commercial, dual-motor upright, top-loading vacuums are recommended.
- Maintain working condition of vacuums with special attention to the bag (empty when half full).

4. PROMPTLY ADDRESS SPOTS AND SPILLS

- Use General Soil Spot Removers, like Shaw's R2X, R2X Green or R2Xtra for most common spots and spills. (For ordering information call 1.877.209.7309 or contact your Shaw Rep.) Additional cleaning agents are listed in the Carpet and Rug Institute's Seal of Approval (SOA) Program (www.carpet-rug.org)
- Use solvent spotters for oil/grease (petroleum-based spots). Solvent gels preferred. Follow manufacturer's recommendations when using solvents. Rinsing may be necessary.
- Use specialty products (www.proschoice.com) for set stains where color has been added or altered.
 - CTI Pro's Choice Red Relief (acid dye stains – colored soft drinks, medicines, etc.)
 - CTI Pro's Choice Stain Magic (organic dye stains – coffee, tea, mustard, etc.)

5. USE INTERIM SYSTEMS TO MANAGE APPEARANCE

- Encapsulation – process using CRI SOA cleaning agents and a dual-cylindrical counter-rotating brush machine for agitation.
 - Always pre-vacuum.
 - Hot water extraction recommended after every third (3rd) encapsulation.
- Walk Behind Extractors - use CRI approved cleaning agents, be sure to operate at lowest speed.
- NOTE: Bonnet cleaning is NOT recommended!

6. FOLLOW DEEP CLEANING PROCESS

- Hot Water Extraction Process:
 - Always pre-vacuum.
 - Apply an approved pre-spray cleaning agent in the CRI (SOA) Program.
 - Agitate with mechanical brush and allow 10 minutes dwell time.
 - Extract with hot water or use a low pH rinse agent in the machine. We recommend CRI Gold Rated Equipment.
- Examples of Equipment:
 - Truck mount units maintain higher pressure and temperature
 - High Flow Extractors
 - Portable box and wand – minimum 200 psi and approximately 1 gallon of water flow per minute
- To prevent wicking use air movers to expedite drying. Be sure facility HVAC is on during cleaning and remains on for at least 12 hours afterward.

7. RESOURCES

- Shaw's M.A.C. (Maintenance and Cleaning) Advantage web-based training program is available at <http://technicalsupport.shawinc.com>. Contact your Shaw Rep for access.
- For Technical assistance or maintenance related questions contact Inforum at 1.800.471.7429.

SUGGESTED FREQUENCY CHART FOR COMMERCIAL CARPET CARE

Traffic Level	Vacuum	Spot Removal	Interim Cleaning	Hot Water Extraction
Light - Private offices - Cubicles	2+ times per week	As needed	As needed	1 time per year
Moderate - Shared offices - Secondary hallways - Conference rooms - Classrooms	1 time per day	As needed	As needed	2 times per year
Heavy - Common entrances - Elevators - Main hallways - Break rooms - Work rooms - Mail rooms - Patient rooms - Waiting areas	1+ times per day	As needed	Monthly	4 times per year
Extra Heavy - Common entrances in severe climates - Cafeterias/food service areas - Extra heavy traffic	1+ times per day	As needed	Weekly	Monthly

- This chart represents a general guideline; your program should be customized to your specific conditions.
- Extra heavy traffic and soiling conditions require more frequent attention.
- NOTE: Use of a pile lifter may be a consideration. Pile lifting helps restore the surface pile yarns and helps remove embedded dry sand and soil.

11/2013

RESILIENT MAINTENANCE CHECKLIST

Proper care of your resilient floor will help maintain the appearance and performance of your resilient floor by following recommended preventative, routine and wet cleaning guidelines.

Maintenance instructions for Shaw Hard Surface Resilient and US Floor Resilient

POST CONSTRUCTION CLEANING

- Dry mop floor using a micro fiber mop pad or appropriate floor vacuum to remove dust particulate from the floor.
- Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey Stride, onto the floor in manageable area (spray mist will dry quickly). Use a micro fiber wet mop pad to mop the floor with cleaner. If pad becomes dirty, be sure to replace the pad with a new micro fiber wet mop pad. Work floor in sections.
- Always rinse the floor with water only by mopping water to remove any remaining residue from the floor.

In the event where dry wall dust/construction dust is mopped with water only, a residue film will appear on the floor after drying. Use the process below to remove the film from the floor.

Process to remove construction residue or cloudy film from resilient flooring.

1. **Dry mop floor to remove any construction dust or exterior soil tracked onto the flooring. Use micro fiber dry mop pad. If micro fiber dry mop pad gets dirty, replace pad with a clean pad.**
2. **Spray neutral pH cleaner, such as Shaw Hard Surface Cleaner or Diversey's Stride, onto the floor in manageable area (spray mist will dry quickly). Work floor in sections. For smooth surface, use a low rpm (175 rpm) buffer with a 3M red pad on flooring with neutral pH cleaner applied to the floor to remove the residue film. (Never Dry Buff). For embossed or textured flooring, use a cylindrical brush scrubber with red brushes and a neutral pH cleaner applied to the floor to remove the residue film.**
3. **Using a wet micro fiber mop pad, rinse with water only to remove any remaining residue from the flooring. When wet mop pad becomes dirty, be sure to replace the pad with a new micro fiber wet mop pad.**
4. **Repeat steps #2 and #3, if necessary.**

When the resilient flooring is cleaned properly, the floor will have the same visual as right out of the box!

PREVENTATIVE MAINTENANCE

1. Care for newly installed floors.

- Avoid heavy traffic for 24 hours.
- Proper furniture protection is required to prevent scratching and scuffing of LVT flooring. It is recommended to use industrial strength felt protection. These can be purchased from the following websites: www.1877floorguy.com, www.expandedtechnologies.com, www.flexifelt.com.
- Moving heavy objects requires protective barriers to distribute the weight such as plywood (¼" or thicker) or heavy cardboard to prevent damage to the wear layer.
- Remove adhesive residue with a clean white cloth dampened with odorless mineral spirits or isopropyl alcohol.
- Only low moisture or damp mopping is recommended initially, if needed.
- Wait 4 days before normal wet cleaning and/or auto scrubbing the floor.
- Avoid direct sunlight on LVT flooring as it can cause fading and expansion of vinyl planks. Use window protection
- Surface temperature should not reach 140 degrees from sunlight or bed bug treatment as it would cause expansion of vinyl planks.

2. Identify and address all sources of soiling.

- Maintain a clean exterior (parking lots and walk ways) where dirt enters the building.
- Proper mats should have non-staining backing, use PVC backed matting. Use mats at entranceways, transition areas and special areas such as food service areas/restrooms to confine soil, oil, grease and high moisture areas.
- Entrance mats keep soil and moisture outside. Two matting categories are:
 - Soil Removal – used at exterior entrances to remove soil from shoes
 - Absorbent mats – used inside to minimize moisture
- Mats should cover at least 6 footsteps to capture soil transferring from shoes. Additional matting may be necessary during inclement weather. Include mats in the maintenance program and keep them clean.

ROUTINE MAINTENANCE**1. Remove dry soil.**

- Sweep, vacuum or dust-mop frequently to remove soil particles that can abrade the wear layer.
- Dust mop treatments are not recommended since these products can transfer and attract soil.
- Do not use vacuums with rotating beater bars on hard surfaces.

2. Promptly address spots and spills.

- All spills should be addressed as quickly as possible to avoid staining and slip/fall hazards.
- Absorb wet spills and if necessary use a neutral pH vinyl cleaner* and rinse with water.
- Isopropyl alcohol or mineral spirits can be used for oil/grease (petroleum-based) and/or scuff marks.

3. Remove scuffs.

- Cleaning with an auto scrubber or spray buffing with a spray/buff solutions* using a low (175 rpm) machine and red pad will remove scuff marks. Agitation is the key to remove these marks.
- A tennis ball placed on the end of a stick, such as a broom handle, can be used as a tool to remove scuff marks. This allows you to remove scuffs from a standing position on smaller areas.

WET CLEANING

- Always pre-vacuum or dry dust mop before wet cleaning.
- Use neutral pH vinyl cleaner* and follow the manufacturer's instructions for dilution and use.
- Common systems are: 1) Micro fiber wet mop or mop and two-bucket system, and 2) Automatic scrubbing with a red 3M pad/equivalent brushes.
- Rinse the floor with clean water. Repeat the rinse process if necessary to remove all haze
- Do not use brown or black pads/brushes. These pads are too aggressive and can damage the floor.
- Products containing bleach and steam mops are not recommended.

The above guidelines are recommended to maintain LVT, LVP and sheet resilient products. Application of finish is optional in certain applications. Always follow the finish manufacturer's instructions for mixing and method of application. It is also recommended that if finish is applied, additional cleaning products be from the same manufacturer due to compatibility issues. Specialty floors such as sports floors with cushion back, ESD/static-control and floating floors will have exceptions to the maintenance guidelines. Contact the Information Center or Technical Support at 877.502.7429.

*There are many available cleaning and maintenance products for hard surfaces, especially resilient floors. These products should be evaluated since each location can have different requirements due to the type of soil, performance expectations and available maintenance equipment. Applying finishes will change the original product and the finish becomes the wear layer. The following are suggested products to assist the maintenance program:

- Neutral Cleaners: Diversey STRIDE® or PROMINENCE®, Shaw Hard Surface Cleaner, Hilway Direct Neutral Cleaner
- Spray and Buff: Diversey SNAPBACK®
- Matte Finish: Diversey Carefree Matte® Hilway Direct Plus Matte

- Gloss Finish: Diversey Carefree® Hilway Direct Plus Gloss
- Technical phone numbers:
 - Diversey: 1.800.558.2332
 - Shield Industries for Shaw Cleaner: 1.877.209.7309
 - www.1877floorguy.com 1.877.356-6748

SUGGESTED FREQUENCY CHART FOR RESILIENT FLOOR CARE

Traffic Level	Vacuum or Dust Mop	Spot Removal	Wet Mop or Auto-Scrub
Light • Private offices • Cubicles	2+ times per week	As needed	Wet Mop Weekly Scrub Quarterly
Moderate • Shared offices • Secondary hallways • Conference rooms • Classrooms	1 time per day	As needed	Wet Mop Daily Scrub Monthly
Heavy • Common entrances • Elevators • Main hallways • Break rooms • Work rooms • Mail rooms • Patient rooms • Waiting areas	1+ times per day	As needed	Wet Mop Daily Scrub Weekly

This chart represents a general guideline; identify and schedule your facility for specific conditions and frequencies.

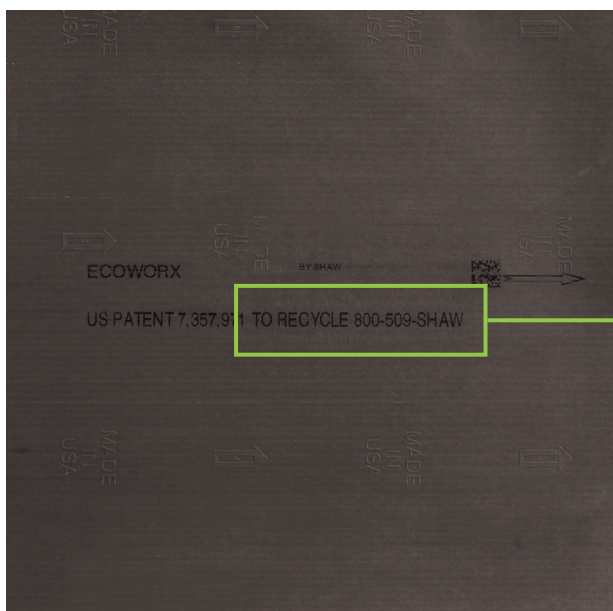
Revision: 8/2017

DESIGNED WITH INTENTION:

- Provides ingredient transparency through its **Cradle to Cradle Certified™** Silver designation and other measures, including Health Product Declarations and Declare Label.
- Uses 40% less energy to produce than traditional carpet tile.
- Is PVC free.
- weighs 40% less than traditional carpet tile – making it more efficient to transport and **easier to install**.
- Contains low VOCs – meeting the requirements for **Green Label Plus certification**.
- Contributes to LEED 2009 and v4
- **Offers high performance sustainability** – at no additional cost.

EcoWorx backed products come with an environmental guarantee for free reclamation and recycling. Every EcoWorx tile or broadloom product is printed with a 1-800 number on the back to facilitate the return of the product at the end of its useful life.

** Continental US and Canada Guarantee: Shaw will take back 500 yards or greater of EcoWorx material that has been palletized, stabilized by shrink wrapping or banding, and is ready for transport at time of pickup.*



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 COLUMBIA UNIVERSITY
IN THE CITY OF NEW YORK

-STANDARDS PROGRAM, JANUARY 2019-

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