



# Project Planning Guide

## Concrete Floor Finishing

*(Print this out and use it as a reference as you research and talk with contractors.)*

### Introduction

As a business owner, you understand the significance of having reliable, functional, and visually appealing floors, as they directly impact your company's profitability and productivity.

For homeowners, it's crucial that your concrete surfaces not only serve their purpose but also enhance your home's overall appearance and style.

Your current concrete surface might be stained, discolored, or cracked, requiring attention. In an industrial setting, you may need a surface that can withstand heavy equipment and foot traffic more effectively. Alternatively, you could be seeking an affordable flooring option to refresh your floor's appearance.

Regardless of your reasons, you may be curious about the entire process, from beginning to end.

This project planning guide aims to clarify the steps involved in a typical concrete project, as well as important considerations throughout the process. This will help you achieve your objectives and make informed decisions about time and resource investments.

# Deciding on Concrete Services

An experienced contractor can help you determine which concrete services are best suited to your needs, taking into account your project requirements and desired outcomes. Here's an overview of some common services:

**Polished Concrete:** This process uses specialized equipment with diamond abrasives to finely grind the surface of the concrete until the desired finish is achieved. Once complete, a variety of decorative elements can be added, creating a visually appealing and low-maintenance surface suitable for various applications, including commercial and residential spaces.

**Concrete Sealing:** Applying a protective layer on top of the concrete surface helps protect it from staining, corrosion, and damage. Different types of sealants can be used to meet specific requirements, such as chemical resistance, abrasion resistance, dust reduction, and improved appearance. Sealing extends the lifespan of your concrete surface and keeps it looking fresh.

**Stained Concrete:** Concrete staining involves applying a specialized stain to the porous concrete surface to transform its original color into a rich, luxurious hue that complements your existing space and desired design aesthetic. Stained concrete adds visual interest and character to both indoor and outdoor surfaces.

**Concrete Resurfacing:** Concrete resurfacing repairs and restores deteriorated concrete surfaces due to age or exposure to the elements. Polymer-based overlays are used to correct imperfections, and the new surface can be customized with stamps, stencils, engraving, coloring, and other patterns to create a fresh, updated look.

**Joint Filling:** Proper creation and maintenance of expansion and control joints in concrete slabs are crucial to prevent damage to vehicles and equipment, premature surface wear, cracking, increased accidents, and structural problems. Concrete joint repair and filling address load transfer issues, relieve stress on slab intersections and prevent sanitation problems caused by debris accumulation in crevices.

**Epoxy Coatings:** These resinous coatings are applied to concrete surfaces to meet specific performance needs, such as high-temperature resistance, heavy load capacity, chemical resistance, and UV exposure. Epoxy coatings provide a durable, long-lasting, and attractive finish for a variety of commercial and industrial applications.

**Industrial Coating:** Different commercial settings require durable, high-performance surfaces. Industrial coatings offer solutions tailored to facility-specific needs, including corrosion resistance, fire resistance, edge protection, and more. These coatings enhance the functionality and longevity of concrete surfaces in demanding environments.

**Surface Preparation:** The most critical aspect of any concrete project is preparing the existing surface for a new flooring system. This involves removing deteriorating concrete, oil, grease, debris, and existing coatings, followed by thorough cleaning. Starting with a uniform, fresh surface ensures optimal adhesion and performance of the new surface.

# Stages of a Concrete Project

Concrete projects typically follow four stages: design, planning, execution, and closure. To better anticipate your involvement and successfully complete your project, it's crucial to understand each stage. Taking the time to carefully consider your concrete project will help control costs, adhere to your timeline, and address the reasons behind the project's importance.

**Design:** Begin by documenting your overall goals and objectives, such as reduced maintenance costs, an updated look, an improved appearance, or easier cleaning. Consider the space's current usage and future requirements. Gather feedback from stakeholders and conduct feasibility studies if needed. Create a project charter that provides your contractor with the necessary information to submit a bid for the job. Calculate the minimum project completion timeframe using techniques like critical path scheduling, Gantt charts, and Q scheduling.

**Planning:** A skilled project manager balances maintaining a schedule with allowing flexibility for unexpected delays or issues. Develop a master plan, either by yourself or with a contractor, that outlines the work stages, project scope (including needs, objectives, and milestones), work breakdown, and risk management plan. Account for existing building regulations and codes your contractor must follow. If outsourcing, establish a warranty period to protect your investment. Commercial concrete projects generally use one of two bidding processes: open bids (advertised and often required for public projects) or closed bidding (inviting a select group of contractors to submit bids).

**Execution:** Once planning is complete, the project enters the execution phase, during which the contractor carries out the necessary work. This stage may include demolition, surface preparation, application of materials, and finishing touches.

**Closure:** After the work is complete, the project moves into the closure phase. This includes final inspections, addressing any issues, and ensuring the project meets the established goals and objectives.

By understanding these stages, you can effectively manage your concrete project and achieve the desired outcome.

## Care and Maintenance of Concrete Surfaces

Protect your investment by following these do's and don'ts:

**Do:**

Follow the contractor's curing instructions

Regularly dust mop

Protect surfaces during construction

Clean with a rayon mop and chemically-neutral cleaner

Remove spilled liquids immediately

Use razor scrapers with caution

Use doormats and plastic chair mats

Burnish floors periodically

## **Don't:**

Drag heavy objects across the floor

Leave drinks, food, or tobacco products on surfaces

Use abrasive pads on buffers or auto scrubbers

Apply tape directly to the floor

Place container plants directly on floors

Use vinegar, bleach, or ammonia-based cleaning products

## **Conclusion:**

With this comprehensive planning guide, you'll be well-prepared to tackle your concrete flooring project, ensuring a successful outcome and a lasting, functional, and visually appealing surface.

## **Still Have Questions?**

## **Want To Schedule Your Free Consultation?**

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