

**URBACO**



**USER'S GUIDE FOR  
MECHANICAL RETRACTABLE BOLLARDS  
9.8 inches - 250 mm in Ø  
*THE TRADITION LINE***

November 2002 - release B

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## 1 ANNUAL CARE AND MAINTENANCE SCHEDULE

Check list	Care and maintenance	1 <sup>st</sup> month	2 <sup>nd</sup> month	3 <sup>rd</sup> month	4 <sup>th</sup> month	5 <sup>th</sup> month	6 <sup>th</sup> month	7 <sup>th</sup> month	8 <sup>th</sup> month	9 <sup>th</sup> month	10 <sup>th</sup> month	11 <sup>th</sup> month	12 <sup>th</sup> month
1	Locking mechanisms												
2	Position of cover												
3	Cover anchoring												
4	Plastic ring												
5	Guiding rails and carriage												
6	Jack												
7	Drain												

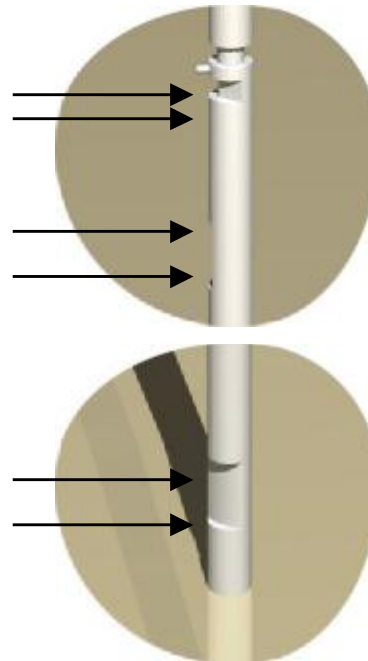
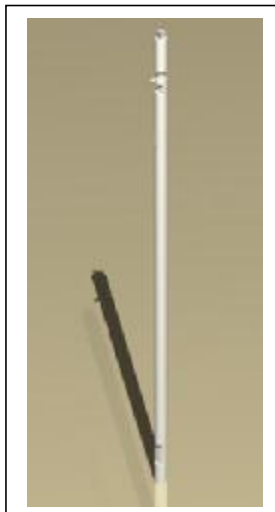
## 2 CONTROL OPERATIONS

(à effectuer aussi à la mise en service)

2.1

### Locking Mechanism

Verify the position of the stainless steel lock bar. The 90° angles must not be curved in order to properly maintain their blocking mechanism que.



Grease the connecting rods and lock bar near the connecting rod axle with MOLYKOTE 3402C lubricant (or equivalent).



Verify that the lock bolt is well greased; also grease with Molykote long lasting W2. The grease must go beyond the area slightly.



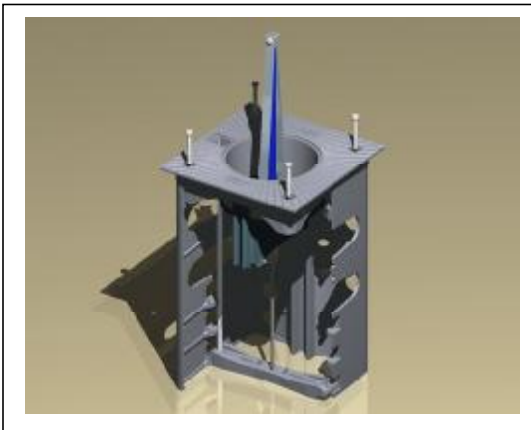
Avec le doigt, enfoncer plusieurs fois le pêne : aucune résistance ne doit se faire sentir, sauf celle du ressort.

## 2.2 Positioning the cover

The cover must be positioned properly to ensure that the bollard glides evenly and uniformly. The cover must be positioned to assure lateral guiding of the bollard.

## 2.3 Cover Anchoring

The fixing bolts must be unbolted and the threading of the casing must be coated thoroughly with Molykote CU7439 grease or equivalent.



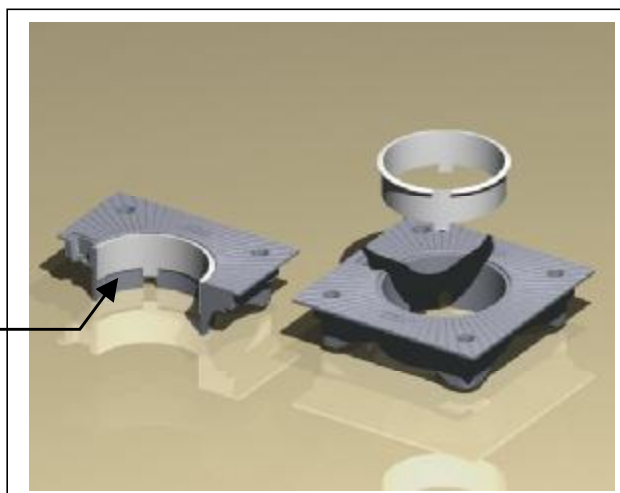
#### 2.4 Plastic Ring

The plastic ring is a part that reduces the wear and tear between the bollard and the cover. This piece should be replaced after a drastic blow to the bollard, or when it is worn or damaged.

The ring can be removed with a screwdriver. A new ring can be applied using Neoprene glue.

- NOTE:**
- For flat/snow covers, place the lugs in their respective notches.
  - For anti-rust covers (standard covers), cut the lugs using a Stanley knife before placing the ring.

Lug on the ring in the notch of the flat cover.



#### 2.5 Carriage Guiding Rails

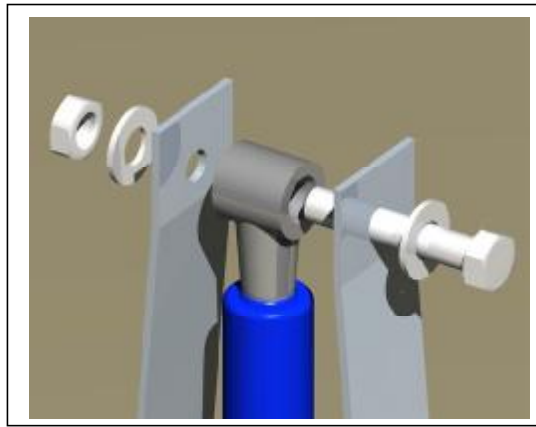
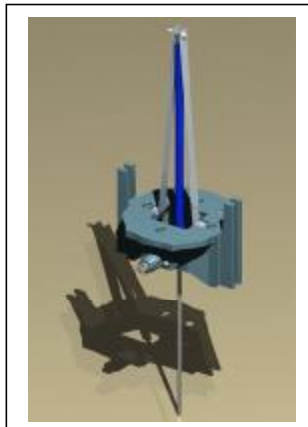
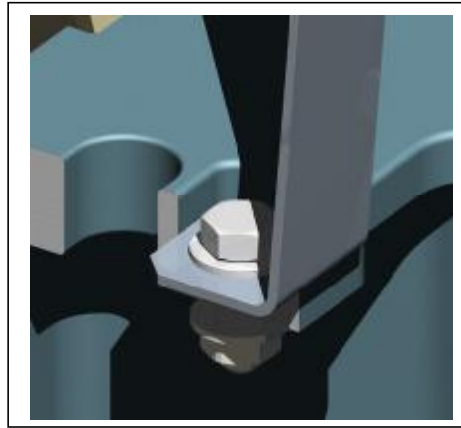
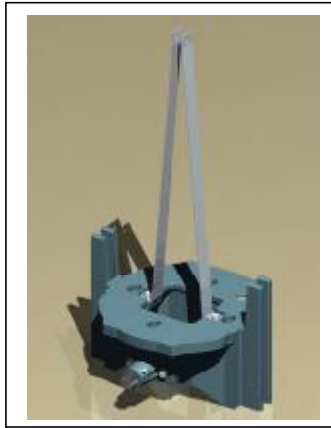
The guiding rails, as well as the carriage guides should be greased if necessary and debris should be removed with compressed air before being sprayed with a layer of Molykote 3402C lubricant or equivalent.



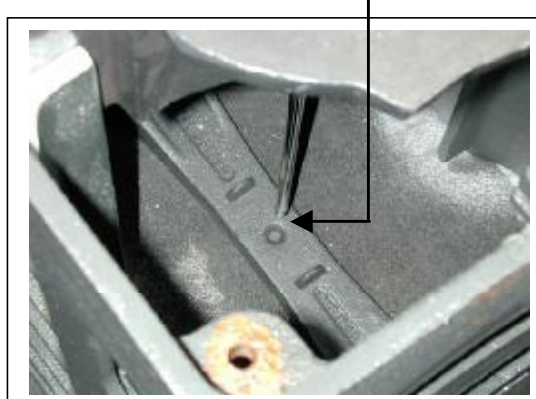
2.6

**Gas Jack**

The gas jack is connected to the carriage by an anti-vibrating caliper. Check the fixing bolts.



Make certain that the lower part of the gas jack is correctly positioned in the designated area, which is on the cross-hitch at the bottom of the casing.



## **2.7 Drain Efficiency**

The drain must accommodate and absorb 20 liters of water in 5 minutes.

Test the drain:

- Remove the cover and make sure that the inside of the casing is free from sand dirt or other foreign matter. Clean if necessary.
- Pour 20 liters of water in the casing and make sure that all liters are poured in with no spilling. This may last up to 5 minutes.

If this cannot be accomplished, the drain is not efficient. Use a water vacuum and clean the drainpipe. Do this until you achieve perfect drain functioning.

**3 DIAGNOSTIC MAINTENANCE**

ERROR	POSSIBLE CAUSE	SOLUTION
The bollard is staying in the up position. The key will turn but the bollard will not descend not even when pushed on forcefully with the foot.	The jack is defective.	Check the jack.
	The jack is not positioned correctly on the crossbar.	Check the jack.
		Verify the position of the jack on the crossbar.
	Their sliding rails are jammed. Foreign particles are in the sliding rails or between the friction ring and the bollard.	Check the sliding rails.
Check for foreign particles between the friction ring and the bollard.		
	The friction ring is defective.	Check the friction ring.
The bollard is staying in the up position or in the down position and the service key will not turn or it turns incorrectly.	The cylinder bolt is jammed.	Check and grease the lock.
	The rod is jammed.	Check and grease the movement of the rod and the locking bar.
	The cover is not correctly centered because of a shock	Check the friction ring. Check the position of the cover
	The cover is not correct..	Verify that the cover is correct.
The bollard does not ascend correctly.	The jack is defective.	Check the jack.
	There are foreign particles in the sliding rails.	Check the sliding rails.
The bollard will not lock in the up position.	The jack is defective.	Check the jack.
	The locking bar is defective due to a shock.	Check the locking bar.
	The locking bar is not positioned correctly.	Check the locking bar.
	The ring is stripped.	Check the plastic ring..
	Foreign matter under the cover or in the upper part of the guiding.	Check under the cover for foreign matter.
	The lock is "open".	Turn the key.

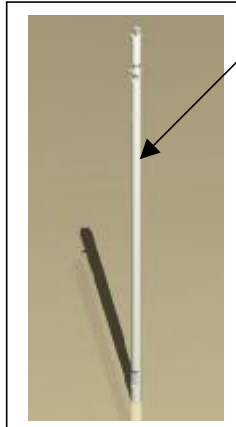
ERROR	POSSIBLE CAUSE	SOLUTION
The bollard will not lock in the down position.	There is foreign matter.	Check for foreign matter at the base of the casing and underneath the bollard.
	The locking bar is not operable due to changing the part or a defective part.	Verify that the locking bar is the referenced part. Check for wear on the locking bar.
	The jack is not functioning because it is either too long (due to a replacement).	Check that the jack is the referenced part.
The bollard is in the up position but will not lock either position.	The return spring on the rod is defective.	Check the return spring on the rod.
	The locking rod is jammed or needs maintenance.	Check the locking rod and grease if necessary.
The bollard is in the down position; the captive key will not lock.	Normal.	Turn a quarter turn to the left with the service key. The bollard will ascend and the captive key will then be operable.

**4 SPARE PARTS**

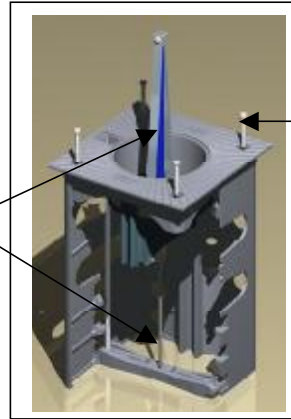
Depending on the number of bollards that the site or sits, we advise that you have on hand the following parts:

- 1 to 5 bollards: 2 gas jacks, 2 plastic rings, 1 extra piece of each kind of part.
- 6 to 10 bollards: 3 of each part.
- 11 to 20 bollards: 5 of each part.
- 21 to 30 bollards: 7 of each part.

**4.1 Photos of spare parts**



Locking mechanism

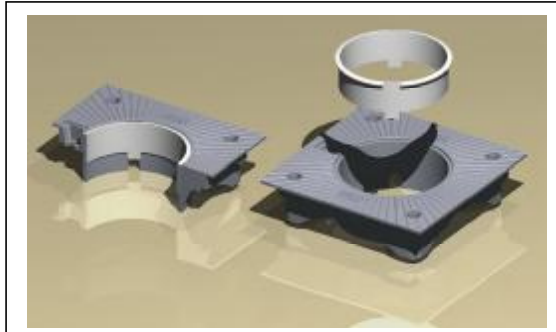


Gas jack

Screw cover:  
4 screws  
4 washers  
4 caps



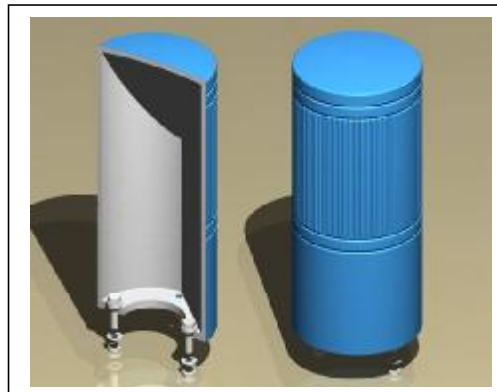
Lock with two screws and two flat washers



Plastic ring applied with Neoprene glue.



Bronze flap with 4 rivets



Screws for the top of the bollard: 2 screws, 2 nuts, and 8 flat washers (3 washers under each screw inside the top to raise the head of the screw to be able to catch it with a number 22 eye key).

## 4.2 Spare Parts Table

BOLLARD				Lock Bar	Gas Jack	Plastic Ring	Lock	Bronze flap	Cover screws	Head Screws	
Model	Ø	Height	Ref.	Key	Ref.	Ref.	Ref.	Ref.	Ref.	Ref.	
Acropole	250	500	BMACEF50T	Exx	4WTII5016xx01	1G0500062001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Acropole	250	600	BMACEF60	Exx	4WTII7016xx01	1G0650100001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cabestan	250	300	BMCBTF30	Exx	4WTII3016xx01	1G0300055001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cabestan	250	420	BMCBTF42	Exx	4WTII4016xx01	1G0400055001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cabestan	250	520	BMCBTF52	Exx	4WTII5016xx01	1G0500057001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Catalane	250	500	BMCTLF50	Exx	4WTII5016xx01	1G0500062001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cylinder	250	500	BMCLPF50T	Exx	4WTII5016xx01	1G0500062001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cylinder	250	600	BMCLPF60	Exx	4WTII6016xx01	1G0650100001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cylinder	250	700	BMCLPF70	Exx	4WTII7016xx01		4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Cylinder	250	500	BMCLDF52	Exx	4WTII5016xx01	1G0500057001	4PBAP2501	4WVER	4PCA101R	4VLV01	4VLV51
Cylinder	250	600	BMCLDF62	Exx	4WTII6016xx01		4PBAP2501	4WVER	4PCA101R	4VLV01	4VLV51
Cylinder	250	700	BMCLDF72	Exx	4WTII7016xx01		4PBAP2501	4WVER	4PCA101R	4VLV01	4VLV51
Grand Lyon	250	300	BMGRLF30	Exx	4WTII3016xx01	1G0300055001	4PBAPGRL	4WVER	4PCA101R	4VLV04	4VLV51
Grand Lyon	250	500	BMGRLF50	Exx	4WTII5016xx01	1G0500062001	4PBAPGRL	4WVER	4PCA101R	4VLV04	4VLV51
Narbonne	250	500	BMNRBF50	Exx	4WTII5016xx01	1G0500062001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51
Vendôme	250	500	BMVDMF50IT	Exx	4WTII5016xx01	1G0500057001	4PBAP2501	4WVER	4PCA101R	4VLV01	4VLV51
Vendôme	250	600	BMVDMF60I	Exx	4WTII6016xx01		4PBAP2501	4WVER	4PCA101R	4VLV01	4VLV51
Villeneuve	250	300	BMVNVF30	Exx	4WTII3016xx01	1G0300055001	4PBAP2501	4WVER	4PCA101R	4VLV02	4VLV51

**Note :** The key inprint code is Exx (for example E14 for a triangular n°14 inprint)  
The 2 letters xx define the reference code of the lock bar. For example, the 250 Ø Acropole (H 500) with a triangular n°14 inprint will have a true reference code of 4WTII50161401, but 4WTII5016xx01 is listed here for an example of how the chart is used.

**5 CARE AND MAINTENANCE LOG BOX**

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of service:**

Other areas serviced:

Company Stamp Name and signature of the agent

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of second visit:**

Other areas serviced:

Company Stamp Name and signature of the agent

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of third visit :**

Other areas serviced:

Company Stamp Name and signature of the agent

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of fourth visit:**

Other areas serviced:

Company Stamp

Name and signature of the agent

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of fifth visit:**

Other areas serviced:

Company Stamp

Name and signature of the agent

Check list	Care and maintenance	yes	no
1	Locking mechanisms		
2	Position of the cover		
3	Cover anchoring		
4	Plastic ring		
5	Guiding rails and carriage		
6	Jack		
7	Drain		

**Date of sixth visit:**

Other areas serviced:

Company Stamp

Name and signature of the agent



## **TRAINING SESSIONS**

Urbaco is pleased to offer technical training sessions. These first level sessions last two days and the second level sessions last three days. These sessions can be conducted in French, English and Spanish.

## **MAINTENANCE CONTRACT**

Urbaco offers a maintenance contract that will meet your needs:

Maintenance contract: Preventive maintenance.

Preferred Care Contract: Worldwide maintenance; includes travel expenses, labor, simplified maintenance budget, and urgent intervention plan.

## **AFTERSALES SERVICE**



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