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Assembly Instructions
Aluminum Repair Bay
Suspension Mount

Valued Goff's Customer: Thank you for your purchase of the Goff's Aluminum Repair Bay (Suspension Mount Version). While the assembly process is very straightforward, please note the following details.

Product Overview:

Your Goff's Aluminum Repair Bay is a high quality, high performance flexible containment system based on proven components and our many years of experience in the vinyl partition fabrication business. We are confident that it will bring you and/or your customers' years of reliable and trouble-free service.

Your specific Repair Bay is a "suspension (hanger) mounted" version that will use hanging 3/8" threaded rod at six points around the perimeter of the 12' x 24' track system. You **must** also have a single ceiling point and attachment location for a 3/8" threaded rod directly over the center of the bay. Your ceiling **must** be at least 4' higher than your selected curtain heights (repair bay height). If these requirements cannot be met, please contact a Goff's Customer Service Representative **before** unpacking your product.

Unpacking and Inspection:

Please unpack your Repair Bay carefully and notify the factory immediately if there are any shortages or if any items have been damaged during transit. Your kit(s) should have all of the necessary hardware and components for a complete installation with the following exceptions (installer-provided hardware):

1. Threaded rod, beam clamps, nuts and assorted hardware for the six perimeter suspension points.
2. Unique hardware (other than a beam clamp) for securing the center 3/8" threaded rod to your ceiling or ceiling support structure.

Bay Assembly:

Site Preparation:

It is imperative that you have an open and flat area of at least 14' x 26' for the Bay assembly process. You must also have properly located ceiling or ceiling support attachment points for the 3/8" threaded rod used to create the "pitch" for the Bay Topper (roof) and all (6) hanger locations. These points must be at least 4' above the installed height of the curtain track. It may be necessary to install purlins or other structures in order to create the proper attachment points.

While the Bay track system can usually be assembled by a single individual, two people and a ladder or lift will be required for the assembly and installation of the Bay Topper (roof).

Refer to the Track Layout drawing at the end of this document. Locate and roughly arrange the components as shown on the drawing. Note that the two 6' track sections for the center of the Bay do not have Velcro. Orient all other track components so that the Velcro is facing "outward".

Note the locations of the six hanger points. While the hangers on the corner radius tracks can be relocated slightly, the hanger points on the 3-way hangers are fixed. You must be able to provide threaded rod drops directly above these points.

The frame system will be completely assembled before the Topper is installed.

Frame Assembly:

At each of the six hanger locations create a threaded rod drop from your ceiling structure (using beam clamps or other attachment systems). Adjust or cut the threaded rod so that the bottom of each threaded rod drop (excluding the rod in the center) is 2" (two inches) above the desired track height. Example: If you are installing an 8' tall repair bay the bottom of the threaded rods should be 98" from the floor (as shown in the example photo below (Photo 1)). Run a nut up each of the threaded rods by about 4" (four inches).

Photo #1
(Threaded Rod Drops)

At one corner location install a suspend mount curve and loosely secure it with a bottom nut. Do not tighten this nut. Install another suspend mount curve at the adjacent "short side" location using the same method. Do not tighten the nuts. Locate and install a 8' piece of track between these two curves using the supplied hardware. Make sure that the Velcro on the track section is facing "outward". Your assembly should resemble the following photo (Photo 2):

Photo #2
(Short Side Assembly)

Using a Track Splice and the supplied hardware, join a center 6' track section (with the 3-Way Hanger installed) to the adjacent 7' track section (closest to the corner radius that you just hung). Make sure the Velcro lines-up on the "outside" of the track sections and splice. The union should resemble the following photo (Photo 3):

Photo #3
(Track Splice)

Install this 13' section of track into the free end of the corresponding corner radius and secure it with the supplied hardware. The free end of the track section will rest on the ground as shown in the following photo (Photo 4):

Photo #4
(13' Track Section Installed)

Repeat this process (building a 13' track section and securing it to the corner radius) on the other side of the frame as shown in the following photo (Photo 5):

Photo #5
(End "Horseshoe" Assembled)

Raise one side of the "horseshoe" until the 3-Way Hanger engages the threaded rod drop. Secure the 3-Way Hanger to the threaded rod using a nut, but do not tighten the nuts at this time. Repeat this process on the other side. Your track should now resemble the following photo (Photo 6):

Photo #6
(Suspended Horseshoe Assembly)

Using the supplied hardware, join the two center pieces of 6’ track with a Track Splice and a Goff’s Universal Track Connector Bracket. The center 6’ track sections are unique in that they do not have any Velcro. Install the hardware exactly as shown in the following photo (Photo 7):

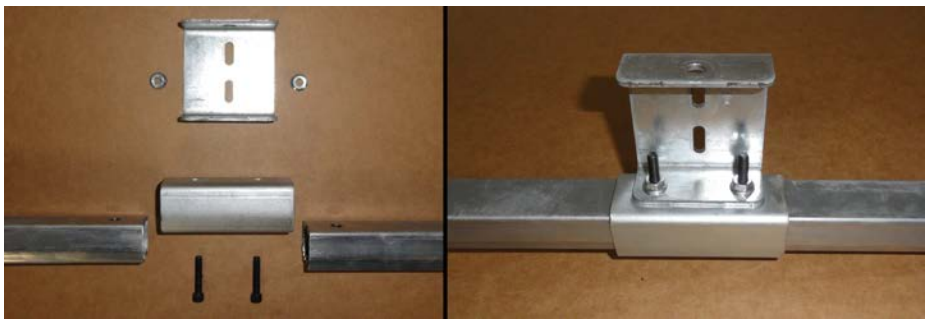


Photo #7
(Center Track Splice)

Install the assembled center track section between the two 3-Way Hanger brackets using the supplied set screws and Allen wrench. Your assembly will resemble the following photo (Photo 8):

Photo #8
(Center Track and Hangers Assembly)

Repeats the steps on Page 3 → Photo 2 to hang and assemble the remaining two corner radiuses and 8’ track section. Your track should resemble the following photo (Photo 9):

Photo #9
(Remaining Short Side Assembly)

Using a Track Splice and the supplied hardware, install the 7’ piece of track between the open end of the corner radius and the suspended 6’ track section (with the 3-Way Hanger). Note the orientation of the Velcro. Repeat this process on the opposite side for the last remaining piece of track. Before joining the last union, install the correct number of rollers into the track for your curtain system. The production tag for your curtains will be marked with the grommet count, which corresponds to the correct number of rollers. For the standard bay with standard curtains the roller count should be 70.

Photo #10
(Roller Installation)

Your assembled track system should look like the following photo (Photo 11):

Photo #11
(Completed Track Assembly)

Set the final height of your track assembly by measuring from the top of the track to the floor at each hanger location. Adjust the bottom nut until the top of the track is at the correct height (matching the product and curtains that you purchased). Run the top nut down onto the hanger and tighten it while holding the bottom nut in place.

Photo #12
(Setting the Track Height)

Measure and mark the center location on all four sides of the bay track layout. The center mark on the 12' sides will correspond to the center of the 8' track sections, and the center mark on the 24' sides will be centrally located on the 3-Way Track Hanger.

Install a 3/8" threaded rod drop from your ceiling directly over the Universal Track Connector in the center of the bay. We have supplied a 3' section of rod and a beam clamp for this drop and that will be sufficient for ceilings that are less than 6' higher than the top of the track layout. Higher ceilings will require additional threaded rod and/or rod couplers (available from Goff's). Adjust or cut the threaded rod so that the bottom of the rod is approximately 34" above the top of the Universal Track Connector (center span of the bay). Do not use the second 3' piece of supplied threaded rod at this time as it will be required later for the final assembly.

"Topper" Assembly:

Lay out and arrange all four Topper panels on a clean flat area. Orient the panels so that the 1" wide Velcro around the perimeter is facing "down".

Join the panels one at a time using the 2" Velcro seams. Start at the radiused corners and work toward the center.

Photo #13
(Topper Panel Joining)

The panels should meet at the Topper "peak" as shown in the following photo (Photo 14):

Photo #14
(Joined Panels at Topper peak)

Lift or roll one edge of the assembled Topper and slide the Hanger Plate into position under the four grommets at the peak. Slide the grommets over the studs. From the top, install and tighten the four flanged nuts onto the grommets.

Photo #15
(Hanger Plate Installation)

Roll or fold the Topper up along the "long edges" slightly, and position the assembled Topper so that it is oriented properly and draping over the center span track of the bay. Locate the Hanger Plate directly over the Universal Track Connector and under the end of the 3/8" threaded rod. Unfold the Topper as required, and from the underside raise the Hanger Plate. Engage the center hole in the Hanger Plate with the end of the threaded rod and install a 3/8" flange nut to hold it in position as shown in the following photo (Photo 16):

Photo #16
(Hanger Plate Initial Suspension)

The Topper has been marked with four wax pencil “center marks” which correspond to the center points that you have marked on the tracks. Attach the white edge Velcro of the Topper to the black track Velcro at these points, working toward the radiused corners.

At each hanger location, use a scissors to make a cut from the edge of the Topper through the sewn-on Velcro. Then make two lateral cuts, each about 1.5” long. The will create a “T-slot” in the material as shown in the following photo (Photo 17):

Photo #17
(Creating T-slots)

Pull the Topper material around the “ear” of the hanger so that the vertical tab of the ear engages the T-slot. Secure the Velcro to the track creating a closure that resembles the following photo (Photo 18):

Photo #18
(T-slots installed on Hanger “Ear”)

Repeat the T-slot operation at the remaining 5 locations. It is not uncommon for there to be a bit of “puckering” or “bunching” in the corners when the Topper is installed.

Photo #19
(Securing Topper Edge to Track)

Use the remaining 3’ piece of 3/8” threaded rod and the threaded rod coupler to connect the ceiling mount threaded rod to the Universal Track Connector as shown in the following photo (Photo 20). Adjust the nuts on the Universal Track Connector so that the center track span is level with no bend or deflection.

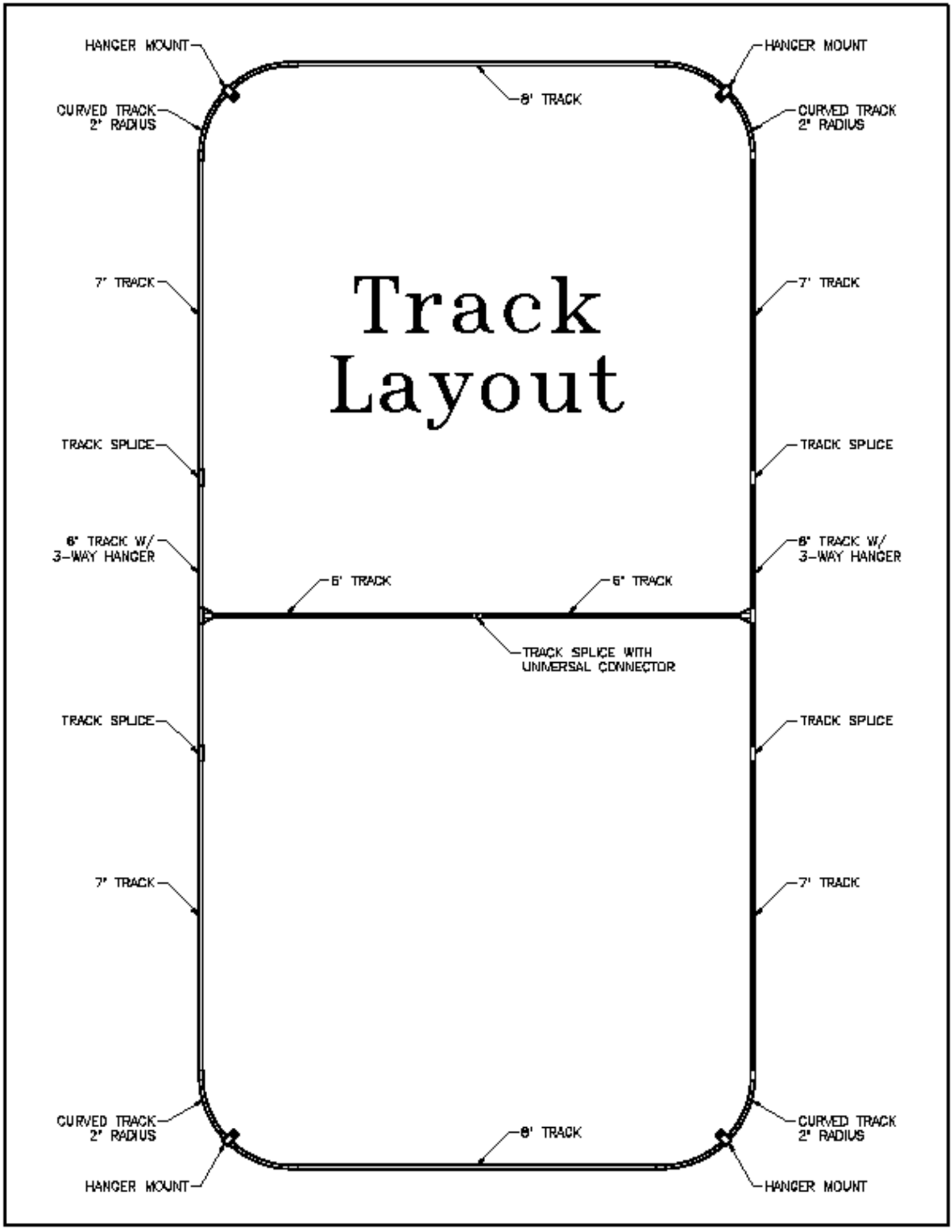
Photo #20
(Center Span Threaded Rod Support)

The flanged nut directly under the Hanger Plate can be used to adjust the overall tension and "tautness" of the Topper. We have also provided two additional grommet locations along the length of the Topper. These can be used with threaded rod, chain, or rope to change the pitch and shape of the Topper if desired.

Final Assembly:

The Track Frame and Topper assembly process is now complete. The peripheral curtains can now be installed on the rollers and joined using the edge Velcro.

We want to thank you again for your business and the opportunity to partner with your firm on this project. Please don't hesitate to contact us if you have any questions regarding these instructions or encounter any problems with the installation or performance of your Aluminum Repair Bay.


HANGER MOUNT
HANGER MOUNT
8' TRACK
CURVED TRACK
2" RADIUS
CURVED TRACK
2" RADIUS
7' TRACK
7' TRACK
Track
Layout
TRACK SPLICE
TRACK SPLICE
6" TRACK W/
3-WAY HANGER
6" TRACK W/
3-WAY HANGER
6' TRACK
6' TRACK
TRACK SPLICE WITH
UNIVERSAL CONNECTOR
TRACK SPLICE
TRACK SPLICE
7' TRACK
7' TRACK
CURVED TRACK
2" RADIUS
CURVED TRACK
2" RADIUS
8' TRACK
HANGER MOUNT
HANGER MOUNT