

xtracycle

RFA ASSEMBLY MANUAL



ASSEMBLING THE RFA

2

Tools needed

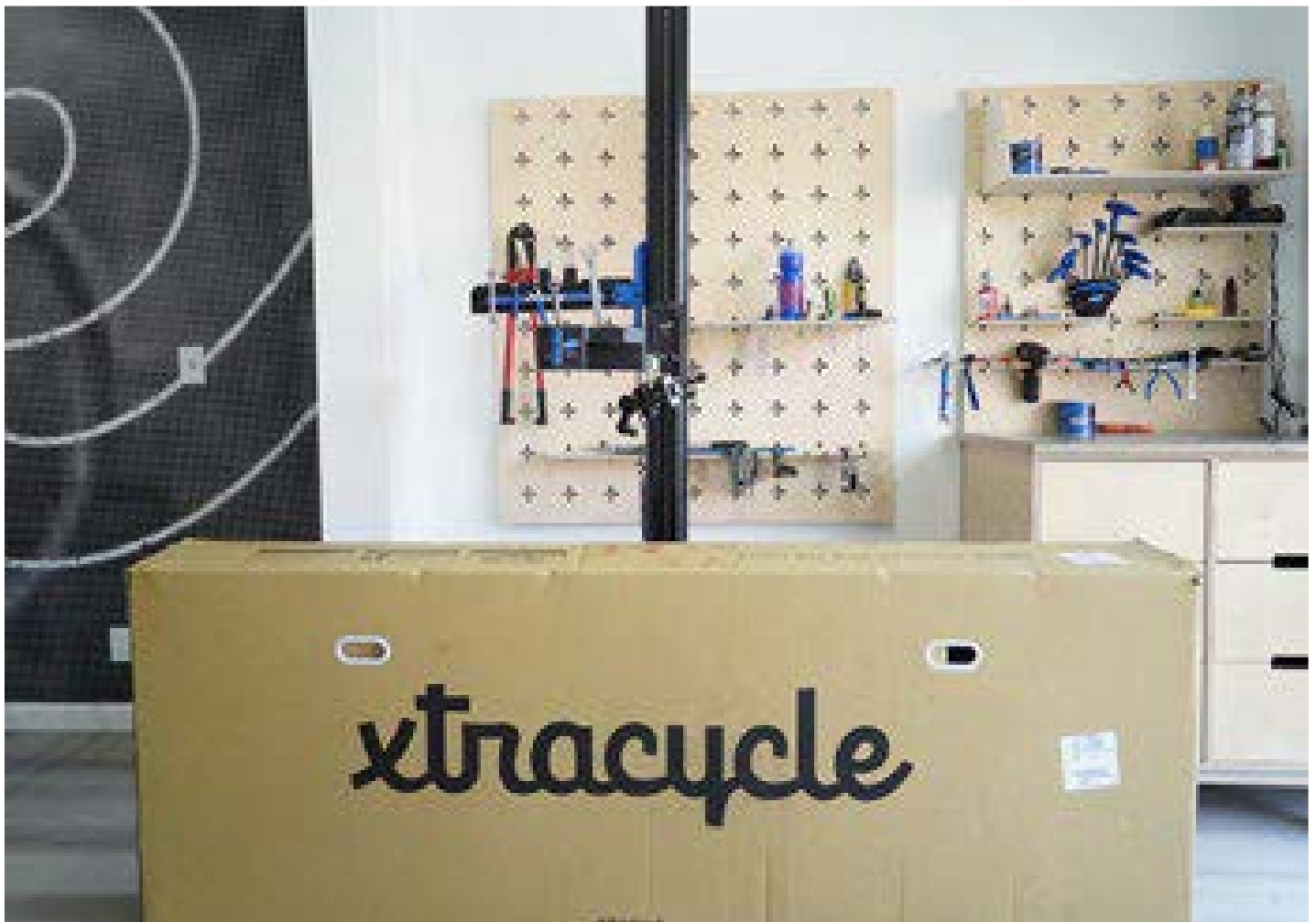
- 3 mm Allen wrench
- 4 mm Allen wrench
- 5 mm Allen wrench
- 6 mm Allen wrench
- Snippers / scissors
- 10 mm socket wrench
- Pedal wrench or 15 mm wrench
- Bicycle grease



PREBUILD CHECK

3

Look over the box for signs of shipping damage. If damage is present, please take pictures in case a shipping damage report needs to be filed.



4

Record the serial number and the Shimano key number, which can be found on the label on the side of the box. Keep these numbers in a secure place since they might be needed in case something happens to your bike or you lose your Shimano key. The serial number is directly beneath the bar code next to "Frame No:". For the RFA, this will start with RFA. The key number is the directly beneath the bar code next to "Key No:".



OPEN THE BOX

5

Inspect the contents and again look for any signs of shipping damage.



6

Remove and set aside:

- front wheel
- small parts box
- RFA KickBack
- footrests
- saddle with post



7

If you have a stand, please secure the bike to the stand, otherwise with a friend, lift the bike out of the box and set it on your work surface.



CHARGE THE BATTERY

8

Remove the battery keys secured to the handlebars.



9

Cut the zipties securing your handlebars to your frame and place them safely to the side. Unlock your battery and remove it by rotating it away from the bike.



10

Find the battery charger and domestic power cable in the small parts box. Locate the charging port on the drive side of the battery. Pull back the rubber cover and plug in the charging cable.



II

Make sure the charge indicator lights begin to blink green. A full charge will take a few hours but you will be able to use the battery with a partial charge by the time you are done setting up your bike.



INSTALL THE RFA KICKBACK

12

Bring the KickBack up and under the RFA. The mounting plate should be placed inside the two horizontal chainstays.



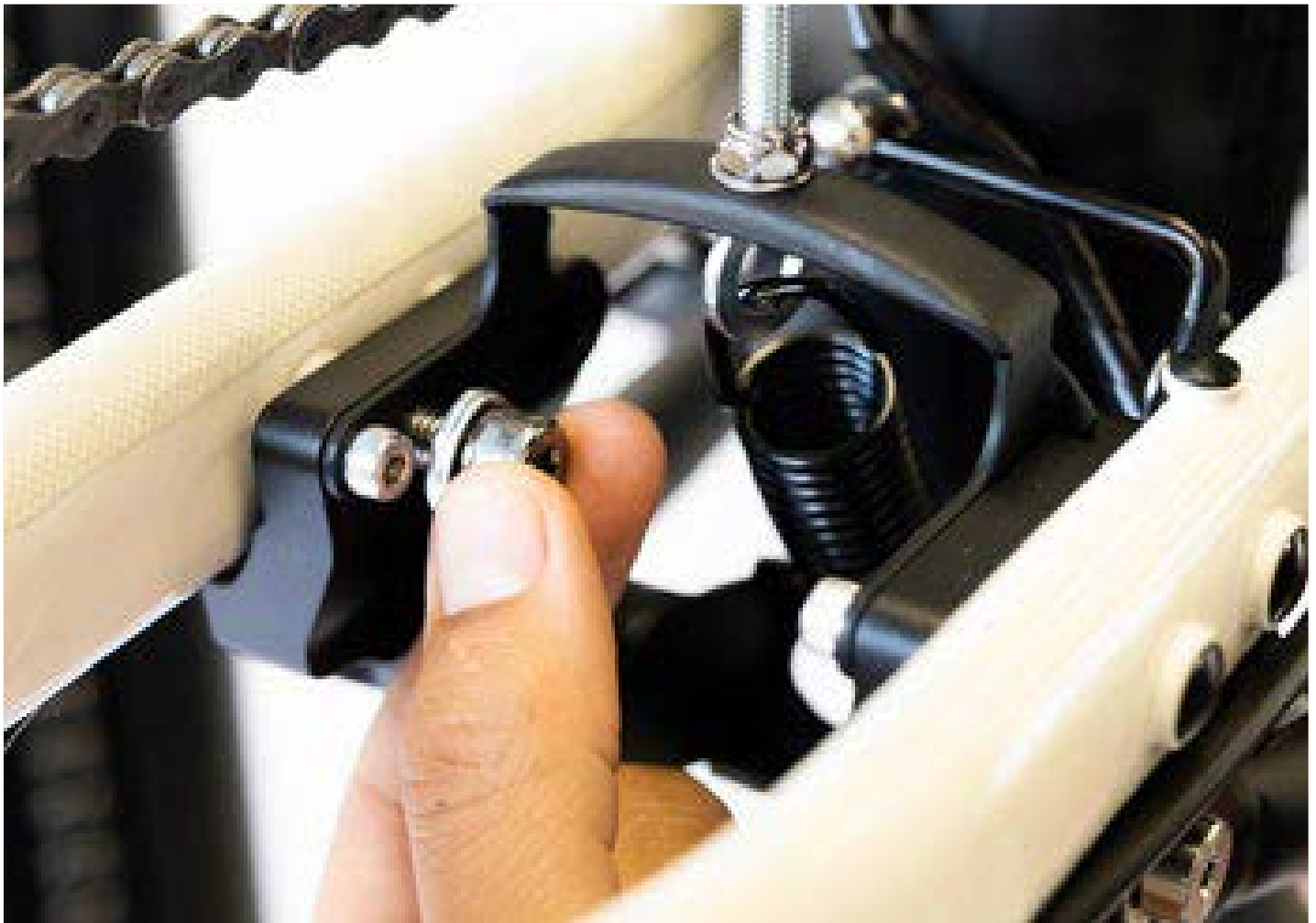
13

Place the KickBack so that the 2 ovalized holes on each side line up with the bosses on the inside of the chain stay.



14

Place two washers on one of the M8 bolts. Starting on the inside of the mounting plate and using just your fingers, thread the bolt with the washers to the front boss until you can not turn it any further. You should be able to thread the bolt until you are certain it has engaged with the threaded boss on the chainstay.



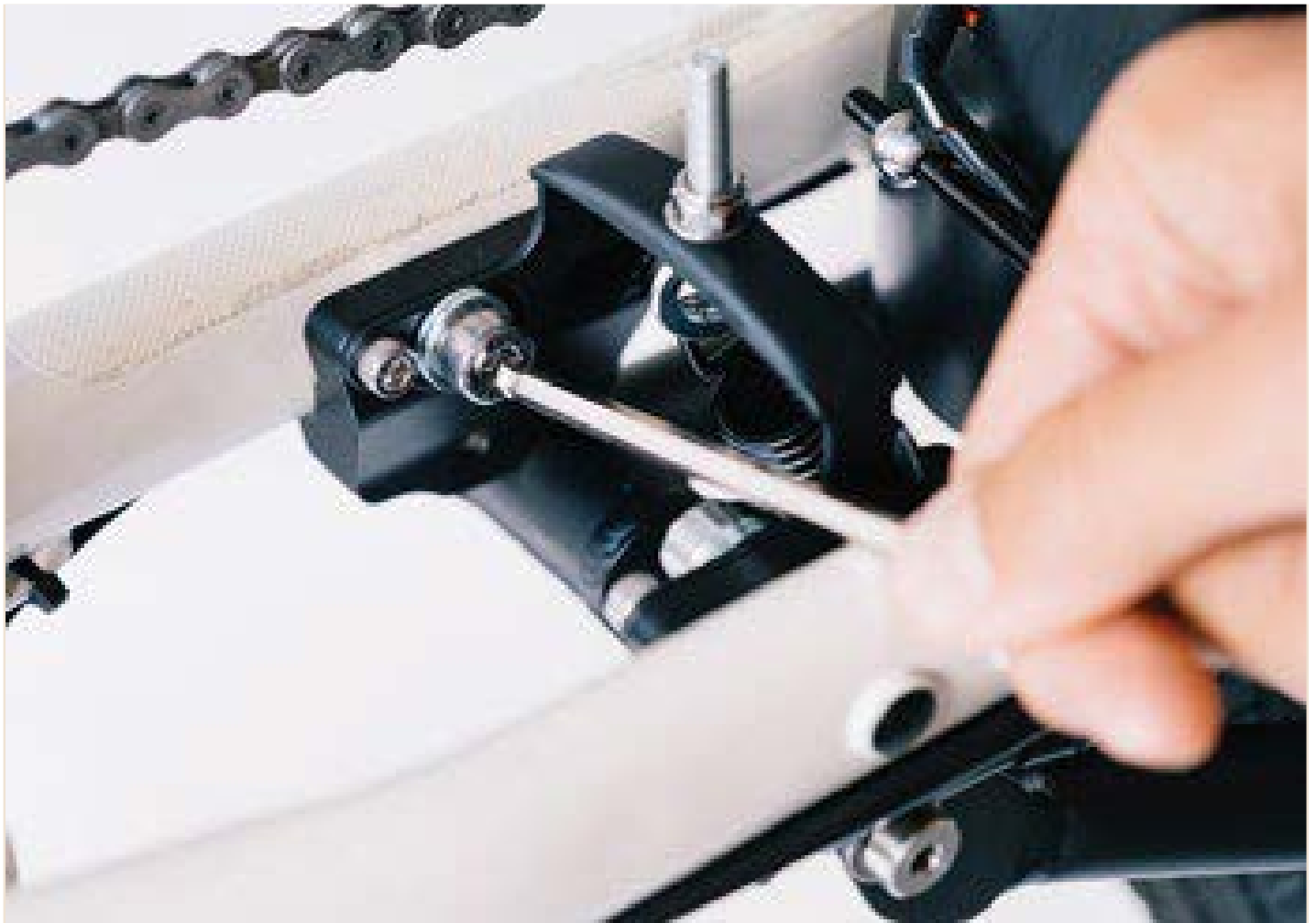
15

It is important to start this off with just your fingers to help insure that you do not cross thread the bolt since you may be coming at it from an off angle. Once the first bolt is secured loosely, mount the second bolt to the opposite front boss.



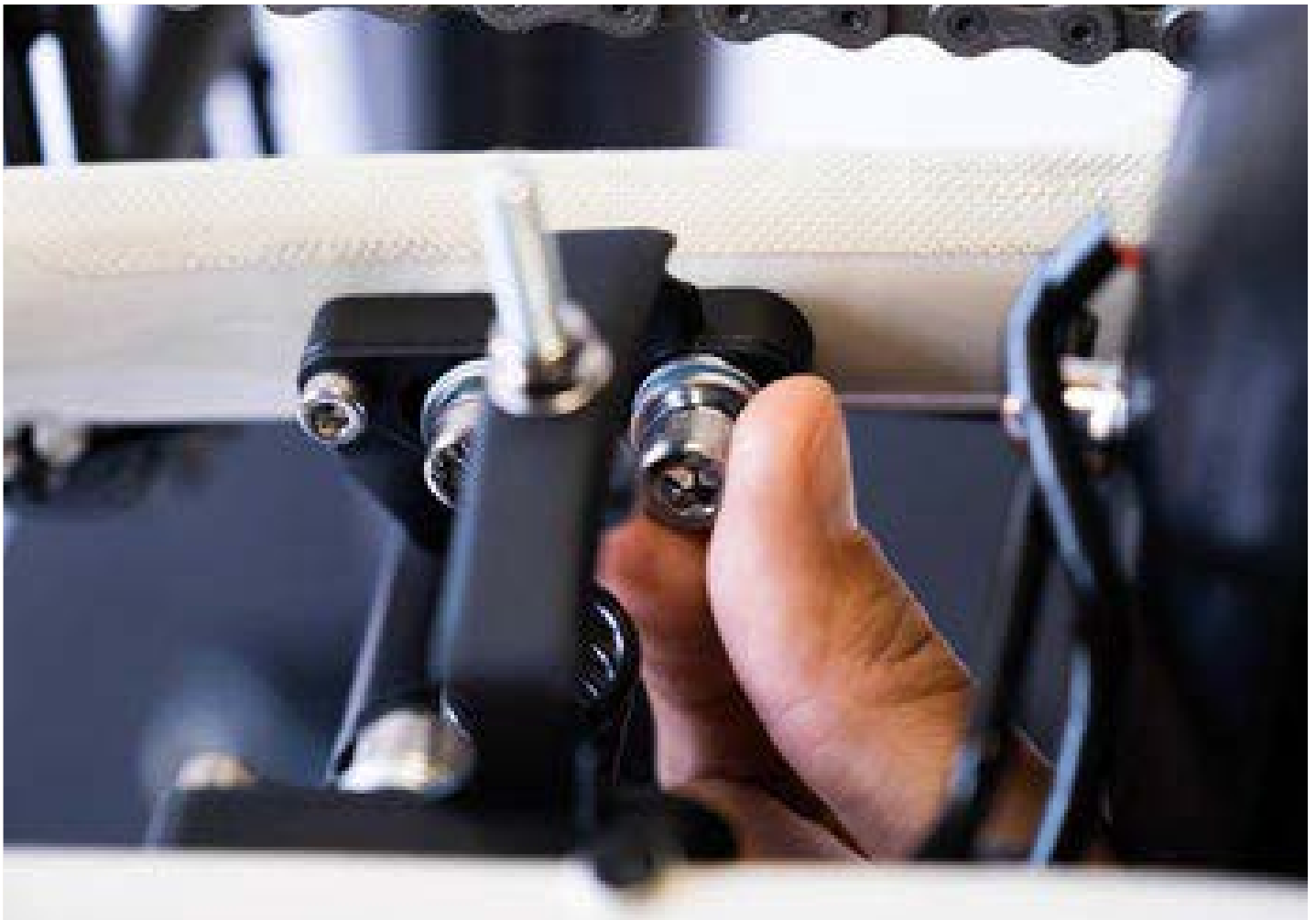
16

Make sure the holes in the mounting plate on the rear of the KickBack line up with rear threaded bosses before tightening all the way. Using the ball or short end of the Allen wrench tighten the two front bolts.



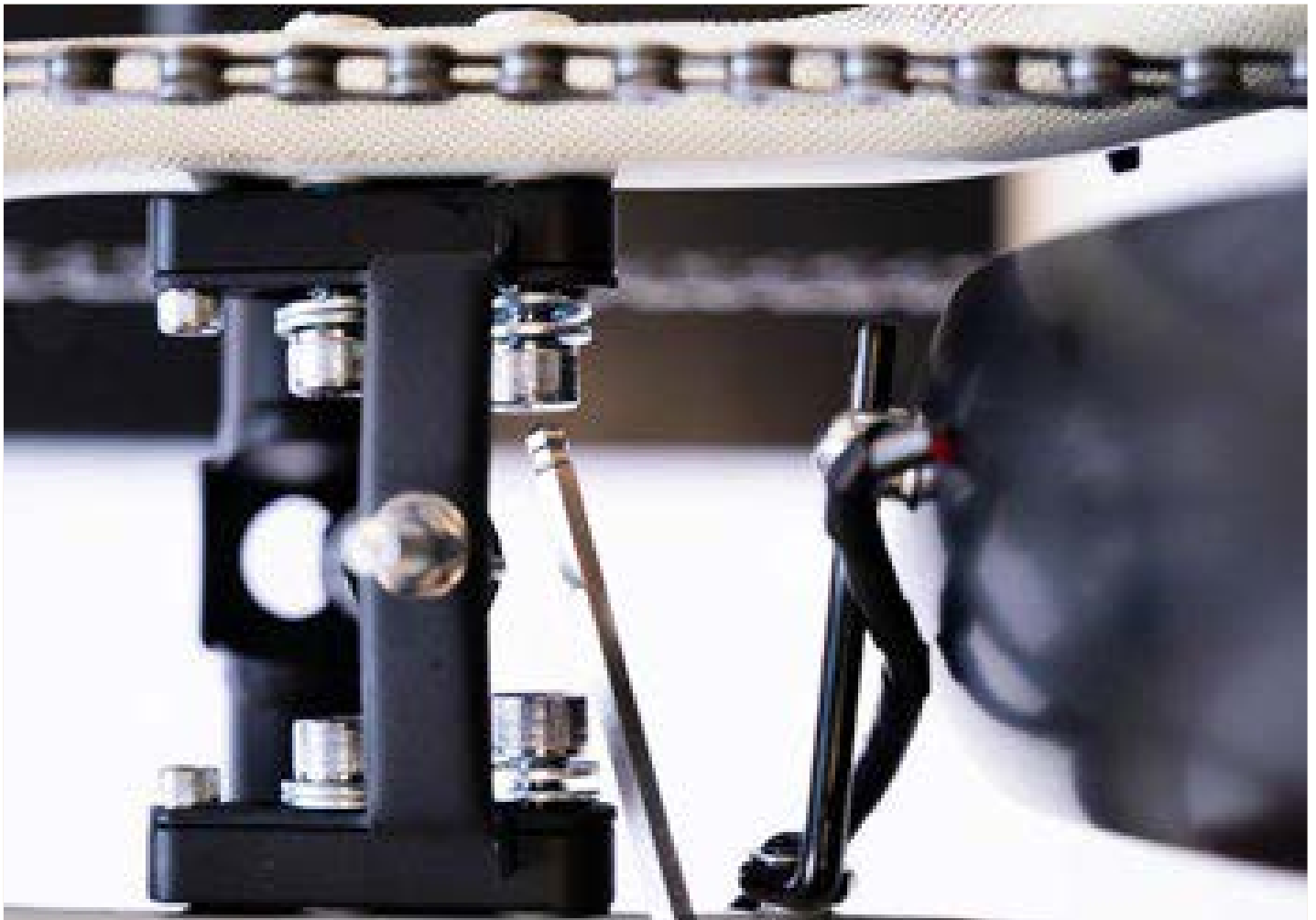
17

Place two washers on one of the M8 bolts. Starting on the inside of the mounting plate and using just your fingers, thread the bolt with the washers to the rear boss until you can not turn it any further. Once the first bolt is secured loosely, mount the second bolt to the opposite rear boss.



18

Using the ball or short end of the Allen wrench, tighten the two rear bolts.



19

Using the shorter end of the Allen wrench, tightly secure all bolts in place.



INSTALLING FRONT FENDER

20

Carefully lift the front of the bike and deploy the kickstand.

* You may want to add something weighted to the rear rack to keep the bike from tipping forward.



21

Remove the packaging around the fork and remove the thru-axel with a 6 mm Allen wrench.



22

The hardware for your fender is already installed in your fork. Please remove the M6 nyloc nut and L-bracket.



23

Install your fender using the M6 bolt already in the fork. The order should be fender tab, L-bracket, washer, M6 nyloc.



24

Use a 4 mm Allen wrench to attach the outer support arms of the fender to the lower fork-mounting points with the two M5 bolts.



INSTALLING FRONT LIGHT

25

Before you mount the light to the fender we have found that removing the light tab produces a more secure and stable lighting experience.



REMOVAL OF LIGHT TAB

26

Use a 1/4" drill bit to drill out the rivet from the underside of the fender. You'll only need to drill enough of the rivet to pop it out, though drilling all the way through is fine.



27

Once the rivets are removed the tab should be free and you can discard it. Your fender should now look like this.



28

You will be attaching the light through the forward-most rivet hole. To receive the bolt, you can either drill out that hole a little bigger or use the bolt to open it up a little. Insert M6 bolt through the hole.



29

Before you mount the light to the fender you should flip/rotate the piece of the light mount that attaches to the fender to look like the image here.



30

Now you'll attach the light mount to the M6 bolt in the fender and secure with an M6 nyloc nut. Use a 5mm Allen wrench from the underside of the fender to tighten the bolt and nut securing your front light to your fender.



31

Once the light is secure you're going to reconnect the connectors (from fender to light - red to black; black to black with gray stripe).



32

Now you'll need to connect the light wires from the frame to the fender (red to red and black to black).



33

Adjust your light position angle that fits your riding needs best. Secure the two mount joints with a 4mm Allen.



INSTALLING FRONT WHEEL

34

Remove the disc brake-pad spacer.



35

Remove the packaging from the front wheel.



36

Double check that the drive side hub cap on your wheel isn't stuck to the plastic disc packaging.

*If the hub cap is stuck, remove from the disc and press back in place on the hub.



37

Rotate your front wheel into position. Be mindful to seat the disc brake rotor neatly between the brake pads.



38

Re-insert your thru-axel, and tighten with a 6 mm Allen wrench.



39

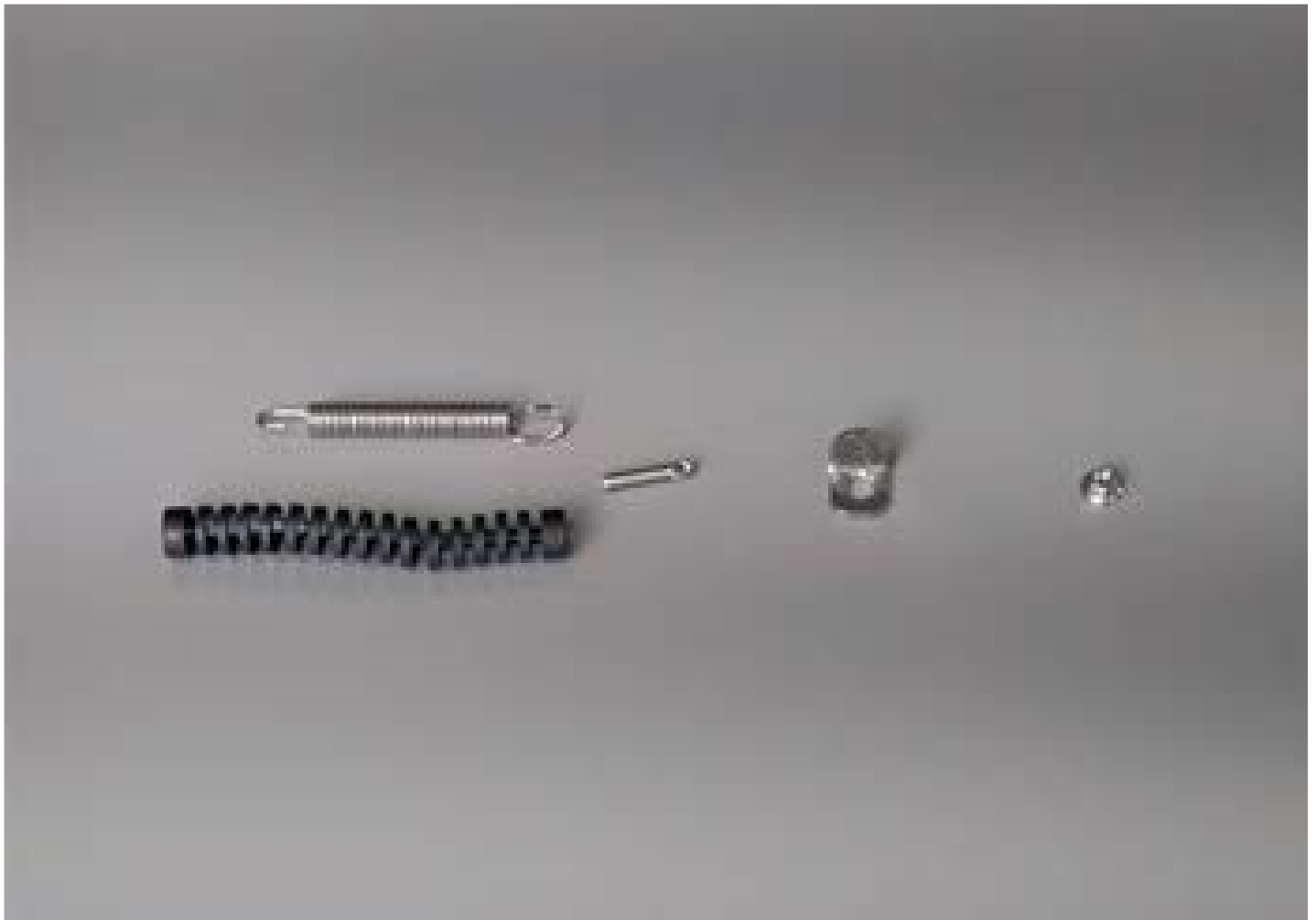
Returning to the fender, tighten the upper bolt with a 4 mm Allen wrench and an 10 mm socket tool.



INSTALL THE STABILIZER SPRING

40

Locate the following hardware in the small parts box: eyebolt, flange nut, StabilizerSpring, and spring sleeve.



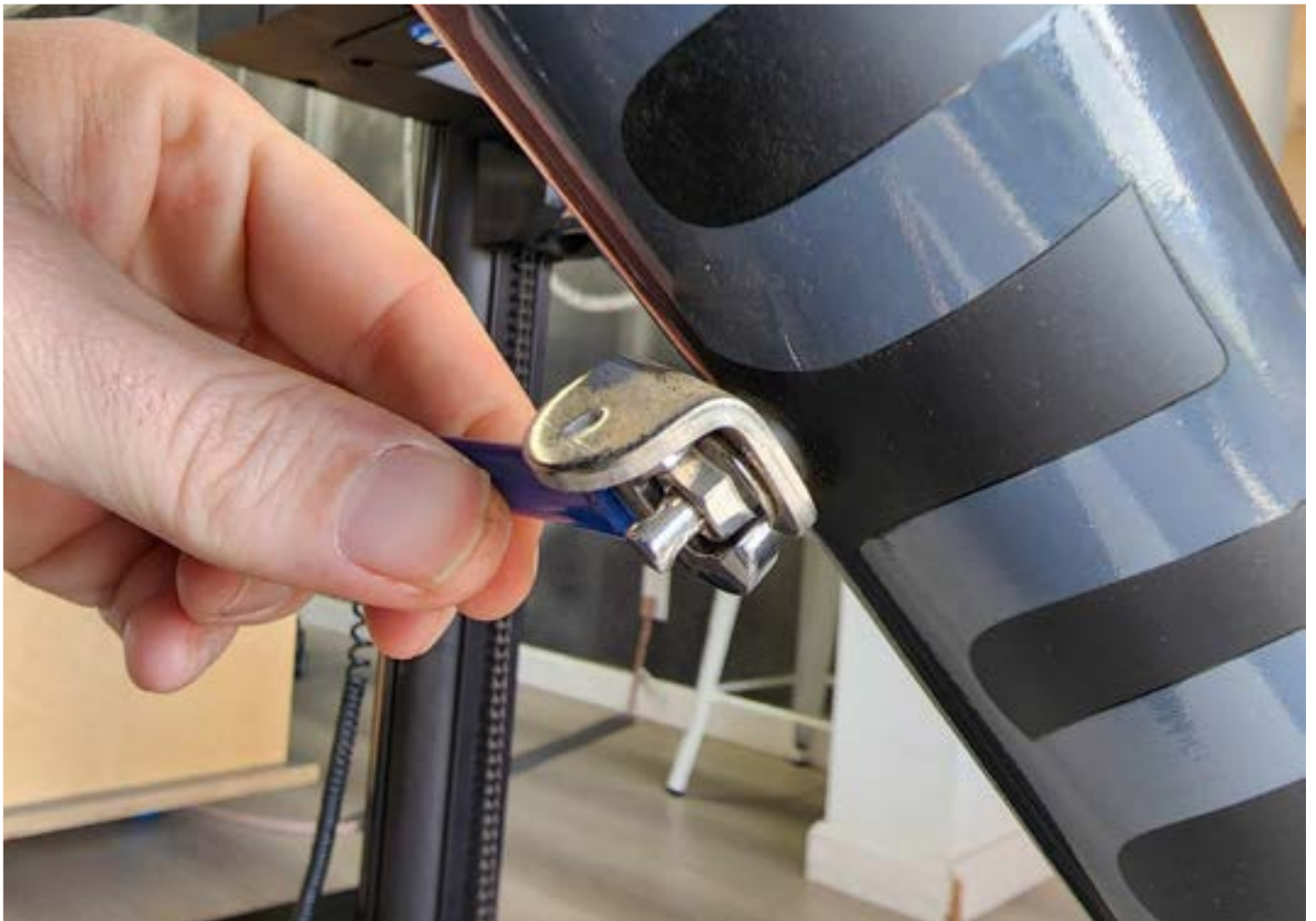
41

Fully thread the eye-bolt through the flange nut.



42

Thread the bolt through the threaded boss on the downtube. Tighten with a 8mm wrench, adjusting the eye bolt so it is aligned perpendicular to the bike.



43

Hook the StabilizerSpring to the L-bracket on the fork.



44

Use an Allen wrench or screwdriver to pull the other end through the eye-bolt.



45

Slide the spring sleeve over the StabilizerSpring.



INSTALLING PEDALS

46

Use a 15mm pedal wrench and with the right pedal, start clockwise threading the pedal bolt into the crank arm. Once initially threaded you can backpedal while holding the pedal bolt in place. The left pedal has a reverse thread so you will need to turn the pedal bolt counter clockwise to tighten it.

*Apply a small amount of grease to the threads on each pedal, marked Left and Right.



INSTALLING THE SEAT

47

Apply a modest amount of grease to the inside of the seat tube.



48

Lower your seatpost into your desired position and tighten the collar with a 5mm Allen wrench.



INSTALLING HANDLEBARS

49

Remove your top cap and remove the cardboard spacer from fork steerer. Install your stem with your handlebars forward and the shifter on the drive side of the bike. Thread your topcap and secure until just before snug.



ADJUST HANDLEBARS

50

Align your handlebars with your front wheel.

Re-tighten the two stem bolts, and the top-cap bolt and replace the rubber plug.



51

Use a 4 mm Allen to loosen the faceplate on the front of your stem, and center the registration marks. Then retighten the faceplate.



CONNECTING E-SYSTEM

52

Use a 3 mm Allen wrench to loosen the paddle grips. Reposition them so they are level with the ground. Then retighten them.



53

Use the provided Shimano lead-connector tool from the small parts box to insert the display cable into the small port under the display. You should feel a securing click when the connection is made.



54

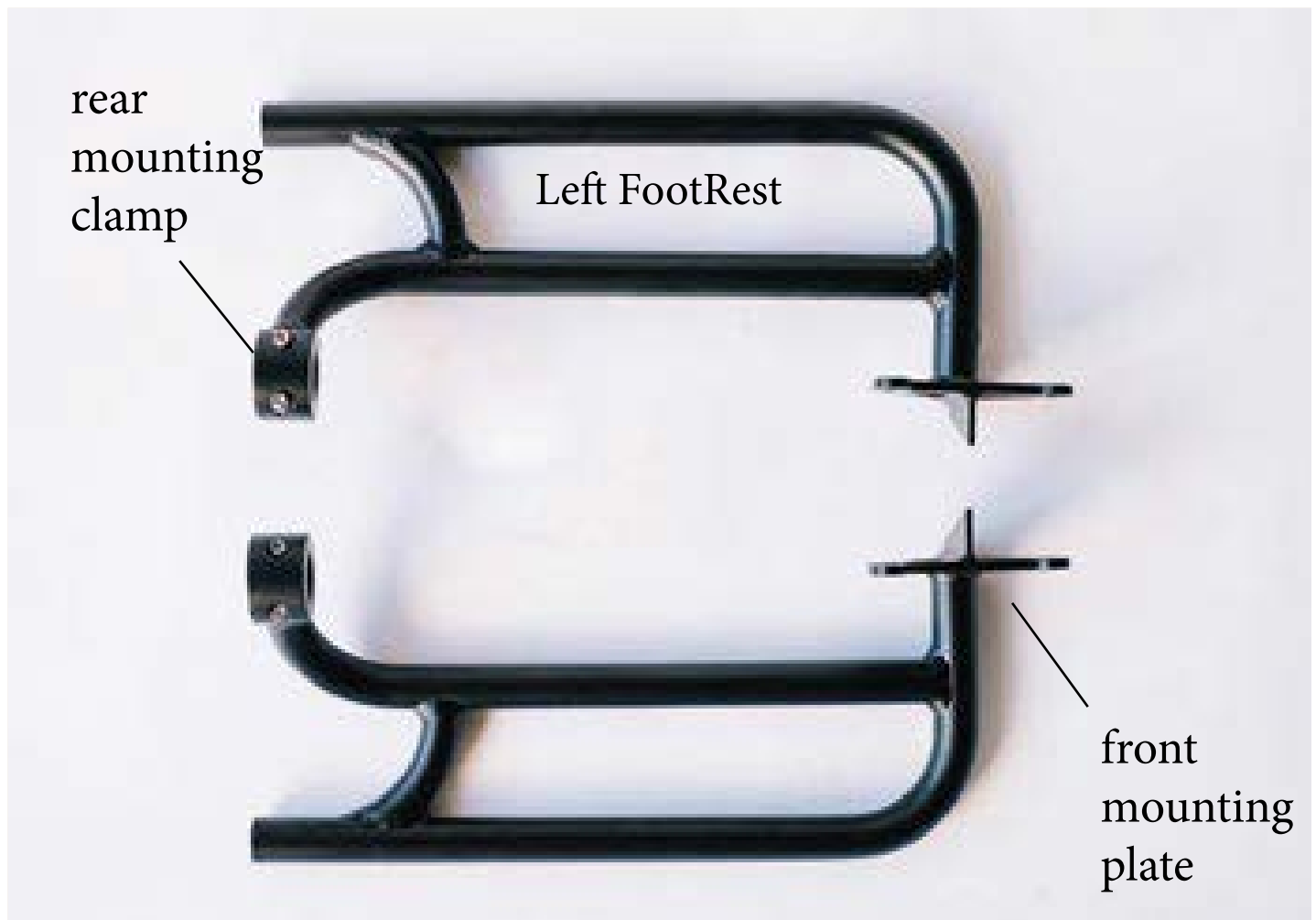
Replace your battery by sliding it into the cradle and rotating towards the bike frame until it clicks into place.



INSTALL THE RFA FOOTRESTS

55

Pick the RFA FootRest that corresponds to the side of the bike you are installing it on first. The flat plate is installed on the bike frame towards the front of the bike and the clamping ring is installed around the UtilityRack toward the rear of the bike.



56

Using a 4 mm Allen wrench, remove the top of the clamp located on the back end of the FootRest. Keep the top of the clamp and the hardware nearby.



57

Remove the WheelSkirts.

Locate the installation front threads on the bike frame.



58

Position the FootRest on the bike and loosely thread the two 8 mm bolts through the front mounting plate and into the threads on the frame. You may need an extra hand to help hold up the UtilityRack while you thread in these bolts. The bottom portion of the rear clamp should fall underneath the UtilityRack.



59

Attach the top portion of the rear clamp over the bottom rail of the UtilityRack. Loosely thread two 4 mm bolts with washers into the top of the clamp. Do not tighten the bolts completely at this time.



60

Go back to the front bolts on the mounting plate. Tighten these using a 5mm Allen wrench.



61

Use a 4mm Allen wrench to evenly tighten the bolts on the rear clamp until the FootRests are securely attached to the frame.



62

Reattach the RFA WheelSkirts.

The RFA assembly is complete and you are ready to ride!



Looking to install additional accessories
on your RFA?

Please refer to the following page on the Xtracycle
website for links to additional installation manuals:

<https://www.xtracycle.com/product-manuals>

