



7935

Request for Information for the Development of a Tiny Home Project

Issue Date: 1/28/2022

Questions Deadline: 2/25/2022 02:00 PM (CT)

Response Deadline: 3/1/2022 11:00 AM (CT)

Denton - Purchasing

Contact Information

Contact: Ginny Brummett

Address: Procurement and Compliance

901-B Texas Street

Denton, TX 76209

Phone: (No) phone xcalls

Email: ginny.brummett@cityofdenton.com

Event Information

Number: 7935
Title: Request for Information for the Development of a Tiny Home Project
Type: Request for Information
Issue Date: 1/28/2022
Question Deadline: 2/25/2022 02:00 PM (CT)
Response Deadline: 3/1/2022 11:00 AM (CT)

Notes: The City of Denton (City) is pleased to issue this Request for Information (RFI) related to the development of a Tiny Home Project (THP) to provide housing for people experiencing literal homelessness who are living unsheltered as a part of the City's overall Housing Crisis Response System (HCRS). The HCRS is designed to achieve the community's shared goal of Making Homelessness Rare, Brief, and Nonrecurring.

The RFI is open to variety of organizations including social service providers, housing providers, real-estate organizations and any others with related expertise. It is being issued by the City as part of its continued efforts to partner with organizations and citizens across professional areas of expertise. We seek to identify the THP tiny home design, program model, risk, and operational structure.

Billing Information

Contact: City of Denton
Address: Accounts Payable
215 E McKinney St
Denton, TX 76201-4299

Bid Attachments

Tiny Home Project.docx

Tiny Home Project Scope

[Download](#)

Requested Attachments

Executive Summary

(Attachment required)

Executive summary explaining the understanding of the RFI and vendor's means and approach to accomplish the requirements of the RFI.

Organizational Documents

(Attachment required)

organizations legal forming documents (certificate of incorporation, certificate of registration, articles of incorporation, certificate of formation, certificate of partnership, partnership agreement or equivalent document)

Bid Attributes

1 Submittal Instructions

Submissions to this RFI must be in Portable Document Format (PDF) file. Documents must be typed in 12-point font with margins of no less than 1" on all sides. Text may be single-spaced, double-spaced, or one-and one-half spaced. Format must be "reader friendly" to facilitate easy review. Paragraphs must be clearly distinguishable using Section and question number headers. Each page of the PDF, including exhibits, must be numbered sequentially at the bottom of the page to indicate "Page_ of _".

The City does not expect all sections or questions will be relevant to all potential respondents. We merely seek to identify different types of potential projects. To respond to this RFI please provide responses to only the questions that are applicable to your THP. For any questions that will not apply to your THP please indicate in the section or by question that it does not apply (DNA) to your project.

2 Business Name (if applicable)

LIT Solutions, a division of LIT Workshop

(Optional: Maximum 1000 characters allowed)

3 Contact Name

Tracy Hook, Director of Business Development

(Required: Maximum 1000 characters allowed)

4 Phone

(__ 503 __) __ 224 - __ 1399 __ ext: 206

(Required)

5 Contact Email

tracy.hook@litws.com

(Required: Email address)

6 Business Website

www.litws.com

(Optional: Enter URL)

Supplier Information

Company Name: LIT Solutions, a division of LIT Workshop

Contact Name: Tracy Hook, Director of Business Development

Address: 3333 NW Luzon Street

Portland, Oregon

97210

Phone: 503-224-1399 x 206

Fax: N/A

Email: tracy.hook@litws.com

Supplier Notes

Response for manufactured Modular Housing Units

The undersigned agrees this submission becomes the property of the City of Denton after the official opening. The undersigned affirms they have familiarized themselves with the specification, drawings, exhibits and other documents; the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of materials and equipment; and all other matters that will be required for the work before submitting a response.

The undersigned affirms that they are duly authorized to execute this contract, that this submission has not been prepared in collusion with any other respondent, nor any employee of the City of Denton, and that the contents of this submission have not been communicated to any other respondent or to any employee of the City of Denton prior to the acceptance of this submission.

The undersigned affirms that they have read and do understand the specifications, all exhibits and attachments contained in this solicitation package.

I certify that I have made no willful misrepresentations in this submission, nor have I withheld information in my statements and answers to questions. I am aware that the information given by me in this submission will be investigated, with my full permission, and that any misrepresentations or omissions may cause my submission to be rejected.

Wayne Watson, Managing Partner

Print Name

Wayne Watson

Signature

REQUEST FOR INFORMATION RESPONSE

PRESENTED BY LIT SOLUTIONS, A DIVISION OF LIT WORKSHOP INC.

RFI REGARDING:

The Development of a Tiny Home Project

RFI No. 7935

SUBMITTED TO:

City of Denton, Texas

Attn: Ginny Brummett, Procurement and Compliance

Ginny.brummett@cityofdenton.com

SUBMITTAL DATE:

March 1, 2022

SUBMITTED BY:

LIT Solutions, a division of LIT Workshop Inc.

3333 NW Luzon Street, Portland, Oregon 97210

Phone: 503-224-1399 Fax: N/A

LIT PRIMARY CONTACT:

Tracy Hook, Director of Business Development

tracy.hook@litws.com

LIT AUTHORIZED PERSONS FOR SIGNING:

Eric Lieberg, CFO

eric.lieberg@litws.com

Wayne Watson, Managing Partner

wayne.watson@litws.com

Kathleen Grady, Chief of Staff

Kathleen.grady@litws.com

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City of Denton, Texas

Attn: Ginny Brummett, Procurement and Compliance

Dear Ms. Brummett,

Thank you for the opportunity to partner with you and the entire team at the City of Denton to provide housing solutions for your *Tiny Home Project (THP)*.

Like you, we have witnessed the many environmental and social tragedies, the likes of natural disasters, COVID, and skyrocketing home prices all of which have contributed to what we now deem is a *humanitarian crisis*.

LIT Workshop was formed in Portland, Oregon more than 20 years ago and has grown into a nationally awarded and recognized world class manufacturer.

While our company is deeply steeped in the latest most technically advanced equipment, it is the rich and diverse blend of our uniquely talented coworkers that have developed our company into who we are today.

When challenged with how respond to the housing crisis, LIT employees quickly and eagerly went to work designing, engineering, and manufacturing modular shelters that we would be proud of, enter the ModPod™ family of housing products.

Simultaneously we created *LIT Solutions*, a division of LIT Workshop wherein the entire team works tirelessly and is dedicated to the continued improvement and manufacturing of durable, affordable, and scalable modular housing solutions for those *living in transition*.

We are confident that our many years of manufacturing experience, commitment to quality, ingenuity and the pursuit of excellence will help us become a significant asset as you define your solutions.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'Wayne Watson', with a stylized, cursive script.

Wayne Watson, Managing Partner

EXHIBIT A. EXECUTIVE SUMMARY

LIT's understanding of the RFI and our means to approach and accomplish the requirements.

We understand the City of Denton has issued this RFI related to the development of a Tiny Home Project (THP) to provide housing for those experiencing homelessness and living unsheltered as a part of Denton's overall Housing Crisis Response System (HCRS). The HCRS is designed to achieve the goal of making homelessness Rare, Brief, and Nonrecurring.

LIT Workshop has evolved and grown into one of the most sought-after manufacturing companies in the USA. Our facility sits in over 300,000 S/F combining an impressive and extensive list of CNC and automated equipment coupled with a talented and committed team of experts.

We have recognized the escalating need for temporary and emergency shelters that would support the many people displaced by the high cost of housing and natural disasters.

As we dug into studying the critical issues, it became apparent that our experience and extensive capabilities could easily be used to spearhead the design, engineering, and fabrication of something that would surpass typical stick build construction.

All good design is aided by true engineering, and in support of this approach we looked closely at what was and what was not working and began addressing the weaknesses.

Each of the materials and processes used in the fabrication of our ModPod™ were carefully analyzed and scrutinized to ensure that what we created would demonstrate our commitment and understanding of the user's needs, their safety, and their well-being.

We believe that there needed to be a modular approach to the fabrication processes and in doing so it would significantly change the ability to rapidly scale and deploy thousands of high quality long-lasting durable shelters.

We are passionate about the design and manufacturing of our ModPod™ systems and have built a name synonymous with quality and creative problem solving. Many companies like Apple, Amazon Microsoft, AT&T, Starbucks, and Google have all recognized us for these important commitments to excellence and in doing so, have and continue to foster long term partnerships with our teams.

The nature of our clientele and specificity of design is married to tolerances typical fabrication facilities simply don't understand. It's for these very reasons we are confident that our many years of experience, commitment to quality and ingenuity, *Continuous Improvement Processes*, and the pursuit of excellence will help us become a significant asset as you define your solutions for the City of Denton.

SECTION 1: ORGANIZATION DOCUMENT

State of Oregon

OFFICE OF THE SECRETARY OF STATE
Corporation Division

Certificate of Existence 810L557Z3

I, SHEMIA FAGAN, SECRETARY OF STATE, and Custodian of the Seal of said State, do hereby certify:

LIT WORKSHOP, INC.

is

Incorporated

under the laws of The State of Oregon

and is active on the records of the Corporation Division as of the date of this certificate.



In Testimony Whereof, I have hereunto set my hand and affixed hereto the Seal of the State of Oregon.

SHEMIA FAGAN, SECRETARY OF STATE

3/24/2021

Come visit us on the internet at sos.oregon.gov/business

SECTION 2: PROGRAM DESIGN

Please describe the THP program design and service provision. If the project will not provide programs and services skip to next section. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Prior Experience. List any prior experience implementing, operating, or constructing emergency, short-term or permanent housing.

Following the launch of our ModPod™ family of housing products Summer of 2021, we have provided shelter units to the following organizations:

- 1) **Rogue Retreat in Medford, OR**
 - a. **Models Ordered: ModPod™**
 - a. **Delivery completed January 2022**
- 2) **Washoe County in Reno, NV**
 - a. **Models Ordered: ModPod™**
 - b. **Delivery completed February 2022**
- 3) **Housing Resources, Inc. in Kalamazoo, MI**
 - a. **Models Ordered: ModPod™ + ModPod2™**
 - b. **Note: Client securing property, these have not yet delivered.**

2. System Role. What role will your THP play within our systemic efforts to Make Homelessness Rare Brief and Nonrecurring?

Each of the materials and processes used in the fabrication of the ModPod™ were carefully analyzed and scrutinized to ensure that what we created would demonstrate our commitment and understanding of the user's needs, their safety and their well-being. Our high quality long-lasting durable shelters are a pivotal step in the process of reducing homelessness while providing a secure home to its' guests living in transition.

3. Service Delivery. In your service delivery model as described below include which on-site services will be directly provided by your organization. *For any collaborations and partnerships in the provision of on-site services, please respond in Section 3.*

- a. Best Practices. How will your THP incorporate the following?
 - Housing first principles
Our ModPod™ family of shelters was created in support of the *housing first philosophy* that values flexibility, individualized supports, and autonomy. Our modular shelters provide immediate access to housing in support of recovery and social and community integration. We are just one part of the housing first model.
 - Harm reduction principles
In support of *harm reduction strategies*, we are seeking to improve the quality

of lives while reducing the negative personal public health impacts associated with houselessness, by providing durable, safe, and secure personal housing.

- Trauma-informed care principles

We designed our ModPod™ family of shelters with consideration to *trauma-informed design principles* that reinforce a sense of personal identity, safety, calmness, and dignity by supplying a living space with basic living needs and comforts therefore promoting the opportunity for connection to the natural world.

1. Environmental stresses are reduced with a safe and secure locking home for each person and their belongings.
2. Each shelter includes a comfortable interior living space supporting self-reliance and feeling of ownership. Standard in every shelter: Powder coated metal bed with mattress and pillow (with cover sheets), storage bins, shelving, heating, and air conditioning units.
3. Our 3.00" thick (R-13 walls) and 5.00" thick (R-21 ceiling) insulation not only aids in temperature comfort but reduces ambient noise and therefore potential adverse stimuli that could cause environmental stress.

- Housing focused Case Management principles **DNA**

- b. Basic Needs. How will you address participant basic needs such as Housing, Food, and Sanitation (water/wastewater, and solid waste services)?

Meeting people's most basic needs, our ModPod™ family of housing solutions are designed for maximum comfort and living area in small spaces, with specific consideration to providing a secure personal space. Notable common features in all units include metal clad insulated entry door with digital lock and master key, heavily insulated walls (R13) and ceiling (R21), interior and exterior LED lighting, air conditioning and heating units, double hung operating windows with screens.

- c. Supportive Services. How will you provide case management, diversion, financial assistance, etc. In addition, how will behavioral health crisis intervention services be provided, and will the service provision be available on-site or on a facilitated on-call basis. **DNA**
- d. Intake Process. What is the step-by-step intake process for a participant? All current City Service Agreements require providers of Homeless services to participate in Homeless Management Information System (HMIS). Include in the intake process description when data will be entered in HMIS. How data quality will be monitored? And who will be responsible for ensuring data quality? **DNA**
- e. Referrals. How will your program provide necessary referral to other mainstream benefits, increase income, etc. How will your program engage in provider-to-

provider communication to make sure there are successful referrals and connections to indicated interventions. How will you receive referrals from other organizations? **DNA**

f. Housing Transitions. How will you assist persons to obtain permanent housing? **DNA**

4. Accessibility.

a. Differing Abilities. How will you meet the requirements of the Americans with Disabilities Act (ADA), and how you will accommodate participants with disabilities? Please include participants with mobility, visual, hearing challenges, and service animals.

Our ModPod™ family of housing solutions include an insulated weather-tight ADA compliant metal clad 32" entry door with 10 key 4-digit lock with master key. Interior space supports the required 60" of space to make a 360-degree turn. All units compatible with ADA ramps (can be provided as an accessory).

b. Limited English Proficiencies. How you will accommodate participants with limited English proficiency and provide translation services. **DNA**

c. LGBTQ Participants. How you will work with LGBTQIA+ and how will your program be inclusive of transgender and gender non-conforming individuals. **DNA**

d. Pets. How will you accommodate participants with animals at your facility? **DNA**

5. Program Implementation. The timeline and activities for implementing program operations, including development of policies, procedures, and documentation of services provided. **DNA**

SECTION 3: COMMUNITY COLLABORATION

Please describe the THP community collaborations. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Community Partners. In your service delivery model as described in Section 2, which services will be provided by community partners. Please include and describe any other connections, partnerships, or resources your organization can leverage to provide, improve, or supplement onsite programs and services. **DNA**
2. Coordinated Entry. A general overview of how the proposed program plans (if any) to collaborate and interact with Denton County's Coordinated Entry System. Please include how your referral process will involve working with Coordinated Entry partners. **DNA**
3. Street Outreach. Describe your experience in admitting participants to your interim housing program through coordination with a targeted street outreach program. Describe your

methodology for identifying and arranging for the transport of prospective referrals from underpasses, overpasses, streets, and other areas prioritized for a referral to the site location, being cognizant of both ADA compliance as well as COVID-19 factors. **DNA**

4. Good Neighbor Practices. Please describe how the THP will maintain and foster a positive relationship with the local community and residents in the vicinity of the site on an ongoing basis. How you will conduct outreach to give neighbors an opportunity to comment on the THP being located in their neighborhood Please include how the tiny homes will be appropriately integrated into the community. **DNA**

SECTION 4: PARTICIPANT SATISFACTION AND SAFETY

Please describe how the THP will provide for safe, positive experiences for participants and staff. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Participant Feedback. What is the process for participants to offer feedback and input regarding services? How will you address any participant concerns?
One-year warranty is provided and effective upon delivery. Any claims to be submitted directly to LIT by the purchasing agent.
2. Grievances. What is the process by which participants can file grievances and how you will work to resolve problems that may arise?
Any grievances to be submitted directly to LIT by the purchasing agent.
3. Incidents. How will you document and respond to incidents wherein the safety of participants or staff is jeopardized?
Any safety concerns to be submitted directly to LIT by the purchasing agent.

SECTION 5: EMERGENCY PLANNING

Please describe the THP's emergency plan. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Describe your experience (if any) in serving vulnerable populations amidst a public health emergency (such as the recent COVID-19 pandemic) and your proposed operational approach to ensuring the health of the participants and onsite staff, including procedures to prevent or limit infections and spread of disease and ensure the quick treatment, isolation, and offsite transportation of infected, or symptomatic persons at the site.

Inherent to the design of our non-congregate ModPod™ shelters, our housing solutions may limit spread of any disease or infections while providing a personal space for isolation or any treatment needed.

2. Provide any plan for serving participants in the event of a natural disaster. **DNA**
3. Provide any plan for assisting participants in the event of a unit or if the entire property must close due to an emergency. **DNA**

SECTION 6: PROPERTY AND LOCATION

Please identify any proposed properties or locations for your THP within City limits. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Land Availability.
 - a. Ownership. Please identify if this THP has land within its control or ownership or is seeking City property for site. List the address(es): **DNA**
 - b. Location. Is the land within the city limits owned by the City, other governmental entities, or willing community partners that could accommodate 'tiny home' structures to serve as temporary or permanent housing? **DNA**
2. Land Use. Does the zoning and the site-specific standards meet the specific use proposed? **DNA**
3. Preparedness. Also describe how your organization would make sure that a site is ready for operations. **DNA**

SECTION 7: DESIGN, CONSTRUCTION & IMPLEMENTATION

Please describe the design and site plan for your THP. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Infrastructure. What is the site's basic infrastructure needs? Please include if the THP will be requesting City funding where applicable.
 - a. Water, sewer, electricity **DNA**
 - b. Lighting **DNA**
 - c. Perimeter fencing **DNA**
2. Design Implementation. Will the THP be implemented in one or multiple phases? Please describe any plans for a phased approach or future growth. **DNA**
3. Tiny Home Design. To understand the type of 'tiny home' and its basic infrastructure please describe:
 - a. Will the housing structural unit be a temporary or permanent building?
Long-term temporary housing units that do not require a traditional

foundation, able to be constructed on a variety of surfaces with the ability to be leveled on site with our proprietary leveling system built into the frame.

- b. How will the units be constructed i.e., prefab unit, site build? For site build, please describe the process including construction materials and construction team such as professional contractor, volunteers, participants, etc.

Delivery and Assembly

Our process of delivery to date has been to securely palettize each ModPod™, wrap for transport protection and use 53' trailers for transport to the site. Modular design allows for an easy assembly process on site. LIT will provide assembly instruction manual as well as installers to train the purchasing agent's team to assemble.

Materials

Please see EXHIBIT B following SECTION 8.

4. Housing Quality Standards. Describe how units will meet basic housing quality standards (water, sewer, and electric for heating and cooling)?

Please see EXHIBIT B following SECTION 8

- a. What utilities are provided directly to each individual unit (water, sewer, electricity, and HVAC including heating and cooling).

Please see EXHIBIT B following SECTION 8

- b. What basic amenities will be provided in each unit (restroom, shower, means of cooking, heating, and cooling)

Please see EXHIBIT B following SECTION 8

- c. For any item not provided directly to the individual unit include how it will be provided in other ways i.e., hygiene stations and mobile units for restrooms and showers **DNA**

5. Number of Units. How many housing units are planned? In addition to units, please include the projected number of people/households served. **DNA**

6. Health and Sanitation. How will the site include regular trash collection, hazardous waste removal and vector control measures (method to limit or eradicate the mammals, birds, insects, or other arthropods which transmit disease pathogens)? **DNA**

7. Additional Amenities. Describe any additional amenities to be provided. Include laundry facilities, storage for personal belongings, and transportation supports. **DNA**

EXHIBIT B. ModPod™ HOUSING UNITS OVERVIEW

Housing Products for Tiny Home Project (THP):

- a) ModPod™ 8' x 8' x 8'
- b) ModPod2™ 16' x 8' x 8'
- c) ModPod3™ 24' x 8' x 8'

Common Features on each model:

FRAME STRUCTURE

- Modular, powder coated aluminum frame.
- Includes proprietary leveling / anchoring system

BASE & FLOOR

2.00" x 4.00" x 0.125" (wall thickness) T-6000 series aluminum tube frame.

Laminated composite over 2.00" thick 2lb. EPS foam, encapsulated with polyurea coating.

WALLS

3.00" thick 2lb rigid EPS foam insulation wall panels with exterior aluminum composite panel with an interior material that is a patented blend of polypropylene and fiberglass. Interior wall panel material is impervious to mold, rot resistant, light weight, with the added benefit of being a noise canceling substrate. No formaldehydes, no VOC's. R-13 Insulation.

ROOFING

Laminated composite over 5.00" thick 2lb. EPS foam, core sealed with polyurea coating. R-21 Insulation.

WINDOWS

Front and rear flush trimmed tinted double hung operating windows with screens.

EGRESS

36"x 24" easy access code compliant crawl out safety exit.

LIGHTING

Switched low voltage LED interior and exterior lighting.

SAFETY

- Insulated weather-tight ADA compliant metal clad entry door with 10 key 4 digit lock with master key.
- Includes smoke/carbon monoxide detector.

POWER

115V duplex outlets. (1 GFCI and 1 USB combination plug set). Typical 30-amp RV hook up.

HEATING & COOLING

5000 BTU 115V air conditioning unit and 1000W 120V forced air heating system.

FURNITURE & STORAGE

- Quantity one powder coated metal twin bed frame with mattress and pillow.
- Under bed plastic storage bins (3) neatly concealed under the bed frame maximizing space
- Cleverly designed shelf system with integrated hang bar for clothing.

INSTALLATION

- All panels mechanically connect using propriety aluminum extrusions and profiles with galvanized and or stainless-steel hardware.
- Panels system is easily assembled with common socket and ratchet tools.

AVAILABLE ACCESSORIES

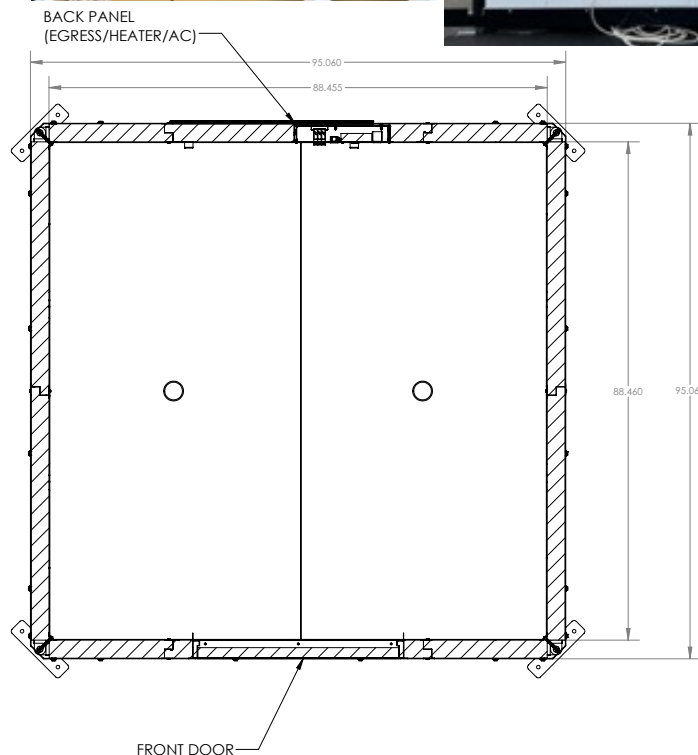
- Window Shades
- House Number Plaques
- 5lb 3A:40B:C Fire Extinguisher.
- Optional wet fire suppression system.
- Exterior bike rack system installs into corner frame structure.
- Exterior custom graphics vinyl wrap, 3 sides.

OTHER NOTES:

- Compatible with ADA Ramps (not included).
- Units can be assembled, disassembled, relocated, and reassembled.
- Units can be installed on asphalt or gravel surfaces.
- Units may be permanently attached to a trailer with anchoring system (anchors not provided).
- Modular parts are palettized, packaged for protection and delivered via 53' trailer in most cases. We can accommodate to meet site requirements.
- Units are assembled on site and in place.
- LIT provides assembly instructions (PDF) and these do not require our assistance to assemble. We do offer on-site assembly training and installation for an additional fee.
- Units have a proprietary jackscrew leveling and anchoring system.
- All host electrical connections must be made by a licensed electrician contracted by the City of Portland.
- Snow load: Our current ModPod™ supports more than 85 lbs. per sq ft.
- Wind rating: Meets or exceeds the minimum 110 mile per hour 3 second typical wind shear.
- Ease of panel replacement: Inherent to the modular design and fabrication panels can be quickly and easily replaced.
- Inherent to the modular approach they have been designed to be highly reusable for a long period of time.
- Operations & Maintenance Manual including cleaning instructions: This is in development and can be provided before delivery of products.

ModPod™

8' x 8' x 8' Modular Pod



Shown with optional vinyl graphics

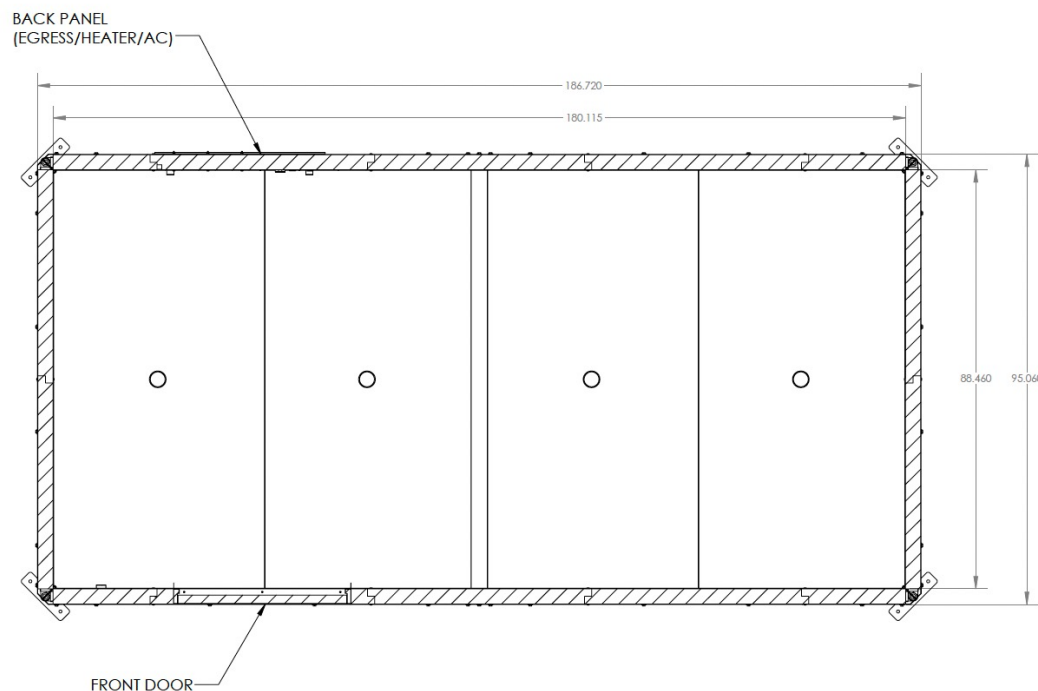
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ModPod2™

16' x 8' x 8' Modular Pod



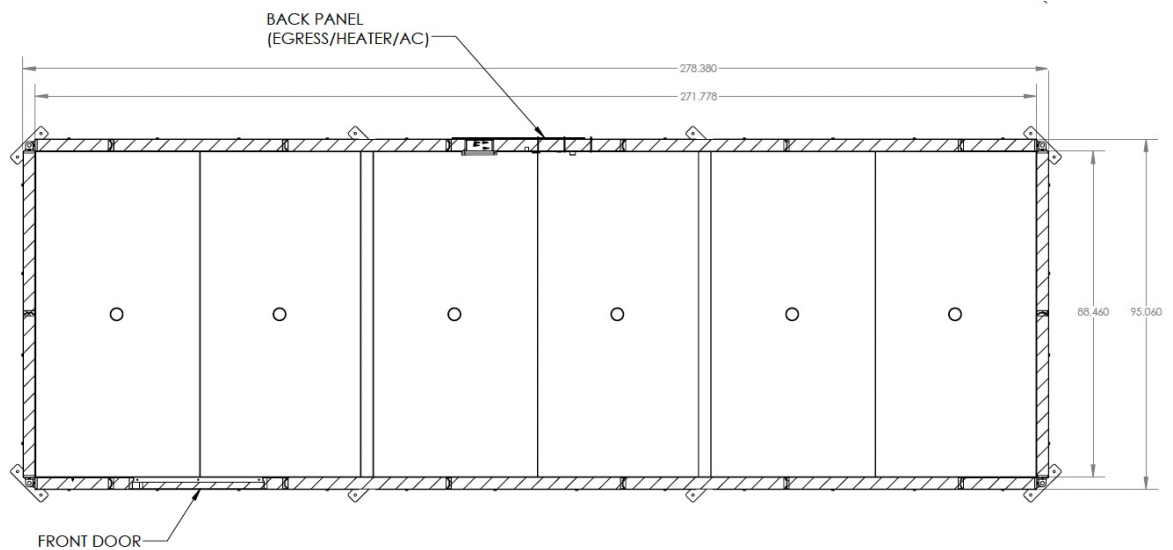
Deck and ramp not included.



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ModPod3™

24' x 8' x 8' Modular Pod



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PRODUCT PRICE LIST

CITY OF DENTON, TX | RF1 NO. 7935

TINY HOME PROJECT

Pricing MARCH 2022

ITEM #	DESCRIPTION	PRODUCT #	SIZE	Per Each
1	ModPod™ Shelter (1 bed)	MP1-V32022	8' x 8' x 8'	\$ 14,900.00
2	ModPod2™ Shelter (2 beds)	MP2-V32022	16' x 8' x 8'	\$ 28,300.00
3	ModPod3™ Shelter (3 beds)	MP2-V32022	24' x 8' x 8'	\$ 41,700.00
AVAILABLE ACCESSORIES FOR PURCHASE				Per Each
	Stainless Steel Bike Rack (attaches and integrates into frame system)			\$ 155.00
	Interior Window Shades (set of 4)			\$ 195.00
	House Number Plaque 5" x 8" (Price per each, up to 3 numbers each, VHB backing)			\$ 90.00
	5lb 3A-40BC Fire Extinguisher			\$ 85.00
	Wet fire suppression system (One FireSentry™ unit per ModPod)			\$ 880.00
	Additional Bed Frame with Integrated (3) Storage Bins			\$ 450.00
	Additional Mattress Pad with Cover			\$ 125.00
	Additional Pillow with Pillowcase			\$ 35.00

SECTION 8: OPERATIONS

Please describe plans for startup and ongoing financial and people management of THP. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Budget. In each question, please include any specific City funding requests if applicable. **DNA**

2. Development Revenues. Estimated funding sources to develop the THP. Please include all planned financial resources for development including partners who will provide cost-sharing and/or service provision in-kind. **DNA**

3. Development Costs. Estimated costs associated with development of individual structures and infrastructure

- a. Management and operations start-up **DNA**

- b. Initial infrastructure investment **DNA**

- c. Unit and Building construction

Please see EXHIBIT B following SECTION 8

4. Ongoing Operational Costs. Potential financial resources for daily operations. Please include all revenue and expenses including leveraged services (i.e., services provided by external partners). **DNA**

5. Staffing Structure. What is the staffing plan for the following (paid or volunteer)?

- a. General operational staff **DNA**

- b. 24/7 security personnel **DNA**

- c. Program management **DNA**

- d. Service providers as well as additional demands on contract management, program, and communications staff should be taken into consideration. **DNA**

6. Meals. If you plan to offer meals, please include the following in your description: the source of the food, where it is prepared, by whom, its storage, and any details about its quality and/or variety. **DNA**

7. Evaluation. Please describe how the organization will continuously evaluate the effectiveness and quality of the housing, programs and services and include strategies for improving the THP based on evaluation findings.

We have a documented and implemented QMP (Quality Management Program) that was developed in parallel with ISO 9001 certification. As such our entire output from our company is under the governorship of these documented quality processes. We maintain and promote all quality processes and are personally active in the CIP (Continuous Improvement Process) where our weekly findings are promoted throughout the company and its processes.