



How to Buy

Urban Camp Products: Urban Camp homes are designed to be purchased in clusters of 10 or more homes with a utility building serving each cluster. Urban Camp includes technical services for site layouts, utility systems, permit assistance, installation assistance, startup, and technical maintenance services.

Local Service Organization (“Organization”): Our products and systems are provided through an established local service organization, selected by the sponsoring agency, who contracts with the sponsoring agency to provide an Urban Camp Solution. The local service organization provides onboarding and other services critical to the success of the project, in addition to the Urban Camp products and systems.

Sponsoring Agency RFP: The sponsoring agency issues a Request for Proposal to local service organizations. The RFP would include responsibilities for onboarding and other tenant services. And it would include a Specification for Urban Camp products, systems, and implementation.

Request for Proposal Model

General:

1. Furnish and Install an Urban Camp housing system consisting of XXX Units. Include all site preparation, utility installation, building foundations, modular buildings, utility connections, startup, and commissioning. Include all applicable building permits.
2. The facility shall be located at the address XYZ
3. The facility shall be installed and operational to accept XX tenants within 12 months of contract award, and XX units with 18 months of contract award.

Payment:

1. Facility Operator shall be paid a lump sum amount for the Urban Camp installation, as monthly progress payments.
2. Upon completion the Facility Operator shall be paid XX amount per month for the first 12 months of operation.
3. Facility Operator shall provide an optional monthly price for continued operation beyond the first 12 months for a period up to 60 months

Operations Requirements for Local Service Organization:

1. **Site Development**



- a) Where not provided by the Sponsoring Agency, the Organization shall establish a long term lease of the selected site, or other legal basis for the establishment of the development on the site.
- b) The Local Service Organization shall provide an Urban Camp Improvement in accordance with Section XX.

2. On-Boarding Tenants

- a) The Local Service Organization, "Organization", shall be responsible for the selection of tenants. Tenant qualifications to be considered include: age, time of residence in local area, the ability to care for the living space, and the ability to engage with a small community.
- b) The Organization shall provide training for new tenants. Training shall include instruction in: general conduct rules, site and unit cleanliness standards, care of interior furniture and fixtures, safe use of appliances, energy use requirements, site security and safety requirements, communication and issue management.
- c) The Organization shall monitor tenant behavior over first 30 days of contingent residency. The Organization shall determine and enforce a policy for addressing tenant infractions and a procedure for removal of unqualified tenants.

3. Initial Food and Personal Care Packs

The Organization shall provide on a weekly basis a package of non-perishable food, cleaning, and personal care items for the first 30 days of tenancy.

4. Benefits Registration and Coordination

- a) The organization shall register tenant for all applicable government benefits, not currently active for the tenant.
- b) The organization shall coordinate medical and social services access to the tenant for the first 90 days of tenant occupancy.
- c) The organization shall coordinate private charitable benefits available to tenants.

5. Tenant Services and Security

- a) The Organization shall establish and monitor a tenant communication method by text, phone, or mobile app.
- b) The Organization shall establish, maintain, and provide for the monitoring of a remote security camera system
- c) The Organization shall establish procedures to engage public emergency services as applicable

6. Property Management

The Organization shall:

- a) maintain site exterior environment with regular monitoring and cleanup.



- b) maintain landscaping and snow removal as applicable.
- c) maintain and repair building exteriors.
- d) provide for, monitor, and pay costs for site utilities and trash removal.
- e) maintain all applicable permits, licenses, and registrations for the site.
- f) clean and repair interior of building at end of tenant occupancy.

7. Financial Management

The Organization shall:

- a) maintain financial records for the property as an independent entity,
- b) manage government housing benefits receipts paid on behalf of tenants¹
- c) manage other income and expense.
- d) produce required financial statements as required.
- e) maintain an independent financial auditor for the property.

The Urban Camp Solution

1. General

- a) Urban Camp shall provide technical submittals to the Organization and Sponsoring Agency for review and approval. The submittal shall include details of the dwelling units, utility buildings, and site improvements.
- b) Urban Camp shall provide documents required for zoning, building code, and other applicable local requirements for the site. Local architects, engineers, and contractors shall be engaged as appropriate.
- c) Urban Camp shall engage the services of a local general contractor or construction manager to obtain permits, perform site improvements, utility installation, and installation of modular dwelling units.

2. Site Work

Sitework shall include the following:

- a) Removals: Removal of existing site features not required.
- b) Grading: Grading of site to required surface elevations
- c) Grid Utilities: Connection of grid utilities to location of new utility building. Utilities may include electric power, water, sewage, and natural gas where applicable.
- d) Site Utilities: Installation of power, data, sewer, and water utilities from utility building to the dwelling modules
- e) Road and Walkways: Installation of access roadways and walkways
- f) Lighting – Security: Installation of general site lighting and security
- g) Barriers: Installation of barriers or fencing
- h) Landscaping: Installation of landscaping
- i) Concrete: Installation of concrete foundations for utility building and dwelling modules
- j) Module Placement: Setting of utility buildings and dwelling modules onto foundations and connection of utilities



3. Utility Building

The modular utility building is the point of connection of the site utilities to the grid utilities. The utility building shall include utility equipment for the distribution and management of power and water to the dwelling modules.

The utility building shall include:

- a) Modular: size and construction to match the standard dwelling modular unit
- b) Washer – Dryer: a washer and dryer suitable for cleaning clothes for a group of 10 tenants on a weekly basis.
- c) Refuse / Recycling: an exterior feature to secure and screen refuse and recycling containers
- d) Power: power distribution and metering for service to 10 dwelling modules.
- e) Solar: solar power management systems for the grid of 10 dwelling units.
- f) Water: water metering and water conditioning as applicable
- g) Sewage: sewage connection to grid with lift station as applicable
- h) Energy Management: energy and water monitoring and management system with remote access
- i) Internet Access: site internet access via wi-fi accessible within all tenant dwelling modules
- j) HVAC: local heating, ventilation, electrical, and water access for operation and site maintenance
- k) Tool Storage: A secure storage area for site maintenance tools accessible by tenants and service organizations

4. Dwelling Modules

- a) Code Compliance: The dwelling unit shall be a modular building meeting all requirements of the current International Residential Code (IRC). The dwelling shall include permanent provisions for sleeping, eating, bathing and sanitation. The dwelling shall have a minimum habitable space of 70 SF which excludes bath area.
- b) Modular Construction: The dwelling shall be constructed in accordance with applicable State modular building certifications. The dwellings shall be constructed in accordance with an approved quality system, and shall be subject to observation and audit by an independent agency NTA.
- c) Low Energy and Water Use: The dwelling shall include low energy and low water consumption design. The system shall be designed for an average energy use of 1 KW-HR 3500 BTU. The system shall be designed for an average water use of 15 GAL per day.
- d) Utility Access: The dwelling shall include a utility access space isolated from the living space and accessible by approved maintenance personnel through a secure exterior door.
- e) Solar: The dwelling shall include a minimum of 1500 Watt solar panel capacity with integration to the solar management system for the cluster.

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- f) Exterior: The exterior of the modules shall be fiber cement siding, stucco, or other standard residential exterior finish that is damage resistant, cleanable, fire resistant, and building code compliant. Roofing materials and installation shall be membrane, shingle, or steel and meet the requirements or the IRC for the location.
- g) Interior: The interior ceiling, floor, and wall surfaces shall be damage resistant, cleanable, fire resistant, and building code compliant. Interior fixtures shall include a sleeping platform, a work surface, a fixed seating area, a kitchen counter, and a minimum of 75 Lineal feet of personal storage shelving.
- h) Bathing: The module shall include a bath area separated from the living area. The bath shall include a toilet, sink, and shower.
- i) Kitchen: The kitchen shall include a counter surface, a sink, a GFI protected electrical outlet, and an induction heating surface. Where indicated a refrigeration unit shall be provided.
- j) Heating, Lighting, Ventilation: The dwelling space shall have heating, lighting, and ventilation in accordance with the IRC. The dwelling shall be designed to maintain a minimum temperature of 72 F in the specified climate zone. Air conditioning shall be provided where indicated.
- k) Fire Safety: The dwelling shall be designed and built with code required flame spread rating. The dwelling shall include a smoke / fire alarm and carbon monoxide alarm. Remote connection to the local fire department shall be provided where required. A manual fire extinguisher shall be provided with instruction provided to tenants for its use. The dwelling shall include an egress feature in accordance with the code. Where required by local code an automatic sprinkler system shall be provided.
- l) Security: The dwelling unit shall include a steel door with keyed bolt lock for tenant access. The module shall include a locked exterior / interior "milk box" for delivery security of mail or personal items. Windows shall be safety glass type and include security screening. The module shall include an exterior light at the entry door.

5. Technical Services

Urban Camp shall monitor the technical performance of the buildings and systems, provide warranty service for the first 12 months of operation, and provide ongoing technical maintenance services

1. The Urban Camp installation includes hardware and software for remote monitoring and management of energy and other building systems. These systems shall be capable of measuring and logging data to monitor and improve the performance of building systems.
2. Monitored systems include monitoring by dwelling unit and cluster for: electric power consumption, solar power operation, temperature, heating cooling and vent performance, water consumption, and water / sewage performance.
3. Urban Camp shall establish a response procedure with timing requirements for response to building service issues.