Universal Top-of-Pole Mount
15 Modules (UTPM15)
Module Type G

**ASSEMBLY INSTRUCTIONS**

step-by-step assembly and installation
About the product

The UTPM15 for module Type G is designed for a wide range of Module size, from 37-42" in width to 61-67" in length. The Universal Top-of-Pole support structure mounts on 8 inch SCH40/80 galvanized steel pipe (installer supplied).

Pipe size and foundation requirements are based on several factors including the array surface area, maximum design wind speed, exposure category, soil type, steepest expected tilt angle, and above-ground clearance.

For foundation and pipe size recommendations on a specific installation, please:
Visit www.preformed.com and select the TPM online configurator.
Contact us by Phone: 800-260-3792
Send an Email request: info@plpsolar.com

About these instructions:

• These instructions are intended to be used by individuals with sufficient technical skills for the task. Knowledge and use of hand tools, measuring devices and torque values is also required.

• These instructions include various precautions in the forms of Notes, Cautions, and Warnings. These are to assist in the assembly process and/or to draw attention to the fact that certain assembly steps may be dangerous and could cause serious personal injury and/or damage to components. Following the step-by-step procedures and these precautions should minimize the risk of any personal injury or damage to components while making the installation not only safe but an efficient process.

Periodic Inspection

Periodic re-inspection is a recommended system maintenance procedure to check for any loose components and any corrosion. If any loose components and any corrosion is found, the affected components are required to be replaced immediately, with the original mounting system manufacturer’s component parts.

Required Tools

- 7/16 inch wrench or socket for 1/4 inch module hardware
- 9/16 inch wrench or socket for 3/8 inch hardware
- 3/4 inch wrench or socket for 1/2 inch hardware
- 1-1/8 inch wrench or socket for 3/4 inch Pivot Bolt hardware
- Torque wrench
- Ratchet wrench
- Ratchet extension bar
- 3 to 6 foot level
- Tape Measure
- Square

WARNING

Follow the procedures and precautions in these instructions carefully.

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- 3 to 6 foot level
- Tape Measure
- Square
UTPM15 Type G Main Components

There are seven main components and attaching hardware.

There are two types of Module Slide Clamps:

- Single Hole Slide Clamp
- Double Hole Slide Clamp (secures two adjacent Modules)
Universally adjustable to accommodate a range of PV Module sizes

E-W adjustability of Module Rails along Cross-Bars.

N-S adjustability of Single & Double Hole Slide Clamps along Module Rails.
### UTPM15 Type G Parts Identification

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Module Rail</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>3/8” x 2” x 3-5/8” U-Bolt, lock &amp; flat washers, hex nut</td>
<td>6</td>
</tr>
<tr>
<td>3</td>
<td>Double Hole Slide Plate, 3/8” x 7/8” Hex Bolt, lock &amp; flat washer, hex nut</td>
<td>24 sets</td>
</tr>
<tr>
<td>4</td>
<td>Single Hole Slide Plate, 3/8” x 7/8” Hex Bolt, lock &amp; flat washer, hex nut</td>
<td>12 sets</td>
</tr>
<tr>
<td>5</td>
<td>1/4” x 3/4” Bolt, lock &amp; flat washers (2 flat washers) secures PV Module</td>
<td>60 sets</td>
</tr>
<tr>
<td>6</td>
<td>Cross-Bar</td>
<td>4</td>
</tr>
<tr>
<td>7</td>
<td>Strongback</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Support Bar</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>1/2” x 1-3/4” Pivot Bolt, lock &amp; flat washers (2 flat washers)</td>
<td>2 sets</td>
</tr>
<tr>
<td>10</td>
<td>Mounting Sleeve</td>
<td>1 set</td>
</tr>
<tr>
<td>11</td>
<td>1” x 8” Bolt, lock &amp; flat washers (2 flat washers)</td>
<td>8 sets</td>
</tr>
<tr>
<td>12</td>
<td>3/8” x 3 1/4” Bolt, lock &amp; flat washers (2 flat washers)</td>
<td>1 set</td>
</tr>
<tr>
<td>13</td>
<td>3/8” Square washer</td>
<td>8</td>
</tr>
</tbody>
</table>
1 Calculate Site Specific Dimensions

NOTE
When selecting mounting holes, make certain that the hole diameters accept 1/4” hardware as it will be used to secure the PV Modules to the system.

Refer to site specific PV Module and:
• Decide on desired/preferred mounting holes.
• Choose mounting hole set. Measure from the hole centers and enter dimension “D”.
• Measure from the module edge to the hole center and enter dimension “B”.
• Measure from the hole centers and enter dimension “H”.

The dimensions must be taken from the site-specific Modules. The dimensions will be used to calculate the Module Rail positions.

2 Calculate and Mark the Rail Positions on Cross-Bars

Use the worksheet on the next page to calculate Rail positions on the Cross-Bars. Enter the two dimensions from above and complete the calculations. The resulting dimensions set the Inboard “I” and Outboard “O” Rail positions which will be measured and marked on the Cross-Bars.
2 Calculate and Mark the Rail Positions on Cross-Bars (continued)

Module Rail Positioning Calculator: Locate positions 1, 2 & 3

<table>
<thead>
<tr>
<th>Factor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>.25&quot; or one-half of the .50&quot; gap between Modules.</td>
</tr>
<tr>
<td>B</td>
<td>Module mounting hole dimension “B” from previous page.</td>
</tr>
<tr>
<td>C</td>
<td>1.0&quot; distance from edge of Module Rail to center of Slide Plate mounting hole.</td>
</tr>
<tr>
<td>D</td>
<td>Module mounting hole dimension “D” from previous page.</td>
</tr>
<tr>
<td>1</td>
<td>Distance from center of Cross-Bar to edge of 1st inboard Rail.</td>
</tr>
<tr>
<td>2</td>
<td>Distance from edge of 1st inboard Power Rail to edge of 2nd inboard Rail.</td>
</tr>
<tr>
<td>3</td>
<td>Distance from edge 2nd inboard Power Rail to edge of outboard Rail.</td>
</tr>
</tbody>
</table>

Calculate Position 1

\[
D + \frac{.5}{2} = \text{Position 1}
\]

Calculate Position 2

\[
B \times 2 + \frac{.50}{2} - 2.0" = \text{Position 2}
\]

Calculate Position 3

\[
D \div 2 = \text{Position 3}
\]
3 Mark the Cross-Bars

NOTE
Use precision when measuring and marking the Rail positions on the Cross-Bars.

Measure and mark the center of the Cross-Bars then use the calculated dimensions I and O from the previous page to mark off their respective Rail positions. The image below shows these marks and their relationship to the Cross-Bars and Rails after assembly.
**4 Calculate and Mark Slide Plate Positions on Module Rails**

Use this worksheet to calculate the eight Double Hole Slide Plate positions on the Rails. Enter dimensions “H” from Step 1 and complete the calculations. The results define positions “K” to be measured and marked on the four Rails for the eight Double Hole Slide Plates.

<table>
<thead>
<tr>
<th>Factor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>N-S distance between PV Module mounting holes.</td>
</tr>
<tr>
<td>J</td>
<td>1.125” distance from Module mounting hole to Rail mounting hole of Double Hole Slide Plate.</td>
</tr>
<tr>
<td>K</td>
<td>Distance (C to C) from Double Hole Slide Plate to Double Hole Slide Plate. Mark these positions on Module Rails.</td>
</tr>
</tbody>
</table>

"J" Factor of Double Hole Slide Plate

Calculate Position **K**

\[
\text{Position } K = \left( \frac{H \times .50}{2} + 1.125" \right) 
\]

Module Mounting Holes

Rail Mounting Hole

Outboard Module Rail

Inboard Module Rail

Module Rail Center Mark

Cross-Bar
4 Calculate and Mark Slide Plate Positions on Module Rails (continued)

**NOTE**
Use precision when measuring and marking the Double Hole Slide Plate positions on the Module Rails.

4 Calculate and Mark Slide Plate Positions on Module Rails (continued)

Locate the center of the Rails and mark as shown above. These marks correspond to the "K" dimension representing the locations for the twelve Double Slide Plates (two-per Rail). The remaining Slide Plates do not require marks as they will be aligned to the Module mounting holes as the Modules are installed.

5 Pre-assemble the Slide Plates

Pre-assemble each of the Slide Plates using 3/8" x 7/8" Hex Bolt, Flat Washer, Lock Washer, and Hex Nut. Leave the hardware loose for next step.
6 Attach Double Hole Slide Plates to Rails

On each of the six Rails, install the two Double Hole Slide Plates to be centered over the previously made marks on the Rails. Insert the head of the Hex Bolt into the Rail channel as shown and align their centers over the marks. Tighten these twelve Slide Plates securely and **torque at 32-34 ft.-lbf.**

7 Attach Remaining Double Hole Slide Plates and the Single Hole Slide Plates to Rails

<table>
<thead>
<tr>
<th>Single Hole Slide Plate</th>
<th>Double Hole Slide Plate</th>
<th>Double Hole Slide Plate</th>
<th>Double Hole Slide Plate</th>
<th>Double Hole Slide Plate</th>
<th>Single Hole Slide Plate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loosely Positioned</td>
<td>Loosely Positioned</td>
<td>Aligned with mark and Securely Tightened</td>
<td>Aligned with mark and Securely Tightened</td>
<td>Loosely Positioned</td>
<td>Loosely Positioned</td>
</tr>
</tbody>
</table>

Install the remaining two Double Hole Slide Plates and the two Single Hole Slide Plates in a similar manner, loosely positioning them as shown above. These do not align to any marks or measurements. They will be moved into alignment with the Module mounting holes as the Modules are installed. Hand tighten for now.
8 Install the Mounting Sleeve on Vertical Pipe

Slip the Mounting Sleeve on top of the Mounting Pole allowing it to slide down and bottom out on the Pole. Rotate the Mounting Sleeve so that the Support Bar Pivot Tab (pointing north)

Pivot Tab is pointing north and the Strongback Vertical Towers are leaning south. Tighten Set Bolts and torque to 55-60 ft-lbs.

9 Install the Strongback

CAUTION
This is a two person activity. The Strongback must be held in place by one person while the second person aligns it and secures it to the Mounting Sleeve using the Pivot Bolt and the 1/2” hardware. Failure to do so could lead to serious personal injury.

CAUTION
The Pivot Bolt cannot be left loose - the Mounting Sleeve Vertical Towers must be firmly clamped to the sides of the Strongback eliminating any gaps between the Vertical Towers and the Strongback. See the illustration on following page.

Although this system offers variable elevation set points, for ease of assembly, set the angle to 15°. Optimum tilt setting of the rack will take place later in these instructions.

Secure Strongback to Mounting Sleeve with Pivot Bolt, two Flat Washers, Lock Washer and Nut. Secure Support Bar to Mounting Sleeve with 1/2” x 1-3/4” Bolt, two Flat Washers, Lock Washer and Nut.

Torque Support Bar hardware at 72-80 ft-lbs.
9 Install the Strongback (continued)

Tighten Pivot Bolt closing any visible gaps between the Strongback and the Mounting Sleeve Towers. **Torque to 330-350 ft-lbs.**

10 Install the Cross-Bars

**CAUTION**
This is a two person activity. Cross-Bars are long and unstable before they are fully secured to the Strongback. Cross-Bars must be held in place by one person while the second person aligns and secures them to the Strongback. Failure to do so could lead to serious personal injury.

Install the two Cross-Bars with 3/8” x 3-1/4” Hex Bolt, Square Washer, Flat Washers, Lock Washer and Hex Nut. Tighten and **torque to 30-32 ft-lbs.**
11 Install Rails

**CAUTION**

This is a two person activity. Module Rails are unstable before they are secured to the Rail Brackets.

When installing the Rails orient their profiles as shown.

Align this side to Marks

Align this side to Marks

Align this side to Marks

Align this side to Marks

Align this side to Marks

Align this side to Marks

Be sure to align the correct side of the Rail with the Rail alignment marks on the Cross-Bars.

Align the Rail to the alignment marks and straddle its mounting holes over the Cross-Bar. Secure with 3/8" x 2" x 2-5/8" U-Bolt, Flat Washers, Lock Washers and Hex Nuts at each Cross-Bar. Finger tighten for now to hold in place. Final tightening will come later.
12 Install Modules

**CAUTION**

This is a two person activity. Modules are heavy and unstable before they are fully secured to the Module Rails. PV Modules must be held in place by one person while the second person aligns and secures them to the Module Rails. Failure to do so could lead to serious personal injury and damaged components.

Align Module mounting holes with the installed Double Hole Slide Plates and secure Module with 1/4” x 3/4” Hex Bolt, Flat Washers, Lock Washer and Hex Nut. Finger tighten for now. Repeat on opposite Rail.

Slide the next Double Hole Slide Plate into alignment with the Module mounting hole. Secure Module with 1/4” x 3/4” Hex Bolt, Flat Washers, Lock Washer and Hex Nut. Finger tighten for now. Repeat on opposite Rail.

Slide the Single Hole Slide Plates into alignment with Module mounting hole. Secure Module with 1/4” x 3/4” Hex Bolt, Flat Washers, Lock Washer and Hex Nut. Finger tighten for now. Repeat on opposite Rail. Continue in this manner and install the remaining Modules.
13 **Square and Align the Array. Return and Tighten Mounting Hardware**

**CAUTION**

Be certain to re-tighten all Module Rail and PV Module mounting hardware and torque to the specified values. Failure to do so could lead to structural failure, damaged components and/or serious personal injury.

Using a square and visual references, ensure that the array is aligned to the mounting structure. Confirm that the PV Modules are square and have consistent even spaces all around. Adjust if necessary.

**Tighten Mounting Hardware**

A. Return and tighten each set of the 3/8" U-bolts, securing the Module Rails to the Cross-Bars. **Torque all at 32-34 ft.-lbs.**

B. Return and tighten each of the 3/8" hardware securing all of the Slide Clamps (Single and Double Hole) to the Module Rails. **Torque all at 32-34 ft.-lbs.**

C. Return and tighten each set of 1/4" mounting hardware, securing the PV Modules to the Slide Clamps. **Torque all at 6-8 ft.-lbs.**

Be certain to re-tighten all Module Rail and PV Module mounting hardware and torque to the specified values. Failure to do so could lead to structural failure, damaged components and/or serious personal injury.

14 **Adjust the Array Tilt Angle**

**WARNING**

Do not attempt to remove the Pivot Bolt during tilt adjustments! Removal could lead to serious personal injury or death. Adjustments are made with the Pivot Bolt hardware loosened but in place.

**CAUTION**

This is a two person activity. As the hardware is loosened, the rack is heavy and unstable. The rack must be held in place by one person while the second person loosens the hardware and then re-installs and tightens the hardware back in place. Failure to do so could lead to serious personal injury and damaged components.

A. While one person holds the south edge of rack, the other loosens the Pivot Bolt and the hardware securing the lower end of the Support Arm hardware. **Now remove the upper 3/8" hardware attaching the Support Bar to the Strongback.**

B. Tilt the rack to the desired elevation angle (15°, 25°, 35°, 45°, 55° or 65°) and reinstall the 3/8" hardware securing the Support Bar to the Strong-back. **Tighten hardware (at both ends of Support Bar) and Torque to 72-80 ft.-lbs.**
C. Re-tighten the Pivot Bolt. The Pivot Bolt cannot be left loose - the Mounting Sleeve Vertical Towers must be firmly clamped to the sides of the Strongback eliminating any gaps between the Vertical Towers and the Strongback. **Torque to 330-350 ft.-lbf.**