



Occupied Office Carpet Replacement

Resource Floor + Care looks forward to working with your team to replace the flooring in your office space. We specialize in “lift” carpet installation; we are experts at installing carpet in occupied office spaces. We have a few tried & true processes for making this a simple process:

- Prior to start, RFC will deliver plastic bins for personal items: pictures, books, loose papers, & other desktop / miscellaneous items.
- Our crews will move desks, furniture and workstations in order to demo existing flooring, then reinstall flooring and reset the furniture. Workstations are gently lifted in place with tooling that’s specifically designed for this process.
- Very full or heavy file cabinets - please empty the top 1-2 drawers to make these easier to move / reset.
- Disconnect computers, unplug power & data cables and secure computers / screens. Our team will move these items if needed, *but they will not disconnect them.*
- Place items from full bolsters on workstation panels inside the bins (especially larger/taller workstations).
- ANY PII OR PERSONAL INFORMATION NEEDS TO BE SECURED!
- Bins / furniture may possibly be moved from the offices into hallways / around the inside of the office space as needed; these items will not be removed from the office premises.

Our goal is to make this as easy as possible on you/team. Please let us know if you have any questions!