Scenescape™ Bi-Fold Doors

Service Instruction

These instructions apply to:

Pella® Scenescape™ Doors 2016-9/2018

Tools Required:

- Stiff blade putty knife
- Allen wrench set
- Phillips screwdriver
- Pencil
- Wood block
- Sealant gun w/ sealant
- Flat blade screwdriver
- Powered driver
- Utility knife
- Needle-nose pliers
- Saw horses (optional)

CAUTION!

Weight and size of panel require two or more persons during removal and replacement process.

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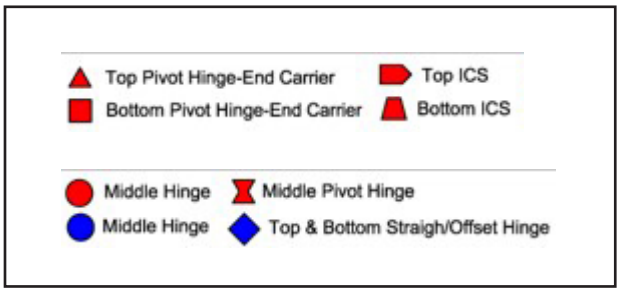
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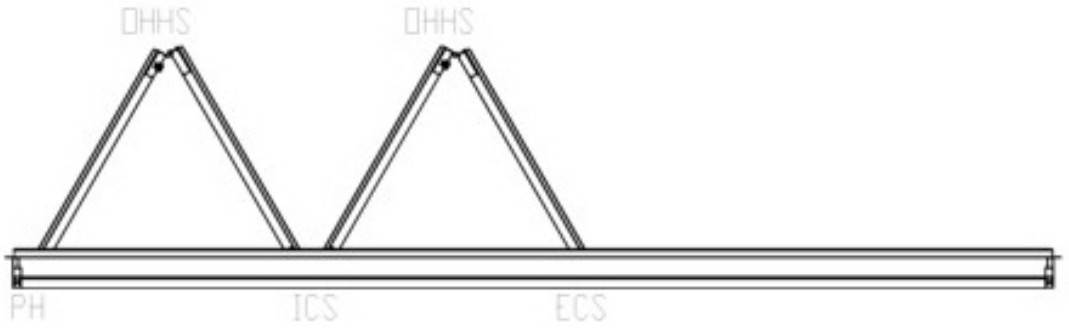
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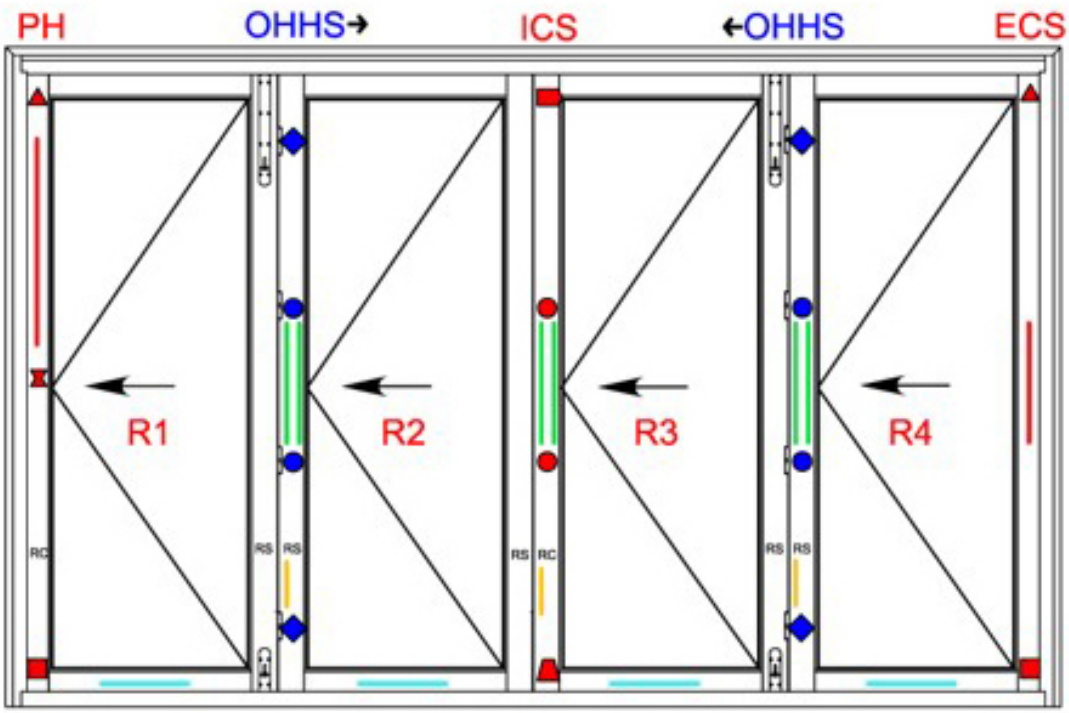
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Part Number: N/A


Top Pivot Hinge-End Carrier
Top ICS
Bottom Pivot Hinge-End Carrier
Bottom ICS
Middle Hinge
Middle Pivot Hinge
Middle Hinge
Top & Bottom Straigh/Offset Hinge


OHHS
OHHS
PH
ICS
ECS


PH
OHHS→
ICS
←OHHS
ECS
R1
R2
R3
R4
RC
RS
RS
RS
RC
RS
RS

1 Panel Removal:

CAUTION!
Weight and size of panel require two or more persons during removal and replacement process.

A. Unlock and open the bi-fold doors.

1A



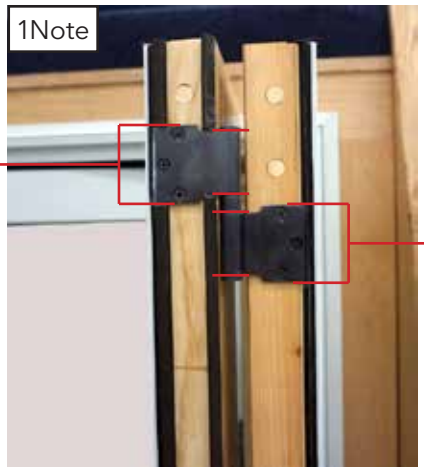
B. Place a wood block under the panel to be removed.

1B



NOTE: If replacing the weatherstrip under the hinges; mark the top and bottom of each panel hinge before removing the hinges. Use these marks to trim the leaf off the replacement weatherstrip once installed into the panel.

1Note



1 Panel Removal (Continued):

C. **NOTE:** Order of hinge removal is critical: Remove center hinge(s) first, followed by bottom hinge, and then the top hinge.

For panels with hinges on both panel sides, remove the hinges on one side first then remove the hinges from the other panel side. It may be necessary to support panel(s) which are not going to be removed with blocking under the panel as shown in step 1B.

Remove hinges by removing the hinge screws

Remove the panel and place it in a safe location.









2 Frame Weatherstrip Replacement:

NOTE: When replacing Jamb, Head, Sill frame (Q-Lon) leaf type weatherstrip and replacing the head brush pile weatherstrip, for complete access to the weatherstrip; panels may need to be moved in the frame or completely removed; see Step 1 Panel Removal.

Frame Leaf Weatherstrip:

A. Pull Q-Lon leaf weatherstrip away from the frame to remove the weatherstrip barb from the frame kerf.







2 Frame Weatherstrip Replacement (Continued):

B. Replacement weatherstrip is sent in lineal lengths and must be cut to the correct length for the head, jamb or sill. Insert weatherstrip into the frame kerf and press it in to fully seat in the kerf along the length of the frame.







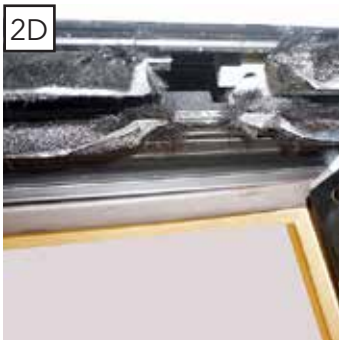
Frame Brush Pile Weatherstrip:

C. To remove the head brush pile weatherstrip, first remove the track cutout cap, which is next to the Pivot Hinge Set (PHS). Use a 3/16" Allen wrench to remove the two attachment screws.

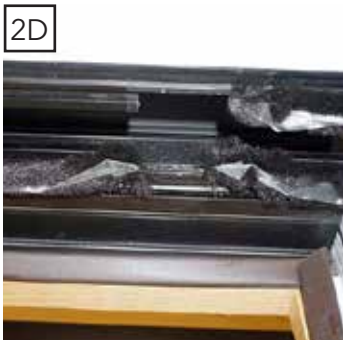




D. Once the cap is removed, the weatherstrip can be slid out of the “T-slot” in the frame head.







E. Remove the shorter piece of weatherstrip next to the jamb in the same manner.



2 Frame Weatherstrip Replacement (Continued):

F. Replacement weatherstrip is sent in lineal lengths and must be cut to the correct length. Insert the weatherstrip into the T-Slot and push it in until it is completely installed.





G. Install and attach the cap using the two Allen head screws.





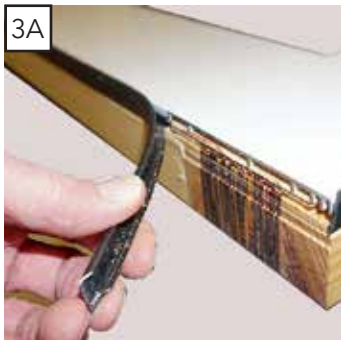
3 Panel Weatherstrip Replacement:

Much of the panel weatherstrip replacement can be preformed with the panel still installed. Pella recommends removing the panel (See Step 1 Panel Removal) for weatherstrip replacement as shown in the photos to follow.

NOTE: If replacing the weatherstrip under the hinges, mark the top and bottom of each panel hinge before removing the hinges. Use these marks to trim the leaf off the replacement weatherstrip once installed into the panel.

Panel Cladding Cover Weatherstrip:

A. Replacement weatherstrip is sent in lineal lengths and must be cut to the correct length. Remove the exterior cladding cover (name?) by pulling the weatherstrip away from panel to remove the barb from the kerf on the edge of the panel. Weatherstrip removal procedure is the same for all exterior cladding covers around the perimeter of the panel.





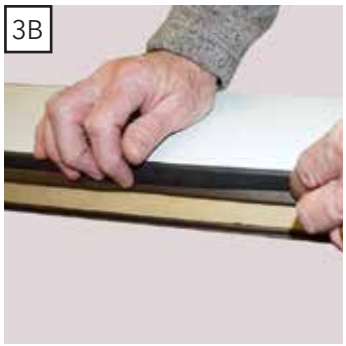


3 Panel Weatherstrip Replacement (Continued):

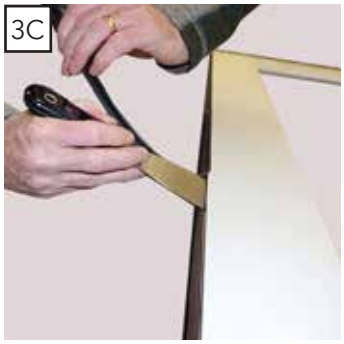
B. Install the weatherstrip by aligning and inserting the weatherstrip barb into the panel kerf. Press in along the length of the weatherstrip to fully seat it into the kerf.

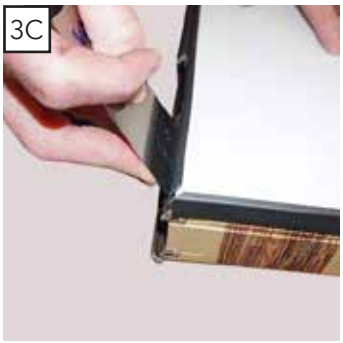






C. If needed, use a stiff blade putty knife to help align and seat the barb into the kerf.







Bottom Panel Weatherstrip:

D. Remove the bottom panel mohair sweep(s) by pulling away from the panel and out of the kerf.







E. Replacement weatherstrip is sent in lineal lengths and must be cut to the correct length. Install the weatherstrip by aligning the barb with the kerf and press into place.





3 Panel Weatherstrip Replacement (Continued):

Panel Leaf Weatherstrip:

F. The short piece of (Q-Lon) leaf weatherstrip on the interior side edge of the panel is removed by pulling it out of the kerf on the edge of the panel. Install by inserting the weatherstrip barb into the kerf and pressing into place. Same process is used on longer weatherstrip pieces which do not have the weatherstrip barb under the hinges.





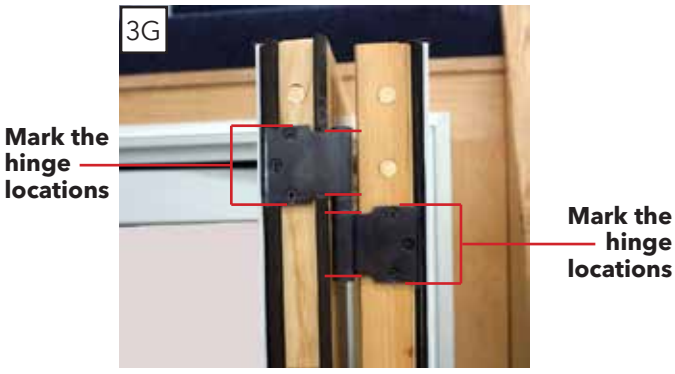




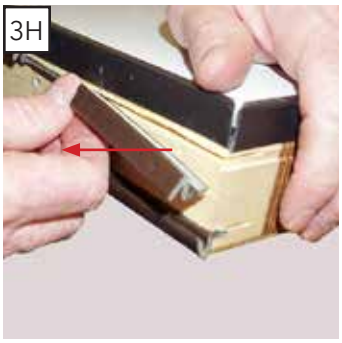


G. Some of the longer pieces of weatherstrip on the interior side edge of the panel have the weatherstrip barb behind the hinges and Pella recommends panel removal to access the weatherstrip. (See Step 1 Panel Removal.)

Before removing hinges; mark the top and bottom at each hinge location on the edge of the panel. These marks will be used to trim the replacement weatherstrip at the hinge locations after the weatherstrip is installed.



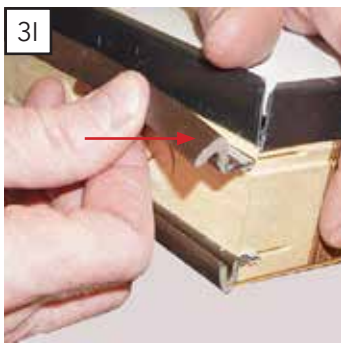
H. Remove the (Q-Lon) leaf weatherstrip by pulling it out of the kerf on the edge of the panel.

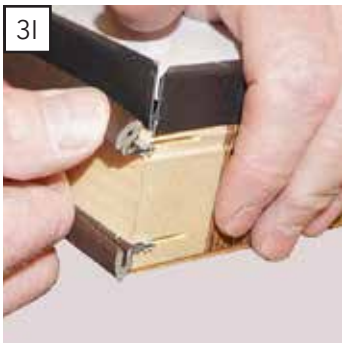




3 Panel Weatherstrip Replacement (Continued):

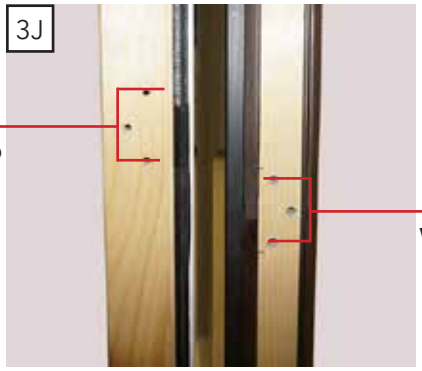
I. Replacement weatherstrip is sent in lineal lengths and must be cut to the correct length Install by inserting the weatherstrip barb into the kerf and pressing into place. Use the marks on the panel to trim off the leaf at the hinge locations.





J. Use the marks on the panel edge applied in step 3G to trim the leaf at the hinge locations.





K. Reinstall panel, see Step 6 Panel Install process.

4 Frame Hardware Replacement:

Lock and Deadbolt Strike Plate:

A. Remove the attachment screws of the lock and deadbolt strike plate and remove the plate.











4 Frame Hardware Replacement (Continued):

B. Grasp and remove the gasket(s) from the strike plate mortise in the frame. Insert new gasket and press in place until flush.









C. Align strike and deadbolt plate with screw holes and attach with screws.









Multi-Point Lock Strike Plate:

D. Remove the attachment screws of the multi-point jamb lock strike plate and remove the plate.









E. Grasp and remove the gasket(s) from the strike plate mortise in the frame. Insert new gasket and press in place until flush.







4 Frame Hardware Replacement (Continued):

F. Align strike plate with screw holes and attach with screws.







Flush Bolt Sill and Head Tub Replacement (Sill shown, head process is similar):

G. Use a needle nose pliers to remove the multi-point sill flush bolt tub.

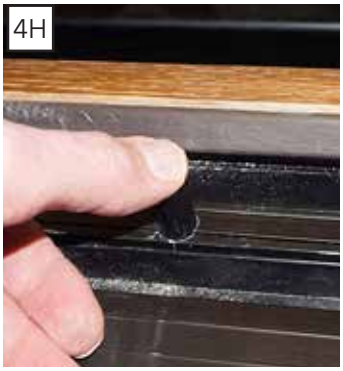






H. At the sill, clear out any excess dry sealant in the mortise, insert new sealant into the mortise and insert tub press into place.



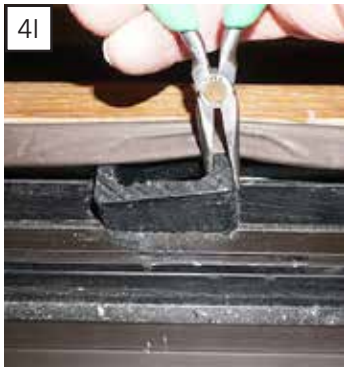




I. Use a stiff bladed putty know to remove the head or sill flush bolt tub. A stiff blade putty knife can be used to help start the removal process.

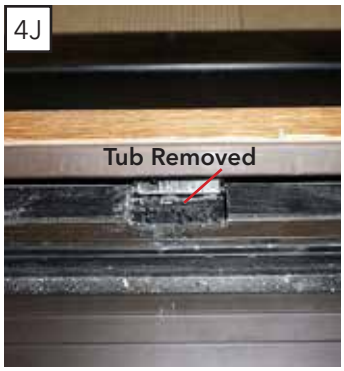






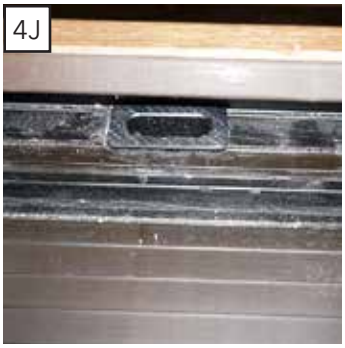
4 Frame Hardware Replacement (Continued):

J. At the sill, clear out any excess dry sealant in the mortise, insert new sealant into the mortise and insert tub and press into place.









5 Panel Hardware Replacement:

Flush Bolt Replacement (Top of panel flush bolt shown, bottom of panel flush bolt replacement is similar.)

A. Remove the flush bolt attachment screws.





B. Extend the flush bolt and grasp it to remove from the panel







5 Panel Hardware Replacement (Continued):

C. Align flush bolt with panel cutout and press into place. If needed use a mallet to tap to fully seat flush bolt so the screw holes align.







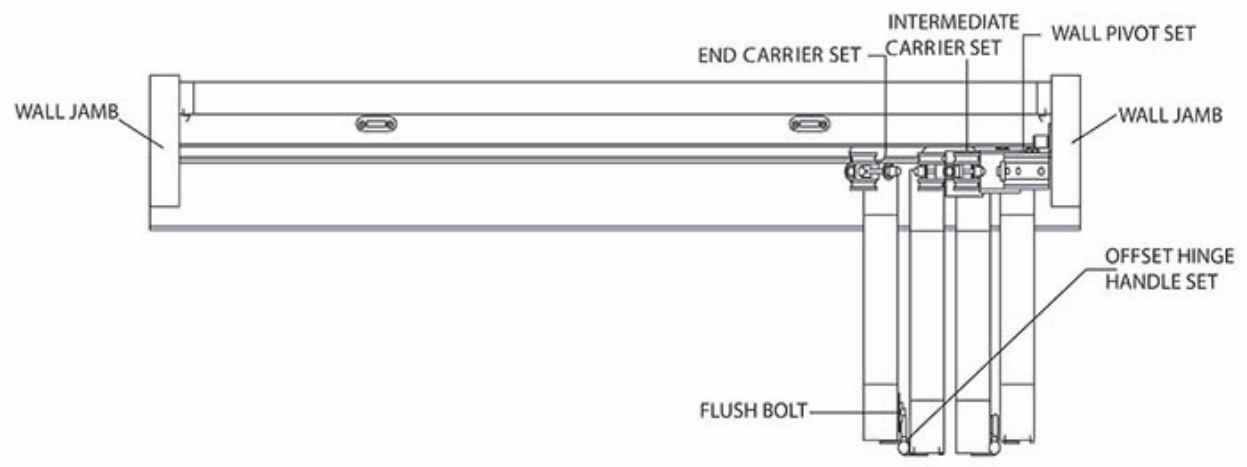
D. Install the flush bolt attachment screws.





5 Panel Hardware Replacement (Continued):

THIS FIGURE SHOWS A TOP VIEW OF BIFOLDING DOOR SYSTEM FULLY OPEN.



Hinge and Carrier Sets:



Wall Pivot Hinge Set

The PHS is always mounted on an end panel at the side jamb location. This is the first or anchor piece of hardware to be installed.

End Carrier Set (ECS)

The ECS is always mounted to an end panel that slides into another panel or side jamb.





Hinge Set (HS, HHS)
Offset Hinge Set (OHS, OHHS)

Hinge sets are always installed between two panels. Depending on configuration, these may be straight or offset and may include a handle.

Intermediate Carrier Set (ICS)

The ICS is always mounted in between two panels.



5 Panel Hardware Replacement (Continued):

Hinge Replacement (Off Set Hinge):

E. Remove the hinge attachment screws, remove hinge.









F. Align hinge screw holes with hinge screw hole in sides of panel, attach with screws.





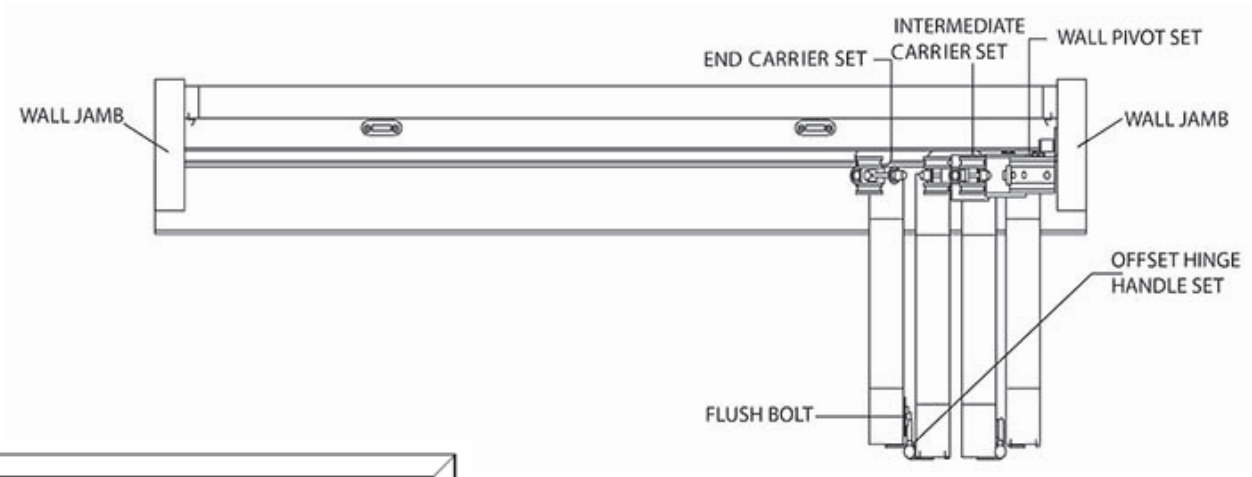


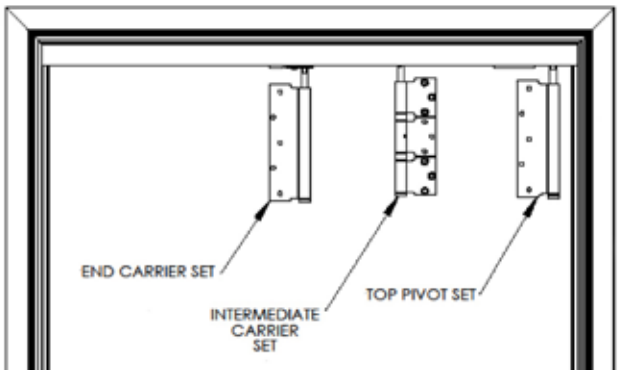
Note: On some hinges it may be necessary to move the panel leaf weatherstrip out of the away to provide clear access to all the screw holes in the hinge leaf.



5 Panel Hardware Replacement (Continued):

Hinge Replacement (Top Hanger/Carrier Set(s)):



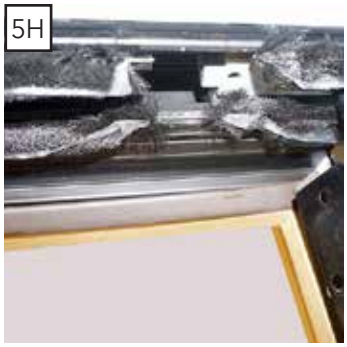


G. To remove an intermediate hanger or the end hanger set; the panels between the hanger set to be removed and the pivot set must be removed so the set can be removed from the head track. (See Step 1 Panel Removal.)

H. To remove the Carrier/Hanger Sets or Top Pivot Set; first remove the track cutout cap, which is next to the Pivot Hinge Set (PHS). Use a 3/16" Allen wrench to remove the two attachment screws.







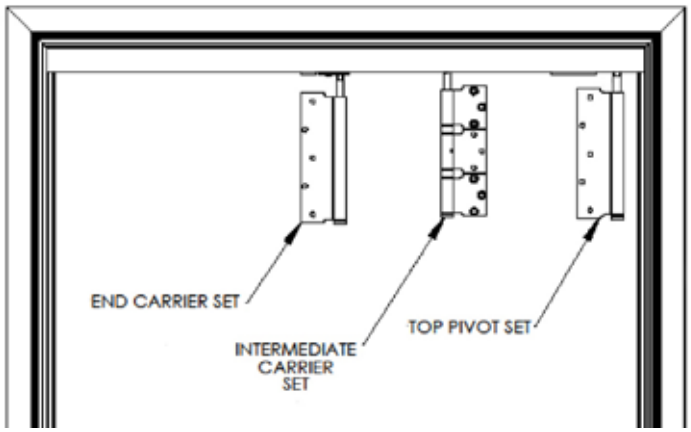
I. Remove the hinge attachment screws to release the hinge leaves from the panel edge.

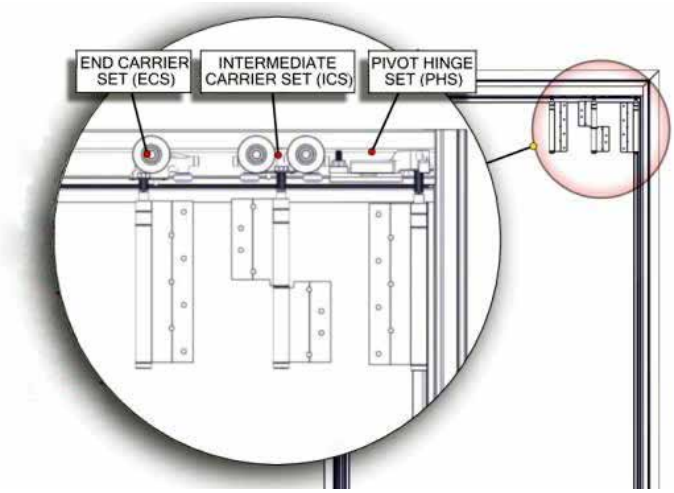






5 Panel Hardware Replacement (Continued):





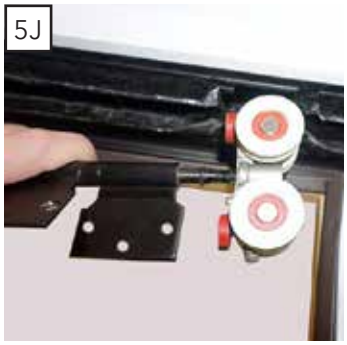
J. Once the cap is removed, the top pivot set and/or top hanger/carrier sets can be removed through the cutout. Slide set over to the cutout and tip to remove. Keep track of the order/position of the set(s) as they are removed as this information is used in step 5J.











K. To install the top hanger/carrier set(s); hold the set up to the cutout at an angle, insert end and then tip up into place. Slide over to location where panel will be installed. Make sure the sets are re-installed in the same order as they were removed.







5 Panel Hardware Replacement (Continued):

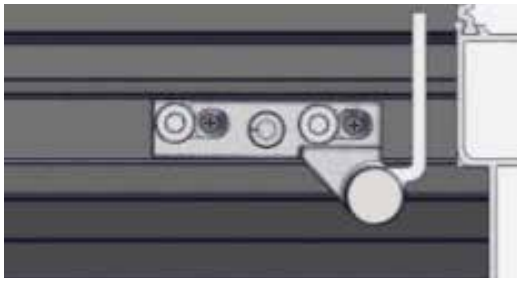
L. Install top carrier set(s) by inserting the hinge attachment screws to install the hinge leaves on the panel edge.







Hinge Replacement/Adjustment (Bottom Pivot Hinge-End Carrier Set):



M. Use a 3/16" Allen wrench to move the horizontal pivot adjustment to expose the attachment screws.







N. Remove the attachment screws and lift bottom pivot hinge out of sill track.







5 Panel Hardware Replacement (Continued):

O. Insert bottom pivot hinge into sill track and attach with screws, return horizontal adjustment to original position.







NOTE: After re-installing panel, use Allen wrench to adjust horizontal positioning as needed.



Center Wall Pivot Hinge Replacement (Mounted on the panel and on the frame jamb):

The center pivot hinge may be removed with or without removing the panel. If removing panel, See Step 1 Panel Removal.

P. To remove the center wall hinge without removing the panel; Open the door and slide the panels open to access the center wall pivot hinge leaf attachment screws.



Q. Remove the panel hinge leaf attachment screws and move it away from the panel edge. Shut the door panels to access the hinge pin and wall attachment.









5 Panel Hardware Replacement (Continued):

R. Use a 3/16" Allen wrench to loosen the hinge pin from the bottom threaded portion of the hinge. Lift the hinge and pin up and away from the panel.









S. Use a Phillips screwdriver to remove the bottom mount portion of the hinge from the frame.







T. Insert the bottom hinge mount piece into the frame and attach with the screws.







U. Insert the threaded end of the pin into the bottom hinge mount portion of the hinge.

If needed use a straight blade screwdriver to adjust the mount horizontally so it aligns with the hinge pin. Tighten the hinge pin in the bottom mount using the 3/16" Allen wrench.







5 Panel Hardware Replacement (Continued):

V. Insert hinge leaf attachment screws to attach the hinge. Move the Q-Lon weatherstrip as needed to access the screw holes.







Hinge Replacement (Bottom End or Intermediate Carrier Set(s)):

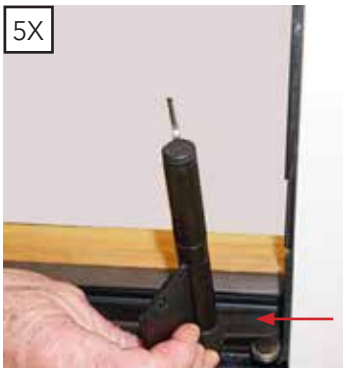
W. Remove the hinge attachment screws.





X. Grasp the hinge and slide it away from the panel until the hinge clears the bottom of the panel. Lift the hinge out of the sill track.









5 Panel Hardware Replacement (Continued):

Y. Note how the weatherstrip on the edge of the panel is notched for the hinge leaf.

Insert the hinge into the sill track and slide it up against the panel. Insert and tighten the attachment screws.









6 Panel Installation:

CAUTION!

Weight and size of panel require two or more persons during removal and replacement process.

A. Position panel in the frame and align the hinges with the hinge holes on the edge of the panel. Place a wood block under the panel to support panel while attaching hinges.





6 Panel Installation:

B. Continue to support the panel while installing the hinge attachment screws.





C. For panels with hinges on both panel sides, attach the hinges on one side first then attach the hinges to the other panel side. In some cases the panel weatherstrip will need to be held back when attaching the hinges. Be sure to reinstall any weatherstrip if removed to install the hinges.



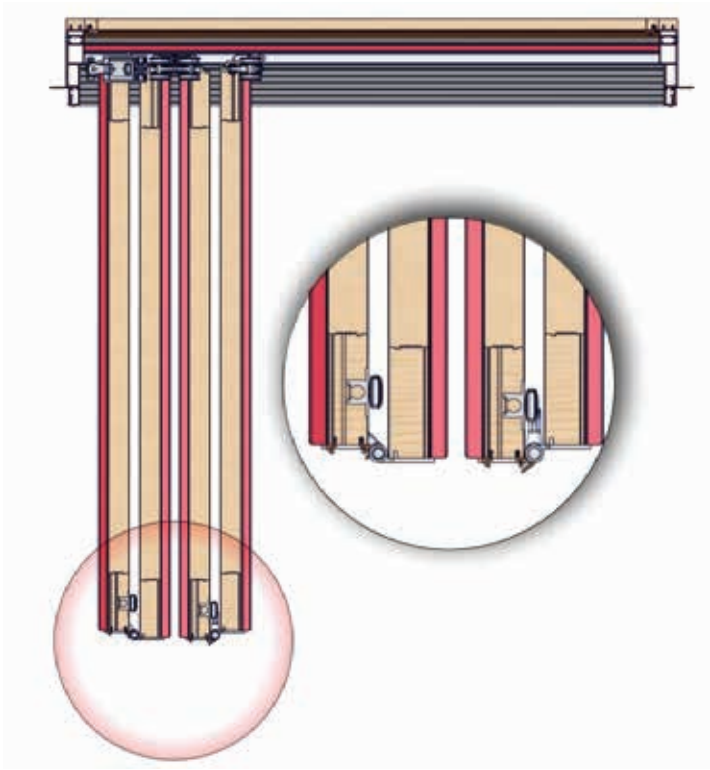




Troubleshooting:

Doors stick, rub, or are hard to close–Check vertical adjustment and confirm the sill track is flat with no humps or dips.

Doors do not stack flat when open–Check the location and orientation of the Offset Hinge Set. The most common issue is incorrect flipping the Offset Hinge Orientation (OHS, OHHS). If available; refer to the Installation Elevation Drawing for proper hinge set type location and orientation set up for specific door system configuration. Remove and relocate hinges to correct stacking issue.



Correctly assembled (hinges correctly located) Bi-Fold Door System fully open.



Incorrectly assembled (hinges incorrectly located) Bi-Fold Door System fully open.

Passage Door will not close or has an uneven reveal–Check the Head Track for deflection and adjust as needed. If no deflection is present, make lateral adjustments of the Top/Bottom Pivot Hinge.

Can not turn the Carrier Pin for adjustment–The locking pin in the top Pivot or Roller Assembly must be depressed to unlock the Carrier pin. If there are no visible threads left for adjustment, check the opening for plumb/level/square.