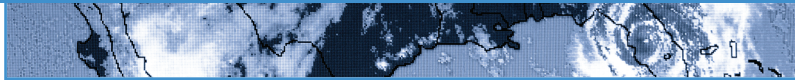


A Modular Space Planning Guide to  
**Hurricane Preparedness:  
Before and After**



An ALGECO SCOTSMAN Company



As hurricane season is upon us once again, it's important to consider what you can do before and after a storm to keep your mobile office, storage container, portable classroom, or modular building facility safe and secure. Taking the proper and necessary precautions before a storm reaches your area can decrease problems caused by a major hurricane.

## **Statistics on Weather Disasters**

- Ninety percent of all presidentially-declared disasters are weather related, leading to around 500 deaths per year and nearly \$14 billion in damage (source: National Weather Service)
- Each year, Americans cope with an average of 10,000 thunderstorms, 5,000 floods, 1,000 tornadoes, as well as an average of 2 deadly hurricanes (source: National Weather Service)
- Hurricane Season 2010 totals included 20 named storms, with 12 achieving hurricane status. (source: National Oceanic and Atmospheric Administration)
- In an average 3-year period, roughly five hurricanes strike the U.S. coastline, killing approximately 50 to 100 people from Texas to Maine (source: National Oceanic and Atmospheric Administration)

This guide highlights recommended courses of action in order to prepare your mobile units for inclement weather and suggestions to mitigate damage and loss. Williams Scotsman cannot stress enough the importance of planning ahead. As your modular space provider, we'll attempt to do everything possible to ensure the safety of your space, but once a storm is on its way, it is often too late. Please understand that we comply with all evacuation orders to ensure the welfare and well-being of our own employees and their families.

## II. Before the Storm

There is no guarantee that your temporary or permanent mobile facility won't sustain damage, whether you own or lease mobile space from Williams Scotsman. But there are certain safety measures you can initiate to prepare for a storm and minimize your risk of suffering damage and downtime once the foul weather clears.

If you have a warranty through Williams Scotsman, make sure you know what items are covered and for how long. Is an extended service policy available? Thinking ahead can save you time and money down the road.

- If your mobile unit is not already anchored, contact your local Williams Scotsman office now to secure anchors and tie-downs. Under certain circumstances, these accessory additions may provide your mobile space with a better chance of avoiding weather-related damages.
- Assess your property and trim or cut back any landscaping or trees that could become a wind hazard.
- Hurricane hazards come in many forms, including high winds, storm surge, and flooding. It is important to protect the areas of your mobile unit where wind can enter. Reinforce the exterior of your unit, paying special attention to the roof, doors, and windows. For example, install head and foot bolts on doors, protect windows with high-impact shutters or 5/8" plywood panels, and disconnect appliances to avoid electrical shock when power is restored.
- Consider removing valuable materials and documents from the unit as an added precaution.
- Make sure you've made the appropriate arrangements with your insurance carrier, or call Williams Scotsman to confirm enrollment in the Insurance Waiver Program. If you are enrolled, make sure all paperwork is accurate and payments are up-to-date. Keep in mind that Williams Scotsman reserves the right to decline new applications in the Insurance Waiver Program based upon impending adverse weather forecasts.
- In many cases, standard property insurance policies specifically exclude flood coverage, however the National Flood Insurance Program was designed to reduce the costs of disasters and can make federally-backed flood insurance available to business owners.
- If you decide that you want to return your mobile unit back to Williams Scotsman in accordance with your lease agreement, please call your local branch office. We will make every effort to fulfill your request, reserving the right to refuse service due to time constraints and safety hazards. The sooner you call, the better chances will be that Williams Scotsman can promptly service your request.

## III. After the Storm



### **If you already lease mobile space**

If your leased mobile units from Williams Scotsman suffer damage from a hurricane, first and foremost, avoid any structurally unsound building. Do not return to the unit if you believe it to be unstable. Once you are sure the unit is safe and you've determined that you'll need repairs or maintenance, our skilled service team is happy to assist you. However, keep in mind you are one of many of our customers requesting service. In the meantime, please attempt to protect the property from additional damage. Rest assured that we will make every effort to quickly prioritize and respond to the most serious incidents. According to your lease agreement, hurricane damage is not considered 'normal wear and tear', so any necessary repairs to the unit are your financial responsibility. Keep in mind that services completed by Williams Scotsman service personnel and authorized vendors carry a full warranty within the scope of 'normal wear and tear'.

If you decide to complete any repairs using your own staff, we ask that you first contact your local Williams Scotsman representative and notify them of the work you plan to undertake. Self-performed repairs are not warranted by Williams Scotsman should your space require additional maintenance in the future. Any repairs completed by you or your staff will be examined at the end of your lease term, and may result in additional costs if those repairs do not meet Williams Scotsman's quality standards.

While performing any clean-up or repairs, be sure to wear protective gear, including hard hats, goggles, and gloves. Also, be aware of any electrical and fire hazards. If electrical circuits and equipment have gotten wet or are in or near water, turn off the power at the main breaker or fuse on the service panel. Do not turn the power back on until electrical equipment has been inspected by a qualified electrician.

Make plans now for maintaining your space appropriately. Ensure that funds to cover proper maintenance have been budgeted. Ask us to advise you as to what maintenance tasks should be completed and the recommended frequency.

### **If you require mobile space after a hurricane**

Because mobile and modular space can be quickly procured, Williams Scotsman is an excellent resource if your existing offices, schools, or other facilities were damaged or destroyed during a hurricane. Mobile space provides a reliable solution for rebuilding, relief efforts, and temporary shelter.



### **Mobile/relocatable units**

Securing space for people and materials couldn't be easier using mobile offices. They are also known as "relocatables" because they are so efficient and inexpensive to move. When additional space is needed in a hurry, mobile units/relocatables may offer the best alternative.

### **Section modular units**

Section modular units, while still "relocatable", are a more permanent option offering greater possibilities, but a longer lead time to secure. Space configurations can be customized to meet specific needs and sizes can range from a single unit to 10,000 square feet or more. These units also offer numerous options to consider, such as restrooms, locker rooms, wiring for computers, exterior siding, lighting, and much more.

These buildings can serve you for many years, yet they are still relatively easy to move if your needs change. If you need additional space for just a few years, or are planning to expand in the future, section modular units may provide the best solution.

### **Modular construction/major projects**

Modular construction involves factory-made units that are assembled on your site. The result is a permanent building set on a foundation. It is often impossible to differentiate between modular construction and traditional construction just by looking at the building. A key difference is that modular construction enables building completion in substantially less time than traditional construction, resulting in a lower cost and earlier occupancy. Time savings are achieved through a highly efficient process where the site work and construction of the units occur simultaneously.

### **Storage Containers**

Storage containers provide you with a convenient, secure storage solution when and where you need it. Ideal for storing construction tools and equipment, industrial supplies, or school materials such as recreation or maintenance equipment, storage containers also provide an effective option for post-storm clean up and rebuilding. They can be delivered quickly to your site. Secure locking systems ensure your materials are protected 24/7.

### Williams Scotsman Branch Office Direct Phone Numbers

Charleston . . . . .	843.873.5555
Fort Lauderdale . . . . .	954.450.9222
Fort Myers . . . . .	239.489.1700
Honolulu . . . . .	808.682.5559
Houston . . . . .	713.466.4353
Jacksonville . . . . .	904.378.0500
Mobile . . . . .	251.653.0510
New Orleans . . . . .	985.479.3577
Norfolk . . . . .	757-548-3125
Orlando . . . . .	407.851.9030
San Antonio . . . . .	210.651.6776
Savannah . . . . .	912.964.7777
Tallahassee . . . . .	850.574.9222
Tampa . . . . .	813.626.2862
Emergency Toll Free Hotline . . . . .	877.884.3073
Reach Your Local Williams Scotsman Branch Office . . . . .	800.782.1500
Email Williams Scotsman . . . . .	info@willscot.com

Williams Scotsman, an Algeco Scotsman company, has been providing temporary and permanent modular space for more than 50 years. An international company with local expertise delivered through a network of nearly 100 branches across North America, Williams Scotsman provides exceptional quality and service. Each of our branches is staffed with experienced local professionals who know your area and understand your specific requirements.

Williams Scotsman offers a variety of flexible financing options and will work with you to select a program that accommodates your situation and budget.

With over 100,000 units in our fleet, Williams Scotsman offers the range of inventory to meet your space needs. We hope that you find this guide useful.

# V. Hurricane Preparedness Planning Sheet



Unit Serial # \_\_\_\_\_  
\_\_\_\_\_

Customer # \_\_\_\_\_

Williams Scotsman Representative's Name \_\_\_\_\_

Representative's Phone \_\_\_\_\_

Representative's Email \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Necessities Checklist:

- |                                      |  |   |
|--------------------------------------|--|---|
| <input type="checkbox"/> Batteries   | <input type="checkbox"/> Bottled Water | <input type="checkbox"/> Nonperishable Food |
| <input type="checkbox"/> Flashlights | <input type="checkbox"/> Radio         | <input type="checkbox"/> First Aid Kit      |



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**800.782.1500**  
**[www.willscot.com](http://www.willscot.com)**