

# CHEMTOPS

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## INSTALLATION SERVICES



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## INSTALLATION PLANNING

# Installation Planning

## Outline

- Project Manager Oversight
- Logistics
- Pre-Install On-Site
- Our Install Team
- Safety & Security
- Site Clean Up
- Post Installation Follow Up

Your dedicated project manager will help you every step of the way. From shipping, installation, repairs, and third party services, they are here to help you start using your furniture in the most efficient way possible.

## Your Project Manager Oversees:

- Planning and logistics
- Travel arrangements of install staff
- Post-install evaluation and follow up

## Logistics

We schedule all shipping logistics to fit a predetermined install time window that we confirm during the order process. You will not have to store any products onsite for a prolonged period of time. When our products arrive, they are taken to the install site immediately.

## Pre-Install On-Site

Our team inspects the facility to determine the safest, most efficient, and least intrusive installation path into your facility. We will visit the install site ahead of time to ensure the installation does not run into issues around hallways, doorways, or temporary storage spaces.

We guarantee compliance with all safety and security protocols according to all building codes, and municipal, state, and federal regulations



# Installation Planning

## Our Install Team

We exclusively employ fully-salaried install workers who are experts in our products and can guarantee installations with minimal hassle and errors. They are incentivized to complete all installs in a timely and error-free manner.

Our installers wear company branded apparel, so you can easily identify them. Feel free to say hi or come to them with questions at any time on-site.

## Safety and Security

We adhere to any safety and security requirements that your company may have. We begin communication with your safety and security teams well before the installation date.

We supply any necessary documentation to ensure our team is approved and prepared to enter your facility. All members of our install team must pass a background check, driving record check, and a drug test.

## Site Clean Up

Throughout the installation process, our installers will dispose of all packaging material and leave your facility looking better than when we arrived.

## Post Installation Follow Up

After your installation is complete, we provide a follow up call or site visit to your facility to ensure that you are completely satisfied with your installation. If you have any issues after installation, contact your sales rep or project manager any time. If you do not have contact info on hand, call (866) 457-5771, or email [info@onepointesolutions.com](mailto:info@onepointesolutions.com)



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## INSTALLATION PROCESS

# Installation Process

## Arrival

Our team uses specialized tools and equipment, according to the requirements of each job. The furniture will then be placed in the areas as specified by the approved drawings of the job.

Upon placement, it shall be unpacked and inspected for quality assurance.

## Leveling Cabinets & Specialized Tooling

We use a specialized process to level off the cabinets and countertops.

We use a two part epoxy seaming agent to seem all tops and back splashes to tops where necessary.

Next our team will complete an inspection of:

- Door Slides
- Door Hinges
- Door Alignment
- Cabinets
- Countertops

## Completion

Upon inspection, by the general contractor of the end user, we will have them complete a short survey and the job is then declared complete.





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## FEES, DISCLAIMERS & GENERAL CONTRACTORS

# Fees

With no two jobs being the same, fees and pricing for our installation services vary from project to project. The range of pricing for our installation services depends on specific products, facility, the necessary equipment, personnel, and duration.

Changing of installation date without a (4) week notice could result in extra fees being placed on an order. In addition, if you delay your shipment date and require us to store your lab furniture, a fee will be assessed for the storage.

# Disclaimers

We are not HVAC, flooring, plumbing or electrically specialists or certified to be so. However, we will work these experts when it comes to installing your laboratory furniture to instill proper placement and coordination of the furniture in your lab space.

# General Contractors

If you are a general contractor or an architect, please contact us by phone at (866) 457-5771 or email us at [info@onepointesolutions.com](mailto:info@onepointesolutions.com) to discuss the needs and requirements for your facility when it comes to installing laboratory furniture.







**INSTALL**  
  
**TEAM**  
EST. 2007

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