RESOLUTION AUTHORIZING AGREEMENT WITH APPLE MOBILE LEASING, INC.
FOR OFFICE TRAILER RENTAL

WHEREAS, In order to allow for the construction work to proceed on the Central Distribution Facility, which will occupy the space currently housing the Woodland branch and garage, the carpenters and trades that are currently located at the Woodland branch garage will need to be relocated to the Lakeshore Facility; and

WHEREAS, The Library sought quotes for a two-year lease of a double-wide mobile office trailer to provide needed office, administrative, and meeting space for the carpenter and trade staff being displaced during construction; and

WHEREAS, The Library received the following three quotes for a two-year lease of a mobile office trailer: Apple Mobile Leasing ($27,710), Sommers Modular Buildings ($38,880), and Williams Scotsman Inc. ($75,337); and

WHEREAS, Apple Mobile Leasing’s quote includes delivery, set-up, tear-down, and return, and the Library Administration finds that the quote from Apple Mobile Leasing is fair and reasonable; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to enter into an agreement with Apple Mobile Leasing, Inc. for a two-year lease of a mobile office trailer in an amount not-to-exceed $27,710, with such amount being charged to the General fund account 14110053-53510 (Rent/Leases), and such agreement being subject to the approval of the Library’s Director of Legal Affairs.
Pricing is based on a three month minimum rental term unless otherwise specified and is subject to inventory availability. This quote is subject to the terms and conditions of the standard Apple Mobile Leasing lease agreement. Billing Cycle Per 4 Weeks.

**Product** | **Comments** | **Sales Price** | **Quantity** | **Rental Period** | **Total Rental Amount**
---|---|---|---|---|---
60 x 24 Double Wide Office - Rental Rate |  | $750.00 | 1.00 | 24 | $18,000.00
2 Sets OSHA Steps - Rental Rate |  | $40.00 | 1.00 | 24 | $960.00
Delivery |  | $500.00 | 1.00 | 1 | $500.00
Block, Level and Seam |  | $2,300.00 | 1.00 | 1 | $2,300.00
Tie Down Anchors Installed / Removed | Optional | $85.00 | 10.00 | 1 | $850.00
Skirting | Optional | $2,500.00 | 1.00 | 1 | $2,500.00
Tear Down |  | $2,100.00 | 1.00 | 1 | $2,100.00
Return |  | $500.00 | 1.00 | 1 | $500.00

**Quote Subtotal** $27,710.00

**Terms and Conditions**

**Site Conditions**
Prices quoted are based on easy access, level, dry, firm site conditions.

**Insurance**
Lessee responsible for property and liability insurance. Requests to name lessee as additional insured will result in additional charges.

**Tax & Other Fees**
Sales, property or other taxes are not included unless specifically noted.

**Lease**
Pricing is based on a three month minimum rental term unless otherwise specified and is subject to inventory availability. This quote is subject to the terms and conditions of the standard Apple Mobile Leasing lease agreement. Billing Cycle Per 4 Weeks.
### Description

#### Monthly Rental Charges for Field Office
- **24 x 60 (56’ Floor) Monthly Rental**
- **Steps (Quantity of 2)**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Term</th>
<th>Unit Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 x 60 (56’ Floor) Monthly Rental</td>
<td>24</td>
<td>$1,300.00</td>
<td>$31,200.00</td>
</tr>
<tr>
<td>Steps (Quantity of 2)</td>
<td>24</td>
<td>$70.00</td>
<td>$1,680.00</td>
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</tbody>
</table>

#### Installation & Delivery Charges
- **Delivery**
- **Block & Level**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Term</th>
<th>Unit Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivery</td>
<td>1</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Block &amp; Level</td>
<td>1</td>
<td>$2,700.00</td>
<td>$2,700.00</td>
</tr>
</tbody>
</table>

#### Removal & Return Charges
- **Pickup**
- **Teardown**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Term</th>
<th>Unit Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pickup</td>
<td>1</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Teardown</td>
<td>1</td>
<td>$2,300.00</td>
<td>$2,300.00</td>
</tr>
</tbody>
</table>

### Options **Items not included in total**

- **Security Package (per month)**
- **Anchors**
- **Skirting**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Accept</th>
<th>Decline</th>
<th>Term</th>
<th>Unit Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Package (per month)</td>
<td></td>
<td></td>
<td>24</td>
<td>$35.00</td>
<td>$840.00</td>
</tr>
<tr>
<td>Anchors</td>
<td></td>
<td></td>
<td>12</td>
<td>$85.00</td>
<td>$1,020.00</td>
</tr>
<tr>
<td>Skirting</td>
<td></td>
<td></td>
<td>1</td>
<td>$2,280.00</td>
<td>$2,280.00</td>
</tr>
</tbody>
</table>

Please ask us about our Ground Level Offices and Storage Containers

*Quote good for 30 days.*

Thank you for your business!
Subject to availability and account approval. This quotation is subject to the terms and conditions of SML’s Master Lease Agreement. Renter is responsible for identifying anything underground that could interfere with anchoring this building. SML is not responsible for hitting any lines. Additional charges will be billed in the event site is not ready or for any reason Sommer’s is not allowed to do their scope of work upon arrival at site.

If ABS Pads are required for installation, pricing is $11.00 each. Additional charges will be incurred if cleaning and/or repairs are needed to return rented equipment to original condition. First months invoice is to include first month’s rent, all setup and teardown fees, delivery and return fees. Pickup/teardown costs will be billed on first invoice.

Permits, utility hookups and site preparations are the responsibility of the Renter, State, local, CAT (Commercial Activity Tax) and any additional applicable taxes are not included in above pricing. Monthly billing cycle not every 28 days. Quote based on easy access, level, firm and dry site. Additional charges may be incurred for poor site conditions. Quote good for 30 days.

**A Fee of 3% will be charged on any invoices over $1,000.00 paid by credit**

Please initial for acceptance __________

Ground Conditions

[ ] Asphalt  [ ] Concrete  [ ] Gravel  [ ] Grass  [ ] Other

Please initial for acceptance __________

Damage Waiver

Physical Damage Waiver $ per month. ($2,500.00 deductible)

Physical Damage waiver not applicable if certificate is provided prior to unit being delivered.

Please initial for acceptance __________

Insurance Requirements

Renter to supply Sommer’s Mobile Leasing, Inc. with a Certificate of Insurance naming Sommer’s as LOSS PAYEE and ADDITIONAL INSURED (rented equipment only). *Term, minimum lease period.

PO Number:                                                 Total $38,880.00

ACCEPTED BY:                                               DATE:  ______________

____________________________________________________  __________________________

Thank you for your business!

Quote good for 30 days.

Created on 01/08/21 13:21:08 by QuoteWerks

Please ask us about our Ground Level Offices and Storage Containers
Business Account Application

Business Information:

Business Name: _________________________  Bill To Address: ________________________________

Address:                                                                                     ______________

Phone:                                                                                       __________________

Fax:                                                                                          __________________

(If yes, please provide a tax exempt certificate)

Business Type:    ___ Corporation       ___ LLC        ___ Sole Proprietor       ___ Partnership       ___ Other

State of Incorporation/Registration: ________  Years in business:  ________  Tax ID Number: ______________________

Owner/Partner Information (if not a corporation):

Name:                                                                                         __________________

Home Address:                                                                                 __________________

Phone:                                                                                       __________________

Title:                                                                                        __________________

Contacts:

Accounts Payable Contact:  Name: __________________  Phone: __________________  e:mail: __________________

Purchasing Contact:  Name: __________________  Phone: __________________  e:mail: __________________

References:

Bank Name:                                                                                     __________________

Contact:                                                                                       __________________

Title:                                                                                         __________________

Phone:                                                                                         __________________

Trade Reference Names:  Fax # or E-mail Contact Address:                                        __________________

_______________________________________________________________________________________

The above information is submitted for the purpose of opening a business account; I hereby certify the information to be true.

Signed:                                                                                         __________________

Printed Name:                                                                                  __________________

Title:                                                                                         __________________

Date:                                                                                          __________________

Terms are net 30 days from the date of the invoice.
Lease Agreement Summary - Q#1391730

Lessee: Cleveland Public Library
325 SUPERIOR AVE E
CLEVELAND, Ohio  44114-1271

Contact: David Dial
325 SUPERIOR AVE E
CLEVELAND, OH  44114-1271
Phone: (216) 406-8027
Email: david.dial@cpl.org

Ship To Address: 17109 Lakeshore Blvd  Cleveland Public Library
CLEVELAND, OH 44110 US

Product Descriptions

<table>
<thead>
<tr>
<th>QTY</th>
<th>PRODUCT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SM6424</td>
</tr>
</tbody>
</table>

Pricing Summary - All Options (excluding taxes)

MONTHLY CHARGES: $2,589.00
INITIAL FEES: $8,296.35
FINAL CHARGES: $4,905.01
TOTAL CHARGES WITH ALL OPTIONS: $75,337.36

Comments

PERMITS, FOUNDATION, UTILITY AND ELECTRICAL CONNECTIONS BY OTHERS. RESTROOM IS NOT SELF CONTAINED, THEREFORE WILL NEED HOLDING TANKS BY OTHERS. SITE MUST BE LEVEL, DRY, CLEAR AND EASY ACCESSIBLE UPON ARRIVAL.
# Lease Agreement

**Lessee:** Cleveland Public Library  
**Contact:** David Dial  
**Ship To Address:** 17109 Lakeshore Blvd Cleveland Public Library  
**325 SUPERIOR AVE E**  
**CLEVELAND, Ohio, 44114-1271**  
**Phone:** (216) 406-8027  
**E-mail:** david.dial@cpl.org  
**Delivery Date (on or about):** 12/17/2020

## Rental Pricing Per Month

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>64x24 Modular (60x24 Box)</td>
<td>1</td>
<td>$1,419.30</td>
<td>$1,419.30</td>
</tr>
<tr>
<td>Desk 5 ft</td>
<td>6</td>
<td>$24.00</td>
<td>$144.00</td>
</tr>
<tr>
<td>Manager Chair</td>
<td>6</td>
<td>$10.00</td>
<td>$60.00</td>
</tr>
<tr>
<td>Bas. Entrance-Steps T2</td>
<td>1</td>
<td>$68.00</td>
<td>$68.00</td>
</tr>
<tr>
<td>Property Damage Waiver (11/12)</td>
<td>2</td>
<td>$89.00</td>
<td>$178.00</td>
</tr>
<tr>
<td>ADA/IBC Ramp -w/ switchback</td>
<td>1</td>
<td>$374.40</td>
<td>$374.40</td>
</tr>
<tr>
<td>Window/Door Security Bundle - 40+</td>
<td>1</td>
<td>$68.00</td>
<td>$68.00</td>
</tr>
<tr>
<td>General Liability - Allen Insurance</td>
<td>1</td>
<td>$22.00</td>
<td>$22.00</td>
</tr>
<tr>
<td>Data Hub Rental T2</td>
<td>2</td>
<td>$49.00</td>
<td>$98.00</td>
</tr>
<tr>
<td>Bas. Office Package T2</td>
<td>8</td>
<td>$15.40</td>
<td>$123.20</td>
</tr>
<tr>
<td>Prof. Cafe Package T2</td>
<td>1</td>
<td>$34.10</td>
<td>$34.10</td>
</tr>
</tbody>
</table>

**Minimum Lease Term: 24 Months**

Total Monthly Building Charges: $1,419.30  
Subtotal of Other Monthly Charges: $1,169.70  
**Total Rental Charges Per Month:** $2,589.00

## Delivery & Installation

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ramp - Delivery &amp; Installation</td>
<td>1</td>
<td>$1,176.47</td>
<td>$1,176.47</td>
</tr>
<tr>
<td>HVAC Filters</td>
<td>24</td>
<td>$15.00</td>
<td>$360.00</td>
</tr>
<tr>
<td>Tiedowns into concrete</td>
<td>12</td>
<td>$89.04</td>
<td>$1,068.48</td>
</tr>
<tr>
<td>Block and Level</td>
<td>1</td>
<td>$3,234.44</td>
<td>$3,234.44</td>
</tr>
<tr>
<td>Delivery Freight</td>
<td>2</td>
<td>$370.00</td>
<td>$740.00</td>
</tr>
<tr>
<td>Vinyl skirting</td>
<td>168</td>
<td>$10.22</td>
<td>$1,716.96</td>
</tr>
</tbody>
</table>

**Total Delivery & Installation Charges:** $8,296.35

## Final Return Charges*

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skirting Removal - Vinyl LF</td>
<td>168</td>
<td>$2.86</td>
<td>$480.48</td>
</tr>
<tr>
<td>Ramp - Knockdown &amp; Return</td>
<td>1</td>
<td>$1,058.82</td>
<td>$1,058.82</td>
</tr>
<tr>
<td>Teardown</td>
<td>1</td>
<td>$2,625.71</td>
<td>$2,625.71</td>
</tr>
<tr>
<td>Return Freight</td>
<td>2</td>
<td>$370.00</td>
<td>$740.00</td>
</tr>
</tbody>
</table>

**Due On Final Invoice:** $4,905.01  
**Total Charges Including (24) Month Rental, Delivery, Installation & Return:** $75,337.36

## Summary of Charges

**Model:** SM6424  
**Quantity:** 1  
**Total Charges for (1) Building(s):** $75,337.36
Lessee: CLEVELAND PUBLIC LIBRARY

Pursuant to the Williams Scotsman Lease Agreement and its Terms and Conditions ("Agreement"), a Lessee is obligated to provide insurance to Williams Scotsman, Inc. ("Lessor") with the following insurance coverage:

1. **Commercial General Liability Insurance**: policy of combined bodily injury and property damage insurance insuring Lessee and Lessor against any liability arising out of the use, maintenance, or possession of the Equipment. Such insurance shall be in an amount not less than $1,000,000 per occurrence, naming the Lessor as Additional Insured and Loss Payee.

2. **Commercial Property Insurance**: covering all losses or damage, in an amount equal to 100% of the Equipment Value set forth in the Lease providing protection against perils included within the classification and special extended perils (all "risk" insurance), naming the Lessor as Additional Insured and Loss Payee.

By signing below, the Lessee agrees to the terms and conditions stated herein. All other general Terms and Conditions of the Agreement shall remain the same and in full force and effect. Each party is hereby authorized to accept and rely upon a facsimile or electronic signature of the other party on this Addendum. Any such signature shall be treated as an original signature for all purposes.

**Commercial General Liability Insurance**

Lessee elects to participate in the Commercial General Liability Insurance Program, whereby Lessee will receive insurance coverage through American Southern Insurance Company ("Insurer") and administered by Allen Insurance Group ("Agent"). The Lessee acknowledges and agrees that the policy issued by the Insurer is a third party liability policy that covers those amounts that Lessee is legally obligated to pay due to bodily injury and property damage arising from the proper use and occupancy of Equipment leased from Williams Scotsman up to the policy limits. Coverage is subject to underwriting and specific terms and conditions set forth in the policy. An outline of cover is available upon request. By signing below, Lessee understands and agrees that the Lessor is not providing the insurance coverage and serves only as a billing agent for the Insurer and its Agent; and, accordingly, it assumes no liability therefore.

**Signature of Lessee:**

**Print Name:**

**Date:**

**Damage Waiver Program**

Lessee elects to participate in the Lessor’s Damage Waiver Program. Lessee understands and agrees that under this program, the Lessor waives, for a fee, Lessee’s obligation to carry Commercial Property Insurance and Lessee’s liability to Lessor for repair or replacement of the modular units leased from Williams Scotsman resulting from loss or damage as specified in the Lease Agreement. Lessee remains liable to Williams Scotsman for the amount of the damage deductible per unit of equipment noted above. Please refer to the Agreement for specific details on coverage, exclusions and restrictions on coverage. The Property Damage Waiver is not and shall not constitute a contract for insurance.

**Signature of Lessee:**

**Print Name:**

**Date:**

Please return this signed document with the signed lease agreement.
**Floorplan**

64' x 24' Section Modular

**Dimensions**
- 64' Long (including hitch)
- 60' Box size
- 24' Wide
- 8' Ceiling height
- Other double-wide sizes are available

**Exterior Finish**
- Aluminum siding
- I-Beam frame
- Standard drip rail gutters

**Interior Finish**
- Paneled walls
- Vinyl tile floor
- Gypsum ceiling

**Electric**
- Fluorescent ceiling lights
- Breaker panel

**Heating/Cooling**
- Central HVAC

**Windows/Doors**
- Horizontal slider windows
- (2) Vision panel doors with standard locks or (2) steel doors with dead bolt lock

**Other**
- Private office(s)
- Optional restroom

*Photos are representational; actual products may vary. Additional floor plans and specifications may vary from those shown and are subject to in-stock availability.

800.782.1500 | willscot.com