

Dallas Law Firm Reclaims 200 Square Feet Per Room

Southwest Solutions Group redesigned file storage for a private Dallas law firm using a tailored high-density legal file storage system. The new layout improved access to retained documents, file folders, file boxes, and office materials while making better use of leased office space.

INDUSTRY

Legal Services

Completed for a Dallas law firm managing legal documents, file folders, file boxes, office supplies, books, reference materials, and equipment.

LOCATION

Dallas, Texas

Completed in the Dallas metro area, where efficient use of leased office space was a key concern.

FACILITY TYPE

Office

The project addressed storage needs inside leased office space where floor area carried a high long-term cost.

SOLUTION

High-Density Legal File Storage

The high-density file storage system increased capacity while reducing the floor space required for retained legal records, file boxes, and office materials.

PRODUCTS USED

High-Density File Storage and Shelving

Custom shelving, adjustable file storage, mobile work islands, and specialized rails supported file boxes, file folders, legal records, and mixed office materials.

OPERATIONAL GOAL

Recover Costly Office Space

The law firm needed to store more legal files, file boxes, and office materials in less space while improving access for daily work.

THE PROBLEM

Running Out of Room for Records

The Dallas law firm had a growing volume of legal documents, file folders, file boxes, office supplies, reference books, case files, and equipment stored in outdated systems. The existing file storage used more floor space than necessary, made records harder to locate, and increased the cost of keeping files in valuable leased office space.



BEFORE

01

Costly Office Space

The law firm needed to keep a large volume of retained legal documents, file folders, and file boxes inside leased office space. Outdated file storage used more floor area than necessary, increasing the cost impact of valuable office space.

02

Too Many Files, Too Little Space

The storage areas had to support file boxes, file folders, binders, case files, legal files, books, supplies, and equipment. A fixed shelving system or basic filing organizer could not efficiently handle that range of item sizes and access needs.

03

Planning for Heavy File Loads

Increasing storage density for heavy files, file boxes, and reference materials required careful review of weight loads. The high-density file storage design also required structural engineering coordination and rail planning to support safety and building requirements.

THE SOLUTION

More Storage Without More Office Space

Southwest Solutions Group designed a high-density legal file storage system around the firm's retained records, available floor space, and building requirements. Custom measured shelving, adjustable shelf layouts, mobile work islands with laminate tops, and specialized rails supported file boxes, file folders, binders, case files, books, office supplies, and equipment. Structural engineering coordination and weight load analysis helped support safe weight distribution and building compliance while reducing the floor space required for file storage.



WHAT WE INSTALLED

Custom Shelving and Mobile Work Islands

SSG installed custom measured shelving, 42-inch-wide file storage units, adjustable shelves, and mobile work islands with laminate tops. The shelving supported legal files, file folders, boxes, and other materials, while the mobile islands provided movable work surfaces that could be positioned throughout the office.

WHY IT FIT

Built Around File Boxes

The 42-inch-wide shelving units were designed so three file boxes could fit side by side without wasted shelf space. Adjustable shelves allowed the same file storage system to hold file folders, binders, case files, legal files, books, and office supplies as needs changed.

OPERATIONAL IMPACT

More Storage, Less Floor Space

The high-density file storage layout improved organization and made documents, file folders, and supplies easier to access. By concentrating stored materials into a smaller footprint, the law firm freed office space for other uses while maintaining access to retained records.

Designed for Space, Weight, and Access

SSG designed and implemented the high-density file storage system around the law firm's retained documents, file boxes, mixed office materials, available floor space, and building requirements. The work included custom measurement, shelving configuration, mobile work island planning, structural engineering coordination, weight load analysis, and specialized rail design. Each step increased storage capacity while keeping legal files, file folders, supplies, books, and equipment accessible.

01

DISCOVERY & SITE SURVEY

Assessing Files and Available Space

SSG reviewed the law firm's need to retain legal documents, file folders, file boxes, and office materials while reducing the footprint required for storage. The site review informed shelving dimensions, mobile island placement, clearances, and stored material loads.

02

LAYOUT, POWER & DATA PLAN

Planning the New Layout

The layout addressed high-density shelving placement, adjustable shelf use, mobile workstation islands, aisle access, and rail requirements. Planning also accounted for effective weight distribution across the office floor.

03

SUBMITTALS & APPROVALS

Reviewing Floor Loads

SSG coordinated structural engineering review and weight load analysis to confirm safety and building compliance. The documentation supported the specialized rail design and final high-density storage configuration.

04

FABRICATION & DELIVERY

Building the Custom System

The project used custom measured shelving, 42-inch-wide file storage units, adjustable shelves, mobile islands with laminate tops, and specialized rails. Components were prepared to match the planned layout and the mix of file boxes, folders, legal records, and office materials the firm needed to store.

05

INSTALLATION & TRAINING

Installing High-Density Storage

SSG installed the tailored high-density file storage system in the office. The completed system gave the law firm adjustable storage for file folders, binders, file boxes, legal files, books, supplies, and movable work surfaces.

06

MAINTENANCE & SUPPORT

Built to Change Over Time

The modular shelving gave the law firm a reusable file storage system that could be adjusted for future needs. Shelves could be reconfigured as file sizes, stored materials, and office requirements changed.

RESULTS

More Space. Lower Lease Costs.

The completed high-density legal file storage project improved how the Dallas law firm stored and accessed retained documents, file folders, file boxes, and office materials. The new layout reclaimed office space, reduced wasted storage area, and created a more organized file storage system for daily records and supply access.

PRIMARY OUTCOME

Approximately 200 Square Feet Reclaimed Per Room

The file storage redesign reclaimed approximately 200 square feet of space per room. That recovered area gave the law firm more usable office space while still supporting its legal document retention needs.

WORKFLOW

Easier Access To Files And Supplies

The organized file storage layout made legal documents, file folders, supplies, and reference materials easier to locate and access, creating a more efficient setup for daily office work.

ORGANIZATION

Adjustable File Storage for Mixed Materials

The shelving system accommodated file folders, binders, file boxes, case files, legal files, books, office supplies, and equipment. Adjustable shelves created a more organized file storage structure for different item sizes.

LONG-TERM VALUE

Approximately \$163,000 In Lease Cost Savings

The project was tied to approximately \$163,000 in leasing cost savings over a ten-year period. The reusable modular shelving also gave the law firm a file storage system that could be reconfigured as needs changed.

Dallas Law Firm High-Density Storage Project Photos

These before-and-after photos show the law firm's original file storage and the completed high-density shelving, adjustable file storage, wall shelving, bin storage, and mobile work islands.



READY TO SOLVE A SIMILAR PROBLEM?

Need More Legal File Storage Without Adding Office Space?

Southwest Solutions Group designs high-density legal file storage systems for law firms and organizations that need to keep file folders, file boxes, records, supplies, and equipment accessible without giving up unnecessary floor space.

Our team can review your file storage needs, space constraints, and building requirements to develop a practical high-density storage plan for your facility.