

**RESOLUTION 21-162**

**A RESOLUTION TO APPROVE THE PURCHASE OF THREE PORTABLE OFFICE BUILDINGS THROUGH TIPS COOPERATIVE PURCHASING PROGRAM**

**WHEREAS**, the City of Spring Hill Public Works Department and Police Department desire to purchase portable office buildings for expansion of office space; and

**WHEREAS**, the portable office buildings can be purchased from Vanguard Modular Building Systems, LLC through TIPS cooperative purchasing program of which the City is authorized to be a member; and

**WHEREAS**, the City requests to purchase two office buildings for the Public Works Department and one office building for the Police Department at a cost of \$68,565 each, with a total cost of \$205,695; and

**WHEREAS**, funding for the purchase of the three office buildings will be expensed from the General Fund (Streets and Highways department) and the Adequate Facilities Fund as budgeted for FY 21/22.

**NOW, THEREFORE BE IT RESOLVED**, the City of Spring Hill Board of Mayor and Aldermen approve the purchase of three portable office buildings from Vanguard Modular Building Systems, LLC through TIPS cooperative purchasing program at a total cost of \$205,695.00.

**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 20<sup>th</sup> day of September, 2021.**

  
Jim Hagaman, Mayor

ATTEST:

  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
Patrick Carter, City Attorney



**REQUEST:**            **Approval of Resolution 21-162**

**SUBMITTED BY:**   **Tyler Scroggins, Public Works Director**

**DATE:**                **September 20, 2021**

**RE:**                    **To approve the purchase of three portable office buildings through TIPS cooperative purchasing program**

**ATTACHMENTS:**   **Vendor contract; quote**

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**PURPOSE:**

The purpose of this resolution is to approve the purchase of three portable office buildings for the Public Works department and the Police department through TIPS cooperative purchasing program.

**BACKGROUND:**

The City's Public Works department and Police department are in need of additional office space to accommodate existing and future staff. The City has been authorized to become a member of TIPS cooperative purchasing program. The portable office buildings can be purchased from Vanguard Modular Building Systems, LLC through TIPS at a cost of \$68,565 per building. Staff requests to purchase two buildings for the Public Works department and one building for the Police department for a total cost of \$205,695.

**FINANCIAL IMPACT:**

The funding for the purchase of three portable office buildings would be from FY 20/21 budgeted funds in the General Fund – Streets and Highways department (110-43100-929 - \$135,459) and the Adequate Facilities Tax Fund (125-44420-914 - \$164,451). Total budgeted funds are \$300,000.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 21-162 to approve the purchase of three portable office buildings through TIPS cooperative purchasing program.

# The Interlocal Purchasing System

Purchasing Made Personal



Printed 2 September 2021

www.vanguardmodular.com



## Vanguard Modular Building Systems LLC

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM PO AND QUOTE MUST REFERENCE VENDOR'S TIPS CONTRACT NUMBER ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

|         | <u>PAYMENT TO</u>             | <u>TIPS CONTACT</u>     |
|---------|-------------------------------|-------------------------|
| ADDRESS | 717 Constitution Drive, Suite | NAME Charlie Martin     |
| CITY    | Exton                         | PHONE (866) 839-8477    |
| STATE   | PA                            | FAX (866) 839-8472      |
| ZIP     | 19341                         | EMAIL tips@tips-usa.com |

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N

HUB: N

### SERVING STATES

AL | AR | CT | DE | FL | GA | KY | LA | ME | MD | MA | MS | NH | NJ | NM | NC | OK | PA | SC | TN | TX | VT | VA | WV

### Overview

Vanguard Modular Building Systems installs custom commercial buildings using off-site PERMANENT modular construction as the methodology. Also a trusted supplier of temporary PORTABLE modular buildings for lease and sale, our products include: Modular Classrooms, Modular Offices, Modular Medical Clinics, Modular Science Labs, and much more. In addition to modular buildings, we can provide turnkey engineering, project management, and construction services for single and multi-story projects. Established in 1998 and headquartered in Malvern Pennsylvania, Vanguard Modular supplies modular buildings to a large variety of commercial sectors throughout the East and Gulf Coast states.

## **AWARDED CONTRACTS "View EDGAR Doc" on Website**

| <b>Contract</b> | <b>Comodity</b>                   | <b>Exp Date</b> | <b>EDGAR</b>                 |
|-----------------|-----------------------------------|-----------------|------------------------------|
| 200902          | Permanent Modular Buildings (JOC) | 11/30/2022      | See EDGAR Certification Doc. |
| 21020201        | Portable Modular Buildings        | 04/30/2024      | See EDGAR Certification Doc. |
| 21020202        | Portable Modular Buildings (JOC)  | 04/30/2023      | See EDGAR Certification Doc. |

## **CONTACTS BY CONTRACTS**

### **200902**

|                   |                      |                |                             |
|-------------------|----------------------|----------------|-----------------------------|
| Christopher Brown | Sales Manager -      | (610) 350-6642 | cbrown@vanguardmodular.com  |
| Jody Werner       | Vice President Sales | (610) 232-2951 | JWerner@vanguardmodular.com |
| Chris Brown       | Admin                | (610) 350-6642 | cbrown@vanguardmodular.com  |

### **21020201**

|                   |                 |                |                             |
|-------------------|-----------------|----------------|-----------------------------|
| Christopher Brown | Sales Manager   | (610) 350-6642 | cbrown@vanguardmodular.com  |
| Jody Werner       | General Manager | (610) 232-2951 | jwerner@vanguardmodular.com |

### **21020202**

|                   |                 |                |                             |
|-------------------|-----------------|----------------|-----------------------------|
| Christopher Brown | Sales Manager   | (610) 350-6642 | cbrown@vanguardmodular.com  |
| Jody Werner       | General Manager | (610) 232-2951 | jwerner@vanguardmodular.com |



Vendor Contract 200902 (Permanent Modular Buildings (JOC)) by The Interlocal Purchasing System (TIPS).

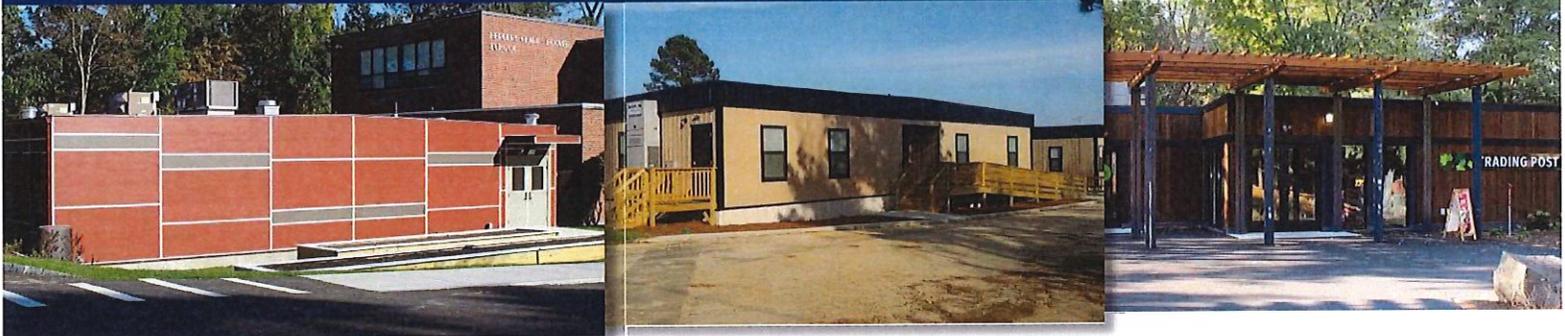
modular project

# PROPOSAL

September 8, 2021

VMBS Project: AC070419

RFP: AC070419



## City Of Spring Hill

New (3) 12 x 56 Office Units

3 Complex: 12x56

PO Box 789 Spring Hill TN 37174



Vanguard Modular Building Systems, LLC (Headquarters)  
717 Constitution Drive | Suite 100 | Exton, PA | 19341

(877) 438-8627 | VanguardModular.com | info@vanguardmodular.com



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September 8, 2021

City Of Spring Hill  
Tyler Scroggins  
PO Box 789  
Spring Hill TN 37174

RE: Modular project in Spring Hill, TN 37174

Dear Tyler

We are pleased to have the opportunity to submit this proposal which has been carefully tailored to address your individual space requirements.

Vanguard Modular Building Systems, LLC has been committed to providing quality products, services, and customer satisfaction to both the public and private sectors since 1998. Our expertise in development and execution of wide-ranging space solutions affords us the distinct satisfaction of fulfilling each of our client's modular construction needs.

Proposal Contents (attached):

- Price Detail
- Project Description Detail
- Floor Plan
- Specifications
- Delineation of Responsibilities
- Estimated Project Schedule
- Terms & Conditions
- Site Requirements
- Proposal Acceptance

It is our goal to meet your particular needs, so please be certain to thoroughly review each attachment included in this proposal to ensure you completely understand the pricing, product, and service we are proposing.

Please do not hesitate to contact me for answers to any questions or concerns you may have regarding our proposed solution. It would be our pleasure to partner with you on this important project. Thank you for your consideration.

Sincerely,

**Tina Phillips**  
Area Sales Manager

AC070419

September 8, 202

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# Sale Price Detail

The information provided in this proposal is prepared for the referenced organization and is CONFIDENTIAL. Unauthorized distribution of this information is strictly prohibited.

## (3) 12x56

(Building---- (3) 12x 56 - see attached floor plan )

Proposal is good for 15 days from date above. Proposals are contingent upon VMBS corporate credit review and approval.

### BASE PRICE

Scope of Work Description

Amount (usd)

|  |               |
|--|---------------|
| Building(s) Only Purchase Price  | \$ 172,313.00 |
| Delivery of Building(s) to the site and installation.                    | \$ 33,382.00  |
|  | \$            |
| Delivery from manufacture in GA to site ready location in Spring Hill TN | \$            |
| Block, level, anchors, ABS pads, Hi-Rib steel skirting to match building | \$            |
| TIPS   | \$            |
|  | \$            |
|  | \$            |
|  | \$            |

**Building w/Listed Items Purchase Price Total: \$ 205,695.00**

### OPTIONS

Initials = Selected Option Description

Amount (usd)

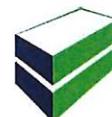
|  |  |      |              |
|--|--|------|--------------|
|  | Dug and Poured concrete footers 30"wide 18" deep | ADD+ | \$ 10,125.00 |
|  |  | ADD+ | \$           |



Vendor Contract 200902 (Permanent Modular Buildings (JOC)) by The Interlocal Purchasing System (TIPS).

Initials:

**Pricing excludes all applicable taxes and insurance. Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Unless otherwise specified, Proposal is valid for 15 calendar days from the "Proposal Date". Vanguard Modular's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval.**



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# Project Description Detail

- If local officials require additional drawings for foundations &/or decking not supplied by the factory additional charges may be required Proposal does not include any unknown subsurface conditions and may result in additional costs to customer.
- Proposal doesn't include any permitting on project and is the responsibility of the customer to supply local officials with the required information they need to approve (site plans, zoning approvals, etc.). Vanguard Modular does have the ability to run permits at additional cost if needed.
- If poured concrete footers and/or shear wall piers are required additional fees would apply for disposal of piers at lease end, footers to remain in place, no site restoration included, check with local officials for exact foundation requirements.
- Proposal is contingent upon VMBS credit approval.
- Building Price includes engineered blue line building drawings.
- Assumes site with 3,000 psf soil bearing capacity, bearing tests to be provided by Customer and may be required to confirm compaction.
- Customer is responsible for obtaining and the cost of all site plans, surveys, permits, licenses, and Certificate of Occupancy
- Piers quoted minimum @ 8' O.C. and max height at 32" maximum, anchors have been quoted minimum 8' O.C. for a dirt surface with a soil bearing capacity of 3000psf minimum unless otherwise noted herein.
- Hard surfaces like concrete or asphalt will require additional cost. Site of building placement must be level to 6" in 50" or 12" in 100', accessible by road tractor and the ability to spot the building over the building pad. The use of cranes, rolling or other means of spotting the building will be an additional charge via change order.
- \*Extra Work are those items not included in our proposal and shall be require a Change Order. Change Orders are billed as non-reoccurring one time charges.
- Pressure Treated ADA Ramps/Steps include recent code changes for post footings and galvanized post brackets.
- NOTE: Items such as ceiling tile, VCT flooring, carpet, paint, and other items within the building will be difficult to match locally when these items are damaged or need to be replaced. Please inform your salesman if you need to add extra quantities of materials to be added before the manufacture of the building.

- NOT INCLUDED: Safety Training, Background Checks, Badging Requirements, and any additional unlisted requirements.
- DEHUMIDIFICATION: Please note areas within the Southern United States have very high Humidity and unless noted on the specifications of the pricing no humidity control is included in the Budgetary Quote. If the option for Dehumidification to be added to the HVAC units in the building please ask your ASM to Option the Dehumidification for all or a portion of the HVAC units included in the specifications.
- Due to the volatility of materials and availability, pricing will be good for only 15 days. All materials are subject to substitutions based on availability. (Please Note: This notice supersedes any other pricing verbal, in writing or otherwise found in any other documents.

**NOTE: Where a wind debris region has been designated, the building owner/lessee shall be responsible to protect exterior glazing (doors, windows) and ventilation openings in buildings. Coverings must be impact resistant and meet the minimum requirements of an approved impact resistant standard. New construction must incorporate impact resistant glazing. Protection is to be provided by the building owner, subject to local approval.**

Initials:

*Pricing excludes all applicable taxes and insurance. Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Unless otherwise specified, Proposal is valid for 15 calendar days from the "Proposal Date". Vanguard Modular's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval.*

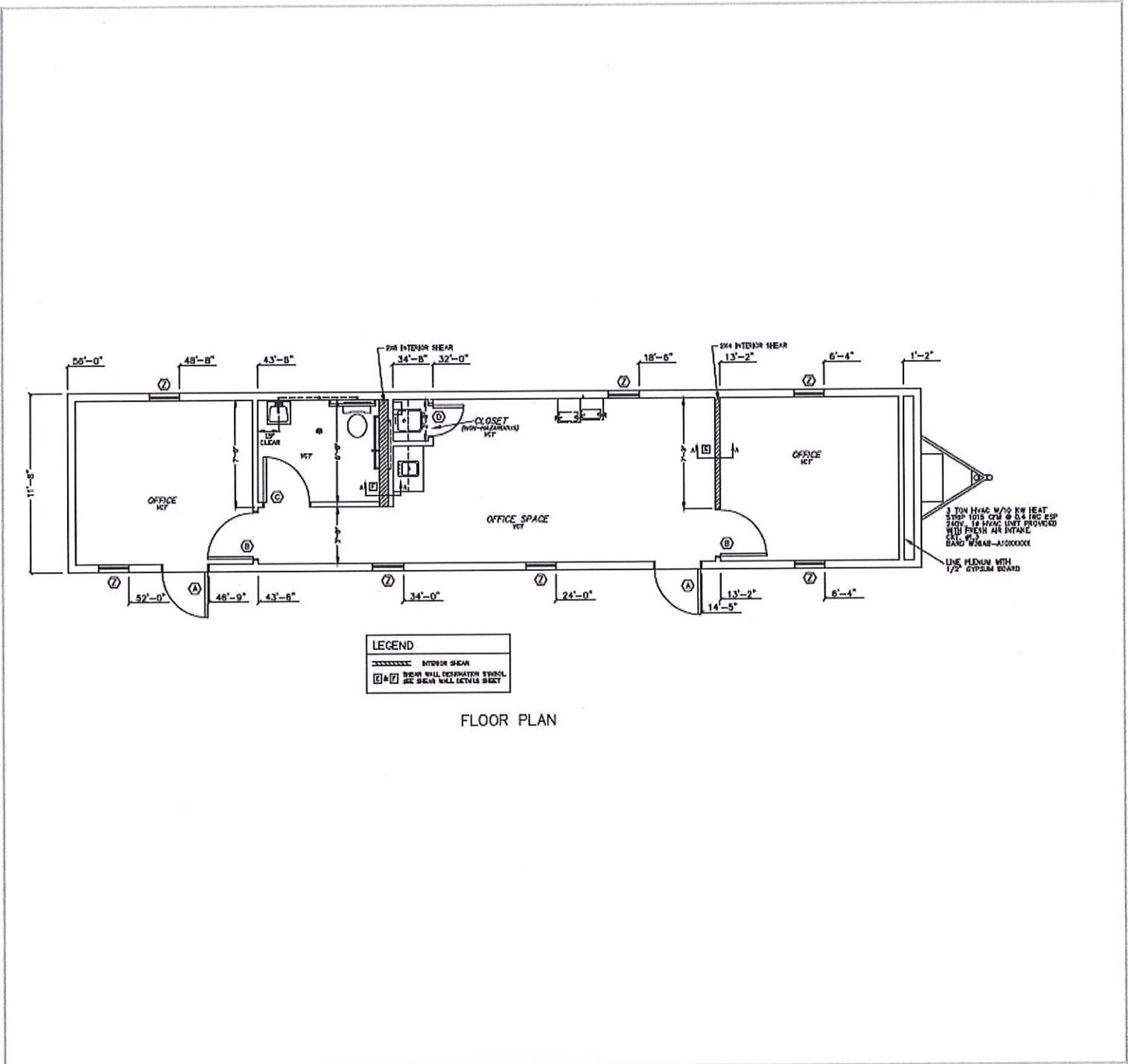


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**BUILDING LAYOUT (Not to Scale!)**



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# Delineation of Responsibilities

| Division   | Sub   | Description  | VMBS                                | Owner                               | NA                                  |
|--|-------|--|-------------------------------------|-------------------------------------|-------------------------------------|
| <b>DIVISION 1 : GENERAL CONDITIONS</b>             |       |  |                                     |                                     |                                     |
|  | 1011  | Performance Bonds  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|  | 1040  | Building Permits/License                                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 1500  | Temporary Heat/Lighting                                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Portable Toilets   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Temporary Water & Power                                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 1502  | Site Cleanup/Dumpster                                      | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 1700  | Closeout/Acceptance  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 1900  | Miscellaneous  |                                     |                                     |                                     |
|  |       | Taxes  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Prevailing Wage Scale (Davis-Bacon)                        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  |       | Safety and Security Access Requirements For Workers        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Project Terms of Payment                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  |       | Invoicing Procedure  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
| <b>DIVISION 2 : SITE WORK</b>                      |       |  |                                     |                                     |                                     |
|  | 2000  | Site Work  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Accessibility  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Stake Site/Building Location                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 2160  | Excavation & Grading                                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Spoilage Disposal  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Erosion Control  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 2660  | Final Connection of Domestic Water At Building Line        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 2740  | Final Connection of Sewer To Single Point at Building Line | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 2900  | Landscaping / Fine Grading                                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Seeding  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Restoration  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>DIVISION 3 : Concrete (SITE ONLY)</b>           |       |  |                                     |                                     |                                     |
|  | 3300  | Foundations: Concrete Pier Footers;                        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>DIVISION 6 : WOOD &amp; PLASTIC (SITE ONLY)</b> |       |  |                                     |                                     |                                     |
|  | 6670  | Decks/Landings   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>DIVISION 9 : FINISHES (SITE ONLY)</b>           |       |  |                                     |                                     |                                     |
|  | 9650  | VCT Flooring with / without carpet bar                     | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  | 9680  | Carpeting with / without carpet bar                        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>DIVISION 10 : SPECIALTIES (SITE ONLY)</b>       |       |  |                                     |                                     |                                     |
|  | 10100 | Marker/Chalk/Tack Boards                                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 10425 | Signage/Braille  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 10520 | Fire Extinguishers   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |



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AC070419

September 8, 202

# Delineation of Responsibilities

| Division   | Sub   | Description  | VMBS                                | Owner                               | NA                                  |
|--|-------|--|-------------------------------------|-------------------------------------|-------------------------------------|
|  | 10532 | Awnings  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 10800 | Toilet Accessories   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>DIVISION 13 : BUILDING (MODULAR BUILDING)</b> |       |  |                                     |                                     |                                     |
|  | 13121 | Delivery Of Modular Units To Site Including Transp. Permits  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  | 13122 | Piers  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  |       | Dry-Stack Block/Steel Piers  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  |       | Surface Bond Dry Stack   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  | 13123 | Set-up   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  |       | Structurally Connect Modular Floors & Roofs  | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  |       | <b>Remove Hitches (Store Under Bldg or Stage Per Customer Req.) included in skirting package, see Options.</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  | 13125 | Trim Out Exterior & Interior Walls/ Ceiling/Floors/Adjust Doors  | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  | 13126 | Anchor Modular Units Per Design Criteria   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  | 13127 | Skirting (Frame, Vents, Access Panel Included)   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|  | 13128 | Roof Seaming   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
|  | 13151 | Site Construct Connector Corridors   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>DIVISION 16 : ELECTRICAL (SITE ONLY)</b>      |       |  |                                     |                                     |                                     |
|  | 16410 | Connect Electrical Service To Site   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Main Disconnect For Modular Building Connection  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Supply and Install MDP   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 16610 | Fire / Smoke Alarm Systems   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 16620 | Security Intrusion System  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 16740 | Clocks/Bells   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 16750 | Communication Systems  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Tap Existing Comm Service For Site   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Final Connection of Comm System  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  | 16770 | Data Systems   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Tap Existing Data Service For Site   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
|  |       | Final Connection of Data System  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

Initials: \_\_\_\_\_



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**Schedule**

**TIMELINE – New and Used Modular Buildings**

**Estimated Project Schedule New Buildings**

|            |   |
|------------|---|
| <u>2-3</u> | weeks from contract, deposit, colors, and sign-off. |
| <u>4-5</u> | weeks from State approved plans from Manufacturer.  |
| <u>1-2</u> | weeks from permit approval and submission to VMBS.  |
| <u>1-2</u> | weeks from building delivery.                       |
| <u>2-3</u> | weeks from building delivery.                       |
| <u>4</u>   | weeks from building delivery.                       |

**Milestone Description**

|   |
|---|
| Design & engineering to customer.         |
| Building off-line at manufacturing plant. |
| Building delivery                         |
| Building installation                     |
| Substantial completion                    |
| Final completion                          |

Get started early as the building will be ready long before permits can be obtained through local issuing authorities! Estimation for local permitting ranges widely, allow 30-90 days (check with local building authorities for exact timeline to obtain permits in your area).

**SCHEDULE NOTES**

Additional Information

Please return sign-off's and color selections as soon as possible, buildings will not be ordered without deposits, sign-off's, and color selections being received by Vanguard first!

Initials: \_\_\_\_\_

*Any Project Schedule provided with the Proposal is an estimate. Project Schedule will be confirmed at or around the time of Award, and may be subject to change orders throughout the Project.*



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AC070419  
September 8, 2022

modular project  
**Terms & Exclusions**

**Terms**

|     |  |
|-----|--|
| 1.  | Unless otherwise specified, Proposal is valid for 30 calendar days from the "Proposal Date"  |
| 2.  | Vanguard's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval   |
| 3.  | Proposal is contingent on mutually acceptable contract terms   |
| 4.  | Any Project Schedule provided with the Proposal is an estimate. Project Schedule will be confirmed at or around the time of Award, and may be subject to change orders throughout the Project.   |
| 5.  | Unless otherwise agreed in writing, Vanguard will not accept any Liquidated or other damages for delays.   |
| 6.  | Prior to start of its Work, Vanguard shall provide a proper Certificate of Liability Insurance and Worker's Compensation. Unless otherwise agreed in writing, "All Risk" and other special insurance is not provided by Vanguard. As of the time of Substantial Completion, or as otherwise agreed, Buyer shall be responsible to insure the building(s), providing insurance coverage in the types and limits as may be required by the contract to adequately protect the interests of all applicable parties.   |
| 7.  | Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described.  |
| 8.  | Unless otherwise agreed to in advance as a condition of the Contract, price assumes the use of non-union labor at non-prevailing wages. Any requirement for the payment of prevailing wages or the use of union labor will result in additional charges.   |
| 9.  | Vanguard will take reasonable protective precautions to avoid damage to property and equipment. Vanguard will not accept responsibility for damage caused to paved or unpaved surfaces due to weight of heavy equipment.   |
| 10. | TITLE - Vanguard Modular Building Systems, LLC will retain title to the work until such time that they have been paid in full for the delivery, installation and either direct sale or receipt of all amounts due to complete the finance lease of the building(s). Vanguard does not waive its rights to retain title and/or to place a lien or claim against the Owner/Buyer/Lessee if it becomes reasonably necessary in order to protect Vanguard's interests.   |
| 11. | INDEMNIFICATION - Vanguard Modular Building Systems, LLC will indemnify Owner/Buyer/Lessee to the extent that they are legally responsible and permitted by Vanguard's insurance carrier.  |
| 12. | START AND COMPLETION DATES - The contract Start Date shall be upon receipt of award and an executed contract. Barring any unforeseen delays, The Completion Date will be in accordance with bid specifications and the attached Schedule (to be confirmed upon receipt of award). Vanguard is not responsible for any delays or damages beyond its control including material shortages, strikes or union activity, fire, acts of God, freight embargoes, acts of war or terrorism, delays by regulatory or permit authorities, delays by the Owner or Architect or any employed by them, or any cause of delay beyond the control of Vanguard. In no event shall Vanguard be responsible for consequential or actual damages. |
| 13. | Labor will be non-union at non-prevailing wages unless required by contract  |

**Exclusions**

| <b>X = Excluded</b>                 |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Impact fees   |
| <input checked="" type="checkbox"/> | 2. All applicable taxes (sales, property & use)  |
| <input checked="" type="checkbox"/> | 3. Bonding   |
| <input checked="" type="checkbox"/> | 4. Special insurance   |
| <input checked="" type="checkbox"/> | 5. Cranes and additional spotting apparatus  |
| <input checked="" type="checkbox"/> | 6. Fire suppression system   |
| <input checked="" type="checkbox"/> | 7. Site security (unless otherwise stated)   |
| <input checked="" type="checkbox"/> | 8. Landscaping, irrigation, paving, walkways, curbing, and site restoration  |
| <input checked="" type="checkbox"/> | 9. Tap fees and lift station (if required)   |
| <input checked="" type="checkbox"/> | 10. Exterior fire rating   |
| <input checked="" type="checkbox"/> | 11. Architect and engineering fees   |
| <input checked="" type="checkbox"/> | 12. Rock removal   |
| <input checked="" type="checkbox"/> | 13. Off-site spoilage removal  |
| <input checked="" type="checkbox"/> | 14. Site utilities and connections to modular building - includes electric, gas, water, and sewer or septic                              |
| <input checked="" type="checkbox"/> | 15. Communications services and connection - including but not limited to telephone, data, intercom, intrusion alarm, smoke & fire alarm |
| <input checked="" type="checkbox"/> | 16. Lightning protection   |
| <input checked="" type="checkbox"/> | 17. Temporary access roads and walkways  |
| <input checked="" type="checkbox"/> | 18. Removal, repair, and/or replacement of obstructing fences, walls or gates  |
| <input checked="" type="checkbox"/> | 19. Temporary electric and water (contractor will supply power source for own tools and equipment)                                       |
| <input checked="" type="checkbox"/> | 20. Portable toilets   |
| <input checked="" type="checkbox"/> | 21. Laboratory and field testing of materials  |
| <input checked="" type="checkbox"/> | 22. Dedicated full-time site supervisory personnel (foreman will supervise work unless other provisions are required per the contract)   |
| <input checked="" type="checkbox"/> | 23. Costs associated with easement(s)  |

Initials: \_\_\_\_\_



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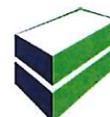
AC070419  
September 8, 2022

modular project  
**Site Requirements**

Site Requirements

| <i>X = Applicable</i>               |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | 1. No provisions allowed for obstructions below grade. If encountered, they would be a change order to the contract at an additional charge |
| <input checked="" type="checkbox"/> | 2. The site must be level, dewatered, and accessible by truck with adequate turning radius and clearance from road to the site for delivery |
| <input checked="" type="checkbox"/> | 3. Assumes site with 3,000 psf soil bearing capacity, bearing tests to be provided by Customer  |
| <input checked="" type="checkbox"/> | 4. All site plans and surveys to be provided by Customer  |
| <input checked="" type="checkbox"/> | 5. All underground utilities are to be clearly marked and flagged   |
| <input checked="" type="checkbox"/> | 6. Customer is responsible for obtaining and the cost of all permits, licenses, and Certificate of Occupancy                                |
| <input checked="" type="checkbox"/> | 7. Due to volatility in fuel prices delivery charges are subject to a fuel surcharge.   |
| <input checked="" type="checkbox"/> | 8. Staging area adjacent to installation site, including any site improvements required to make it usable, by Customer                      |
| <input checked="" type="checkbox"/> | 9. Wheels, Tires, and Axles will be removed, staged on-site or transported to Branch at VMBS's discretion or needs.                         |
| <input checked="" type="checkbox"/> | 10. Site preparation by Customer  |
| <input type="checkbox"/>            | 11. Building removal, return delivery, and site restoration will be billed at prevailing rates at time of return for leased buildings.      |
| <input checked="" type="checkbox"/> | 12. Main electrical service to building panels by Customer  |
| <input checked="" type="checkbox"/> | 13. Customer is solely responsible to inform VMBS if site location is in a flood or fire zone   |
| <input checked="" type="checkbox"/> | 14. Customer is responsible for building maintenance  |

Initials: \_\_\_\_\_



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**Proposal Acceptance**

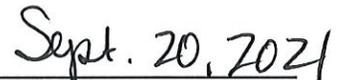
## City Of Spring Hill

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September 8, 2021

  
Signature

  
Print Name

  
Acceptance Date

Vanguard Modular builds for you!



Vendor Contract 200902 (Permanent Modular Buildings (JOC)) by The Interlocal Purchasing System (TIPS).

