

# Agreement



*Public Works*  
LOS ANGELES COUNTY

BY AND BETWEEN

LOS ANGELES COUNTY  
PUBLIC WORKS

AND

ABSOLUTE SECURITY INTL CORP.

FOR

SECURITY SERVICES FOR VARIOUS  
COUNTY AIRPORT FACILITIES (BRC0000527)

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AGREEMENT FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and ABSOLUTE SECURITY INTL CORP, a California corporation located at 5155 Irwindale Avenue, Irwindale, California (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on February 24, 2025, hereby agrees to provide services as described in this Contract for Security Services for Various County Airport Facilities.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit A.1, Schedule of Prices (Forms PW-2.1 through PW-2.6); Exhibit A.2, Staffing Plan and Cost Methodology (Forms LW-8.1 through LW-8.5); Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F, Performance Requirements Summary, Exhibit G, Maps of County Airport Facilities; Exhibit H, Service Location Post Orders; Exhibit I, Equipment Inventory, Damage, and Loss Liability; Exhibit J, Statement of Loss County Security Equipment; Exhibit K, Contract Discrepancy Report; Exhibit L, Notice of Proposed Payment Adjustment; Exhibit M, Bond for Faithful Performance; the CONTRACTOR'S Proposal, all attached hereto; the Request for Proposals; and Notices to Proposers, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director of Public Works, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Forms PW-2.1 through PW-2.5. The sum for the initial annual term is \$558,021; the sum for the first optional annual term is \$575,331; the sum for the second optional annual term is \$592,391; the sum for the third optional annual term is \$609,951; the sum for the fourth and final optional annual term is \$629,058; and a month-to-month extension up to 6 months at the PW-2.5 rates for \$314,529, for a total overall maximum potential contract sum of \$3,279,281 for the entire contract period if all optional terms are exercised or such greater amount as the Board may approve (Maximum Contract Sum). Any unused authorized amounts up to 25 percent from the previous contract terms will be applied to subsequent renewal terms.

FOURTH: Notwithstanding the foregoing, the parties understand and agree that this Contract is nonexclusive, the COUNTY may enter into other contracts for the performance of the same or similar services, and the CONTRACTOR is not entitled to or guaranteed the assignment of any work hereunder.

FIFTH: This Contract's initial term will be for a period of 1 year commencing upon Board approval or on January 1, 2026, whichever occurs last. The COUNTY will have the sole option to renew this Contract term for up to four additional 1-year periods and six month-to-month extensions, for a maximum total Contract term of 5 years and 6 months. Each such option will be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least ten days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least ten days prior to the end of a term. Further, in accordance with Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

SIXTH: The CONTRACTOR will bill monthly in arrears, for the work performed during the preceding month. Work performed will be billed at the hourly rates quoted in Exhibit A.1, Schedule of Prices (Forms PW-2.1 through 2.5).

SEVENTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice must be in triplicate (original and two copies) and must itemize the work completed. The invoices must be submitted to:

Los Angeles County Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

EIGHTH: In no event will the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

NINTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

TENTH: The CONTRACTOR must not perform or accept work requests from the Contract Manager or any other person that will cause the Maximum Contract Sum of this Contract to be exceeded. The CONTRACTOR must monitor the balance of this Contract's Maximum Contract Sum. When the total of the CONTRACTOR'S paid invoices, invoices

pending payment, invoices yet to be submitted, and ordered services reaches 75 percent of the Maximum Contract Sum, the CONTRACTOR must immediately notify the Contract Manager in writing. The CONTRACTOR must send written notification to the Contract Manager when this Contract is within 6 months from expiration of the term as provided for hereinabove.

ELEVENTH: No cost-of-living adjustment will be granted for the optional renewal periods.

TWELFTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Proposal, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through M, inclusive, the COUNTY'S provisions shall control and be binding.

THIRTEENTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

FOURTEENTH: A faithful performance bond, substantially in the form attached as the Exhibit M, is required in a sum not less than 50 percent of the total annual Contract amount, payable to the COUNTY OF LOS ANGELES, executed by a corporate surety admitted to transact business as a surety insurer in the State of California (or by the surety's agent with a notarized copy of power of attorney). The admitted surety and its agent shall have sufficient bonding limitations to provide bonds in the amount required by this Contract. The bond shall be conditioned upon faithful performance of the terms and conditions of this Contract by CONTRACTOR in a manner that is satisfactory and acceptable to the COUNTY. If necessary, the bond shall be renewed in a timely manner to provide for continuing liability in the above amount notwithstanding any payment or recovery thereon. Subject to COUNTY conditions and approval, a Certificate of Deposit or an irrevocable Letter of Credit payable to the COUNTY upon demand and in a sum not less than 50 percent of the total annual Contract amount may be acceptable. Failure by the CONTRACTOR to maintain the required security shall constitute a material breach of contract upon which the COUNTY may immediately terminate or suspend this Contract. The CONTRACTOR must pay all surety premiums, costs, and incidentals required to maintain the surety during the entire contract term, including renewals.

FIFTEENTH: Advertising and Other External Communications about the Project/Contract. Consultant/Contractor shall obtain the County's prior written approval before disclosing or communicating any information concerning the award of the contract, the progress of the work, or the completion of the work, to any non-party, including but not limited to outside media and news organizations. This requirement includes, but is not limited to: (1) a Consultant/Contractor's, application for an award or any other recognition of the Project/Contract; and (2) any advertising or promotion of the Project/Contract and/or the Consultant/Contractor's role on the project. The County retains the sole discretion as to the release of such information, including the right to deny the request for disclosure, the right to direct the timing of the disclosure, and/or the right to direct Consultant/Contractor to make revisions to the information prior to disclosure.



IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Chairwoman of said Board and the seal of said Board to be affixed and attested by the Clerk thereof, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

EDWARD YEN  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By   
Deputy

Margaret Ambrose  
Type/Print Name

ABSOLUTE SECURITY INTL CORP.

By   
Its President

Lucy Lin  
Type/Print Name

By   
Its Secretary

Lucy Lin  
Type/Print Name

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On July 31<sup>st</sup>, 2025 before me, Phu Gia Diec, Notary Public  
(insert name and title of the officer)

personally appeared Lily Lin  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



## SCOPE OF WORK

SECURITY SERVICES FOR VARIOUS  
COUNTY AIRPORT FACILITIES (BRC0000527)A. Public Works Contract Manager

Public Works Contract Manager (CM) will be Mr. Jason Morgan from Aviation Division who may be contacted at (626) 262-2865 or [jmorgan@pw.lacounty.gov](mailto:jmorgan@pw.lacounty.gov). The CM is the only person authorized by Public Works to request work from the Contractor. The CM may, at their sole discretion, designate additional Public Works staff as Assistant CMs for their respective facilities/locations delegating them the authority to also request work under this Contract. Both referred to hereinafter as the CM. The Contractor shall be notified in writing in the event of a change in the CM.

B. Work Locations

The Contractor will provide security services at the following County-owned airport locations:

1. **Brackett Field Airport (POC)**  
1615 McKinley Avenue  
La Verne, California 91750-5846
2. **Compton/Woodley Airport (CPM)**  
901 West Alondra Boulevard  
Compton, California 90220-3528
3. **San Gabriel Valley Airport (EMT)**  
4233 North Santa Anita Avenue  
El Monte, California 91731-1670
4. **General Wm. J. Fox Airfield (WJF)**  
4725 William J Barnes Avenue  
Lancaster, California 93536-8401
5. **Whiteman Airport (WHP)**  
10000 Airpark Way, 2nd Floor  
Pacoima, California 91331-2104

Subject to adjustments by the CM, the Contractor shall provide security services during the hours indicated in the respective Schedule of Prices (Form PW-2), at each location listed above.

Work locations and the number of hours may be increased or reduced during the Contract period at the discretion of the Contract Manager. As an example, it may become necessary during the life of this Contract to temporarily provide

additional armed or unarmed security officers at other Public Works facilities, County facilities, or job sites. Any such addition or reduction in work will be provided to the County upon request from the Contract Manager at an increase or decrease in cost in accordance with the rates quoted in Forms PW-2.1 through PW-2.5, Schedule of Prices, for the appropriate Contract term.

C. Request of Work from Contractor

The County reserves the right to determine if any work is or will be needed and/or requested under this Contract at the County's sole and absolute discretion. The Contractor waives all claims against the County for damages or loss of any nature resulting from the County's failure to use the Contractor's services including, but not limited to, lost profit.

D. Contract Cost

All services required in this Exhibit A, Scope of Work, shall be included at the rates quoted by the Contractor in the respective Schedule of Prices Form PW-2.1 through 2.5, unless stated otherwise in the Contract. Contractor shall adhere to any changes made by the Contract Manager to service schedules and/or service type, as security service needs may vary. For example, the Contract Manager may request an armed security officer for a post which previously required an unarmed security officer, and vice versa. Contractor shall bill at the hourly rates shown on the Form PW-2.1-2.5, for the level of security services requested by the Contract Manager.

The Contractor shall be paid for the total number of hours worked in the previous month for acceptable performance. If performance of a service is unacceptable, the County will not pay the full percentage or may deduct the number of unacceptable service hours, at the sole discretion of the County. When performance does not conform to the requirements of this Contract, the County has the right to reduce this Contract price to reflect the reduced value of the service provided.

E. Work Description

1. Basic Functions

- a. Security officers are to safeguard County property against fire, theft, vandalism, and illegal entry; respond to and document incidents, accidents, and emergencies at assigned locations; provide protection from bodily harm for employees, visitors, patrons, and/or other members of the public at assigned locations; and provide information and other assistance.
- b. Contractor shall provide a security vehicle for the performance of patrols as required by the Contract when requested and authorized by County. Vehicle travel costs incurred in the performance of

required patrols shall be reimbursed at the County's current employee permiitee mileage rate upon approval from the CM, which will be provided to the Contractor upon request. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff personnel.

2. Performance Standards

- a. Security officers shall not eat, read, or use laptop computers, or any handheld personal audio or video electronics, or similar devices at any time while at their assigned posts.
- b. Security officers shall remain awake, alert, and attentive during their shifts, without exception.
- c. Security officers shall be in appropriate uniform attire as outlined in Section J, Contractor-Furnished Items of this Exhibit. Security officer uniforms shall include black shoes and badges at all times. Uniform hats are not required.
- d. Security officers shall not remove or borrow County materials or equipment, or items owned by employees of the County. This includes heaters, fans, radios, food in employee break room refrigerators, etc.
- e. Security officers shall not leave their assigned post until properly relieved.
- f. Security officers shall not use any County telephones, computers, or other audio-visual equipment for personal use or communications not related to the contracted services such as making or receiving calls to or from their supervisors or County representatives.
- g. Security officers shall present a businesslike demeanor at all times. Excessive socializing with County employees, visitors, patrons, and/or other members of the public during the security officer's working hours is discouraged.
- h. Security officers shall maintain their post station(s) in a neat and presentable manner.
- i. Security officers shall not be allowed to sit in their personal vehicles during their assigned shift unless prior approval has been given by the CM.

3. Knowledge and Skills

- a. Security officers shall be able to write and speak English, prepare clear and concise reports, and remember facts and details concerning specific situations.
- b. Security officers shall have a good knowledge of self-defense and public restraint procedures.
- c. Security officers shall be able to communicate effectively with individuals and the general public.
- d. Security officers shall have good knowledge of their assigned post orders, including recognizing areas requiring enhanced vigilance or more frequent patrolling/surveillance.
- e. Security officers shall react quickly, take command of emergency situations, and use good judgment and discretion in handling an unruly or trespassing public.
- f. Security officers shall understand how to properly respond to incidents, accidents, and emergency situations and must have at the ready, contact information for local law enforcement in the event of an emergency.

4. Attendance

- a. Security officers shall be punctual and have regular attendance.
- b. In the event a scheduled security officer(s) is (are) not going to report on time for the shift, the Contractor shall notify the CM for the specific facility prior to the scheduled starting time.
- c. In addition, Contractor shall provide a substitute within an hour of the scheduled time.
- d. Security officer(s) shall not be relieved of the duties of their post for any amount of time before the end of their scheduled shift, without prior notification to, and permission from the CM.

5. Patrols

- a. Security officers shall conduct vehicular patrols on routes as defined by the CM. Routes or points of emphasis along the designated routes may vary at the discretion of the CM. All patrols, vehicular or on foot, shall be varied in time, route, path, and frequency so as to avoid the development of predictable routine or pattern.

- b. Security officers on patrol shall log daily tour reports complete with vehicle information, patrol start and end time, notes of any suspicious activity, and mileage incurred during the patrol. The County reserves the right to request odometer readings for any potential discrepancy in mileage reimbursement claims.
- c. Security officers may be required to check in at radio frequency identification or other sites at specific times during each shift.
- d. Security officers on patrol shall have a working mobile phone and two-way aviation VHF hand-held radio on their person at all times should they need to make any emergency calls or should they need to be contacted by the CM. Any instance of the security officer's nonresponsiveness during his/her scheduled patrol may constitute Contractor nonperformance and incur penalties in accordance with this Exhibit's Section Z, Liquidated Damages or Exhibit F, Performance Requirements Summary, at the discretion of the CM.

6. Reports and Logs

- a. Security officers shall maintain daily security log sheets which shall be archived and made available each day to the CM, upon request. Logs may be requested to be submitted via email daily or weekly at the discretion of the CM or PWR for any given location.
- b. Security daily log sheets shall include notable items, events, and activities occurring during each shift which may include but are not limited to, name of officer on-duty, times for the beginning and the end of the daily shift, times, descriptions, and nature of actual or potential aircraft incidents, accidents, or related emergencies or incidents involving theft, fire, property damage, bodily injury, unauthorized entry to secured areas, and violations of ordinances, statutes, or policy. Such report shall be made available to the CM at the end of each shift.
- c. Security officers shall log the description, tail number, or plate number of aircraft or vehicles that may be considered suspicious or those that have no apparent destination within the facilities.
- d. Security officers shall report immediately to the CM any incidents involving the discharge of firearms, bodily injury, or involvement of fire, law enforcement, and health authorities. Additionally, the security officer shall submit, in writing, to the CM, within 2 hours after the start of the next County workday, a detailed, narrative report of any incidents concerning the events outlined above.

7. Supervisor's Inspection

- a. Contractor shall provide sufficient supervisory staff for each security officer. Furthermore, the Contractor or its designated representative shall meet, at a minimum, on a monthly basis with the CM.
- b. The Contractor's supervisor shall attempt to resolve all routine questions concerning the post assignments. Where unresolved questions arise, the supervisor shall contact the CM for direction. In the event of an emergency, the supervisor shall be notified immediately by the security officer on-duty.

8. Inquiries and Complaints

- a. The Contractor shall maintain and operate an active telephone line at an office within the County of Los Angeles and operated by a responsible person(s) who will take the necessary action regarding all inquiries and/or complaints that may arise from security officers, the public, or County personnel. This person(s) shall be available during patrol service hours. An answering service or answering machine will not be considered an acceptable substitute for full-time telephone coverage.
- b. The Contractor's office staff shall maintain an updated written log of all such complaints, the date thereof, and the action taken pursuant thereto or the reason for non-action. This recorded log of complaints shall be made available for review and inspection by the CM upon request.

F. Hours and Days of Service

Hours of service will primarily be performed overnight from 10:00 p.m. to 6:00 a.m., Monday through Sunday, each week, including all County observed holidays unless otherwise specified. Work hours may be altered, when necessary, with the approval of the CM.

Holidays Observed by the County of Los Angeles are as follows:

New Year's Day	Labor Day
Martin Luther King, Jr. Day	Indigenous People's Day
Presidents' Day	Veterans Day
Cesar Chavez Day	Thanksgiving Day
Memorial Day	Friday after Thanksgiving
Juneteenth Day	Christmas Day
Independence Day	

G. Contractor's Quality Control Plan

The Contractor shall establish and maintain a Quality Control Plan to assure the requirements of this Contract are met. An updated copy shall be provided to the CM on this Contract's start date and as changes occur. The plan shall include, but not be limited to, the following:

1. It shall specify the activities to be inspected on either a scheduled or unscheduled basis, how often inspections will be accomplished and the title of the individual(s) who will perform the inspection.
2. The methods for identifying and preventing deficiencies in the quality of service performed before the level of performance becomes unacceptable.
3. A file of all inspections conducted by the Contractor and, if necessary, the corrective action taken. This documentation shall be made available upon request by the County during the term of this Contract.
4. Updated information for all Contractor's staff including but not limited to completed training, certifications, permits, licenses, etc. This information shall be made available upon request by the County during the term of this Contract.
5. The methods for continuing assured service to the County in the event of a strike of the Contractor's employees.

H. Contract Administration

1. Role of County Staff: Contract Manager (CM)

Contractor shall perform security services as directed by and to the satisfaction of the CM. As stated in Section A of this Exhibit, the CM may designate other Public Works personnel as Assistant CMs for their respective facilities for activities related to the services under this Contract. Public Works personnel will be made available to the Contractor to answer questions and provide the necessary liaison between the Contractor and Public Works. In the case of disputes arising from the quality of work performed, the opinion of the CM shall prevail.

2. Role of Contractor's Staff: Security Director and/or Account Manager

The Contractor shall assign an Account Manager and/or Executive who will operate in the capacity of Security Director for this Public Works' Contract account. The Security Director shall function as the liaison between the Contractor and the CM and shall be responsible at all times for the supervision of all of the Contractor's personnel. The Security Director shall meet with the CM prior to the commencement of this Contract to coordinate for the performance of security services as required

for each specific location. Additionally, the Contractor's Security Director shall ensure the following:

- a. Provide a telephone number(s) where he/she (or designated alternate) may be reached on a 24-hour per day, year-round basis. An answering service or machine will not be acceptable.
- b. Provide overall management and coordination of this Contract and shall act as the central point of contact with Public Works.
- c. Have full authority to act for the Contractor on all Contract matters relating to the daily operation of this Contract.
- d. Provide adequate and competent staff to fulfill all duties required by this Contract as detailed in Section O of this Exhibit. No changes in key personnel shall be made subsequent to the award of this Contract without prior knowledge and approval of the County.
- e. Have at least 5 years of experience in the management and operation of security services.
- f. The Security Director and any security personnel employed thereunder shall be able to read, write, speak, and understand English.

I. County-Furnished Items

1. Public Works will furnish, without cost, to the Contractor, to be used only in connection with the performance of this Contract, the following property and equipment:
  - a. The County will provide facilities with telephone service for the Contractor's use. The Contractor shall be prohibited from using County facilities for conducting other business interests which are not related to, or required for, County security services. The Contractor's telephone use shall be limited to calls directly related to County security business. Charges for any other calls will be billed to Contractor. Telephone bills will be monitored by the CM on a monthly basis to determine if the Contractor's phone usage is excessive or unreasonable.
  - b. The County may provide aviation two-way VHF hand-held radios for the Contractor's use. The Contractor shall operate radio communications equipment provided and maintained by the County, in the manner prescribed by the County.
2. Prior to the start of the Contract, the Contractor and the CM shall prepare an Equipment Inventory, Damage, and Loss Liability form (see Exhibit I)

on which both shall sign an agreement to the specific items of equipment and the condition of each item. The condition of equipment shall be monitored by the Contractor and CM, and if the equipment is found to be defective or inadequate under the terms of this Contract, a Contract Discrepancy Report (see Exhibit K) will be issued by the CM. The Contractor shall bring equipment up to a reasonable standard within the time limits set by Public Works.

3. The Contractor shall not make any alterations to the equipment or facilities unless written permission from the CM is granted.
4. All equipment provided shall, at all times, be kept clean, well prepared, and up to Contract performance standards by the Contractor to the satisfaction of the County. The Contractor assumes full responsibility for all equipment issued by the County to the Contractor solely for performance of the work contained herein. The Contractor shall reimburse the County, at current market rates, for all equipment that is lost, stolen, or becomes otherwise unavailable. Upon termination of this Contract, all County issued equipment shall be returned to the County in good operating condition, less reasonable wear and tear.

J. Contractor-Furnished Items

1. The County will not furnish uniforms. The uniforms worn by Contractor's security officers shall be approved in advance by the CM. Uniforms shall be maintained so as to present a neat and clean appearance at all times and shall consist of:
  - a. Trousers/skirt
  - b. Shirt/blouse
  - c. Belt, shoes, and socks - solid black
  - d. Shoulder patches
2. The Contractor shall provide its own badges and shoulder patches, which shall be in full compliance with all legal requirements.
3. The Contractor shall provide all working materials necessary for the proper performance of this Contract, including items, such as staplers, staples, paper clips, and other supplies. These materials shall be supplied by the Contractor at no additional expense to Public Works. All materials required to perform this Contract, and not otherwise mentioned as being provided by the County, shall be provided by Contractor at no additional expense to Public Works.

4. Time clocks shall be supplied by the Contractor at the County's request. The County will not be responsible for the repair or replacement of Contractor-supplied time clocks. Keys and regular maintenance shall be supplied by Contractor.
5. The items outlined below will not be furnished, maintained, or paid for by the County. Armed security officers shall be equipped with the following items:
  - a. Sam/Sally Browne belt (gun belt);
  - b. Handcuff case;
  - c. Set of handcuffs, plus female key;
  - d. Four (4) keepers;
  - e. Key Snap;
  - f. One heavy-duty, three or five cell flashlights, with batteries;
  - g. Radio with holder/pouch;
  - h. Name tag and Badge, to be worn on uniform at all times;
  - i. Side-handle Baton with Baton ring or collapsible Side-handle Baton with Baton ring. Handler, 12" or ASP (12" or 26") expandable straight stick;
  - j. Pepper spray (10% solution of oleoresin capsicum in a 1.47 oz. container and carried in a holster);
  - k. Holster (armed security officers only);
  - l. Smith & Wesson, Colt, Ruger four-inch barrel, blue or stainless steel finish, double action, with a firing pin block .38 caliber revolver or a Beretta, Colt, H & K, or Smith & Wesson 9mm caliber, semiautomatic pistol with a minimum three and a half-inch barrel, blue or stainless steel finish, with manual safety/decocking lever, automatic firing pin safety block, and half-cock hammer position; or Glock 17 or 19 in 9mm caliber (armed security officers only);

The semiautomatic pistol shall be carried with one round chambered and a full magazine inserted into the pistol, safety on. These firearms have been approved by the County of Los Angeles Sheriff's Department (LASD) as meeting their testing requirements for safety, performance, quality, and training procedures. (armed security officers only);

- m. Ammunition pouch designed to hold two magazines or two Speedy Loaders. Revolver ammunition, 18 rounds, .38 Smith & Wesson Special, 125 grain jacketed or semi-jacketed hollow point only. Pistol or semiautomatic ammunition, a minimum quantity to fill three magazines for the carried weapon, 9mm jacketed or semi-jacketed hollow point only. (armed security officers only);
  - n. Rain gear (as necessary);
  - o. Jacket (as necessary).
  - p. Patrol vehicle (as necessary).
6. The County will not furnish patrol vehicles. The Contractor shall furnish at its sole expense, motorized units (golf carts or vehicles) for the purpose of patrolling the facilities parking lot area. The Contractor's hourly rates shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, including the cost of furnishing the required motorized units.

K. Weapons List

The Contractor shall provide the CM with the make and serial number of each security officer's weapon. The list shall be provided prior to a security officer being assigned to a jobsite.

L. Identification Badges

The Contractor shall issue its employees a photo-identification badge. It is mandatory that each of Contractor's employees wear their identification badge while working at County locations. The location on the uniform where the identification badge shall be worn will be approved by Public Works.

M. Special Safety Requirements

All Contractor's operators shall be expected to observe all applicable State of California Occupational Safety and Health Administration (Cal/OSHA) and Public Works' safety requirements while at Public Works' jobsites.

N. Project Safety Official

The Contractor shall designate in writing a Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. The Contractor's Project Safety Official shall be available at all times to abate any potential safety hazards and shall have the authority and responsibility to shut down an operation, if necessary. Failure by the Contractor to provide the required Project Safety Official shall be grounds for

the County to direct the cessation of all work activities and operations at no cost to the County until such time as the Contractor is in compliance.

O. Specific Tasks

The tasks outlined below are specific but may vary from facility to facility. Contractor shall prepare a work plan in concert with the CM, including a security officer's Beat Instruction Book, which shall include tasks for all Contractor personnel, including supervisors and the Security Director. A copy of the work plan for each facility shall be submitted to the CM within 30 days of the start of this Contract. The Beat Instruction Books are detailed instructions and procedures as to methods of operation of a specific assignment, i.e., the number of patrol rounds, location of any safes, special instructions concerning the particular assignment, etc. Contractor shall update the Beat Instruction Books at least once a year or more often, if necessary. The security officer's performance on assignment shall conform to the written instructions in the post orders.

1. Security Officer's Tasks

The following is a list that includes, but is not limited to, tasks that are expected of a security officer. The security officer shall:

- a. Report to work on time.
- b. Not be relieved of the duties of their post before their scheduled shift, unless otherwise approved by the CM.
- c. Be courteous and professional.
- d. Maintain good personal and uniform appearance.
- e. Monitor aircraft and vehicle parking areas as directed.
- f. Monitor the Common Traffic Advisory Frequency on VHF radio for aircraft activity and potential aircraft-related emergencies.
- g. Patrol the airport facilities as directed by the CM. Patrols are to be conducted for the primary purposes of:
  - 1) identifying discrepancies with applicable rules, regulations, ordinances, and policies;
  - 2) ensure the security of buildings, vehicles, aircraft, and other property located on the airport;
  - 3) inspecting airfield lighting and signage;
  - 4) validating that the perimeter fencing and vehicle and pedestrian access gates are secure and functioning properly;

- 5) identifying and responding to existing or potential fire, environmental, or other hazards to persons and property;
  - 6) detecting and preventing individuals or groups from committing acts which are, or have the potential to become, injurious to others or to property;
  - 7) removing foreign object debris from the aircraft movement areas (runway, taxiway, and apron areas) as may be necessary; and
  - 8) being readily available to respond to incidents, accidents, or emergency situations occurring on or near the airport.
- h. Call 911 immediately and subsequently the CM and security officer's supervisor to notify them of any incidents, accidents, or emergencies that occur at the airport;
  - i. Complete a detailed report, including eyewitness testimony if available, for each incident, accident, or emergency occurring at the airport. Reports to be made available to the CM at the end of each shift.
  - j. Alert CM and security officer's supervisor of any suspicious activity(ies) observed during shift hours and provide recommendation for possible pre-emptive action.
  - k. Monitor events and other organized activities at the airports.
  - l. Intervene to terminate injurious acts.
  - m. Conduct searches of individuals for weapons, if necessary.
  - n. Detain individuals for further investigation or arrest where circumstances and conditions warrant such action, if necessary.
  - o. Answer questions of visitors regarding geographic locations, services, and functions.
  - p. Ascertain locations of specific personnel within an assigned facility for the benefit of visitors and direct them accordingly.
  - q. Detect and prevent the introduction of prohibited or unpermitted contraband to a facility.
  - r. Punch a time clock at assigned station, as directed.
  - s. Open/close and lock/unlock doors and gates, as directed.
  - t. Reduce and/or turn off facility lighting and close window coverings, as required.

- u. Verify the security of safes and other areas where equipment or materials of value are stored.
- v. Raise and lower flags.
- w. Ensure that only authorized personnel are permitted access to closed or restricted facilities or areas by detaining unidentified or unauthorized individuals.
- x. Respond to reports of ill or injured patrons, visitors, or employees; render first aid and cardiopulmonary resuscitation; and notify supervisor if further assistance is considered necessary or desirable.
- y. Immediately relay reports of bomb threats to the police, CM, and security officer's supervisor.
- z. Participate in bomb searches organized by the security unit or other law enforcement agency personnel.
- aa. Monitor alarm systems and electronic surveillance equipment.
- bb. Respond to the scene of locally activated fire, burglary, or other alarms, evaluate the situation encountered, and take prescribed action.
- cc. Investigate questionable acts and/or behavior observed or reported on County premises and question witnesses, and suspects to ascertain or verify facts.
- dd. Pursue and apprehend persons suspected of damaging County property and/or injuring County employees or visitors to County facilities, if necessary.
- ee. Detain suspects pending transportation and booking by local law enforcement agency, if necessary.
- ff. Operate a bicycle, motor cart, or automobile, where directed.
- gg. Have knowledge in the care and use of an impact weapon (baton).
- hh. Have knowledge of self-defense and restraint procedures.
- ii. Communicate effectively with individuals and the general public.
- jj. React quickly, take command of an emergency situation.
- kk. Use good judgment and discretion in handling the unruly or trespassing public.
- ll. Remember facts and details concerning specific situations.

- mm. Provide escort services, as required.
- nn. Assist other security officers.
- oo. Hold over at the facility until properly relieved.
- pp. Take primary photographs as required.
- qq. Activate fire or other emergency procedures as required.
- rr. Operate a fire extinguisher if necessary.
- ss. Call and notify law enforcement authorities, fire department, paramedics, etc., as required.

2. Security Director/Account Manager (Executive) Tasks

The following is a list that includes, but is not limited to, those tasks that are expected of Contractor's supervisor. The supervisor shall:

- a. Immediately respond to on-site emergencies.
- b. Be available for inspections, questions, and advice on a daily basis.
- c. Provide technical and administrative advice.
- d. Assure proper assignment coverage.
- e. Provide directions and instructions to post and/or patrolling security officers by making rounds and observing security officers in the performance of their duty.
- f. Call attention to subordinates of any deviations from acceptable practices and procedures. Instruct security officers in proper methods and explain conditions under which deviations are permissible.
- g. Respond to requests of subordinates for assistance.
- h. Exercise leadership ability.
- i. Maintain good personal and uniform appearance.
- j. Update and explain post procedures.
- k. Have working knowledge of radio procedures.
- l. Conduct investigations.
- m. Complete all necessary reports specified in this Contract.
- n. Maintain the Quality Control Plan

- o. Report to and meet with the CM, as required.
- p. Respond to Contract Discrepancy Reports. Please refer to Section I of this Exhibit and Exhibit K for additional information.
- q. Establish policy and procedures with regard to each respective post location, with the advice and consent of the CM.
- r. Ensure sufficient availability of security officers to cover Public Works' requirements.

4. Regulations and Forms

- a. The Contractor and Contractor's personnel are required to follow all Federal, State, and local laws that apply to the providing of security under this Contract, including laws affecting arrest as set forth in Sections 833 through 851.85 of the California Penal Code. Additional laws include, but are not limited to, the licensing of personnel. For the purpose of this Contract, regulations include training as required under this Contract.
- b. The following is a list of Exhibits (F through M) applicable to the security Statement of Work:
  - Exhibit F – Performance Requirement Summary
  - Exhibit G – Maps of County Airport Facilities
  - Exhibit H – Service Location Post Orders
  - Exhibit I – Equipment Inventory, Damage, and Loss Liability
  - Exhibit J – Statement of Loss of County Security Equipment
  - Exhibit K – Contract Discrepancy Report
  - Exhibit L – Notice of Proposed Payment Adjustment
  - Exhibit M – Sample Performance Bond

5. Performance Requirements Summary

Performance Requirements Summary (Exhibit F) lists the required services which will be monitored by the County during the term of this Contract, the required standard of service, maximum deviation from the standard, method of surveillance, and monetary adjustment for exceeding the maximum deviation from the standard.

- a. Quality Assurance

The Contractor's performance will be compared to the Contract standards for acceptable levels of service in accordance with all applicable terms and conditions of this Contract including all performance indicators detailed in Exhibit F, Performance Requirements Summary.

The County may use a variety of inspection methods to evaluate Contractor's performance. The methods of surveillance that may be used are:

- 1) Random sampling
- 2) One hundred percent inspection of output items on a periodic basis (daily, weekly, monthly, quarterly, semiannually, or annually) as determined necessary to assure a sufficient evaluation of Contractor performance
- 3) Customer complaints
- 4) Video monitoring/recording

b. Unacceptable Performance

For unsatisfactory services surveyed by sampling, the Contractor shall be required to immediately correct issues found by the County to be unacceptable.

c. Criteria for Acceptable and Unacceptable Performance

Performance of a listed service is considered acceptable when discrepancies found by the CM upon surveillance do not violate the standards for acceptable performance as indicated in this Contract.

When the CM determines the performance is unacceptable, a Contract Discrepancy Report will be issued to the Contractor which will explain, in writing, the unacceptable performance. The Contractor shall complete the report by outlining how performance will be returned to acceptable levels and how recurrence of the problem shall be prevented in the future. The CM will evaluate Contractor's explanation and determine, if full payment or partial payment is applicable and inform the CM.

6. Security Personnel Background and Experience

All security officers and security supervisors providing services under this Contract shall undergo and pass a background investigations and training requirements to the satisfaction of the County as a condition of beginning and continuing to perform services under this Contract. Please refer to Exhibit B, Section 2, Contractor's Employee Criminal Background

Investigation. Contractor shall provide documentation of all completed background investigations and required training for all security personnel upon request from the CM. If such documentation is not provided as required, this Contract may be subject to suspension or termination pursuant to Exhibit B section 3, Termination/Suspension.

- a. Given the potentially sensitive nature of the work to be performed, and the materials, equipment, and weapons that are involved, Contractor shall perform background investigations prior to employment and assignment to any work under this Contract. Public Works reserves the right to request these and additional background investigations for any and all Contractor personnel at any time during employment of said personnel.
- b. In any event of non-approval of any of the Contractor's security personnel or staff, all disqualifying information is to be kept confidential and is not reviewable by the Contractor.
- c. The Contractor's personnel may be required to pass the County's background investigation for Contract security officers and shall be fingerprinted and/or interviewed at Los Angeles Sheriff's Department (LASD) facility prior to being approved for employment on this Contract. Public Works, in its sole discretion, reserves the right to initiate the LASD investigation process for any and all of the Contractor's personnel, as necessary.
- d. Contractor shall be responsible for reimbursement or direct payment to the LASD for any and all expenses associated with performing each background investigation.
- e. The background investigation process, requirements, guidelines and provisions expressed herein are subject to change at any time at the sole discretion of the County.
- f. Contractor's security personnel and staff who have been involved in any of the following will not be accepted:
  - 1) Any felony conviction.
  - 2) Any misdemeanor conviction involving theft, violence, moral turpitude, or similar convictions.
  - 3) Any military conduct that involved dishonorable discharge, bad conduct, or an undesirable discharge and general discharge involving drug abuse.
  - 4) Conduct that would preclude the Contractor from receiving a bond.

- 5) Any pattern of irresponsible behavior, including, but not limited to, unsatisfactory driving or employment record, or any pattern of recent or habitual drug use.
- g. The Contractor shall submit a resume to Public Works on each prospective security officer and supervisor. The resume shall address the following:
- 1) General Information - The candidate's name, age, current address, security officer's classification, social security number, and date of birth.
  - 2) Employment History - A chronological list of all jobs held by candidate and any period of unemployment during the last 10 years, highlighting security experience.
  - 3) Military Record - All military experience (regular or reserve) shall be documented, if applicable. Contractor shall provide a copy of candidate's Selective Service Card or military discharge papers (DD214). If the candidate does not possess a Selective Service Card or military discharge papers, explain why the documents are unavailable.
  - 4) Criminal Record - Any criminal record of the candidate shall be fully disclosed.
- h. Security Director (Account Manager/Executive) - Equivalent of 5 years' paid experience managing security service operations.
- i. Armed Security Officers - Equivalent of 3 years' paid armed security experience.
- j. All security officers and supervisors shall possess the following, unless otherwise noted:
- 1) Active and valid State of California Guard Registration Card
  - 2) Active and valid State of California Weapons Permit
  - 3) Impact weapon (baton) training certification as approved by BSIS
  - 4) Active and valid First Aid Certificate or EMS Certificate
  - 5) Active and valid Cardiopulmonary Resuscitation Certificate
  - 6) Active and valid Automated External Defibrillator Certificate
  - 7) Active and valid California Class "C" Driver's License

The Contractor personnel assigned to this Contract shall not allow their cards, permits, certifications, and/or licenses to expire. The Contractor shall maintain its private patrol operator license and its employees' valid California issued Security Guard Registration Cards during this Contract's term.

- k. The Contractor shall not assign employees under the age of 18 to perform work under this Contract.

P. Invoices

1. The Contractor shall submit monthly invoices for work performed during the preceding month. Invoices must be received by Public Works in a timely manner.
2. The Contractor's hourly rates as identified in the Schedule of Prices, Form PW-2.1 – 2.5, shall include the performance of all tasks described in this Contract's Exhibit A, Scope of Work.
3. The Contractor shall submit with their monthly invoices, all the security personnel hourly log sheets to corroborate the invoices.
4. The County may withhold payment of invoices until any requested information or documents are received and/or issues of contention are resolved to the satisfaction of Public Works.

Q. Utilities

The County will not provide utilities.

R. Storage Facilities

The County may provide storage facilities for the Contractor as directed by the CM.

S. Removal of Debris

All debris derived from these services must be removed from Public Works property and become the property of the Contractor. The Contractor must dispose of all debris from these services in a legally established area appropriate for type of debris being disposed and in compliance with all applicable Federal, State and local legal requirements. Disposal must be at the Contractor's expense. The Contractor must not allow any debris from its operations under this Contract to be deposited in the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System (NPDES) Permit.

In the event an unknown substance or hazardous material is discovered, the Contractor shall immediately notify the CM. The Contractor shall NOT attempt to

remove any hazardous waste or perform any type of hazardous waste remediation not included under the Scope of Work of this Contract, including identifying, containing, cleaning, moving, disposing, etc. The Contractor shall exercise extreme caution in the event unknown waste is encountered.

T. Special Safety Requirements

1. All Contractor's personnel must observe all applicable State of California Occupational Safety, Health Administration (Cal/OSHA), and Public Works' safety requirements while at County facilities.
2. Contractor staff must wear clothing suitable for security detail, all uniforms, shoes, belts, and equipment worn shall meet Cal/OSHA requirements as required.
3. Contractor staff must inspect and identify, any condition(s) that renders any portion of the jobsite unsafe. Contractor must notify the CM immediately when a condition threatens imminent injury to the public or damage to property.
4. The Contractor must cooperate fully with Public Works in the investigation of any accidental injury or death occurring on the premises, including a complete written report to the CM following the occurrence.
5. Contractor must be responsible for providing necessary safety measures to ensure public safety within the service areas. Contractor must do the following for safety issues:
  - a. Public Safety: Contractor must survey the service area location to identify potential safety issues and, if any are found to be potentially hazardous, report them to the CM; if the hazards are potentially harmful or pose imminent risk to the public, contact 911.
  - b. Emergency Response: The Contractor must call 911 when an emergency involves injury to a member of the public, stay with the injured person until help arrives if doing so does not pose a risk to the County or Contractor staff, and direct emergency services to the injured person, if practical, and secure the site to restrict the public from going through the area. When needed, use appropriate signage and delineations.
  - c. Contractor must file a County of Los Angeles Non-Employee Injury Report form to document the incident and injuries to the public and transmit the forms to Public Works Representative (PWR) within two business day or first day of the next business week. PWR will provide the report form.

- d. Contractor must submit a project safety plan and provide training to employees on the above provisions.

U. Maps

Maps of each County Airport Facility identified in Section B, Work Locations of this Exhibit are provided as Exhibit G, County Airport Facility Maps.

V. Responsibilities of the Contractor

1. Contractor shall not use any Subcontractors in the performance of this Contract.
2. Contractor shall possess and maintain a valid and active California-issued private patrol operator license throughout the duration of the Contract.
3. Contractor shall have no fewer than 5 years of experience providing security services to private or public institutions performing the type of services detailed in this Exhibit A, Scope of Work.
4. Contractor's managing/supervising employee shall have no fewer than 5 years supervising security operations similar to those detailed in this Exhibit A, Scope of Work.
5. Contractor shall provide an annual performance bond in the amount not less than 50 percent of the total annual Contract term amount for all Contract terms including optional years, if exercised.
6. Contractor shall adhere to any requests for changes in service schedules and service type, as the needs of the County may vary. Contractor shall provide security officer(s) at the level and rate requested at the discretion of the CM.
7. Where applicable, Contractor shall ensure patrol rounds are made with the use of a Detex wand per frequency requested by the CM and/or PWR for each shift. In the event the wand is inoperable, tours shall be done manually, reported and logged.
8. When requested by the CM/PWR, the Contractor shall provide the CM/PWR or on-site designee with access to real-time, operational GPS tracking of guards. In the event the GPS tracking is inoperable, tours shall be done manually, reported and logged.
9. General Responsibilities shall include the following:
  - a. Contractor shall provide armed and unarmed, trained, and uniformed security officers.

- b. Security officers and supervisors shall possess basic writing skills/computer knowledge for note taking and completing report forms, the ability to work and communicate with the public and other operating personnel, and the ability to accept responsibility and work independently. Security officers and supervisors shall be fluent speaking and writing the English language.
- c. Security officers shall have satisfactorily completed the State of California Security Training requirements for security officers.
- d. Security officers shall be over the age of 18.
- e. Security officers shall have a working knowledge of pertinent Penal Code Sections, i.e., powers of arrest, etc.
- f. Security officers shall be registered and be certified by the State of California, Bureau of Security and Investigative Services (BSIS.) and shall fulfill any other State or local license requirements. Security officers shall possess:
  - 1) California Guard Registration Card
  - 2) Valid and active California Class "C" Driver's License
  - 3) Valid and active Social Security Card
  - 4) Selective Service Card or military discharge papers (DD214, if a Veteran)
  - 5) California Firearms Qualification Cards (for armed security officers)
  - 6) Bureau of Security and Investigative Services impact weapon (baton) training
  - 7) Security officers shall complete drug testing, credit, criminal, and Department of Motor Vehicles background investigations as well as employment verification, including any periods of unemployment in the last 10 years
  - 8) Security officers shall possess a valid Red Cross or American Heart Association Certification in First Aid
  - 9) Security officers shall possess a valid Red Cross or American Heart Association Certification in Cardiopulmonary Resuscitation (CPR)

- 10) Security officers shall be certified to use an Automated External Defibrillator (AED)
- g. Security officers shall be in good physical condition and able to carry out the requirements of the job.
- h. The Contractor shall provide a resume to the CM for each security officer identified to be employed under this Contract. Resume requirements are outlined in this Exhibit's Section O.6, Security Personnel Background and Experience.
- i. All security officers performing work shall meet the above standards and the Contractor shall provide a written certification to the CM, at least one working day prior to assignment of a security officer for County facility.
- j. No security officer shall be assigned to a shift before receiving at least four hours on-site training (paid by the Contractor at least the living wage rate, as required by and in accordance with Los Angeles County Code Section 2.201.040) from the Contractor's supervisory employee.
- k. All full-time (more than 35 hours per week) security officers assigned to this Contract shall limit outside employment to no more than 24 hours per week.
- l. At the request of the CM, the Contractor shall remove from work, any security officer who fails to meet the aforementioned requirements and any other obligations/regulations described herein. The Contractor shall immediately replace any security officer removed or unavailable, in order to continue the required service levels.

10. Additional Obligations

- a. The Contractor certifies that officers assigned to work at County facilities, that those persons are in sound physical and emotional health necessary to perform the duties required of their post.
- b. County locations and/or patrol areas in use by the Contractor shall be subject to inspection and shall be accessible to County personnel or other public entities responsible for the inspection of other County and public facilities at any and all times, if requested.
- c. The Contractor shall be responsible for any County equipment issued to the security officer or Contractor. The Contractor may be issued radio equipment provided and maintained by County. Upon termination of this Contract, all County-issued equipment shall be

returned. The Contractor shall be liable for loss and/or damages, other than normal wear and tear, of said equipment.

- d. The Contractor shall be responsible for and provide security of all supplies and equipment under the Contractor's control or use during the course of this Contract.
- e. The Contractor may be required to provide minor short-term investigative surveillance services. The Contractor shall be responsible to hold all required state of California licenses and/or certifications to provide such services and be paid at the Contractor's hourly rate indicated in Form PW-2.1 – 2.5, Schedule of Prices, unless otherwise agreed upon.

#### 11. Security Regulations

- a. The Contractor's employees shall not bring visitors, weapons (other than security officer's side arms), or contraband into the work location. Security officers will be subject to search. Security officers shall conduct themselves in a reasonable manner at all times. Security officers shall not cause any unnecessary disturbance at any work location and shall be subject to all rules and regulations which govern that location.
- b. All weapons shall be in the custody of the security officer at all times.
- c. The Contractor shall immediately report to the CM for any accidents and/or loss of equipment, supplies, etc.
- d. The Contractor shall provide the CM with an updated staffing plan, with a complete list of employees who can be assigned to perform Contract work. The plan shall include all required permits and licenses, age, address, classification, date of birth, driver's license number, and length of service with Contractor. Whenever personnel changes on this Contract are made, Contractor shall supply an updated staffing plan.
- e. Where applicable, keys and other items issued by the County to the Contractor's employees shall be picked up at the beginning of each shift and returned to the facility's designated on-site staff at the end of each shift, or as directed by the CM.
- f. All work, including overtime per 4/40 will be at the rates provided in Form PW-2, Schedule of Prices. Contractor is to determine the overtime rates applicable to its staff and obtain all labor approvals from its employees in accordance with all applicable legal and regulatory requirements for the Contract work.

- g. The Contractor shall ensure a high standard of conduct of its security officers. Examples of conduct which may be considered unsuitable are:
- 1) Vacating assigned post without authorization.
  - 2) Leaning against walls, doors, etc.
  - 3) Idle talk with other security personnel, County employees, or visitors.
  - 4) Reading newspapers, magazines, or other nonwork-related materials.
  - 5) Listening to radios, TVs, or CD players, or any other electronic devices.
  - 6) Wearing of headphones
  - 7) Rude or imprudent conduct or actions directed to, or in the presence of County employees and/or visitors.
  - 8) Using cellular phones for personal business.
  - 9) Playing handheld computer devices, i.e., iPod, iPad, tablets, etc.

12. Emergency Conditions/Work Action

In the event of an emergency or unusual event, all employees of the Contractor located on-site shall be subject to the direction of the CM. The Contractor and its employees shall cross picket lines and provide contracted services during any work action or strike.

W. Responsibilities of Public Works

The County will provide access to the jobsite(s) and will conduct jobsite inspection at its discretion. The Contract Manager or Public Works Representative may accompany the Contractor's crews conducting work and serve as an observer and quality control person at the jobsite.

X. Project Safety Official

The Contractor must designate in writing a Project Safety Official who must be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. The Contractor's Project Safety Official must be available at all times to abate any potential safety hazards and must have the authority and responsibility to shut down an operation, if necessary. Failure by the Contractor to provide the required Project Safety Official will be grounds for

the County to direct the cessation of all work activities and operations at no cost to the County until such time as the Contractor is in compliance.

Y. Gratuities

1. Contractor is advised that it is improper for any County officer, employee, or agent to solicit consideration, in any form, from Contractor with the implication, suggestion, or statement that Contractor's provision of the consideration, or failure to provide consideration, may cause favorable or unfavorable treatment, respectively, for the Contractor relating to the amendment or extension of the Contract or the making of any determinations with respect to Contractor's performance under this Contract. A Contractor must not offer or give, either directly or through an intermediary, such improper consideration, in any form, to a County officer, employee, or agent for the purpose of securing favorable treatment as described herein.
2. A Contractor must immediately report any attempt by a County officer, employee, or agent to solicit such improper consideration. The report must be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.
3. Among other items, such improper consideration may take the form of cash; discounts; services; and the provision of travel, entertainment, or tangible gifts.
4. Note that Contractor's failure to adhere to this requirement could subject this Contract to termination for improper consideration under Section 3 Termination/Suspensions of Exhibit B.

Z. Liquidated Damages

1. In any case of the Contractor's failure to meet certain specified performance requirements, the County may, in lieu of other remedies provided by law or the Contract, assess liquidated damages in specified sums and deduct them from any regularly scheduled payment to the Contractor. However, neither the provision of a sum of liquidated damages for nonperformance or untimely or inadequate performance nor the County's acceptance of liquidated damages will be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.
2. The amounts of liquidated damages have been set in recognition of the following circumstances existing at the time of the formation of the Contract:

- a. All of the time limits and acts required to be done by both parties are of the essence of the Contract.
  - b. The parties are both experienced in the performance of the Contract work.
  - c. The Contract contains a reasonable statement of the work to be performed in order that the expectations of the parties to the Contract are realized. The expectation of the County is that the work will be performed with due care in a workmanlike, competent, timely, and cost-efficient manner while the expectation of the Contractor is a realization of a profit through the ability to perform the Contract work in accordance with the terms and conditions of the Contract at the proposal price.
  - d. The parties are not under any compulsion to Contract.
  - e. The Contractor's acceptance of the assessment of liquidated damages against it for unsatisfactory and late performance is by agreement and willingness to be bound as part of the consideration being offered to the County for the award of the Contract.
  - f. It would be difficult for the County to prove the loss resulting from nonperformance or untimely, negligent, or inadequate performance of the work.
  - g. The liquidated sums specified represent a fair approximation of the damages incurred by the County resulting from the Contractor's failure to meet the performance standard as to each item for which an amount of liquidated damages is specified.
3. The Contractor will pay Public Works, or Public Works may withhold and deduct from monies due the Contractor, liquidated damages in the sum of \$500 for each consecutive calendar day that the Contractor fails to complete work within the time specified unless otherwise provided in this Contract, or approved by CM.
  4. In addition to the above, Public Works may use Exhibit F, Performance Requirements Summary, to evaluate Contractor's performance. Please note, should an inconsistency be determined between the Scope of Work, Liquidated Damages, and the Performance Requirements Summary (Exhibit F), the higher service level in the judgment of Public Works will prevail.

AA. Federally Funded Work

This provision will apply when federally funded or potentially federally funded work is needed by County. In accordance with Federal Executive Order 12549 and 12689 (Debarment and Suspension), individuals or entities that have been debarred by the Federal government may not receive work under this Contract as a Contractor or Subcontractor. Contractors and/or Subcontractors listed on the governmental exclusions in the System for Award Management (SAM) are not eligible to receive federally funded work under this contract. See Office of Management and Budget guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension". The SAM exclusions contains the names of parties debarred, suspended, or otherwise excluded by Federal agencies as well as parties declared ineligible under statutory or regulatory authority.

For federally funded work, the Contract Manager will, before assigning work to the Contractor, verify that the Contractor is not listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded projects. For your reference, a List of Debarred Contractors by U.S. Department of Labor's (DOL) Office of Federal Contract Compliance Programs (OFCCP) may be obtained by going to the following website: <https://sam.gov/content/home>.

If the Contractor is listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded projects, then said Contractor will not be offered the work. The Contract Manager will notify the Contractor of their negative standing in the SAM. The Contract Manager will also notify the Contractor of their ineligibility to receive any federally funded work under this contract, until the Contractor is able to satisfactorily correct the issue. The Contractor shall notify the Contract Manager when the Contractor has corrected their negative standing in the SAM, and the Contractor is no longer listed on the governmental exclusions in the SAM.

If the Contractor is **not** listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded projects, Public Works may offer said Contractor the federally funded work.

**SCHEDULE OF PRICES FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

Work locations will be within the County of Los Angeles at various County-owned Airport Facilities. Schedules and security service type (armed or unarmed) are as shown in Exhibit H, Service Locations Post Orders and as provided below unless otherwise specified. Schedules are subject to change at the sole discretion of the County as service needs may vary. Designated on-call hours may be used for any additional hours of service not otherwise represented in the schedules below. Contractor shall deploy security officer(s) of the level indicated for each respective site and perform any and all checks, inspections, walk-throughs, patrols, lock-ups, reports, as required in post details outlined in Exhibit H or by request of the Contract Manager or on-site designee for each facility/site. Contractor shall bill in accordance with the hourly rates provided on Form PW-2.1 through PW-2.5 for the given Contract term and for the level and rate of security requested by the Contract Manager for actual security service hours provided.

Please note, the schedule detailed below shall apply to this contract's initial term and all subsequent renewal options.

<b>SITE NO.</b>	<b>AIRPORT FACILITY LOCATION</b>	<b>GUARD TYPE</b>	<b>SERVICE DAYS (Days of the Week)</b>	<b>SCHEDULED HOURS</b>	<b>TOTAL ESTIMATED HOURS (Annually)</b>
1	<b>BRACKETT FIELD AIRPORT (POC)</b> 1615 McKinley Avenue La Verne, CA 91750-5846	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
2	<b>COMPTON/WOODLEY AIRPORT (CPM)</b> 901 West Alondra Blvd. Compton, CA 90220-3528	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
3	<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b> 4233 No. Santa Anita Ave. El Monte, CA 91731-1670	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
4	<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b> 4725 William J. Barnes Av. Lancaster, CA 93536-8401	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
5	<b>WHITEMAN AIRPORT (WHP)</b> 1000 Airpark Way, 2nd Fl. Pacoima, CA 91331-2104	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
6	<b>ON-CALL*</b>	Security Officer (Armed)	TBD	TBD	2,500
<i>Total Estimated Annual Hours:</i>					<b>17,060</b>

\* Security Guard designation (armed or unarmed) and schedule for any on-call services will be determined at the time of the request and will be billed in accordance with the hourly rate for the requested level of the officer. The on-site designee if any, for on-call services shall be provided at the time of an on-call request.

**SCHEDULE OF PRICES**

**FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.1, for Term 1 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

SITE NO.	DESCRIPTION	UNIT RATE <i>(Hourly)</i>	ESTIMATED UNITS <i>(No. of Hours)</i>	ANNUAL PROPOSED PRICE <i>(Hourly Rate X Estimated Units)</i>
1	Security Officer (Unarmed)	\$ 32.68	14560	\$ 475,820.80
2	Security Officer (Armed)	\$ 32.88	2500	\$ 82,200.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 558,020.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES  
FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.2, for Term 2 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

SITE NO.	DESCRIPTION	UNIT RATE <i>(Hourly)</i>	ESTIMATED UNITS <i>(No. of Hours)</i>	ANNUAL PROPOSED PRICE <i>(Hourly Rate X Estimated Units)</i>
1	Security Officer (Unarmed)	\$ 33.68	14560	\$ 490,380.80
2	Security Officer (Armed)	\$ 33.98	2500	\$ 84,950.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 575,330.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

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Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES**

**FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.3, for Term 3 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

SITE NO.	DESCRIPTION	UNIT RATE (Hourly)	ESTIMATED UNITS (No. of Hours)	ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)
1	Security Officer (Unarmed)	\$ 34.68	14560	\$ 504,940.80
2	Security Officer (Armed)	\$ 34.98	2500	\$ 87,450.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 592,390.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES**

**FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.4, for Term 4 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

SITE NO.	DESCRIPTION	UNIT RATE <i>(Hourly)</i>	ESTIMATED UNITS <i>(No. of Hours)</i>	ANNUAL PROPOSED PRICE <i>(Hourly Rate X Estimated Units)</i>
1	Security Officer (Unarmed)	\$ 35.68	14560	\$ 519,500.80
2	Security Officer (Armed)	\$ 36.18	2500	\$ 90,450.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 609,950.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES  
FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.5, for Term 5 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

SITE NO.	DESCRIPTION	UNIT RATE <i>(Hourly)</i>	ESTIMATED UNITS <i>(No. of Hours)</i>	ANNUAL PROPOSED PRICE <i>(Hourly Rate X Estimated Units)</i>
1	Security Officer (Unarmed)	\$ 36.80	14560	\$ 535,808.00
2	Security Officer (Armed)	\$ 37.30	2500	\$ 93,250.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 629,058.00</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES SUMMARY SHEET**  
**FOR**  
**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The rates provided herein correspond with the totals from Schedule of Prices, Forms PW-2.1 through PW-2.5. Should there exist any inconsistency between the amount shown here and the amount calculated based on the Proposer's submitted hourly rates, the true and correct amount based on hourly calculation of rates (hourly rate multiplied by estimated units) shall prevail.

TERM	DESCRIPTION	TOTAL PROPOSED PRICE
1 of 5	Initial Term (Form PW-2.1)	<u>\$558,020.80</u>
2 of 5	Option Term 1 (Form PW-2.2)	<u>\$575,330.80</u>
3 of 5	Option Term 2 (Form PW-2.3)	<u>\$592,390.80</u>
4 of 5	Option Term 3 (Form PW-2.4)	<u>\$609,950.80</u>
5 of 5	Option Term 4 (Form PW-2.5)	<u>\$629,058.00</u>
<b>TOTAL OVERALL PROPOSED PRICE:</b> (SUM OF ALL 5 TERMS ABOVE)		<b>\$ 2,964,751.20</b>
<b>AVERAGE ANNUAL PROPOSED PRICE:</b> (SUM OF ALL TERMS DIVIDED BY FIVE)		<b>\$ 592,950.24</b>

**STAFFING PLAN AND COST METHODOLOGY**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

POSITION/TITLE * (EACH EMPLOYEE LISTED SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ESTIMATED HOURS (Annually)	HOURLY WAGE RATE**	CALCULATED ANNUAL COSTS
	SUN	MON	TUE	WED	THU	FRI	SAT				
<b>BRACKETT FIELD AIRPORT (POC)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0	8.0			40.0	2080.0	\$ 20.02	\$ 41,641.60
• Unarmed Security Officer (2)						8.0	8.0	16.0	832.0	\$ 20.02	\$ 16,656.64
<b>COMPTON/WOODLEY AIRPORT (CPM)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0			8.0	8.0	40.0	2080.0	\$ 20.02	\$ 41,641.60
• Unarmed Security Officer (2)				8.0	8.0			16.0	832.0	\$ 20.02	\$ 16,656.64
<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0			8.0	8.0	8.0	8.0	40.0	2080.0	\$ 20.02	\$ 41,641.60
• Unarmed Security Officer (2)		8.0	8.0					16.0	832.0	\$ 20.02	\$ 16,656.64
<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0			8.0	8.0	8.0	40.0	2080.0	\$ 20.02	\$ 41,641.60
• Unarmed Security Officer (2)			8.0	8.0				16.0	832.0	\$ 20.02	\$ 16,656.64
<b>WHITEMAN AIRPORT (WHP)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0			8.0	40.0	2080.0	\$ 20.02	\$ 41,641.60
• Unarmed Security Officer (2)					8.0	8.0		16.0	832.0	\$ 20.02	\$ 16,656.64
<b>ADDITIONAL ON-CALL</b>											
• Armed Security Officer	ON-CALL							Varies	2,500	\$ 20.02	\$ 50,050.00
<b>**Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATES IF CONTRACT TERMS SPAN THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.</b>											
										<b>[A] Total Salaries</b>	<b>\$ 341,541.20</b>
(1) Vacations, Sick Leave, Holiday										\$	14,501.00
(2) Health Insurance										\$	4,606.20
(3) Payroll Taxes & Workers' Compensation										\$	49,474.00
(4) Welfare and Pension										\$	10,236.00
<b>[B] Total Employee Benefits (1+2+3+4)</b>										<b>\$</b>	<b>78,817.20</b>
(5) Equipment Costs										\$	16,718.80
(6) Service and Supply Costs										\$	27,296.00
(7) General and Administrative Costs										\$	72,163.80
(8) Profit										\$	21,483.80
<b>[C] Total Other Costs (5+6+7+8)</b>										<b>\$</b>	<b>137,662.40</b>
<b>TOTAL PROPOSED ANNUAL PRICE [A+B+C]:</b>										<b>\$</b>	<b>558,020.80</b>

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.  
 \*\* Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection. Total overall proposed price shown here must match the total proposed price in your submitted Form PW-2, Schedule of Prices for the corresponding term.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

Absolute Security Intl Corp  
 dba Absolute International Security  
 Name of Proposing Entity/Firm

Lucy Lin  
 Name of Authorized Representative

  
 Signature of Authorized Representative

**STAFFING PLAN AND COST METHODOLOGY**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

POSITION/TITLE * (EACH EMPLOYEE LISTED SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ESTIMATED HOURS (Annually)	HOURLY WAGE RATE**	CALCULATED ANNUAL COSTS	
	SUN	MON	TUE	WED	THU	FRI	SAT					
<b>BRACKETT FIELD AIRPORT (POC)</b>	8	8	8	8	8	8	8	56	2912			
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0	8.0			40.0	2080.0	\$ 20.62	\$ 42,889.60	
• Unarmed Security Officer (2)						8.0	8.0	16.0	832.0	\$ 20.62	\$ 17,155.84	
<b>COMPTONWOODLEY AIRPORT (CPM)</b>	8	8	8	8	8	8	8	56	2912			
• Unarmed Security Officer (1)	8.0	8.0	8.0			8.0	8.0	40.0	2080.0	\$ 20.62	\$ 42,889.60	
• Unarmed Security Officer (2)				8.0	8.0			16.0	832.0	\$ 20.62	\$ 17,155.84	
<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b>	8	8	8	8	8	8	8	56	2912			
• Unarmed Security Officer (1)	8.0			8.0	8.0	8.0	8.0	40.0	2080.0	\$ 20.62	\$ 42,889.60	
• Unarmed Security Officer (2)		8.0	8.0					16.0	832.0	\$ 20.62	\$ 17,155.84	
<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b>	8	8	8	8	8	8	8	56	2912			
• Unarmed Security Officer (1)	8.0	8.0			8.0	8.0	8.0	40.0	2080.0	\$ 20.62	\$ 42,889.60	
• Unarmed Security Officer (2)			8.0	8.0				16.0	832.0	\$ 20.62	\$ 17,155.84	
<b>WHITEMAN AIRPORT (WHP)</b>	8	8	8	8	8	8	8	56	2912			
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0			8.0	40.0	2080.0	\$ 20.62	\$ 42,889.60	
• Unarmed Security Officer (2)					8.0	8.0		16.0	832.0	\$ 20.62	\$ 17,155.84	
<b>ADDITIONAL ON-CALL</b>												
• Armed Security Officer	ON-CALL							Varies	2,500	\$ 20.62	\$ 51,550.00	
<b>**Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATES IF CONTRACT TERMS SPAN THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.</b>										<b>[A] Total Salaries</b>		<b>\$ 351,777.20</b>
										(1) Vacations, Sick Leave, Holiday		\$ 15,012.80
										(2) Health Insurance		\$ 4,776.80
Comments/Notes:										(3) Payroll Taxes & Workers' Compensation		\$ 52,715.40
										(4) Welfare and Pension		\$ 10,577.20
										<b>[B] Total Employee Benefits (1+2+3+4)</b>		<b>\$ 83,082.20</b>
										(5) Equipment Costs		\$ 17,230.60
										(6) Service and Supply Costs		\$ 28,149.00
										(7) General and Administrative Costs		\$ 74,381.60
										(8) Profit		\$ 20,710.20
										<b>[C] Total Other Costs (5+6+7+8)</b>		<b>\$ 140,471.40</b>
										<b>TOTAL PROPOSED ANNUAL PRICE [A+B+C]:</b>		<b>\$ 575,330.80</b>

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.

\*\* Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection. Total overall proposed price shown here must match the total proposed price in your submitted Form PW-2, Schedule of Prices for the corresponding term.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

Absolute Security Intl Corp  
dba Absolute International Security  
Name of Proposing Entity/Firm

Lucy Lin  
Name of Authorized Representative

  
Signature of Authorized Representative

**STAFFING PLAN AND COST METHODOLOGY**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

POSITION/TITLE * (EACH EMPLOYEE LISTED SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ESTIMATED HOURS (Annually)	HOURLY WAGE RATE**	CALCULATED ANNUAL COSTS
	SUN	MON	TUE	WED	THU	FRI	SAT				
<b>BRACKETT FIELD AIRPORT (POC)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0	8.0			40.0	2080.0	\$ 21.24	\$ 44,179.20
• Unarmed Security Officer (2)						8.0	8.0	16.0	832.0	\$ 21.24	\$ 17,671.68
<b>COMPTON/WOODLEY AIRPORT (CPM)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0			8.0	8.0	40.0	2080.0	\$ 21.24	\$ 44,179.20
• Unarmed Security Officer (2)				8.0	8.0			16.0	832.0	\$ 21.24	\$ 17,671.68
<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0			8.0	8.0	8.0	8.0	40.0	2080.0	\$ 21.24	\$ 44,179.20
• Unarmed Security Officer (2)		8.0	8.0					16.0	832.0	\$ 21.24	\$ 17,671.68
<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0			8.0	8.0	8.0	40.0	2080.0	\$ 21.24	\$ 44,179.20
• Unarmed Security Officer (2)			8.0	8.0				16.0	832.0	\$ 21.24	\$ 17,671.68
<b>WHITEMAN AIRPORT (WHP)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0			8.0	40.0	2080.0	\$ 21.24	\$ 44,179.20
• Unarmed Security Officer (2)					8.0	8.0		16.0	832.0	\$ 21.24	\$ 17,671.68
<b>ADDITIONAL ON-CALL</b>											
• Armed Security Officer	ON-CALL							Varies	2,500	\$ 21.24	\$ 53,100.00
<b>**Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATES IF CONTRACT TERMS SPAN THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.</b>										<b>[A] Total Salaries</b>	<b>\$ 362,354.40</b>
										(1) Vacations, Sick Leave, Holiday	\$ 15,354.00
										(2) Health Insurance	\$ 4,947.40
Comments/Notes:										(3) Payroll Taxes & Workers' Compensation	\$ 54,080.20
										(4) Welfare and Pension	\$ 10,918.40
										<b>[B] Total Employee Benefits (1+2+3+4)</b>	<b>\$ 85,300.00</b>
										(5) Equipment Costs	\$ 17,742.40
										(6) Service and Supply Costs	\$ 29,002.00
										(7) General and Administrative Costs	\$ 76,599.40
										(8) Profit	\$ 21,392.60
										<b>[C] Total Other Costs (5+6+7+8)</b>	<b>\$ 144,736.40</b>
<b>TOTAL PROPOSED ANNUAL PRICE [A+B+C]:</b>										<b>\$ 592,390.80</b>	

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.  
 \*\* Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection. Total overall proposed price shown here must match the total proposed price in your submitted Form PW-2, Schedule of Prices for the corresponding term.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

Absolute Security Intl Corp  
 dba Absolute International Security  
 Name of Proposing Entity/Firm

Lucy Lin  
 Name of Authorized Representative

  
 Signature of Authorized Representative

**STAFFING PLAN AND COST METHODOLOGY**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

POSITION/TITLE * (EACH EMPLOYEE LISTED SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ESTIMATED HOURS (Annually)	HOURLY WAGE RATE**	CALCULATED ANNUAL COSTS
	SUN	MON	TUE	WED	THU	FRI	SAT				
<b>BRACKETT FIELD AIRPORT (POC)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0	8.0			40.0	2080.0	\$ 21.88	\$ 45,510.40
• Unarmed Security Officer (2)						8.0	8.0	16.0	832.0	\$ 21.88	\$ 18,204.16
<b>COMPTON/WOODLEY AIRPORT (CPM)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0			8.0	8.0	40.0	2080.0	\$ 21.88	\$ 45,510.40
• Unarmed Security Officer (2)				8.0	8.0			16.0	832.0	\$ 21.88	\$ 18,204.16
<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0			8.0	8.0	8.0	8.0	40.0	2080.0	\$ 21.88	\$ 45,510.40
• Unarmed Security Officer (2)		8.0	8.0					16.0	832.0	\$ 21.88	\$ 18,204.16
<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0			8.0	8.0	8.0	40.0	2080.0	\$ 21.88	\$ 45,510.40
• Unarmed Security Officer (2)			8.0	8.0				16.0	832.0	\$ 21.88	\$ 18,204.16
<b>WHITEMAN AIRPORT (WHP)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0			8.0	40.0	2080.0	\$ 21.88	\$ 45,510.40
• Unarmed Security Officer (2)					8.0	8.0		16.0	832.0	\$ 21.88	\$ 18,204.16
<b>ADDITIONAL ON-CALL</b>											
• Armed Security Officer	ON-CALL							Varies	2,500	\$ 21.88	\$ 54,700.00
<b>**Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATES IF CONTRACT TERMS SPAN THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.</b>										<b>[A] Total Salaries</b>	<b>\$ 373,272.80</b>
										(1) Vacations, Sick Leave, Holiday	\$ 15,695.20
										(2) Health Insurance	\$ 5,118.00
Comments/Notes:										(3) Payroll Taxes & Workers' Compensation	\$ 55,615.60
										(4) Welfare and Pension	\$ 11,259.60
										<b>[B] Total Employee Benefits (1+2+3+4)</b>	<b>\$ 87,688.40</b>
										(5) Equipment Costs	\$ 18,254.20
										(6) Service and Supply Costs	\$ 29,855.00
										(7) General and Administrative Costs	\$ 78,987.80
										(8) Profit	\$ 21,892.60
										<b>[C] Total Other Costs (5+6+7+8)</b>	<b>\$ 148,989.60</b>
<b>TOTAL PROPOSED ANNUAL PRICE [A+B+C]:</b>										<b>\$ 609,950.80</b>	

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.

\*\* Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection. Total overall proposed price shown here must match the total proposed price in your submitted Form PW-2, Schedule of Prices for the corresponding term.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

Absolute Security Intl Corp  
dba Absolute International Security  
Name of Proposing Entity/Firm

Lucy Lin  
Name of Authorized Representative

  
Signature of Authorized Representative

**STAFFING PLAN AND COST METHODOLOGY**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

POSITION/TITLE * (EACH EMPLOYEE LISTED SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ESTIMATED HOURS (Annually)	HOURLY WAGE RATE**	CALCULATED ANNUAL COSTS
	SUN	MON	TUE	WED	THU	FRI	SAT				
<b>BRACKETT FIELD AIRPORT (POC)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0	8.0			40.0	2080.0	\$ 22.53	\$ 46,862.40
• Unarmed Security Officer (2)						8.0	8.0	16.0	832.0	\$ 22.53	\$ 18,744.96
<b>COMPTON/WOODLEY AIRPORT (CPM)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0			8.0	8.0	40.0	2080.0	\$ 22.53	\$ 46,862.40
• Unarmed Security Officer (2)				8.0	8.0			16.0	832.0	\$ 22.53	\$ 18,744.96
<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0			8.0	8.0	8.0	8.0	40.0	2080.0	\$ 22.53	\$ 46,862.40
• Unarmed Security Officer (2)		8.0	8.0					16.0	832.0	\$ 22.53	\$ 18,744.96
<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0			8.0	8.0	8.0	40.0	2080.0	\$ 22.53	\$ 46,862.40
• Unarmed Security Officer (2)			8.0	8.0				16.0	832.0	\$ 22.53	\$ 18,744.96
<b>WHITEMAN AIRPORT (WHP)</b>	8	8	8	8	8	8	8	56	2912		
• Unarmed Security Officer (1)	8.0	8.0	8.0	8.0			8.0	40.0	2080.0	\$ 22.53	\$ 46,862.40
• Unarmed Security Officer (2)					8.0	8.0		16.0	832.0	\$ 22.53	\$ 18,744.96
<b>ADDITIONAL ON-CALL</b>											
• Armed Security Officer	ON-CALL							Varies	2,500	\$ 22.53	\$ 56,325.00
**Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATES IF CONTRACT TERMS SPAN THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.										<b>[A] Total Salaries</b>	<b>\$ 384,361.80</b>
Comments/Notes:										(1) Vacations, Sick Leave, Holiday	\$ 16,207.00
										(2) Health Insurance	\$ 5,288.60
										(3) Payroll Taxes & Workers' Compensation	\$ 57,321.60
										(4) Welfare and Pension	\$ 11,600.80
										<b>[B] Total Employee Benefits (1+2+3+4)</b>	<b>\$ 90,418.00</b>
										(5) Equipment Costs	\$ 18,766.00
										(6) Service and Supply Costs	\$ 30,708.00
										(7) General and Administrative Costs	\$ 81,376.20
										(8) Profit	\$ 23,428.00
										<b>[C] Total Other Costs (5+6+7+8)</b>	<b>\$ 154,278.20</b>
<b>TOTAL PROPOSED ANNUAL PRICE [A+B+C]:</b>										<b>\$ 629,058.00</b>	

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.  
 \*\* Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection. Total overall proposed price shown here must match the total proposed price in your submitted Form PW-2, Schedule of Prices for the corresponding term.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the proposal.

Absolute Security Intl Corp  
 dba Absolute International Security  
 Name of Proposing Entity/Firm

Lucy Lin  
 Name of Authorized Representative

  
 Signature of Authorized Representative

## SERVICE CONTRACT GENERAL REQUIREMENTS

## SECTION 1

## INTERPRETATION OF CONTRACT

A. Ambiguities or Discrepancies

Both parties have either consulted or had the opportunity to consult with counsel regarding the terms of this Contract and are fully cognizant of all terms and conditions. Should there be any uncertainty, ambiguity, or discrepancy in the terms or provisions hereof, or should any misunderstanding arise as to the interpretation to be placed upon any position hereof or the applicability of the provisions hereunder, neither party will be deemed as the drafter of this Contract and the uncertainty, ambiguity, or discrepancy will not be construed against either party.

B. Definitions

Whenever in the Request for Proposals, Contract, Scope of Work, Specifications, Terms, Requirements, and/or Conditions the following terms are used, the intent and meaning must be interpreted as follows:

Agreement. The written, signed accord covering the performance of the requested service.

Board. The Board of Supervisors of County of Los Angeles and Ex-Officio Board of Supervisors of the Los Angeles County Flood Control District.

Contract. The written agreement covering the performance of the service and the furnishing of labor, materials, supervision, and equipment in the performance of the service. The Contract includes the Agreement, Exhibit A - Scope of Work (Specifications), Exhibit B - Service Contract General Requirements, Exhibit C - Internal Revenue Service Notice 1015, Exhibit D - Safely Surrendered Baby Law Posters, Exhibit E - Defaulted Property Tax Reduction Program; and other appropriate exhibits, amendments, and change orders. Included are all supplemental agreements amending or extending the service to be performed, which may be required to supply acceptable services specified herein.

Contractor. The person or persons, sole proprietor, partnership, joint venture, corporation, or other legal entity who has entered into an agreement with County to perform or execute the work covered by this Contract.

Contract Work or Work. The entire contemplated work of maintenance and repair to be performed, and services rendered as prescribed in this Contract.

County. Includes County of Los Angeles, Los Angeles County Public Works, Los Angeles County Road Department, and/or Los Angeles County Engineer. Where the contracting party is a District, the term County includes the County and the contracting District.

Day. Calendar day(s) unless otherwise specified.

Direct Employee. Worker employed by Contractor under Contractor's State and Federal taxpayer identification.

Director. The Director of Public Works, County of Los Angeles, as used herein, includes the Road Commissioner, County of Los Angeles; County Engineer, County of Los Angeles; Chief Engineer, Los Angeles County Flood Control District; and/or authorized representative(s).

District. Los Angeles County Flood Control District, or Los Angeles County Waterworks Districts, or Los Angeles County Consolidated Sewer Maintenance District.

Employee Leasing. Any agreement to employ any worker, at any tier, that is not: a Subcontract, or is not a direct employee relationship with the Contractor or a Subcontractor.

Fiscal Year. The 12-month period beginning July 1 and ending the following June 30.

Maximum Contract Sum. The Maximum Contract Sum is the aggregate total amount of compensation authorized by the Board.

Proposal. The written materials that a Proposer submits in response to a solicitation document (Request for Proposals).

Proposer. Any individual, person or persons, sole proprietor, firm, partnership, joint venture, corporation, or other legal entity submitting a Proposal for the work, acting directly or through a duly authorized representative.

Public Works. Los Angeles County Public Works.

Solicitation. Request for Proposals, Invitation for Bids, Request for Statement of Qualifications, or Request for Quotation.

Specifications. The directions, provisions, and requirements contained herein, as supplemented by such special provisions as may be necessary pertaining to method, manner, and place of performing the work under this Contract.

Subcontract. An agreement by the Contractor to employ a Subcontractor at any tier; to employ or agree to employ a Subcontractor, at any tier.

Subcontractor. Any individual, person or persons, sole proprietor, firm, partnership, joint venture, corporation, or other legal entity furnishing supplies, services of any nature, equipment, and/or materials to Contractor in furtherance of the Contractor's performance of this Contract, at any tier, under oral or written agreement.

C. Headings

The headings herein contained are for convenience and reference only and are not intended to define or limit the scope of any provision thereof.

## SECTION 2

### STANDARD TERMS AND CONDITIONS PERTAINING TO CONTRACT ADMINISTRATION

#### A. Amendments

1. For any change which affects the Scope of Work, Contract sum, payments, or any term or condition included in this Contract, an amendment will be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor.
2. The Board or County's Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in this Contract during the term of this Contract. County reserves the right to add and/or change such provisions as required by the Board or the Chief Executive Officer. To implement such changes, an amendment or a change order to this Contract will be prepared by Public Works and signed by the Contractor.
3. County may, at its sole discretion, authorize extensions of time to this Contract's term. Contractor agrees that such extensions of time will not change any other term or condition of this Contract during the period of such extensions. To implement an extension of time, an amendment to this Contract will be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. To the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, Public Works may, at its sole discretion, grant Contractor extensions of time, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days.
4. For any change which does not materially affect the Scope of Work or any other term or condition included under this Contract, a change order will be prepared by Public Works and signed by the Contractor. If the change order is prepared by the Contractor, it will be approved by Public Works and signed by the Contractor and the County.

#### B. Assignment and Delegation

1. The Contractor must notify the County of any pending acquisitions/mergers of its company unless otherwise legally prohibited from doing so. If the Contractor is restricted from legally notifying the County of pending acquisitions/mergers, then it should notify the County of the actual acquisitions/mergers as soon as the law allows and provide to the County the legal framework that restricted it from notifying the County prior to the actual acquisitions/mergers.

2. Contractor must not assign, exchange, transfer, or delegate its rights or duties under this Contract, whether in whole or in part, without the prior written consent of County, in its discretion, and any attempted assignment, delegation, or otherwise transfer of its rights or duties without such consent must be null and void. For purposes of this paragraph, County consent must require a written amendment to this Contract, which is formally approved and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. Any payments by County to any approved delegate or assignee on any claim under this Contract will be deductible, at County's sole discretion, against the claims which Contractor may have against County.
3. Any assumption, assignment, delegation, or takeover of any of Contractor's duties, responsibilities, obligations, or performance of same by any person or entity other than Contractor, whether through assignment, Subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, will be a material breach of this Contract, which may result in the suspension or termination of this Contract. In the event of such a termination, County will be entitled to pursue the same remedies against Contractor as it could pursue in the event of default of Contractor.

C. Authorization Warranty

Contractor represents and warrants that the person(s) executing this Contract for Contractor is an authorized agent who has actual authority to bind Contractor to each and every term, condition, and obligation of this Contract and that all requirements of Contractor have been fulfilled to provide such actual authority.

D. Budget Reduction

In the event that the County's Board of Supervisors adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of County employees and imposes similar reductions with respect to County Contracts, the County reserves the right to reduce its payment obligation under this Contract correspondingly for that fiscal year and any subsequent fiscal year during the term of this Contract (including any extensions), and the services to be provided by the Contractor under this Contract will also be reduced correspondingly. Except as set forth in the preceding sentence, the Contractor must continue to provide all of the services set forth in this Contract. The County's notice to the Contractor regarding said reduction in payment obligation will be provided within 30 calendar days of the Board's approval of such actions.

E. Complaints

Contractor must develop, maintain, and operate procedures for receiving, investigating, and responding to any complaints by any individual.

1. Within 12 business days after this Contract's effective date, Contractor must provide County with Contractor's policy for receiving, investigating, and responding to any complaints by any individual.
2. County will review Contractor's policy and provide Contractor with approval of said plan or with requested changes.
3. If County requests changes in Contractor's policy, Contractor must make such changes and resubmit the plan within five business days for County approval.
4. If, at any time, Contractor wishes to change Contractor's policy, Contractor must submit proposed changes to County for approval before implementation.
5. Contractor must preliminarily investigate all complaints and notify the Contract Manager of the status of the investigation within five business days of receiving the complaint.
6. When complaints cannot be resolved informally, a system of follow-through must be instituted which adheres to formal plans for specific actions and strict time deadlines.
7. Copies of all written responses must be sent to the Contract Manager within three business days of mailing to the complainant.

F. Compliance with Applicable Laws

1. In the performance of this Contract, Contractor must comply with all applicable Federal, State, and local laws, rules, regulations, ordinances, directives, guidelines, policies, procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.
2. Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or Subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures as determined

by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this paragraph must be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County will have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County will be entitled to retain its own counsel including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor must not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of County without County's prior written approval.

G. Compliance with Civil Rights Laws

Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e)(1) through 2000 (e)(17), to the end that no person will, on the grounds of race, creed, color, sex, religion, ancestry, age, condition of physical disability, marital status, political affiliation, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract. Contractor shall comply with its EEO Certification (Form PW-7).

H. Confidentiality

1. Contractor must maintain the confidentiality of all records obtained from County under this Contract in accordance with all applicable Federal, State, and local laws, ordinances, regulations, and directives relating to confidentiality.
2. Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or Subcontractors, to comply with this paragraph, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this paragraph must be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County will have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a

full and adequate defense, as determined by County in its sole judgment, County will be entitled to retain its own counsel including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor will not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of County without County's prior written approval.

3. Contractor must inform all of its officers, employees, agents, and Subcontractors providing services hereunder of the confidentiality provisions of this Contract.

I. Conflict of Interest

1. No County employee whose position with County enables such employee to influence the award of this Contract or any competing Contract must be employed in any capacity by Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of Contractor who may financially benefit from the performance of the work hereunder shall in any way participate in County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence County's approval or ongoing evaluation of such work.
2. Contractor represents and warrants that it is aware of, and its authorized officers have read, the provisions of Los Angeles County Code, Section 2.180.010, "Certain Contracts Prohibited," and that execution of this Agreement will not violate those provisions. Contractor must comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Contract. Contractor warrants that it is not now aware of any facts that create a conflict of interest. If Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, including those identified in Section 2.180.010, it must immediately make full written disclosure of such facts to County. Full written disclosure must include, but is not limited to, identification of all persons so identified and a complete description of all relevant circumstances. Failure to comply with the provisions of this paragraph may be a material breach of this Contract subjecting Contractor to either Contract termination for default or debarment proceedings or both.

J. Consideration of Hiring County Employees Targeted for Layoffs or are on a County Reemployment List

Should the Contractor require additional or replacement personnel after the effective date of this Contract to perform the services set forth herein, the Contractor must give first consideration for such employment openings to qualified permanent County employees who are targeted for layoff or qualified,

former County employees who are on a reemployment list during the life of this Contract.

K. Consideration of Hiring GAIN and START Participants

1. Should the Contractor require additional or replacement personnel after the effective date of this Contract, the Contractor will give consideration for any such employment openings to participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) Program or Skills and Training to Achieve Readiness for Tomorrow (START) Program who meet the contractor's minimum qualifications for the open position. For this purpose, consideration will mean that the Contractor will interview qualified candidates. The County will refer GAIN/START participants by job category to the Contractor. Contractors must report all job openings with job requirements to: [gainstart@dpss.lacounty.gov](mailto:gainstart@dpss.lacounty.gov) and [BSERVICES@OPPORTUNITY.LACOUNTY.GOV](mailto:BSERVICES@OPPORTUNITY.LACOUNTY.GOV) and DPSS will refer qualified GAIN/START job candidates.
2. In the event that both laid-off County employees and GAIN/START participants are available for hiring, County employees must be given first priority.

L. Contractor's Acknowledgment of County's Commitment to Child Support Enforcement

Contractor acknowledges that County places a high priority on the enforcement of child support laws and the apprehension of child support evaders. Contractor understands that it is County's policy to encourage all County Contractors to voluntarily post County's L.A.'s Most Wanted: Delinquent Parents poster in a prominent position at Contractor's place of business. County's Child Support Services Department will supply Contractor with the poster to be used.

M. Contractor's Warranty of Adherence to County's Child Support Compliance Program

1. Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from County through Contracts are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.
2. As required by County's Child Support Compliance Program (Los Angeles County Code, Chapter 2.200), and without limiting Contractor's duty under this Contract to comply with all applicable provisions of law, Contractor warrants that it is now in compliance and will during the term of this Contract maintain compliance with the employment and wage reporting

requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code, Section 1088.5, and will implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family, or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code, Section 5246(b).

N. Contractor's Charitable Activities Compliance

The County seeks to ensure that all County contractors which receive or raise charitable contributions comply with California law, including the "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919), in order to protect the County and its taxpayers. The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either Contract termination for default or debarment proceedings or both. (County Code, Chapter 2.202).

O. County's Quality Assurance Plan

County or its agent will monitor the Contractor's performance under this Contract on not less than an annual basis. Such monitoring will include assessing Contractor's compliance with all this Contract's terms and conditions and performance standards. Contractor deficiencies which County determines are significant or continuing and that may place performance of this Contract in jeopardy, if not corrected, will be reported to the Board. The report will include improvement/corrective action measures taken by County and Contractor. If improvement does not occur consistent with the corrective action measures, County may suspend or terminate this Contract for default or impose other penalties as specified in this Contract.

P. Damage to County Facilities, Buildings, or Grounds

1. Contractor must repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by Contractor, employees, or agents of Contractor.
2. Such repairs must be made immediately after Contractor has become aware of such damage, but in no event later than 30 days after the occurrence. If Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs must be repaid by Contractor by cash payment upon demand. County may deduct from any payment otherwise due Contractor costs incurred by County to make such repairs

Q. Employment Eligibility Verification

1. Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all of its employees performing work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. Contractor must obtain, from all covered employees performing services hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986 (P.L. 99-603), or as they currently exist and as they may be hereafter amended. Contractor must retain all such documentation for all covered employees for the period prescribed by law.
2. Contractor must indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers from employer sanctions and any other liability which may be assessed against Contractor or County or both in connection with any alleged violation of Federal or State statutes or regulations pertaining to the eligibility for employment of persons performing services under this Contract.

R. Counterparts and Electronic Signatures and Representations

At the discretion of County, County may agree to regard facsimile representations of original signatures of Contractor's authorized officers, when appearing in appropriate places on the change notices and amendments prepared pursuant to this Exhibit's Amendments, and received via communications facilities, as legally sufficient evidence that such original signatures have been affixed to change notices and amendments to this Contract, such that the Contractor need not follow up facsimile transmissions of such documents with subsequent (nonfacsimile) transmission of "original" versions of such documents.

S. Fair Labor Standards

Contractor must comply with all applicable provisions of the Federal Fair Labor Standards Act and must indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers from any and all liability including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law including, but not limited to, the Federal Fair Labor Standards Act, for work performed by Contractor's employees for which County may be found jointly or solely liable.

T. Force Majeure

1. Neither party will be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's Subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this subparagraph as "force majeure events").
2. Notwithstanding the foregoing, a default by a Subcontractor of Contractor will not constitute a force majeure event, unless such default arises out of causes beyond the control of both Contractor and such Subcontractor, and without any fault or negligence of either of them. In such case, Contractor must not be liable for failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule. As used in this subparagraph, the term "Subcontractor" and "Subcontractors" mean Subcontractors at any tier.
3. In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

U. Governing Laws, Jurisdiction, and Venue

This Contract will be governed by, and construed in accordance with the laws of the State of California. To the maximum extent permitted by applicable law, Contractor and County agree and consent to the exclusive jurisdiction of the courts of the State of California for all purposes concerning this Contract and further agree and consent that venue of any action brought in connection with or arising out of this Contract, will be exclusively in the County of Los Angeles.

V. Most Favored Public Entity

If the Contractor's prices decline, or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices must be immediately extended to the County.

W. Nondiscrimination and Affirmative Action

1. Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and must be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations.
2. Contractor must certify to, and comply with, the provisions of Contractor's Equal Employment Opportunity (EEO) Certification (Form PW-7).
3. Contractor must take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations. Such action must include, but not be limited to, employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship.
4. Contractor certifies and agrees that it will deal with its Subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
5. Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies must comply with all applicable Federal and State laws and regulations to the end that no person will, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
6. Contractor must allow County representatives access to Contractor's employment records during regular business hours to verify compliance with the provisions of this paragraph when so requested by County.
7. If County finds that any of the above provisions have been violated, such violation will constitute a material breach of this Contract upon which County may terminate for default or suspend this Contract. While County reserves the right to determine independently that the antidiscrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Contractor has

violated Federal or State antidiscrimination laws or regulations will constitute a finding by County that Contractor has violated the antidiscrimination provisions of this Contract.

8. The parties agree that in the event Contractor violates any of the antidiscrimination provisions of this Contract, County will, at its sole option, be entitled to a sum of \$500 for each violation pursuant to California Civil Code, Section 1671, as liquidated damages in lieu of terminating or suspending this Contract.

X. Nonexclusivity

Nothing herein is intended nor will be construed as creating any exclusive arrangement with Contractor. This Contract will not restrict County from acquiring similar, equal, or like goods and/or services from other entities or sources.

Y. No Payment for Services Provided Following Expiration/Suspension/Termination of Contract

Contractor must have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration, suspension, or other termination of this Contract. Should Contractor receive any such payment, it must immediately notify County and must immediately repay all such funds to County. Payment by County for services rendered after expiration/suspension/termination of this Contract must not constitute a waiver of County's right to recover such payment from Contractor. This provision will survive the expiration/suspension/termination of this Contract.

Z. Notice of Delays

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party must, within one business day, give notice thereof, including all relevant information with respect thereto, to the other party.

AA. Notice of Disputes

Contractor must bring to the attention of the Contract Manager any dispute between County and Contractor regarding the performance of services as stated in this Contract. If the Contract Manager is not able to resolve the dispute, the Director will resolve it.

BB. Notice to Employees Regarding the Federal Earned Income Credit

Contractor must notify its employees, and must require each Subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws. Such notice must be provided in accordance with the requirements set forth in Internal Revenue Service Notice 1015 (Exhibit C).

CC. Notices

Notices desired or required to be given under these Specifications, Conditions, or Terms herein or any law now or hereafter in effect may, at the option of the party giving the same, be given by enclosing the same in a sealed envelope addressed to the party for whom intended and by depositing such envelope with postage prepaid with the United States Post Office and any such notice and the envelope containing the same must be addressed to Contractor at its place of business, or such other place as may be hereinafter designated in writing by Contractor. The notices and envelopes containing the same to County must be addressed to:

Contracting Manager, Business Relations and Contracts Division  
Los Angeles County Public Works  
P.O. Box 1460  
Alhambra, CA 91802-1460

In the event of suspension or termination of this Contract, notices may also be given upon personal delivery to any person whose actual knowledge of such suspension or termination would be sufficient notice to Contractor. Actual knowledge of such suspension or termination by an individual Contractor or by a copartner, if Contractor is a partnership; or by the president, vice president, secretary, or general manager, if Contractor is a corporation; or by the managing agent regularly in charge of the work on behalf of said Contractor must in any case be sufficient notice.

DD. Publicity

Contractor must not disclose any details in connection with this Contract to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing Contractor's need to identify its services and related clients to sustain itself, County will not inhibit Contractor from publicizing its role under this Contract within the following conditions:

1. Contractor must develop all publicity material in a professional manner.
2. During the term of this Contract, Contractor must not, and must not authorize another to, publish or disseminate commercial advertisements, press releases, feature articles, or other materials using the name of

County without the prior written consent of the Contract Manager. County will not unreasonably withhold such written consent.

3. Contractor may, without prior written consent of County, indicate in its proposals and sales materials that it has been awarded this Contract with County, provided that the requirements of this paragraph must apply.

EE. Public Records Act

1. Any documents submitted by Contractor; all information obtained in connection with County's right to audit and inspect Contractor's documents, books, and accounting records pursuant to this Exhibit B, Record Retention and Inspection/Audit Settlement of this Contract; as well as those documents which were required to be submitted in response to the RFP used in the solicitation process for this Contract, become the exclusive property of County. All such documents become a matter of public record and must be regarded as public records, except those documents that are marked "Trade Secret," "Confidential," or "Proprietary" and are deemed excluded from disclosure under Government Code 6250 et seq. (Public Records Act). County will not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.
2. In the event County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "Trade Secret," "Confidential," or "Proprietary," Contractor agrees to defend and indemnify County from all costs and expenses, including reasonable attorney's fees, in connection with any requested action or liability arising under the Public Records Act.

FF. Record Retention and Inspection/Audit Settlement

Contractor must maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. Contractor must also maintain accurate and complete employment and other records relating to its performance of this Contract. Contractor agrees that County, or its authorized representatives, must have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Contract. All such material including, but not limited to, all financial records, bank statements, cancelled checks, or other proof of payment, timecards, sign-in/sign-out sheets, and other time and employment records, and proprietary data and information must be kept and maintained by Contractor and must be made available to County during the term of this Contract and for a period of five years thereafter unless County's written permission is given to dispose of any such material prior to such time. All such

material must be maintained by Contractor at a location in County, provided that if any such material is located outside County, then, at County's option, Contractor must pay County for travel, per diem, and other costs incurred by County to examine, audit, excerpt, copy, or transcribe such material at such other location.

1. In the event that an audit of Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by Contractor or otherwise, then Contractor must file a copy of such audit report with County's Auditor-Controller within 30 days of Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, County will make a reasonable effort to maintain the confidentiality of such audit report(s).
2. Failure on the part of Contractor to comply with any of the provisions of this paragraph will constitute a material breach of this Contract upon which County may suspend or terminate for default or suspend this Contract.
3. If, at any time during the term of this Contract or within five years after the expiration or termination of this Contract, representatives of County conduct an audit of Contractor regarding the work performed under this Contract, and if such audit finds that County's dollar liability for any such work is less than payments made by County to Contractor, then the difference must be either: a) repaid by Contractor to County by cash payment upon demand or b) at the sole option of County's Auditor-Controller, deducted from any amounts due to Contractor from County, whether under this Contract or otherwise. If such audit finds that County's dollar liability for such work is more than the payments made by County to Contractor, then the difference will be paid to Contractor by County by cash payment, provided that in no event will County's maximum obligation for this Contract exceed the funds appropriated by County for the purpose of this Contract.
4. In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County Contracts) to enable the County to evaluate the Contractor's compliance with the County's Living Wage Program, that the Contractor most promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without limitation, records relating to work performed by said employees on the Contractor's non-County Contracts. The Contractor further acknowledges that the foregoing requirement in this subparagraph relative to Contractor's employees who have provided services to the County under this Contract is

Security Services for County  
Airport Facilities (BRC0000527)

for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, must be kept and maintained by the Contractor and must be made available to the County during the term of this Contract and for a period of five years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information must be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor must pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

GG. Recycled-Content Paper Products

Consistent with Board policy to reduce the amount of solid waste deposited at County landfills, Contractor agrees to use recycled-content paper to the maximum extent possible under this Contract.

HH. Contractor's Employee Criminal Background Investigation

Each of Contractor's staff performing services under this Contract, who is in a designated sensitive position, as determined by County in County's sole discretion, must undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation must be obtained through fingerprints submitted to the California Department of Justice to include State, local, and federal-level review, which may include, but will not be limited to, criminal conviction information. The fees associated with the background investigation will be at the expense of the Contractor, regardless of whether the member of Contractor's staff passes or fails the background investigation.

If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be removed immediately from performing services under the Contract. Contractor must comply with County's request at any time during the term of the Contract. County will not provide to Contractor or to Contractor's staff any information obtained through the County's background investigation

County, in its sole discretion, may immediately deny or terminate facility access to any member of Contractor's staff that does not pass such investigation to the

satisfaction of the County or whose background or conduct is incompatible with County facility access.

Disqualification of any member of Contractor's staff pursuant to this section will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

## II. Subcontracting

The requirements of this Contract may not be subcontracted by Contractor without the advance written approval of County. Any attempt by Contractor to Subcontract without the prior written consent of County may be deemed a material breach of this Contract and the County may suspend or terminate for this Contract default.

1. If Contractor desires to Subcontract, Contractor must provide the following information promptly at County's request:
  - a. A description of the work to be performed by the Subcontractor.
  - b. A draft copy of the proposed Subcontract.
  - c. Other pertinent information and/or certifications requested by County.
2. Contractor must indemnify, defend, and hold County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were Contractor employees.
3. Contractor must remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to Subcontract, notwithstanding County's approval of Contractor's proposed Subcontract.
4. County's consent to Subcontract will not waive County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. Contractor is responsible to notify its Subcontractors of this County right.
5. County's Contract Manager is authorized to act for and on behalf of County with respect to approval of any Subcontract and Subcontractor employees.
6. Contractor will be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding County's consent to Subcontract.

7. Contractor must obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by County from each approved Subcontractor. Contractor must ensure delivery of all such documents to Business Relations and Contracts Division, P.O. Box 1460, Alhambra, California 91802-1460, before any Subcontractor employee may perform any work hereunder.
8. Employee Leasing is prohibited.

JJ. Validity

If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances must not be affected thereby.

KK. Waiver

No waiver by County of any breach of any provision of this Contract will constitute a waiver of any other breach of said provision or of any other provision of this Contract. Failure of County to enforce at anytime, or from time to time, any provision of this Contract must not be construed as a waiver thereof.

LL. Warranty Against Contingent Fees

1. Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Contractor for the purpose of securing business.
2. For breach of this warranty, County will have the right, in its sole discretion, to suspend or terminate this Contract for default, deduct from amounts owing to the Contractor, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

MM. Time Off for Voting

The Contractor must notify its employees, and must require each Subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code, Section 14000). Not less than ten days before every Statewide election, every Contractor and Subcontractors must keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

**NN. Local Small Business Enterprise Utilization**

When requested by the County, the Contractor must provide to the County via methods specified by the County, such as submission of electronic live (or dynamic) data on invoices for the prime and all subcontractors using County-designated third party software system or to a County approved website, or other means of submitting expenditure information on subcontractors, including but not limited to the following information: the name, business address and telephone number/email address of each subcontractor.

In addition, the Contractor must be required to provide each of the specified subcontractor Local Small Business Enterprise (SBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE) status (i.e., whether any of the listed subcontractors are Local SBE's) and the proposed monetary amount of the work the subcontractor will perform on each Notice to Proceed. At the time of submittal of each invoice, the Contractor must indicate, via methods specified by the County, the actual dollar amounts paid to each listed subcontractor who performed work on the project. The subcontractor may be requested to confirm receipt of the actual payment to the subcontractor by the prime.

The parties agree that it will be impracticable or extremely difficult to fix the extent of actual damages resulting from the failure to the Contractor to comply with this Section. The parties will agree that under the current circumstances a reasonable estimate of such damages is specified in Exhibit F, Performance Requirements Summary, and that the Contractor will be liable to the County for said amount.

If in the judgment of the Director, or his/her designee, the Contractor is deemed to be in non-compliance with the terms and obligations, the Director or his/her designee, at his/her option, in addition to, or in lieu of, other remedies provided in Exhibit F, Performance Requirements Summary, may deduct and withhold liquidated damages from County's final payment to the Contractor.

**OO. Compliance with County's Zero Tolerance Human Trafficking Policy**

Contractor acknowledges that the County has established a Zero Tolerance Human Trafficking Policy prohibiting contractors from engaging in human trafficking.

If a Contractor or member of Contractor's staff is convicted of a human trafficking offense, the County will require that the Contractor or member of Contractor's staff be removed immediately from performing services under the Contract. County will not be under any obligation to disclose confidential information regarding the offenses other than those required by law.

Disqualification of any member of Contractor's staff pursuant to this paragraph will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

PP. Method of Payment and Required Information

The County may, at its sole discretion, determine the most appropriate, efficient, secure, and timely form of payment for any amounts due for goods and/or services provided under a Contract with the County. Proposers/Contractors further agree that the default form of payment must be EFT or direct deposit, unless an alternative method of payment is deemed appropriate by the A-C.

Upon Contract award and at the request of the A-C and/or Public Works, the Contractor must provide the A-C with electronic banking and related information for the Contractor and/or any other payee that the Contractor designates to receive payment pursuant to this Contract. Such electronic banking and related information includes, but is not limited to: bank account number and routing number, legal business name, valid taxpayer identification number or TIN, a working e-mail address capable of receiving remittance advices and other payment related correspondence, and any other information that the A-C determines is reasonably necessary to process the payment and comply with all accounting, recordkeeping, and tax reporting requirements.

Any provision of law, grant, or funding agreement requiring a specific form or method of payment other than EFT or direct deposit will supersede this requirement with respect to those payments. Upon Contract award or at any time during the duration of the Contract, a Contractor may submit a written request for an exemption to this requirement. Such request must be based on specific legal, business or operational needs and explain why the payment method designated by the A-C is not feasible and an alternative is necessary. The A-C, in consultation with Public Works, will decide whether to approve exemption requests.

QQ. Compliance with Fair Chance Employment Hiring Practices Policy

Contractor, and its subcontractors, must comply with fair chance employment hiring practices set forth in California Government Code Section 12952. Contractor's violation of this paragraph of the Contract may constitute a material breach of the Contract. In the event of such material breach, County may, in its sole discretion, terminate the Contract.

RR. Compliance with the County Policy of Equity

The Contractor acknowledges that the County takes its commitment to preserving the dignity and professionalism of the workplace very seriously, as set forth in the County Policy of Equity (CPOE) (<https://ceop.lacounty.gov/>).

The contractor further acknowledges that the County strives to provide a workplace free from discrimination, harassment, retaliation and inappropriate conduct based on a protected characteristic, and which may violate the CPOE. The Contractor, its employees and Subcontractors acknowledge and certify receipt and understanding of the CPOE. Failure of the Contractor, its employees or its Subcontractors to uphold the County's expectations of a workplace free from harassment and discrimination, including inappropriate conduct based on a protected characteristic, may subject the Contractor to termination of contractual agreements as well as civil liability.

SS. Contractor Independence

A Contractor or its subsidiary or Subcontractor (Contractor), is prohibited from submitting a bid or proposal in a County solicitation if the Contractor has provided advice or consultation for the solicitation. A Contractor is also prohibited from submitting a bid or proposal in a County solicitation if the Contractor has developed or prepared any of the solicitation materials on behalf of the County. A violation of this provision will result in the disqualification of the Contractor from participation in the County solicitation or the termination or cancellation of any resultant County contract. This provision will survive the expiration, or other termination of this Agreement.

TT. Campaign Contributions Prohibition Following Final Decision in Contract Proceeding

Pursuant to Government Code Section 84308, Contractor and its Subcontractors, are prohibited from making a contribution of more than \$500 to a County officer for twelve (12) months after the date of the final decision in the proceeding involving this Contract. Failure to comply with the provisions of Government Code Section 84308 and of this paragraph, may be a material breach of this Contract as determined in the sole discretion of the County.

SECTION 3

TERMINATIONS/SUSPENSIONS

A. Termination/Suspension for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program

Failure of Contractor to maintain compliance with the requirements set forth in this Exhibit's Contractor's Warranty of Adherence to County's Child Support Compliance Program will constitute a default under this Contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within 90 calendar days of written notice will be grounds upon which the County may suspend or terminate this Contract pursuant to this Exhibit's Termination/Suspension for Default, and pursue debarment of Contractor pursuant to Los Angeles County Code, Chapter 2.202.

B. Termination/Suspension for Convenience

1. This Contract may be suspended or terminated, in whole or in part, from time to time, when such action is deemed by County, in its sole discretion, to be in its best interest. Suspension or termination of work hereunder will be effected by notice of suspension or termination to Contractor specifying the extent to which performance of work is suspended or terminated and the date upon which such suspension or termination becomes effective. The date upon which such suspension or termination becomes effective will be no less than ten days after the notice is sent.
2. After receipt of a notice of suspension or termination and except as otherwise directed by County, Contractor must:
  - a. Stop work under this Contract on the date and to the extent specified in such notice.
  - b. Complete performance of such part of the work as must not have been suspended or terminated by such notice.
3. All material including books, records, documents, or other evidence bearing on the costs and expenses of Contractor under this Contract must be maintained by Contractor in accordance with this Exhibit B, Record Retention and Inspection/Audit Settlement.
4. If this Contract is suspended or terminated, Contractor must complete within the Director's suspension or termination date contain within the notice of suspension or termination, those items of work which are in various stages of completion, which the Director has advised the Contractor are necessary to bring the work to a timely, logical, and orderly

end. Reports, samples, and other materials prepared by Contractor under this Contract must be delivered to County upon request and must become the property of County.

C. Termination/Suspension for Default

1. County may, by written notice to Contractor, suspend or terminate the whole or any part of this Contract, if, in the judgment of the County:
  - a. Contractor has materially breached this Contract; or
  - b. Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required under this Contract; or
  - c. Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five working days (or such longer period as County may authorize in writing) after receipt of written notice from County specifying such failure.
2. In the event County suspends or terminates this Contract in whole or in part pursuant to this paragraph, County may procure, upon such terms and in such manner, as County may deem appropriate, goods and services similar to those so suspended or terminated. Contractor will be liable to County for any and all excess costs incurred by County, as determined by County, for such similar goods and services. Contractor must continue the performance of this Contract to the extent not suspended or terminated under the provisions of this paragraph.
3. Except with respect to defaults of any Subcontractor, Contractor must not be liable for any excess costs of the type identified in subparagraph "2" above, if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of County in either its sovereign or contractual capacity, acts of the Federal or State government in its sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both Contractor and Subcontractor, and without the fault or negligence of either of them, Contractor will not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the

Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required delivery schedule.

4. If, after County has given notice of termination or suspension under the provisions of this paragraph, it is determined by County that Contractor was not in default under the provisions of this paragraph or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties must be the same as if the notice of termination or suspension had been issued pursuant to this Exhibit's Termination/Suspension for Convenience.
5. The rights and remedies of County provided in this paragraph will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.
6. As used herein, the terms "Subcontractor" and "Subcontractors" mean Subcontractor at any tier.

D. Termination/Suspension for Improper Consideration

1. County may, by written notice to Contractor, immediately suspend or terminate the right of Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Contract or securing favorable treatment with respect to the award, amendment, extension of this Contract, or the making of any determinations with respect to Contractor's performance pursuant to this Contract. In the event of such termination or suspension, County will be entitled to pursue those same remedies against Contractor as it could pursue in the event of default by Contractor.
2. Contractor must immediately report any attempt by a County officer or employee to solicit such improper consideration. The report must be made either to County manager charged with the supervision of the employee or to County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.
3. Among other items, such improper consideration may take the form of cash; discounts; services; the provision of travel, entertainment, or tangible gifts.

E. Termination/Suspension for Insolvency

1. County may suspend or terminate this Contract forthwith in the event of the occurrence of any of the following:

- a. Insolvency of Contractor. Contractor will be deemed to be insolvent if it has ceased to pay its debts for at least 60 days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code, and whether or not Contractor is insolvent within the meaning of the Federal Bankruptcy Code.
  - b. The filing of a voluntary or involuntary bankruptcy petition relative to Contractor under the Federal Bankruptcy Code.
  - c. The appointment of a bankruptcy Receiver or Trustee for Contractor.
  - d. The execution by Contractor of a general assignment for the benefits of creditors.
2. The rights and remedies of County provided in this paragraph will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

F. Termination/Suspension for Nonadherence to County Lobbyists Ordinance

Contractor, and each County lobbyist or County lobbying firm as defined in Los Angeles County Code, Section 2.160.010, retained by Contractor, must fully comply with County's Lobbyist Ordinance, Los Angeles County Code, Chapter 2.160. Failure on the part of Contractor or any County Lobbyists or County Lobbying firm retained by Contractor to fully comply with County's Lobbyist Ordinance will constitute a material breach of this Contract, upon which County may in its sole discretion, immediately suspend or terminate for default of this Contract.

G. Termination/Suspension for Nonappropriation of Funds

Notwithstanding any other provision of this Contract, County will not be obligated for Contractor's performance hereunder or by any provision of this Contract during any of County's future fiscal years unless and until the Board appropriates funds for this Contract in County's budget for each such future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract may be suspended or terminated as of June 30 of the last fiscal year for which funds were appropriated. County will notify Contractor in writing of any such nonallocation of funds at the earliest possible date.

SECTION 4

GENERAL CONDITIONS OF CONTRACT WORK

A. Authority of Public Works and Inspection

The Director will have the final authority in all matters affecting the work covered by this Contract's Terms, Requirement, Conditions, and Specifications. On all questions relating to work acceptability or interpretations of these Terms, Requirements, Conditions, and Specifications, the decision of the Director will be final.

B. Cooperation

Contractor must cooperate with Public Works' forces engaged in any other activities at the jobsite. Contractor must carry out all work in a diligent manner and according to instructions of the Director.

C. Cooperation and Collateral Work

Contractor must perform work as directed by the Director. The Director will be supported by other Public Works personnel in assuring satisfactory performance of the work under these Specifications and that satisfactory Contract controls and conditions are maintained.

D. Equipment, Labor, Supervision, and Materials

All equipment, labor, supervision, and materials required to accomplish this Contract, except as might be specifically outlined in other sections, must be provided by Contractor.

E. Gratuitous Work

Contractor agrees that should work be performed outside the Scope of Work indicated and without Public Works' prior written approval in accordance with this Exhibit's Amendments, such work will be deemed to be a gratuitous effort by Contractor, and Contractor must have no claim against County.

F. Jobsite Safety

Contractor must be solely responsible for ensuring that all work performed under this Contract is performed in strict compliance with all applicable Federal, State, and local occupational safety regulations. Contractor must provide at its expense all safeguards, safety devices, and protective equipment and must take any and all actions appropriate to providing a safe jobsite.

G. Labor

No person will be employed on any work under this Contract who is found to be intemperate, troublesome, disorderly, or is otherwise objectionable to Public Works. Any such person must be reassigned immediately and not again employed on Public Works' projects or providing services.

H. Labor Law Compliance

Contractor, its agents, and employees will be bound by and must comply with all applicable provisions of the Labor Code of the State of California as well as all other applicable Federal, State, and local laws related to labor including compliance with prevailing wage laws. The Contractor is responsible for selecting the classification of workers, which will be required to perform this service in accordance with the Contractor's method of performing the work and when applicable, is required to pay current prevailing wage rates adopted by the Director of the Department of Industrial Relations and will indemnify the County for any claims resulting from their failure to so comply. Contractor must comply with Labor Code, Section 1777.5, with respect to the employment of apprentices.

I. Overtime

Eight hours labor constitutes a legal day's work. Work in excess thereof, or greater than 40 hours during any one week, will be permitted only as authorized by and in accordance with Labor Code, Section 1815 et seq.

J. Permits/Licenses

Contractor must be fully responsible for possessing or obtaining all permits/licenses, except as might be specifically outlined in other sections, from the appropriate Federal, State, or local authorities relating to work to be performed under this Contract.

K. Prohibition Against Use of Child Labor

1. Contractor must:

- a. Not knowingly sell or supply to County any products, goods, supply, or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment.
- b. Upon request by County, identify the country/countries of origin of any products, goods, supplies, or other personal property Contractor sells or supplies to County.

- c. Upon request by County, provide to County the manufacturer's certification of compliance with all international child labor conventions.
  - d. Should County discover that any products, goods, supplies, or other personal property sold or supplied by Contractor to County are produced in violation of any international child labor conventions, Contractor must immediately provide an alternative, compliant source of supply.
2. Failure by Contractor to comply with provisions of this paragraph will constitute a material breach of this Contract and will be grounds for immediate suspension or termination of this Contract for default.

L. Public Convenience

Contractor must conduct operations to cause the least possible obstruction and inconvenience to public traffic or disruption to the peace and quiet of the area within which the work is being performed.

M. Public Safety

It will be Contractor's responsibility to maintain security against public hazards at all times while performing work at Public Works' jobsites.

N. Quality of Work

Contractor must provide the County high and consistent quality work under this Contract and which is at least equivalent to that which Contractor provides to all other clients it serves. All work must be executed by experienced and well-trained workers. All work must be under supervision of a well-qualified supervisor. Contractor also agrees that work must be furnished in a professional manner and according to these Specifications.

O. Quantities of Work

Contractor will be allowed no claims for anticipated profits or for any damages of any sort because of any difference between the work estimated by Contractor in responding to County's solicitation and actual quantities of work done under this Contract or for work decreased or eliminated by County.

P. Safety Requirements

Contractor must be responsible for the safety of equipment, material, and personnel under Contractor's jurisdiction during the work.

Q. Storage of Materials and Equipment

Contractor must not store material or equipment at the jobsite, except as might be specifically authorized by this Contract. County will not be liable or responsible for any damage, by whatever means, or for the theft of Contractor's material or equipment from any jobsite.

R. Transportation

County will not provide transportation to and from the jobsite and will not provide travel around the limits of the jobsite.

S. Work Area Controls

1. Contractor must comply with all applicable laws and regulations. Contractor must maintain work area in a neat, orderly, clean, and safe manner. Contractor must avoid spreading out equipment excessively. Location and layout of all equipment and materials at each jobsite will be subject to the Contract Manager's approval.
2. Contractor must be responsible for the security of any and all of Public Works/County facilities in its care. Contractor must provide protection against vandalism and accidental and malicious damage, both during working and nonworking hours.

T. CARD

The County maintains databases that track/monitor Contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a Contract term extension option.

## SECTION 5

### INDEMNIFICATION AND INSURANCE REQUIREMENTS

#### A. Independent Contractor Status

1. This Contract is by and between County and Contractor and is not intended, and must not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between County and Contractor. The employees and agents of one party must not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.
2. Contractor must be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. County will have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of Contractor.
3. Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of Contractor and not employees of County. Contractor must be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of Contractor pursuant to this Contract.

#### B. Indemnification

Contractor must indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Appointed Officers, Agents, Employees, and Volunteers ("County Indemnitees"), from and against any and all liability including, but not limited to, demands, claims, actions, fees, costs, and expenses of any nature whatsoever (including attorney and expert witness fees), arising from and/or relating to this Contract except for loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees. This indemnification also must include any and all intellectual property liability, including copyright infringement and similar claims.

#### C. Workplace Safety Indemnification

In addition to and without limiting the indemnification required by this Exhibit's Section 5.B (above), and to the extent allowed by law, Contractor agrees to defend, indemnify, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Appointed Officers, Agents, Employees, and Volunteers from and against any and all investigations, complaints, citations, liability, expense

(including defense costs and legal fees), claims, and/or causes of action for damages of any nature whatsoever including, but not limited to, injury or death to employees of Contractor, its Subcontractors or County, attributable to any alleged act or omission of Contractor and/or its Subcontractors which is in violation of any Cal/OSHA regulation. The obligation to defend, indemnify, and hold harmless County includes all investigations and proceedings associated with purported violations of Section 336.10 of Title 8 of the California Code of Regulations pertaining to multiemployer worksites. Contractor must not be obligated to indemnify for liability and expenses arising from the active negligence of County. County may deduct from any payment otherwise due Contractor any costs incurred or anticipated to be incurred by County, including legal fees and staff costs, associated with any investigation or enforcement proceeding brought by Cal/OSHA arising out of the work being performed by Contractor under this Contract.

D. General Insurance Requirements

1. Without limiting Contractor's indemnification of County, and in the performance of this Contract and until all of its obligations pursuant to this Contract have been met, Contractor must provide and maintain at its own expense insurance coverage satisfying the requirements specified in this paragraph and paragraph F of this Section. These minimum insurance coverage terms, types, and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon Contractor pursuant to this Contract. The County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Contract.
2. Evidence of Coverage and Notice to County: - A certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers has been given Insured status under the Contractor's General Liability policy, must be delivered to County at the address shown below and provided prior to commencing services under this Contract.
  - a. Renewal Certificates must be provided to County not less than ten days prior to Contractor's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Contractor and/or Subcontractor insurance policies at any time.
  - b. Certificates must identify all Required Insurance coverage types and limits specified herein, reference this Contract by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate must match the name of the Contractor identified as the contracting party in this Contract. Certificates must provide the full name of each insurer

Security Services for County  
Airport Facilities (BRC0000527)

providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding \$50,000, and list any County-required endorsement forms.

c. Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a noncomplying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), must be construed as a waiver of any of the Required Insurance provisions.

d. Certificates and copies of any required endorsements must be sent to:

Los Angeles County Public Works  
Business Relations and Contracts Division  
P.O. Box 1460  
Alhambra, California 91802-1460  
Attention: Contract Analyst (noted in the RFP Notice)

e. Contractor also must promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Contractor. Contractor also must promptly notify County of any third-party claim or suit filed against Contractor or any of its Subcontractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against Contractor and/or County.

3. Additional Insured Status and Scope of Coverage - The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers must be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers additional insured status must apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of protection also must apply to the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional

insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

4. Cancellation of or Changes in Insurance: Contractor must provide County with, or Contractor's insurance policies shall contain a provision that County must receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice must be provided to County at least ten days in advance of cancellation for nonpayment of premium and 30 days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.
5. Failure to Maintain Insurance: Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance must constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.
6. Insurer Financial Ratings: Coverage must be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.
7. Contractor's Insurance Must Be Primary: Contractor's insurance policies, with respect to any claims related to this Contract, must be primary with respect to all other sources of coverage available to Contractor. Any County-maintained insurance or self-insurance coverage must be in excess of and not contribute to any Contractor coverage.
8. Waivers of Subrogation: To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor must require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.
9. Subcontractor Insurance Coverage Requirements: Contractor must include all Subcontractors as insureds under Contractor's own policies, or must provide County with each Subcontractor's separate evidence of insurance coverage. Contractor must be responsible for verifying each Subcontractor complies with the Required Insurance provisions herein,

and must require that each Subcontractor name the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, Volunteers, and Contractor as additional insureds on the Subcontractor's General Liability policy. Contractor must obtain County's prior review and approval of any Subcontractor request for modification of the Required Insurance.

10. Deductibles and Self-Insured Retentions (SIRs): Contractor's policies must not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond must be executed by a corporate surety licensed to transact business in the State of California.
11. Claims Made Coverage: If any part of the Required Insurance is written on a claims made basis, any policy retroactive date must precede the effective date of this Contract. Contractor understands and agrees it must maintain such coverage for a period of not less than three years following Contract expiration, termination, or cancellation.
12. Application of Excess Liability Coverage: Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.
13. Separation of Insureds: All liability policies must provide cross-liability coverage as would be afforded by the standard Insurance Services Office, Inc. (ISO) separation of insureds provision with no insured versus insured exclusions or limitations.
14. Alternative Risk Financing Programs: The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements, and captive insurance to satisfy the Required Insurance provisions. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers must be designated as an Additional Covered Party under any approved program.
15. County Review and Approval of Insurance Requirements: The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

E. Compensation for County Costs

In the event that the Contractor fails to comply with any of the indemnification or insurance requirements of this Contract, and such failure to comply results in any costs to the County, the Contractor must pay full compensation for all costs incurred by the County.

F. Insurance Coverage Requirements

1. Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, with limits of not less than:

General Aggregate:	\$4 million
Products/Completed Operations Aggregate:	\$2 million
Personal and Advertising Injury:	\$2 million
Each Occurrence:	\$2 million

2. Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance must cover liability arising out of Contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or nonowned autos, as each may be applicable.
3. Workers Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor is a temporary staffing firm or a Professional Employer Organization (PEO), coverage also must include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer. The written notice must be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. If applicable to Contractor's operations, coverage also must be arranged to satisfy the requirements of any Federal workers or workmen's compensation law or any Federal occupational disease law.
4. Sexual Misconduct Liability insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

5. Professional Liability/Law Enforcement Liability insurance covering Contractor's liability arising from or related to law enforcement activities that include acts of false arrest, excessive force, violation of civil rights and invasion of privacy, with limits of not less than \$1 million per claim and \$2 million aggregate. Further, Contractor understands and agrees it must maintain such coverage for a period of not less than two years following this Agreement's expiration, termination, or cancellation.
  
6. Property Coverage insurance covering Contractor's exclusive use of County-owned or leased property must carry coverage at least as broad as that provided by the ISO special causes of loss (ISO policy form CP 10 30) form. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers must be named as an Additional Insured and Loss Payee on Contractor's insurance as its interests may appear. Automobiles and mobile equipment must be insured for their actual cash value. Real property and all other personal property must be insured for their full replacement value.

SECTION 6

CONTRACTOR RESPONSIBILITY AND DEBARMENT

A. Responsible Contractor

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness as well as quality, fitness, capacity, and experience to satisfactorily perform the Contract. It is County's policy to conduct business only with responsible Contractors.

B. Chapter 2.202 of the County Code

Contractor is hereby notified that, in accordance with Chapter 2.202 of County Code, if County acquires information concerning the performance of Contractor on this or other Contracts which indicates that Contractor is not responsible, County may, in addition to other remedies provided in this Contract, debar Contractor from bidding or proposing on, being awarded, and/or performing work on County Contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstances, and suspend or terminate any or all existing contracts Contractor may have with County.

C. Nonresponsible Contractor

County may debar a Contractor if the Board finds, in its discretion, that Contractor has done any of the following: (1) violated any term of a Contract with County or a nonprofit corporation created by County; (2) committed an act or omission which negatively reflects on Contractor's quality, fitness, or capacity to perform a Contract with County, any other public entity, or a nonprofit corporation created by County, or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or offense which indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against County or any other public entity.

D. Contractor Hearing Board

1. If there is evidence that Contractor may be subject to debarment, Public Works will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before Contractor Hearing Board.
2. Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative must be given an opportunity to submit evidence at that hearing. After the hearing, Contractor Hearing Board will prepare a tentative proposed decision, which must contain a recommendation

regarding whether Contractor should be debarred, and, if so, the appropriate length of time of the debarment. Contractor and Public Works must be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.

3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of Contractor Hearing Board will be presented to the Board. The Board will have the right to modify, deny, or adopt the proposed decision and recommendation of Contractor Hearing Board.
4. If a Contractor has been debarred for a period longer than five years, that Contractor may, after the debarment has been in effect for at least five years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of County.
5. Contractor Hearing Board will consider a request for review of a debarment determination only where (1) Contractor has been debarred for a period longer than five years; (2) the debarment has been in effect for at least five years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, Contractor Hearing Board will conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing will be conducted and the request for review decided by Contractor Hearing Board pursuant to the same procedure as for a debarment hearing.
6. Contractor Hearing Board's proposed decision will contain a recommendation on the request to reduce the period of debarment or terminate the debarment. Contractor Hearing Board will present its proposed decision and recommendation to the Board. The Board will have the right to modify, deny, or adopt the proposed decision and recommendation of Contractor Hearing Board.

E. Subcontractors of Contractor

These terms shall also apply to Subcontractors of County Contractors.

F. Prohibition of Contract with Suspended, Debarred, Ineligible or Excluded Contractor by Federal or State Government

Contractor hereby acknowledges that County is prohibited from contracting with parties that are suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. By executing this Contract, Contractor certifies that neither it nor any of its owners, officers, partners, directors, or other principals is currently suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded Contracts. Further by executing this Contract, Contractor certifies that, to its knowledge, none of its subcontractors, at any tier, or any owner, officer, partner, director, or other principal of any subcontractor is currently suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. During the term of this Contract, Contractor must immediately notify County's Compliance Manager in writing should it or any of its subcontractors or any principals of either be suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. Failure of Contractor to comply with this provision will constitute a material breach of this Contract upon which County may immediately terminate or suspend this Contract.

SECTION 7

COMPLIANCE WITH COUNTY'S JURY SERVICE PROGRAM

A. Jury Service Program

This Contract is subject to the provisions of County's ordinance entitled Contractor Employee Jury Service (Jury Service Program) as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

B. Written Employee Jury Service Policy

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of County Code) or that Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of County Code), Contractor must have and adhere to a written policy that provides that its Employees must receive from Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employee deposit any fees received for such jury service with Contractor or that Contractor deduct from the Employee's regular pay the fees received for jury service.
2. For purposes of this Section, "Contractor" means a person, partnership, corporation, or other entity which has a Contract with County or a Subcontract with a County Contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County Contracts or Subcontracts. "Employee" means any California resident who is a full-time employee of Contractor. "Full-time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any Subcontractor to perform services for County under this Contract, the Subcontractor must also be subject to the provisions of this Section. The provisions of this Section must be inserted into any such Subcontract agreement and a copy of the Jury Service Program must be attached to the agreement.
3. If Contractor is not required to comply with the Jury Service Program when this Contract commences, Contractor must have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor must immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the

Jury Service Program. In either event, Contractor must immediately implement a written policy consistent with the Jury Service Program. County may also require, at any time during this Contract and at its sole discretion, that Contractor demonstrate to County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Jury Service Program.

4. Contractor's violation of this Section of this Contract may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract and/or bar Contractor from the award of future County Contracts for a period of time consistent with the seriousness of the breach.

SECTION 8

SAFELY SURRENDERED BABY LAW PROGRAM

A. Contractor's Acknowledgment of County's Commitment to the Safely Surrendered Baby Law

Contractor acknowledges that County places a high priority on the implementation of the Safely Surrendered Baby Law. Contractor understands that it is County's policy to encourage all County Contractors to voluntarily post County's "Safely Surrendered Baby Law" poster in a prominent position at Contractor's place of business. Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The Contractor, and its Subcontractor(s), can access posters and other campaign material at [www.babysafela.org](http://www.babysafela.org).

B. Notice to Employees Regarding the Safely Surrendered Baby Law

Contractor must notify and provide to its employees, and must require each Subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit D of this Contract and is available on the Internet at [www.babysafela.org](http://www.babysafela.org).

SECTION 9

COMPLIANCE WITH COUNTY'S LIVING WAGE PROGRAM

A. Living Wage Program

This Contract is subject to the provisions of County's ordinance entitled Living Wage Program as codified in Sections 2.201.010 through 2.201.100 of the Los Angeles County Code, a copy of which is attached hereto as Form LW-1 and incorporated by reference into and made a part of this Contract.

B. Payment of Living Wage Rates

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not an "Employer" as defined under the Living Wage Program (Section 2.201.020 of County Code) or that Contractor qualifies for an exception to the Living Wage Program (Section 2.201.090 of County Code), Contractor must pay its Employees no less than the applicable hourly living wage rate, as set forth in Form LW-3, Living Wage Rate Annual Adjustments, for the Employees' services provided to County, including, without limitation, "Travel Time" as defined below in subsection 5 of this Section 9.B under this Contract.
2. For purposes of this Section, "Contractor" includes any Subcontractor engaged by Contractor to perform services for County under this Contract. If Contractor uses any Subcontractor to perform services for County under this Contract, the Subcontractor must be subject to the provisions of this Section. The provisions of this Section must be inserted into any such Subcontract and a copy of the Living Wage Program must be attached to the Subcontract. "Employee" means any individual who is an employee of Contractor under the laws of California, and who is providing full-time or part-time services to Contractor, which are provided to County under this Contract. "Full-time" means a minimum of 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by County; however, fewer than 35 hours worked per week will not, in any event, be considered full-time.
3. If Contractor is required to pay a living wage when this Contract commences, Contractor must continue to pay a living wage for the entire term of this Contract, including any option period.
4. If Contractor is not required to pay a living wage when this Contract commences, Contractor must have a continuing obligation to review the applicability of its "exemption status" from the living wage requirement. Contractor must immediately notify County if Contractor at any time either comes within the Living Wage Program's definition of "Employer" or if Contractor no longer qualifies for the exception to the Living Wage Program.

In either event, Contractor must immediately be required to commence paying the living wage and must be obligated to pay the living wage for the remaining term of this Contract, including any option period. County may also require, at any time during this Contract and at its sole discretion, that Contractor demonstrate to County's satisfaction that Contractor either continues to remain outside of the Living Wage Program's definition of "Employer" and/or that Contractor continues to qualify for the exception to the Living Wage Program. Unless Contractor satisfies this requirement within the time frame permitted by County, Contractor must immediately be required to pay the living wage for the remaining term of this Contract, including any option period.

5. For purposes of Contractor's obligation to pay its Employees the applicable hourly living wage rate under this Contract, "Travel Time" must have the following two meanings, as applicable: 1) with respect to travel by an Employee that is undertaken in connection with this Contract, Travel Time will mean any period during which an Employee physically travels to or from a County facility if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time; and 2) with respect to travel by an Employee between County facilities that are subject to two different Contracts between Contractor and County (of which both Contracts are subject to the Living Wage Program), Travel Time will mean any period during which an Employee physically travels to or from, or between such County facilities if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time.

C. Contractor's Submittal of Certified Monitoring Reports

Contractor must submit to County certified monitoring reports at a frequency instructed by County. The certified monitoring reports must list all of Contractor's Employees during the reporting period. The certified monitoring reports must also verify the number of hours worked and the hourly wage rate paid for each of its Employees. All certified monitoring reports must be submitted on forms provided by County, or any other form approved by County which contains the above information. County reserves the right to request any additional information it may deem necessary. If County requests additional information, Contractor must promptly provide such information. Contractor, through one of its officers, must certify under penalty of perjury that the information contained in each certified monitoring report is true and accurate.

D. Contractor's Ongoing Obligation to Report Labor Law/Payroll Violations and Claims

During the term of this Contract, if Contractor becomes aware of any labor law/payroll violations or any complaint, investigation, or proceeding ("claim") concerning any alleged labor law/payroll violation (including, but not limited to, any violation or claim pertaining to wages, hours, and working conditions, such as

minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination), Contractor must immediately inform County of any pertinent facts known by Contractor regarding the same. This disclosure obligation is not limited to any labor law/payroll violation or claim arising out of Contractor's Contract with County, but instead applies to any labor law/payroll violation or claim arising out of any of Contractor's operation in California.

E. County Auditing of Contractor Records

Upon a minimum of 24 hours' written notice, County may audit, at Contractor's place of business, any of Contractor's records pertaining to this Contract, including all documents and information relating to the certified monitoring reports. Contractor is required to maintain all such records in California until the expiration of five years from the date of final payment under this Contract. Authorized agents of County will have access to all such records during normal business hours for the entire period that records are to be maintained.

F. Notifications to Employees

Contractor must place County-provided living wage posters at each of Contractor's place of business and locations where Contractor's Employees are working. Contractor must also distribute County-provided notices to each of its Employees at least once per year. Contractor must translate posters and handouts into Spanish and any other language spoken by a significant number of Employees.

G. Enforcement and Remedies

If Contractor fails to comply with the requirements of this Section, County will have the rights and remedies described in this Section in addition to any rights and remedies provided by law or equity.

1. Remedies for Submission of Late or Incomplete Certified Monitoring Reports: If Contractor submits a certified monitoring report to County after the date it is due or if the report submitted does not contain all of the required information or is inaccurate or is not properly certified, any such deficiency will constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:

a. Withholding of Payment: If Contractor fails to submit accurate, complete, timely, and properly certified monitoring reports, County may withhold from payment to Contractor up to the full amount of any invoice that would otherwise be due, until Contractor has satisfied the concerns of County, which may include required submittal of revised certified monitoring reports or additional supporting documentation.

- b. Liquidated Damages: It is mutually understood and agreed that Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, in the event that a certified monitoring report is deficient including, but not limited to, being late, inaccurate, incomplete, or uncertified, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages in the amount of \$100 per monitoring report for each day until County has been provided with a properly prepared, complete, and certified monitoring report. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.
  - c. Termination/Suspension: Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.
2. Remedies for Payment of Less Than the Required Living Wage: If Contractor fails to pay any Employee at least the applicable hourly living wage rate; such deficiency will constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:
- a. Withholding Payment: If Contractor fails to pay one or more of its Employees at least the applicable hourly living wage rate, County may withhold from any payment otherwise due to Contractor the aggregate difference between the living wage amounts Contractor was required to pay its Employees for a given pay period and the amount actually paid to the Employees for that pay period. County may withhold said amount until Contractor has satisfied County that any underpayment has been cured, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
  - b. Liquidated Damages: It is mutually understood and agreed that Contractor's failure to pay any of its Employees at least the applicable hourly living wage rate will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most

exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages of \$50 per Employee per day for each and every instance of an underpayment to an Employee. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.

- c. Termination/Suspension: Contractor's failure to pay any of its Employees the applicable hourly living wage rate may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.

- 3. Debarment: In the event Contractor breaches a requirement of this Section, County may, in its sole discretion, bar Contractor from the award of future County Contracts for a period of time consistent with the seriousness of the breach, in accordance with Los Angeles County Code, Section 2.202, Determinations of Contractor Nonresponsibility and Contractor Debarment.

H. Use of Full-Time Employees

Contractor must assign and use full-time Employees of Contractor to provide services under this Contract unless Contractor can demonstrate to the satisfaction of County that it is necessary to use non-full-time Employees based on staffing efficiency or County requirements for the work to be performed under this Contract. It is understood and agreed that Contractor must not, under any circumstance, use non-full-time Employees for services provided under this Contract unless and until County has provided written authorization for the use of same. Contractor submitted with its proposal a full-time-Employee staffing plan. If Contractor changes its full-time-Employee staffing plan, Contractor must immediately provide a copy of the new staffing plan to County.

I. Contractor Retaliation Prohibited

Contractor and/or its Employees must not take any adverse action which would result in the loss of any benefit of employment, any Contract benefit, or any statutory benefit for any Employee, person, or entity who has reported a violation of the Living Wage Program to County or to any other public or private agency, entity, or person. A violation of the provisions of this paragraph may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.

J. Contractor Standards

During the term of this Contract, Contractor must maintain business stability, integrity in employee relations, and the financial ability to pay a living wage to its employees. If requested to do so by County, Contractor must demonstrate to the satisfaction of County that Contractor is complying with this requirement.

K. Neutrality in Labor Relations

Contractor must not use any consideration received under this Contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of Contractor's employees, except that this restriction must not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining agreement, or which would otherwise be permitted under the provisions of the National Labor Relations Act

L. Employee Retention Rights

1. Contractor must offer employment to all retention employees who are qualified for such jobs. A "retention employee" is an individual who:
  - a. Is not an exempt employee under the minimum wage and maximum hour exemptions defined in the Federal Fair Labor Standards Act.
  - b. Has been employed by a Contractor under a predecessor Proposition A Contract or a predecessor cafeteria services Contract with County for at least six months prior to the date of this new Contract, which predecessor Contract was terminated by County prior to its expiration.
  - c. Is or will be terminated from his or her employment as a result of County entering into this new Contract.
2. Contractor is not required to hire a retention employee who:
  - a. Has been convicted of a crime related to the job or his or her performance; or
  - b. Fails to meet any other County requirement for employees of a Contractor.
3. Contractor must not terminate a retention employee for the first 90 days of employment under this Contract, except for cause. Thereafter, Contractor may retain a retention employee on the same terms and conditions as Contractor's other employees.

SECTION 10

SOCIAL ENTERPRISE (SE) PREFERENCE PROGRAM

This Contract is subject to the provisions of the County's ordinance entitled Social Enterprise (SE) Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.

Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a SE.

Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a SE.

If Contractor has obtained County certification as a SE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, Contractor must:

1. Pay to the County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in the amount of not more than 10 percent of the amount of this Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).

The above penalties will also apply to any entity that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

SECTION 11

LOCAL SMALL BUSINESS ENTERPRISE (LSBE)  
PREFERENCE PROGRAM

This Contract is subject to the provisions of County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.

Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local Small Business Enterprise.

Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local Small Business Enterprise.

If Contractor has obtained County certification as a Local Small Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, must:

1. Pay to County any difference between this Contract amount and what County's costs would have been if this Contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of this Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).

The above penalties must also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

## SECTION 12

### DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) PREFERENCE PROGRAM

This Contract is subject to the provisions of the County's ordinance entitled Disabled Veteran Business Enterprise (DVBE) Preference Program, as codified in Chapter 2.211 of the Los Angeles County Code.

Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a DVBE.

Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a DVBE.

If Contractor has obtained certification as a DVBE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, must:

1. Pay to the County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of the Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).

Notwithstanding any other remedies in this contract, the above penalties will also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

SECTION 13

COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX  
REDUCTION PROGRAM

A. Defaulted Property Tax Reduction Program

This Contract is subject to the provisions of County's ordinance entitled Defaulted Property Tax Reduction Program ("Defaulted Tax Program") as codified in Sections 2.206 of the Los Angeles County Code (Exhibit E).

B. Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program

Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from the County through any Contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this Contract will maintain compliance, with Los Angeles County Code, Chapter 2.206.

C. Termination for Breach of Warranty of Compliance with County's Defaulted Property Tax Reduction Program

Failure of Contractor to maintain compliance with the requirements set forth in paragraph B, above, will constitute default under this Contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within ten days of notice will be grounds upon which County may terminate this Contract and/or pursue debarment of Contractor, pursuant to County Code, Chapter 2.206.

## SECTION 14

### COMPLIANCE WITH EMPLOYEE RETENTION POLICY

In situations where a Contractor is in default or unable to execute the terms of a security services agreement, and due to exigent circumstances, the County is required to continue the provision of security services without conducting a competitive solicitation, the following policy will apply:

1. The new Contractor must offer employment to all Retention Employees who are qualified for such jobs. A "Retention Employee" is an individual who: (a) is not an exempt employee under the minimum wage and maximum hour exemptions defined in the Federal Fair Labor Standards Act; (b) has been employed by a contractor under a predecessor security services contract with the County for at least 6 months prior to the date of this Contract; and (c) is, or will be terminated from his or her employment as a result of the County entering into this Contract.
2. The Contractor must not be required to hire a Retention Employee who: (a) has been convicted of a crime related to the job or his or her performance; or (b) fails to meet any other County requirement for employees of the Contractor.
3. The Contractor must not terminate a Retention Employee, except for cause, until the earlier of: (a) the first 90 days of employment under the Contract; or (b) the termination of the Contract. Thereafter, the Contractor may retain a Retention Employee on the same terms and conditions as the Contractor's other employees.



Department of the Treasury  
Internal Revenue Service

## Notice 1015

(Rev. December 2023)

### Have You Told Your Employees About the Earned Income Credit (EIC)?

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#### What Is the EIC?

The EIC is a refundable tax credit for certain workers.

#### Which Employees Must I Notify About the EIC?

You must notify each employee who worked for you at any time during the year and from whose wages you did not withhold income tax. However, you do not have to notify any employee who claimed exemption from withholding on Form W-4, Employee's Withholding Certificate.

**Note:** You are encouraged to notify all employees whose wages for 2023 are less than \$63,398 that they may be eligible for the EIC.

#### How and When Must I Notify My Employees?

You must give the employee one of the following.

- The IRS Form W-2, Wage and Tax Statement, which has the required information about the EIC on the back of Copy B.
- A substitute Form W-2 with the same EIC information on the back of the employee's copy that is on Copy B of the IRS Form W-2.
- Notice 797, Possible Federal Tax Refund Due to the Earned Income Credit (EIC).
- Your written statement with the same wording as Notice 797.

If you give an employee a Form W-2 on time, no further notice is necessary if the Form W-2 has the required information about the EIC on the back of the employee's copy. If you give an employee a substitute Form W-2, but it does not have the required information, you

must notify the employee within 1 week of the date the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date Form W-2 is required to be given. If Form W-2 is not required, you must notify the employee by February 5, 2024.

You must hand the notice directly to the employee or send it by first-class mail to the employee's last known address. You will not meet the notification requirements by posting Notice 797 on an employee bulletin board or sending it through office mail. However, you may want to post the notice to help inform all employees of the EIC. You can download copies of the notice at [www.irs.gov/FormsPubs](http://www.irs.gov/FormsPubs). Or you can go to [www.irs.gov/OrderForms](http://www.irs.gov/OrderForms) to order it.

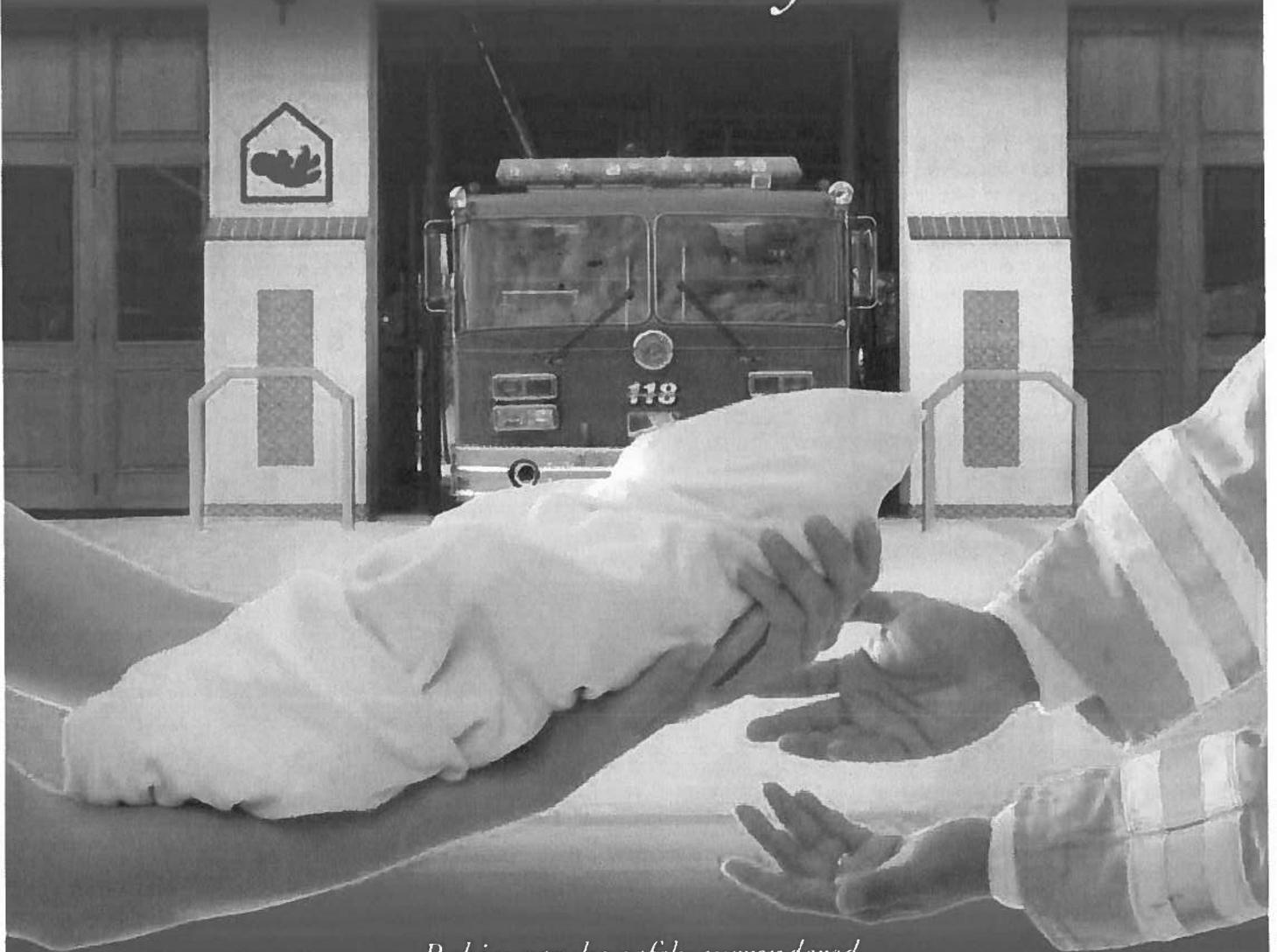
#### How Will My Employees Know if They Can Claim the EIC?

The basic requirements are covered in Notice 797. For more detailed information, the employee needs to see Pub. 596, Earned Income Credit (EIC), or the Instructions for Forms 1040 and 1040-SR.

#### How Do My Employees Claim the EIC?

Eligible employees claim the EIC on their 2023 tax return. Even an employee who has no tax withheld from wages and owes no tax may claim the EIC and ask for a refund, but they must file a tax return to do so. For example, if an employee has no tax withheld in 2023 and owes no tax but is eligible for a credit of \$800, they must file a 2023 tax return to get the \$800 refund.

# *Safely* Surrendered *Baby Law*



*Babies can be safely surrendered  
to staff at any hospital or fire station in Los Angeles County*

No shame. No blame. No names.

In Los Angeles County: 1-877-BABY SAFE • 1-877-222-9723

[www.babysafela.org](http://www.babysafela.org)



# Safely Surrendered Baby Law

## What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents or other persons, with lawful custody, which means anyone to whom the parent has given permission to confidentially surrender a baby. As long as the baby is three days (72 hours) of age or younger and has not been abused or neglected, the baby may be surrendered without fear of arrest or prosecution.

*Every baby deserves a chance for a healthy life. If someone you know is considering abandoning a baby, let her know there are other options. For three days (72 hours) after birth, a baby can be surrendered to staff at any hospital or fire station in Los Angeles County.*

## How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially, and safely surrender a baby within three days (72 hours) of birth. The baby must be handed to an employee at a hospital or fire station in Los Angeles County. As long as the baby shows no sign of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, staff will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent or other surrendering adult.

## What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

## Can only a parent bring in the baby?

No. While in most cases a parent will bring in the baby, the Law allows other people to bring in the baby if they have lawful custody.

## Does the parent or surrendering adult have to call before bringing in the baby?

No. A parent or surrendering adult can bring in a baby anytime, 24 hours a day, 7 days a week, as long as the parent or surrendering adult surrenders the baby to someone who works at the hospital or fire station.

## Does the parent or surrendering adult have to tell anything to the people taking the baby?

No. However, hospital or fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the baby. The questionnaire includes a stamped return envelope and can be sent in at a later time.

## What happens to the baby?

The baby will be examined and given medical treatment. Upon release from the hospital, social workers immediately place the baby in a safe and loving home and begin the adoption process.

## What happens to the parent or surrendering adult?

Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

## Why is California doing this?

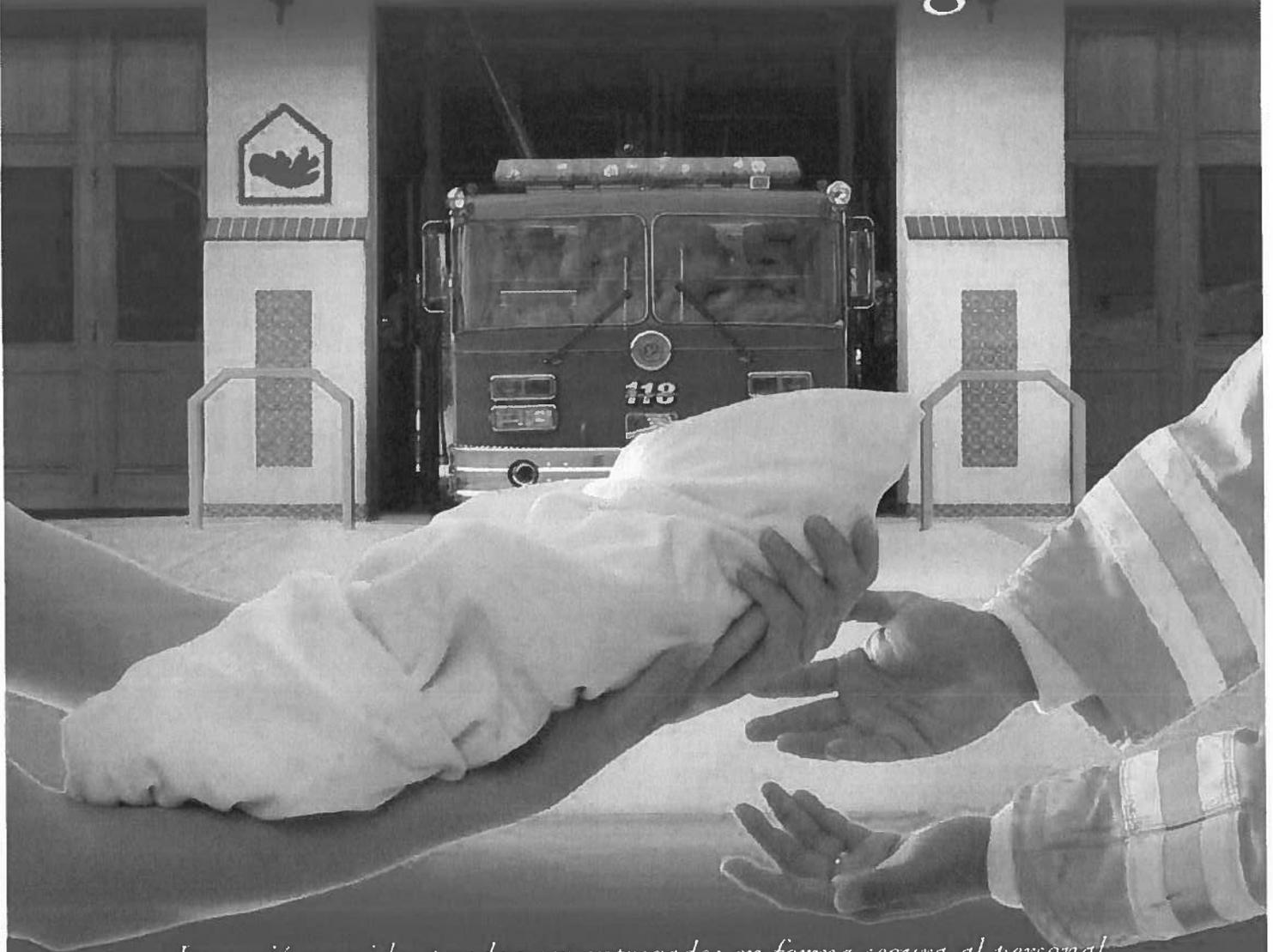
The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned, hurt or killed by their parents. You may have heard tragic stories of babies left in dumpsters or public bathrooms. Their parents may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had no one or nowhere to turn for help, they abandoned their babies. Abandoning a baby is illegal and places the baby in extreme danger. Too often, it results in the baby's death. The Safely Surrendered Baby Law prevents this tragedy from ever happening again in California.

## A baby's story

Early in the morning on April 9, 2005, a healthy baby boy was safely surrendered to nurses at Harbor-UCLA Medical Center. The woman who brought the baby to the hospital identified herself as the baby's aunt and stated the baby's mother had asked her to bring the baby to the hospital on her behalf. The aunt was given a bracelet with a number matching the anklet placed on the baby; this would provide some identification in the event the mother changed her mind about surrendering the baby and wished to reclaim the baby in the 14-day period allowed by the Law. The aunt was also provided with a medical questionnaire and said she would have the mother complete and mail back in the stamped return envelope provided. The baby was examined by medical staff and pronounced healthy and full-term. He was placed with a loving family that had been approved to adopt him by the Department of Children and Family Services.



# *Ley de* Entrega de Bebés *Sin Peligro*



*Los recién nacidos pueden ser entregados en forma segura al personal de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles*

Sin pena. Sin culpa. Sin nombres.

En el Condado de Los Ángeles: 1-877-BABY SAFE • 1-877-222-9723

[www.babysafela.org](http://www.babysafela.org)



# Ley de Entrega de Bebés Sin Peligro

## ¿Qué es la Ley de Entrega de Bebés sin Peligro?

La Ley de Entrega de Bebés sin Peligro de California permite la entrega confidencial de un recién nacido por parte de sus padres u otras personas con custodia legal, es decir cualquier persona a quien los padres le hayan dado permiso. Siempre que el bebé tenga tres días (72 horas) de vida o menos, y no haya sufrido abuso ni negligencia, pueden entregar al recién nacido sin temor de ser arrestados o procesados.

*Cada recién nacido se merece la oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele que tiene otras opciones. Hasta tres días (72 horas) después del nacimiento, se puede entregar un recién nacido al personal de cualquier hospital o cuartel de bomberos del condado de Los Angeles.*

## ¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregarlo en forma legal, confidencial y segura dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Angeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazaletes y el padre/madre o el adulto que lo entregue recibirá un brazaletes igual.

## ¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden comenzar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Angeles al 1-800-540-4000.

## ¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoría de los casos son los padres los que llevan al bebé, la ley permite que otras personas lo hagan si tienen custodia legal.

## ¿Los padres o el adulto que entrega al bebé deben llamar antes de llevar al bebé?

No. El padre/madre o adulto puede llevar al bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, siempre y cuando entreguen a su bebé a un empleado del hospital o cuartel de bomberos.

## ¿Es necesario que el padre/madre o adulto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital o cuartel de bomberos le pedirá a la persona que entregue al bebé que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para cuidar bien del bebé. El cuestionario incluye un sobre con el sello postal pagado para enviarlo en otro momento.

## ¿Qué pasará con el bebé?

El bebé será examinado y le brindarán atención médica. Cuando le den el alta del hospital, los trabajadores sociales inmediatamente ubicarán al bebé en un hogar seguro donde estará bien atendido, y se comenzará el proceso de adopción.

## ¿Qué pasará con el padre/madre o adulto que entregue al bebé?

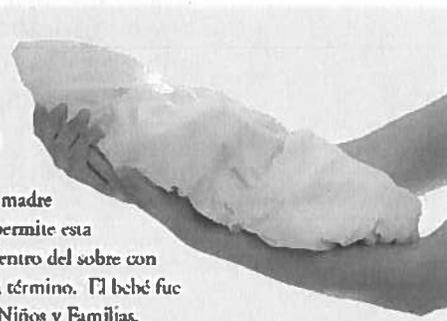
Una vez que los padres o adulto hayan entregado al bebé al personal del hospital o cuartel de bomberos, pueden irse en cualquier momento.

## ¿Por qué se está haciendo esto en California?

La finalidad de la Ley de Entrega de Bebés sin Peligro es proteger a los bebés para que no sean abandonados, lastimados o muertos por sus padres. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Los padres de esos bebés probablemente hayan estado pasando por dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus bebés porque tenían miedo y no tenían nadie a quien pedir ayuda. El abandono de un recién nacido es ilegal y pone al bebé en una situación de peligro extremo. Muy a menudo el abandono provoca la muerte del bebé. La Ley de Entrega de Bebés sin Peligro impide que vuelva a suceder esta tragedia en California.

## Historia de un bebé

A la mañana temprano del día 9 de abril de 2005, se entregó un recién nacido saludable a las enfermeras del Harbor-UCLA Medical Center. La mujer que llevó el recién nacido al hospital se dio a conocer como la tía del bebé, y dijo que la madre le había pedido que llevara al bebé al hospital en su nombre. Le entregaron a la tía un brazaletes con un número que coincidía con la pulsera del bebé; esto serviría como identificación en caso de que la madre cambiara de opinión con respecto a la entrega del bebé y decidiera recuperarlo dentro del período de 14 días que permite esta ley. También le dieron a la tía un cuestionario médico, y ella dijo que la madre lo llenaría y lo enviaría de vuelta dentro del sobre con franqueo pagado que le habían dado. El personal médico examinó al bebé y se determinó que estaba saludable y a término. El bebé fue ubicado con una buena familia que ya había sido aprobada para adoptarlo por el Departamento de Servicios para Niños y Familias.



**Chapter 2.206 DEFAULTED PROPERTY TAX REDUCTION PROGRAM**

- 2.206.010 Findings and declarations.
- 2.206.020 Definitions.
- 2.206.030 Applicability.
- 2.206.040 Required solicitation and Contract language.
- 2.206.050 Administration and compliance certification.
- 2.206.060 Exclusions/Exemptions.
- 2.206.070 Enforcement and remedies.
- 2.206.080 Severability.

**2.206.010 Findings and declarations.**

The Board of Supervisors finds that significant revenues are lost each year as a result of taxpayers who fail to pay their tax obligations on time. The delinquencies impose an economic burden upon the County and its taxpayers. Therefore, the Board of Supervisors establishes the goal of ensuring that individuals and businesses that benefit financially from Contracts with the County fulfill their property tax obligation. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.020 Definitions.**

The following definitions shall be applicable to this chapter:

- A. "Contractor" shall mean any person, firm, corporation, partnership, or combination thereof, which submits a bid or proposal or enters into a Contract or agreement with the County.
- B. "County" shall mean the County of Los Angeles or any public entities for which the Board of Supervisors is the governing body.
- C. "County Property Taxes" shall mean any property tax obligation on the County's secured or unsecured roll; except for tax obligations on the secured roll with respect to property held by a Contractor in a trust or fiduciary capacity or otherwise not beneficially owned by the Contractor.
- D. "Department" shall mean the County department, entity, or organization responsible for the solicitation and/or administration of the Contract.
- E. "Default" shall mean any property tax obligation on the secured roll that has been deemed defaulted by operation of law pursuant to California Revenue and Taxation Code section 3436; or any property tax obligation on the unsecured roll that remains unpaid on the applicable delinquency date pursuant to California Revenue and Taxation Code section 2922; except for any property tax obligation dispute pending before the Assessment Appeals Board.

- F. "Solicitation" shall mean the County's process to obtain bids or proposals for goods and services.
- G. "Treasurer-Tax Collector" shall mean the Treasurer and Tax Collector of the County of Los Angeles. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.030 Applicability.**

This chapter shall apply to all solicitations issued 60 days after the effective date of the ordinance codified in this chapter. This chapter shall also apply to all new, renewed, extended, and/or amended Contracts entered into 60 days after the effective date of the ordinance codified in this chapter. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.040 Required solicitation and Contract language.**

All solicitations and all new, renewed, extended, and/or amended Contracts shall contain language, which:

- A. Requires any Contractor to keep County Property Taxes out of Default status at all times during the term of an awarded Contract;
- B. Provides that the failure of the Contractor to comply with the provisions in this chapter may prevent the Contractor from being awarded a new Contract; and
- C. Provides that the failure of the Contractor to comply with the provisions in this chapter may constitute a material breach of an existing Contract, and failure to cure the breach within ten days of notice by the County by paying the outstanding County Property Tax or making payments in a manner agreed to and approved by the Treasurer-Tax Collector, may subject the Contract to suspension and/or termination. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.050 Administration and compliance certification.**

- A. The Treasurer-Tax Collector shall be responsible for the administration of this chapter. The Treasurer-Tax Collector shall, with the assistance of the Chief Executive Officer, Director of Internal Services, and County Counsel issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other departments.
- B. Contractor shall be required to certify, at the time of submitting any bid or proposal to the County, or entering into any new Contract, or renewal, extension or amendment of an existing Contract with the County, that it is in compliance with this chapter is not in Default on any County Property Taxes or is current in

payments due under any approved payment arrangement (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.060 Exclusions/Exemptions.**

A. This chapter shall not apply to the following Contracts:

1. Chief Executive Office delegated authority agreements under \$50,000;
2. A Contract where Federal or State law or a condition of a Federal or State program mandates the use of a particular Contractor;
3. A purchase made through a State or Federal Contract;
4. A Contract where State or Federal monies are used to fund service-related programs including, but not limited to, voucher programs, foster care, or other social programs that provide immediate direct assistance;
5. Purchase orders under a master agreement, where the Contractor was certified at the time the master agreement was entered into and at any subsequent renewal, extension and/or amendment to the master agreement;
6. Purchase orders issued by Internal Services Department under \$100,000 that is not the result of a competitive bidding process;
7. Program agreements that utilize Board of Supervisors' discretionary funds;
8. National Contracts established for the purchase of equipment and supplies for and by the National Association of Counties, U.S. Communities Government Purchasing Alliance, or any similar related group purchasing organization;
9. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, reseller, and must match and intermember with existing supplies, equipment, or systems maintained by the County pursuant to the Los Angeles Purchasing Policy and Procedures Manual, Section P-3700 or a successor provision;
10. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, Section 4.6.0 or a successor provision;
11. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-2810 or a successor provision;

12. A nonagreement purchase worth a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section A-0300 or a successor provision; or
  13. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual Section P-0900 or a successor provision;
  14. Other Contracts for mission critical goods and/or services where the Board of Supervisors determines that an exemption is justified.
- B. Other laws. This chapter shall not be interpreted or applied to any Contractor in a manner inconsistent with the laws of the United States or California. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.070 Enforcement and remedies.**

- A. The information furnished by each Contractor certifying that it is in compliance with this chapter shall be under penalty of perjury.
- B. No Contractor shall willfully and knowingly make a false statement certifying compliance with this chapter for the purpose of obtaining or retaining a County Contract.
- C. For Contractor's violation of any provision of this chapter, the County department head responsible for administering the Contract may do one or more of the following:
  1. Recommend to the Board of Supervisors the termination of the Contract; and/or,
  2. Pursuant to Chapter 2.202, seek the debarment of the Contractor; and/or,
  3. Recommend to the Board of Supervisors that an exemption is justified pursuant to Section 2.206.060.A.14 of this chapter or payment deferral as provided pursuant to the California Revenue and Taxation Code. (Ord. No. 2009-0026 § 1 (part), 2009.)

**2.206.080 Severability.**

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. No. 2009-0026 § 1 (part), 2009.)

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
<b>A. SCOPE OF WORK</b>				
1. Fines by Regulatory and Governmental Agencies	Fined by a local, regional, State or Federal regulatory or governmental agency as a result of the Contractor's negligence or failure to comply with any Federal, State, or local rules, regulations, or requirements.	\$500 per occurrence plus any fine(s) charged to the County by a regulatory or governmental agency.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Provide First Aid	Aid provided, when required and certifications kept active and valid and available upon request.	\$50 per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Welcome, Screen, Direct Visitors, and Provide Information	Accessibility and visibility by public. Questions answered promptly.	\$50 per day; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Escort Services	Escort provided within 5 minutes of request.	\$25 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5. Area Patrol	Procedures and Post Details followed and facility secured.	\$50 per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
6. Secure any and all Safes	Safes locked.	\$25 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Reports to Post Promptly and Relieves their Post no sooner than scheduled Shift End.	Reported to work within 5 minutes of start of work shift and does not leave post until the shift's scheduled end time and/or incoming relief officer is on-site.	\$25 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8. Lock and Unlock Facility	Facility is locked and unlocked on schedule, where applicable.	\$50 per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
9. Raise and Lower Flags	Flags attached properly. Flags are folded and secured properly at end of day.	\$25 per day.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
10. Held Over until Relieved	Procedure is followed for relief of shift. Post manned at all times.	\$50 per employee; per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
11. Time Detex Wand Patrol (where applicable)	Contract specifications met.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
12. GPS Tracking Enabled Patrols (where applicable)	Contract specifications met in accordance with contract Exhibits A and H.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
13. Assists Other Officers and Law Enforcement	Officer assisted as needed.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
14. Area Control – Prevent Hostile Acts and Protect Personnel/Property	Facility safe and secure.	\$50 per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
15. Respond, Investigate, and Report Emergencies and Accidents	Investigations completed, documented, and submitted within the time frame requested.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
16. Vehicle Key Runs	Requested Department approval prior to using vehicle for key run.	\$100 per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>B. REPORTS/DOCUMENTATIONS</b>				
1. Daily Report and Facility Log	Submitted to Contract Manager daily report and maintain facility log.	\$25 per day per report that is late or not submitted.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Non-employee Injury Report	Completed by end of shift for each occurrence. File as needed.	\$50 per day per report that is late or not submitted.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
3. Special Reports As Needed	Filed within time frame requested.	\$50 per day per report that is late or not submitted.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>C. EMPLOYEES</b>				
1. Contractor's Employee Criminal Background Investigation	Prior to the start of the contract and continuation of the contract the contractor shall certify all employees who are in a designated sensitive position have passed a fingerprints background check submitted to the California Department of Justice to include State and local-level review, as required by the Contract Employees who do not pass or are not certified shall be immediately removed.	\$100 per employee per day who is not certified as passing the background check.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Staffing	Staffing levels are equal to or exceed contract requirements.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Photo I.D. Badges	Photo I.D. Badges worn by all employees on the job at all times.	\$50 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Uniform and Appearance	Uniforms worn by all employees on the job. Contract specifications met.	\$50 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
5. Courtesy and Professionalism	Contract specifications met.	\$25 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6. Working Knowledge of Facility and Beat Security Book	Facility security function complete.	\$50 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Maintain Knowledge of Fire Protection Measures	Completion of training. Hazards reported or removed. No fire hazards.	\$50 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8. Maintain Knowledge of Emergency Procedures	Completion of training. Ongoing knowledge of emergency procedures.	\$50 per employee, per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>D. SUPERVISOR/MANAGERS</b>				
1. Change in Project Manager	Contractor shall notify the County in writing of any change in name or address of the Project Manager.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Respond to complaints, requests, and discrepancies.	Respond within the time frame outlined in the Contract.	\$50 per complaint not responded to within the time frame outlined in the specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Makes Site Inspections	Facility inspected each shift or as required by Contract.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
4. Competent Supervisory Staff	Responsiveness to complaints and requests; maintain good work records, and acceptable level of service.	\$50 per day; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5. Provide Adequate Supervision and Training	Contract specifications met.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6. Assures Proper Assignment Coverage	Assignments covered.	\$50 per employee; per occurrence; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Updates Post Procedures	Facility books updated in timely manner.	\$25 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8. Responds to Incidents / Provides Backup	Provide assistance as required.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
9. Working Knowledge of Radio Procedures	Capable of working with and training in radio procedures.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
10. Drives Vehicle	Drive vehicle as required.	\$50 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
11. Conducts Investigation	Complete investigations in a timely manner.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
12. Reviews Subordinates' Reports	Complete on time as required.	\$25 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>E. CONTRACT ADMINISTRATION</b>				
1. Insurance Certifications	Certifications submitted before implementation of contract and on a timely basis there-after.	\$100 per day; work/contract potential suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Provide Performance Bond	Valid bond is furnished and not allowed to lapse.	\$100 per day; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Record Retention & Inspection/Audit Settlement	Maintain all required documents as specified in contract.	\$200 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. License and Certification	All licenses and certifications required to perform the work such as baton certification, cardiopulmonary certification, CDL Class "3" and Social Security.	\$100 per day; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

**EXHIBIT F**

**PERFORMANCE REQUIREMENTS SUMMARY**

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions for Failure to Meet Performance Indicator*	Compliance	Comments
5. Assignment and Delegation	Contractor shall not assign its rights or delegate its duties under this Contract, or both, whether in whole or in part, without the prior written consent of County.	\$200 per day the County is not informed of this change; potential suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6. Safety Requirements	Comply with all applicable State of California Occupational Safety and Health Administration (Cal/OSHA).	\$200 per occurrence; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

\*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

## MAPS OF COUNTY AIRPORT FACILITIES

**Brackett Field Airport (POC)**  
1615 McKinley Avenue  
La Verne, California 91750-5846  
Approx. acreage: 7.45



County Work
County Janitorial Work
Contractor Work
Contractor Janitorial Work

**MAPS OF COUNTY AIRPORT FACILITIES**

**Compton/Woodley Airport (CPM)**  
901 West Alondra Boulevard  
Compton, California 90220-3528  
*Approx. acreage: 1.50*



County Work  
County Janitorial Work  
Contractor Work  
Contractor Janitorial Work

**MAPS OF COUNTY AIRPORT FACILITIES**

**San Gabriel Valley Airport (EMT)**  
4233 No. Santa Anita Avenue  
El Monte, California 91731-1670  
*Approx. acreage: 4*



County Work
County Janitorial Work
Contractor Work
Contractor Janitorial Work

**MAPS OF COUNTY AIRPORT FACILITIES**

**Whiteman Airport (WHP)**  
10000 Airpark Way, 2nd Floor  
Pacoima, California 91331-2104  
*Approx. acreage: 8*



County Work
County Janitorial Work
Contractor Work
Contractor Janitorial Work

**MAPS OF COUNTY AIRPORT FACILITIES**

**General William J. Fox Airfield (WJF)**

4725 William J Barnes Avenue  
Lancaster, California 93536-8401

*Approx. acreage: 30*



County Work  
County Janitorial Work  
Contractor Work  
Contractor Janitorial Work

**SERVICE LOCATION POST ORDERS**  
LOS ANGELES COUNTY PUBLIC WORKS

Work locations will be within the County of Los Angeles at various County-owned airport facilities. Schedules and security service type (armed or unarmed) are as shown in Figure 1 below unless otherwise specified, schedules are subject to change at the sole discretion of the County as service needs may vary. Designated on-call hours may be used for any additional hours of service not otherwise represented in the schedules below. Contractor shall deploy security officer(s) of the level indicated for each respective site and perform any and all checks, inspections, walk-throughs, patrols, lock-ups, reports, as required in post details outlined in Figure 2 or by request of the Contract Manager or on-site designee for each site. Contractor shall bill in accordance with the hourly rates on Form PW-2.1 through PW-2.5 for the given Contract term and for the level and rate of security requested by the Contract Manager for actual security service hours provided.

**Various County Airport Facilities**

Contract Manager: Jason Morgan

Contact: (626) 262-2865; [jmorgan@pw.lacounty.gov](mailto:jmorgan@pw.lacounty.gov)

Figure 1

SITE	ADDRESS	ON-SITE COUNTY DESIGNEE	GUARD DESIGNATION	SERVICE DAYS & SCHEDULE	ANNUAL HOURS
1.	<b>Brackett Field Airport (POC)</b> 1615 McKinley Avenue La Verne, California 91750-5846	David Price <a href="mailto:dprice@pw.lacounty.gov">dprice@pw.lacounty.gov</a> (626) 320-0189	Security Officer (Unarmed)	Mon – Sun (7 days a week) 10 p.m. to 6 a.m. 8 hrs. daily	2,912
2.	<b>Compton/Woodley Airport (CPM)</b> 901 West Alondra Boulevard Compton, California 90220-3528	LaTanya Collier <a href="mailto:lcollier@pw.lacounty.gov">lcollier@pw.lacounty.gov</a> (626) 361-1800	Security Officer (Unarmed)	Mon – Sun (7 days a week) 10 p.m. to 6 a.m. 8 hrs. daily	2,912
3.	<b>San Gabriel Valley Airport (EMT)</b> 4233 North Santa Anita Avenue El Monte, California 91731-1670	Salvador Eulloqui <a href="mailto:seulloqui@pw.lacounty.gov">seulloqui@pw.lacounty.gov</a> (626) 776-4370	Security Officer (Unarmed)	Mon – Sun (7 days a week) 10 p.m. to 6 a.m. 8 hrs. daily	2,912
4.	<b>Gen. William J. Fox Airfield (WJF)</b> 4725 William J Barnes Avenue Lancaster, California 93536-8401	Adam Sikorski <a href="mailto:asikorski@pw.lacounty.gov">asikorski@pw.lacounty.gov</a> (661) 940-1709	Security Officer (Unarmed)	Mon – Sun (7 days a week) 10 p.m. to 6 a.m. 8 hrs. daily	2,912
5.	<b>Whiteman Airport (WHP)</b> 10000 Airpark Way, 2nd Floor Pacoima, California 91331-2104	Alvaro Escobedo <a href="mailto:aescobedo@pw.lacounty.gov">aescobedo@pw.lacounty.gov</a> (626) 614-4196	Security Officer (Unarmed)	Mon – Sun (7 days a week) 10 p.m. to 6 a.m. 8 hrs. daily	2,912
6.	<b>ON-CALL</b>	TBD	Armed	Varies	2,500
				TOTAL HOURS for On-Call Security:	<b>2,500</b>
<b>TOTAL OVERALL SECURITY HOURS:</b>					<b>17,060</b>

\* Security Guard designation (armed or unarmed) for any on-call services will be determined at the time of the request and will be billed in accordance with the hourly rate for the requested level of the officer. The on-site designee if any, for on-call services shall be provided at the time of an on-call request.

**EXHIBIT H**

As stated herein and in the Contract's Exhibit A, Scope of Work, the service schedules specified above are subject to change as the needs of the County may vary. Such changes to any service schedules must first be approved by the Contract Manager. Any changes to the service schedules which are not first approved by the Contract Manager may be deemed as contractor negligence or nonperformance, and may result in withholding of payment, remedies in accordance with Exhibit F, Performance Requirements Summary, and/or assessment of liquidated damages.

Security Officers shall provide service in accordance with the following post orders as detailed per location below in Figure 2. Details of each post are subject to modification at the sole discretion of the CM or on-site designee. Failure to deliver the tasks included in the post details may be deemed as contractor negligence or nonperformance, and may result in withholding of payment, or other remedies in accordance with Exhibit F, Performance Requirements Summary, and/or assessment of liquidated damages.

*Figure 2*

<b>ALL SITES</b>	<b>Brackett Field Airport (POC)</b> 1615 McKinley Avenue La Verne, California 91750-5846	<b>Compton/Woodley Airport (CPM)</b> 901 West Alondra Boulevard Compton, California 90220-3528
	<b>San Gabriel Valley Airport (EMT)</b> 4233 North Santa Anita Avenue El Monte, California 91731-1670	<b>General Wm. J. Fox Airfield (WJF)</b> 4725 William J Barnes Avenue Lancaster, California 93536-8401
	<b>Whiteman Airport (WHP)</b> 10000 Airpark Way, 2nd Floor Pacoima, California 91331-2104	
<b>POST DETAILS</b>	<ul style="list-style-type: none"> <li>• <u>Arrival Procedure:</u> <ul style="list-style-type: none"> <li>○ Security Officer shall arrive on time and survey the area for any suspicious or irregular activity.</li> <li>○ Security Officer shall access the premises and check-in according to the instructions specified for the given facility (email, call-in, sign-in, etc.).</li> <li>○ Any areas of specific detail will be communicated between officer and CM at shift start.</li> </ul> </li> <li>• <u>Patrol Requirement:</u> <ul style="list-style-type: none"> <li>○ Security Officer on duty shall conduct patrols of entire location throughout the shift.</li> <li>○ Security Officer on duty shall be alert and investigate any suspicious activity, including monitoring all entry points, and walls/fences to ensure there is no unauthorized breach of the premises.</li> <li>○ Security Officer on duty shall monitor all points of emphasis and County equipment to ensure safety of premises and property.</li> </ul> </li> <li>• <u>Required Record/Log:</u> <ul style="list-style-type: none"> <li>○ Security Officer on duty shall document all activity and observations made during each shift which may be pertinent to site security including but not limited to; visitors, suspicious noises, attempted breaches, potential vulnerabilities, etc.</li> </ul> </li> <li>• <u>Shift End Procedure:</u> <ul style="list-style-type: none"> <li>○ Security Officer shall provide Daily Log of shift details in a format acceptable to the CM.</li> <li>○ Security Officer shall check-out with the CM/PWR or on-site designee and relieve their post only upon shift's end.</li> </ul> </li> </ul>	

Mileage for vehicular patrols, if any, will be reimbursed at the County's mileage permittee rate in addition to the officer's normal hourly rate. Mileage incurred by the contractor to arrive at the work location is not applicable.

**EQUIPMENT INVENTORY, DAMAGE, AND LOSS LIABILITY**

TO: \_\_\_\_\_  
 Contract Manager/Assistant Contract Manager

FROM: \_\_\_\_\_  
 Contractor (firm name)

I, the undersigned, agree to return to Los Angeles County Public Works upon termination of this Contract for Security Services at Various County Airport Facilities, all items (listed below) issued to me by the County. I also agree to pay for the replacement of any County equipment issued to me, if damaged or lost through negligence, or not returned upon termination of this Contract with Public Works.

The following equipment was issued to the Contractor:

	<b>EQUIPMENT</b>	<b>CONDITION</b>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Date: \_\_\_\_\_ Contract Manager: \_\_\_\_\_

Date: \_\_\_\_\_ Contractor (Firm Name): \_\_\_\_\_

Date: \_\_\_\_\_ Contractor's Authorized Signature: \_\_\_\_\_



**CONTRACT DISCREPANCY REPORT**

Report No. \_\_\_\_\_

1. USER COMPLAINT *(to be completed by Contract Manager)*

Today's Date: \_\_\_\_\_ Incident Date: \_\_\_\_\_

Facility \_\_\_\_\_

Contractor's Employee Name \_\_\_\_\_

Employee Classification \_\_\_\_\_

Description of Unacceptable Performance \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has this type of unacceptable performance occurred before?: Yes \_\_\_\_ No \_\_\_\_

If yes, when? \_\_\_\_\_

-----

2. Contractor Response *(below portion to be completed by the Contractor's Contract Director)*

Date received from County: \_\_\_\_\_

Corrective Action:

\_\_\_\_\_

\_\_\_\_\_

Proposed Plan to Prevent Recurrence:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_  
*Contractor's Contract Director*

Date \_\_\_\_\_

Return to Contract Manager

**NOTICE OF PROPOSED PAYMENT ADJUSTMENT**

DATE: \_\_\_\_\_  
TO: \_\_\_\_\_  
FROM: \_\_\_\_\_

In accordance with the terms of the contract for **Security Services for Various County Airport Facilities** regarding the Contract Deviation(s) identified in Part 1 of the Contract Discrepancy Report No. \_\_\_\_\_ (attached), and upon review of the Contractor's Response and proposed corrective action plan provided under Part 2 of the Contract Discrepancy Report, the following Payment Adjustment is proposed to Invoice No. \_\_\_\_\_ which bills for the service date(s) of the Contract Discrepancy.

**Amount of Adjustment** \$ \_\_\_\_\_

Original Invoice Amount \$ \_\_\_\_\_

Adjusted Invoice Amount \$ \_\_\_\_\_

*If your firm has specific reasons why these adjustments are not warranted, please submit them in writing to Los Angeles County Public Works, Business Relations and Contracts Division, 900 South Fremont Avenue, Alhambra, California 91803-1331, Attention Contract Manager, within five calendar days of receipt of this notification. Failure to respond within the five day period will be construed as acceptance of the proposed adjustments.*

Attach. Contract Discrepancy Report (Exhibit K)

BOND FOR FAITHFUL PERFORMANCE

KNOW ALL MEN BY THESE PRESENTS:

That we, \_\_\_\_\_ (Contractor/Principal)

as principal, and \_\_\_\_\_ (Surety)

as surety, are held and firmly bound unto the LOS ANGELES COUNTY PUBLIC WORKS AND COUNTY OF LOS ANGELES, State of California (hereinafter County), in the sum of:

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ) lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, jointly and severally, firmly by these presents.

The condition of the above obligation is such that, whereas said principal has been awarded and is about to enter into a written contract with the County for Security Services for Various County Airport Facilities and is required by said County to give this bond in connection with the execution of said contract.

NOW, THEREFORE, if said principal shall well and truly do and perform all of the covenants and obligations of said contract on its part to be done and performed at the times and in the manner specified therein, then this obligation shall be null and void, otherwise it shall be and remain in full force and effect. No premature payment by said County to said principal shall exonerate any surety unless the Board of Supervisors of said County shall have actual notice that such payment is premature at the time and it is ordered by said Board, and then only to the extent that such payment shall result in loss to such surety, but in no event more than the amount of such premature payment.

It is agreed that any alterations in the work to be done or increase or decrease of the material to be furnished, which may be made pursuant to the terms of said contract, shall not in any way release either the principal or surety hereunder, nor shall any extensions of the time granted under the provisions of said contract release either the principal or surety, and notice of such alterations or extensions of the contract is hereby waived by the surety, provided, however, that if any alterations are made which will alter the general character of the work, or which will increase the total amount to be paid to the contractor by more than twenty-five percent (25%), then written consent of the surety shall be first obtained.

WITNESS our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

By \_\_\_\_\_ (Contractor/Principal)

By \_\_\_\_\_ (Surety)

By \_\_\_\_\_ Its

By \_\_\_\_\_ Its Attorney-in-fact

By \_\_\_\_\_ Its

By \_\_\_\_\_ Its Attorney-in-fact

By \_\_\_\_\_ Its

By \_\_\_\_\_ Its



# ABSOLUTE INTERNATIONAL SECURITY



## Business Proposal

# County of Los Angeles, Department of Public Works

### *Request for Proposal*

*Security Services for  
Various County Airport  
Facilities (BRC0000527) –  
Original*

**To:**  
Los Angeles County Public  
Works Cashier's Office  
Attn: Mr. Danny Medina and/or  
Ms. Elizabeth Yeteryan  
900 S. Fremont Avenue,  
Mezzanine Level  
Alhambra, CA 91803

**From:**  
Lucy Lin  
President/QM  
T: (626) 858-7188  
F: (626) 858-2882

*Due Date: Feb. 24<sup>th</sup>, 2025*

*Absolute Security Intl Corp dba  
Absolute International Security (AIS)  
5155 Irwindale Ave.  
Irwindale, CA 91706*

*PPO #16302*



This proposal includes information and trade secrets that are confidential and proprietary in nature and protected from public dissemination pursuant to the California Public Records Act ("CPRA"). This proposal may not be disseminated, duplicated or disclosed without prompt notification to the offeror as required by the CPRA.



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CONFIDENTIAL



# CPRA Exemptions & Exceptions

## CALIFORNIA PUBLIC RECORDS ACT EXEMPTIONS & EXCEPTIONS

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### Exempt Content & Information:

- Client Lists
  - Client Referrals & Recommendations
  - Similar Experiences
  - Client References
  - Client Contact Information
  - Customer lists and information that constitutes a customer list are exempt from disclosure. See Gov. Code § 7920.520; Pub. Contract Code § 10165, § 10506.6, § 10763, § 20101, § 20111.5, § 20209.7, § 20209.26, § 20651.5.
- 

### Exempt Content & Information:

- Business Model
  - Business Methodology
  - Corporate Governance Information
  - Corporate Finances Information
  - Staffing Plans
  - Service Descriptions
  - Service History
  - Sample Forms/Reports
  - Trade secrets, staffing, internal operations and procedures are exempt from disclosure. See Gov. Code § 6254(k) which contains an exemption for trade secrets under California Evidence Code (i.e. Evidence Code § 1060 and Civil Code § 3246 et seq., specifically (d) “Trade secret” means information, including a formula, pattern, compilation, program, device, method, technique, or process, that: (1) derives independent economic value, actual or potential, from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use; and (2) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.)
- 

### Exempt Content & Information:

- Pricing Information
  - Trade secrets, confidential and proprietary information are exempt from disclosure. See Civil Code § 3426.1(d)(1); Gov. Code § 6254.15, § 7927.500, § 7928.705, § 7927.705, § 7927.605, and § 7922.000.
-



# ABSOLUTE INTERNATIONAL SECURITY

A Proud Member of  
**CALSAGA**



Los Angeles County Public Works Cashier's Office  
**Attn: Mr. Danny Medina and/or Ms. Elizabeth Yeteryan**  
900 South Fremont Avenue, Mezzanine Level, Alhambra, CA 91803

February 24<sup>th</sup>, 2025

**Subject:** Proposal for Security Services for Various County Airport Facilities for RFP No. BRC0000527

Dear Mr. Medina and/or. Ms. Yeteryan,

Thank you for the opportunity to introduce the Professional Security Services offered by Absolute Security Intl Corp dba Absolute International Security (AIS). With over 15 years of security operations and experience, AIS has established itself as a premier security services operator in the Southern California region for municipal, city, and county government facilities, cultural and event venues, corporate buildings, and critical infrastructure. At AIS, our priority is to assemble the best executive management team in the industry to tailor training, supervision, and response directly to each client's unique needs. Our Operations Team has over 130 years of combined Law Enforcement, Military, and Private Security experience dedicated to ensuring that we deliver on our promise of exceptional, customized security solutions.

As a leading security services provider in the Southern California region, AIS has successfully catered to a diverse portfolio of clientele including the LA Police Department, LA County Fire Department, and the LA Metro Transit Authority. The experience, focus, and density of our security operations in the Southern California region allows us to provide comprehensive security coverage and versatile resource allocation to fulfill your needs at the lowest costs for you. We combine our offerings of unarmed, armed, and patrol security services with our capabilities provided by our 24-hour Operations Communication Center, in-house BSIS-certified Training Facility, Technological Operations Platforms, and Security Rover team to tailor our solutions to meet client satisfaction at the highest standard of excellence.

As the most experienced and capable WBE, MBE, and DBE private security firm certified by the County of Los Angeles Consumer & Business Affairs currently operating in the greater Los Angeles region, AIS strongly believes in the value that diversity brings to our Company and our Clients. Our team's fundamental values and diverse perspectives drive our innovation and strengthen our ability to serve you.

**STATEMENT 1:** AIS confirms that Lucy Lin is authorized to bind the Company.

**STATEMENT 2:** AIS confirms that we meet all requirements of and do NOT have any exceptions to the RFP.

**STATEMENT 3:** AIS confirms that we received the Notice to Proposers (A) on 2/13/25 and Notice to Proposers (B) on 2/18/25.

**STATEMENT 4:** AIS will NOT be utilizing subcontractors or subconsultants for this Proposal.

**STATEMENT 5:** Absolute International Security, Inc. is wholly owned by Absolute Security Intl Corp.

The executive project managers assigned to your project are Mr. David Reynoso and Mr. Bryan Colindres, who are authorized to represent AIS during the evaluation process.

AIS takes great appreciation at this opportunity to serve you and are confident that our security services will exceed your expectations. We look forward to discussing our qualifications, capabilities, and proposal to address your security needs.

By virtue of submission, Lucy Lin declares that all information provided in this Submittal is true and correct.

Best Regards,

Lucy Lin, President & QM

*Absolute Security Intl Corp dba Absolute  
International Security (AIS)  
5155 Irwindale Ave, Irwindale, CA 91706  
PPO License # 16302  
T: (626) 858-7188  
F: (626) 858-2882  
E: contractadmin@absolutesecurityintl.com*



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## Executive Summary

**Absolute International Security (AIS)** is a premier security services provider established in California on September 26, 2008 by the current President, Ms. Lucy Lin. We serve a large portfolio of Clientele in the immediate Southern California area, including the greater regions of Los Angeles County, Riverside County, Orange County, and San Bernardino County. Our focus within the region is to provide the strongest and most competitive security solution when it comes to performance as well as to cost. Our clients can expect an unparalleled level of management response, tailored services, and cost savings.

### Offices and Cost-Efficiency

AIS operates one centrally located headquarters and one auxiliary office to reduce the high overhead, operational, and administrative costs that numerous office locations would burden our Clients with.

- AIS Headquarters – 5155 Irwindale Ave. Irwindale, CA 91706
- AIS Auxiliary Offices – 4255 Tyler Ave. El Monte, CA 91731

### OUR SOUTHERN CALIFORNIA ADVANTAGE

The density of our security service portfolio in the **Southern California region** is our biggest asset. We provide services to City Halls, Libraries, Transportation Centers, Government Service Facilities, Schools, Parks, Construction Sites, and Critical Infrastructure. We currently employ over 500 highly trained, armed and unarmed security guards in the region alone. Each of our security guards are licensed, trained, and certified, not only to the requirements of their position, but to the maximum compliance level that they are able to attain. Our strong presence in the area and pre-emptive credentialing of our employees allows us to draw from our entire workforce pool to ensure that your site is covered with the quality service you expect.

### Differentiation

- Operations Management Team with combined 100+ years of military, police, and security background and experience.
- 500+ Licensed, Trained, and Certified Security Guards who serve the Southern California region.
- 24/7/365 **Operations Communications Center** staffed with **Live In-House Dispatchers**.
- 24/7/365 **Field Supervisors and Mobile Rovers** able to provide a real-time response to any scenario.
- Fully BSIS and BPPE Licensed and Certified **In-House Training Facility**.
- **Attendance Team** that conducts daily review of Security Guard attendance to ensure proper service fulfillment and accurate Billing.
- Quality Assurance Team that conducts daily Randomized **Remote Post & Vehicle Inspections** and review of electronically submitted Incident Reports, Daily Activity Reports and Guard Touring.
- Recruiting Team that tailors recruiting strategies to ensure that your assigned security guard is the most appropriate and qualified officer to act as a **Brand Ambassador** representing both you and AIS.
- Hands-on, customized **Service Transition assistance** so your site remains protected and sufficiently staffed at all times.
- **GPS-enabled real-time Security Operations Technology Platforms** that allow for accurate electronic and remote Workforce management, incident reporting, performance diagnostics, and guard touring tracking capabilities.

## BEST-IN-INDUSTRY OPERATIONS MANAGEMENT TEAM

AIS carefully selects its Operations Management Team for extensive depth of security industry experience and ability to expertly and professionally fulfill client needs. Our Team includes former **Chiefs of Police**, Military Veterans who serve as **Department of Defense Military Liaisons**, and Security Industry experts who understand how to deploy qualified security personnel efficiently and rapidly, collaborate closely with clients on to best address security concerns, and forecast and preempt potential problems before they arise. No other security provider is willing to make our commitment – we have each member of our **Operations Management Team**, including our most senior executives, make themselves available for every Client, even if it means reporting in-person to the Client's site. We understand the importance and necessity of on-site visits to develop a true and accurate risk assessment as every site carries with it a unique set of security needs, risks, and solutions. While our larger competitors will assign a faceless, remote project manager to you, AIS believes that before properly entrusting a security guard to your site, our Operations executives must be able to dedicate their time and effort to accurately assess the safety and responsibilities required for our guards to fulfill a tailored security solution that surpasses expectations. This is why our **Client-First service model** provides the full roster of our Operations Management Team to you on Day 1 and will always be available as an in-person, on-site resource for you, day or night.

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*"It is also reasonable to expect that the company will conduct business professionally and in a manner which engenders good will and trust. My experience with the management team of AIS has exceeded my expectations with every interaction."*

**Los Angeles County Fire Department**

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## ABSOLUTE SUPPORT

Behind our carefully crafted Operations Management Team, AIS has also built a robust **Operations Support Team**, specifically structured for our front-line personnel to reliably provide the highest level of service in the industry.



**Operations Communication Center** – Staffed by live, in-house AIS Dispatchers and **never by an outsourced call center**, you can rest assured that you will always be able to reach AIS 24 hours a day 7 days a week, regardless of business hours or holidays. Our Dispatchers are able to provide last-minute service adjustments, respond to emergency scenarios from the Client or the guard, and schedule replacement staffing in instances of unexpected call-offs. AIS Dispatchers would also be able to conduct additional custom services requested by the Client, such as providing tailored reports, daily updates, or remote camera monitoring.



**Training Center** – AIS also provides its Clients with its in-house BSIS and BPPE Licensed and Certified Training Center, operated by AIS Training Center Inc., a wholly owned subsidiary of Absolute Security Intl Corp. This Facility is able to provide training, licensing, and renewal services with in-house **Department of Justice & BSIS Certified Training Instructors** by offering BSIS approved curriculum, including the 40-hour Guard Card and Baton & Pepper Spray courses.



**Quality Assurance** – Our Quality Assurance Team ensures that our service meets scope of work requirements set forth by the Client. AIS Quality Assurance specialists have a wealth of digital information available to them through the various tracking, reporting, and analytical data gathered by our Technology platforms. Their priority is to verify the data against site protocol and expectations, Company policy, and industry best practices. Examples include reviewing guard touring checkpoint activity, submitted incident reports, device GPS-enabled geo-location for clock-in's and clock-outs, and vehicle dash camera footage. Additionally, Quality Assurance personnel act as **remote Field Supervisors**, conducting randomized remote post and vehicle inspections with security guards deployed in the field. These inspections check for a variety of topics and help our Clients by **forecasting and addressing potential issues before they arise**.



**Attendance** – Our Attendance Team reviews our GPS-enabled real-time Security Operations platform to check for clock-in’s, clock-out’s, open posts, and GPS location & device data for proper fulfillment of Client services. Attendance specialists act as a second layer of verification by manually auditing all flagged potential attendance violations to provide our Clients with the confidence that they are being **billed only for actual hours worked**. Additionally, reports generated by our Attendance Team are shared with Operations to optimize scheduling efficiency and remedy deficiencies as well as with Accounting for Wage and Hour verification and compliance.



**Technology** – AIS Technology utilizes a powerful Security Operations platform that is custom built for Security Services Operations. It was designed for the difficulties and challenges of the industry and comes equipped with a suite of tools that help all our Support teams ensure the Client is provided with the most complete fulfillment of services possible. It combines accurate electronic timekeeping and geo-locating data, real-time incident report review, live viewing and tracking of employees in the field, and back-end compliance verification to produce comprehensive data analytics allowing AIS to deliver the **highest quality services for the lowest possible price**.

*“AIS has demonstrated an unwavering dedication to their responsibilities and have gone above and beyond in their efforts to safeguard DPSS facilities, assets, and personnel.”*

**Department of Public Social Services  
County of Riverside**

## CONCLUSION

With over 130 years of combined security services and management experience, and 15 years in business we have embraced the philosophy that by addressing and minimizing common industry problems, we can pass the savings onto our Clients in an affordable, customized, and high quality security services package. **We believe that our proposal will demonstrate to you that AIS is the best partner for the County of Los Angeles, Department of Public Works in its pursuit for the fulfillment of its RFP needs.**

### Services & Coverage

#### Services:

- Armed and Unarmed Security Guards
- Stationary, Foot, and Vehicle Patrols
- Remote Camera Monitoring
- Personal, Dignitary, and VIP Protection
- Loss Prevention
- Security for Workplace Violence
- Security Consulting
- Threat Assessment
- Security and Safety Training
- BSIS Licensing and Renewal
- Crime and Fraud Investigation
- Customized Security Packages

#### Coverage:

- Government Facilities
- Transportation Hubs
- Logistic Hubs
- School Districts & Schools
- Cultural Centers
- Critical Infrastructure
- Event Centers
- Warehouses
- Banks
- Shopping Centers
- Construction Sites
- Hotels
- Apartments
- Restaurants
- Special Events



Section 4.0

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## Support Documents for Corporations

Absolute Security Intl Corp dba Absolute International Security is a C-Corporation. On the following pages are our "Certificate of Good Standing" with the State of California, along with the "Statement of Information" as filed with the California Secretary of State.

*\*Please to AIS "Certificate of Good Standing(s)" and "Statement of Information(s)" on the following pages.*



# Secretary of State Certificate of Status

I, SHIRLEY N. WEBER, PH.D., California Secretary of State, hereby certify:

Entity Name: ABSOLUTE SECURITY INTL CORP  
Entity No.: 3170681  
Registration Date: 09/26/2008  
Entity Type: Stock Corporation - CA - General  
Formed In: CALIFORNIA  
Status: Active

The above referenced entity is active on the Secretary of State's records and is authorized to exercise all its powers, rights and privileges in California.

This certificate relates to the status of the entity on the Secretary of State's records as of the date of this certificate and does not reflect documents that are pending review or other events that may impact status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of October 08, 2024.

SHIRLEY N. WEBER, PH.D.  
Secretary of State

Certificate No.: 254741119

To verify the issuance of this Certificate, use the Certificate No. above with the Secretary of State Certification Verification Search available at [bizfileOnline.sos.ca.gov](http://bizfileOnline.sos.ca.gov).



BA20241588148

B3015-2854 09/03/2024 3:13 PM Received by California Secretary of State



**STATE OF CALIFORNIA**  
*Office of the Secretary of State*  
**STATEMENT OF INFORMATION**  
**CORPORATION**

California Secretary of State  
 1500 11th Street  
 Sacramento, California 95814  
 (916) 657-5448

For Office Use Only

**-FILED-**

File No.: BA20241588148

Date Filed: 9/3/2024

Entity Details			
Corporation Name	ABSOLUTE SECURITY INTL CORP		
Entity No.	3170681		
Formed In	CALIFORNIA		
Street Address of Principal Office of Corporation			
Principal Address	5155 IRWINDALE AVE IRWINDALE, CA 91706		
Mailing Address of Corporation			
Mailing Address	5155 IRWINDALE AVE IRWINDALE, CA 91706		
Attention			
Street Address of California Office of Corporation			
Street Address of California Office	5155 IRWINDALE AVE IRWINDALE, CA 91706		
Officers			
Officer Name	Officer Address	Position(s)	
LUCY LIN	5155 IRWINDALE AVE IRWINDALE, CA 91706	Chief Executive Officer, Chief Financial Officer, Secretary	
Additional Officers			
Officer Name	Officer Address	Position	Stated Position
None Entered			
Directors			
Director Name	Director Address		
SEAN LIU	5155 IRWINDALE AVE IRWINDALE, CA 91706		
The number of vacancies on Board of Directors is: 0			
Agent for Service of Process			
Agent Name	LUCY LIN		
Agent Address	5155 IRWINDALE AVE IRWINDALE, CA 91706		
Type of Business			
Type of Business	SECURITY GUARD AND PATROL		
Email Notifications			
Opt-in Email Notifications	Yes, I opt-in to receive entity notifications via email.		
Labor Judgment			
No Officer or Director of this Corporation has an outstanding final judgment issued by the Division of Labor Standards Enforcement or a court of law, for which no appeal therefrom is pending, for the violation of any wage order or provision of the Labor Code.			

Electronic Signature

By signing, I affirm that the information herein is true and correct and that I am authorized by California law to sign.

*Lucy Lin*

09/03/2024

Signature

Date



**BACKGROUND AND EXPERIENCE**

Absolute International Security was founded in 2008 by our current President, Ms. Lucy Lin, on the vision that quality security services could be provided at a **cost-effective price** by placing a premium on management, supervision, and oversight. For that reason, we have developed into one of the premier security service providers in the competitive Southern California region and stand out from the field as a high-quality security services operator.

AIS services encompass significant areas within Los Angeles, Riverside, Orange, and San Bernardino Counties. Our rapid growth has allowed us to expand our services to high profile public and private clients, yet we still treat each and every client with our core founding principles. Our relationships with our clients are our most valuable assets and our responsiveness and willingness to consider our client’s needs as our own are the defining reasons why we have been able to retain long-term contracts and partnerships for more than 300 jobsites for many years.

As every single one of our clients comes to appreciate, AIS services only begin at staffing. We provide significant additional resources to our clients that include issue forecasting, critical incident prevention, and consistent randomized audits which are all targeted towards **the elimination of security vulnerabilities before they occur**. Our primary operational focus is prevention before the fact, instead of responding afterwards. As a result, AIS’ cost effectiveness is even more efficient than it may appear at the onset. Our offerings of these auxiliary services all work in the background to enhance our front-facing service quality, and these operational capabilities are the key reason why AIS’ heavy overhead investments for our services and for our clients are the **most substantial in the industry**.

Company Information

**Entity Name:** Absolute Security Intl Corp dba  
Absolute International Security (AIS)  
**License No.:** PPO #16302

**Federal Tax I.D. No.:** 26-3437797

**Type of Organization:** C-Corporation

**Main Contact:** Lucy Lin, President/QM  
**Email:** [llin@absolutesecurityintl.com](mailto:llin@absolutesecurityintl.com)  
**Website:** [www.absolutesecurityintl.com](http://www.absolutesecurityintl.com)

**Telephone:** (626) 858-7188  
**Fax:** (626) 858-2882

**REQUIRED QUALIFICATIONS**

AIS confirms compliance with the minimum required qualifications, demonstrated below.

## Required Qualifications & Compliance

**Proposer must possess a valid and active California-issued private patrol operator license at the time of proposal submission.**

AIS is licensed with a Private Patrol Operator issued by the State of California, Department of Consumer Affairs, Bureau of Security and Investigative Services, License No. PPO16302 with an expiration date of January 31<sup>st</sup>, 2027.



**Proposer must have a minimum of 5 years of experience providing security services for private and/or public institutions.**

AIS has more than 16 years of security service operations and experience and provided security services to 100+ private and public institutions.

*\*Please refer to AIS completed form in Section 5.2 Similar Experiences and Section 5.3 References for additional information.*

**Proposer's supervising employee must have a minimum of 3 years of experience supervising security service operations.**

Our management team has a cumulative total of 100+ years of military, police, and security background and experience. Our management team is experienced in ensuring security service operations meet the needs of our clients effectively and efficiently.

*\*Please refer to Section 5.1 Organizational Structure for additional information on our Key Personnel's experience of supervising security service operations.*

**Proposer must submit a Bid Guarantee of 10 percent of the proposed annual price, as specified in Part I, Section 2.A.15, Bid Guarantee.**

AIS will submit a Bid Guarantee of no less than 10 percent (%) of the proposed annual price.

**If awarded a contract, Proposer must annually provide a faithful performance bond in the sum of not less than 50 percent of the annual contract price, as specified in Part II, Sample Agreement.**

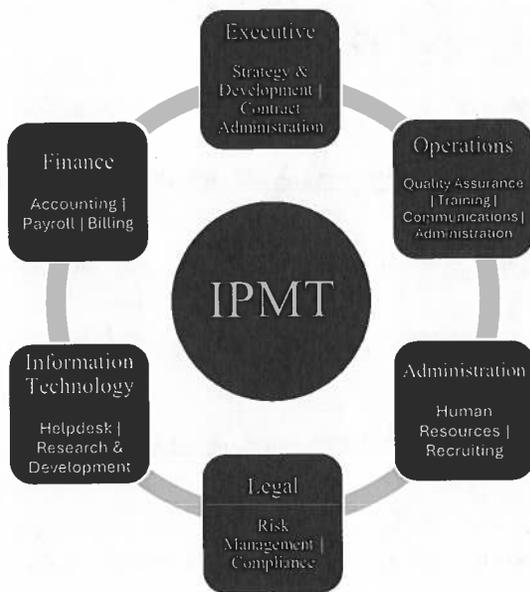
Upon award of the contract, AIS will provide a faithful performance bond in the sum of not less than 50 percent (%) of the annual contract price.



# Organizational Structure

## INTEGRATED PROJECT MANAGEMENT TEAM (IPMT)

Based on extensive client feedback, AIS determined early on in our history that a major weakness of our security competitors is the limited effective alignment and coordination across departments and stakeholders when it comes to providing quality services. AIS' integrated project management team (IPMT) is designed to provide the client with the most effective security program by bringing together all the key decision makers into a collaborative team environment to address the most critical points service execution.



**Executive Management** – AIS’ executives are ultimately responsible for all core business functions and are the decision makers for corporate strategy, business development, and contract administration. The executive management provides the IPMT with autonomous decision-making authority.

**Operations** – The Operations team is composed of multiple subdivisions including Client Relations, Quality Assurance, Training, Communications, and Administration. The Account Project Manager is the primary Company representative responsible for maintaining client relations and managing day-to-day service and oversight assets for that client. Quality Assurance provides data review and auditing capabilities and includes live attendance tracking and timekeeping reconciliation. Training ensures that all assigned security staff are properly trained and certified to carry out their duties, thereby mitigating operational

risk in the field. Communications is the central hub of Operations that encompasses Dispatch & Scheduling, responsible for deploying security resources and providing responses to emergency scenarios in real-time. The Operations Administration component develops post orders and tailored operational protocols with the client as well as administering the functionality of AIS operations & quality control technology platforms. The Operations team provides the IPMT with the necessary operational information and perspectives to make well-informed decisions and is ultimately responsible for service execution and client satisfaction.

**Administration** – The integral pillar of operational success from the Administration department is Recruiting. AIS Recruiters must be able to efficiently and effectively fill openings with qualified security staff while maintaining low turnover to increase consistency and stability. The Administration team provides the IPMT with the knowledge and experience of selecting the critical human capital that allow all other components to function.



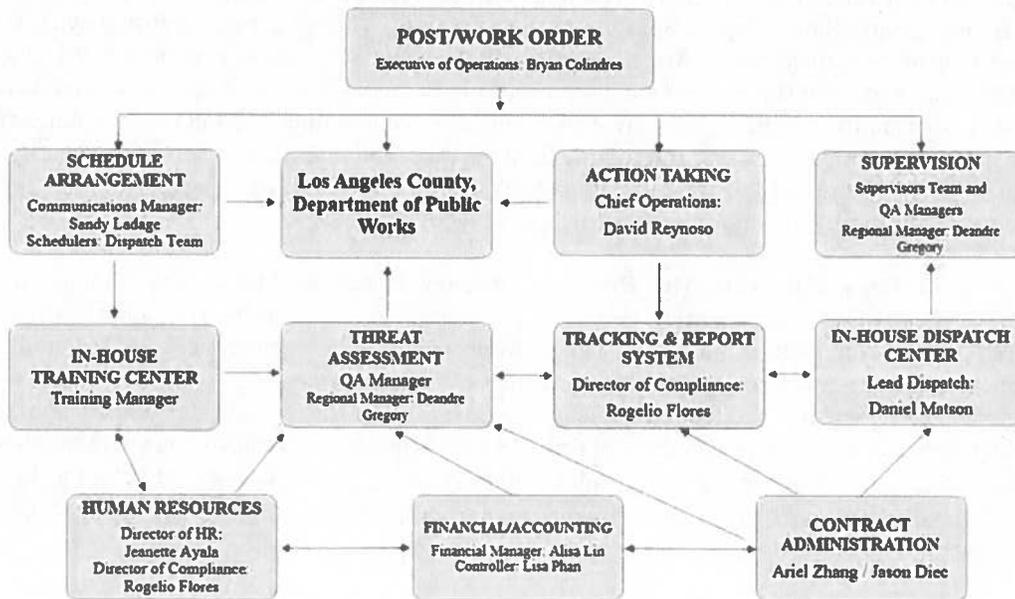
**Legal** – AIS’ in-house legal team allows us the flexibility to dedicate normally third-party resources to operational and client-focused results. Legal’s Risk Management component proactively forecasts and alleviates on-site accidents and injury claims while Compliance ensures that AIS is always compliant with its legal and contractual obligations, including auditing security officers to verify licenses & certifications. The Legal team provides the IPMT with confidence that directions taken are always for the mutual benefit of the Client and Company.

**Information Technology** – AIS’ information technology development capabilities are the core driving force behind the innovations used to deliver the modern security service experience. The IT team is responsible for procuring, maintaining, and developing technology platforms for all department uses, such as our GPS-enabled timekeeping, GPS-enabled reporting, Scheduling and Workforce Management. Software (WMS), Applicant Tracking System (ATS), Payroll Services, and Customer Relationship Management (CRM). The Information Technology team provides the IPMT with the technology resources needed to deploy back-end and front-line solutions to all relevant team members.

**Finance** – Our proper financial risk controls allow for the effective investment of Company financial resources into improving operational capabilities and client service experience. Additionally, AIS’ in-house payroll and accounting teams provide accurate wage and hour calculations in accordance with all applicable federal, state, and local laws as well as compliance with contractual living wage ordinances. The Finance team provides the IPMT with the financial resources and approvals necessary to implement the proposed decisions made.

**KEY PERSONNEL**

AIS’ Management Team has extensive security industry experience to expertly and professionally fulfill client needs. Our Team includes former **Chiefs of Police**, Military Veterans who serve as **Department of Defense Military Liaisons**, and Security Industry experts who understand how to deploy qualified security personnel efficiently and rapidly, collaborate closely with clients on to best address security concerns, and forecast and preempt potential problems before they arise. Our more than 130 years of combined Law Enforcement, Corporate Security, Retail Security, and Airport Police/Security allow us to capably manage over 50 administrative support staff and over 500 security guards.



**President and Qualified Manager, Ms. Lucy Lin** graduated with an Executive Master of Business Administration degree from Claremont Graduate University. She has 35 years of experience providing private security services and specializes in public entity contracts & cost-effective custom security programs. Ms. Lin is a certified mediator of the City of Los Angeles (City Attorney's Office) with vast experience in decision making for crisis scenarios. She oversees the performance of all AIS executives and managers and is directly responsible for business development, strategy, and investments. In her role, she oversees the performance of all AIS executives and managers, ensuring that business operations align with organizational goals. Additionally, she is directly responsible for driving business development, formulating strategic plans, and guiding investment decisions to fuel the company's growth and long-term success.

**Chief of Operations, Mr. David Reynoso** has over 30 years of law enforcement experience as a former Chief of Police, Police Captain Operations Division Commander, and SWAT Team Leader overseeing one of the largest police departments in the San Gabriel Valley. He holds a Bachelor of Science degree in Criminal Justice Supervision, a Master's degree in Organizational Leadership from Chapman University, is a graduate of the FBI National Academy, and currently teaches as an adjunct professor at local colleges such as the Rio Hondo Police Academy. Mr. Reynoso proudly served in the United States Marine Corps for over four years prior to starting his career in local Law Enforcement. As Chief of Operations at AIS, Chief Reynoso directly oversees all aspects of the Company's Operations, including oversight of Operations managers and supervisors, implementation of Operations-related policy, procedures, & controls, and overall direction & culture of the Operations team to ensure AIS' continued success as one of the premiere security firms in Southern California. Additionally, Mr. Reynoso will be the primary executive level contact assigned for this contract and will ensure its successful transition, implementation, and completion.

**Executive of Operations and Training, Mr. Bryan Colindres** is responsible for the oversight of AIS's Training Center, maintenance of the Training Center's licenses, certifications, and funding resources, and development of Training curriculums, procedures, and student experience. He has previously been employed by Orange Unified School District as a Criminal Justice Instructor and Los Angeles World Airports Police Department & Los Angeles Police Department as a FTO (Field Training Officer). His training experience includes the Commission of Peace Officer Standards and Training (P.O.S.T.) Courses and Active Shooter Emergency Response Training certified by the LSU NCBRT & Department of Justice, as well as Guard Card, Baton, Pepper Spray, CPR, and Exposed Weapon Permits certified by BSIS. During his 6-year tour in the United States Army, he was deployed as a Sergeant as part of the 19 Delta Cavalry Scout (Reconnaissance) in support of Operation Enduring Freedom. Mr. Colindres' extensive background ensures that our security staff in the field are well-trained and well-equipped through onboarding orientation programs, required training courses, and routine field refresher trainings to best fulfill the security needs of our clients. Mr. Colindres will also be the primary executive level contract assigned for this contract and will ensure its successful transition, implementation, and completion.

**Regional Operations Manager, Mr. Deandre Gregory** is responsible for the regional day-to-day operations of his assigned service area, as well as managing various projects & accounts. Mr. Gregory's experience provides him with a unique perspective for managing AIS' security services, providing support for front-line & back-end Operations staff, ensuring contract services meet expectations, coordinating additional needs & concerns, and fostering client relations. Mr. Gregory's leadership and strategic approach to operations ensures the smooth execution of services while continuously improving operational efficiency and client satisfaction across the region. In addition to the primary executive contracted for this assignment, Mr. Gregory will also assist by providing strategic support, overseeing key operational tasks, and ensuring smooth coordination between all parties involved.

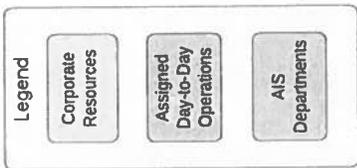
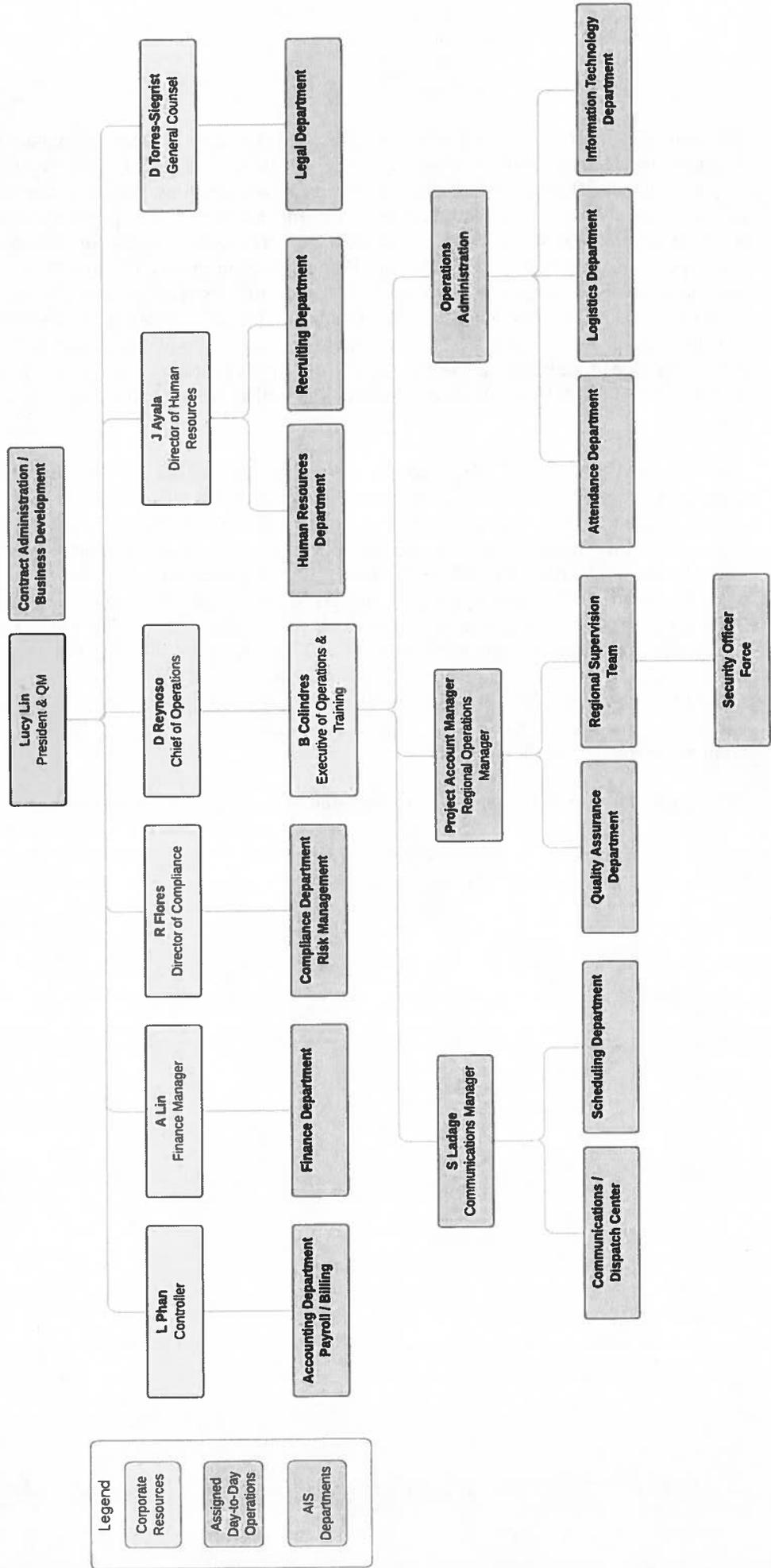
**Director of Human Resources, Ms. Jeanette Ayala** has over 20 years of human resources management, business management and teaching experience. Prior to joining AIS, she has held senior positions of responsibility for Business Management, Human Resources, and Staffing for several non-profit and for-profit organizations. She currently serves as a member of the Court Appointed Special Advocate (CASA) program for children in the foster care system and has taught a variety of human resources management and diversity inclusion courses at the San Bernardino Community College District as a faculty member. She has a Doctorate degree in Organizational Leadership from Brandman University as well as Master's degrees in Business Administration (MBA) and in Human Resources Management. As the Director of Human Resources, her main function for the client would be her oversight and responsibility for AIS' Recruiting Department, where it is necessary to execute best practices to hire the most promising and highly qualified talent for staffing our service locations as well as pre-vet and pre-qualify candidates for our Rover program.

**Director of Compliance, Mr. Rogelio Flores** is responsible for overseeing AIS's robust internal compliance controls program. He has over 35 years of security industry experience and has held multiple executive administrative and operational security positions throughout his career. He has been certified by Los Angeles Fire Department's Community Emergency Response Team and their Urban Search and Rescue Team in addition to his certifications for Texas A&M Engineering Extension Service (TEEX) Weapons of Mass Destruction. Prior to joining AIS, he served on the security committee at the Los Angeles Union Station where he evaluated the security threats of LA rail systems and was a member of the National Association of Chiefs of Police (NAOCOP) and the Overseas Security Advisory Council (OSAC). Mr. Flores has extensive knowledge on how to properly vet, qualify, and certify our security force to properly fulfill all requirements of contract & operational compliance. Additionally, Mr. Flores will be the primary contact assigned for this contract for client audit purposes and will ensure AIS meets and passes all vendor audit requirements, metrics, and goals.

*\*Please refer to the Organizational Chart and Personnel Resumes on the following pages for additional information.*



# Organization Chart



## **LUCY J. LIN**

Telephone: [REDACTED]

Email: [llin@absolutesecurityintl.com](mailto:llin@absolutesecurityintl.com)

### **PERSONAL QUALIFICATIONS:**

Offers more than thirty (30) years in executive management experiences with a comprehensive background in HR & Administrative management; Marketing Development; Government Contracting; Operations System control in the private patrol sector, as well as executive management related to HR, administration, marketing, operations, and legal issues including collections, mediation, conciliations.

- Expert in Executive management & Business Administration
- Extensive Experience in Finances, Marketing, and Operations
- City of Los Angeles Attorney's office certified Mediator

With experiences in

- Strategic Business Planning and International Business Negotiations

### **PROFESSIONAL EXPERIENCES:**

**Ms. Lucy Lin, President and Qualified Manager of Absolute Security International, Inc.**, a security services provider for the Southern California region, has over 30 years of experience providing high quality, low-cost security services for both public and private clients alike. She possesses a wealth of business ownership, management, contracting, and administration insight that is critical to the company and its reputation as a prominent provider of security services.

Driven by her desire to provide the best security services at the lowest cost and building upon the experience gained through her previous endeavor, Odon Central Security, Inc., AIS specializes in negotiating cost-effective, customized security programs for all clients – public and private alike.

Ms. Lin holds an Executive Masters of Business Administration degree from Claremont College and a visiting scholar from Cambridge University. She studied under the tutelage of Dr. Peter Drucker, widely regarded as one of the most influential thinkers of modern management. Ms. Lin is further certified as a mediator with the City of Los Angeles, City Attorney's Office. Her background, bolstered by her experience, allows Ms. Lin has given her the capacity to effectively grow Absolute Security International, Inc. into a prominent player on the security services stage in Southern California.

Ms. Lin's mantra for Absolute Security International, Inc. is *Your Protection is Our Mission. Your Safety is Our Goal*. Based on that philosophy, as well as her extensive background in handling security services, Absolute Security sets out to provide the best, uncompromised, and secure security coverage at the lowest possible cost. All Operations at Absolute Security will first and foremost always fulfill the security needs of our client before all else.

Ms. Lin is currently the Founder, Owner, President, and QM of Absolute Security International, Inc. She oversees the Marketing, Operations, Financial, Human Resources, and Legal departments at AIS. At the helm, Ms. Lin has acquired massive government and corporate contracts in addition to high profile contracts such as the LADWP, LADOT, HACLA, LACFD, the County of Riverside and various other municipality and city contracts. As such, under Ms. Lin's leadership, AIS has increased its annual sales revenue by more than 35% each year.

Previously, Ms. Lin held the position of Chief Administrative Officer, QM, and Partner at Odon Central Security, Inc. There, she managed all administrative responsibilities, but also greatly contributed toward the company's Operational strategies. At Odon, Ms. Lin oversaw a resurgence of the company from near bankruptcy to a net worth of over \$5M.





# DAVID R. REYNOSO

5155 Irwindale Ave., Irwindale CA 91706

Email: [drreynoso@absolutesecurityintl.com](mailto:drreynoso@absolutesecurityintl.com)

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## PROFESSIONAL EXPERIENCE

Chief of Operations – Absolute International Security, director of all operations and training (12/2021–Present)

Police and Security Practices Expert Review and Testimony – Provide review, report preparation and court testimony (12/2021–Present)

Adjunct Staff Rio Hondo College/Police Academy Instructor (01/2016–Present)

Chief of Police – City of El Monte Police Department, coordinate and direct all police operations and personnel (04/2015–12/2021)

Police Captain Operations Division Commander – Baldwin Park Police Department, commanding officer of all operations bureaus and personnel (12/2013–04/2015)

Police Lieutenant Watch Commander – Baldwin Park Police Department, managed two patrol shifts, responsible for the approval of all shift police reports and supervision of police sergeants and officers (07/2013–12/2013)

Police Lieutenant Support Services Commander – Baldwin Park Police Department, overall administrative command of support services bureau, to include general investigations, special investigations, gang enforcement, records and dispatch management (03/2011–07/2013)

## ADDITIONAL QUALIFICATIONS

Adjunct Staff Westwood College (01/2012–04/2015)

Bureau of Security and Investigative Services Basic Guard Card Instruction (01/2023–Present)

## CORE COMPETENCIES

Mentoring & Tutoring, Setting School Schedules, Student-Centered Instruction, Curriculum Development & Implementation, Classroom Management, Instructional Programming & Brainstorming in the following courses.

Bachelor of Science degree in Criminal Justice Supervision and a Master's Degree in Organizational Leadership. He is also a graduate of the FBI National Academy #244 and completed Sherman Block Leadership Institute Class #121. As an educator, the Chief of Operations continues to work as an adjunct professor at local colleges.

## MILITARY

Corporal – United States Marine Corps, acquired supervisory position (06/1985–08/1989).

Honorable Discharge – Active duty

## EDUCATION

Chapman University – Master of Arts Organizational Leadership, March 2011

Union Institute & University – Bachelor of Science Criminal Justice Management, June 2008

Long Beach State University – Attended 2001-2003

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE



Issues this award thereby certifying that

**David Raul Reynoso**

*Baldwin Park Police Department, California*

*has completed a general course of instruction afforded by the*

**FBI National Academy**

**United States Department of Justice**

*at Quantico in the State of Virginia for a period of ten weeks ending this the eighteenth*

*day of March in the year of our Lord two thousand and eleven and by these*

*presents is entitled to such professional standing as a law enforcement officer as may be*

*properly accorded by reason of the completion of such course of instruction*

*Eric H. Holder*

*Attorney General*

*Robert J. Taylor*

*Director*

STATE OF CALIFORNIA  
DEPARTMENT OF JUSTICE



*The* Commission on  
Peace Officer Standards and Training

*Has awarded this*

**Executive Certificate**

*to*

DAVID RAUL REYNOSO

CHIEF

EL MONTE POLICE DEPARTMENT

April 12, 2017

*who has satisfactorily completed  
the requirements for the award described in Title 11,  
Division 2, of the California Code of Regulations.*

JOYCE E. DUDLEY  
CHAIRPERSON

EDMUND G. BROWN JR.  
GOVERNOR

MANUEL ALVAREZ, JR.  
EXECUTIVE DIRECTOR



E 1588

**OBJECTIVE:** I am a certified training instructor, Project Manager for multiple governmental and municipal contracts, and experienced leader in the private security sector. I have been an instructor at Orange Unified School District, a police officer (field training officer) with the City of Los Angeles, and an Army Veteran. I am bilingual in English and Spanish.

#### EMPLOYMENT HISTORY

- 12/2015-Present - Absolute International Security Inc. Executive of Operations & Training  
4255 Tyler Ave El Monte, CA 91731 [REDACTED]
- 10/2014-09/2015 - Orange Unified School District (City of Orange ROP) Criminal Justice/CSI Instructor  
1401 N. Hardy St., Orange, CA 92867 [REDACTED]
- 09/2013-10/2014 - Southeast ROP (Norwalk-La Mirada Unified School District) CJ/CSI Instructor  
12940 Foster Rd, Norwalk, CA 90650 [REDACTED]
- 10/2006-03/2010 - L.A. World Airport Police Department, PSS Field Training  
6320 W. 96th Street, Los Angeles, CA 90045 [REDACTED] Police Officer
- 03/2003-03/2009 - U.S Army Cavalry Scout (Reconnaissance) Sergeant  
950 N. Cucamonga Ave., Ontario, CA 91764

#### EDUCATION/TRAINING

- 06/2011-08/2014 - East San Gabriel Valley Regional Occupational Program West Covina, CA  
Criminal Justice Associates Degree Program (Associates Degree Awarded)
- 05/2013 - California Commission on Teacher Credentialing Sacramento, CA  
Career Technical Education Teaching Credential (Public Service)
- 11/2011 - Rio Hondo College Whittier, CA  
Peace Officer Standard Training (P.O.S.T. / PAC 43.14 Field Training Officer Course)  
(Certified as FTO on 11/07/2008)
- 06/2007-07/2007 - L.A. World Airport Police Police-Peace Officer Standard Training, Los Angeles, CA  
832.1 P.C. Aviation Security Training (Certified on 06/08/2007)
- 10/2006-05/2007 - Los Angeles Police Department Los Angeles, CA  
Los Angeles Police Department Academy (DIPLOMA 05/25/2007)

#### QUALIFICATIONS

- Excellent customer service skills
- Excellent verbal and written communication skills
- Ability to work independently and in a team-oriented environment
- Ability to organize, plan and coordinate multiple tasks with a high sense of urgency and follow-through
- Involved in plenty of various investigations and arrest
- Can create curriculum for any environment in designated field
- Ability to work effectively with people from diverse backgrounds
- Trained and protected lower enlisted personnel
- Operated daily in administration environment/ support in field operations
- Veteran of operation enduring freedom
- Willing to travel

\*\*\*LIST OF AWARDS AVAILABLE UPON REQUEST \*\*\*



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

## FIREARMS TRAINING INSTRUCTOR

Certificate No. TIF2503

Receipt No. 2310

Valid Until: 06/30/2025

Issue Date: 06/12/2017

BRYAN COLINDRES



In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the individual named hereon is issued a Training Instructor Certificate.

-- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

16-PC013-S0000598-1/1



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

## BATON TRAINING INSTRUCTOR

Certificate No. TIB1943

Receipt No. 851

Valid Until: 02/28/2026

Issue Date: 02/21/2018

BRYAN COLINDRES



In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the individual named hereon is issued a Training Instructor Certificate.

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

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CALIFORNIA

DEPARTMENT of JUSTICE  
Bureau of Firearms

CCW DOJ C.I. No.: 119

**Carry Concealed Weapon Program  
DOJ CERTIFIED INSTRUCTOR**

Bryan Colindres

Name

The above individual has met the requirements outlined in Penal Code section 26165 and California Code of Regulations, title 11, section 4410.

Issue Date: 03/25/2024

Expiration Date: 03/25/2028

CCW DOJ Certified Instructor Signature

Stephanie  
Brooks

Issuing Officer Signature

DEPARTMENT of JUSTICE Bureau of Firearms CCW DOJ C.I. No.: 119

**Carry Concealed Weapon Program  
DOJ CERTIFIED INSTRUCTOR**

Bryan Colindres  
Name

DL/ID: \_\_\_\_\_

The above individual has met the requirements outlined in Penal Code section 26165 and California Code of Regulations, title 11, section 4410.

Issue Date: 03/25/2024 Expiration Date: 03/25/2028

CCW DOJ Certified Instructor Signature

Stephanie Brooks  
Issuing Officer Signature

DEPARTMENT of JUSTICE Bureau of Firearms CCW DOJ C.I. No.: 119

**Carry Concealed Weapon Program  
DOJ CERTIFIED INSTRUCTOR**

Bryan Colindres  
Name

DL/ID: \_\_\_\_\_

The above individual has met the requirements outlined in Penal Code section 26165 and California Code of Regulations, title 11, section 4410.

Issue Date: 03/25/2024 Expiration Date: 03/25/2028

CCW DOJ Certified Instructor Signature

Stephanie Brooks  
Issuing Officer Signature

**Joe Leal, US Army**  
jleal@absolutesecurityintl.com

**Summary of Experience:**

Established National, State and County Veteran collaborative programs; through outreach and engagement within the community recognized lack of consideration given to Veterans and their families in all areas of housing, employment, health and camaraderie. By establishing and strengthening public/private partnerships, engaging key stakeholders, coordinating activities and leveraging resources among collaborative entities to improve and empower Veterans' community partnerships. Energetically sharing the story of Veterans, educating the community and acquiring financial support through public speaking requests for those organizations outside of the Veteran community. Actively seeks and supports homeless Veterans throughout Southern California via personal connection, education, resources and solutions. With over 23 years of combined Military and Federal Service, I continue to organize and lead several events to better improve the lives of our brave men and women in uniform including their Families.

**Accomplishments:**

- Created the Vet Hunters Project; a nationwide Organization for homeless Veterans driven by 100% volunteerism.
- Founded the San Gabriel Valley "Heroes in the Shadows," homeless Veteran Stand Down. Currently on our 5<sup>th</sup> Annual.
- Hand selected for the Steven A. Cohen Military Family Clinic at USC Advisory Board Member. • Two time Recipient of the former President Obama "Call to Service Award"
- KCET Local Hero Award for my approach to homeless outreach.
- Telemundo National Heroes Award for my dedication to help end and prevent Veteran homelessness.
- Association of the United States Army "Dwight D. Eisenhower" Family Readiness Group Leader Liaison • Employer Support of the Guard and Reserve "Seven Seals" award.
- Latin Business Association Community Hero of the Year
- Founder of the Los Angeles County Veterans Resource Expo
- Founder of the Los Angeles County Fair Heroes Corner
- Directly involved with LA County Military and Veterans Affairs homelessness program; planned, engaged and participated
- Recognized as Veteran of the Year, 2014 Congresswoman Napolitano and Assembly member Hernandez

**Professional Experience**

**Absolute International Security**

*Operations Coordinator*

2017 - Present

Responsible for the daily operations of a major security corporation. Manage and direct an office staff of 20 to ensure that the management team exceeds all company expectations. Work closely with Account Managers to train, hire and mentor officers of the highest caliber. I work diligently to decrease non billable overtime, raise customer service and increase revenues and profits. I approve all weekly schedules, payroll and officer/supervisor reports. Meet regularly with staff to make sure all goals and objectives of the company are met.

**Department of Defense/Department of Army Los Angeles, CA**

*Soldier and Family Readiness/Military Liaison*

2009 - Present

Provide administrative and clerical assistance to the Commander and Family Readiness Group (FRG) Leaders in the area of Family Preparedness during and prior to deployment. Event coordination consisted of scheduling speakers from community based entities that provide resources to Soldiers, Veterans, and their families. Maintained Family Readiness Group volunteer files and coordinates training for interested volunteers. Assists with arranging travel to volunteer trainings through Defense Travel System. Contributes to combat readiness by promoting efficient and effective communication between command, Family Readiness Groups, and family members of a 4500 (plus) personnel. Performs periodic and special staff visits conducting compliance inspections throughout the command. Collaborates with Army Reserve Ambassadors, other Family Program agencies, and major subordinate commands of different echelons in order to effectively promote awareness of Soldier and family benefits through reintegration events. Responsible for scheduling and coordinating various family activities, deployment events, and training for FRG volunteers.

**United States Army**

1995 - 2004

*Infantryman/Ordnance Corps*

Trained Soldiers in Water Born and Jungle Operations, Fort Sherman Panama. Trained Bosnian and Hungarian Soldiers in Operation Joint Guard as part of the KFOR Operations. Was also a West Point Military Academy instructor (Camp Buckner) in the Bayonet, Combat Life Saver and OPFOR training operations. Trained the Iraqi Police force during Operation Iraqi Freedom. Deployed to Kuwait and Iraq in the initial invasion to help assure safety of U.S. personnel. Conducted combat operations in support of operation enduring freedom.

## JEANETTE AYALA, Ed.D., SPHR – Director of HR

jayala@absolutesecurityintl.com

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Strategic and innovative executive who translates business vision into initiatives that excel at performance, profitability, growth, and employee engagement. Empowering leader and influencer who thrives on tough challenges and translates visions and strategies into actionable, value-added goals.

- HR Policy, Process & Systems Design
  - Budget Management
  - Succession Planning
  - Employee Relations & Diversity
  - Compensation & Benefit Management
  - Workforce Planning & Development
  - Strategic Planning
  - FMLA, ADA, EEOC Compliance
  - Leadership, Training and Development
- 

### PROFESSIONAL EXPERIENCE

- Council the Chief Operations Managers on legal and regulatory compliance in areas of employee relations and workplace policies, Workers' Compensation, reporting, benefits administration, compensation and payroll and other Human Resources matters.
  - Strategize the design, implementation and ongoing management for HR programs which foster positive employee relations, high levels of engagement, and mitigate business risk.
  - Interpret and implements HR policies, practices, and company philosophy to ensure effective administration of the same. Maintains current knowledge of state and federal legislation and regulations and ensures corporate compliance of EEO, ADA, FMLA regulations, and established corporate policies.
  - Conduct need analysis to Identify training needs, define program to address the needs, and consult with leadership on all Training/Development initiatives.
  - Establish effective partnerships and communication with all levels of management and Human Resources staff to ensure programs and processes are delivered and implemented consistently throughout the organization.
  - Lead succession planning for key management roles and execute a strategic staffing strategy to ensure a robust and diverse pipeline of talent across the organization.
  - Design, plan and administer budgets equitable compensation practices consistent with corporate guidelines.
  - Developed and managed budgets for legal counsel, recruitment, temporary staffing, benefits, and other areas in the human resources.
  - Conducted audits, resolved complex issues, and designed recommendations for improvement to existing processes.
  - Effectively executed full scope of human resources management functions, directing departmental staff and workflow to accomplish goals within strict budget and timeframe constraints.
  - Reduced Workers Compensation claims by 40 % by effectively introduced strategic plans, trainings and staff-development initiatives which generated a cost saving over \$100, 000 dollars.
  - Created equitable recruitment policies, compensation, strategic hiring, candidate selections, reassignments, and employee promotions to meet evolving needs of management team and staff.
  - Negotiated company healthcare benefits and procured varied business insurance policies to ensure most favorable benefits packages and within budget. Identified over \$120,000 dollars in cost savings through the audit of insurance benefits plans and by purchasing insurance policies for organization.
- 

### EDUCATION

<b>DOCTORATE IN EDUCATION, ORGANIZATIONAL LEADERSHIP</b>	2021
Brandman University, Irvine, CA	
<b>MASTER'S IN BUSINESS ADMINISTRATION (MBA)</b>	2012
Keller Graduate School of Management, Long Beach, CA	
<b>MASTER'S IN HUMAN RESOURCES MANAGEMENT DEGREE</b>	2010
Keller Graduate School of Management, Long Beach, CA	
<b>BACHELOR OF SCIENCE, MAJOR: CRIMINAL JUSTICE</b>	1998
John Jay College, New York, NY	
Senior Professional in Human Resources, (SPHR) Certification	2021

# ROGELIO FLORES

PHONE:

EMAIL:

rflores@absolutesecurityintl.com

ADDRESS:

4255 Tyler Ave  
El Monte, CA 91731

## SKILLS, CERTIFICATION & TRAINING

- Exceptional Customer Service Skills (verbal & digital)
- Proficient Bilingual communication (English & Spanish)
- Excellent problem-solving abilities
- Expert in Security Related Software & equipment
- Familiarity with both Windows Office Suite & Google Suite
- High computer Literacy skills
- Extended knowledge of security electronic equipment
- John E. Reed, Interview & Interrogation Course
- Certified Emergency First Responder (EFR)
- WMD, Threat Risk Assessment (DHS-ODP)
- Overseas Security Advisory Council (OSAC)
- Workplace Violence, Mail Fraud, Legislative Trends (ASIS)
- Emergency Response Team (CERT) Training (LAFD)
- Urban Light Search & Rescue Training (LAFD)
- Experienced in visual communication

## WORK EXPERIENCE

### Absolute International Security, Director of Compliance

2020–Present

- Lead and manage all compliance-related projects. Create and maintain quality assurance and compliance program for various departments within the company. Develop, implement, and enforce written compliance policies and procedures. Draft and maintain departmental standard operating procedures.
- Advise internal management or business partners on departmental compliance programs.
- Address and respond to any compliance issues identified as quickly and efficiently as possible.
- Conduct periodic internal monitoring and review. Respond promptly to external audits and compliance-related questions. Review and make recommendations as to policies and procedures improvements.
- Stay up-to-date on regulations and laws impacting the security guard services industry. Keeping abreast on the industry trends and best practice.

### Superior Protection Services – Security Manager

2018–2020

- Overall management of customer accounts.
- Arranged & attended meetings with customers
- Manage real-time employee reporting systems (TrackTik)
- Daily overview & management of employees
- Weekly visitations to customer sites to stay up to date
- Development of customized security programs for customer accounts.
- Responded to on-site emergencies as they developed.

### American Guard Services - Director of Operations

2011–2018

- Daily management of accounts & branch personnel
- Tasked with the configuration, implementation & managing of the Real Time Reporting Systems (FFM)
- Developed training material & programs to enhance the value of service by expanding the guard's knowledge
- Attended Pre-bid & selection board meetings to assist with proposals & business development
- Start-up & management of new branches nationwide

### American Protective Services – Account and Branch Manager

1989–2018

- Conducted on-site inspections to verify compliance with post instructions at sites.
- Oversaw the quarterly financial/ billing reconciliation of major accounts
- Coordinated site visitation and organized meetings with Site Supervisors
- Assignment of personnel for more than 36,000 hours per week for contracted security services
- Responsible for on-site compliance of company & client regulations
- Maintained associated automated systems & data dealing with officer's qualifications, site requirements & incident/daily activity reports
- Assisted in the development & instructor of a regional field supervisor program
- Processed payroll & billing information
- Responsible for purchasing, assignment & maintenance of security related equipment including firearms for armed officers.



# Similar Experience

## SIMILAR EXPERIENCE - CONFIDENTIAL

AIS retains a portfolio of highly rigorous, demanding, and multi-faceted security contracts that require innovation, creativity, attention, and diligence from all levels of our security operations to successfully fulfill. We currently serve a variety of clients that require: i) armed, unarmed, semi-armed (baton & pepper spray) security services; ii) on-call and/or event services staffed with less than 24 hours turnaround; iii) staffing at multiple locations (30+) within a specific region; iv) additional specialized compliance, training, & certification; and v) heightened bill & pay compliance, verification, and reconciliation. AIS specializes in providing our clients with consistent coverage for our full suite of security solutions so that they do not have to dedicate their own time and effort into managing and verifying our work performance.

The following is a summary of services we provide to clients that are similar in size and scope to the service requirements described:

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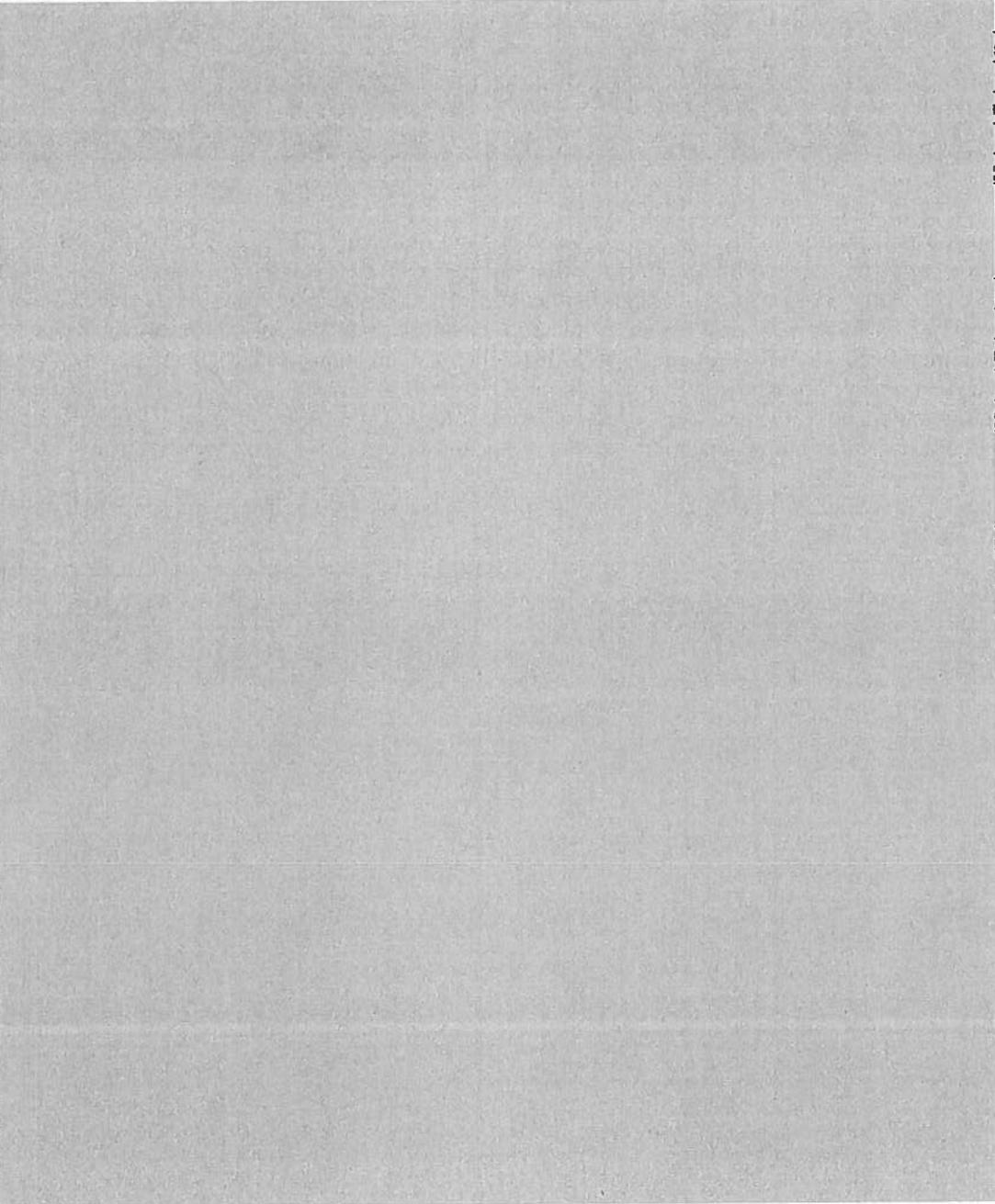
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## SERVICE CAPABILITY - CONFIDENTIAL

AIS provides the following portfolio of services to all its clients for the full duration of the contract.



AIS is a proud member of CALSAGA, the California Association of Licensed Security Agencies, Guards & Associates; a proud member of the NRA, the National Rifle Association; a proud member of IACLEA, the International Association of Campus Law Enforcement Administrators; a proud member of ASIS, the American Society for Industrial Security; and employs a proud member of the FBI National Academy Association & Peace Officers Association of Los Angeles County.



AIS armed officers are trained in the Use of Force and the U.S. Department of Homeland Security's Law Enforcement Active Shooter Emergency Response. They also take supplemental OC pepper spray, baton, and firearm training beyond the standard BSIS requirements.

AIS holds licenses for Guard Card, Baton, Firearm Training and operates a BSIS, BPPE, & I-TRAIN approved Weapons Training Center capable of receiving federal funding from local workforce agencies to provide vocational training and job placement opportunities for local communities.

AIS enforces a company-wide No-Smoking Policy and Drug-Free Workplace, protecting our officers from the dangers of drug abuse in the workplace, and offers drug counseling, rehabilitation, and employee assistance programs.

AIS provides its qualifying employees with competitive benefits including Comprehensive Health Insurance (with Vision and Dental), 401K Retirement Plans, and PTO/Vacation Policies.







## Negative History

### **CONTRACT DISCREPENCY – CONFIDENTIAL**

Absolute Security Intl Corp dba Absolute International Security (AIS) does **not** have any open and outstanding contract discrepancy reports (CDRs) from any public agency or private entity.

### **DEBARMENT HISTORY – CONFIDENTIAL**

Absolute Security Intl Corp dba Absolute International Security (AIS) has **never been and is not currently** debarred or suspended by any public agency or private entity.

### **TERMINATED CONTRACTS – CONFIDENTIAL**

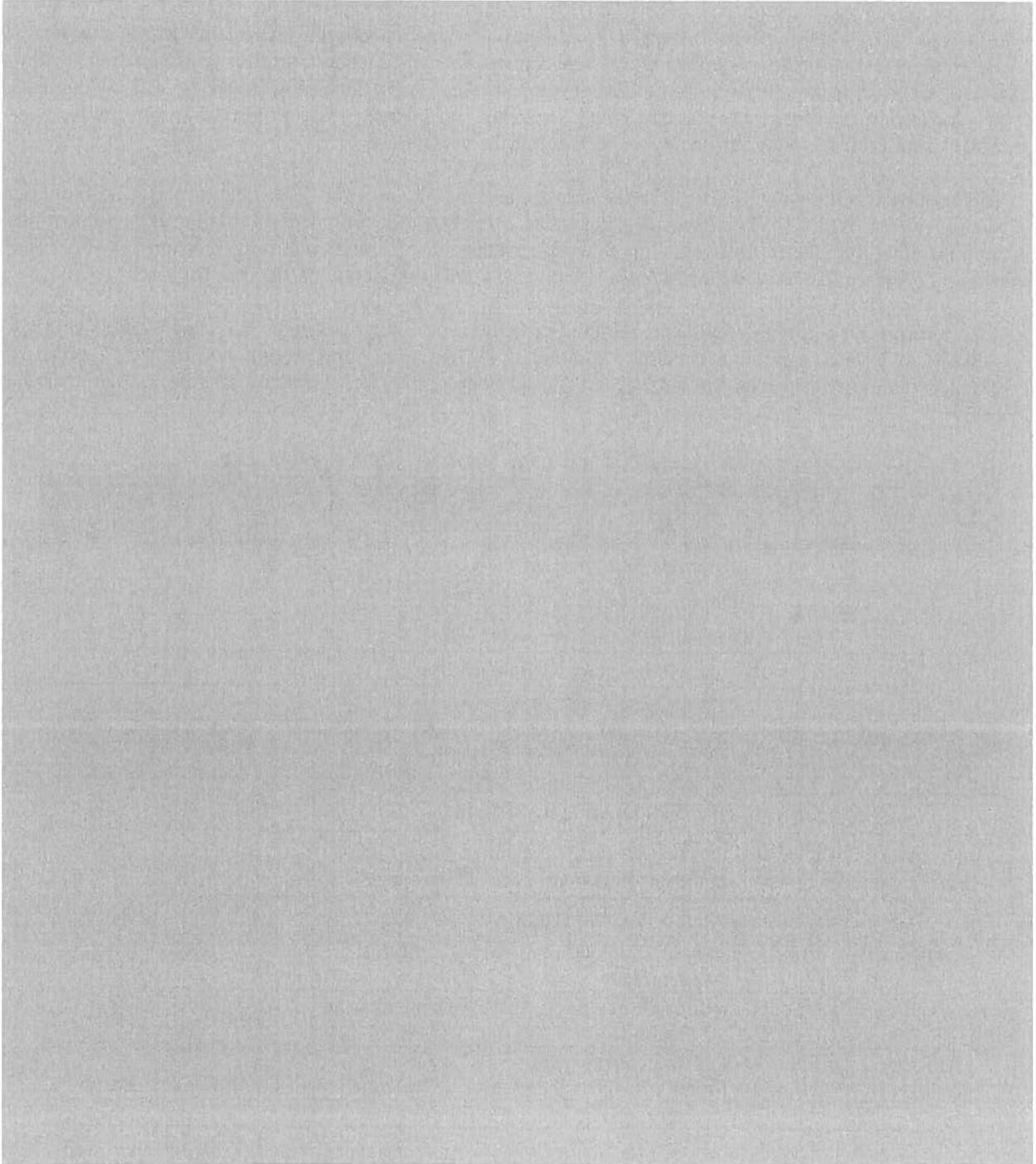
Absolute Security Intl Corp dba Absolute International Security (AIS) has **concluded** contracts for the best interest from public agencies.

*\*Please refer to AIS completed form in Section 13.0 Forms List (PW-9 – Proposer's Debarment History and List of Terminated Contracts) for additional information.*



# Pending Litigation & Judgments

## PENDING LITIGATION & JUDGMENTS – CONFIDENTIAL





**SECURITY GUARD SERVICES PROVIDED - CONFIDENTIAL**

AIS' proposed summary of duties is based on the specifications set forth in the provided Scope of Work informed by your site personnel's expertise and familiarity and our **current experience at the site**. It is in our experience that such institutional knowledge is invaluable when it comes to truly understanding the day-to-day security operations of an individual service location. As service progresses, we will undoubtedly provide suggestions for security improvements based on our own expertise within the security industry as well as similarities to other service locations that may be present.

AIS understands the nature of the security industry and that the specific duties required may be fluid and vary over time. While AIS is submitting pricing based solely off the provided information at the time of this proposal submittal, we are always willing to work with the client to create and further customize the tailored security program that has the greatest cost-effectiveness and best operational success for you.

AIS confirms our ability to provide the required security services set forth in the Scope of Work (**Exhibit A – Scope of Work**), summarized below. Additionally, AIS is providing preliminary service suggestions, based on our experience with similar successful security programs, for your consideration, also summarized below.

**SUMMARY OF SECURITY GUARD SCOPE OF WORK – CONFIDENTIAL**

Service Locations		
Location Name & Information	Ref Number	
Brackett Field Airport (POC)	1	
Compton/Woodley Airport (CPM)	2	
San Gabriel Valley Airport (EMT)	3	
General Wm. J. Fox Airfield (WJF)	4	
Whiteman Airport (WHP)	5	
Overview of Security Officer's Duties To Be Provided		
Duty	Location	Frequency
AIS security officers shall report to work on time.	All	Daily
AIS security officers shall not be relieved of the duties of their post before their scheduled shift, unless otherwise approved by the CM.	All	Daily
AIS security officers shall be courteous and professional.	All	Daily
AIS security officers shall maintain good personal and uniform appearance.	All	Daily
AIS security officers shall monitor aircraft and vehicle parking areas as directed.	All	Daily
AIS security officers shall monitor the Common Traffic Advisory Frequency on VHF radio for aircraft activity and potential aircraft-related emergencies.	All	Daily

<p>AIS security officer shall patrol the airport facilities as directed by the CM. Patrols are to be conducted for the primary purposes of:</p> <ol style="list-style-type: none"> <li>1) identifying discrepancies with applicable rules, regulations, ordinances, and policies;</li> <li>2) ensure the security of buildings, vehicles, aircraft, and other property located on the airport;</li> <li>3) inspecting airfield lighting and signage;</li> <li>4) validating that the perimeter fencing and vehicle and pedestrian access gates are secure and functioning properly;</li> <li>5) identifying and responding to existing or potential fire, environmental, or other hazards to persons and property;</li> <li>6) detecting and preventing individuals or groups from committing acts which are, or have the potential to become, injurious to others or to property;</li> <li>7) removing foreign object debris from the aircraft movement areas (runway, taxiway, and apron areas) as may be necessary; and</li> <li>8) being readily available to respond to incidents, accidents, or emergency situations occurring on or near the airport.</li> </ol>	All	As Required
AIS security officer shall call 911 immediately and subsequently the CM and security officer's supervisor to notify them of any incidents, accidents, or emergencies that occur at the airport.	All	As Required
AIS security officer shall complete a detailed report, including eyewitness testimony if available, for each incident, accident, or emergency occurring at the airport. Reports to be made available to the CM at the end of each shift.	All	Per Shift
AIS security officer shall alert CM and security officer's supervisor of any suspicious activity(ies) observed during shift hours and provide recommendation for possible pre-emptive action.	All	As Required
AIS security officer shall monitor events and other organized activities at the airports.	All	As Required
AIS security officer shall intervene to terminate injurious acts.	All	As Required
AIS security officer shall conduct searches of individuals for weapons, if necessary.	All	If Necessary
AIS security officer shall detain individuals for further investigation or arrest where circumstances and conditions warrant such action, if necessary.	All	If Necessary
AIS security officer shall answer questions of visitors regarding geographic locations, services, and functions.	All	As Required
AIS security officer shall ascertain locations of specific personnel within an assigned facility for the benefit of visitors and direct them accordingly.	All	As Required
AIS security officer shall detect and prevent the introduction of prohibited or unpermitted contraband to a facility.	All	Daily
AIS security officer shall punch a time clock at assigned station, as directed.	All	Daily
AIS security officer shall open/close and lock/unlock doors and gates, as directed.	All	Daily
AIS security officer shall reduce and/or turn off facility lighting and close window coverings, as required.	All	As Required

AIS security officer shall verify the security of safes and other areas where equipment or materials of value are stored.	All	Daily
AIS security officer shall raise and lower flags.	All	Daily
AIS security officer shall ensure that only authorized personnel are permitted access to closed or restricted facilities or areas by detaining unidentified or unauthorized individuals.	All	Daily
AIS security officer shall respond to reports of ill or injured patrons, visitors, or employees; render first aid and cardiopulmonary resuscitation; and notify supervisor if further assistance is considered necessary or desirable.	All	Immediately
AIS security officer shall immediately relay reports of bomb threats to the police, CM, and security officer's supervisor.	All	Immediately
AIS security officer shall participate in bomb searches organized by the security unit or other law enforcement agency personnel.	All	As Required
AIS security officer shall monitor alarm systems and electronic surveillance equipment.	All	Daily
AIS security officer shall respond to the scene of locally activated fire, burglary, or other alarms, evaluate the situation encountered, and take prescribed action.	All	If Necessary
AIS security officer shall investigate questionable acts and/or behavior observed or reported on County premises and question witnesses, and suspects to ascertain or verify facts.	All	As Required
AIS security officer shall pursue and apprehend persons suspected of damaging County property and/or injuring County employees or visitors to County facilities, if necessary.	All	If Necessary
AIS security officer shall detain suspects pending transportation and booking by local law enforcement agency, if necessary.	All	If Necessary
AIS security officer shall operate a bicycle, motor cart, or automobile, where directed.	All	Daily
AIS security officer shall have knowledge in the care and use of an impact weapon (baton).	All	Before Assignment of Shift
AIS security officer shall have knowledge of self-defense and restraint procedures.	All	Before Assignment of Shift
AIS security officer shall communicate effectively with individuals and the general public.	All	Daily
AIS security officer shall react quickly, take command of an emergency situation.	All	As Required
AIS security officer shall use good judgment and discretion in handling the unruly or trespassing public.	All	Daily
AIS security officer shall remember facts and details concerning specific situations.	All	Daily
AIS security officer shall provide escort services, as required.	All	As Required
AIS security officer shall assist other security officers.	All	As Required
AIS security officer shall hold over at the facility until properly relieved.	All	Per Patrol
AIS security officer shall take primary photographs as required.	All	As Required

AIS security officer shall activate fire or other emergency procedures as required.	All	As Required
AIS security officer shall operate a fire extinguisher if necessary.	All	If Necessary
AIS security officer shall call and notify law enforcement authorities, fire department, paramedics, etc., as required.	All	As Required
<b>Overview of Security Director/Account Manager's Duties To Be Provided</b>		
<b>Duty</b>	<b>Location</b>	<b>Frequency</b>
AIS security director/account manager shall immediately respond to on-site emergencies.	All	Immediately
AIS security director/account manager shall be available for inspections, questions, and advice on a daily basis.	All	Daily
AIS security director/account manager shall provide technical and administrative advice.	All	Daily
AIS security director/account manager shall assure proper assignment coverage.	All	Daily
AIS security director/account manager shall provide directions and instructions to post and/or patrolling security officers by making rounds and observing security officers in the performance of their duty.	All	Daily
AIS security director/account manager shall call attention to subordinates of any deviations from acceptable practices and procedures. Instruct security officers in proper methods and explain conditions under which deviations are permissible.	All	Daily
AIS security director/account manager shall respond to requests of subordinates for assistance.	All	Daily
AIS security director/account manager shall exercise leadership ability.	All	Daily
AIS security director/account manager shall maintain good personal and uniform appearance.	All	Daily
AIS security director/account manager shall update and explain post procedures.	All	As Required
AIS security director/account manager shall have working knowledge of radio procedures.	All	Before Assignment of Shift
AIS security director/account manager shall conduct investigations.	All	AS Required
AIS security director/account manager shall complete all necessary reports specified in this Contract.	All	As Required
AIS security director/account manager shall maintain the Quality Control Plan.	All	As Required
AIS security director/account manager shall Report to and meet with the CM, as required.	All	As Required
AIS security director/account manager shall respond to Contract Discrepancy Reports.	All	As Required
AIS security director/account manager shall establish policy and procedures with regard to each respective post location, with the advice and consent of the CM.	All	As Required
AIS security director/account manager shall ensure sufficient availability of security officers to cover Public Works' requirements.	All	Daily

**SUMMARY OF SECURITY COMPANY SCOPE OF WORK – CONFIDENTIAL**

Overview of Security Company Services To Be Provided	
Responsibilities	Ack
AIS shall not use any Subcontractors in the performance of this contract.	✓
AIS shall possess and maintain a valid and active California-issued private patrol operator license throughout the duration of the Contract.	✓
AIS shall have no fewer than 5 years of experience providing security services to private or public institutions performing the type of services detailed in this Exhibit A, Scope of Work.	✓
AIS's managing/supervising employee shall have no fewer than 5 years supervising security operations similar to those detailed in the Exhibit A, Scope of Work.	✓
AIS shall provide an annual performance bond in the amount not less than 50 percent of the total annual Contract term amount for all Contract terms including optional years, if exercised.	✓
AIS shall adhere to any requests for changes in service schedules and service type, as the needs of the County may vary. Contractor shall provide security officer(s) at the level and rate requested at the discretion of the CM.	✓
Where applicable, AIS shall ensure patrol rounds are made with the use of a Detex wand per frequency requested by the CM and/or PWR for each shift. In the event the wand is inoperable, tours shall be done manually, reported and logged.	✓
When requested by the CM/PWR, AIS shall provide the CM/PWR or on-site designee with access to real-time, operational GPS tracking of guards. In the event the GPS tracking is inoperable, tours shall be done manually, reported and logged.	✓
General Responsibilities	Ack
AIS shall provide armed and unarmed, trained, and uniformed security officers.	✓
AIS shall provide security officers and supervisors possessing basic writing skills/computer knowledge for note taking and completing report forms, the ability to work and communicate with the public and other operating personnel, and the ability to accept responsibility and work independently. AIS security officers and supervisors shall be fluent speaking and writing the English language.	✓
AIS shall provide security officers who have satisfactorily completed State of California Security Training requirements for security officers.	✓
AIS shall provide security officers who are over the age of 18.	✓
AIS shall have a working knowledge of pertinent Penal Code Sections, i.e., powers of arrest, etc.	✓
<p>AIS shall ensure that our security officers are registered and certified by the State of California, Bureau of Security and Investigative Services (BSIS) and shall fulfill any other State or local license requirements. Security officers shall possess:</p> <ol style="list-style-type: none"> <li>1) California Guard Registration Card</li> <li>2) Valid and active California Class "C" Driver's License</li> <li>3) Valid and active Social Security Card</li> <li>4) Selective Service Card or military discharge papers (DD214, if a Veteran)</li> <li>5) California Firearms Qualification Cards (for armed security officers)</li> <li>6) Bureau of Security and Investigative Services impact weapon (baton) training</li> <li>7) Security officers shall complete drug testing, credit, criminal, and Department of Motor Vehicles background investigations as well as employment verification, including any periods of unemployment in the last 10 years</li> </ol>	✓

8) Security officers shall possess a valid Red Cross or American Heart Association Certification in First Aid	
9) Security officers shall possess a valid Red Cross or American Heart Association Certification in Cardiopulmonary Resuscitation (CPR)	
10) Security officers shall be certified to use an Automated External Defibrillator (AED)	
AIS shall ensure security officers are in good physical condition and able to carry out the requirements of the job.	✓
AIS shall provide a resume to the CM for each security officer identified to be employed under this Contract.	✓
AIS shall ensure all security officers performing work shall meet the above standards and AIS shall provide a written certification to the CM, at least one working day prior to assignment of a security officer for County facility.	✓
AIS shall ensure no security officers shall be assigned to a shift before receiving at least four hours on-site training (paid by AIS at least the living wage rate, as required by and in accordance with Los Angeles County Code Section 2.201.040) from AIS's supervisory employee.	✓
AIS shall ensure all full-time (more than 35 hours per week) security officers assigned to this Contract shall limit outside employment to no more than 24 hours per week.	✓
At the request of the CM, AIS shall remove from work, any security officer who fails to meet the aforementioned requirements and any other obligations/regulations described herein. The Contractor shall immediately replace any security officer removed or unavailable, in order to continue the required service levels.	✓
<b>Additional Obligations</b>	Ack
AIS certifies that officers assigned to work at County facilities are in sound physical and emotional health necessary to perform the duties required of their post.	✓
County locations and/or patrol areas in use by AIS shall be subject to inspection and shall be accessible to County personnel or other public entities responsible for the inspection of other County and public facilities at any and all times, if requested.	✓
AIS shall be responsible for any County equipment issued to the security officer or AIS.	
AIS may be issued radio equipment provided and maintained by County. Upon termination of this Contract, all County-issued equipment shall be returned. AIS shall be liable for loss and/or damages, other than normal wear and tear, of said equipment.	✓
AIS shall be responsible for and provide security of all supplies and equipment under AIS's control or use during the course of this contract.	✓
AIS shall be required to provide minor short-term investigative surveillance services. AIS shall be responsible to hold all required state of California licenses and/or certifications to provide such services and be paid at AIS's hourly rate indicated in Form PW-2.1 – 2.5, Schedule of Prices, unless otherwise agreed upon.	✓
<b>Security Regulations</b>	Ack
AIS's employees shall not bring visitors, weapons (other than security officer's side arms), or contraband into the work location. Security officers will be subject to search. Security officers shall conduct themselves in a reasonable manner at all times. Security officers shall not cause any unnecessary disturbance at any work location and shall be subject to all rules and regulations which govern that location.	✓

AIS shall provide the CM with an updated staffing plan, with a complete list of employees who can be assigned to perform Contract work. The plan shall include all required permits and licenses, age, address, classification, date of birth, driver's license number, and length of service with Contractor. Whenever personnel changes on this Contract are made, Contractor shall supply an updated staffing plan.	✓	
AIS shall ensure all weapons shall be in the custody of the security officer at all times.	✓	
AIS shall immediately report to the CM for any accidents and/or loss of equipment, supplies, etc.	✓	
Where applicable, keys and other items issued by the County to AIS's employees shall be picked up at the beginning of each shift and returned to the facility's designated on-site staff at the end of each shift, or as directed by the CM.	✓	
AIS shall ensure all work, including overtime per 4/40 will be at the rates provided in Form PW-2, Schedule of Prices. AIS is to determine the overtime rates applicable to its staff and obtain all labor approvals from its employees in accordance with all applicable legal and regulatory requirements for the Contract work.	✓	
AIS shall ensure a high standard of conduct of our security officers. Examples of conduct which may be considered unsuitable are:  1) Vacating assigned post without authorization. 2) Leaning against walls, doors, etc. 3) Idle talk with other security personnel, County employees, or visitors. 4) Reading newspapers, magazines, or other nonwork-related materials. 5) Listening to radios, TVs, or CD players, or any other electronic devices. 6) Wearing of headphones 7) Rude or imprudent conduct or actions directed to, or in the presence of County employees and/or visitors. 8) Using cellular phones for personal business. 9) Playing handheld computer devices, i.e., iPod, iPad, tablets, etc.	✓	
<b>Emergency Conditions/Work Action</b>	Ack	
In the event of an emergency or unusual event, all employees of AIS located on-site shall be subject to the direction of the CM. AIS and its employees shall cross picket lines and provide contracted services during any work action or strike.	✓	
<b>Preliminary Security Company Service Suggestions - Confidential</b>		
<b>Suggestions</b>	<b>Explanation</b>	<b>Impact</b>
24/7 Live Operations Centers	Our 24/7 live Operations Center ensures that clients always connect with a live agent, eliminating the need to interact with an automated answering system. This allows AIS to promptly address any concerns or urgent needs.	Rapid Response to Concerns and Emergency Requests
24/7 Regional Mobile Supervision	AIS offers 24/7 regional mobile supervision that can be deployed at a moment's notice to coordinate requested emergency services.	Rapid Emergency Response

Second-to-None Managerial Response	AIS project managers are available 24/7 to address clients' needs and concerns are addressed swiftly and effectively. This commitment to excellence guarantees that our clients receive the highest standard of attention and resolutions.	Enhanced Client Satisfaction
Quarterly Post Order Meetings	AIS conducts quarterly post-order reviews to ensure that security measures remain current and aligned with our client's objectives and expectations.	Continuous Improvements to Security Services at Client's Facilities & Sites
In-House Training Facility	AIS is certified at local, state, and federal levels, enabling us to customize training programs to meet specific client requirements and contract specifications. This approach eliminates the need for outsourcing, allowing clients to utilize our training services internally.	Streamlined Training Process
As-needed Spin-Off Meeting	AIS will conduct a spin-off meeting to address any challenges and realign team objectives as necessary. These meetings facilitate effective communication and collaboration ensuring our Client remain informed and engaged.	Improved Project Alignment and Team Cohesion

**INCUMBENT ADVANTAGE - CURRENT APPROACH TO SCOPE OF WORK**

As the incumbent contractor, AIS has extensive experience providing security solutions to the Los Angeles County, Department of Public Works at its 5 airport facilities. Over the course of our ongoing partnership, we have developed a deep understanding of the specific security needs and operational requirements unique to these facilities. Our team has successfully managed a broad range of security functions, ensuring the safety of the airport premises, personnel, and visitors. With this proven track record, we are confident in our ability to continue delivering high-quality security services tailored to meet the evolving needs of the County.

Throughout our tenure serving the LA County Airports, AIS has gained invaluable insights and experience in several key areas:

**Emergency Response and Preparedness**

In the face of natural disasters – ranging from fierce winds and wildfires to torrential downpours – AIS has demonstrated its unwavering commitment to safety and efficiency. When tower operations are disrupted, we are called upon to provide additional personnel, ensuring that emergency vehicles and responders can swiftly access the site. Our vigilant presence helps guarantee that runways are cleared promptly, allowing for safe operations even in the most challenging conditions. Members of the AIS team receive training to operate effectively in high-pressure environments.

**FAA Communication and Compliance**

Navigating the complexities of FAA and TSA regulations is essential to our operations. After the tower ceases its functions, AIS takes on the critical role of relaying communication between airport staff and aircraft. We diligently follow FAA communication protocols to manage runway clearances and address any emergencies that may arise, ensuring a seamless flow of information that upholds safety and compliance.

### **Collaboration**

AIS security encompasses a multifaceted collaborative effort that engages a diverse array of stakeholders, including governmental security agencies, airport management authorities, and local law enforcement organizations. The success of this initiative relies heavily on effective teamwork, which necessitates clear communication and coordination among colleagues at all levels. Additionally, the timely sharing of relevant information, such as threat assessments and operational protocols, is imperative for the implementation of comprehensive security measures. Together, these elements form the foundation of a proactive security environment capable of addressing various challenges in the aviation sector.

### **Runway Operations**

On a daily basis, our dedicated AIS Security Personnel conduct thorough inspections of the runways, ensuring they remain clear of debris and potential hazards. We promptly report any deficiencies, including lighting issues, to maintain optimal conditions for aircraft operations. Our proactive approach safeguards the integrity of the runways and supports flight safety.

AIS is committed to cultivating essential communication skills among our security personnel, thereby enabling them to perform their duties with heightened efficiency and professionalism. Mastery of effective communication is vital for articulating security protocols with clarity, navigating challenging situations with poise and confidence, and offering timely assistance to individuals in need. By emphasizing these skills, we ensure that our personnel are not only prepared to respond to various scenarios but also to foster an environment of safety and reassurance within the community.

### **Theft Prevention**

Airports, particularly those intertwined with county functions, are prime targets for threats like terrorism and vandalism. AIS employs a robust strategy to mitigate these risks through timely patrols, rigorous training, and vigilant monitoring. Our efforts are aimed at cultivating a secure and safe environment, enabling travelers and staff to feel protected as they navigate the airport.

### **Access Control**

At AIS, we prioritize restricting unauthorized access to the airport, particularly in high-security areas. Our comprehensive access control measures ensure that sensitive locations remain protected, enhancing overall airport safety.

### **Quality Assurance Calls**

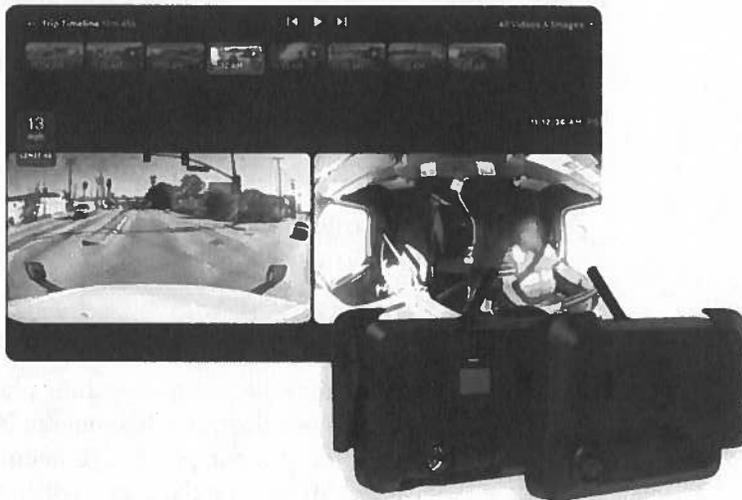
AIS understands the importance of uninterrupted service at the County's Airport Facilities. AIS Dispatch team has been completing nightly QA calls with officers scheduled for the same day, serving as both a wakeup reminder and a check to confirm their shift assignment. that are assigned to work the same day. Our Dispatch team completes one QA call at 8PM every night, with an additional layer of support, a member of the dispatch team will make nightly calls between the hours of 2AM-4AM to complete a status check. All matters brought to their attention will be assessed in real-time and an action plan will be immediately formulated to address them in a timely manner.

The nightly 8PM call allows our team to forecast and troubleshoot potential attendance issues hours ahead of the start of shift, thus time to find a suitable replacement for any gaps in coverage. While on the call our Dispatcher will review any traffic or transportation matters that could affect the officer's commute to work, including weather and traffic collisions. Officers are briefed on these factors and reminded to account for them, reducing the risk of late arrivals or absences. Any concerns raised are addressed in real-time, with an immediate action plan developed to resolve the issue quickly.

### **Technology Integration**

As the incumbent security provider, we have had the valuable opportunity to build upon our understanding of the difficulty of Airport Operations and improve our quality control over all aspects of our services, including, and especially, our patrol fleet. We implemented a pilot Samsara Dashcam system, at no cost to the County, to help prevent future accidents and ensure the highest level of alertness and compliance of our personnel. This program's effectiveness has proved to be immensely successful as we have shown a marked decline in moving vehicle violations, inattentiveness, and drowsiness while driving. Our data metrics and manual review both show that AIS guards are safer on their patrol routes now more than ever before.

**Samsara Dashcam** is an AI-powered & cloud-connected alert system designed to enhance fleet safety, efficiency, and compliance. These dashcams provide real-time video footage, AI-based incident detection, and driver coaching features to help reduce accidents and improve road safety. With high-definition video recording, cloud storage, and remote access capabilities, Samsara Dashcams help AIS monitor driver performance and ensure regulatory compliance. These dashcams are installed across all five airport patrol units providing real-time AI-powered detections and in-cab audio alerts for the following behaviors:



- Drowsiness Detection
- Lane Departure
- Forward Collision Warning
- No Seat Belt
- Mobile Usage
- Harsh Driving
- Speeding

In the event of an alert, our 24/7-live Communications Center can immediately contact the guard to ensure compliance, offering an additional layer of monitoring and support. This system helps AIS keep our officers alert and focused, reducing the likelihood of fatigue-related incidents. Additionally, we have enhanced our training programs and updated operational protocols to ensure heightened awareness and safety on the job.

### **INCUMBENT SUMMARY**

When operations run smoothly and clients, pilots, passengers, and our staff feel secure, the risk of disruptions—stemming from breaches or complaints—greatly diminishes. While our services represent a cost investment, the value we provide in safeguarding against potential risks proves to be an astute decision for the County, preventing unwanted costs and enhancing overall operational stability.

By operating within the realm of airport security, AIS plays a pivotal role in ensuring the safety and well-being of the traveling public. The knowledge that our efforts contribute to the prevention of potential threats and the maintenance of a secure environment instills a profound sense of fulfillment and purpose within our Security Teams.

AIS is confident in our experience and approach to enhance the scope of work to the County of Los Angeles, Department of Public Works airport facilities. We remain fully committed to delivering the highest level of security services to the County.



# Transition & Staffing Plan

## PROPOSED TRANSITION PLAN – CONFIDENTIAL

AIS understands the necessity of providing a smooth and successful transition with the least amount of disruption to the day-to-day operations of your service location(s). We take pride in our implementation process which enables AIS to maintain a **100% success rate** of commencing security services on or before the target transition date across **all** of our service contracts.

**Upon award of the contract**, AIS is proposing the following assigned Transition Project Manager and tailored Transition Plan designed specifically for your security service contract:

### Transition Project Manager –

Mr. Bryan Colindres | Executive of Operations & Training | Available 24/7/365



Upon contract award, AIS' Transition Project Manager will immediately initiate the following:

- Finalize the target transition date for the commencement of security services
- Finalize the proposed staffing plan with qualification and compliance requirements
- Assign a dedicated Recruiter to begin vetting and hiring potential candidates
- Conduct a comprehensive internal review of qualified security staffing available for deployment on the target transition date
- Reach out to the incumbent security provider, if any, to retain former security staff based on recommendations and preference of the client
- Reach out to the client to schedule comprehensive walk-throughs & threat assessments with on-site personnel
- Assign a dedicated Operations Administration & Support specialist to assist in the next stages of the transition

Upon conducting site assessments, AIS' Operations Administration & Support Team will provide the following:

- Finalize post orders, operational procedures, and notification protocols for each service location
- Create necessary contract-specific quality control protocols, including setup of any guard touring checkpoint and automatic reporting systems
- Assign and distribute Company-provided equipment necessary for service execution
- Brief and train Operations support staff, including Dispatchers, Quality Assurance specialists, Field Training personnel, and Field Supervisors
- Maintain constant communication with the client regarding progress, expectations, and commencement

As the target transition date approaches, AIS' Transition Team will prepare the following final steps:

- Conduct final review of transition readiness, including projected staffing
- Brief and train assigned security staff on post orders, responsibilities, expectations, and ancillary site-specific information
- Provide client with login credentials to and training for AIS quality control systems

**STEP  
3**

- Introduce client to assigned Operations Management & Supervision team in preparation for transition hand-off
- Deploy Operations Management & Supervision resources in advance of service launch

Following the successful launch of security service on the target transition date, AIS' Operations Team will:

**STEP  
4**

- Monitor service performance through Operations technology platforms (patrol checkpoints, reporting, GPS tracking, etc.)
- Conduct routine and random on-site Field Supervisor post inspections to ensure compliance with contract requirements and client expectations
- Conduct random remote quality assurance audits to ensure proper quality control
- Forecast, identify, and address deficiencies to proactively address developing issues
- Review post orders, operational procedures, and notification protocols on a routine basis to ensure changes and updates are captured and implemented
- Provide availability with Operations Management & Communications Center on a 24/7/365 basis

**ASSIGNED OPERATIONS MANAGEMENT & SUPERVISION TEAM - CONFIDENTIAL**

AIS strongly believes that effective management and supervision is the key determining factor for the success of a security service program. Accordingly, we have heavily invested in our internal quality control technology platforms to provide the necessary resources and data to accurately forecast developing issues, address incidents as they occur, and guarantee security service metrics are met. Our internal Operations Support teams are constantly monitoring live attendance trackers, reviewing submitted reports, and auditing assigned security staff to collect the information needed for the efficient allocation of oversight resources. With the availability of such powerful monitoring tools in hand, AIS has pioneered operational procedures, protocols, and controls for the purposes of seamlessly integrating back-end administrative resources with front-line in-field assets to allow for a proactive approach to quality assurance.

Ultimately, the Management and Supervision Teams are the final elements responsible for maintaining AIS' high service standards. AIS is therefore proposing the following assigned Account Project Manager and supporting Supervision Team for your security service contract:

**Account Project Manager –**

Mr. Deandre Gregory | Regional Operations Manager | Available 24/7/365

**Supervision Team Lead –**

Mr. William "Bill" Finlan | Regional Operations Supervisor | Available Thurs - Mon

**Supervision Team –**

Regional Field Supervision Team | Available 24/7/365

AIS' assigned Field Supervision Team would be tasked with ensuring the proper service quality and performance provided by our professional Security Officers. Each of our Supervisors are trained on post inspection protocols, internal disciplinary techniques, and risk assessment & mitigation. Reports\* generated from routine, random, and assigned inspections are then directly reviewed by the supervising Operations Manager for further evaluation and accountability. AIS Security Officers know and expect to be closely & routinely monitored resulting in our security staff having greater consistency in alertness, timeliness, and general performance. Our Support and Oversight teams are the integral factor in our ability to guarantee that our Security Officers are well-trained and well-prepared to provide services worthy of AIS' reputation.

*\*For a comprehensive view of AIS's monitoring reports, please refer to **Section 16.0 Additional Information (Sample Forms & Reports)**.*

**PROPOSED STAFFING PLAN - CONFIDENTIAL**

AIS' proposed staffing plan is based on the specifications set forth in the provided Scope of Work. We have tailored our plan to balance a stable roster of qualified security staff to properly fulfill all required duties against the cost efficiency gained by limiting excess security staff incurring undue costs. Our proposal accounts for the necessity for backup officers with prior knowledge, experience, and qualifications needed to maintain consistent staffing and fulfill emergency service requests.

AIS confirms our ability to provide the security staffing requirements set forth in the Scope of Work (**Exhibit A – Scope of Work**), summarized below. Additionally, AIS is providing our proposed work schedule, number of security staff needed, and ability to provide additional security coverage, for your consideration, also summarized below.

AIS Assigned Staff - Confidential				
Position(s)	SoW HPY*	Full-Time	Part-Time**	Total Staff
Security Officer (Unarmed)	14,560	7	-	7
Security Officer (Armed)	2,500	1	-	1

\*Scope of Work Hours Per Year (SoW HPY)

\*\*Part-Time employees indicated for purposes of this proposal may not accurately indicate part-time/full-time status of the employee within AIS as a whole.

Proposed Staffing Plan Summary - Confidential			
Service Location(s)	Position	SoW HPW*	Total Staff***
Brackett Field Airport (POC)	Unarmed Security Guard	56	1.4
Compton/Woodley Airport (CPM)	Unarmed Security Guard	56	1.4
San Gabriel Valley Airport (EMT)	Unarmed Security Guard	56	1.4
Gen. William J. Fox Airfield (WJF)	Unarmed Security Guard	56	1.4
Whiteman Airport (WHP)	Unarmed Security Guard	56	1.4

\*Scope of Work Hours Per Week (SoW HPW)

\*\*\*Employee positions will be staffed at multiple service locations

To meet the staffing needs for the five airports, AIS will be utilizing 7 full-time security officers. Each airport requires 56 hours per week of coverage, totaling 280 hours per week across all five locations. Given that each full-time officer is scheduled for a maximum of 40 hours per week, this staffing structure allows us to assign one full-time officer to each airport, ensuring consistent and dedicated coverage at each site. The remaining two full-time officers will be strategically placed and scheduled to cover the remaining hours of the airport's scheduled security shift. This staffing plan ensures that all airports receive the attention and security they require while maintaining a well-balanced and efficient team.

**ADDITIONAL SECURITY SERVICES & STAFFING - CONFIDENTIAL**

As part of AIS' **quality assurance guarantee** for our clients, we spend considerable additional resources to recruit, certify, train, and familiarize roving security professionals who are pre-qualified for and fully knowledgeable of every service location in their operational area of responsibility. This mobile rover team of security officers falls outside of the proposed staffing plan but can still be assigned to your service locations in internal emergency staffing scenarios. Alternatively, in situations where additional temporary, on-call, or special event security service needs arise, AIS will be fully equipped to handle last-minute service requests, even with less than 48-hours prior notice.

Emergency Coverage - AIS Mobile Rover Team - Confidential				
Position	Total Contract HPY*	Total Contract Staff	Emergency HPY Available	Emergency Staff Available
AIS Mobile Security Rover	17,060	8	5,700	3

*\*Scope of Work Hours Per Year (SoW HPY)*

*\*Minimum shift length for emergency coverage is 4 hours & coverage provided with less than 48-hours prior notice will be billed at the OT billing rate provided in the Cost Proposal section of this Proposal.*

*\*Please see attached on the following pages completed **Forms LW-8.1-8.5** (Staffing Plan and Cost Methodology).*



CONFIDENTIAL



# Staffing and Cost Methodology

***CONTRACTOR'S STAFFING PLAN AND COST METHODOLOGY  
IS INCORPORATED INTO THE CONTRACT AS EXHIBIT A.2***



## Recruiting & Training Plan

Modern-day Security Guards have continuously evolving roles and responsibilities. They are regularly asked to perform duties that vary drastically from community ambassadors to directing traffic to loss prevention. Accordingly, well-vetted, well-trained, and well-placed security guards are our most valuable asset. They are a physical representation of AIS, and in most instances, of the client as well. Therefore, we implement a comprehensive hiring, onboarding, orientation, and training process to ensure our security guards are worthy of wearing the badge and uniform.

### **RECRUITING METHODOLOGY – CONFIDENTIAL**

**Applicant Tracking System** - AIS utilizes an Applicant Tracking System (ATS) to efficiently screen, onboard, and hire security personnel. Our ATS allows us to manage multiple job posting services (i.e. Indeed, ZipRecruiter, Google, and LinkedIn) through a centralized location, thereby reducing redundancy and creating a more streamlined experience for our prospective employees. Depending on the complexity of the hiring criteria for the position, qualified candidates can expect to complete the hiring process within 1 – 3 days of application submittal. AIS' heavy investments into our recruiting capabilities demonstrates our understanding that Clients rely on our ability to strike a key balance between hiring & staffing expeditiously and the quality of security personnel demonstrated upon placement.

**Recruiting Sources** – AIS recruits through several diversified sources including, but not limited to, advertisements, search engine optimization (SEO), social media, job posting services, employment agencies, job fairs, and training school graduations. We are able to simultaneously pursue multiple avenues of recruitment and have successfully hired security guards through Los Angeles Economic & Workforce Development's WorkSource Centers, California Employment Development Department's (EDD) service locations, Los Angeles County's Department of Education, Pacific Asian Consortium in Employment (PACE), Work for Warriors Veteran's Staffing, and EdNet Career Institute. Additionally, AIS hosts internally organized job fairs at centralized high service density locations to further encourage applicant turnout.

**Diversity** – AIS believes diversity is a core advantage when it comes to interactions between security personnel and the general public. In our experience, a security guard's ability to relate to, empathize with, effectively communicate is a paramount skill that fulfills a critical aspect of all security assignments from community ambassador to emergency response.

**Remote & Difficult Locations** – AIS has extensive experience with hiring for disperse, remote locations. We have successfully implemented service plans with less than 24-hours turnaround that required recruiting security personnel for service locations 1) impacted by disasters without functioning infrastructure; 2) in deserted, off-road areas with no physical address; 2) across the expansive San Bernardino & Kern Counties; and even 3) on the California-Arizona border. Additionally, AIS has successfully recruited for and staffed large quantities of security personnel for clients like LA Department of Water & Power who have critical infrastructure positioned away from major population centers as well as for LA County Internal Services Department under the Disaster/Emergency Services Master Agreement (DESMA) for the 2025 LA Wildfires.

**APPLICANT SCREENING PROCESS – CONFIDENTIAL**

All candidates are required to submit to and comply with the below screening process. Candidates who refuse to undergo any aspect of the process are immediately disqualified from consideration for employment with AIS. AIS is an equal opportunity employer (EEO) and makes employment decisions on the basis of merit in compliance with all applicable laws and regulations.

Background Checks & Screening Categories		
Sc		y
I		es
Ap		es
Re		es
Do		es
Ide		es
Ba		es
		es
		es
		es
W		es
Sc		es
F		es
C		at



**CONTINUING EDUCATION – CONFIDENTIAL**

AIS recognizes the importance of continuous training refreshers to sharpen perishable skills and remain in compliance with state-mandated training and re-certification requirements. Our continuing education opportunities allow for our security guards to both maintain quality service to our Clients as well as increasing their skills and capabilities in advancement of their own careers.

Continuing Education & Perishable Skills Training	
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**IN-HOUSE TRAINING CENTER – CONFIDENTIAL**

AIS operates a fully in-house BSIS and BPPE Licensed Training Center. This makes our Training Facility one of only 200 vocational schools in California approved by the Department of Consumer Affairs' Bureau of Private Post-Secondary Education (BPPE) for providing vocational education and career opportunities to students. BPPE authorized schools operate with strict guidelines for training instructor credentials, class curriculums, and enrolled student job placements. The success of our Training Center has allowed AIS to maintain its license without fail through BPPE's rigorous annual audit process.



*\*Please refer to AIS' Training Facility Licenses on the following page for additional information.*

**AIS FIREARMS TRAINING LICENSE**



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

**FIREARMS TRAINING FACILITY**

Certificate No. TFF1300

Valid Until 06/30/2026

Receipt No. 1525

AIS  
5155 IRWINDALE AVE  
BALDWIN PARK, CA 91706-2167

In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the facility named hereon is issued a Training Facility Certificate Renewal

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

1206 CERT06S.071823

**AIS BATON TRAINING LICENSE**



Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002  
(916) 322-4000

**BATON TRAINING FACILITY**

Certificate No. TFB1188

Valid Until: 06/30/2026

Receipt No 730

AIS  
5155 IRWINDALE AVE  
BALDWIN PARK, CA 91706-2167

In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the facility named hereon is issued a Training Facility Certificate Renewal

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

1207 CERT07S.071823

*\*Training Center BPPE License and Training Instructor Certifications available upon Client request.*

**TRAINING INSTRUCTOR QUALIFICATIONS – CONFIDENTIAL**

Mr. Bryan Colindres, Executive of Operations and Training, is responsible for the oversight of AIS’s Training Center, maintenance of the Training Center’s licenses, certifications, and funding resources, and development of Training curriculums, procedures, and student experience. He has previously been employed by Orange Unified School District as a Criminal Justice Instructor and Los Angeles World Airports Police Department & Los Angeles Police Department as a FTO (Field Training Officer). His training experience includes the Commission of Peace Officer Standards and Training (P.O.S.T.) Courses and Active Shooter Emergency Response Training certified by the LSU NCBRT & Department of Justice, as well as Guard Card, Baton, Pepper Spray, CPR, and Exposed Weapon Permits certified by BSIS.







## Uniforms, Equipment, and Vehicle

Maintaining a professional demeanor and image is important to act as a deterrent for potential crime and for giving clients peace of mind. AIS officers shall maintain a clean, neatly pressed uniform free of stains, rips, and/or tears. During the course of duty, we understand issues do arise. If our officers are in need of a replacement uniform, they are instructed to call our live 24/7 Communications Center to coordinate with our supervisor team to have a new uniform delivered.

### UNIFORMS

AIS customizes uniform attire to fit the wants and needs of the **County of Los Angeles, Department of Public Works**. We have many different options to choose from. We offer suit and tie, a “Soft look” uniform (Polo style shirt and dress slacks), and a “Hard look” uniform (tactical pants, BDU style and uniform shirt with company patches). Officers are issued at minimum three uniforms for each assigned post to ensure a clean/neat uniform each workday.

*Standard- Issue Security uniform at various service locations:*



Unarmed Security Guard (“Soft-Look”)



Unarmed Security Guard (“Hard-Look”)

### **Armed Officer Tactical Uniform**



#### **Equipment includes:**

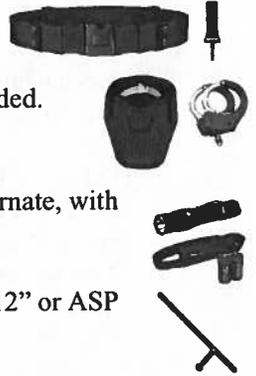
- Sam Browne Belt
- Handcuff Case
- Four (4) Keepers & Key Snap
- One (1) Heavy-duty Flashlight with batteries
- One (1) set of Handcuffs plus Female Key
- Side-handle Baton with Ring
- Level 2 Retention Holster
- Ammunition Pouch
- Approved Pistol/Revolver
- Ammunition
- 2-way radios
- Cell-phone

**EQUIPMENT**

AIS guarantees that all armed security personnel are fully equipped with the required tools to perform their duties safely and efficiently. All equipment provided will comply with the County's specified requirements and is carefully selected to support the specific responsibilities of an armed security officer. Additionally, certain equipment may be used for unarmed guards, as needed, to ensure a comprehensive and adaptable approach to security services.

**1. Standard Equipment for Armed Security Personnel:**

- **Sam/Sally Browne Belt:** Durable, adjustable belt for securely carrying equipment.
- **Handcuff Case:** One (1) handcuff case to securely store a set of handcuffs.
- **Handcuffs:** One (1) set of handcuffs, with a key for use in restraining individuals as needed.
- **Keepers:** Four (4) keepers to ensure secure attachment of the duty belt and equipment.
- **Key Snap:** One (1) key snap for securing keys to the belt for quick access.
- **Heavy-Duty Flashlight:** One (1) flashlight, approved by the County or an approved alternate, with rechargeable batteries (e.g., Edison Bright Fenix PD35 TAC 1000 Lumen).
- **Radio Holder/Pouch:** One (1) radio holder/pouch for securely carrying comm. devices.
- **Side-Handle Baton:** One (1) Side Handle Baton with Baton Ring, or collapsible baton (12" or ASP 12" or 26" expandable straight stick).



**Nylon Gun Holster**

**Brand:** Barsony

**Model:** OWB Belt Holster

**Specifications:**

- Laminate Codura nylon
- Waterproof closed-cell foam padding and smooth nylon lining
- Adjustable thumb-break retention strap (Level 2 retention)
- Protected by Strap Trap that covers Velcro adjustment



**Ammunition Pouch**

**Brand:** Bedone

**Model:** Universal 9mm Magazine Holder, Dual Stack Mag Holster with Belt Clip (1.5-2.0 inch)

**Specifications:**

- Beretta 92 compatible
- Screw-Adjustable mag pouch with tension adjustment with Allen key
- Polymer material
- Sizes 1.290" to 1.380", inner width 0.787" to 0.905"



**Semi-Automatic Pistol**

AIS security guards shall only carry a firearm for which they are currently licensed and qualified under State or California Consumer Affairs' rules and regulations. The firearm shall be listed on their firearm's card issued by Consumer Affairs. AIS shall maintain a current firearms list, which shall include the manufacture, model, and serial number of the firearms used by Contractor's armed guards and provide an updated list when adding, deleting, and noting other changes as appropriate.

AIS shall provide the client with the firearms list within 30 days of Contract Award and annually thereafter.

Each armed security guard shall be required to qualify/re-qualify twice annually. Once during the first half of the year and once during the second half of the year. Qualification slips shall be filled by AIS and available for audit by personnel of the County. Semi-automatic pistols shall be carried with one round chambered and a full magazine inserted into the pistol, safety on. Firearms shall be approved by the Los Angeles District

Sheriff's Department as meeting their testing requirements for safety, performance, quality, and training procedures.

Semi-automatic pistols will be produced by Beretta, Colt, H& K, or Smith & Wesson with a minimum of three and a half-inch barrel, blue or stainless finish, 9mm caliber only, and incorporating the following safety features:

- Manual safety/de-clocking lever
- Automatic firing pin safety block
- Half-cock hammer position

### **Revolver**

AIS guards will utilize revolvers produced by Colt, Ruger, or Smith & Wesson with six (6) shot minimum, four-inch barrel, blue or stainless-steel finish, double action with a firing pin block, .38 S & W Special or 357 Magnum caliber only. These firearms will have been approved by the Los Angeles County Sheriff's Department as meeting their testing requirements for safety, performance, quality, and training procedures.

### **Ammunition**

AIS will provide ammunition for semi-automatic pistols and revolvers at a minimum quantity to fill three (3) magazines for the carried weapon. Ammunition for revolver shall be 125 grain/9mm jacketed or semi-jacketed hollow point. Ammunition for pistols shall be 9mm jacketed or semi-jacketed hollow point ammunition. Sufficient ammunition will be available for each guard with an extra 1,000 rounds carried in the supervisor's patrol vehicle.

### **PHOTO IDENTIFICATION**

AIS furnishes and requires every on-duty security guard to wear a visible photo identification card identifying the employee by name, physical description, and company. We are able to create professional looking name badges internally and quickly. By just taking a portrait photograph of the officer, printing it out onto an Absolute International Security ID badge, and laminating it, we can supply identifying name badges to our officers in just 10 minutes. The name badge can be customized to fit whatever information our clients would like to be displayed.

### **Metal or Cloth Badge**

AIS provides options for either metal or cloth badges. Badges will have the guard's name and the Absolute International Security logo and name. There are multiple options for badges/patch designs.



**PATROL VEHICLES/GOLF CARTS**

AIS will provide vehicles/golf carts to do patrol services and will be responsible for maintenance, gas costs, and vehicle equipment. AIS Field Supervisors will make random visits to five (5) County Airport sites in a clearly marked security vehicle with NO additional charge. This will enhance the current security visibility as well as increase the awareness of on-duty officers.

Each marked patrol vehicle will be equipped with the following items:

- Fully Charged Fire Extinguisher
- Traffic Cones
- First Aid kit
- Heavy-Duty/Rechargeable Flashlight
- Yellow Scene Management ("Banner Guard" Type) Tape
- Flares
- Blanket



AIS is committed to providing highly professional security services for the County of Los Angeles, Department of Public Works. AIS will ensure that all uniforms, identification badges, and equipment are maintained and compliant with the County requirements. Our officers will be well-equipped to perform their duties effectively and professionally, ensuring the safety and security of all assigned locations.



# Quality Assurance Program

## **SECTION 7.A - POLICIES AND PROCEDURE**

AIS takes a proactive approach to quality assurance, ensuring that the services we provide meet and exceed the County's contract requirements and standards. Our Quality Assurance Program is designed as a monitoring tool, providing consistent oversight to guarantee timely service delivery, defect-free performance, and strict adherence to the scope of work. AIS understand the importance of maintaining clear communication, thorough documentation, and effective processes to meet both operational and client needs. Our program ensures that every facet of our service is carefully monitored and executed with the highest level of precision, and that any concerns or customer inquiries are promptly addressed.

### **1. STAFF AND SUPERVISOR COMMUNICATION**

Communication during and after an incident is fundamental to the safety of an officer and his protectees. This is a 24/7 industry and crime never waits, so to remedy traditional after-hour communication downtimes, AIS has established our own 24-hour in-house Dispatch/Communication Center. Currently, 9 staff members operate this information hub that quickly and efficiently links officers in the field with command & control at headquarters. These efficient information relays have shortened the response time between officers, supervisors, management and clients in critical moments. Guards are also trusted with the business numbers of regional field supervisors to coordinate equipment drop-offs, meet ups, etc.

Additionally, AIS assigns a Project Manager and Field Supervisors to every site that it provides services to. This representative will have the authority to address any potential and on-going issues and coordinate any problems with the Operations management team back at AIS headquarters. Our field supervisors routinely check up on sites and delivery documenting supplies such as sign-in sheets, Daily Activity Reports, Incident Reports, etc. During these visits, supervisors will collect recorded documentation for review and check up on the guard to see if there are any issues that need to be addressed.

### **2. POST MANAGEMENT**

At AIS we believe that it is more efficient to be proactive than reactive. Therefore, we have established a check-in and out system for our guards to manage timekeeping. When our security officer begins his shift, he directly to his post (job location) and calls our 24/7 in-house Communications Center to check in. The dispatcher on duty logs all check-in and check-out times and verifies them against our assigned schedules for every guard and every shift for every client.

In addition, we also implement sign-in and sign-out sheets at job sites that are collected, processed, and verified against the call-in and call-out logs for each employee. These documents can be forwarded to clients at their request. This entire process ensures that the correct officer is on-duty at the assigned times and there is no unnecessary overtime or double shifts, and that each site has full coverage. This is again, verified in payroll, where every employee turns in a time-sheet, detailing the dates, jobsites, and times worked. The employee's time sheet must match the assigned schedule and our logged check-in/check-out times to ensure proper hours worked. Once the timesheet is validated, it is then processed for payment.

Despite all the verification however, the timekeeping process can still be disrupted by user and reporting errors. Therefore, supervisors make routine stops at each site to check up on our guards and pick up documentation reports. Supervisors also have access to the guard tracking web client that can be accessed

through computer, tablet, or smartphone. This allows them to see in real time whether the guard is on duty on site.

### **3. STAFFING CAPABILITIES**

AIS currently services the Counties of Los Angeles, Orange, Riverside, and San Bernardino. This includes municipal, government, and private contracts in both armed and unarmed positions. AIS is currently expanding company operations by partnering with local workforce agencies such as Goodwill, Vet Hunters, and America's Job Centers. This allows our company to meet specific officer requirements from our clients including bilingual in Spanish, experience working with law enforcement, and officers with proven history of high-caliber security training.

#### **a. Staffing Plan**

We will staff your location as indicated in RFP with officer(s) who have been highly trained in their security responsibilities as well as customer service. We will utilize officers who have been trained for the specific details and scope of work at your sites and we will train another two officers for backup. This will ensure that there is a consistent presence with officers who are familiar with the post assignments, employees, vendors, and guests. Additionally, we will also have our Field Supervisors trained for the specifications of your post and be ready to deploy at a moment's notice. We will never send out an officer who does not understand the scope of work or what your expectations are. This ensures that you will always have highly trained personnel on site at any time. For whatever reason, if the usual officer is unable to work, we will deploy a replacement that is also trained and has knowledge of all aspects of this post. Once on post, the replacement officer will be required to perform the same duties, tasks and assignment to those of the regularly scheduled officers.

#### **b. Security Guard Absences**

As with any human capital industry, the security service industry has known attendance issues including tardiness and last-minute call offs. Absolute International Security has implemented many steps to minimize this issue. The first step is to ensure clear communications between scheduling, communications, quality assurance, and operations departments to ensure that a clear schedule is produced with officers who are qualified and happy with the sites that they are assigned to, thereby minimizing attendance mishaps as much as possible. Secondly, we implement a pool of rover/Quality Assurance officers who are trained for the County of Los Angeles, Department of Public Works Airport Facilities sites to allow us to fill vacant spots on a moment's notice to ensure that the client never ends up with an unprotected site.

#### **c. Emergency Requests**

AIS has a 24/7 Communication Center for our clients to immediately speak to a communications officer/Dispatch regarding any additional service needs, suggestions, questions, concerns, or complaints. Any emergency requests will be directed to AIS management who will contact the client with a plan of action. AIS will fulfill requests to the best of our ability, including using site-trained supervisors for emergency coverage if needed. Any emergencies will have AIS management contact the client with the event briefings and if necessary, pursue an in-person meeting to address the situation. Our clients will have the emails and phone numbers to our management team.

### **4. ELECTRONIC MONITORING METHODS**

AIS utilizes a guard touring software to keep track of work schedules and check in/out times. Guards can clock-in from their personal or site phone and our attendance department will verify the guards' time and location when reviewing timesheets. AIS implements a geofence which will only allow the guard to clock in when the guard is inside the designated geofence. Timesheet summaries breakdown hours in a pay period and allows for easy export of timesheet reports. Spot overages allow clients to easily see the differences between scheduled vs. worked hours. Upon request, AIS can provide a work tablet for each site for employees to clock-in without using a GPS-enabled device.

### Sign-in Sheets

In addition to calling in and out, we also implement sign in and sign out sheets at each job site. The sign in sheets are collected by one of our field supervisors and are turned in to our headquarters. The sign in sheets are then compared with the call in and call out log for each employee. Once this is completed, the time sheets are checked against the post schedule to ensure that the correct employee is checking in and out and that there is no unnecessary overtime being worked and there is full coverage of the post. If there are any changes in the schedule or hours worked, it is updated on our weekly schedule. All sign in sheets and call in and out logs should match the schedule for a particular jobsite at this point. If the post does not require a sign in and out sheet, dispatch matches all time sheets to the call in and out logs to ensure the hours of work are accurate.

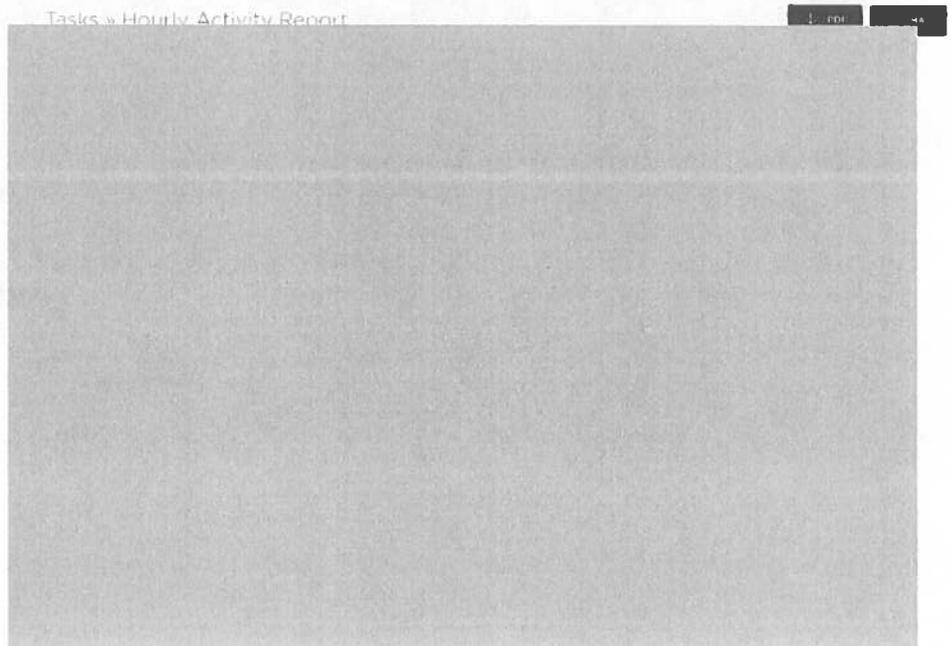
### Lighthouse

AIS uses a mobile, web-based guard touring software solution called Lighthouse. Lighthouse is specifically designed for security companies that want real time oversight at their sites. This program will allow the client to see real time reports, GPS, and incident reports. Our guards are instructed to write hourly activity reports using a mobile phone that is provided by AIS. One key feature that we use is the scanning of NFC checkpoints. These checkpoints can be placed at an area of importance which will physically force the guard to scan this checkpoint on a needed basis. Once scanned, the phone can provide a follow-up prompt of the client's choosing. This can be a reminder to the guards to shut any open doors, or to make sure certain places are secure and locked. Lighthouse can be accessed through any mobile device. This includes tablets, phones, and computers. The client can monitor the guard's live GPS location which updates every few minutes.

This can give peace of mind to the client knowing that the guard is on site and patrolling. Reporting an incident through Lighthouse is very easy. The report will allow the guard to post any pictures of the incident, to write a detailed report of the incident and to follow-up on every post incident procedure as well. We have a dedicated department that oversees the Lighthouse report to ensure every guard is doing an hourly activity report or a patrol. If a guard misses a scheduled patrol, a notification will be sent to our 24-hour dispatch center, and they will contact the guard to remind them to do their patrol. Overall, Lighthouse is a great tool that we use to monitor and supervise the guards.

### Example of Reports

- In the tasks page, Users will be able to see hourly activity reports.
- User can see the Report type, date, who reported it, and the account name.



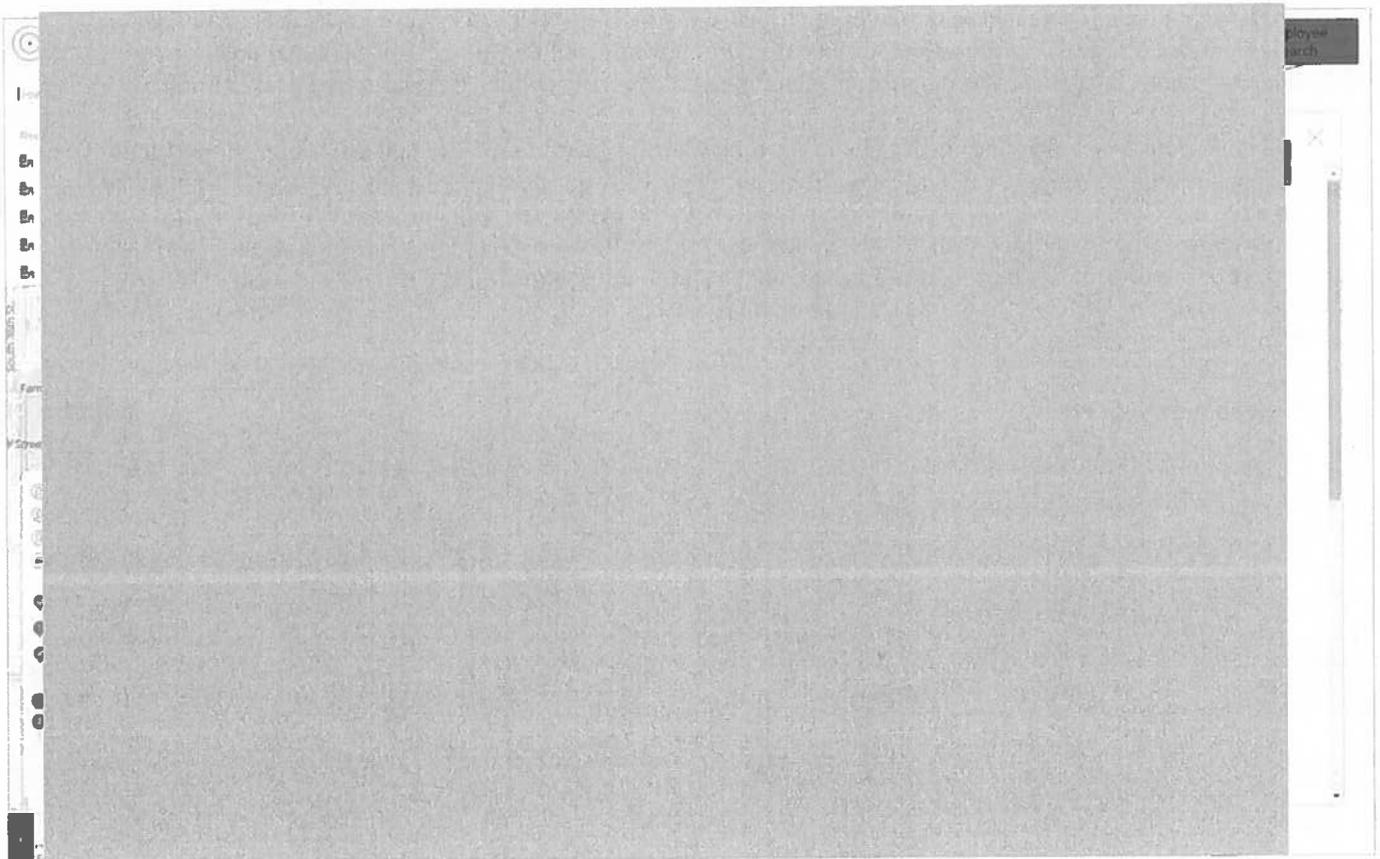
### **Live Time GPS Tracking**

Lighthouse is a mobile workforce management software for Security. Lighthouse is designed to meet the needs of security service providers by offering tools for real-time monitoring, incident reporting, guard tour management, and overall operational efficiency. The system utilizes cloud-based technology to enable remote access, data analysis, and reporting. Lighthouse features include GPS tracking for security patrols, scheduling and workforce management, incident and activity reporting, and client portal access.

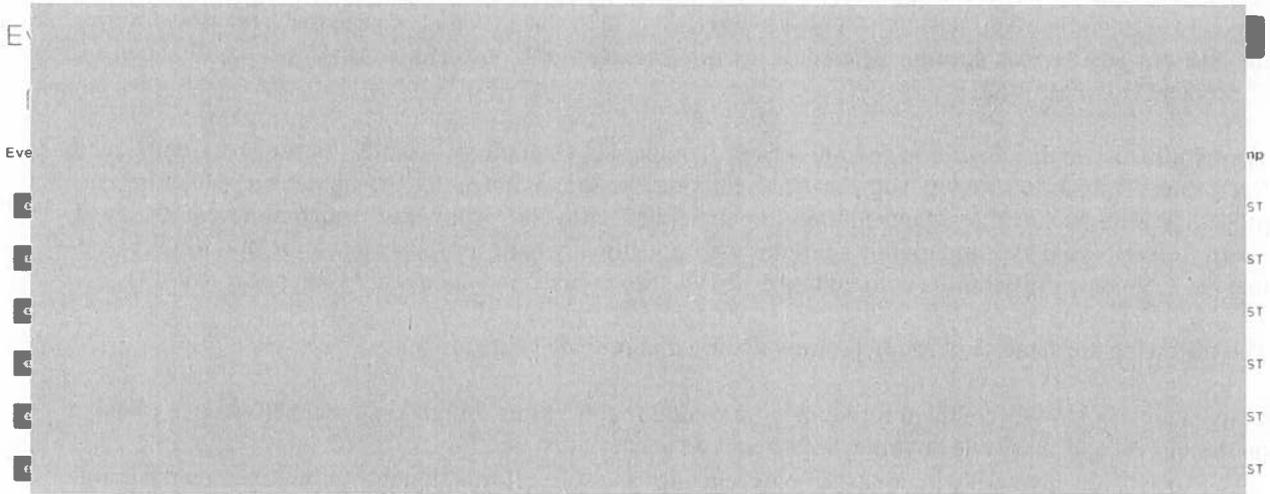
### **Lighthouse Map**

The Maps view in Lighthouse Web is a powerful tool for monitoring service hours, activities, and employees. This view is the default view when you access Lighthouse Web. The activity displayed on the map refreshes on a continual 30-minute rotation. From Maps you can view locations and areas/signals and complete the following actions:

- Search for employees logged into Lighthouse.
- Find specific locations Lighthouse: Searching for a Location on the Maps View.
- Display current and previous time period activity Lighthouse.



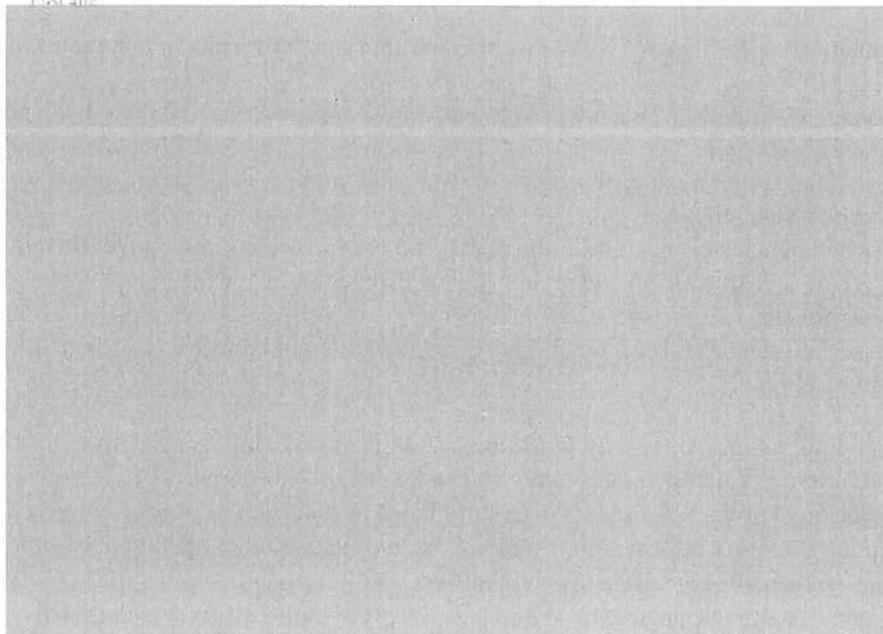
### Checkpoint Scan Logs



- Users can see in live time which points the guard has scanned.
- This list will help visualize the route the guard is patrolling.
- Quick summary of scans without needing to open the full report.

### Incident Reports

- Users can see live time incident reports as they're reported.
- Clients are able to view this screen from any mobile device.
- Able to provide pictures and narratives for clear reporting.
- Provides a clear and consistent timeline of incidents.



## **INDUSTRY-SPECIFIC WORK-FLOW AND EMPLOYEE MANAGEMENT PLATFORM**

AIS uses Teams, a powerful, holistic, industry-specific work-flow and employee management system to augment every facet of our business. With Teams running in the background, we can focus on providing you the best possible service through efficient processes, quality work, powerful work scheduling features and convenient customer tools.

Teams utilizes smart integration to connect our Company's Operations, Quality Assurance, Compliance, Recruiting, Human Resources, and Financial components to maximize our efficiency and streamline our processes from back-office administration to our field-based workforce, where it matters to you the most. Teams' cloud-based web and mobile solutions were specifically built for security contractors, which means that our technology platform is tailored to the services we provide and the quality you expect.

The following are some samples of Teams software that provide value to you:

Convenient Tools – Access the information you want through Teams' online customer self-service portal or on the mobile app, available anytime, anywhere you want.

- View invoices with totals, employee names and shift information in your inbox or on the portal.
- Access employee roster, compliance, and scheduling reports online or review schedules on your mobile device.
- Communicate directly with us on work requests, invoice questions or other issues.

Powerful Scheduling Features – We confirm the right people are working at the right site at the right time.

- Access your site's employee schedules online or on mobile and review complete employee rosters online.
- Real-time attendance monitoring allows us to respond to attendance issues quickly with customized alerts.
- Pin-point employees with GPS location, biometrics, voice verification and caller ID features.
- Fill open shifts and assign additional staff with on-the-go scheduling.
- Track compliance and certification requirements to ensure we always send an officer who meets the post requirements for your site.

Quality Work Guaranteed – We'll prove we're meeting our high standards and our contractual commitments to you.

- Customized Checkpoint lists are used to perform site inspections and review job posts, officers, and your satisfaction.
- Access Checkpoint results through our web and mobile self-service portal or complete a Checkpoint yourself.
- Notify deficiencies or incidents immediately, so we can review and correct them in real-time.
- Officers are able to confirm and review their schedules and view their daily post checklists when arriving on-site.
- Increase confidence and accountability by empowering our employees through open, accessible communication.

Efficiency Through Integration – Integrated Operations and Financial components deliver timely, complete, and accurate information, and drives transparency and accountability from our office to yours.

- Fewer manual processes and less data entry helps us manage our time effectively.
- Thorough customer information is tied to jobs, billing and other operational factors.
- Lower overhead keeps our prices competitive.
- Maintain customized, accurate and timely billing for your site through integrated and automated processes.

- Recruiting integrations allows us to interview, screen, hire, and place Officers at your site with minimal turnaround time.
- Fully inter-departmental integrated information flow enables us to factor in all variables to always find the most qualified and best fit Officer to place at your site, reducing turnover and increasing stability.

Guard Touring - Teams is an incredibly effective way to ensure that security officers are performing their duties efficiently and effectively by providing an array of features for both clients and security officers that make it a great tool to monitor, track, and ensure the safety of a property. Our Operations team will have access to real-time monitoring of officer activities and can even set up customized alerts and notifications base on certain conditional triggers. The software also provides in-depth reports and analytics that allow us to track the performance and make determinations if the officer is truly the best fit for the site. Security officers can stay organized and efficient by having access to the most important documents needed to do their job such as post orders, incident reports, and checklists.

AIS has partnered with Teams to dramatically increase the efficiencies of our workflow and management processes, to create the most seamless client experience, and to guarantee that our services meet and exceed all client expectations. Our technology platforms allow us to ensure accountability and enable cost-savings so that our clients can extract the most value and benefits from our services.



CONFIDENTIAL



## Client Relations

### 5. CLIENT RELATIONS – CONFIDENTIAL

#### APPROACH TO CUSTOMER SERVICE

Our ability to fulfill a contract successfully is mainly attributed to quality performance from our front-line security guards. In an ideal scenario, AIS' Operations Management Team, administrative support staff, and field-based supervisory personnel operate in the background to ensure the smooth delivery of consistent quality front-facing security services. However, in a scenario where an issue escalation is needed, our Integrated Project Management Team (IPMT) steps in to provide proactive, actionable resolutions and timelines to directly address any client concerns with a maximum response time of twelve (12) hours.

#### ADDRESSING CLIENT CONCERNS

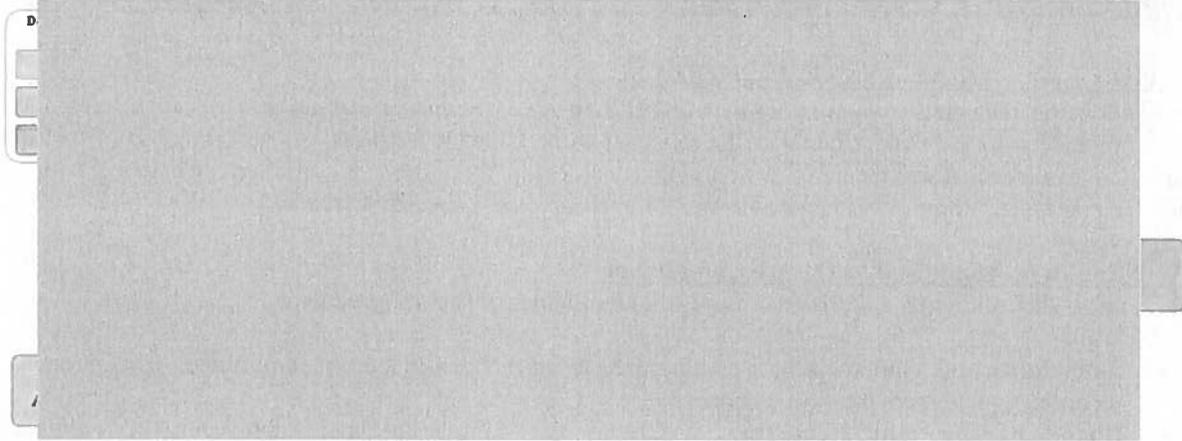
**Incident Response** – AIS' 24/7/365 Communications Center is staffed with professionally trained Dispatchers who are equipped to coordinate responses in reaction to developing emergency situations. All assigned security staff will be trained to document and report any issues or concerns to AIS Communications Center immediately upon discovery. Any reported issue/concern is then also immediately evaluated by the Dispatcher on duty and escalated to the Account Project Manager, as necessary. Reports that meet the threshold for client notification as it pertains to the safety or security of their personnel, equipment, or facility would be provided immediately; if urgently required, or within a maximum of one (1) business day. AIS's IPMT would also work closely with the Client to develop additional notification protocols to be approved and finalized to ensure client satisfaction.

**Complaint Management** – All AIS clients have direct email and telephonic access to our Operations Management Team with 24/7/365 availability. Any issue raised by a Client is reviewed by an Operations Manager and the offending action is appropriately addressed and rectified swiftly. As part of the remedial process, AIS Operations Administration will create a Corrective Action Plan (CAP) for client approval. A CAP will contain actionable steps, a corrective timeline, and milestone-based progress tracking. The finalized CAP will then be assigned to the Account Project Manager for administration. If appropriate, security personnel will be subject to AIS' internal progressive disciplinary procedures to provide ample opportunities for improvement up to the standards expected by AIS and by our Clients.

**Response Time** – AIS' Communications Center as well as the Account Project Manager and other assigned Operations Managers will be available 24/7/365 to the Client. Having both our first- and second-line response available to the Client at any time ensures that all issues, no matter how critical, can always be resolved immediately. Additionally, AIS Field Supervision is also deployed 24/7/365 and can be tasked out to provide additional in-the-field physical security presence & oversight at a moment's notice. When it comes to formal, written documentation, AIS Operations Administration can prepare a draft of a CAP within one (1) business day for Client approval.

## DAY-TO-DAY INFORMATION & COMMUNICATIONS MATRIX

AIS' internal Communications Center operates as an information hub that quickly and efficiently links our eyes & ears in the field, our patrolling oversight, and our decision-making authorities to shorten our response time in critical moments.



## EMERGENCY PROCEDURE & RESPONSE PROTOCOLS

AIS maintains standardized procedure & response protocols to a multitude of emergency scenarios. Our security personnel are well trained to effectively respond to critical incidents in a coordinated manner to minimize risk and ensure general safety. The emergency protocols are regularly reviewed and updated as necessary to align with industry standards and can be additionally customized to meet the specific needs of the Client and their site. This approach allows our response to be both standardized and tailored at the same time. Assigned AIS security personnel complete training on how to act as an effective emergency responder as part of their orientation program as well as during follow-up site-specific trainings and re-trainings.

### Covered Emergency Types

- Active Shooter
- Alarms & Alerts
- Armed & Unarmed Robberies
- Arson
- Assault
- Blackouts & Loss of Utilities
- Bomb Threats & Terrorist Activities
- Chemical Spills & Exposures
- Earthquake
- Flooding
- Lockdown
- Mandatory Evacuation
- Medical Crisis
- Psychiatric Crisis
- Riots
- Severe Weather
- Vehicle-Related Accidents
- Workplace Violence
- Wildfire

*\*Please refer to Section 16.0 Additional Information (Emergency Procedure & Response Protocols Documents) for additional information.*



## Section 7.0

CONFIDENTIAL



Inspection Fundamentals & Quality Control Documentation, Review,  
and Reporting

### **SECTION 7.B-C - QUALITY CONTROL PLAN**

AIS has developed a comprehensive Quality Control Plan (QCP) to ensure that our services are provided in full compliance with the requirements of the scope of work. This QCP serves as a self-monitoring tool to ensure that all aspects of service delivery are regularly assessed, monitored, and improved where necessary. Below is an outline of how AIS implements our QCP based on the specified factors:

#### **1. Activities to be Monitored to Ensure Compliance**

AIS monitors the following activities to ensure full compliance with the Agreement:

- **Attendance and Timekeeping:** Ensuring security staff check-in and check-out times are accurately recorded and aligned with the schedule.
- **Documentation and Reporting:** Verifying the completion and submission of required documentation, including Daily Activity Reports, Incident Reports, and supervisor activity logs.
- **Certifications and Licenses:** Ensuring security officers maintain current certifications and permits (e.g., BSIS Guard Card, CPR/First Aid).
- **Equipment and Vehicle Checks:** Monitoring the inspection of patrol vehicles and tracking the usage of security equipment (e.g., GPS tracking for guards and patrol vehicles).
- **Client and Site Compliance:** Confirming compliance with the client's specific requirements, including post orders, facility policies, and safety procedures.

#### **2. Monitoring and Quality Assurance Methods**

AIS employs the following monitoring methods to ensure compliance:

- **Daily Monitoring:** Using electronic sign-in sheets, GPS tracking for guards and vehicles, and supervisor post checks to confirm that services are being delivered as per the specifications.
- **Audit Systems:** Compliance Coordinators conduct quarterly audits on certifications and licensing requirements to ensure all guards are compliant with legal and contractual obligations.
- **Feedback Systems:** A centralized system for logging client complaints and service feedback, ensuring issues are addressed promptly by the Quality Assurance Manager.
- **Technology Support:** AIS's IT department regularly monitors GPS tracking data for security personnel and vehicles to ensure efficient patrolling and response times.

#### **3. Frequency of Monitoring**

The following monitoring activities occur at varying frequencies to ensure ongoing compliance:

- **Daily:** Check-in/out times, sign-in sheets, supervisor post checks, GPS tracking (guards and vehicles), and vehicle inspections.
- **Quarterly:** Certification and permit audits (e.g., BSIS Guard Card, Firearm Permits, CPR/First Aid).
- **As-Needed:** Incident reports and immediate corrective action based on client complaints or operational discrepancies.

#### **4. Samples of Forms to be Used in Monitoring**

AIS utilizes the following forms to track and document monitoring activities:

- **Check-In/Check-Out Logs:** Tracking the attendance of all security officers.
- **Incident Reports:** Detailed records for any security incidents or issues.
- **Supervisor Post Reports:** Reports submitted by field supervisors documenting security activities at client sites.
- **Compliance Audit Logs:** Detailed tracking of employee certifications and permit status.
- **Vehicle Inspection Reports:** Daily documentation of patrol vehicle status.

#### **5. Title/Level and Qualifications of Personnel Performing Monitoring Functions**

The monitoring functions are performed by qualified personnel from various departments:

- **Attendance Coordinator/Administrator:** Manages attendance verification, check-in/check-out times, and sign-in sheets. Ensures compliance with contract requirements and company policies.
- **Compliance Coordinator/Administrator:** Oversees audits of employee certifications (e.g., BSIS Guard Card, CPR) and ensures adherence to legal compliance standards.
- **Quality Assurance Coordinator/Administrator:** Monitors and verifies daily reports and logs, including Daily Activity Reports, Supervisor Activity Reports, and GPS tracking.
- **Quality Assurance Manager:** Responsible for handling client complaints, managing corrective actions, and ensuring that service quality issues are addressed.
- **Logistics Coordinator/Administrator:** Ensures the availability and readiness of uniforms, equipment, and patrol vehicles. Conducts daily vehicle inspections.
- **IT Department:** Supports GPS tracking and technology systems to ensure smooth operations and troubleshooting of technical issues.

#### **6. Documentation Methods of All Monitoring Results**

AIS ensures that all monitoring results are documented systematically, enabling transparency and accountability:

- **Real-Time Documentation:** Incident reports and check-in/check-out logs are recorded and tracked in real time.
- **Audits and Compliance Tracking:** Quarterly audits on certifications are documented and stored electronically for easy access.
- **Client Communication:** All complaints and quality assurance issues are logged and followed up through formal documentation and reporting.

Additionally, all monitoring activities and any corrective actions taken are recorded in AIS's centralized system, which allows for easy tracking and continuous improvement. AIS is committed to providing all relevant documents to the County promptly, either upon request or as specified in the Post Orders, ensuring transparency and full compliance with all requirements.

*\*Please see on the following page AIS's Quality Control Plan (QCP) matrix for further information and sample forms/deliverables that AIS will provide to the Los Angeles County, Department of Public Works.*

	Monitoring Method	Monitoring Personnel Title	Action for Client
Check in and Check out System	Check-in/out times	Attendance Coordinator/Administrator	Verified Daily
	Sign-in Sheets	Attendance Coordinator/Administrator	Attached with Billing Invoice
	Electronic Sign-in Sheets	Attendance Coordinator/Administrator	Verified Daily
	Supervisor Post Checks	Quality Assurance Coordinator/Administrator	Verified Daily
Documentation & Equipment	Daily Activity Reports	Quality Assurance Coordinator/Administrator	Verified Daily
	Daily Report Log	Quality Assurance Coordinator/Administrator	Verified Daily
	Supervisor Activity Reports	Quality Assurance Coordinator/Administrator	Verified Daily
	Individual Guard GPS Tracking	Quality Assurance Coordinator/Administrator	Verified Daily
	Checkpoint Tracking	Quality Assurance Coordinator/Administrator	Verified Daily
	Patrol Vehicle GPS Tracking	Quality Assurance Coordinator/Administrator	Verified Daily
	Vehicle Inspection	Logistics Coordinator/Administrator	Verified Daily
	Incident Reports	Operations Coordinator/Administrator	Verified in Real-Time
E- Verify	BSIS Guard Card Expiration	Compliance Coordinator/Administrator	Quarterly Audits
	BSIS exposed Firearm Permit Expiration	Compliance Coordinator/Administrator	Quarterly Audits
	BSIS Baton Permit Expiration	Compliance Coordinator/Administrator	Quarterly Audits
	School Security SB 1626 Expiration	Compliance Coordinator/Administrator	Quarterly Audits
	CPR/First Aid Expiration	Compliance Coordinator/Administrator	Quarterly Audits
	OC Pepper Spray Certification Expiration	Compliance Coordinator/Administrator	Quarterly Audits

**Sample Form for Monitoring**

- Daily Activity/Shift Reports
- Hourly Activity Report
- Incident Report
- Supervisor Daily Report
- Guard Sign In/Out Sheet
- Disciplinary Action Notice
- Quality Assurance/Officer Inspection Report
- Guard Timesheet
- Parking Violation Warning
- Emergency Action Plan
- Fire Watch
- Bomb Threat Receive Form
- Daily Vehicle Inspection
- Patrol Tag
- Client Complaint Form

*\*Please refer to **Section 16.0 Additional Information (Sample Forms & Reports)** for additional information.*



## Subcontractor Utilization

### **SUBCONTRACTOR UTILIZATION**

Absolute Security Intl Corp dba Absolute International Security (AIS) acknowledges subcontractors are **not** to be utilized under any circumstances to perform any of the contracted work for the County of Los Angeles, Department of Public Works.

AIS is an WBE, MBE, DBE- certified private security services provider and therefore fulfills public entity diversification & inclusion economic opportunity mandates without the need for cooperation with additional small & diverse businesses. Additionally, AIS is fully capable of providing the security services required by the **Scope of Work – Exhibit A** and therefore will not be proposing the utilization of subcontracting services at this time.

*\*Please refer to AIS' Business Certificates below for additional information.*



LOS ANGELES COUNTY  
**CONSUMER & BUSINESS AFFAIRS**

Board of Supervisors May 30, 2023

Hilda L. Solis  
First District

Holly J. Mitchell  
Second District

Lindsey P. Horvath  
Third District

Janice Hahn  
Fourth District

Kathryn Barger  
Fifth District

Director  
Rafael Carbajal

Chief of Staff  
Joel Ayala

Ariel Zhang  
ABSOLUTE SECURITY INTL CORP  
5155 IRWINDALE AVE  
IRWINDALE, CA 91706-2167

**CBE I.D. # 094127**  
**Status: MBE/WBE/DBE**

Dear Ariel Zhang,

Congratulations! Your firm has been certified as an eligible participant in the County of Los Angeles Community Business Enterprise (CBE) Program with the designated participation status identified above. Your certification expires on May 31, 2025.

You will be included in the Los Angeles County CBE listing. The County's CBE listing is utilized by County departments, public agencies, private-sector prime and subcontractors to meet subcontracting goals. To request the most current CBE listing, email [CBESBE@dca.lacounty.gov](mailto:CBESBE@dca.lacounty.gov).

The County of Los Angeles Department of Consumer and Business Affairs (DCBA) reserves the right to request additional information and/or conduct an on-site visit to verify your company's eligibility for this certification. Please contact our office immediately if your business experiences any changes that could affect eligibility during the certification period.

For questions about this certification or to learn more about resources available to small businesses you can visit us online at [DCBA.lacounty.gov](http://DCBA.lacounty.gov), email us at [OSB@dca.lacounty.gov](mailto:OSB@dca.lacounty.gov), or call us at (323) 881-3964.

Sincerely,

Rafael Carbajal  
Director

Christian Olmos  
Program Chief, Office of Small Business  
RC:CO



[dca.lacounty.gov](http://dca.lacounty.gov)  
[info@dca.lacounty.gov](mailto:info@dca.lacounty.gov)

320 W. Temple St., Room G-10, Los Angeles CA, 90012-2706  
(213) 974-1452 • (800) 593-8222 • Fax: (213) 687-1137



LUCY J. LIN  
Absolute Security International, Inc. DBA Absolute  
International Security  
4255 Tyler Ave  
El Monte, CA 91731

February 11, 2022

File #:39945

**Subject: Disadvantaged Business Enterprise (DBE) Certification Approval**

Dear Ms. LIN:

We are pleased to advise you that after careful review of your application and supporting documentation, the **California Department of Transportation (Caltrans)** has determined that your firm meets eligibility standards to be certified as a Disadvantaged Business Enterprise (DBE) as required under the U.S. Department of Transportation (U.S. DOT) Regulations 49 CFR Part 26. This certification is also recognized by all USDOT agencies of California.

Your firm will be listed in the California Unified Certification Program (CUCP) database of certified DBEs under the following specific area(s) of expertise that you have identified on the NAICS Codes form the Application Package:

CA WCC I7290: MISC PERSONAL SERVICES

NAICS 561612: SECURITY GUARDS AND PATROL SERVICES

Your DBE certification applies only for the above code(s). You may review your firm's information in the California Unified Certification Program's (CUCP) DBE database which can be accessed at the CUCP website at <https://californiaucp.dbesystem.com/>. Any additions and revisions must be submitted to Caltrans for review and approval.

In order to assure continuing DBE status, you must submit an Annual Update Declaration form, along with supporting documentation. Based on your annual submission that no change in ownership and control has occurred, or if changes have occurred, they do not affect your firm's DBE standing, the DBE certification of your firm will continue until or unless it is removed by our agency.

Also, should any changes occur that could affect your certification status prior to receipt of the Annual Update Declaration, such as changes in your firm's name, business/ mailing address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify us immediately. Failure to submit forms and/or change of information will be deemed a failure to cooperate under Section 26.109 of the Regulations.

Caltrans reserves the right to withdraw this certification if at any time it is determined that it was knowingly obtained by false, misleading, or incorrect information. DBE certification is subject to review at any time. The firm thereby consents to the examination of its books, records, and documents by Caltrans.

*For information on California Department of Transportation (Caltrans) contracting opportunities, please visit our website Office of Civil Rights at <https://dot.ca.gov/programs/procurement-and-contracts/contract-with-caltrans>.*

*Congratulations, and thank you for your interest in the DBE Program. I wish you every business success and look forward to hearing from you if I may be of any assistance to you in this regard.*

Sincerely,

Curtis Williams  
Office Chief Certifications Branch

A handwritten signature in black ink, consisting of a stylized, cursive 'C' followed by a horizontal line extending to the right.

Curtis Williams  
Office Chief Certifications Branch



## Financial Resources

### **FINANCIAL CAPABILITY & BACKGROUND - CONFIDENTIAL**

***NOTE: FINANCIAL STATEMENTS ARE HEREBY OMITTED  
IN ACCORDANCE WITH CONFIDENTIALITY GUIDELINES***



## Licenses and Certifications

AIS is licensed with a Private Patrol Operator issued by the State of California, Department of Consumer Affairs, Bureau of security and Investigative Services, License No. PPO16302 with an expiration date of January 31st, 2027.

*\*Please refer to AIS valid and active State of California issued private patrol operator's license and other relevant licenses on the following pages.*



Bureau of Security and Investigative Services  
 P.O. Box 989002  
 West Sacramento, CA 95798-9002  
 (916) 322-4000

## PRIVATE PATROL OPERATOR

License No. PPO16302

Valid Until: 01/31/2027

Receipt No. 13912

ABSOLUTE INTERNATIONAL SECURITY, INC.  
 5155 IRWINDALE AVE  
 BALDWIN PARK, CA 91706-2167

In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the company named hereon is issued a Private Patrol Operator License Renewal.

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

1204 CERT04S.071823



Bureau of Security and Investigative Services  
 P.O. Box 989002  
 West Sacramento, CA 95798-9002  
 (916) 322-4000

## FIREARMS TRAINING FACILITY

Certificate No. TFF1300

Valid Until: 06/30/2026

Receipt No. 1525

AIS  
 5155 IRWINDALE AVE  
 BALDWIN PARK, CA 91706-2167

In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the facility named hereon is issued a Training Facility Certificate Renewal.

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

1206 CERT06S.071823



Bureau of Security and Investigative Services  
 P.O. Box 989002  
 West Sacramento, CA 95798-9002  
 (916) 322-4000

## BATON TRAINING FACILITY

Certificate No. TFB1188

Valid Until: 06/30/2026

Receipt No. 730

AIS  
 5155 IRWINDALE AVE  
 BALDWIN PARK, CA 91706-2167

In accordance with the provisions of Division 3, Chapter 11.5 of the Business and Professions Code, the facility named hereon is issued a Training Facility Certificate Renewal.

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

116

1207 CERT07S.071823





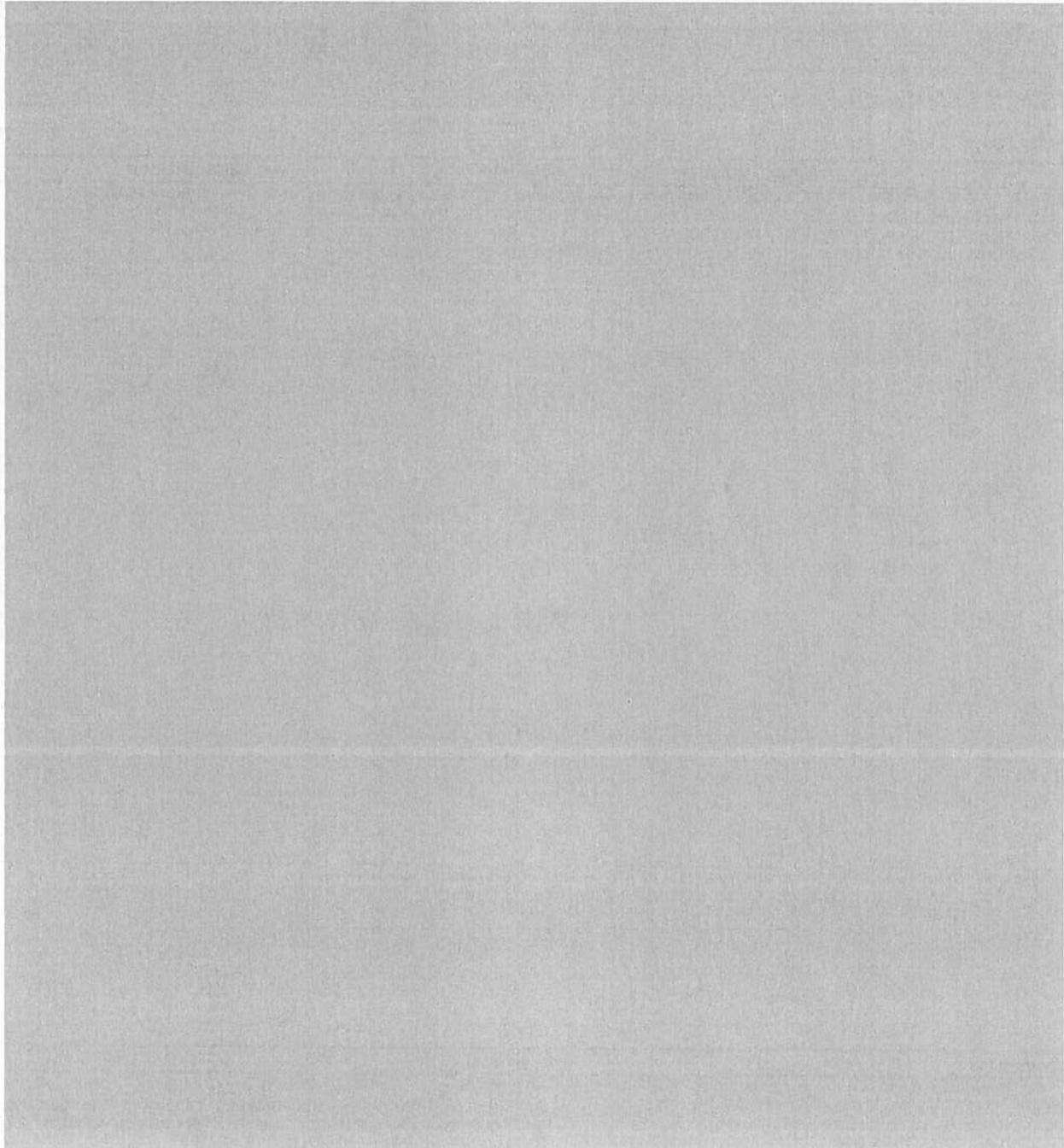
Section 11.0

CONFIDENTIAL

Insurance



**INSURANCE BACKGROUND & CAPABILITY – CONFIDENTIAL**







## Record Keeping

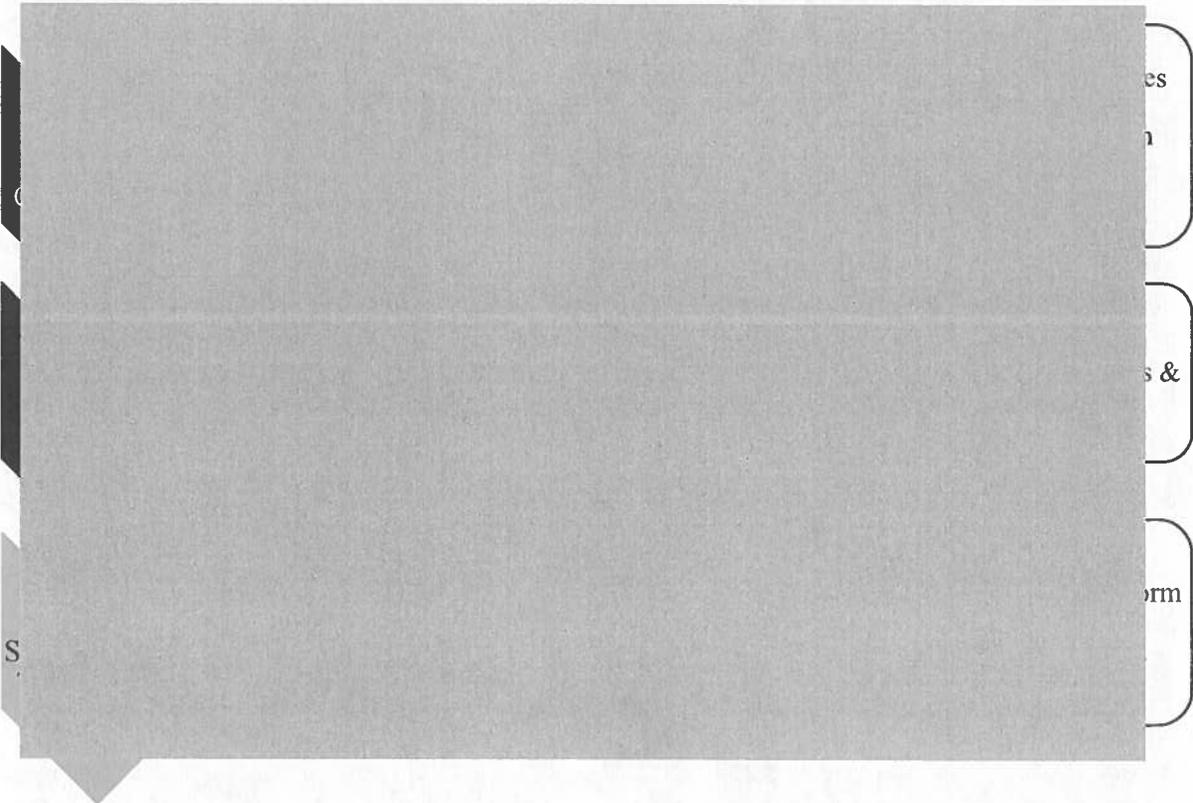
**LABOR GOVERNANCE & COMPLIANCE (LIVING WAGE COMPLIANCE) – CONFIDENTIAL**  
AIS' complies with all applicable wage & hour, employment, and labor laws and regulations. Our internal controls exceed the industry average through our engagements with outside counsel and third-party vendors as well as our investments in internal Legal, Compliance, and Payroll departments. Our internal teams routinely receive reports for updated laws & regulations and participate in regular trainings to ensure that AIS always stays compliant with the most up-to-date legislation and judiciary decisions.

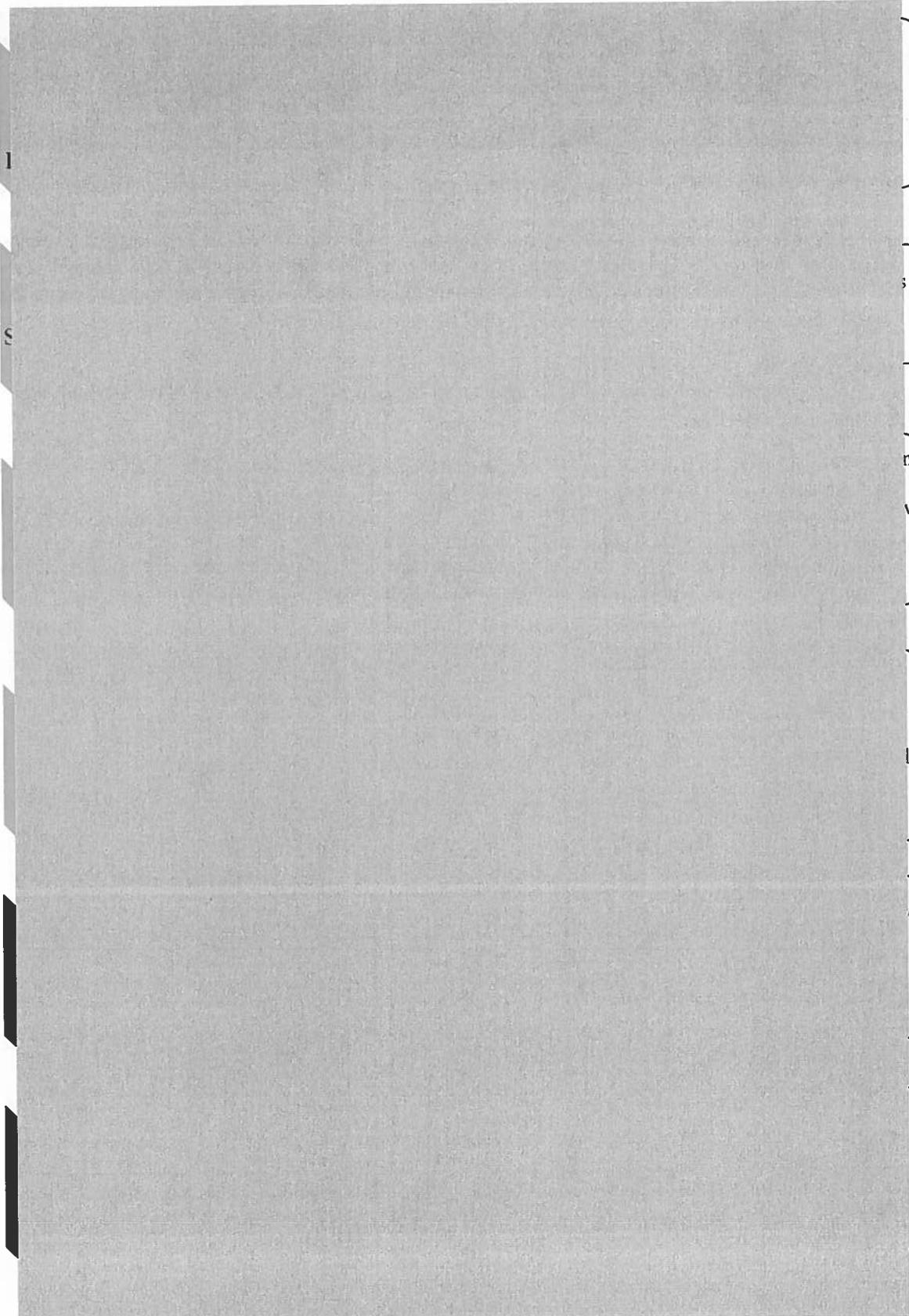
**STAFFING PLAN – CONFIDENTIAL**

Please refer to the complete Proposed Staffing Plan in **Section 6.1 Staffing and Cost Methodology** for additional information.

**DEMONSTRATED CONTROLS OVER LABOR-PAYROLL RECORD KEEPING AND REGULATORY COMPLIANCE – CONFIDENTIAL**

All service contracts are set up with individual rate tables associated with each service location; and therefore, our timekeeping and accounting systems work together to automatically determine the appropriate pay rates in compliance with contract requirements. Please refer to the below matrix on how AIS partners with external legal counsel and vendors to provide support to ensure accuracy and compliance in the Payroll process.





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**CALCULATION OF TOTAL WAGES FOR MULTIPLE WAGE RATES – CONFIDENTIAL**

All AIS service contracts utilize rate tables set up based on contract requirements to automatically associate assigned pay rates to staffed service locations. Different wage rates are assigned and credited based on hours worked at that rate. Overtime rates are calculated as a factor of the weighted average of all pay rates earned for that pay period, unless such average falls below the applicable minimum wage (including Living Wage Ordinances), in which case, the applicable minimum wage will be utilized for overtime calculation instead. The calculations conducted are in compliance with local, state, and federal wage & hour regulations as well as contract requirements.

**INTERNAL BILLING PROCESS**

Due to the rigorous and robust nature of AIS’ payroll standard operating procedures, our completed timekeeping records for each individual employee serve as an accurate and comprehensive basis for billing and invoicing. AIS is able to customize our invoice format to meet the Client’s requirements.

*\*Please refer to AIS’ Sample Invoice below for additional information.*

**ABSOLUTE INTERNATIONAL SECURITY**  
 5155 IRWINDALE AVE  
 IRWINDALE, CA 91706  
 USA  
 Voice: 856-969-7188  
 Fax: 826-858-2882

**INVOICE**  
 Invoice Number: 2020xxxxx  
 Invoice Date: Dec 31, 2024  
 Page: 1

<b>Bill To:</b>		<b>Jobsite:</b>		
CLIENT NAME		JOBSITE NAME		
ADDRESS		ADDRESS		
Customer ID	Customer PO	Payment Terms		
XXXXXXXXXX	XXXXXX	NET DUE		
Sales Rep ID	Billing Periods	Due Date		
	12/01/24-12/31/24	Due Upon Received		
Quantity	Item	Description	Unit Price	Amount
		**UNARMED SECURITY GUARD SERVICE STARTED ON MM/DD/YY REGULAR RATE AT \$30.00/HR, HOLIDAY/ OVERTIME RATE AT \$45.00** *****		
40.00		12/02/24-12/06/24 08:00-16:00 = 8 HRS X 5 DAYS = 40 HRS	30.00	1,200.00
40.00		12/09/24-12/13/24 08:00-16:00 = 8 HRS X 5 DAYS = 40 HRS	30.00	1,200.00
40.00		12/16/24-12/20/24 08:00-16:00 = 8 HRS X 5 DAYS = 40 HRS	30.00	1,200.00
16.00		12/23/24-12/24/24 08:00-16:00 = 8 HRS X 2 DAYS = 16 HRS	30.00	480.00
8.00		12/25/24 08:00-16:00 = 8 HRS (Holiday Rate)	45.00	360.00
16.00		12/26/24-12/27/24 08:00-16:00 = 8 HRS X 2 DAYS = 16 HRS	30.00	480.00
16.00		12/30/24-12/31/24 08:00-16:00 = 8 HRS X 2 DAYS = 16 HRS	30.00	480.00
		TOTAL HOURS = 176 HRS		
Subtotal				5,400.00
Sales Tax				
Total Invoice Amount				5,400.00
Payment/Credit Applied				
<b>TOTAL</b>				<b>5,400.00</b>

Check/Credit Memo No.

\* Late Payment is subject to 3% charge monthly. \*

Given our accuracy for attendance data, it is unlikely for an error or omission to occur during the invoicing process. However, in the event of such an occurrence, we are able to immediately issue a revised invoice within 24 hours. If the discovery occurs after payment has already been issued, an appropriate credit reflecting the error will also be immediately issued within 24 hours as well.



CONFIDENTIAL



Wage and Hour Record Keeping for Living Wage Contracts

**SEE ATTACHED FORMS LW-9 (WAGE AND HOUR  
RECORD KEEPING FOR LIVING WAGE CONTRACTS)  
IN THE FORMS LIST SECTION**



On the following pages, AIS has included all completed, signed, and dated declaration forms identified from the Table of Forms (Living Wage Contract) below:

**Declaration Form for Security Services for Various County Airport Facilities (BRC0000527)**

- PW-1** Proposer's Organization Questionnaire/Affidavit
- PW-2-2.6** Schedule of Prices
- PW-3** Certification of Compliance
- PW-4** Contractor's Industrial Safety Record
- PW-5** Request for Preference Consideration
- PW-6** Proposer's Reference List
- PW-7** Proposer's Equal Employment Opportunity Certification
- PW-8** [Form Intentionally Left Blank]
- PW-9** Proposer's Debarment History and List of Terminated Contracts
- PW-10** Community Business Enterprise (CBE) Information
- PW-11** Solicitation Requirements Review (SRR) Request (Not Submitting – Intentionally Left Blank)
- PW-12** Proposer's Pending Litigations and Judgments
- PW-13** Proposer's Insurance Compliance Affirmation
- PW-14** Compliance with Employee Retention Policy
- PW-15** Compliance with the Minimum Requirements
- PW-16** Proposer's Performance Bond Affirmation Form
- PW-17** Contribution and Agent Declaration Form

**LIVING WAGE PROGRAM**

- LW-2** Living Wage Program – Application for Exemption (Not Submitting – Intentionally Left Blank)
- LW-3** Living Wage Rate Annual Adjustments
- LW-4** [Form Intentionally Left Blank]
- LW-5** [Form Intentionally Left Blank]
- LW-6** Guidelines for Assessment of Proposer Labor Law/Payroll Violations
- LW-7** Instructions for PW-2, Schedule of Prices and LW-8, Cost Methodology
- LW-8.1-8.5** Staffing Plan and Cost Methodology
- LW-9** Wage and Hour Record Keeping for Living Wage Contracts

**DECLARATION FORM  
FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

**DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE INFORMATION SUBMITTED IN FORMS PW-1 THROUGH PW-10 AND PW-12 THROUGH PW-17, AND FORMS LW-1 THROUGH LW-9 ARE TRUE AND CORRECT.**

PRINT NAME: Lucy Lin	TITLE: President/QM
PROPOSER'S NAME: Absolute Security Intl Corp dba Absolute International Security (AIS)	
SIGNATURE: 	DATE: 2/24/25

**PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT**

<b>PROPOSER NAME:</b> Absolute Security Intl Corp dba Absolute International Security (AIS)	<b>COUNTY WEBVEN NUMBER:</b> #151120
<b>ADDRESS:</b> 5155 Irwindale Avenue, Irwindale, CA 91706	
<b>TELEPHONE NUMBER:</b> (626) 858-7188	<b>E-MAIL:</b> llin@absolutesecurityintl.com
<b>INTERNAL REVENUE SERVICE EMPLOYER IDENTIFICATION NUMBER:</b>	<b>CALIFORNIA BUSINESS LICENSE NUMBER:</b> PPO #16302

1.	<p><b>Select the option that best defines your firm's business structure:</b></p> <p><input checked="" type="checkbox"/> Corporation  <input type="checkbox"/> Limited Liability Company (LLC)  <input type="checkbox"/> Limited Partnership  <input type="checkbox"/> Sole Proprietorship  <input type="checkbox"/> Non-Profit  <input type="checkbox"/> Franchise  <input type="checkbox"/> Other (Specify)</p>	<p><b>If Corporation or Limited Liability Company (LLC):</b>                  Legal Name (as stated in Articles of Incorporation):                  Absolute Security Intl Corp dba Absolute International Security</p> <hr/> <p>State of Incorporation: California</p> <p>Year of Incorporation: 2008</p> <p><b>If Limited Partnership or a Sole Proprietorship:</b>                  Name of proprietor or managing partner:                  N/A</p> <hr/> <p><b>If other:</b> Specify business structure name:                  N/A</p>
2.	<p><b>Is your firm doing business under one or more DBA's?</b></p> <p><input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No</p>	<p>Name: Absolute International Security</p> <hr/> <p>Country of Registration: Los Angeles, CA, USA</p> <hr/> <p>Year became DBA: 2008</p>
3.	<p><b>Is your firm wholly/majority owned by, or a subsidiary of another firm?</b></p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p>	<p>If yes, indicate name of Parent Firm and State of Incorporation.</p> <p>Name of Parent Firm:                  N/A</p> <hr/> <p>State of Incorporation or registration of parent firm:                  N/A</p>
4.	<p><b>Has your firm done business under other names within last five (5) years ?</b></p> <p><input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No</p>	<p>If yes, indicate any other names and the year of name change.</p> <p>Name(s): Absolute International Security, Inc</p> <hr/> <hr/> <p>Year(s) of Name Change: 2021</p>

5.	<p>List names of all joint ventures, partners, subcontractors, or others having any right or interest in this contract or the proceeds thereof. If not applicable, state "NONE".</p>	<p>None</p> <hr/> <hr/> <hr/> <hr/>
6.	<p>Is your firm involved in any pending acquisition or mergers?</p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p>	<p>If yes, please provide additional information regarding the pending merger.</p> <p style="text-align: center;">N/A</p> <hr/> <hr/> <hr/> <hr/>
7.	<p>List all names and contact information of all individuals legally authorized to commit the Proposer.</p>	<p>Name: <u>Lucy Lin</u></p> <p>Title: <u>President/QM</u></p> <p>Phone: <u>(626) 858-7188</u></p> <p>Email: <u>llin@absolutesecurityintl.com</u></p> <p>Name: <u>N/A</u></p> <p>Title: <u>N/A</u></p> <p>Phone: <u>N/A</u></p> <p>Email: <u>N/A</u></p> <p>Name: <u>N/A</u></p> <p>Title: <u>N/A</u></p> <p>Phone: <u>N/A</u></p> <p>Email: <u>N/A</u></p>

**SCHEDULE OF PRICES FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

Work locations will be within the County of Los Angeles at various County-owned Airport Facilities. Schedules and security service type (armed or unarmed) are as shown in Exhibit H, Service Locations Post Orders and as provided below unless otherwise specified. Schedules are subject to change at the sole discretion of the County as service needs may vary. Designated on-call hours may be used for any additional hours of service not otherwise represented in the schedules below. Contractor shall deploy security officer(s) of the level indicated for each respective site and perform any and all checks, inspections, walk-throughs, patrols, lock-ups, reports, as required in post details outlined in Exhibit H or by request of the Contract Manager or on-site designee for each facility/site. Contractor shall bill in accordance with the hourly rates provided on Form PW-2.1 through PW-2.5 for the given Contract term and for the level and rate of security requested by the Contract Manager for actual security service hours provided.

Please note, the schedule detailed below shall apply to this contract's initial term and all subsequent renewal options.

<b>SITE NO.</b>	<b>AIRPORT FACILITY LOCATION</b>	<b>GUARD TYPE</b>	<b>SERVICE DAYS (Days of the Week)</b>	<b>SCHEDULED HOURS</b>	<b>TOTAL ESTIMATED HOURS (Annually)</b>
1	<b>BRACKETT FIELD AIRPORT (POC)</b> 1615 McKinley Avenue La Verne, CA 91750-5846	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
2	<b>COMPTON/WOODLEY AIRPORT (CPM)</b> 901 West Alondra Blvd. Compton, CA 90220-3528	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
3	<b>SAN GABRIEL VALLEY AIRPORT (EMT)</b> 4233 No. Santa Anita Ave. El Monte, CA 91731-1670	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
4	<b>GEN. WILLIAM J. FOX AIRFIELD (WJF)</b> 4725 William J. Barnes Av. Lancaster, CA 93536-8401	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
5	<b>WHITEMAN AIRPORT (WHP)</b> 1000 Airpark Way, 2nd Fl. Pacoima, CA 91331-2104	Security Officer (Unarmed)	Monday – Sunday	10 p.m. to 6 a.m. 8 hrs. daily	2,912
6	<b>ON-CALL*</b>	Security Officer (Armed)	TBD	TBD	2,500
				<i>Total Estimated Annual Hours:</i>	<b>17,060</b>

\* Security Guard designation (armed or unarmed) and schedule for any on-call services will be determined at the time of the request and will be billed in accordance with the hourly rate for the requested level of the officer. The on-site designee if any, for on-call services shall be provided at the time of an on-call request.

**SCHEDULE OF PRICES  
FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.1, for Term 1 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

<b>SITE NO.</b>	<b>DESCRIPTION</b>	<b>UNIT RATE (Hourly)</b>	<b>ESTIMATED UNITS (No. of Hours)</b>	<b>ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)</b>
1	Security Officer (Unarmed)	\$ 32.68	14560	\$ 475,820.80
2	Security Officer (Armed)	\$ 32.88	2500	\$ 82,200.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 558,020.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES**

**FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.2, for Term 2 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

<b>SITE NO.</b>	<b>DESCRIPTION</b>	<b>UNIT RATE (Hourly)</b>	<b>ESTIMATED UNITS (No. of Hours)</b>	<b>ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)</b>
1	Security Officer (Unarmed)	\$ 33.68	14560	\$ 490,380.80
2	Security Officer (Armed)	\$ 33.98	2500	\$ 84,950.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 575,330.80</b>

***By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.***

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES  
FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.3, for Term 3 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

<b>SITE NO.</b>	<b>DESCRIPTION</b>	<b>UNIT RATE (Hourly)</b>	<b>ESTIMATED UNITS (No. of Hours)</b>	<b>ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)</b>
1	Security Officer (Unarmed)	\$ 34.68	14560	\$ 504,940.80
2	Security Officer (Armed)	\$ 34.98	2500	\$ 87,450.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 592,390.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address lilin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES**

**FOR**

**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.4, for Term 4 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

<b>SITE NO.</b>	<b>DESCRIPTION</b>	<b>UNIT RATE (Hourly)</b>	<b>ESTIMATED UNITS (No. of Hours)</b>	<b>ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)</b>
1	Security Officer (Unarmed)	\$ 35.68	14560	\$ 519,500.80
2	Security Officer (Armed)	\$ 36.18	2500	\$ 90,450.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 609,950.80</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES  
FOR  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The Proposer shall furnish all labor, materials, transportation, taxes, equipment and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where hours or other quantities are set forth in the Schedule of Prices, they are only estimates, and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. **The Total Annual Proposed Price calculated herein should be reflected the on Proposer's submitted Form LW-8.5, for Term 5 of 5.**

The quoted hourly rates shall be the Contractor's sole compensation for all expenses, including, but not limited to, wages, overtime, holiday pay, administrative costs, employee benefits, equipment, training, uniforms, etc. Vehicle mileage incurred for required patrols at a work site in the performance of the Contract, will be reimbursed at the County's current employee permittee mileage rate upon approval from the Contract Manager. Should the Contractor's staff personnel use their personal vehicles to perform any work required by the Contract, mileage fees paid to the Contractor shall be reimbursed by the Contractor to their staff person.

<b>SITE NO.</b>	<b>DESCRIPTION</b>	<b>UNIT RATE (Hourly)</b>	<b>ESTIMATED UNITS (No. of Hours)</b>	<b>ANNUAL PROPOSED PRICE (Hourly Rate X Estimated Units)</b>
1	Security Officer (Unarmed)	\$ 36.80	14560	\$ 535,808.00
2	Security Officer (Armed)	\$ 37.30	2500	\$ 93,250.00
<b>TOTAL PROPOSED ANNUAL PRICE:</b>				<b>\$ 629,058.00</b>

**By submission of this Proposal, and signed Declaration form Proposer certifies under penalty of perjury that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.**

Legal Name of Proposer Absolute Security Intl Corp dba Absolute International Security		
Phone (626) 858-7188	Mobile (213) 631-3110	E-Mail Address llin@absolutesecurityintl.com
Business Lic. No. City of Irwindale, BL No. 009443	State Private Patrol Operator's Lic. No. PPO 16302	Date 02/24/25

**SCHEDULE OF PRICES SUMMARY SHEET**  
**FOR**  
**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

The rates provided herein correspond with the totals from Schedule of Prices, Forms PW-2.1 through PW-2.5. Should there exist any inconsistency between the amount shown here and the amount calculated based on the Proposer's submitted hourly rates, the true and correct amount based on hourly calculation of rates (hourly rate multiplied by estimated units) shall prevail.

<b>TERM</b>	<b>DESCRIPTION</b>	<b>TOTAL PROPOSED PRICE</b>
<b>1 of 5</b>	<b>Initial Term</b> (Form PW-2.1)	<u>\$558,020.80</u>
<b>2 of 5</b>	<b>Option Term 1</b> (Form PW-2.2)	<u>\$575,330.80</u>
<b>3 of 5</b>	<b>Option Term 2</b> (Form PW-2.3)	<u>\$592,390.80</u>
<b>4 of 5</b>	<b>Option Term 3</b> (Form PW-2.4)	<u>\$609,950.80</u>
<b>5 of 5</b>	<b>Option Term 4</b> (Form PW-2.5)	<u>\$629,058.00</u>
<b>TOTAL OVERALL PROPOSED PRICE:</b> (SUM OF ALL 5 TERMS ABOVE)		<b>\$ 2,964,751.20</b>
<b>AVERAGE ANNUAL PROPOSED PRICE:</b> (SUM OF ALL TERMS DIVIDED BY FIVE)		<b>\$ 592,950.24</b>

**CERTIFICATION OF COMPLIANCE**

Proposer certifies compliance with all programs, policies, and ordinances specified in exhibits

TITLE		REFERENCE	CERTIFICATIONS
1	Certification of No Conflict of Interest	<u>LACC 2.180</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2	Familiarity with the County Lobbyist Ordinance Certification	<u>LACC 2.160</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3	Zero Tolerance Policy on Human Trafficking Certification	<u>Motion</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4	Compliance with Fair Chance Employment Hiring Practices Certification	<u>Board Policy 5.250</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5	Charitable Contributions Certification  Enter the California Registry of Charitable Trusts "CT" number and upload a copy of firm's most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586 (if applicable)  _____	<u>Board Policy 5.065</u>	<b>Check the Certification below that is applicable to your company.</b>  <input checked="" type="checkbox"/> Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.  <b>OR</b>  <input type="checkbox"/> Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed in this document and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts.
6	Attestation of Willingness to Consider GAIN/START Participants	<u>Board Policy 5.050</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>Willing to provide GAIN/START participants access to employee mentoring program?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-program not available
7	Contractor Employee Jury Service Program Certification Form & Application for Exception	<u>LACC 2.203</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If No, identify exemption:</b> <input type="checkbox"/> My business does not meet the definition of "contractor," as defined in the Program. <input type="checkbox"/> My business is a small business as defined in the Program. <input type="checkbox"/> My business is subject to a Collective Bargaining Agreement (attach agreement) that expressly provides that it supersedes all provisions of the Program.
8	Certification of Compliance with the County's Defaulted Property Tax Reduction Program	<u>LACC 2.206</u>	<b>Certifies Compliance</b> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If No, identify exemption:</b> _____

**CONTRACTOR'S INDUSTRIAL SAFETY RECORD**

PROPOSED CONTRACT FOR: Absolute Security Intl Corp dba Absolute International Security  
 SERVICE BY PROPOSER: Security Guard Services

PROPOSAL DATE: 2/24/25

This information must include all work undertaken in the State of California by the proposer and any partnership, joint venture, or corporation that any principal of the proposer participated in as a principal or owner for the last five calendar years and the current calendar year prior to the date of proposal submittal. Separate information shall be submitted for each particular partnership, joint venture, corporate, or individual proposer. The proposer may attach any additional information or explanation of date which the proposer would like taken into consideration in evaluating the safety record. An explanation must be attached to the circumstances surrounding any and all fatalities.

5 CALENDAR YEARS PRIOR TO CURRENT YEAR

	2020	2021	2022	2023	2024	Current Year to Date	Total
1. Number of contracts.	93	103	108	115	120	110	649
2. Total dollar amount of Contracts (in thousands of dollars).	14,595	17,758	17,521	20,915	23,466	4,388	98,643
3. Number of fatalities.	0	0	0	0	0	0	0
4. Number of lost workday cases.	7	4	3	3	3	0	20
5. Number of lost workday cases involving permanent transfer to another job or termination of employment.	0	0	0	0	0	0	0
6. Number of lost workdays.	126	130	168	204	173	0	801

**REQUEST FOR PREFERENCE CONSIDERATION**

**INSTRUCTIONS:** Proposers requesting preference consideration must complete and include this form in their proposal. Proposers may request consideration for one or more preference programs. **In order to qualify for preference, firm must be certified by the County of Los Angeles Department of Consumer and Business Affairs (DCBA). Please reference your Certification Letter issued by DCBA to determine Federal/Non-Federal preference eligibility.**

**PREFERENCE NOT REQUESTED**

**OR**

<input type="checkbox"/> <b>PREFERENCE REQUESTED (SELECT ALL THAT APPLY)</b>	
<b>Preference Program</b>	<b>Reference</b>
<input type="checkbox"/> Request for Local Small Business Enterprise (LSBE) Program Preference <input type="checkbox"/> Certification for Non-Federally Funded County Solicitations <input type="checkbox"/> Certification for Federally Funded County Solicitations	<b><u>LACC 2.204</u></b>
<input type="checkbox"/> Request for Social Enterprise (SE) Program Preference <input type="checkbox"/> Certification for Non-Federally Funded County Solicitations <input type="checkbox"/> Certification for Federally Funded County Solicitations	<b><u>LACC 2.205</u></b>
<input type="checkbox"/> Request for Disabled Veterans Business Enterprise (DVBE) Program Preference	<b><u>LACC 2.211</u></b>

**Note: In no instance shall any of the listed preference programs price or scoring be combined with any other County program to exceed fifteen percent (15%) or \$150,000 in response to any county solicitation.**

PROPOSER'S REFERENCE LIST

PROPOSER NAME: Absolute Security Intl Corp dba Absolute International Security

PROPOSED CONTRACT FOR: County of Los Angeles, Department of Public Works Security Services for Various County Airport Facilities (BRC0000527)

Provide a comprehensive reference list of all contracts for goods and/or services provided by the Proposer during the previous three years. Please verify all contact names, telephone and fax numbers, and e-mail addresses before listing. Incorrect names, telephone and/or fax numbers, or e-mail addresses will be disregarded. Use additional pages if required.

A. COUNTY OF LOS ANGELES AGENCIES

All contracts with the County during the previous three years must be listed.

Table with 2 columns and 6 rows: SERVICE, SERVICE DATES, DEPT/ DIST, CONTACT, TELEPHONE, FAX, E-MAIL. Contains redacted information.

Table with 2 columns and 6 rows: SERVICE, SERVICE DATES, DEPT/ DIST, CONTACT, TELEPHONE, FAX, E-MAIL. Contains redacted information.

B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES

Table with 2 columns and 7 rows: SERVICE, SERVICE DATES, AGENCY/ FIR, ADDRESS, CONTACT, TELEPHONE, FAX, E-MAIL. Contains redacted information.

Table with 2 columns and 7 rows: SERVICE, SERVICE DATES, AGENCY/ FIR, ADDRESS, CONTACT, TELEPHONE, FAX, E-MAIL. Contains redacted information.

**PROPOSER'S REFERENCE LIST**

**PROPOSER NAME:** Absolute Security Intl Corp dba Absolute International Security

**PROPOSED CONTRACT FOR:** County of Los Angeles, Department of Public Works  
Security Services for Various County Airport Facilities (BRC000527)

Provide a comprehensive reference list of all contracts for goods and/or services provided by the Proposer during the previous three years. Please verify all contact names, telephone and fax numbers, and e-mail addresses before listing. Incorrect names, telephone and/or fax numbers, or e-mail addresses will be disregarded. Use additional pages if required.

**A. COUNTY OF LOS ANGELES AGENCIES**

**All contracts with the County during the previous three years must be listed.**

SERVICE:	SERVICE DATES: 11/2023	SERVICE:	SERVICE DATES:
DEPT/ DIST			
CONTACT:			
TELEPHONE:			
FAX: N/A			
E-MAIL: rg			

SERVICE:	SERVICE DATES:
DEPT/ DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
DEPT/DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

**B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES**

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

**PROPOSER'S EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION**

Proposer's Name	Absolute Security Intl Corp dba Absolute International Security
Address	5155 Irwindale Avenue, Irwindale, CA 91706
Internal Revenue Service Employer Identification Number	[REDACTED]

In accordance with Los Angeles County Code, Section 4.32.010, the Proposer certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all antidiscrimination laws of the United States of America and the State of California.

1.	The proposer has a written policy statement prohibiting any discrimination in all phases of employment.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	The proposer periodically conducts a self-analysis or utilization analysis of its work force.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	The proposer has a system for determining if its employment practices are discriminatory against protected groups.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	Where problem areas are identified in employment practices, the proposer has a system for taking reasonable corrective action to include establishment of goals and timetables.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

**[THIS FORM INTENTIONALLY LEFT BLANK]**

**PROPOSER'S DEBARMENT HISTORY AND LIST OF TERMINATED CONTRACTS**

Proposer's Name: Absolute Security Intl Corp dba Absolute International Security

1. DEBARMENT HISTORY (Check one)		YES	NO
Proposer is currently debarred by a public entity			X
If yes, please provide the name of the public entity:	N/A		
2. LIST OF TERMINATED CONTRACTS (Check one)		YES	NO
Proposer has contracts that have been terminated in the past three (3) years.		X	

If yes, please list all contracts that have been terminated prior to expiration within the last three (3) years.

Service: Security Guard Services Name of Entity: [REDACTED]  
 Address: [REDACTED]  
 Contact: [REDACTED]  
 Email: [REDACTED]  
 Termination [REDACTED] services  
 Reason for Termination: For City's preference and best interest.

Service: Security Guard Services Name of Entity: [REDACTED]  
 Address: [REDACTED]  
 Contact: [REDACTED]  
 Email: [REDACTED]  
 Termination [REDACTED]  
 Reason for Termination: Change in City's process for vendor service requests; was subsequently added to City's authorized vendor list.

Service: Security Guard Services Name of Entity: [REDACTED]  
 Address: [REDACTED]  
 Contact: [REDACTED]  
 Email: [REDACTED]  
 Termination [REDACTED]  
 Reason for Termination: For most convenience and best interest of the client to unify its security vendor as a whole.

Service: \_\_\_\_\_ Name of Entity: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Termination Date: \_\_\_\_\_ Name/Contract No: \_\_\_\_\_  
 Reason for Termination: \_\_\_\_\_

**COMMUNITY BUSINESS ENTERPRISE (CBE) INFORMATION**

The County seeks diverse broad-based participation in its contracting and strongly encourages participation by CBEs. Complete all fields listed on this form. Where a field requests number or total, provide responses using numerical digits only.

**-INSTRUCTIONS FOR COMPLETING FORM PW-10-**

<b>Section 1: FIRM/ORGANIZATION INFORMATION</b>	
Total Number of Employees in California	Using numerical digits, enter the total number of individuals employed by the firm in the state of California.
Total Number of Employees (including owners)	Using numerical digits, enter the total number of individuals employed by the firm regardless of location.
Race/Ethnic Composition of Firm Table	Using numerical digits, enter the make-up of Owners/Partners/Associate Partners and percentage of how ownership of the firm is distributed into the Race/Ethnic Composition categories listed in the table. Final number must total 100%.

**Section 2: CERTIFICATION AS MINORITY, WOMEN, DISADVANTAGED, DISABLED VETERAN, OR LESBIAN, GAY, BISEXUAL, TRANSGENDER, QUEER, AND QUESTIONING-OWNED (LGBTQQ) BUSINESS ENTERPRISE**

If the firm is currently certified as a Community Based Enterprise (CBE) by a public agency, complete the table by entering the names of the certifying Agency and placing an "X" under the appropriate CBE designation (Minority, Women, Disadvantaged, Disabled Veteran or LGBTQQ). Enter all the CBE certifications held by the firm.

*NOTE: Proposer acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this proposal are made, the proposal may be rejected. The evaluation and determination in this area shall be at the Director's sole judgment and his/her judgment shall be final.*

• **Section 1:**

<b>TITLE</b>		<b>REFERENCE</b>			
<b>FIRM/ORGANIZATION INFORMATION</b>		The information requested below is for statistical purposes only. On final analysis and consideration of award, contractor/vendor will be selected without regard to race/ethnicity, color, religion, sex, national origin, age, sexual orientation or disability.			
Total Number of Employees in California:		452 Employees in California			
Total Number of Employees: (including owners)		453 Employees including owners			
Race/Ethnic Composition of Firm: Enter the make-up of Owners/Partners/Associate Partners into the following categories:					
Race/Ethnic Composition	Owners/Partners/Associate Partners		Percentage of how Ownership of the Firm is Distributed		
	MALE	FEMALE	MALE	FEMALE	
Black/African American			%	%	
Hispanic/Latino			%	%	
Asian/Pacific Islander			%	%	
American Indian		1	%	93	%
Filipino			%	%	
White			%	%	

• **Section 2:**

<b>TITLE</b>		<b>REFERENCE</b>				
<b>CERTIFICATION AS MINORITY, WOMEN, DISADVANTAGED, DISABLED VETERAN, OR LESBIAN, GAY, BISEXUAL, TRANSGENDER, QUEER, AND QUESTIONING-OWNED (LGBTQQ) BUSINESS ENTERPRISE</b>		If your firm is currently certified as a minority, women, disadvantaged, disabled veteran or lesbian, gay, bisexual, transgender, queer, and questioning-owned business enterprise by a public agency, complete the following.				
<input type="checkbox"/> Check here if this does not apply for your firm/agency; otherwise, please mark all that apply below:						
Firm/Agency Name	Minority	Women	Disadvantaged	Disabled Vet	LGBTQQ	
LA County Consumer and Business Affairs	Yes	Yes	Yes	No	No	
Department of Transportation	No	No	Yes	No	No	

**PROPOSER'S PENDING LITIGATIONS AND JUDGMENTS**

Proposer's Name: Absolute Security Intl Corp dba Absolute International Security

- Proposer and/or principals are **not** currently involved in any pending litigation; are not aware of any threatened litigation where they would be a party; and have not had any judgments entered against them within the last five years as of the date of proposal submission.

Proposer and/or principals of the Proposer must list below (use additional pages if necessary) all pending litigation, threatened litigation, and/or any judgments entered against them within the last five years as of the date of proposal submission.

A large, solid grey rectangular area that occupies most of the page below the instructions. It is intended for the proposer to list any pending, threatened, or past litigation within the last five years.

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**PROPOSER'S INSURANCE COMPLIANCE AFFIRMATION**  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)

Absolute Security Intl Corp dba Absolute International Security

Proposer's Name

5155 Irwindale Avenue, Irwindale, CA 91706

Address

- If awarded the contract: Proposer will comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements, of this Request for Proposals, and Proposer will procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5, throughout the entire term of the proposed contract, without interruption or break in coverage.
  
- If you check this box, your proposal will be determined nonresponsive and your proposal will be disqualified. Proposer will not comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements, of this Request for Proposals, and Proposer will not procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5, throughout the entire term of the proposed contract, without interruption or break in coverage.

**COMPLIANCE WITH EMPLOYEE RETENTION POLICY**  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)

Absolute Security Intl Corp dba Absolute International Security

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Proposer's Name

5155 Irwindale Avenue, Irwindale, CA 91706

---

Address

- If awarded the contract: Proposer will comply with the employee retention policy provisions set forth in Exhibit B, Section 14, Compliance with Employee Retention Policy of this Request for Proposals, and Proposer will offer employment to all Retention Employees who are qualified for such jobs, in accordance with the provisions and limitations defined in the policy.
  
- If you check this box, your proposal will be determined nonresponsive and your proposal will be disqualified. Proposer will not comply with the employee retention policy provisions set forth in Exhibit B, Section 14, Compliance with Employee Retention Policy of this Request for Proposals, and Proposer will not offer employment to all Retention Employees who are qualified for such jobs, in accordance with the provisions and limitations defined in the policy.

**COMPLIANCE WITH THE MINIMUM REQUIREMENTS**  
**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

PROPOSER MUST CHECK A BOX IN EVERY SECTION

*Important Note: Information on this form is subject to verification and may not be used for scoring purposes.*

Completing this form by itself without including detailed narrative(s) in your proposal to support the minimum mandatory requirements of this RFP, any inconsistencies or inaccuracy in the information provided on this form, and/or your Proposal, may subject your Proposal to disqualification or other actions, at the sole discretion of the County.

Subcontracting is not allowed for any purpose in the performance of these services including to meet any of the minimum mandatory requirements. Including a Subcontractor in your submitted proposal will render your proposal nonresponsive and disqualify your proposal from further consideration. At the time of proposal submission, Proposer must meet all of the following minimum requirements:

1. Proposer must possess a valid and active California-issued private patrol operator license at the time of proposal submission.

Yes. Proposer does have the required valid and active license as specified above. *Please complete the chart below:*

Proposer's Name	Active Dates (Month/Yr.)	License Number	Page No. (Provide page of your proposal detailing this info.)
Absolute Security Intl Corp dba Absolute International Security	Valid until 01/31/2027	PPO#16302	115-117

No. Proposer does not have the required valid and active license as specified above. *Checking this box will render your proposal nonresponsive and will disqualify of your proposal from further consideration.*

2. Proposer must have a minimum of 5 years of experience providing security services for private and/or public institutions.

Yes. Proposer does have the required years of experience providing the type of security services solicited as specified above. *Please complete the chart below:*

Proposer's Name	Experience Dates (Mo./Yr. to Mo./Yr.)	Description of Services/Experience	Page No. (Provide page of your proposal detailing this info.)
Absolute Security Intl Corp dba Absolute International Security	From: 09/26/2008	Absolute International Security was established on September 26, 2008 as a C-Corporation and has been in business for over 15 years. Our operations team has over 130 years of combined Law Enforcement, Corporate Security, and Airport Police/Security experience.	9-10
	To: Present		

No. Proposer does not have the required years of experience providing the type of security services solicited as specified above. *Checking this box will render your proposal nonresponsive and will disqualify of your proposal from further consideration.*

3. **Proposer's supervising employee must have a minimum of 3 years of experience supervising security operations.**

- Yes. Proposer's supervising employee does have the required years of experience supervising the type of security operations as specified above. *Please complete the chart below:*

Employee's Name	Experience Dates (Mo./Yr. to Mo./Yr.)	Description of Services/Experience	Page No. (Provide page of your proposal detailing this info.)
Bryan Colindres, Executive of Operation and Training	From: 10/2006	Mr. Colindres has about 10 consecutive years of experience overseeing large municipal and government security contracts. His extensive military and law enforcement background allows for stellar on-site and orientation training to implement security.	13
	To: Present		

- No. Proposer's supervising employee(s) does not have the required years of experience supervising the type of security operations as specified above. *Checking this box will render your proposal nonresponsive and will disqualify of your proposal from further consideration.*

4. **Proposer must submit a Bid Guarantee of 10 percent of the proposed annual price, as specified in Part I, Section 2.A.15, Bid Guarantee.**

- Yes. Proposer submitted the required Bid Guarantee(s) as specified above in an amount no less than 10 percent of the proposed annual price. *Page number of your proposal where the Bid Guarantee is included:* 182-185.

- No. Proposer does not submit the required Bid Guarantee as specified above. *Checking this box will render your proposal nonresponsive and will disqualify of your proposal from further consideration.*

5. **If awarded a contract, Proposer shall provide a faithful performance bond in an amount no less than 50 percent of the annual contract amount, as specified in Part II, Sample Agreement.**

- Yes. If awarded a contract, Proposer agrees to provide faithful performance bond annually in an amount no less than 50 percent of the annual contract amount.

- No. Proposer does not agree to provide faithful performance bond annually in an amount no less than 50 percent of the annual contract amount. *Checking this box will render your proposal nonresponsive and will disqualify of your proposal from further consideration.*

Proposer declares through their signed Declaration Form submitted with their Proposal, under penalty of perjury that the information stated above is true and accurate. Proposer further acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this proposal are made, the proposal may be rejected at the sole discretion of the County.

**PROPOSER'S PERFORMANCE BOND AFFIRMATION FORM**  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)

Absolute Security Intl Corp dba Absolute International Security

Proposer's Name

5155 Irwindale Avenue, Irwindale, CA 91706

Address

- Proposer will provide a performance bond as set forth in this Request for Proposals, as described in the Fourteenth Paragraph of the Sample Agreement, and Proposer will procure, maintain, and provide the County the performance bond, substantially in the form attached as Exhibit L, in the sum not less than 50 percent of the annual contract amount, payable to the COUNTY OF LOS ANGELES, executed by a corporate surety admitted to transact business as a surety insurer in the State of California (or by the surety's agent with a notarized copy of power of attorney). The bond shall be maintained to provide for continuing liability in the above amounts, including timely renewals, notwithstanding any payment or recovery thereon.
- Proposer will not provide a performance bond as set forth in the Request for Proposals, as described in the Fourteenth Paragraph of the Sample Agreement, and Proposer will not procure, maintain, and provide the County the performance bond, substantially in the form attached as Exhibit L, in the sum not less than 50 percent of the annual amount each, payable to the COUNTY OF LOS ANGELES, executed by a corporate surety admitted to transact business as a surety insurer in the State of California (or by the surety's agent with a notarized copy of power of attorney). The bonds shall be maintained to provide for continuing liability in the above amounts, including timely renewals, notwithstanding any payment or recovery thereon. Checking this box will render your proposal as nonresponsive and will immediately disqualify your firm from further consideration.

**CONTRIBUTION AND AGENT DECLARATION FORM**  
**SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

This form must be completed separately by all bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles ("County").

Pursuant to the Levine Act (Government Code section 84308), a member of the Board of Supervisors, other elected County officials (the Sheriff, Assessor, and the District Attorney), and other County employees and/or officers ("County Officers") are disqualified and not able to participate in a proceeding involving contracts, franchises, licenses, permits and other entitlements for use if the County Officer received more than \$250 in contributions in the past 12 months from the bidder, proposer or applicant, any paid agent of the bidder, proposer, or applicant, or any financially interested participant who actively supports or opposes a particular decision in the proceeding.

**State law requires you to disclose information about contributions made by you, your company, and lobbyists and agents paid to represent you. Failure to complete the form in its entirety may result in significant delays in the processing of your application and potential disqualification from the procurement or application process.**

**You must fully answer the applicable questions below. You ("Declarant"), or your company, if applicable, including all entities identified below (collectively, "Declarant Company") must also answer the questions below. The term "employee(s)" shall be defined as employees, officers, partners, owners, or directors of Declarant Company.**

**An affirmative response to any questions will not automatically cause the disqualification of your bid/proposal, or the denial of your application for a license, permit or other entitlement. However, failure to answer questions completely, in good faith, or providing materially false answers may subject a bidder/proposer to disqualification from the procurement.**

*This material is intended for use by bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles and does not constitute legal advice. If you have questions about the Levine Act and how it applies to you, you should call your lawyer or contact the Fair Political Practices Commission for further guidance.*

Complete each section below. State "none" if applicable.

A. COMPANY OR APPLICANT INFORMATION

1) Declarant Company or Applicant Name: Absolute Security Intl Corp dba Absolute International Security

a) If applicable, identify all subcontractors that have been or will be named in your bid or proposal: None

b) If applicable, variations and acronyms of Declarant Company's name used within the past 12 months: None

c) Identify all entities or individuals who have the authority to make decisions for you or Declarant Company about making contributions to a County Officer, regardless of whether you or Declarant Company have actually made a contribution: \_\_\_\_\_

Lucy Lin, President/QM

**[IF A COMPANY, ANSWER QUESTIONS 2 - 3]**

2) Identify only the Parent(s), Subsidiaries and Related Business Entities that Declarant Company has controlled or directed, or been controlled or directed by. "Controlled or directed" means shared ownership, 50% or greater ownership, or shared management and control between the entities.

a) Parent(s): None

b) Subsidiaries: Absolute International Security, Inc  
AIS Training Center, Inc

c) Related Business Entities: None

- 3) If Declarant Company is a closed corporation (non-public, with under 35 shareholders), identify the majority shareholder.

Lucy Lin, President/QM

- 4) Identify all entities (proprietorships, firms, partnerships, joint ventures, syndicates, business trusts, companies, corporations, limited liability companies, associations, committees, and any other organization or group of persons acting in concert) whose contributions you or Declarant Company have the authority to direct or control.

None

- 5) Identify any individuals such as employees, agents, attorneys, law firms, lobbyists, and lobbying firms who are or who will act on behalf of you or Declarant Company and who will receive compensation to communicate with a County Officer regarding the award or approval of this contract or project, license, permit, or other entitlement for use. None

*(Do **not** list individuals and/or firms who, as part of their profession, either (1) submit to the County drawings or submissions of an architectural, engineering, or similar nature, or (2) provide purely technical data or analysis, and who will not have any other type of communication with a County agency, employee, or officer.)*

- 6) If you or Declarant Company are a 501(c)(3) non-profit organization, identify the compensated officers of your organization and the compensated members of your board.

None

**B. CONTRIBUTIONS**

- 1) Have you or the Declarant Company solicited or directed your employee(s) or agent(s) to make contributions, whether through fundraising events, communications, or any other means, to a County Officer in the past 12 months? If so, provide details of each occurrence, including the date.

Date (contribution solicited, or directed)	Recipient Name (elected official)	Amount
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

\*Please attach additional page(s), if necessary.

2) Disclose all contributions made by you or any of the entities and individuals identified in Section A to a County officer in the past 12 months.

<b>Date</b> (contribution made)	<b>Name</b> (of the contributor)	<b>Recipient Name</b> (elected official)	<b>Amount</b>
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

*\*Please attach additional page(s), if necessary.*

**C. DECLARATION**

By signing this Contribution and Agent Declaration form, you (Declarant), or you and the Declarant Company, if applicable, attest that you have read the entirety of the Contribution Declaration and the statements made herein are true and correct to the best of your knowledge and belief. (Only complete the one section that applies.)

There are 0 additional pages attached to this Contribution Declaration Form.

**COMPANY BIDDERS OR APPLICANTS**

I, Lucy Lin (Authorized Representative), on behalf of Absolute Security Intl Corp dba Absolute International Security (Declarant Company), at which I am employed as President/QM (Title), attest that after having made or caused to be made a reasonably diligent investigation regarding the Declarant Company, the foregoing responses, and the explanation on the attached page(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject Declarant Company to consequences, including disqualification of its bid/proposal or delays in the processing of the requested contract, license, permit, or other entitlement.

**IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

By signing this Contribution and Agent Declaration form, you also agree that, if Declarant Company hires an agent, such as, but not limited to, an attorney or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, you agree to inform the County of the identity of the agent or lobbyist and the date of their hire. You also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County officer (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by the Declarant Company, or, if applicable, any of the Declarant Company's proposed subcontractors, agents, lobbyists, and employees who have communicated or will communicate with the County about this contract, license, permit, or other entitlement after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

Signature: 

Date: 2/24/25

**INDIVIDUAL BIDDERS OR APPLICANTS**

I, \_\_\_\_\_, declare that the foregoing responses and the explanation on the attached sheet(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject me to consequences, including disqualification of my bid/proposal or delays in the processing of the requested license, permit, or other entitlement.

**IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:**

If I hire an agent or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, I agree to inform the County of the identity of the agent or lobbyist and the date of their hire. I also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County official (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by me, or an agent such as, but not limited to, a lobbyist or attorney representing me, that are made after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**COUNTY OF LOS ANGELES LIVING WAGE PROGRAM**  
**APPLICATION FOR EXEMPTION**

The contract to be awarded pursuant to the County's solicitation is subject to the County of Los Angeles Living Wage Program (LW Program) (Los Angeles County Code, Chapter 2.201). Contractors and subcontractors must apply individually for consideration for an exemption from the LW Program. **To apply, Contractors must complete and submit this form with supporting documentation to the County by the due date set forth in the solicitation document.** Upon review of the submitted Application for Exemption, the County department will determine, in its sole discretion, whether the contractor and/or subcontractor is/are exempt from the LW Program.

Company Name:				Absolute Security Intl Corp dba Absolute International Security			
Company Address:				5155 Irwindale Avenue, Irwindale, CA 91706			
City:		Irwindale		State:		CA	
Zip Code:		91706		Zip Code:		91706	
My business has received an aggregate sum of less than \$25,000 during the preceding 12 months under one or more Proposition A contracts and/or cafeteria services contracts, including the proposed contract amount.						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

**I am requesting an exemption from the LW Program for the following reason(s) (*attach all documentation that supports your claim to this form*). Please check all that apply:**

- My business is subject to or intends to enter into a bona fide Collective Bargaining Agreement (*attach agreement*); **AND**
  - the Collective Bargaining Agreement expressly provides that it supersedes all the provisions of the Living Wage Program; **OR**
  - the Collective Bargaining Agreement expressly provides that it supersedes the following specific provisions of the Living Wage Program (I will comply with all provisions of the Living Wage Program not expressly superseded by my business' Collective Bargaining Agreement):

\_\_\_\_\_

\_\_\_\_\_

### Living Wage Rate Annual Adjustments

The Living Wage Ordinance is applicable to Proposition A and cafeteria services contracts. Employers shall pay employees a Living Wage for their services provided to the County of no less than the hourly rates and effective dates as follows:

Effective Date	Hourly Rate
January 1, 2022	\$17.14
January 1, 2023	\$18.49
January 1, 2024	\$18.86
January 1, 2025	\$19.44
January 1, 2026	Previous rate +CPI

Effective January 1, 2020, the Living Wage rate will be adjusted based on the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index (CPI) for the Los Angeles-Riverside-Orange County Area for the 12-month period preceding July 1 of each year.

The Chief Executive Office will issue a memo advising departments of the CPI to be used when determining the Living Wage rate effective January 1, and every year thereafter.

#### Retaliation

You cannot be transferred, demoted or terminated because you reported violations of the Living Wage Program. All acts of retaliation can be reported to Internal Services Department by calling the Living Wage Hotline.

#### Worker Retention

If the County of Los Angeles terminates its contract with your current employer before the contract's expiration date and enters into a new contract with another contractor for the same service, you may be eligible to continue working as an employee of the new contractor for a period not less than 90 days following the start of the new contract.

#### Federal Earned Income Tax Credit

You may be eligible to apply for the Federal Earned Income Tax Credit and receive an annual monetary amount established by the IRS if you qualify. Application forms are available from your employer or by contacting the Internal Revenue Service at (800) 829-3676.

**THIS FORM INTENTIONALLY LEFT BLANK**

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**GUIDELINES FOR ASSESSMENT OF PROPOSER LABOR LAW/PAYROLL VIOLATIONS**

<b>DEDUCTION CATEGORIES</b>	<b>RANGE OF DEDUCTION</b> (Deduction is taken from Proposer's Final Evaluation Score)
<p style="text-align: center;"><b>MAJOR</b></p> <p>County determination, based on the Evaluation Criteria, that proposer has a record of very serious violations.*</p>	<p style="text-align: center;"><b>6 - 10%</b></p> <p>Consider investigating a finding of proposer non-responsibility**</p>
<p style="text-align: center;"><b>MINOR</b></p> <p>County determination, based on the Evaluation Criteria, that proposer has a record of relatively minor violations.*</p>	<p style="text-align: center;"><b>1 - 5%</b></p>
<p style="text-align: center;"><b>NONE</b></p> <p>County determination, based on the Evaluation Criteria, that proposer does not have a record of violations.*</p>	<p style="text-align: center;"><b>0</b></p>

**Assessment Criteria**

\* A "Labor Law/Payroll Violation" includes violations of any Federal, State or local statute, regulation or ordinance pertaining to wages, hours, working conditions such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination. The County may deduct points from a proposer's final evaluation score only for Labor Law/Payroll Violations with disposition by a public entity within the past three years of the proposal due date.

The assessment and determination of whether a violation is major, minor, or non-existent ("none") and the assignment of a percentage deduction shall include, but not be limited to, consideration of the following criteria and variables:

- Health and/or safety impact
- Number of occurrences
- Identified patterns in occurrences
- Dollar amount of lost/delayed wages
- Assessment of any fines and/or penalties by public entities
- Proportion to the volume and extent of services provided, e.g., number of contracts, number of employees, number of locations, etc.

\*\* **County Code Title 2, Chapter 2.202.030** sets forth criteria for making a finding of contractor non-responsibility which are not limited to the above situations.

**Instructions for PW-2, Schedule of Prices and LW-8, Cost Methodology**

The Contract's terms and the anniversary of the Living Wage rate increases are not the same dates. For example, the Contract may start from July 1, 2022, and will end June 30, 2023, which covers two different rates of Living Wage.

This means in the same Contract term, for example, the first option term, contractor must adhere to two different rates of Living Wage. Each Contract term has its own Form PW-2 and Form LW-8.

**Important: CONTRACTOR IS RESPONSIBLIE TO PAY THE REQUIRED MINIMUM LIVING WAGE RATE FOR EACH YEAR REGARDLESS IF THE RATES LISTED ON FORM LW-8s ARE LOWER.**

**HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE.**

Effective Date	Hourly Rate
January 1, 2022	\$17.14
January 1, 2023	\$18.49
January 1, 2024	\$18.86
January 1, 2025	\$19.44
January 1, 2026	Previous Year + CPI

For example, contractor's term cover from July 1, 2022, to December 31, 2022, the Living Wage rate is \$17.14 and from January 1, 2023, to June 30, 2023, the Living Wage rate is \$17.14+CPI; therefore, the Contractor's LW-8 for this period must be \$17.14+CPI or higher or Contractor's LW-8 clearly shows the two rates during those periods.

Each Contract term proposed prices indicated in Form PW-2, Schedule of Prices, must be equal to each Form LW-8.

**NOTE: CONTRACTOR'S STAFFING PLAN AND  
COST METHODOLOGY FORMS LW-8.1 THROUGH LW-8.5  
ARE INCORPORATED INTO THIS CONTRACT AS  
EXHIBIT A.2**

**WAGE AND HOUR RECORD KEEPING FOR LIVING WAGE CONTRACTS  
SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES (BRC0000527)**

**INSTRUCTIONS**

The contractor selected through this RFP process will be required to comply with State and Federal labor regulations and record keeping requirements. The objective of this questionnaire is to determine the appropriateness, scope, and suitability of the procedures the Proposer uses and the internal controls in place to ensure compliance with State and Federal labor regulations and record keeping requirements. In order to appropriately evaluate this area (Part I, Section 4.D, Evaluation Criteria), it is critical that the Proposer submit a detailed description of the processes and the steps associated with those processes.

Answer all questions thoroughly and in the same sequence as provided below. If a question is not applicable, indicate with "N/A" and explain why such question is not applicable. Provide additional details to ensure a clear picture of the Proposer's processes and controls. As used in this questionnaire, the term Proposer includes the business entity that will provide the proposed services. Attach an actual sample copy of timesheet, paycheck, and pay stub.

**ADDITIONAL PAGES MAY BE ATTACHED OR RESPONSES CAN BE PROVIDED IN A SEPARATE DOCUMENT.**

**IDENTIFY EACH RESPONSE BY THE CORRESPONDING QUESTION NUMBER.**

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>1. TRACKING HOURS WORKED</b></p> <p>1.1. How does the Proposer track employee hours actually worked?</p> <p>1.2. Where do the Proposer's employees report to work at the beginning of their shift? At the work location or a central site with travel to the worksite?</p> <p>1.3. If the employees report to a central site with travel to the worksite, when does the Proposer consider the employees' shift to have started? At a central site or upon arrival at the work location?</p>	<p>1.1. AIS track employees' actual hours work time by utilizing the security industry's leading workforce management platform, WinTeam eHub mobile application, to ensure accurate timekeeping with attendance control tools such as geofencing, caller-ID validation, meal &amp; rest break attestation, and time keeping reconciliation. This management platform tracks the guards check-in/out when the guards are within the perimeter of the clients' site ensuring the guards are showing up at their scheduled time.</p> <p>1.2. Most of AIS's employees report to work at their designated work location, but some of AIS's employees who have to utilize company vehicles for patrol, reports to work at our central site.</p> <p>1.3. For purposes of fulfillment of the County contract, AIS consider an employees' shift to start upon arrival at the work site. However, as per federal and state employment laws, the employee is "on the clock" for travel from the central site to the work site and will be paid accordingly.</p>

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>2. REPORTING TIME</b></p> <p>How does the Proposer know employees actually reported to work and at what time? For example, sign-in sheets, computerized check in, call-in system, or some other method?</p>	<p>2. When a security officer is to begin their shift, they will report directly to the work site and either call our 24-hour IN-HOUSE communication/dispatch center or the automated check-in/out system. Our communication/dispatch center then computerizes the check-in and check-out times for every officer and every shift for all AIS's clients. In addition to calling in and out, officers are also given physical sign-in and sign-out sheets at the job site that are processed and forwarded to the client upon request.</p>
<p><b>3. RECORDS OF ACTUAL TIME WORKED</b></p> <p>3.1. What records are created to document the beginning and ending times of employee's actual work shifts?</p> <p>3.2. What records are maintained by the Proposer of actual time worked?</p> <p>3.3. Are the records maintained daily or at another interval (indicate the interval)?</p> <p>3.4. Who creates these records (e.g., employee, supervisor, or office staff)?</p> <p>3.5. Who checks the records, and what are they checking for?</p> <p>3.6. What happens to these records?</p> <p>3.7. Are they used as a source document to create Proposer's payroll?</p> <p>3.8. <u>ATTACH ACTUAL COPIES OF THESE RECORDS</u> (Please blank out any personal information).</p>	<p>3.1 AIS utilizes both physical sign-in/out sheets and guard management software to keep track of work schedules and check-in/out times. Officers can check-in from their personal phone or a site phone, if available, and the client can verify the officers' time and location when reviewing time sheets. Check-in/out procedures are geofenced meaning officers can only check-in when they are actually within the perimeter of the client's site.</p> <p>3.2. All records mentioned above in 3.1. will be maintained by AIS for records of actual time worked.</p> <p>3.3. Computerization of check-in/out times are maintained in real time, employee's physical time sheets and worksite sign-in sheets are maintained weekly.</p> <p>3.4. Employees fill out their provided time sheets, and our Dispatch staff computerizes their time sheets and worksite sign-in sheets.</p> <p>3.5. The Attendance team as well as Payroll staff checks attendance records to ensure accurate billing and fulfillment of the client's contract. These sign-in sheets are compared with the automated call-in and call-out log for each employee as well as to the master schedule, which reflects the client's contract to ensure proper coverage, no unnecessary staffing or overtime, and accurate invoicing.</p> <p>3.6. All time sheets and call-in/out logs must match the master schedule for each particular jobsite at this point. They are then provided to the client, if requested. If not, they are archived and stored for future reference, as needed.</p> <p>3.7. Yes, the final verified and accurate documents are used as a source to create payroll.</p> <p>3.8. See attached copies of time-keeping records on the following page.</p>

AIS Dispatch Log-in/out Book											
Account	Position	Eid	Name	Start Date	End Date	Time	Clocked Shifts	Hours	Actual Hours	Break	Approved Hours
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/01/2023	10/02/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/02/2023	10/03/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/03/2023	10/04/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/04/2023	10/05/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/05/2023	10/06/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/06/2023	10/07/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/07/2023	10/08/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/08/2023	10/09/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/09/2023	10/10/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/10/2023	10/11/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/11/2023	10/12/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/12/2023	10/13/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/13/2023	10/14/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/14/2023	10/15/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/15/2023	10/16/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/16/2023	10/17/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/17/2023	10/18/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/18/2023	10/19/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/19/2023	10/20/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/20/2023	10/21/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/21/2023	10/22/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/22/2023	10/23/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/23/2023	10/24/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/24/2023	10/25/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/25/2023	10/26/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	52704	Guard 1	10/26/2023	10/27/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/27/2023	10/28/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/28/2023	10/29/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/29/2023	10/30/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/30/2023	10/31/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	
*****	PATROL - 10500 CIVIC CENTER DR RANCHO CUCAMONGA CA	54289	Guard 1	10/31/2023	11/01/2023	21:00 PDT-05:00 PDT		8		0 30m 00s 00m 00s	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>4. OTHER RECORDS USED TO CREATE PAYROLL (IF ANY)</b></p> <p>4.1. If records of actual time worked are not used to create payroll, what is the source document that is used?</p> <p>4.2. Who prepares and who checks the source document?</p> <p>4.3. Does the employee sign it?</p> <p>4.4. Who approves the source document, and what do they compare it with prior to approving it?</p>	<p>4.1. These records mentioned above are used to create payroll.</p> <p>4.2. The Dispatch and Attendance teams provide initial screening for accuracy of the attendance documents. Once the documents are provided to the Accounting Team, the staff also conducts their own review to ensure accuracy of the source documents before generating payroll and customer invoices.</p> <p>4.3. Yes, the employees sign on their time sheets.</p> <p>4.4. The final source document is approved by Dispatch, Attendance, and Accounting as it makes its way through the review process. The source document is validated against the master schedule as well as the employee's computerized check-in/out logs from the guard management software.</p>
<p><b>5. BREAKS</b></p> <p>5.1. How does the Proposer know that employees take mandated breaks and meal breaks (periods)?</p> <p>5.2. Does the Proposer maintain any written supporting documentation to validate that the breaks actually occurred?</p> <p>5.3. If so, who prepares, reviews, and approves such documentation?</p>	<p>5.1. All officers must comply with state mandated rest and meal breaks. Time sheets have allotted space for officers to record their breaks for verification. Additionally, officers are required to check-in/out of their shifts in the same manner as described above to record their break periods. This information is processed in the same way as attendance and is verified for compliance. If there is any reason the employee cannot take the appropriate breaks or lunches, we ask that the employee contacts a supervisor so that we can remediate the situation that prevents the employee from taking his or her required rest and meal breaks.</p> <p>5.2. Yes, employee's time sheet and check-in/out logs documents these breaks.</p> <p>5.3. The check-in/out logs are reviewed by our Attendance team for compliance. Any failures to adhere to required meal and rest breaks will be forwarded to our Quality Assurance and Compliance teams to address with the employee.</p>

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>6. HOW PAYROLL IS PREPARED</b></p> <p>6.1. Discuss how the Proposer's payroll is prepared and how the Proposer ensures that employee wages are appropriately paid.</p> <p>6.2. How are employees paid (e.g., manually issued check, cash, automated check, or combination of methods)?</p> <p>6.3. If by check, do they receive a single check for straight time and overtime or are separate payments made?</p> <p>6.4. What information is provided on the check (e.g., deductions for taxes, etc.)?</p> <p>6.5. <b><u>ATTACH A COPY OF A PAY CHECK AND PAY CHECK STUB THAT SHOWS DEDUCTION CATEGORIES (COVER UP OR BLOCK OUT BANK ACCOUNT INFORMATION AND ANY EMPLOYEE INFORMATION).</u></b></p>	<p>6.1. Once the accurate source documentation is generated and all check-in/out times are verified, then it is processed for payroll.</p> <p>6.2. Security officers can choose to be paid via manually issued check and/or ACH direct deposit.</p> <p>6.3. A single check received is inclusive of straight time, overtime, and holiday time. If a security officer receives direct deposit, they will receive a pay stub by mail in the following days.</p> <p>6.4. Deduction information is provided on the check inclusive of Federal Income Tax, Social Security Benefits, Medicare, State Income Tax and State Disability Insurance. Additionally, an employee's remaining sick leave hours are provided.</p> <p>6.5. See attachment on the following page a copy of a pay check and pay check stub showing deductions for taxes, etc.</p>

Employee ID: [Redacted]  
Social Sec: [Redacted]

	This Check	Year to Date	Hours	Rate	Total
Gross	549.07	3,919.17	2.00	20.00	40.00
Fed Income	-45.22	-327.52	4.00	29.44	117.76
Soc Sec	-34.04	-242.99	2.02	39.25	79.29
MEDICARE	-7.96	-56.82	16.02	19.44	311.43
St Income	-7.22	-52.90	0.02	29.44	0.59
St Dis Ins	-6.59	-47.03			
reimbrsmnt	3.61	26.00			
K401	-10.98	-78.37			
EquipReimb	0.98	6.86			

Net Check: \$441.65 Total 24.06 549.07  
 Pay Period Beginning: Feb 2, 2025 Check Date: 2/14/25  
 Pay Period Ending: Feb 8, 2025 Weeks in Pay Period: 1

7624

**WELLS FARGO BANK**  
 www.wellsfargo.com  
 16-24/1220  
 16-24/1220

**ABSOLUTE INTERNATIONAL SECURITY, INC.**  
 5155 IRWINDALE AVE  
 IRWINDALE, CA 91706

DATE  
Feb 14, 2025

AMOUNT  
\$ 441.65

Four Hundred Forty-One and 65/100 Dollars

PAY TO THE ORDER OF:  
 [Redacted]  
 [Redacted]  
 [Redacted]

[Redacted Signature]  
 AUTHORIZED SIGNATURE

THIS DOCUMENT MUST HAVE A COLORED BACKGROUND, ULTRAVIOLET FIBERS AND AN ARTIFICIAL WATERMARK ON THE BACK - VERIFY FOR AUTHENTICITY.

ABSOLUTE INTERNATIONAL SECURITY, INC. 5155 IRWINDALE AVE

7624

Employee ID: [Redacted]  
Social Sec: [Redacted]

	This Check	Year to Date	Hours	Rate	Total
Gross	549.07	3,919.17	2.00	20.00	40.00
Fed Income	-45.22	-327.52	4.00	39.25	117.76
Soc Sec	-34.04	-242.99	2.02	39.25	79.29
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St Dis Ins	-6.59	-47.03			
reimbrsmnt	-10.98	-78.37			
EquipReimb	3.61	26.00			
K401	0.98	6.86			

Net Check: \$441.65 Total 24.06 549.07  
 Pay Period Beginning: Feb 2, 2025 Check Date: 2/14/25  
 Pay Period Ending: Feb 8, 2025 Weeks in Pay Period: 1 179



**QUESTION**

**7. MANUAL PAYROLL SYSTEM**

- 7.1. If the Proposer uses a manual payroll system, describe the steps the person preparing the payroll takes to create a check, starting from the source document through the issuance of a check.
- 7.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the person preparing the payroll calculate total wages paid?

**RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.**

- 7.1. AIS provides services to a multitude of clients located in differing jurisdictions with many applicable Minimum Wage rates. Thus, officer's checks are manually processed to ensure correct wages are attributed to work performed in various regions. We prepare checks through several steps. First, our Attendance reconciliation personnel review and address all attendance violations logged and flagged in the mobile Timekeeping system. The information is then imported into our Payroll system, which includes details for dates worked, service locations, times in, meal breaks, times out, and additional pay categories (training, premiums, time-off, etc.). The total wage is then calculated based on working hours and wage rates based on Excel rate tables associated with each individual service location. Once the final pay wage is generated, we issue the checks.
- 7.2. If the employee has multiple wage rates, total wages are added up by their different wage rate. For example, if an officer works 4 hours with \$17.00/hour in City of Los Angeles, and works another 4 hours with \$16.50/hour in a non-District site, they will receive:  $\$17.00 \times 4 + \$16.50 \times 4 = \$134$ . Overtime rates are calculated as a factor of the weighted average of all pay rates earned for that pay period, unless such average falls below the applicable minimum wage (including Living Wage Ordinances), in which case, the applicable minimum wage will be utilized for overtime calculation instead. The calculations conducted are in compliance with local, state, and federal wage & hours regulations as well as contract requirements.

**8. AUTOMATED PAYROLL SYSTEM**

- 8.1. If the Proposer uses an automated payroll system or contracts for such automated payroll services to an outside firm, describe the steps taken to prepare the payroll.
- 8.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the automated payroll system calculate total wages paid?
- 8.3. Is the calculation embedded in the software program, or does someone have to override the system to perform the calculation?

- 8.1. AIS is in the process of vetting and transitioning to a third-party Payroll platform to automate calculations with increased efficiency and accuracy. We anticipate this process to be completed by Q3 of 2025. Under this new system, all service contracts are set up with individual rate tables associated with each service location; and therefore, our timekeeping and accounting systems work together to automatically determine the appropriate pay rates in compliance with contract requirements. AIS' Attendance Department will still review and address all attendance violations logged and flagged in the mobile Timekeeping system. However, when data is imported, the Payroll software will utilize pre-set rate tables to ensure the processing of payroll is accurate and complete. This process includes calculation and record keeping of pay, overtime, deductions, garnishments, reimbursements as well as the administration of employee benefits, time-off, insurance, and retirement plans. Employees have the ability to review their upcoming paychecks and related timekeeping records for correction and approval to ensure that no labor hours are missed.
- 8.2. All AIS service contracts will utilize rate tables set up based on contract requirements to automatically associate assigned pay rates to staffed service locations. Different wage rates are assigned and credited based on hours worked at that rate. Overtime rates are calculated as a factor of the weighted average of all pay rates earned for that pay period, unless such average falls below the applicable minimum wage (including Living Wage Ordinances), in which case, the applicable minimum wage will be utilized for overtime calculation instead. The calculations conducted are in compliance with local, state, and federal wage & hour regulations as well as contract requirements.
- 8.3. These calculations will be embedded in the software program and are reviewed and routinely audited by both our Payroll partners' legal counsel, AIS' in-house legal compliance team, as well as AIS' outside wage & hours counsel to ensure local, state, and federal compliance.

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>9. TRAVEL TIME</b></p> <p>9.1. How is travel time during an employee's shift paid?</p> <p>9.2. At what rate is such travel time paid if the employee has multiple wage rates?</p> <p>9.3. Discuss how the Proposer calculates the day's wages for each situation described in the following two examples:</p> <p>a. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are paid at a different rate than the County's Living Wage rate.</p> <p>b. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are also paid the County's Living Wage rate.</p>	<p>9.1. AIS pays for travel time only during an employee's shift at the hourly rate of the assigned site they are traveling to and from.</p> <p>9.2. The rate will depend on the jurisdiction of the destination.</p> <p>9.3.</p> <p>a. For example, if the employee works at \$19.44/hour of County Living Wage for 3 hours and travels 1 hour to the work location where the pay rate is \$17.00/hour for 4 hours, then the day's wage will be <math>\\$19.44 \times 3 + \\$17.00 \times 4 = \\$143.32</math>.</p> <p>b. If the guard works 3 hours at a work location under a County Living Wage contract, which is \$19.44/hour of the County's Living Wage rate. Then the day rate will be <math>\\$19.44 \times 3 + \\$19.44 \times 1 + \\$19.44 \times 4 = \\$155.52</math>.</p>
<p><b>10. OVERTIME</b></p> <p>10.1. How does the Proposer calculate overtime wages?</p> <p>10.2. What if the employee has multiple wage rates?</p>	<p>10.1. AIS pay overtime wages when the employee works more than 8 hours a day or over 40 hours a week.</p> <p>10.2. An employee's overtime rates must be the weighted average of all their pay rates earned for that pay period, unless the average falls below the County's mandated Living Wage Ordinance, in which case, the LWO rate will prevail.</p>



## Section 14.0

CONFIDENTIAL



### Living Wage Ordinance – Application for Exemption

AIS falls within the Living Wage Program's definition for "employer" and will comply with the Living Wage Ordinance.

*\*Please see in the previous section of all completed, signed, and dated declaration forms, LW-2 to LW-9, for further information.*



## Bid Guarantee

Please find attached on the following page the original bid bond, executed by AIS and issued by a California-admitted Surety (including power of attorney) of an amount of no less than 10 percent (%) of AIS's "Total Proposed Annual Price" from the submitted Form PW-2.1.

AIS acknowledges that our submitted bid guarantee will be retained until execution of the Agreement and will provide all required proof of insurance and Contract Security, either 14 calendar days after Board approval or 14 days prior to Contract start date, whichever occurs last.



**TOKIO MARINE  
HCC**

Surety Group  
801 S Figueroa Street, Suite 700  
Los Angeles, CA 90017 USA  
Tel: 310-648-0990

Bond Number: N/A

**BID BOND**

**KNOW ALL PERSONS BY THESE PRESENTS:**

That we, Absolute Security Intl Corp  
\_\_\_\_\_  
\_\_\_\_\_, (hereinafter  
called Principal), as Principal, and U.S. Specialty Insurance Company  
\_\_\_\_\_, a corporation organized and existing under the laws of Texas,  
(hereinafter called Surety) as Surety, are held and firmly bound unto County of Los Angeles  
\_\_\_\_\_  
\_\_\_\_\_, (hereinafter called Obligee) as Obligee, in the penal sum of Ten (10)  
\_\_\_\_\_  
Ten Percent (10%) of Bid Amount percent (10 %) of amount bid not to exceed  
\_\_\_\_\_  
\_\_\_\_\_  
Dollars (\$ Ten Percent (10%) of Bid Amt) for the  
payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors  
and assigns, jointly and severally, firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH,** That, whereas the Principal has submitted or is about to submit  
a proposal to the Obligee on a contract for Security Services for Various County Airport Facilities  
(BRC0000527)  
\_\_\_\_\_

**NOW, THEREFORE,** if the said contract be awarded to the Principal and the Principal shall, within such time as  
may be specified, enter into the contract in writing, then this obligation shall be void. If the Principal shall fail to do  
so, then the undersigned shall pay the obligee the damages which the obligee may suffer by reason of such failure  
up to and not exceeding the penal sum of the bond.

Signed and sealed this 4th day of February, 2025.

Principal: Absolute Security Intl Corp

By: \_\_\_\_\_

Surety: U.S. Specialty Insurance Company

By: Natalie Guillozet  
Natalie Guillozet Attorney-In-Fact

Any claims under this bond may be addressed to the Surety at the following address:

U.S. Specialty Insurance Company  
\_\_\_\_\_  
801 South Figueroa Street, Suite 700  
\_\_\_\_\_  
Los Angeles, CA 90017  
\_\_\_\_\_  
Attention: Claims  
\_\_\_\_\_  
Tel: (310) 648-0990  
\_\_\_\_\_  
E-mail: \_\_\_\_\_



TOKIO MARINE  
HCC

**POWER OF ATTORNEY**

**AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY  
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY**

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

DANIEL PECK, NATALIE GUILLOZET, DARREN JOHNSON, KYLE HERNANDEZ,  
CAITLIN ELSASSER or BRIANNE BOBO

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed \*\*\*\*\*TEN MILLION\*\*\*\*\* Dollars (\*\*\*\$10,000,000.00\*\*\*).

This Power of Attorney shall expire without further action on January 31<sup>st</sup> 2028. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 1<sup>st</sup> day of February 2024.



AMERICAN CONTRACTORS INDEMNITY COMPANY, TEXAS BONDING COMPANY, UNITED STATES SURETY COMPANY, U.S. SPECIALTY INSURANCE COMPANY

By:   
Daniel P. Aguilar, Vice President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Los Angeles

On this 1<sup>st</sup> day of February 2024, before me, D. Littlefield, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature (seal)



I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 4<sup>th</sup> day of February 2025

Bond No. n/a  
Agency No. 700750 - PDF POA



Kio Lo, Assistant Secretary

visit [tmhcc.com/surety](http://tmhcc.com/surety) for more information

HCCSMANPOA02/2024

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of Fresno )  
On 2/4/25 before me, Caitlin Elsasser, Notary Public  
Date Here Insert Name and Title of the Officer  
personally appeared Natalie Guillozet  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Caitlin Elsasser  
Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_  
Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_



## Additional Information

Please find attached additional information and certificate on the following page:

- Sample Forms & Reports
- Emergency Procedures & Response Protocols Documents



# ABSOLUTE INTERNATIONAL SECURITY

www.absolutesecurityintl.com

4255 Tyler Ave  
 El Monte, CA 91731  
 (626) 858-7188  
 Fax: (626) 858-2882  
 Toll Free (866) 969-7188  
 Please send DAR's to: [dar@absolutesecurityintl.com](mailto:dar@absolutesecurityintl.com)

State Lic.: PPO 16302

## Daily Activity Report

Date:	Page	of	Day of the Week
Officer Name	Officer's ID #	Shift	
Jobsite Name	Jobsite Address		
Relieved By	Radio Passed	Keys Passed	
Additional Equipment	Received From		
Date/Time	Narrative/ Observations		<b>YOUR OBSERVATIONS CHECK LIST</b>
			1. New Instruction Received <input type="checkbox"/> Yes <input type="checkbox"/> No
			2. Classified Information Violation <input type="checkbox"/> Yes <input type="checkbox"/> No
			3. Suspicious Activities <input type="checkbox"/> Yes <input type="checkbox"/> No
			4. Trespassers, Intrusion, Alarms <input type="checkbox"/> Yes <input type="checkbox"/> No
			5. Windows Doors, Offices Unlocked <input type="checkbox"/> Yes <input type="checkbox"/> No
			6. Theft, Attempted Thefts <input type="checkbox"/> Yes <input type="checkbox"/> No
			7. Maintenance Required (Lights out) <input type="checkbox"/> Yes <input type="checkbox"/> No
			8. Broken Devices (Gates, Locks) <input type="checkbox"/> Yes <input type="checkbox"/> No
			9. Perimeter Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			10. Lot Violations <input type="checkbox"/> Yes <input type="checkbox"/> No
			11. Fire Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			12. Fire Door, Lanes, Exits Blocked <input type="checkbox"/> Yes <input type="checkbox"/> No
			13. Fires Fire Alarms <input type="checkbox"/> Yes <input type="checkbox"/> No
			14. Outside Security Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			15. Smoking Violations <input type="checkbox"/> Yes <input type="checkbox"/> No
			16. Fire Extinguisher Check <input type="checkbox"/> Yes <input type="checkbox"/> No
			17. Sprinkler Heads, Risers Blocked <input type="checkbox"/> Yes <input type="checkbox"/> No
			18. Unusal Odors <input type="checkbox"/> Yes <input type="checkbox"/> No
			19. General Safety Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			20. Smoking Violations <input type="checkbox"/> Yes <input type="checkbox"/> No
			21. Machinery Left Running <input type="checkbox"/> Yes <input type="checkbox"/> No
			22. Hazardous Stacking <input type="checkbox"/> Yes <input type="checkbox"/> No
			23. Electrical Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			24. Electrical Box Violation <input type="checkbox"/> Yes <input type="checkbox"/> No
			25. Unsafe Vehicle Operation <input type="checkbox"/> Yes <input type="checkbox"/> No
			26. Unsafe Practices <input type="checkbox"/> Yes <input type="checkbox"/> No
			27. Health Hazards <input type="checkbox"/> Yes <input type="checkbox"/> No
			28. NO SECURITY <input type="checkbox"/> Yes <input type="checkbox"/> No
			29. INCIDENT REPORT TAKEN <input type="checkbox"/> Yes <input type="checkbox"/> No
			30. SUPERVISOR NOTIFIED <input type="checkbox"/> Yes <input type="checkbox"/> No
Reviewed By	ID #		
Any 'YES' Answers shall be described in Remarks narrative of this report			

This report is created by AIS for our client's only. It is not intended for anyone other than the specific client. The contents of this reports are the observations at the particular jobsites. Since the report may expose some security issues, the specific client who receives this report should not disclose the contents of this report to any other party due to the sensitive nature of the report. AIS does not assume any liability if any of this report is disclosed to any third party for any reason without a written permission from AIS.



Tue, 20th Feb 2024

# Daily Shift Report

[Redacted]

Feb 20 7:46am - Feb 20 3:01pm | Duration: 7h 15m

<b>SCANS</b>	<b>ISSUES</b>	<b>TASKS</b>	<b>AUDITS</b>
<b>56</b>	<b>0</b>	<b>4</b>	<b>0</b>

## Timeline

Activity	Location	Timestamp (PST)
Shift Started	[Redacted]	Tue 20 7:46 am
Shift Ended	[Redacted]	Tue 20 3:01 pm

## Activity Summary

Activity	Location	Timestamp (PST)
Location Scan	First Floor employee back room	Tue 20 7:46 am
Location Scan	No Exit	Tue 20 7:46 am
Location Scan	Secondary Entrance Notice Board	Tue 20 7:46 am
Location Scan	Second Floor	Tue 20 7:47 am
Location Scan	Second Floor	Tue 20 7:47 am
Location Scan	Second Floor Interior Bathroom Hallway	Tue 20 7:48 am
Location Scan	Electrical Room Door	Tue 20 7:50 am
Location Scan	Smoking Patio	Tue 20 7:51 am
Location Scan	Parking Light Pole 1	Tue 20 7:52 am
Location Scan	Parking Light Pole south side	Tue 20 7:54 am



Tue, 20th Feb 2024

## Hourly Activity Report

AIS HQ - 9:13 am PST by [REDACTED]  
[REDACTED]

### Activity Details

Time	09:11
Narrative	This is a sample hourly report
Photo(s)	
Signature	
Print Name	AIS Employee

SAMPLE FORM



# ABSOLUTE INTERNATIONAL SECURITY

A Proud Member of  
**CAVSAGA**  
State Lic.: PPO 16302



Phone: (626) 858-7188  
Fax: (626) 858-2882  
www.absolutesecurityintl.com

## Incident Report

Incident Type	
Clients Name	Jobsite
Clients Address	Jobsite Address
Date, Time, Day of Occurrence	
Location of Occurrence	

CODE: V - VICTIM    W - WITNESS    I - INFORMANT    R - REPORTING PARTY    P - PARTY

Code	# of	L. NAME	F. NAME	M. NAME	SEX	ETHNICITY	DOB	AGE
RES. ADDR.		CITY		ZIP	VICTIM CLASSIFICATIONS #		RES. PHONE	
BUS. ADDR.		CITY		ZIP	English Speaking?		BUS. PHONE	
Code	# of	L. NAME	F. NAME	M. NAME	SEX	ETHNICITY	DOB	AGE
RES. ADDR.		CITY		ZIP	VICTIM CLASSIFICATIONS #		RES. PHONE	
BUS. ADDR.		CITY		ZIP	English Speaking?		BUS. PHONE	

CODE: S - SUSPECT    SJ - SUBJECT    S/V - SUBJECT/VICTIM    SJ/V - SUBJECT/VICTIM

Code	# of	L. NAME	F. NAME	M. NAME	DRIVER'S LICENSE (STATE & NO.)			
RES. ADDR.		CITY		ZIP	RES. PHONE			
BUS. ADDR.		CITY		ZIP	BUS. PHONE			
SEX	RACE	ETHNIC ORIGIN	HAIR	EYES	HEIGHT	WEIGHT	DOB	AGE
CHARGE					WHERE DETAINED OR CITE #			
AKA					MONIKER			
BOOKING #								
Code	# of	L. NAME	F. NAME	M. NAME	DRIVER'S LICENSE (STATE & NO.)			
RES. ADDR.		CITY		ZIP	RES. PHONE			
BUS. ADDR.		CITY		ZIP	BUS. PHONE			
SEX	RACE	ETHNIC ORIGIN	HAIR	EYES	HEIGHT	WEIGHT	DOB	AGE
CHARGE					WHERE DETAINED OR CITE #			
AKA					MONIKER			
BOOKING #								
VEHICLE # _____		LICENSE (STATE & NO.)		YEAR	MAKE	MODEL	BODY TYPE	COLOR
STATUS _____		REGISTERED OWNER		IDENTIFYING FEATURES			GARAGE NAME/ PHONE	
OFFICER		EMPLOYEE #			SUPERVISOR		EMPLOYEE #	
SHIFT		OPERATIONS			EMPLOYEE #		DATE	TIME

This report is created by AIS for our client's reference only. It is not intended for anyone other than the specific client. The contents of this report are the observations at the jobsites. Since the report may expose some security issues, the specific clients who receives this report should not disclose the contents of this report to any other party due to the sensitive nature of the report. AIS does not assume any liability if any part of this report is disclosed to any third party for any reason without a written permission from AIS.  
09-OP-106-00003



Wed, 6th Dec 2023

# Incident Report

AIS HQ

Irwindale Avenue, Irwindale California 91706

**Status** CLOSED

**Duration** 4d 17h

**Assignees** No users assigned

## Timeline

Activity	User	Date & Timestamp (PST)
Issue updated to Closed	[REDACTED]	Mon, Dec 11 9:54:58am PST
Issue opened	[REDACTED]	Wed, Dec 6 4:26:48pm PST

## Incident Type & Description

Narrative

\*This is a sample report only\*

This morning upon arrival to the site it was reported by IT that the window in there office was found broken. No direct cause was found. No other damage was found. Building management was notified.

Photo(s)



Precise Location Description

IT office

## Incident Response

Who was notified (select all that apply)?

AIS Management

Name and title of persons notified

[REDACTED] - Chief of Staff  
[REDACTED] - Logistics Manager

## Involved Person(s)



Wed, 6th Dec 2023

Relationship to site	Site employee
Full Name	[REDACTED]
Contact Details	626-858-7188
Physical Description	
Statement	Text of statement
Relationship to site	Site Employee
Full Name	[REDACTED]
Contact Details	626-858-7188
Physical Description	
Statement	No statement at this time

SAMPLE FORM



**ABSOLUTE INTERNATIONAL SECURITY**



**Supervisors Daily Report**

Supervisor Name:		Supervisor ID#:	Date:	Day of Week:	Start Time:
Vehicle Number:	Starting Mileage:	Ending Mileage:	Total Mileage:	Vehicle Inspection Report Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Jobsite Name:	Jobsite Address:	Date of Visit:	Start Time:	End Time:
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Notes and Observations:

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Officer Assigned:	Officer Name Printed:	Officer Signature	Officer Daily Report Reviewed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------	-----------------------	-------------------	--

Jobsite Name:	Jobsite Address:	Date of Visit:	Start Time:	End Time:
---------------	------------------	----------------	-------------	-----------

Notes and Observations:

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Officer Assigned:	Officer Name Printed:	Officer Signature	Officer Daily Report Reviewed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------	-----------------------	-------------------	--

Jobsite Name:	Jobsite Address:	Date of Visit:	Start Time:	End Time:
---------------	------------------	----------------	-------------	-----------

Notes and Observations:

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Officer Assigned:	Officer Name Printed:	Officer Signature	Officer Daily Report Reviewed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------	-----------------------	-------------------	--





Wed, 14th Feb 2024

# Disciplinary Action Notice

0%

[Redacted] - 3:32 pm PST by [Redacted]  
[Redacted]

## Score Not Applicable To This Document

The presence of any score on this document is only for formatting purposes and has no substantive value.

Acknowledged

## Officer / Site information

Name	[Redacted]
Employee #	[Redacted]
Title	Officer
Post/ Jobsite Name	[Redacted]

## Date & Time

Date	02/14/24
Time	15:22

## Type of Violation

Violation(s)	Attendance Issue, Carelessness, Disorderly Conduct, Failure to Follow Instruction, Insubordination, Tardy
Other	[Redacted] was late 50 minutes today, February 14, 2024, for her scheduled shift.

## Photo Documentation

Photo

## Dept. Head/Manager/Supervisor Statement

Description of Violation(s)	[Redacted] has been trained and has been given a disciplinary action last week in efforts to improve her tardiness. [Redacted] failed to show up to her scheduled shift on time today.
-----------------------------	--

## Employee Statement



Wed, 14th Feb 2024

**Employee Statement**

**Action to be taken**

Action

Probation

Other

Consequences should incident occur again

[REDACTED] has been advised that if her behavior continues, she may be removed from the site

**Officer Signature**

Print Name

[REDACTED]

Signature

[REDACTED]

Refused to Sign

**Supervisor Information**

Print Name

[REDACTED]

Signature

[REDACTED]

**Score Not Applicable To This Document - This Section is Intentionally Left Blank**

Question

Answer

Weight

Score



Tue, 20th Feb 2024

## Officer Inspection

100%

AIS HQ - 9:15 am PST by [REDACTED]  
[REDACTED]

### Officer Details

Officer Name	AIS Employee
Employee ID	99999

### Officer Guard Card Information

Current Guard Card on Person	Yes
If "No" Why not?	
Guard Card Expiration Date	29/03/24

### Other Officer Certifications

Firearm Permit	N/A
Baton Permit	Yes
Pepper Spray Certificate	Yes
CPR/ First Aid Certificate	Yes

If "No" on any of the above that are required for the jobsite explain why the Officer does not have it with them

### Inspection

7 / 7 (100%)

Question	Answer	Weight	Score
Uniform Dress and Appearance	Pass	1	1
Duty Gear and Equipment	Pass	1	1
Officer Conduct	Pass	1	1
Training & Certifications	Pass	1	1
Job Knowledge	Pass	1	1
Reporting Accuracy and Completeness	Pass	1	1
Vehicle Condition	Pass	1	1



Tue, 20th Feb 2024

**Total Score**

**7 / 7**  
**100%**

**Additional Comments and Commendations**

Has Officer displayed conduct above and beyond expectations?

No

Additional Notes

This is a sample Officer Inspection

**Sign-Off**

Officer Signature

Print Officer name

AIS Employee

Supervisor Signature

Print Supervisor Name

AIS Employee

**SAMPLE FORM**



# PARKING VIOLATION

# WARNING



**ABSOLUTE INTERNATIONAL SECURITY**  
A Division of  
**BAUSAGA**



Notice: This Vehicle is improperly parked for the following reason(s):

- Reserved Parking Only Parking
- For "Tenant's Customer Only"
- Parking Fire Lane
- Parked in NO PARKING space/area
  
- Unattended Vehicle
- Parked in 2 SPACES
- Blocking driveway or access
- Other

\_\_\_\_\_  
\_\_\_\_\_

Location: \_\_\_\_\_

This vehicles's description has been PERMANENTLY RECORDED.  
Failure to conform to our regulations may result in towing and storage at  
DRIVER'S EXPENSE AND REVOCATION OF PARKING PRIVILEGES.

**CVC 22658A**

PARKING PERMIT NO.	OTHER I.D.
VEHICLE MAKE/MODEL	APPX. YEAR
VEHICLE COLOR(S)	LIC TAG NO.
DRIVER'S NAME (IF KNOWN)	

DATE ISSUED                      TIME                      BY • SECURITY OFFICER

\_\_\_\_\_

# EMERGENCY ACTION PLAN

HAZARD	Satisfactory	Needs Attention	Target Date for Correction	Date Corrected
Are you required to have an emergency plan				
Does the emergency action plan comply with the requirements of T8 CCR 3220 (a)				
Have emergency escape procedures and routes been developed and communicated with all employees				
Do employees, who remain to operate critical plant operations before they evacuate, know the proper procedures				
Is the employee alarm system that provides a warning for emergency action recognizable and perceptible above ambient conditions				
Are alarm systems properly maintained and tested regularly				
Is the emergency action plan reviewed and revised periodically				
Do the employees know their responsibilities:				
For reporting emergencies				
During an emergency				
For conducting rescue and medical duties				

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <div style="display: flex; justify-content: space-between;"> <span>Name</span> <span>Date</span> </div>
09-OP-106-008





# ABSOLUTE INTERNATIONAL SECURITY

A Proud Member of  
**CALSAGA**  
State Lic.: PPO 16302



## Bomb Threat Receive Form

1. Person Receiving call: \_\_\_\_\_

2. Time Date: \_\_\_\_\_ Date: \_\_\_\_\_

3. Statement received: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 4. Caller's Identity

Sex: \_\_\_\_\_ Age Approximation: \_\_\_\_\_ Accent: \_\_\_\_\_

Voice (check X)	_____ Loud	_____ High Pitch	_____ Pleasant
	_____ Soft	_____ Deep	_____ Slow
	_____ Stutter	_____ Slurred	_____ Deliberate
	_____ Nasal	_____ Lisp	_____ Raspy
	_____ Incoherent	_____ Angry	_____ Calm
	_____ Coherent	_____ Emotion	_____ Laughing
	_____ Disorted	_____ Intoxicated	_____ Distinct
	_____ Fast	_____ Rational	_____ Irrational

Language (check X)	_____ Excellent	_____ Fair	_____ Foul
	_____ Good	_____ Poor	

### 5. Background Noises

_____ Factory Machine	_____ Bedlam
_____ Office Machines	_____ Mixed
_____ Steet Traffic	_____ Trains
_____ Quite	_____ Voices
_____ Airplanes	_____ Music
_____ Party Sounds	_____ Animals

6. Any other information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Tue, 20th Feb 2024

# Vehicle Inspection Report

100%

[Redacted] - 6:11 am PST by [Redacted]  
[Redacted]

## General Vehicle Information

Vehicle Unit Number	42
Fuel Gage Level	1/2
Mileage	97162

## Exterior Condition

6 / 6 (100%)

Question	Answer	Weight	Score
Front	No Damage	1	1
Rear	No Damage	1	1
Driver Side	No Damage	1	1
Passenger Side	No Damage	1	1
Other Body Damage (explain in notes)	No Damage	1	1
Cracks on Windows and Windshield	No Damage	1	1

## Electronics

7 / 7 (100%)

Question	Answer	Weight	Score
Headlights	Works perfectly	1	1
Tail Lights	Works perfectly	1	1
Break Lights	Works perfectly	1	1
Turn signals	Works perfectly	1	1
Cabin Light	Works perfectly	1	1
Light Bar	-	-	-
Windows / Slide view	Works perfectly	1	1
Is AC / Heater and Windshield Defogging Working?	Works perfectly	1	1

## Tire Condition

2 / 2 (100%)

Question	Answer	Weight	Score
----------	--------	--------	-------





Tue, 20th Feb 2024

Is the tire in good condition?	Yes	1	1
Does the tire appear to be properly inflated?	Yes	1	1

**Mechanics** **1 / 1 (100%)**

Question	Answer	Weight	Score
Is the Maintenance Light On? Please include notes and images if on.	No	1	1

**Cleanliness** **1 / 1 (100%)**

Question	Answer	Weight	Score
Is the vehicle clean inside and out?	Yes	1	1

**Total Score** **17 / 17**  
**100%**

**Additional Info**

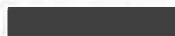
Comments / Notes

Photos of Vehicle

Signature



Print Name



SAMPLE FORM



# Client Complaint Form

This form is used to record a complaint made by Absolute International Security ("AIS")'s client for services provided by AIS's employees. The facts recorded in this form are based on what were in AIS's record, heard from AIS's client and employees, or were done by AIS as to the investigation and disposition of the complaint.

Date of the Complaint Made: \_\_\_\_\_

Client's Name: \_\_\_\_\_

Name of the Person Who Made the Complaint: \_\_\_\_\_

Client's Address: \_\_\_\_\_

Client's Jobsite Address: \_\_\_\_\_

Client's Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

First Date of Service at Jobsite: \_\_\_\_\_

Current Service Schedule at Jobsite: \_\_\_\_\_

Name of the Employee Receiving Complaint: \_\_\_\_\_ ID No.: \_\_\_\_\_

Record the nature of the complaint in the following section, including details of the complaint, date and time of the incident, witness if any, whether or not damages were caused to persons or to property, client's expectations for resolving the complaint, etc (Use extra paper if necessary)

Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Disposition of the Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **EMERGENCY RESPONSE PROTOCOLS**

All officers assigned to the County of Los Angeles, Department of Public Works must clearly understand **Emergency Response Protocols**. Each Security Officer must use good common sense and follow through with a clear mind and complete respect for personal safety. The lives of our officers as well as the lives of others are of the highest priority. In addition to AIS emergency training, guards will follow evacuation and emergency procedures. This shall be completed as a part of the orientation and site-specific training program.

### TYPES OF EMERGENCIES:

#### **1. Man Made**

- Fires (Arson)
- Accident/Injuries (Train, Bus, or Car)
- Bomb Threats
- Blackouts
- Terrorist Activities
- Robberies (Armed)
- Active Shooter
- Riots

#### **2. Natural**

- Earthquakes
- Storms
- Floods, etc.

**Universal Emergency Response Procedures** are a set of standard, clear directives that may be implemented across a variety of emergency situations. When an emergency begins, guards are to decide which procedure to implement, based on the situation.

### UNIVERSAL EMERGENCY RESPONSES:

#### **1. Procedures**

- Alert Status
- Alarms
- Evacuation
- Lockdowns

#### **2. Emergencies**

- Workplace Violence
- Chemical Spills (HAZMAT)
- Psychiatric Crisis
- Medical
- Severe Weather

## **ACTIVE SHOOTER EMERGENCY RESPONSE**

First and foremost, the guard must ensure the safety of his or her life. Once the threat of one's life is past, the officer must contact the client to determine the course of action to be taken. Once the authorities have been informed, it is the officer's duty to preserve the life of those around him. This includes keeping calm and directing staff away from the direction of activity. The guard should be familiar with the authority's evacuation and lock-down drills.

### **Communication**

Essential information that should be relayed to the command post include:

- Status of crisis site (secure or unsecure)
- Status of law enforcement personnel (number injured, killed, or wounded)
- Status of criminal or terrorist subjects (killed, wounded, or captured)
- Status of other occupants (killed, wounded, or in custody)
- Current actions in progress
- Location, description, and status of any IEDs
- Follow-up needs such as EOD, emergency medical services (EMS), or other

As an initial responder, AIS guards will be responsible for rapid deployment of subsequent responders to the crisis site. AIS guards shall be reinforced in all training and understood by all members of potential responding agencies. This is to prevent our guards from being vulnerable to misidentification by responding parties.

### **Evacuation**

Because of the nature of an active shooter incident, officers may not be able to begin automatically evacuating others prior to securing the threat. Rescue operations should begin once the threat is neutralized. Several factors need to be considered when evaluating the evacuation of wounded and non-wounded individuals:

- If wounded persons need to be evacuated, they should be moved to the established evacuation exit point
- Evacuation of wounded persons should begin as soon as practical
- Security outside the crisis site will dictate the timing of the evacuation

Evacuation shall only be conducted if sufficient safeguards are in place to provide for safe movement.

## **BOMB THREAT RESPONSE PROCEDURE**

If a bomb threat is received, either by phone or other means, the person receiving the call should remain calm and attempt to get as much of the following information as possible on a bomb threat report form. If the caller wishes to talk, or answer questions, use open-ended questions and let the caller talk.

**DO NOT CUT THE CALLER'S ANSWERS OFF.** The longer the caller talks, the greater the possibility of obtaining valuable information.

- Time the device is set to go off.
- Location of the device.
- Type of device and description.
- Reason for setting the device.

Notify authorities immediately as well as your facility supervisor, manager, operator, or administrator. If possible, signal or pass a note to other staff to listen and help notify authorities. Write down as much information as possible that will aid investigators: Caller ID Number, exact wording of threat, type of voice or behavior, etc. Record the call, if possible.

If a package that appears suspicious is received or found within the Sites, the guard will notify City officials and the Los Angeles Police Department. The guard shall not handle the package and will clear the immediate area of staff. If the package appears suspicious to officials, he or she will ask the designated staff representative to send for the police and bomb squad. When reporting to 9-1-1 and the local law enforcement, explain why the item looks suspicious and follow their further instructions. Law enforcement will assess the situation and provide guidance regarding shelter-in-place or evacuation. If no guidance is provided and you feel you are in immediate danger, calmly evacuate the area. Distance and protective cover are the best ways to reduce injury from a bomb.

The guard is to keep the area clear until the police or bomb squad arrives and completes its inspection. Emergency Evacuation Procedures will be conducted by the guard who will be notified whether or not only a single area will be evacuated or if there will be a general evacuation ordered. Every situation is unique and should be handled in the context of the facility or environment in which it occurs. Facility supervisors and law enforcement will be in the best position to determine if a real risk is posed and how to respond.

## TELEPHONE BOMB THREAT CHECKLIST

INSTRUCTIONS: BE CALM, BE COURTEOUS. LISTEN. DO NOT INTERRUPT THE CALLER.

YOUR NAME: \_\_\_\_\_ TIME: \_\_\_\_\_ DATE: \_\_\_\_\_

CALLER'S IDENTITY SEX: Male \_\_\_ Female \_\_\_ Adult \_\_\_ Juvenile \_\_\_ APPROXIMATE AGE: \_\_\_\_\_

ORIGIN OF CALL: Local \_\_\_\_\_ Long Distance \_\_\_\_\_ Telephone Booth \_\_\_\_\_

### VOICE CHARACTERISTICS

\_\_\_ Loud                      \_\_\_ Soft  
 \_\_\_ High Pitch            \_\_\_ Deep  
 \_\_\_ Raspy                   \_\_\_ Pleasant  
 \_\_\_ Intoxicated            \_\_\_\_\_  
    Other

### SPEECH

\_\_\_ Fast                      \_\_\_ Slow  
 \_\_\_ Distinct                \_\_\_ Distorted  
 \_\_\_ Stutter                 \_\_\_ Nasal  
 \_\_\_ Slurred                 \_\_\_\_\_  
    Other

### LANGUAGE

\_\_\_ Excellent                \_\_\_ Good  
 \_\_\_ Fair                      \_\_\_ Poor  
 \_\_\_ Foul                      \_\_\_\_\_  
    Other

### ACCENT

\_\_\_ Local                      \_\_\_ Not Local  
 \_\_\_ Foreign                 \_\_\_ Region  
 \_\_\_ Race

### MANNER

\_\_\_ Calm                      \_\_\_ Angry  
 \_\_\_ Rational                \_\_\_ Irrational  
 \_\_\_ Coherent                \_\_\_ Incoherent  
 \_\_\_ Deliberate              \_\_\_ Emotional  
 \_\_\_ Righteous               \_\_\_ Laughing

### BACKGROUND NOISES

\_\_\_ Factory                 \_\_\_ Trains  
 \_\_\_ Machines               \_\_\_ Animals  
 \_\_\_ Music                    \_\_\_ Quiet  
 \_\_\_ Office                    \_\_\_ Voices  
 \_\_\_ Machines               \_\_\_ Airplanes  
 \_\_\_ Street                    \_\_\_ Party  
 \_\_\_ Traffic                   \_\_\_ Atmosphere

### BOMB FACTS

PRETEND DIFFICULTY HEARING - KEEP CALLER TALKING - IF CALLER SEEMS AGREEABLE TO FURTHER CONVERSATION, ASK QUESTIONS LIKE:

When will it go off? Certain Hour \_\_\_ Time Remaining \_\_\_\_\_

Where is it located? Building \_\_\_\_\_ Area \_\_\_\_\_

What kind of bomb? \_\_\_\_\_

What kind of package? \_\_\_\_\_

How do you know so much about the bomb? \_\_\_\_\_

What is your name and address? \_\_\_\_\_

If building is occupied, inform caller that detonation could cause injury or death.

Activate malicious call trace: Hang up phone and do not answer another line. Choose same line and dial \*57 (if your phone system has this capability). Listen for the confirmation announcement and hang up.

Call Security at   911   and relay information about call.

Did the caller appear familiar with plant or building (by his/her description of the bomb location)? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this checklist. Notify your supervisor immediately.

## CHEMICAL RESPONSE PROCEDURE

Chemical spills can occur within or outside of the facility. When a chemical spill happens, it may not be readily apparent as a hazardous materials incident. You will not necessarily see the spill or smell chemical fumes before it affects you or others around you.

Typically, the first signs that a chemical spill has occurred will be reports of dizziness, fatigue, or nausea by two or more persons within a specific area. If you become aware of two or more people reporting feelings of illness when exposed to a specific area, **DO NOT** attempt to investigate the suspected area yourself. Notify Absolute International Security Post Commander and/or management immediately.

When a chemical spill is suspected or confirmed, the first priority shall be the safe and immediate evacuation of all persons from the affected area. Security personnel shall be utilized to search for and evacuate persons from the affected areas only if the circumstances show that such an action does not pose undue hazard to Security personnel.

Security personnel shall notify local emergency services (i.e., police and fire), explain the circumstances, and await emergency response.

Security personnel shall contain the affected area and not permit any patrons or employee's access until the situation has been successfully resolved.

If a chemical spill occurs outside of the building, it may involve a container marked with an identification placard. Security personnel shall determine, from a safe distance, if an identification placard is visible on the involved container(s). They shall note the placard's number, color code, and symbol(s) and be able to provide this information to responding Emergency Services personnel. See attachment # 2 for samples.

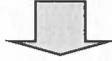
### Precautionary Measures

- Do not assume gases or vapors are harmless due to lack of odor.
- Do not walk through, touch, or come into contact with any type of spilled materials.
- Remain at a safe distance from the location so as to avoid inhaling fumes, smoke, or vapors from any spilled materials.
- Remain alert for the possibility of fire within the containment area.
- Notify all department managers/supervisors of the affected area and instruct them to ensure that no employees inadvertently enter the containment area.

Any reports of exposure to chemicals by employees or patrons shall be immediately reported to the on-duty supervisor for proper treatment and documentation.

## **ROBBERY REPORT SYSTEM**

**Ensure Staff Safety**



**When Safe, Call 911**



**Notify Field Supervisor**



**Field Supervisor Will Notify AIS Project Manager**

Mr. Bryan Colindres

Cell: (626) 848-7406

**AIS Will Notify the Client**



Remember what the robber looks like & provide the best description possible

Don't touch anything until Police arrive



**Wait for Further Instructions from the Police Department**

## **FIRE EMERGENCY RESPONSE PROCEDURE**

The surest way in which to control a fire is to prevent it from happening in the first place. All Security personnel are responsible for remaining alert for any circumstances within their area of responsibility which could result in or increase the chance of a fire. The following are examples of what each officer should consider basic prevention measures:

- Always be on the lookout for combustibles. Flammable liquids such as gasoline are not to be used for cleaning purposes. Liquids not contained in their original containers are to be removed from public areas.
- Refuse must always be placed in proper containers and disposed of in a timely manner.
- Be aware of maintenance work in your area of responsibility, particularly welding or electrical work. Check the work area thoroughly for "hot spots".

### **If Fire is detected:**

Although it is impossible to determine to what extent a fire represents a hazard, the following procedures are a guideline for Security personnel:

- Notify staff, by radio or telephone, of any report (or personal observation) of smoke or flames.
- Clear/evacuate the immediate area of patrons and employees.
- If the fire is accessible, attempt to extinguish it. If the fire cannot be extinguished, close any doors in the area in order to help contain the blaze.
- Stay in the immediate vicinity, if safe to do so, until assistance has arrived.

If the fire is large or appears to be out of control, immediately notify emergency services (i.e., police and fire) and contact all department managers on property and forewarn them to prepare for implementing the Evacuation Procedures.

If any fire is detected in any location on the jobsite, the first thing to do is summon the local Fire Department. Officers must be prepared to provide the exact address of the location. Then, officers must immediately notify their supervisor as well as the Client.

## FIRE EMERGENCY REPORT SYSTEM

### Fire Emergency



Identify What Class of Fire- A, B, or C  
**Use of Fire Extinguisher if the fire is small & contained**  
Do not attempt to fight any fire that is large and obviously out-of-control  
**Never cut off your escape route to safety**



**Your next top priority must be the protection of lives.**  
Activate or sound the fire alarm. Then coordinate an evacuation with the proper authorities.



**Call 911**  
**Call the Fire Department**



**Notify Field Supervisor**



**Field Supervisor Will Notify AIS Operations Manager and Officials**  
Mr. Bryan Colindres  
Cell: (626) 848-7406  
**AIS Will Notify the Client**



**Wait for the Fire Department**  
Check that the **Fire Department has quick and easy access to the location of the fire.**  
**Unlock and open gates and doors.**



**Do not permit patrons to depart in vehicles**  
Clear all access routes for emergency vehicles and equipment.  
Position yourself beside the street where you can easily be seen  
Direct the Fire Department to the affected area.  
Avoid having people walking or running around on the external perimeters of the location



Once the Fire Department has arrived, the **Captain/Chief will be in charge**  
**Control emergency access routes clear by keeping all unauthorized persons away from the emergency area**

## FIRE EXTINGUISHER USE & CARE

### 1. Types of Fire Extinguishers

There are four fire classifications and specific types of extinguishers are used for each, as described below. If you have not been trained in fire suppression, or proper use of a fire extinguisher, please do not attempt to combat a fire. Call for assistance and attempt to confine the fire to the smallest area possible.

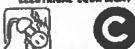
**Class A:** The types of fires can be put out with water include wood, paper, rubber, plastics, and fabric (ordinary solid materials). Water acts as a cooling agent, thus reducing the heat of the fire. After a Class A fire is put out, it must be "overhauled". This means that the material must be broken up to ensure all embers are smothered. A Class A fire extinguisher can be a silver container filled with water and a special "wetting" agent. This type of extinguisher can shoot an approximate 5' to 40' stream of water. It can be a red container filled with a foam that removes the air and heat of a fire or dry chemical or halon that breaks the chain reaction of a fire.

**Class B:** Fires from vapors formed above flammable liquids, such as gasoline, tar, cleaning fluids, and grease, where the vapors mix with the air. These fires are put out by dry chemical, or halon, as well as well as by an extinguisher that contains a special foam or carbon dioxide (CO<sub>2</sub>). These types of smothering agent break up the chain reaction between oxygen and vapors, and they are considered most effective for putting out this type of fire.

**Class C:** Class C fires are those found with electrical equipment. At first knowledge of an electrical fire. **TURN OFF** the electricity. The fire then becomes a Class A fire and can be treated as Class A fire. When treating a Class A fire, a carbon dioxide, dry chemical, or halon extinguisher can be used. If the electricity cannot be turned off at once, be sure to use a chemical extinguisher, **NOT** water. If water is released upon this type of fire, the electricity may travel up the stream of water through the extinguisher.

**Class D:** A Class D fire refers to combustible metal fire, such as the magnesium metal sometimes found in certain automobile engines. These can only be put out by a Class D fire extinguisher. Water will only feed the fire: it would take a tremendous amount of water to put out this type of fire.

### EXTINGUISHER TYPES and USAGE

FIRE TYPE	EXTINGUISHING	
	AGENT	METHOD
ORDINARY SOLID MATERIALS 	WATER FOAM	REMOVES HEAT REMOVES AIR AND HEAT
	DRY CHEMICAL HALON	BREAKS CHAIN REACTION
FLAMMABLE or COMBUSTIBLE LIQUIDS 	FOAM CO <sub>2</sub>	REMOVES AIR
	DRY CHEMICAL HALON	BREAKS CHAIN REACTION
ELECTRICAL EQUIPMENT 	CO <sub>2</sub>	REMOVES AIR
	DRY CHEMICAL HALON	BREAKS CHAIN REACTION
COMBUSTIBLE METALS 	SPECIAL AGENTS	USUALLY REMOVES AIR

## **2. Use and Care of Fire Extinguishers**

Extinguisher (carbon dioxide, dry chemical, or halon) should be serviced once a month by inverting the extinguisher and shaking it. Once a year, an authorized service should inspect and recharge the extinguisher. Once an extinguisher is used, never place it back in its original place; be sure it is recharged immediately by an authorized service company. To use a fire extinguisher, the acronym "P.A.S.S." is the basic operation.

- Pull the ring pin
- Aim the nozzle at the base of the fire
- Squeeze the handle
- Sweep the handle
- Sweep the nozzle from side-to-side

If the extinguisher has an insulated handle, be sure to hold the handle, not the hose. As carbon dioxide is discharged, it creates static electricity that can shock you.

## **3. Keys to Combating A Fire**

- Use the appropriate fire extinguisher to combat the fire. The type of fire the extinguisher was made for is labeled on the container. Most of the building extinguishers are of the ABC type, which can be used on most types of fires.
- When at all possible, two or more people should fight a fire. Never enter a room alone, unless a person's life is in danger.
- Feel the doorknob for heat before entering the room. If the door or doorknob is hot to the touch, do not enter. This indicates the room is engulfed in flames and opening the door will cause the fire to spread rapidly. If you determine it is safe to enter the room, close doors to prevent any fire from spreading.
- Fire, gases and smoke will rise: therefore, if you must enter a room to save a life, crawl on your hands and knees along the floor.
- Do not touch electrical wiring or television sets.
- Caution is advised when using fire hoses, which could result in water damage.

## MEDICAL EMERGENCY RESPONSE PROCEDURE

In instances of serious injury or illness, the following steps shall be taken:

- Notify emergency services and provide the exact location of the victim and describe the medical problem/symptoms.
- Keep the victim still.
- Security personnel shall attempt to obtain detailed information about the incident. Security personnel shall ask the victim (if conscious) about their condition, and/or interview any available witnesses. Security personnel shall remain with the victim until relieved by Emergency Medical Services (EMS) personnel.

The decision of whether or not to administer First Aid at the scene of an accident/injury is a personal one. The *Good Samaritan* law protects people who choose to perform First Aid, as long as the action taken is *reasonable under the circumstances*.

### Automatic External Defibrillator & CPR (AED) if applicable

Certified personnel may authorize the use of the AED and CPR in accordance with the training received when the person is unconscious.

### Bloodborne Pathogens

Employees or patrons may be exposed to blood while rendering first aid, cleaning up spills, cut/punctured by a potentially contaminated sharp object(s), or other contaminating activities. If this occurs, the following steps must be taken:

- Ensure that other employees or patrons are not exposed unless properly protected (i.e. gloves, goggles, etc.)
- Obtain all available information on the person who was the source of the blood.
- Notify Absolute International Security Post Commander and/or Management.

Security personnel shall ensure the proper handling of the exposure, including all required documentation and notifications, as required by the Blood-borne Pathogens procedures.

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM  
INFORMATION FOR SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES**

**SELECTED FIRMS**

	<b>Proposer Name</b> (Prime contractor only; subcontracting is not allowed for these services)	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority Owned</b>	<b>Women- Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning- Owned Business Enterprise</b>
1	Absolute Security Intl Corp.	No	No	Yes	Yes	Yes	No	No	No

**NON-SELECTED FIRMS**

	<b>Proposer Name</b> (Prime contractor only; subcontracting is not allowed for these services)	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority Owned</b>	<b>Women- Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning- Owned Business Enterprise</b>
2	American Guard Services, Inc.	No	No	No	No	No	No	No	No
3	Citiguard, Inc.	No	No	No	No	No	No	No	No
4	Golden West Security, Inc.	No	No	No	No	No	No	No	No
5	Hamilton Private Security DBA: EdNet Career Institute	No	No	No	No	No	No	No	No

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM  
INFORMATION FOR SECURITY SERVICES FOR VARIOUS COUNTY AIRPORT FACILITIES**

<b>FIRM INFORMATION*</b>		<b>Absolute Security Intl Corp.</b>	<b>American Guard Services, Inc.</b>	<b>Citiguard, Inc.</b>	<b>Golden West Security, Inc.</b>	<b>Hamilton Private Security DBA: EdNet Career Institute</b>
<b>BUSINESS STRUCTURE</b>		Corporation	Corporation	Corporation	Corporation	Corporation
<b>CULTURAL/ETHNIC COMPOSITION</b>		<b>NUMBER/% OF OWNERSHIP*</b>				
<b>OWNERS/PARTNERS</b>	Black/African American	0	0	0	0	0
	Hispanic/Latino	0	0	0	0	0
	Asian or Pacific Islander	1/100%	0	0	0	0
	Native American	0	0	0	0	0
	Subcontinent Asian	0	0	0	0	0
	White	0	2/100%	1/100%	2/100%	1/100%
	<b>TOTAL</b>	1/100%	2/100%	1/100%	2/100%	1/100%
<i>Female (included above)</i>	1/100%	1/51%	0	1/50%	1/100%	
<b>COUNTY CERTIFICATION</b>						
LSBE		N	N	N	N	N
CBE		Y	N	N	N	N
<b>OTHER CERTIFYING AGENCY</b>		Dept. of Transportation	N/A	N/A	N/A	N/A

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.



Home (/LACoBids/) / Open Solicitations (/LACoBids/BidLookUp/OpenBidList?page=1&TextSearch=brc0000527&FieldSort=BidTitle&DirectionSort=Asc) / Detail

Solicitation Detail

<b>Solicitation Number:</b>	BRC0000527		
<b>Title:</b>	Security Services for Various County Airport Facilities (BRC0000527)		
<b>Department:</b>	Public Works		
<b>Bid Type:</b>	Service	<b>Bid Amount:</b>	\$600,000.00
<b>Commodity:</b>	GUARD AND SECURITY SERVICES (INCLUDING TRAFFIC CONTROL)		
<b>Description:</b>	<p>PLEASE TAKE NOTICE that Public Works requests proposals for Security Services for Various County Airport Facilities (BRC0000527) contract. This contract has been designed to have a potential maximum contract term of 5 years, consisting of an initial 1-year term and potential additional four 1-year renewal options. The total annual contract amount for this service is estimated to be \$600,000. The Request for Proposals (RFP) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <a href="http://pw.lacounty.gov/brcd/servicecontracts">http://pw.lacounty.gov/brcd/servicecontracts</a> or may be requested from Mr. Danny Medina at (626) 458-4080 or <a href="mailto:dmedina@pw.lacounty.gov">dmedina@pw.lacounty.gov</a> or Ms. Elizabeth Yetaryan at (626) 458-4072 or <a href="mailto:eyetaryan@pw.lacounty.gov">eyetaryan@pw.lacounty.gov</a>, Monday through Thursday, 7 a.m. to 5 p.m. The deadline to submit proposals is Wednesday, February 19, 2025, at 5:30 p.m.</p> <p>An optional proposers' conference will be held on Wednesday, February 5, 2025, at 2 p.m. via Microsoft Teams Meeting Online Events. ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS OPTIONAL. Although not mandatory, attendance at the conference is strongly encouraged. To participate, proposers will need to sign in using the electronic sign-in sheet through the website listed in the first paragraph above. Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. After the conference, questions or requests for clarification/information may be submitted in writing and request information for this solicitation by or before Monday, February 10, 2025. Please direct written questions to Mr. Medina or Ms. Yetaryan. To participate in the proposers' conference, proposers will need to sign-in on the day of the conference using the electronic sign-in sheet accessible via the website listed below: <a href="https://dpw.lacounty.gov/contracts/opportunities">https://dpw.lacounty.gov/contracts/opportunities</a></p> <p>There are no mandatory walk-throughs for this solicitation; however, it is the proposers' sole responsibility to do their due diligence and to contact each site contract manager to arrange a site visit and familiarize themselves with each site location and its requirements before submitting a proposal. Proposer's seeking a site visit must coordinate with each site contract manager prior to visiting the site. Arranging the date and time of the site visits will be at the site contract manager's sole discretion. Each site contract manager's name and contact information can be found in Exhibit H, Service Locations Post Orders. All site visits should be carried out prior to the established proposal submission deadline. The proposal submission deadline will not be extended to allow for additional time to complete a site visit.</p> <p>PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL NOTICES TO PROPOSERS WILL BE POSTED AT <a href="http://pw.lacounty.gov/brcd/servicecontracts">http://pw.lacounty.gov/brcd/servicecontracts</a>.</p> <p>Important instruction regarding this solicitation: PLEASE NOTE: This is a Proposition A solicitation, as such, the County's Living Wage Ordinance is applicable to the resultant contract. Contractors shall pay wages at rates in compliance with the Living Wage Ordinance. Please review and familiarize yourself with the Living Wage Ordinance requirements as provided in:</p> <ul style="list-style-type: none"> <li>• Part I, Section 1, Item L, Living Wage Program</li> <li>• Form LW-1, Living Wage Program</li> <li>• Power Point slides available electronically at the website listed above</li> </ul> <p>"Do Business with Public Works" Website Mandatory Registration You are now required to register an account on Public Works "Do Business With Public Works" website in order to view any current solicitation: <a href="https://dpw.lacounty.gov/contracts/opportunities.aspx">https://dpw.lacounty.gov/contracts/opportunities.aspx</a>. Registration is only needed one time. Further you should also register as a plan holder for this specific RFP BRC0000527. Only those firms registered as plan holders for this RFP through the website will receive automatic notification when any update to this RFP is made. Plan holder information is viewable to other registered plan holders. The County does not have an obligation to notify any proposers other than through the Public Works website's automatic notification system.</p> <p>Proposers are requested to submit proposals offering security services in accordance with Exhibit A (Scope of Work), and in a format specified in Part I, Section 2.A (Proposal Format and Content Requirements) of this Request for Proposal (RFP). At the time of proposal submission, proposers must meet all of the minimum mandatory requirements listed in Part I, Section 1, and complete Form PW-15 Compliance with the Minimum Requirements, to qualify as eligible to perform the services under this Contract.</p> <p><b>PROPOSAL SUBMISSION</b> The following two options are available for submitting proposals: 1. Submitted to Public Works Headquarters Proposals may be submitted in electronic format via Universal Serial Bus (USB) or compact disk to: Los Angeles County Public Works Cashier's Office 900 South Fremont Avenue, Mezzanine Level Alhambra, CA 91803 Attention: Mr. Danny Medina Security Services for Various County Airport Facilities RFP Number: BRC0000527 Proposals received after the closing date and time specified in this Notice will be rejected by Public Works as nonresponsive. Submission of hard copy Proposals will not be accepted.</p> <p>2. Submitted Electronically via BidExpress In lieu of submitting electronic proposals to the Cashier's Office, you may submit proposals electronically through <a href="http://www.bidexpress.com">www.bidexpress.com</a>, a secure online bidding service website. To submit your proposals electronically, register with BidExpress, prior to the due date above. A new registration page must be signed, notarized, and received by BidExpress customer support for processing before the due date. Public Works recommends registering with Bid Express as soon as possible for first-time users, due to the lengthy registration process. If the proposer is not registered with Bid Express two weeks before the submission deadline, proceed with submitting the electronic proposal as indicated in Option 1. An Infotech/BidExpress Guide is included as Attachment 6 for reference. There is a nominal service fee to use BidExpress.</p> <p>All updated instructions for Infotech/BidExpress can be found at the following link: <a href="https://infotechinc.zendesk.com/hc/en-us/categories/360003900254-Bid-Express-at-www-bidexpress-com">https://infotechinc.zendesk.com/hc/en-us/categories/360003900254-Bid-Express-at-www-bidexpress-com</a>. Please note, each file upload in BidExpress is limited to 10 MB per file up to 50 files for a total of 500 MB. Proposers shall plan ahead and allow sufficient time to account for the registration and file size limitations before the proposal submission deadline to complete the uploading of proposal files. If a proposer submits a proposal through BidExpress, the proposer should not send hard copies, compact disc, or any other materials to the County via mail.</p> <p>Doing Business with Preference Program Enterprise: The County provides many benefits for firms that are certified through the County's Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE), collectively called Preference Program Enterprise (PPE). Eligible firms, prime contractors, and subcontractors are strongly encouraged to participate and receive benefits available only to PPE, such as price preference during solicitation process, when applicable, and the PPE Prompt Payment Program. Prompt payment is defined as 15 calendar days after the receipt of an undisputed invoice for goods or services. Information on this program and how to obtain certification are available on the County of Los Angeles Department of Economic Opportunity website: Office of Small Business   LA County AJCC, CA</p>		
<b>Open Day:</b>	1/23/2025	<b>Close Date:</b>	2/19/2025 5:30:00 PM
<b>Contact Name:</b>	Danny Medina	<b>Contact Phone:</b>	(626) 458-4080
<b>Contact Email:</b>	<a href="mailto:dmedina@dpw.lacounty.gov">dmedina@dpw.lacounty.gov</a>		
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