

**ADAMS COUNTY, COLORADO
FIRST AMENDMENT FOR ALLIED BARTON
2016.715**

THIS FIRST AMENDMENT TO PURCHASE OF SERVICE AGREEMENT ("First Amendment") is entered into this 07th day of December, 2016, by and between the Board of County Commissioners of Adams County, Colorado, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and Allied Barton Security Services, located at Eight Tower Bridge, 161 Washington Street, Suite 600, Conshohocken, PA 19428, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

RECITALS

WHEREAS, on March 15, 2016, the County entered into a Purchase of Service Agreement with Allied Barton; and,

WHEREAS, the County and the Contractor mutually desire to amend the scope of work to include two additional facility locations.

NOW, THEREFORE, for the consideration set forth herein, the sufficiency of which is mutually acknowledged by the parties, the County and the Contractor agree as follows:

1. The Service Agreement is hereby amended to add the following Facility Locations to the original scope of work;

Department: Aurora Motor Vehicle
Contact: Tamsin Totays
Address: 3449 Chambers Road #A
City, State, Zip: Aurora, Colorado 80011
Phone: 720.523.6383
Email: ttotays@adcogov.org

Department: Westminster Motor Vehicle
Contact: Tamsin Totays
Address: 8452 Federal Boulevard
City, State, Zip: Westminster, Colorado 80031
Phone: 720.523.6383
Email: ttotays@adcogov.org

2. The Service Agreement and this First Amendment contain the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by both parties. Any terms, conditions, or provisions of the Service Agreement that are not amended or modified by this First Amendment shall remain in full force and effect. In the event of any conflicts between the terms, conditions, or provisions of the Service Agreement and this First Amendment, the terms, conditions, and provisions of this First Amendment shall control.

3. The Recitals contained in this First Amendment are incorporated into the body hereof and accurately reflect the intent and agreement of the parties.
4. This First Amendment may be executed in multiple counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one and the same agreement.
5. Nothing expressed or implied in this First Amendment is intended or shall be construed to confer upon or to give to, any person other than the parties, any right, remedy, or claim under or by reason of this First Amendment or any terms, conditions, or provisions hereof. All terms, conditions, and provisions in this First Amendment by and on behalf of the County and the Contractor shall be for the sole and exclusive benefit of the County and the Contractor.
6. If any provision of this First Amendment is determined to be unenforceable or invalid for any reason, the remainder of the First Amendment shall remain in effect, unless otherwise terminated in accordance with the terms contained in the Service Agreement.
7. Each party represents and warrants that it has the power and ability to enter into this First Amendment, to grant the rights granted herein, and to perform the duties and obligations herein described.

IN WITNESS WHEREOF, the County and the Contractor have caused their names to be affixed.

ADAMS COUNTY, COLORADO
BOARD OF COUNTY COMMISSIONERS

Steven J. Morrisio
Chair

12/6/16
Date

ATTEST: STAN MARTIN
CLERK AND RECORDER

APPROVED AS TO FORM:

Hanna
Deputy Clerk

W. East
County Attorney

ALLIED BARTON

JEFF HUNTER
Print Name

GENERAL MANAGER
Print Title

[Signature]
Signature

11/22/16
Date

**PURCHASE OF SERVICE AGREEMENT
FOR SECURITY SERVICES**

THIS AGREEMENT ("Agreement") is made this 15th day of MARCH 2016, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and Allied Barton Security Services, located at Eight Tower Bridge, 161 Washington Street, Suite 600, Conshohocken, PA 19428, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

- 1.1. All work shall be in accordance with the attached RFP 2015.341 and the Contractor's response to the RFP 2015.341 attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.
- 1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

- 3.1. Term of Agreement: The Term of this Agreement shall be for one-year from the date of this Agreement.
- 3.2. Extension Option: The County, at its sole option, may offer to extend this Agreement as necessary for up to three, one year extensions providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such extensions must be mutually agreed upon in writing by the County and the Contractor. The County and Contractor will negotiate any reasonable and justified rate increases upon each extension.

4. PAYMENT AND FEE SCHEDULE: The County shall pay the Contractor for services furnished under this Agreement, and the Contractor shall accept as full payment for those services, the following hourly rates:

Guard Type	Bill Rate
Unarmed Guard (Normal Business Hours)	\$15.54
Armed Guard (Normal Business Hours)	\$17.23
Unarmed Guard (After County Stipulated Business Hours)	\$23.31
Armed Guard (After County Stipulated Business Hours)	\$25.85
Supervisor	\$18.92

4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.

5. **INDEPENDENT CONTRACTOR:** In providing services under this Agreement, the Contractor acts as an independent contractor and not as an employee of the County. The Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

6. **NONDISCRIMINATION:**

6.1. **The Contractor shall not discriminate against any employee or qualified applicant for employment because of age, race, color, religion, marital status, disability, sex, or national origin. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices provided by the local public agency setting forth the provisions of this nondiscrimination clause. Adams County is an equal opportunity employer.**

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. **INDEMNIFICATION:** The Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees for, from, and against any and all claims, suits, expenses, damages, or other liabilities, including reasonable attorney fees and court costs, arising out of

damage or injury to persons, entities, or property, caused or sustained by any person(s) as a result of the Contractor's performance or failure to perform pursuant to the terms of this Agreement or as a result of any subcontractors' performance or failure to perform pursuant to the terms of this Agreement.

8. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:

8.1. **Commercial General Liability Insurance:** to include products liability, completed operations, contractual, broad form property damage and personal injury.

8.1.1. Each Occurrence: \$1,000,000

8.1.2. General Aggregate: \$2,000,000

8.2. **Comprehensive Automobile Liability Insurance:** to include all motor vehicles owned, hired, leased, or borrowed.

8.2.1. Bodily Injury/Property Damage: \$1,000,000 (each accident)

8.2.2. Personal Injury Protection: Per Colorado Statutes

8.3. **Workers' Compensation Insurance:** Per Colorado Statutes

8.4. **Professional Liability Insurance:** to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.

8.4.1. Each Occurrence: \$1,000,000

8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.

8.5. **Adams County as "Additional Insured":** The Contractor's commercial general liability, and comprehensive automobile liability, insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:

8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.

8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.

8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

8.6. **Licensed Insurers:** All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

- 8.7. Endorsement: Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.
- 8.8. Proof of Insurance: At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. WARRANTY:

- 9.1. The Contractor warrants and guarantees to the County that all work, equipment, and materials furnished under the Agreement are free from defects in workmanship and materials for a period of one year after final acceptance by the County. The Contractor further warrants and guarantees that the plans and specifications incorporated herein are free of fault and defect sufficient for Contractor to warrant the finished product after completion date. Should the Contractor fail to proceed promptly in accordance with this guarantee, the County may have such work performed at the expense of the Contractor. This section does not relieve the Contractor from liability for defects that become known after one year.

10. TERMINATION:

- 10.1. For Cause: If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.
- 10.2. For Convenience: The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

11. MUTUAL UNDERSTANDINGS:

- 11.1. Jurisdiction and Venue: The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.
- 11.2. Compliance with Laws: During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, *et seq.*, C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, *et seq.*, C.R.S. (Abuse of Public Office), as amended, , the Clean Air Act (42 U.S.C. 7401-7671q), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, and that no violation of such provisions are

present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

- 11.3. OSHA: The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- 11.4. Record Retention: The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.
- 11.5. Assignability: Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.
- 11.6. Waiver: Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.
- 11.7. Force Majeure: Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.
- 11.8. Notice: Any notices given under this Agreement are deemed to have been received and to be effective: 1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested; 2) Immediately upon hand delivery; or 3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Adams County Sherriff's Office
Contact: Gene Claps
Address: 150 North 19th Avenue
City, State, Zip: Brighton, Colorado 80601-1951
Phone: 303-655-3303
E-mail: Gclaps@adcogov.org

Department: Adams County Human Services
Contact: Brian Kenna
Address: 7190 Colorado Boulevard
City, State, Zip: Commerce City, Colorado 80022-1951
Phone: 303-227-2109
E-mail: bkenna@adcogov.org

Department: Adams County Parks and Open Space
Contact: Kurt Carlson
Address: 9755 Henderson Road
City, State, Zip: Brighton CO, 8061
Phone: 303-637-8013
E-mail: kcarlson@adcogov.org

Department: Adams County District Attorney
Contact: Tina Jachetta
Address: 1000 Judicial Center Drive
City, State, Zip: Brighton, Colorado 80601-1951
Phone: 303-835-5622
E-mail: tjachetta@da17.state.co.us

Department: Adams County Purchasing
Contact: Jennifer Tierney
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720-523-6049
E-mail: jtierney@adcogov.org

Department: Adams County Attorney's Office
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.6116

Contractor: Allied Barton Security Services
Contact: Michael Daley
Address: 390 Union Blvd, Suite 410
City, State, Zip: Lakewood CO 80228
Phone: 720.201.4109
E-mail: michael.daley@alliedbarton.com

11.9. Integration of Understanding: This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.

11.10. Severability: If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.

11.11. Authorization: Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.

11.12. Confidentiality: All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et seq.* ("CORA"). The County does not guarantee the confidentiality of any records.

12. CHANGE ORDERS OR EXTENSIONS:

- 12.1. **Change Orders:** The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Invitation to Bid; or, if no provision exists, pursuant to the terms of the Change Order.
- 12.2. **Extensions:** The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

13. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

- 13.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.
- 13.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 13.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 13.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.
- 13.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- 13.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

13.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).

13.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

The remainder of this page is left blank intentionally.

IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Board of County Commissioners

Steven J. ...
Chairperson

3/15/16
Date

Allied Barton Security Services

Daniel K. Sundberg
Signature

MARCH 7, 2016
Date

DANIEL K. SUNDBERG
Printed Name

DIRECTOR OF OPERATIONS
Title

Attest:

Stan Martin, Clerk and Recorder

Channas
Deputy Clerk

Approved as to Form:

D. East
Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

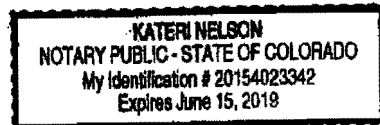
COUNTY OF Jefferson

STATE OF Colorado)SS.

Signed and sworn to before me this 7 day of March, 2016,

by Kateri Nelson

ID# 20154023342
Notary Public



My commission expires on: June 15, 2019


CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

ALLIED BARTON SECURITY SERVICES
Company Name

MARCH 7, 2016
Date


Signature

DANIEL K SUNDBERG
Name (Print or Type)

DIRECTOR OF OPERATIONS
Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering

EXHIBIT A

GENERAL INSTRUCTIONS

1. The Adams County Board of Commissioners by and through its Purchasing Division of the Finance Department is accepting proposals for Security Services.
2. **All documents related to this RFP will be posted on the Rocky Mountain Bid System at: <http://www.rockymountainbidsystem.com/Bids/ViewOpenSolicitations.asp>**
 - 2.1. Interested parties must register with this service to receive these documents.
 - 2.2. This service is offered free or with an annual fee for automatic notification services.
3. Written questions may be submitted through 3:00 p.m., October 19, 2015. All questions are to be submitted to Jennifer Tierney, Contract Administrator by email at jtierney@adcogov.org.
4. An Addendum to answer all questions will be issued no later than October 22, 2015.
5. Proposals
 - 5.1. Sealed proposals for consideration will be received at the office of the Purchasing Division of the Finance Department at the Adams County Government Center, 4430 South Adams County Parkway, Fourth Floor, C4000A Brighton Colorado 80601, up to 2:00 p.m. on October 27, 2015.
 - 5.2. The proposal opening time shall be according to our clock.
 - 5.3. Proposals will be publicly opened and the names of the companies submitting proposals will be read aloud.
 - 5.4. Proposals may be mailed or delivered in person and **must be** in a sealed envelope clearly labeled with Company Name, Proposal Number and Project Title.
 - 5.5. No proposals will be accepted after the time and date established above except by written addenda.
 - 5.6. Proposers shall include four hard copies and one original proposal. Proposers shall also include a CD/Thumb drive in a single PDF file of your proposals. Brochures or other supportive documents may be included with the proposal narrative.
 - 5.7. The two proposal signature pages "**CONTRACTOR'S CERTIFICATION OF COMPLIANCE**" pursuant to Colorado Revised Statute (C.R.S.), §8-17.5-101, *et. seq.*, as amended 5/13/08, and the "**PROPOSAL FORM**" acknowledging the receipt of addendum(s) must be signed and included as hard copy with the CD. These are the **last two pages of the RFP**.

EXHIBIT A

- 5.8. Proposals may not be withdrawn after date and hour set for closing. Failure to enter contract or honor the purchase order will be cause for removal of supplier's name from the Vendor's List for a period of twelve (12) months from the date of this opening.
- 5.9. In submitting the proposal, the vendor agrees that acceptance of any or all proposals by the Purchasing Manager within a reasonable time or period constitutes a contract. No delivery shall become due or be accepted unless a purchase order shall first have been issued by the Purchasing Division.
- 5.10. The County assumes no responsibility for late deliveries of mail on behalf of the United States Post Office or any other delivery system.
- 5.11. The County assumes no responsibility for a proposal being either opened early or improperly routed if the envelope is not clearly marked on the outside: Security Services and 2015.341.
- 5.12. In the event of a situation severe enough to cause the Adams County Board of Commissioners to close the County offices for any reason, the Purchasing Manager has the prerogative of rescheduling the proposal opening time and date. No proposal will be considered above all other proposals by having met the proposal opening time and date requirements to the exclusion of those who were unable to present their proposal due to a situation severe enough to cause the Board of Commissioners to close the County offices.
- 5.13. Proposal must be submitted in the format supplied and/or described by the County. Failure to submit in the format provided may be cause for rejection of the proposal. Proposals must be furnished exclusive of taxes.
- 5.14. No award will be made to any person, firm, or corporation, which is in arrears upon any obligation to the County.
- 5.15. If submitting a joint venture proposal or a proposal involving a partnership arrangement, articles of partnership stating each partner's responsibilities shall be furnished and submitted with the proposal.
- 5.16. The County reserves the right to waive any irregularities or informalities, and the right to accept or reject any and all proposals, including but not limited to:
 - 5.16.1. Any Proposal which does not meet bonding requirements, or,
 - 5.16.2. Proposals which do not furnish the quality, or,
 - 5.16.3. Offer the availability of materials, equipment or services as required by the specifications, description or scope of services, or,
 - 5.16.4. Proposals from offerors who lack experience or financial responsibility, or,
 - 5.16.5. Proposals which are not made to form.

EXHIBIT A

- 5.17. The Board of County Commissioners may rescind the award of any proposal within one week thereof or at its next regularly scheduled meeting; whichever is later, when the public interest will be served thereby.
- 5.18. Issuance of this solicitation does not commit the County to award any Agreement or to procure or Agreement for any equipment, materials or services.
- 5.19. If a formal Agreement is required, the Contractor agrees and understands that a Notice of Award does not constitute an Agreement or create a property interest of any nature until an Agreement is signed by the Awardee and the Board of County Commissioners and/or their authorized designee.
- 5.20. Only sealed proposals received by the Purchasing Division of the Finance Department will be accepted; proposals submitted telephone, email, or facsimile machines are not acceptable.
- 5.21. All documentation submitted in response to this solicitation will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et. seq.* ("CORA"). Accordingly, respondents are discouraged from providing information that they consider confidential, privileged, and/or trade secrets as part of a response to this solicitation. Any portions of submissions that are reasonably considered confidential should be clearly marked. The County does not guarantee the confidentiality of any records.
6. Adams County is an equal opportunity employer.
7. The County ensures that disadvantaged business enterprises will be afforded full opportunity to submit bids in response to all invitations and will not be discriminated against on the grounds of race, color, national origin, age, gender, or disability in consideration for an award.
8. **COOPERATIVE PURCHASING:** Adams County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Contractor(s) may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have a need for the same product/service. Usage by any entity shall not have a negative impact on Adams County in the current term or in any future terms.

The Contractor(s) must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, contractual disputes, invoices, and payments. Adams County shall not be liable for any costs or damages incurred by any other entity.

EXHIBIT A

9. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:
- 9.1. Commercial General Liability Insurance: to include products liability, completed operations, contractual, broad form property damage and personal injury.
 - 9.1.1. Each Occurrence \$1,000,000
 - 9.1.2. General Aggregate \$2,000,000

 - 9.2. Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.
 - 9.2.1. Bodily Injury/Property Damage \$1,000,000 (each accident)
 - 9.2.2. Personal Injury Protection Per Colorado Statutes

 - 9.3. Workers' Compensation Insurance: Per Colorado Statutes

 - 9.4. Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services.
 - 9.4.1. Each Occurrence \$1,000,000
 - 9.4.2. This insurance requirement applies only to Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.

 - 9.5. The Contractor's commercial general liability, and comprehensive automobile liability insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured," and shall include the following provisions:
 - 9.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.
 - 9.5.2. The insurance companies issuing the policy or policies shall have no response against the County for payment of any premiums due or for any assessments under any form of any policy.
 - 9.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

 - 9.6. All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

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- 9.7. Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.
 - 9.8. At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage's or policies required under this Agreement.
 - 9.9. The Contractor shall not commence work under this contract until they have submitted to the County and received approval thereof, certificates of insurance showing that they have complied with the foregoing insurance.
 - 9.10. All referenced insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured." The name of the proposal or project must appear on the certificate of insurance.
 - 9.11. Underwriters shall have no right of recovery or subrogation against the County; it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the described insurance.
 - 9.12. The clause entitled "Other Insurance Provisions" contained in any policy including the County as an additional insured shall not apply to The County.
 - 9.13. If any of the said policies shall be or at any time become unsatisfactory to the County as to form or substance, or if a company issuing any such policy shall be or at any time become unsatisfactory to the County, the Contractor shall promptly obtain a new policy, submit the same to the Purchasing Manager of Adams County for approval and thereafter submit a certificate of insurance as herein above provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as provided herein, this contract, at the election of the County, may be immediately declared suspended, discontinued or terminated.
10. Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
 11. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended 5/13/08, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:
 - 11.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the

EXHIBIT A

employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.

- 11.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 11.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 11.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.
- 11.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- 11.6. If Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- 11.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- 11.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

End General Information

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EXHIBIT A

Scope of Work

13.1 General Overview

Adams County is accepting proposals for armed and unarmed security services for several Adams county locations. Guards shall maintain a professional look and demeanor while "on-duty."

13.2 Facility Locations

Justice Center

1100 Judicial Center Drive
Brighton, CO 80601

Adams County District Attorney

1000 Judicial Center Drive
Brighton, Colorado 80601

Human Services Building

7190 Colorado Boulevard
Commerce City, CO 80022

Adams County Children & Family Center

7401 No. Broadway
Denver, CO 80221

Adams County Regional Park

9755 Henderson Road
Brighton, CO 80601

LOCATION SPECIFICS

13.3 HUMAN SERVICES BUILDING

- 13.3.1. The unarmed security guard position for the Adams County Human Services Building requires one guard Monday through Friday from 7:15 a.m. to 5:15 p.m.
- 13.3.2. The security guard shall check all floors before 7:00 AM to ensure the security of the building. All outside doors are to be locked at 5:30 PM.
- 13.3.3 All Adams County authorized staff are identified through their Picture Identification Access Card.
- 13.3.4 The security guard shall check the parking lot at least 3 times per shift for any unusual or suspicious activity.

EXHIBIT A

- 13.3.5. Guards shall not interrupt any meetings, or conferences held in the building unless it is an emergency.
- 13.3.6. The security guard shall call the police regarding any person exhibiting illegal or inappropriate behavior and attempt to get the name(s) of the individual(s) or motor vehicle license plate number. The security guard will provide written reports of any incidents to the Director of Adams County Human Services Department (ACHSD).
- 13.3.7. The security guard may be asked to standby should an employee have a volatile situation.
- 13.3.8. The guard will notify ACHSD administrative staff whenever the post is left unattended.
- 13.3.9. The security guard will take a half-hour for lunch and is entitled to a fifteen-minute break every four hours. Lunch breaks and fifteen-minute breaks are paid and billable. Guards are to contact the appropriate designated County staff to cover for lunch and breaks. Contractor is responsible for compliance with all federal and state wage and labor laws.
- 13.3.10. During any crisis/emergency situation, a building maintenance employee shall provide coverage if available, or a person may be assigned by ACHSD Administration. ACHSD administrative staff shall act as a backup in locating maintenance or security through their pagers.
- 13.3.11. The guard shall respond to after hour employees requesting safety escorts to their cars.
- 13.3.12. For emergencies such as fire, tornado, bomb threats, or other situation, the security guard shall refer to the Security Policy and Procedures provided by Adams County Human Services Department (ACHSD).
- 13.3.13. Normal building hours are Monday through Friday, 7:30 a.m. to 5:30 p.m. The building contact person will be Michelle King. Howard Hampton of Facility Operations will also be a designated contact person.

13.4 CHILDREN & FAMILY SERVICES BUILDING

- 13.4.1. The two unarmed security guard positions for the Adams County Children & Family Service Center requires:

EXHIBIT A

Monday –Friday 8:00a.m. -7:00p.m.
Monday through Friday, 8:00 a.m. - 5:00 p.m.

The second unarmed security guard position for the Adams County Children & Family Service Center is required Monday through Friday, 8:00 a.m. through 5:00 p.m. This second guard position overlaps with the overall longer hours of coverage noted above.

The Children and Family Services Building is open for business on several (currently five) of the County-observed holidays and guard services are required on those days. Guards shall be available for additional shifts as occasionally required, including holidays, or for later departures each evening if situations warrant.

- 13.4.2. The security guard shall check all floors at 7:30 AM of the morning shift to ensure the security of the building.
- 13.4.3. All Adams County authorized staff are identified through their Picture Identification Access Card.
- 13.4.5. Before ending the shift each day, the guard shall check all floors to ensure the security of the building.
- 13.4.6. The security guard shall check the parking lot at least 3 times per shift for any unusual or suspicious activity.
- 13.4.7. Unless it is an emergency, guards shall not interrupt any meeting, conference, or office.
- 13.4.8. The security guard shall call the police regarding any person exhibiting illegal or inappropriate behavior and attempt to get the name(s) of the individual(s) or motor vehicle license plate number. The security guard shall provide written reports of any incidents to the Director of ACHSD
- 13.4.9. The security guard may be asked to standby should an employee have a volatile situation.
- 13.4.10. The guard shall notify the receptionist or other designated employee and whenever the post is left unattended.
- 13.4.11. Each security guard will take an unpaid break for lunch not to exceed one hour and is entitled to a paid fifteen-minute break every four hours. Post must be covered at all times. During times when two guards are on site, only one of those guards may be on a break or lunch period at a time. Contractor is responsible for compliance with all federal and state wage and labor laws.

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- 13.4.12 During any crisis/emergency situation, a building maintenance employee shall provide coverage if available, or a person from the reception desk or another ACHSD staff member will be assigned.
- 13.4.13 The guard shall respond to after hour employees requesting safety escorts to their cars.
- 13.4.14 The security guard shall require each client to provide picture identification and to sign in on the Security Log Sheet. Visitors will be given a visitor's badge, one per family. The security guard shall ensure that the visitor goes directly to the reception desk. After normal business hours, the guard shall contact the staff person to announce visitor(s). The staff person will be required to escort visitors from the first floor lobby area. Individuals or groups will be required to wait in the lobby area until they can be escorted to the reception or meeting/counseling area. A staff member must also escort clients out of the building at the end of their meeting. The security guard may deny access to the building to anyone if they exhibit inappropriate behavior, if the visitor cannot be identified, or if they are unable to identify the nature of their business.
- 13.4.15 For emergencies such as fire, tornado, bomb threats, or other situation, to security guard will refer to the Security Policy and Procedures provided by the Adams County Human Services Department (ACHSD).
- 13.4.15 The contractor shall ensure their guards comply with licensing requirements for security officers.
- 13.4.16 Normal building hours are Monday through Friday, 8:00 am to 5:00 p.m. The building contact person will be Judy Carlock.
- 13.4.17 The ACHSD does not currently provide radios, cell phones or fax lines, a land line is available.
- 13.4.18 Parking is available at location at no extra charge.
- 13.4.19 No office space or computer equipment will be supplied at this location for supervisors.

13.5 Adams County Justice Center

- 13.5.1 The security guard position for the Adams County Justice Center requires four (4) armed persons and two (2) unarmed positions Monday through Friday from 7:00 AM to 7:00 PM. One (1) unarmed person is required Monday through Friday from

EXHIBIT A

7:00 PM to 7:00 AM. On weekends and holidays, one (1) unarmed person is required from 7:00 AM to 7:00 PM and from 7:00 PM to 7:00 AM; 12 hour shifts.

On occasion there will be a need to have additional guards work outside of normal business hours, including weekends. This is due to special events that occur at the courthouse and require security screening operations. Special events include but are not limited to Grand Jury proceedings, night court, and Mock Jury Trial competitions. Prior notice will be provided for these events for scheduling purposes. Currently guards work either a 10 hour or 12 hour shift to meet the requirement and coverage.

- 13.6.2 The weekend guard and nighttime guard shall be unarmed.
- 13.6.3 Security guards shall be uniformed and shall be stationed at the entrances of the building. Persons entering shall be monitored for weapons; all packages, briefcases, etc., shall be x-rayed. Observed or found weapons and other restricted items to the Justice Center shall be confiscated and turned over to Sheriff Personnel with the owner.
- 13.6.4 All security personnel shall be required to direct citizens to various building locations.
- 13.6.5 Each guard must possess good interpersonal and customer service skills. It is desirable that one of the six guards assigned to the Monday through Friday day and evening shifts be BI-lingual in Spanish.

13.7 Required Training

- 13.7.1 Each armed guard shall be required to provide to the Adams County Sheriff's Office Courthouse Supervisor a quarterly report indicating their firearm qualification and training updates according to their employer's standards. Each armed guard's weapon caliber must be no less than .38 caliber or no greater than .45 caliber.
- 13.7.2 Each guard shall be trained by the firm in proper arrest control and hand cuffing techniques.

13.8 Other Requirements

- 13.8.1 One of the six (6) guards shall be permanently assigned to the Adams County Justice Center in a supervisory position for the term of the Agreement.
- 13.8.2 Each guard shall be trained to operate and interpret the magnetometer and x-ray readings; One guard shall be responsible for scanning in packages delivered to the dock. Adams County will provide all X-ray systems; training shall be provided by the contractor.

EXHIBIT A

- 13.8.3 Vacancies due to illness or otherwise must be filled within two hours of the scheduled shift.
- 13.8.4 The Adams County Sheriff's Office Courthouse Supervisor is the liaison between the Sheriff's Office and the Service provider. All changes and or requests shall be submitted to the liaison for departmental approval.
- 13.8.5 The Sheriff's Office shall provide operating post orders for the guard position.
- 13.8.6 Guards shall adhere to the approved daily operational procedures of the Court Administrator and the Adams County Sheriff's Office Courthouse Supervisor.
- 13.8.7 From time to time, changes to the post orders may need to be made for greater operating efficiency. The Sheriff's Office shall have the responsibility to make the changes and adjustments to the scope of work needed.
- 13.8.8 Emergency procedures for the Justice Center shall be those of the Court Administrator and the Adams County Sheriff's Office Courthouse Supervisor and shall be adhered to by all security guard positions.
- 13.8.9 Armed security guards shall be provided with ballistic vests, level IIA or better, to be provided by the contractor.
- 13.8.10 The contractor shall ensure their guards comply with the City of Brighton's licensing requirements for security officers.
- 13.8.11 Security guards working after hour, holiday, and other single officer shifts shall possess an Adams County ID obtained through Facilities via approval from one Adams County Sheriff's Office Court Security Unit supervisors or commander.
- 13.8.9 Confidentiality and professionalism by the guards shall be strictly maintained at all times.
- 13.8.10 The minimum age of the guards shall be 21 years of age.
- 13.8.11 Sergeant(s) have to authority have the authority to remove the security clearance from security guards *without* cause.
- 13.8.12 Radios will be provided. One cell phone and land line will be available within close proximity to the security checkpoint. No fax will be available.
- 13.8.13 Parking will be available at the Justice Center for no additional charge.
- 13.8.14 Guards will be responsible for arranging for coverage of breaks and lunches, county employees will not cover lunches/breaks.

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13.8.15 An office will be supplied for supervisors, no computer equipment will be provided. The contactor shall provide a computer with word processing and printing capability for their guards to complete written statements, memos, weekly schedules, or other required documentation.

13.9 Record Keeping

On a daily basis the private guard supervisor shall provide to the Sheriff's Office Courthouse Supervisor a daily count of persons entering the building. In addition, the private guard supervisor shall provide to the Sheriff's Office Courthouse supervisor, a weekly schedule indicating the total worked man-hours of each assigned guard. Other reports may be required as necessary.

13.10 District Attorney's Office

13.10.1 One armed security officer, hours are 8:00 a.m. to 5:00 p.m.

13.10.2 Duty Requirements:

13.10.2.1 Secure and unsecure main entry doors

13.10.2.2 Maintain presence within lobby security area; guards shall not leave position without permission

13.10.3 Security breaks shall be maintained by rotation of security personnel at courthouse.

13.10.4 Access Control:

13.10.4.1 Visitor Log & Issuance of Badges

13.10.4.2 Will adhere to policy and procedure manual for authorized entry
Discovery.

13.10.4.3 Notify appropriate person for deliveries

13.10.5 Staff Badges

13.10.5.1 New Hires

13.10.5.2 Employee forgotten badges

13.10.6 Assist visitors wishing to drop off motions to Adams County personnel

13.10.7 Security Surveillance

13.10.7.1 Monitor ingress and egress

13.10.7.2 Monitor exterior security cameras

13.10.7.3 Notify Investigators of any suspicious and or criminal activity that occurs
within or on the exterior property of the District Attorney's building.

13.10.7.3 Notify local law enforcement of emergency situations

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13.11 Adams County Regional Park and Fairgrounds

13.11.1 Provision of Special Event Security Services for the Adams County Regional Park Campus located at 9755 Henderson Road, Brighton, CO 80601, facilities listed below are a part of the campus (map provided upon request).

- 13.11.1.1 Al Lesser Building
- 13.11.1.2 Grandstand Arena
- 13.11.1.3 Exhibit Hall
- 13.11.1.4 Indoor Arena
- 13.11.1.5 Livestock Barns
- 13.11.1.6 Old Red Cross Building
- 13.11.1.7 Waymire Dome

13.11.2 Armed and unarmed security guard position(s) for the Adams County Regional Park and Fairgrounds facilities requires security guards for a variety of events at variable times and dates (typically on nights and weekends). The number of security guards will be based on a pre-determined ratio of roughly one (1) security guards for the first 100 people in attendance for events at which liquor is served and one (1) security guard for every 100 people in attendance thereafter. For non-alcoholic functions at the facility, Regional Park staff will determine the need for security and the appropriate ratio of security based on attendance numbers and the type of event. These ratios may be reassessed by Adams County after six (6) months to assure that proper coverage is provided. Adams County will provide the security company with a schedule and the number of security guards needed within 14 calendar days preceding the event.

13.11.3 Total hours of scheduled security for 2014 were approximately 1977. Evening events can go from 3pm to 12:00am when the venue closes. The hours vary from the four (4) hours to nine (9) hours. Typically security has been required ½ at the start of the event and then the other ½ comes in two (2) hours later, giving the client two (2) hours for the dinner. Day time events vary from five (5) to eight (8) hours. The Regional Park hosts some events that last all day and into the evening where security has been required for the entire 13-14 hours; In such cases security is typically split into two shifts.

13.11.4 The security guard shall check all parts of the assigned building(s) a minimum of ½ hour prior to the event starting time in order to ensure the security of the building.

13.11.5 All Adams County authorized staff is identified either through their Picture Identification Key Card and/or Parks Dept. uniforms (logoed shirts).

13.11.6 The security guard shall check the parking lot at least three (3) times per shift for any unusual or suspicious activity.

13.11.7 Guards shall not interrupt any meetings, or conferences held in the building unless it is an emergency.

13.11.8 The security guard shall call the Adams County Sheriff regarding any person exhibiting illegal or inappropriate behavior and attempt to get the name(s) of the individual(s) or

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motor vehicle license plate number. The security guard will provide written reports of any incidents to Parks and Open Space Resources Director and the Regional Park Manager or specified designee(s).

- 13.11.9 The security guard may be asked to standby should an employee or client have a volatile situation.
- 13.11.10 On-duty security guard(s) shall be responsible to immediately notify the night and weekend supervisor or specified designee whenever a post is left unattended.
- 13.11.11 The security guard will take a half-hour for lunch and is entitled to a fifteen- minute break every four hours. Lunch breaks and fifteen-minute breaks are paid and billable. Guards are to contact the appropriate designated County staff to assure coverage for lunch, dinner and other breaks.
- 13.11.12 During any crisis/emergency situation, a building maintenance employee shall provide coverage if available, or a person may be assigned by Adams County parks maintenance and/or administrative staff and shall act as a backup in locating maintenance or security through their pagers or cellular phones.
- 13.11.13 For emergencies such as fire, tornado, bomb threats, or other situation, the security guard shall refer to the Security Policy and Procedures in the Adams County Regional Park Administrative Policy and Procedures Manual.
- 13.11.13 Normal Regional Park Facility hours are Monday through Sunday, 7:30 am to midnight. The facility contact person will be Roxie Elliott and Melanie Snodell of Regional Park Reservations. The Parks Administration office hours are from 8:00 AM to 4:30 PM daily.
- 13.11.14 All security personnel shall be required to direct citizens to various building locations and functions at the Regional Park.
- 13.11.15 Each guard must possess good interpersonal and customer service skills. It is desirable that one of the assigned to the evening and weekend shifts be bi-lingual in Spanish.
- 13.11.16 The security guard(s) may deny access to any building or event to anyone if they exhibit inappropriate behavior or if they are unable to identify the nature of their business.
- 13.11.17 The security guard(s) shall monitor the number of guests at specified events and shall provide to the night and weekend supervisor an estimated number of guests in attendance at specific events and buildings.
- 13.11.18 The security guard may be asked to escort the liquor concessionaire and/or other specified guests to their car(s) after the conclusion of events.
- 13.11.19 One of the designated guards shall be assigned to the Adams County Regional Park and Fairgrounds in a supervisory position for the term of the Agreement. Additional meetings may be held quarterly or on an as-needed-basis to coordinate events, activities and security.
- 13.11.20 Provide cost for a security patrol vehicle to patrol parking lots on an as-needed basis. Cost to be provided on an hourly basis.

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- 13.11.21 A limited number of FM radios will be provided. Radios will be provided. No cell phone, land line or fax will be available.
- 13.11.22 Parking will be available at the Parks Complex for no additional charge.
- 13.11.23 An on-site supervisor may be required at events held at the Regional Park, the breakdown is as follows:
- | | |
|--|-----------------------------|
| 100 person function with alcohol | 1 supervisor |
| 200 person function with alcohol | 1 supervisor plus 1 guard |
| 300 person function with alcohol | 1 supervisors plus 2 guards |
| 400 person function with alcohol | 2 supervisors plus 3 guards |
| 500 and above person function with alcohol | 2 supervisors plus 5 guards |
- 13.11.24 Minimal work space is provided during events at the Regional Park / Fairgrounds (desk). Generally speaking, access to a computer and/or internet access is not typically provided.

14. SPECIAL TERMS AND CONDITIONS

14.1 The County observes the following Holidays, the Regional Park will have events that take place on holidays listed below:

New Year's Day
Martin Luther King, Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Friday after Thanksgiving (court is open)
Christmas Day

14.2 Normal business hours are those as specified in the scope of work. Any Special requirements will be negotiated with the Contractor on a case-by-case basis.

15. Other Proposal Submittals, Contractor Shall Provide In PDF Format

15.1 Company Overview and Qualifications

15.1.1 Describe the qualifications of your company. Include at a minimum, the following information. Include other information as you see fit:

EXHIBIT A

- 15.1.1.1 Company background, including total number of years in business. Bidders shall have been actively engaged in security services for a minimum of five (5) years.
- 15.1.1.2 Provide a telephone number, a fax number, or an e-mail address to enable Adams County to contact you.
- 15.1.1.3 List all contracts for the past three years and include the owners name, address and telephone number and length of time each job has been using your security services.
- 15.1.1.4 All uniforms shall be supplied by the contractor. Please specify and supply a photo the type of uniform to be worn by the security guards.
- 15.1.1.5 Bidders shall submit with their proposal a copy of the standard screening process used for potential employees.
- 15.1.1.6 Describe your company's training program for both armed and unarmed guards.

16. **Award Criteria-** Proposals will be Scored on the Following Criteria:

- 16.1 Price
- 16.2 References
- 16.3 Corporate Stability (length of time in business)
- 16.4 Project personnel – selection and screening process
- 16.5 Process for training employees

Submittal Checklist

- Response to RFP
- Vendor's Information Form
- W-9
- Contractor's Certification of Compliance
- Proposal Form Contractor's Statement
- References
- 4 paper copy(ies) and One original
- One CD of submitted proposal in a single PDF document

CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et.seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

Company Name

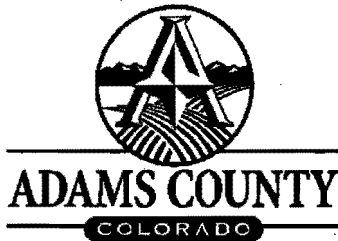
Date

Name (Print or Type)

Signature

Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering



**PROPOSAL FORM
TITLE123**

CONTRACTOR'S STATEMENT

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

Written Amount _____ \$ _____
Amount

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # _____ Addenda # _____
If None, Please write NONE.

Company Name	Date
Address	Signature
City, State, Zip Code	Printed Name
County	Title
Telephone	Fax
Email Address	

SAMPLE OF PURCHASE OF SERVICE AGREEMENT

THIS AGREEMENT ("Agreement") is made this ____ day of _____ 2015, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and Winner123, located at Address123, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

- 1.1. All work shall be in accordance with the attached RFP xxxxx and the Contractor's response to the RFP xxxxx attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.
- 1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

- 3.1. **Term of Agreement:** The Term of this Agreement shall be for one-year from the date of this Agreement.
- 3.2. **Extension Option:** The County, at its sole option, may offer to extend this Agreement as necessary for up to two, one year extensions providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such extensions must be mutually agreed upon in writing by the County and the Contractor.

4. PAYMENT AND FEE SCHEDULE: The County shall pay the Contractor for services furnished under this Agreement, and the Contractor shall accept as full payment for those services, the sum of:

- 4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.

5. Contractor acts as an independent contractor and not as an employee of the County. The

Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

6. NONDISCRIMINATION:

6.1. The Contractor shall not discriminate against any employee or qualified applicant for employment because of age, race, color, religion, marital status, disability, sex, or national origin. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices provided by the local public agency setting forth the provisions of this nondiscrimination clause. Adams County is an equal opportunity employer.

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees for, from, and against any and all claims, suits, expenses, damages, or other liabilities, including reasonable attorney fees and court costs, arising out of damage or injury to persons, entities, or property, caused or sustained by any person(s) as a result of the Contractor's performance or failure to perform pursuant to the terms of this Agreement or as a result of any subcontractors' performance or failure to perform pursuant to the terms of this Agreement.

8. INSURANCE: The Contractor agrees to maintain insurance of the following types and amounts:

8.1. Commercial General Liability Insurance: to include products liability, completed operations, contractual, broad form property damage and personal injury.

8.1.1. Each Occurrence: \$1,000,000

8.1.2. General Aggregate: \$2,000,000

8.2. Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.

8.2.1. Bodily Injury/Property Damage: \$1,000,000 (each accident)

8.2.2. Personal Injury Protection: Per Colorado Statutes

8.3. Workers' Compensation Insurance: Per Colorado Statutes

8.4. Professional Liability Insurance: to include coverage for damages or claims for

damages arising out of the rendering, or failure to render, any professional services, as applicable.

8.4.1. Each Occurrence: \$1,000,000

8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.

8.5. Adams County as "Additional Insured": The Contractor's commercial general liability, comprehensive automobile liability, and professional liability insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:

8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.

8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.

8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

8.6. Licensed Insurers: All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

8.7. Endorsement: Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.

8.8. Proof of Insurance: At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. WARRANTY:

9.1. The Contractor warrants and guarantees to the County that all work, equipment, and materials furnished under the Agreement are free from defects in workmanship and materials for a period of one year after final acceptance by the County. The Contractor further warrants and guarantees that the plans and specifications incorporated herein are free of fault and defect sufficient for Contractor to warrant the finished product after completion date. Should the Contractor fail to proceed promptly in accordance with this guarantee, the County may have such work performed at the expense of the Contractor. This section does not relieve the Contractor from liability for defects that become known after one year.

10. TERMINATION:

- 10.1. **For Cause:** If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.
- 10.2. **For Convenience:** The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

11. MUTUAL UNDERSTANDINGS:

- 11.1. **Jurisdiction and Venue:** The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.
- 11.2. **Compliance with Laws:** During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, *et seq.*, C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, *et seq.*, C.R.S. (Abuse of Public Office), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, *et seq.*, C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- 11.3. **OSHA:** The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- 11.4. **Record Retention:** The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.
- 11.5. **Assignability:** Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written

consent of the County.

- 11.6. Waiver: Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.
- 11.7. Force Majeure: Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.
- 11.8. Notice: Any notices given under this Agreement are deemed to have been received and to be effective: 1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested; 2) Immediately upon hand delivery; or 3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Adams County (department name)

Contact:

Address:

City, State, Zip:

Phone:

E-mail:

Department: Adams County Purchasing

Contact:

Address: 4430 South Adams County Parkway

City, State, Zip: Brighton, Colorado 80601

Phone:

E-mail:

Department: Adams County Attorney's Office

Address: 4430 South Adams County Parkway

City, State, Zip: Brighton, Colorado 80601

Phone: 720.523.6116

E-mail:

Contractor: Winner123

Contact:

Address:

City, State, Zip:

Phone:

E-mail:

- 11.9. Integration of Understanding: This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.
- 11.10. Severability: If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless

otherwise terminated in accordance with the terms contained herein.

11.11. Authorization: Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.

11.12. Confidentiality: All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et seq.* ("CORA"). The County does not guarantee the confidentiality of any records.

12. CHANGE ORDERS OR EXTENSIONS:

12.1. Change Orders: The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Invitation to Bid, or, if no provision exists, pursuant to the terms of the Change Order.

12.2. Extensions: The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

13. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

13.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.

13.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.

13.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.

13.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.

13.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.

- 13.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- 13.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- 13.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

The remainder of this page is left blank intentionally.

IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Board of County Commissioners

_____ Date

Winner123

_____ Date

_____ Title

Attest:

Stan Martin, Clerk and Recorder
_____ Deputy Clerk

Approved as to Form: _____
Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

COUNTY OF _____)

STATE OF _____)SS.

Signed and sworn to before me this ____ day of _____, 2015,

by _____,

Notary Public

My commission expires on: _____

CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et. seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

Company Name

Date

Signature

Name (Print or Type)

Title

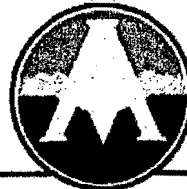
Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering.

**Evolving Your Security
Program while
Continuing our
Partnership**

**Continuing our Security
Program for Adams
County Government**

In Response to
Request for Proposal
No. 2015.341

October 27, 2015



ADAMS COUNTY
COLORADO

Presented to:

Jennifer Tierney
Buyer
Adams County Government

Presented by:

Michael Daley
Business Development Manager
AlliedBarton Security Services

ALLIEDBARTON
SECURITY SERVICES

Local Response National Support



Jennifer Tierney, Buyer
Adams County Government
4430 S. Adams Parkway
Brighton, CO 80601

Dear Ms. Tierney and Members of the Evaluation and Selection Committee:

AlliedBarton Security Services (AlliedBarton) thanks **Adams County (County)** for the opportunity to participate in your proposal process to provide professional, uniformed **Armed and Unarmed Security Services**. We understand the importance of quality security, and we look forward to continuing to provide a customized program that meets all County requirements while maintaining in-place the retained institutional knowledge of our qualified, trained officers. Nowhere are our partnerships with governmental agencies more evident than in our Northwest Region. Our experience with government agencies here in Colorado is second to none. AlliedBarton has NOT severed these partnerships: We have *executed 2 extensions* with our partners at the Regional Transportation District – extending our partnership into 2018 and our customer at Arapahoe County *retained AlliedBarton after an unscheduled procurement process* (resulting in our acquisition of C&D Security Services). These partnerships are just a sampling of our government experience here in the region and a testament to the superior service we have provided here. We believe that there is peace of mind in knowing your security partner is also a member of your community; AlliedBarton has been a long-term business resident in the State of Colorado since 1983. We currently deploy over **1,250** officers from our Denver district office.

We are a national company that operates 120 regional and district offices across the country that report to a divisional president. The County's security services program will continue to have direct oversight by Government Services Division Vice-President Ms. Tracy Fuller. As a result, the County will greatly benefit from having access to industry best practices and operational expertise. In addition, AlliedBarton's **Local Response | National Support** service delivery model is ideally suited to provide the security services being sought.

AlliedBarton believes that the safety of our armed officers and Adams County's constituents and employees is of paramount importance. As a result, under the newly awarded contract, AlliedBarton will continue providing a 40 hour armed officer training curriculum with quarterly re-qualifications and a "less than lethal" option for every armed officer supporting Adams County.

Our local, regional and corporate management includes some of the industry's most experienced, accomplished security executives. We set the standard for best practices, and we're distinguished by a commitment to operational excellence and customer satisfaction. We look forward to continuing to partnering with Adams County.

We look forward to continuing our partnership and we look forward to discussing the next steps. If you have any questions, please contact me at 720-201-4109 or michael.daley@alliedbarton.com.

Sincerely,

Michael Daley, Business Development Manager
AlliedBarton Security Services

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AlliedBarton Career Jobs (Allied
Security Building) being awarded Adams
County's security services contract in
November 2013.

This security services data, furnished in connection with a request for information, shall not be disclosed in whole or in part to any third party. This restriction does not limit the right of Adams County Government to use information contained in the data if it is obtained from another source without restriction.

Executive Summary

AlliedBarton Security Services has come to understand firsthand the pressing issues and challenges facing Adams County's security program in its present state, as acquirer of C&D Security in 2013. We also see **AlliedBarton as the only security company in the best position to assist the County in addressing these issues and challenges.** With the acquisition of C&D Security, AlliedBarton has become the owner of those issues and challenges, which we fully accept as our responsibility as the County's current security services provider.



The fact that the County has issues and challenges associated with its security program is not unique. What is unique are the underlying issues preventing the "raising of the bar" for the County's security program. The County deserves low turnover; deserves execution of post duties by qualified and trained security personnel; as do the citizens, employees, attorneys, judges, police officers and sheriff's deputies of Adams County.

AlliedBarton's goal is to partner with the County; to build on our in-place foundation; and to ensure that Adams County's security program is best-in-class with all other counties we currently protect across the country through the sharing of best practices. *We believe that the County's security program should not be commodity line item that goes to the lowest bidder.* We believe the County can do more with more, not more with less.

As an example of AlliedBarton's dedication to Adams County (as well as our officers servicing the County) AlliedBarton has elevated our wages for the officers serving the county to match the current economy of the Denver Metropolitan area- this has been at the direct expense of AlliedBarton as our profit margins have been eroded during the term of our partnership to ensure the continued safety and security of the county.

Too often we are reading and watching news stories about courthouse shootings. AlliedBarton's security officers will be the first line of defense for the County's employees and constituents, therefore it is our firm belief that they should be properly compensated, trained, equipped and tested.

Our proposal describes what we believe is the correct response to better serve the County, its employees, residents and visitors, and its security force:

- Increasing base wages for security officers
- Transitioning the "Supervisor" position at the courthouse to an AlliedBarton Salaried Account Manager position (a model proven at our other County customer sites here in Colorado and across our Northwest Region)
- Offering a better health care benefits package to the officers, one that takes into consideration the changes and challenges under the Affordable Health Care Act
- Having a dedicated, full-time AlliedBarton Firearms instructor providing all training and re-qualification to the officers assigned to the county- having a dedicated trainer on staff will increase the consistency and training levels of your security team
- Offering officers basic, ongoing and advanced training opportunities through our state-of-the-art EDGE training platform.
- Providing learning opportunities to obtain higher education credits at discounted prices

- A meaningful awards and rewards program that recognizes officers for exceeding client and AlliedBarton expectations



Our officers are the Company's most important asset. Our mantra is: "We serve our clients best when we serve our employees first." It is our officers that stand out at our clients' facilities and sites. It is the security officers that truly distinguishes AlliedBarton from our competitors, because we make significant investment in every one of our officers.

We are pleased with the positive response of our current workforce to AlliedBarton's Local Response | National Support management structure, including the depth of benefits and resources made available to them. The same principles that serve our clients also serve our employees, including opening doors of opportunity for officers to advance in their career in security in the Denver Metro area, whether with Adams County or at many of our customer sites.

By partnering with AlliedBarton, the County will have continued access to its current security workforce, and the institutional knowledge gained by each of the officers protecting your greatest assets— the people and property of Adams County.



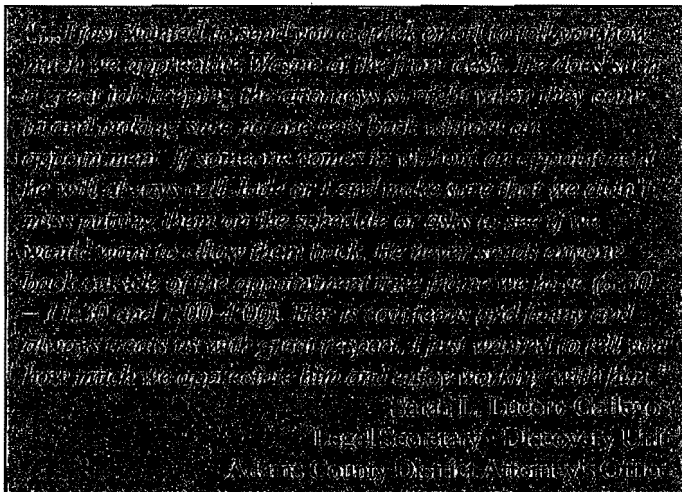
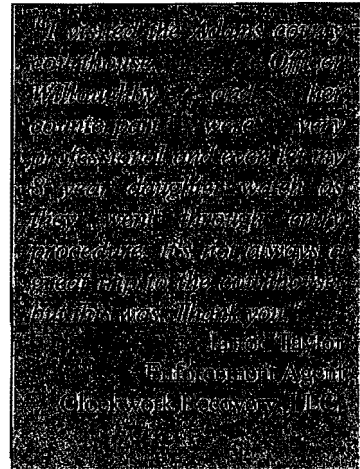
Our Partnership to this Point

AlliedBarton has improved the perception of security at Adams County's facilities since the inception of our partnership.

AlliedBarton has treated our relationship as a true security partnership, not as a "staffing agency" program. We have done more than provide "warm bodies in security uniforms". This has directly attributed to the success of our program as well as the public's perception of security in your courthouse and other county government facilities. We have invested in our teams and in turn; our security officers and management teams have made an investment in the Adams County Security program. The below testimonials from our officer serving Adams County as well as your employees and constituents verbalizes this commitment:

"To whom it may concern,

My name is Wayne Cooper and I have been with AlliedBarton Security for 3 and a half years. I previously worked for 2 other security companies in California before relocating to Colorado. With AlliedBarton, I have gone from a very large site, Amgen with campuses in Longmont and Boulder, (about 25-30 guards), to the Adams County Justice Center, (about 8-9 guards) to the Adams County District Attorney's office where I work alone, with relief from the ACJC.



My experience has been that of the three companies I have worked for is that AlliedBarton is by far the most professional. One of the results of their professionalism seems to be the retainability of employees. As part of the upper management team for a company in California, we found that a long term employee were ones who lasted more than two to three months. Many of the employees I have worked with at AlliedBarton have been with the company more than a couple of years. I have worked off hour shifts for AlliedBarton at the fairgrounds for two

summers and was surprised this summer to be working with the same people I worked with last summer- so other sites for AlliedBarton are also experiencing long term employment as well. This, again, an example of employees being satisfied. One of the keys factors for us as employees is the accessibility of upper management to listen to and help with the concerns of their employees. I have been impressed with the number of times our Manager, Russ Dow, has visited our sites and addressed concerns of the staff to help us create a great working environment. Again, this creates long-term employee satisfaction and shows care not only for the employees, but for the site and the customer.

*Wayne C.
Security Officer
Adams County District Attorney's Office*

Our Area's Changing Employment Landscape and AlliedBarton's Preparation- Benefitting Adams County

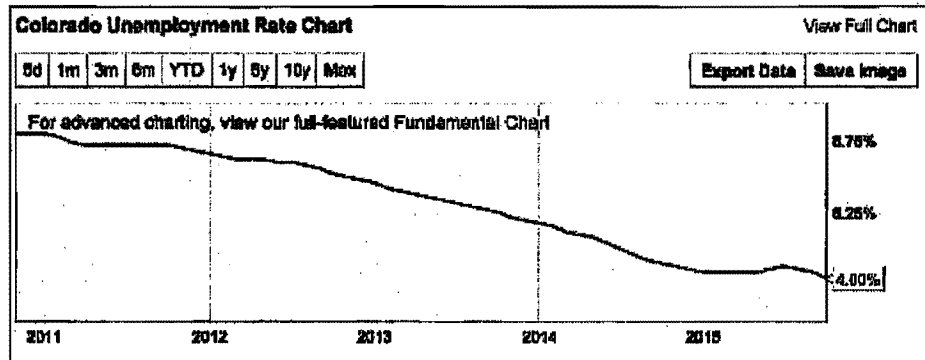
AlliedBarton has elevated the perception of security at Adams County's facilities here in Colorado. Following our Acquisition of C&D Security, AlliedBarton implemented a number of initiatives that elevated the security program and quality of the service provided:

- Our Local Management team began supporting your sites- providing our stakeholders at Adams County, our Security Officers and your constituents with a local, responsive support team
- Our Firearms Instruction and qualification program was implemented for all armed positions- limiting Adams County's risk associated with an armed security program at your Justice Center
 - Your teams were also outfitted with firearms and body armor that mirror Law Enforcement standards (Semi-automatic weapons and less-than-lethal options for all armed officers)
- Wages were elevated to ensure posts were staffed and turnover was limited.

While our proposal has been formatted to the specifications provided by Adams County, we want to highlight changes to our program structure to better reflect the current economy in the Denver Metropolitan area.

The Current Employment Marketplace in Denver

Before we discuss solutions, it is important to discuss the changes here in the Private Security environment. Since 2012, our metropolitan area has enjoyed substantial growth. While most assess



this growth through census and population growth, it is also important to assess the business growth.

In the past 4 years, over 200 companies of varying sizes reported the relocation of their corporate offices (or major business units) to the cities and counties surrounding Denver. This massive influx of population, commerce and business has effected business and the labor market.

FINANCE & LAW

Metro Denver unemployment rate dips below 4% in July

Aug 21, 2015, 2:08pm MDT
Updated Aug 21, 2015, 2:47pm MDT

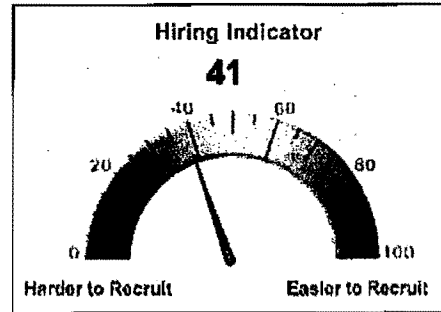
Share

City of Denver

+38,600 NEW JOBS

Denver's unemployment levels are currently reported at 3.2% (according to the Colorado Department of Labor and Employment). Comparatively, our metropolitan area has one of the best job markets for young professionals in the United States. *What does this mean for your security program?* A LOT. As the jobs market, our population and the number of businesses here in our metropolitan area continue to rise, the ability to attract and retain quality employees becomes more difficult.

To put this in perspective, according to the City and County of Denver, our city has seen a population growth in 2014 of approximately 20,000 new residents. As represented by these graphics, the increase in jobs nearly doubles that number. Adams County needs to continue a partnership with a partner possessing experience in a fast growing market and experience in recruiting and retaining employees in this type of environment. *AlliedBarton is and will continue to be that partner.*



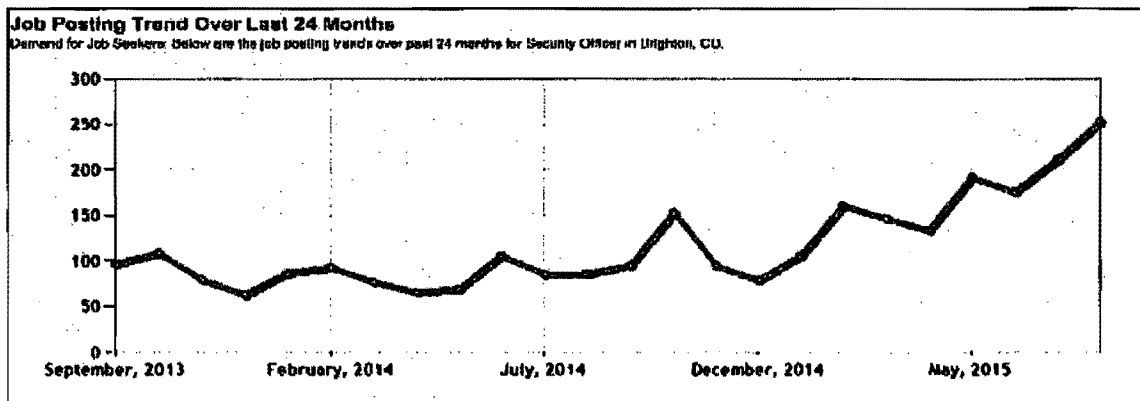
To put these statistics into perspective: the influx of employers, population elevation, Nation-leading unemployment rates and legalization of Marijuana have limited the available workforce for security-related positions.

**Security Officer
Brighton, CO (within a 20 mile radius) for September 2013 to August 2015**

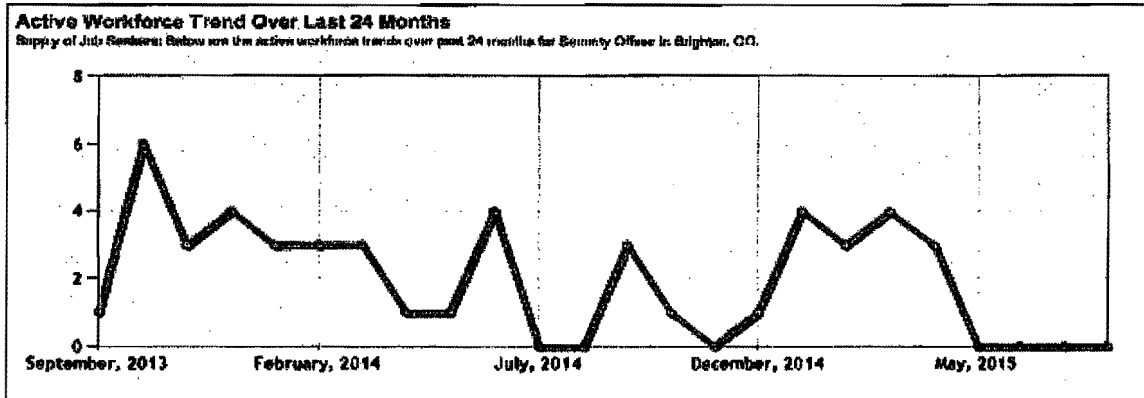
Supply	Demand
43	2,822
Active Candidates	Job Postings

Our inherited C&D Security pricing paid officers \$10.00 per hour. At this rate in our metropolitan area, we are competing with fast-food and varying labor markets that are not conducting drug tests and background checks. Adams County, your stakeholders and constituents **DESERVE BETTER**. In an effort to elevate the level of officer, limit turnover and staff our contracted posts, AlliedBarton partnered with Adams county to elevate our wage levels to \$11.00, but even at that level, the economy around us has grown to a point that this is an unsustainable wage rate to limit turnover and continue bringing the County qualified candidates.

Understanding the supply and demand of qualified applicants in the Brighton area is represented by the below charts. The first, is a listing of the number of job postings in the area as a trend over the past 24 months:



As the trend of job postings for security officers continues to rise, it is also critical that we compare these numbers to the actual applicant and available workforce over that same 24-month period:



It is critical that Adams County continues the partnership in place with AlliedBarton (under C&D Security) as we will not cut security officer wages to increase profitability and “win the lowest bid”. Our desire is to continue servicing Adams County to AlliedBarton standards and the standards you expect from us.

For this reason, AlliedBarton is proposing an elevation of all wages assigned to the Security Services contract for Adams County. By elevating these wages, Adams County’s officers (both armed and unarmed) will be compensated at the appropriate levels to ensure candidate quality, consistency and retention.



TALENTSTREAM
TECHNOLOGIES

AlliedBarton is not proposing our wages blindly. Our proposed wage levels for Armed and Unarmed Security Officers are devised from our current customer base as well as independent, third-party research by Talentstream

Technologies, a division of CareerBuilder.com. AlliedBarton has provided comprehensive wage surveys for both armed and unarmed security officers in Brighton, CO as an attachment to our submission. Understanding the County’s desire to limit financial burden, AlliedBarton is proposing wage rate levels in the 50th percentile for armed and unarmed Officers.

careerbuilder®

However, we recognize the need to **KEEP** these officers after they are hired. Low turnover and a security force with experience at Adams County’s facilities is critical to the programs success, which is why AlliedBarton is taking our new wage structure a step further to limit turnover and ensure a consistent security officer workforce for Adams County.

Your Security Officers will develop and maintain an intimate knowledge of the Justice Center and associated County facilities. *Too often in our industry, Security Officers are brought on at a specific wage and stay at that wage until the customer agrees to an increase with the security provider-* this is the precise recipe for low-morale and high-turnover in your security team. AlliedBarton is proposing a tiered wage system based on Officer training, performance and tenure at Adams County to keep your turnover lower and provide a meaningful increase program for our officers- Keeping them at your sites longer, providing your employees, visitors and constituents with familiar faces each time they visit your facilities.

Officer Starting Wages and Progression

Position	Starting Hourly Wage	Final Tenured Hourly Wage
Security Officers (unarmed)	\$11.25	\$11.75
Security Officers (armed)	\$12.50	\$13.00

Time on site	Wage Level Increased by	Requirements to attain wage increase
90 days	\$0.25	<ul style="list-style-type: none"> Officer must have positive review by the on-site supervisor and customer contact (must also have no attendance/disciplinary issues) Must attain (at a minimum) MSO level 2 Must complete (and pass) our Government Facilities and Courthouses Training Curriculum
180 days	\$0.25	<ul style="list-style-type: none"> Officer must have positive review by the on-site supervisor and customer contact (must also have no attendance/disciplinary issues) Must attain MSO Level 5 (our top tier)

Understanding Security Officer Service Bill Rates

To understand the bill rates, it is important to understand what goes into them. *The largest portion of the bill rate for a Security Officer is the Officer's wage* (Indicated in the light blue in the graphic below). The Security Officer's wage is the first indicator of the quality proposed by the provider. AlliedBarton takes the wages of our Security Officers very seriously, as this is the first impression we make to our new officers and our customers.

If there is a major cost-per-hour difference in the providers you are sourcing, ask for the wages of the officers, this will be a clear indicator of the initial quality proposed.

Next, there is the "Cost for Service" (indicated by the green, yellow and red). This is the additional costs commonly known as "overhead and profit". This is misleading as the vast majority of this section for reputable companies is the overhead that goes into the service provided. A few examples of items that make up this overhead are:

- Benefits – Med, Dental, 401K
- Vacation Coverage
- Training Resources
- Uniforms
- Supervision and Management
- Industry Association Involvement
- Retention Programs
- Employee Perks



In order to lower the hourly bill rate, some competitors will shortchange these overhead items and wages. Reducing training resources, not offering benefits and eliminating additional supervisory costs will significantly lower the bill rate, providing a false sense of a lower cost of the security program. However, when combined with lower-than-average wages, **this is a precise recipe for a security program's failure, leaving you, your employees, your visitors and your constituents at risk for incidents that could have been prevented by a provider with the right wages, training, supervision and benefits.**

Enhancing our Delivery Model by Implementing an AlliedBarton Account Manager for Adams County

Evolving your services to meet the County's growth and changing needs

An AlliedBarton account manager will make a critical difference in the success of the County's security program. Your needs, culture and organizational goals set the tone for the account manager's priorities. This individual is available 24 hours a day, 7 days a week managing your day-to-day security operations and ensuring that your security vision is AlliedBarton's security vision. With this resource you can focus on the higher level needs of the County. The County's responsive account manager will:

- **Oversee a team of security officers and supervisors, including hiring/selection of personnel that is the right fit for each facility and post.**
- **Manage scheduling, payroll, training, coaching, and development in collaboration with the local district support team.**
- **Be an empowered decision maker who understands your account and can take ownership of changes that need to be made.**
- **Ensure all required reporting and contract compliance requirements are met, understood and acted upon.**
- **Deliver impactful solutions that are focused on improving your satisfaction.**

With a dedicated account manager, the County will have an experienced security leader at its disposal every day. AlliedBarton account managers have proven themselves in various security officer and supervisory level positions, law enforcement or military, and have the experience to serve as mentors for your security team. AlliedBarton's formal employee development processes identify ready leaders in our organization and prepare them from internal promotion. Employees are set on a career path and their progress is tracked before they are recruited into a management position. Management candidates must possess a college degree or business expertise commensurate with the critical importance of the position. You can have peace of mind knowing that you have an individual with the experience needed to effectively lead security for you.

AlliedBarton has implemented this delivery model successfully for other County and Government customers in the region such as:

- Arapahoe County, Colorado
- Regional Transportation District, Colorado
- Ada County, Idaho
- San Mateo County, CA
- Miami Dade County, FL
- State of Nevada
- Broward County, FL
- And many more

What Will You Gain from an AlliedBarton Account Manager?

- **Transparency:** Regular meetings ensure your goals and needs are being met. Your account manager will formally measure and track progress through Quality Business Reviews.
- **Value:** Helping to lower the cost of your security operations is one of your account manager's goals. From reducing turnover, and preparing for staffing spikes, to identifying efficiencies, account managers always look for ways to cost mitigate strategies are a priority.
- **Expertise:** Account managers are highly experienced and trained in your specific industry. They understand the unique challenges and needs of your environment and can assist with regulatory compliance, leading safety and security committees and conducting drills.
- **Response:** Available for quick response to emergency situations and escalated security issues, the account manager leads incident response, helping to reduce risk, conduct investigations and ensure a safe and stable environment.
- **Knowledge:** Account managers are experienced scheduling, training and assessing the right amount of staff and supervision. This is your go-to resource for special event and extra coverage requests.

15. Proposal Submittals

15.1 Company Overview and Qualifications

15.1.1 Describe the qualifications of your company. Include at a minimum, the following information. Include other information as you see fit:

For more than 50 years, AlliedBarton Security Services has provided superior security officer services to protect people, homes and businesses. AlliedBarton tailors security programs to meet clients' needs with committed professionals who enhance clients' brands. The most honored security services provider, AlliedBarton consistently delivers exceptional service which creates a differentiated experience for our clients and the people they serve.



More than 60,000 AlliedBarton employees and 120 offices serve thousands of clients with levels of protection that anticipate needs and build enduring relationships.

Fast Facts

- **Award Winning, Quality Training** - AlliedBarton|EDGE® is our industry-leading training and development program which includes our Learning Management System providing AlliedBarton employees with on-demand access through eLearning. Since the development of the EDGE in 2009, more than two million courses have been completed.
- **Fortune 500 Clients** - Serves approximately 200 Fortune 500 Companies.
- **Professional Personnel** - More than 60,000 professional personnel across the country with industry-leading retention rates.
- **Leading Technology** - Provides industry-leading solutions to augment our best-in-class security officer services and provide you with a complete security program. We have a coast-to-coast wide area network that connects thousands of computers, and provides real-time access to data, management and training systems.
- **National Resources** - Experienced managers in more than 120 offices across the U.S. serve over 3,300 clients.
- **Focused Expertise** - We provide high quality, dedicated security officers who are well trained and motivated.
- **Safety** - Safety is always a priority in everything we do. When our employees take the lead and work safely, they Dare to be GREAT for your organization.
- **Specialized Services** - We focus our activities in several key industries with specialized services designed for the unique demands of each

60,000+
Professional
Employees

50+
Years of Security
Experience

120
Offices Nationwide

National Support



Corporate Headquarters

Eight Tower Bridge
161 Washington St. Suite 600
Conshohocken, PA 19428
Phone: 888-239-1104
Fax: 484-351-1401
www.alliedbarton.com



AlliedBarton, founded in 1957, is the largest American-owned and managed contract security services firm.

AlliedBarton's Core Purpose, Core Values and Quality Standards are the driving force behind every decision we make. These critical components of our corporate culture connect our more than 60,000 employees and are the foundation of the quality service we provide to our clients every day. We pride ourselves on being a security partner and an expert resource for our clients. At the core of our success is a quality-oriented Dare to be GREAT approach and a focus on local response supported by national resources.

Dare to be GREAT! - Our Blueprint for Success

It is our culture and the standards that we hold ourselves to. *Dare to be GREAT!* embodies our core purpose, core values and fundamental management philosophies and strategies for success.

ALLIEDBARTON'S CORE PURPOSE

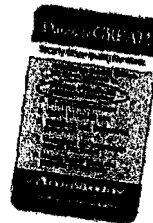
To serve and secure the people, homes, and businesses of our communities.

ALLIEDBARTON'S CORE VALUES

Growth	Encourage individual, team, and organizational growth
Responsibility	Honor our service commitment to customers, employees, and the community
Empowerment	Offer development programs that enable employees to do their jobs with skill and confidence
Achievement	Reward and recognize service excellence, team success, and individual achievement
Trust	Buld trust, respect, and integrity in every relationship and interaction

DARE TO BE GREAT SAFETY AMBASSADOR QUALITY STANDARDS

- Maintain a friendly and professional demeanor
- Be good communicators
- Report to work on time
- Maintain a neat, professional appearance
- Understand & successfully execute Post Orders
- Manage typical issues and problems professionally



Our Core Purpose, Core Values and Quality Standards are printed on pocket-sized cards provided to each employee as a reminder to always Dare to be GREAT.

THE SIX C'S OF GREAT SECURITY FOR COUNTY GOVERNMENTS

Clarity of Role	Our success starts with a clear definition of the expectations for the role we will play in delivering safety and security at your sites.
Competence	We ensure that our services are delivered competently by hiring, managing and training our officers using best practices in recruiting, vetting and on-boarding the staff and then use award-winning training to ensure they are prepared to meet their post obligations.
Capacity	We select, train, cross-train, and manage enough transit security officers to effectively fill our scheduled and special event or extraordinary incident commitments.
Communication	Our transit security officers often are the primary customer relationship representatives for our clients, so we <i>emphasize communications skills and sensitivity to the diversity of the location.</i>
Care	We strive to achieve a professional image through our demeanor that reflects well on our customers as well as on our Company.
Cost	Our services must be delivered as cost effectively as possible. We deliver value locally through our safety ambassadors and management, supported by a national commitment.

SAFETY ACT DESIGNATION



AlliedBarton holds the U.S. Department of Homeland Security Support Anti-Terrorism by Fostering Effective Technologies (SAFETY) Act designation. An important requirement of that is terrorism awareness training. The SAFETY Act offers certain legal liability protection to providers of qualified anti-terrorism technologies including products and services. Designation protects us against certain liability in the event of a lawsuit regarding our security services if an act of terrorism were to occur at a client site. AlliedBarton is known for its award-winning training and outstanding

protection. This designation further demonstrates the value AlliedBarton provides. Every newly hired security officers and ambassadors, site supervisors and account managers are required to complete mandatory Terrorism Awareness training, pre-assignment.

We serve thousands of clients with varying requirements and expectations with successful results. With this level of experience, we have learned that our services cannot be a "one solution fits all" approach. Each client has their own unique requirements and challenges that a security company must be able to recognize and adjust their processes to meet or solve with success.

AlliedBarton Government Services

AlliedBarton Government Services Division offers specialized services for airports; courthouses; federal, state and county government facilities; financial institutions; maritime ports; national monuments and museums, stadiums and arenas; public utilities and critical infrastructure clients; public transits; and telecommunications clients across the country.

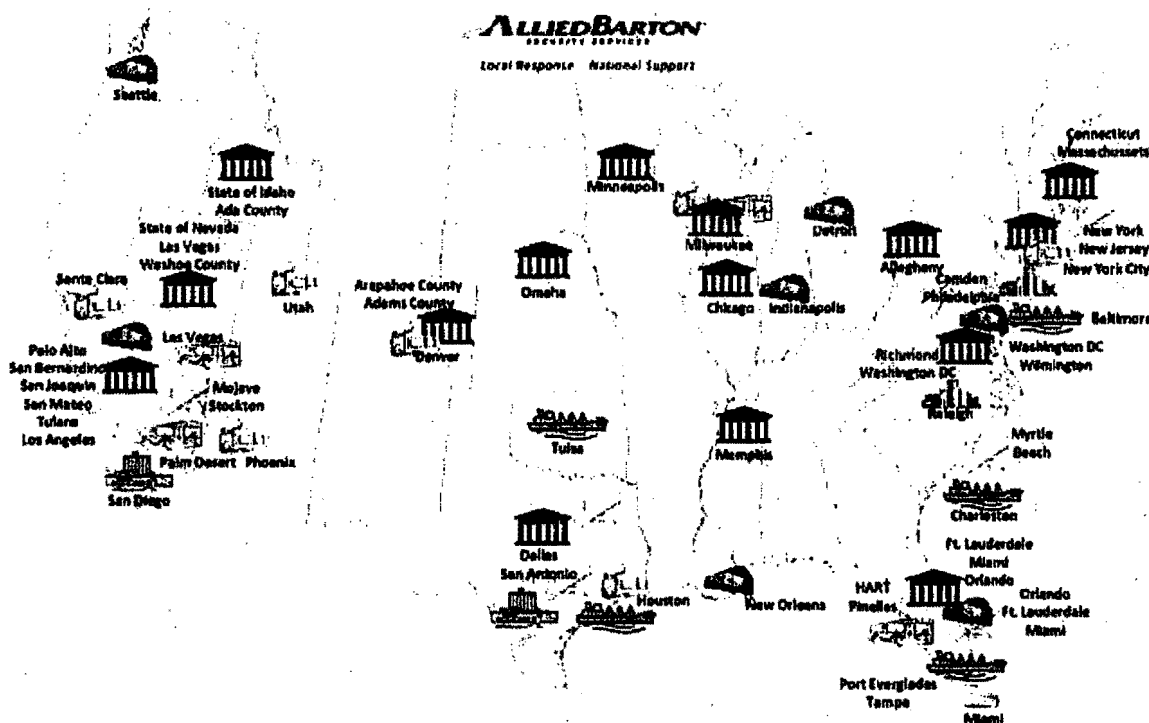


AlliedBarton Government Services *Fast Facts*...

- Provides more than **10,000,000** man-hours of armed and unarmed security services to federal, state, and local governmental facilities nationwide annually
- **7,000** specially-trained Government Services contract security officers
- More than **150** federal, state, and local customers
- More than **500** government facilities; up to **200** locations under a single contract.
- Holds eight (8) **state-wide contracts** (Arizona, Connecticut, Florida, Nevada, New York, Pennsylvania, Texas, Washington, and Washington, D.C.)
- Protects many **state facilities** including Boise, Idaho, and Richmond, Virginia
- **Department of Homeland Security SAFETY Act Designation**, which identifies our physical security guard services as a Qualified Anti-terrorism Technology ("QATT")

AlliedBarton provides a wide range of armed and unarmed security and screening services at various government facilities to include the following:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Access Control • Alarm Response • Armed Protective Services • Canine Teams • Control Centers and CCTV Operations • Detecting, Reporting & Correcting Safety Hazards • Emergency/Alarm Response • Enforcing policies/procedures and state laws • Escort Services | <ul style="list-style-type: none"> • Fire Safety Officers • Guard Force Protection • Hazmat Responders • Internal/External Patrols • Patrol Services (Vehicle, Bike, Foot) • Recruiting and Providing Cleared Personnel • Security Technology Solutions • Terrorism Awareness Training • X-Ray, Magnetometer and Wand Device Operation |
|---|---|



Nationally, AlliedBarton's 60,000 security officers service 3300 clients from 120 district offices. AlliedBarton Government Services Division currently provides more than 10,000,000 man-hours of armed and unarmed security services to federal, state, and local governmental facilities nationwide annually. Our nearly 7,000 specially-trained Government Services contract security officers secure more than 150 federal, state, and local customers, protecting and safeguarding more than 500 government facilities; up to 200 locations under a single contract. Government Services offers specialized services for airports; courthouses; federal, state and county government facilities; financial institutions; maritime ports; national monuments and museums, stadiums and arenas; public utilities and critical infrastructure clients; public transits; and telecommunications clients across the country.



In the following table we highlight among our many clients those to whom we provide either courthouse security officer services or a similar services the County is seeking to award to a single provider. *We ask that Clark County treat this information as it would County-privileged information.*

ALLIEDBARTON GOVERNMENT CUSTOMERS				
Customer Name	Location	Types of Services	Hours per Week	Contract Since
Ada County 200 W. Front Street Boise ID 83702	Boise, ID	Unarmed security for courthouses and county buildings	1,500	2011
City of Las Vegas 400 Stewart Avenue Las Vegas, NV 89101	Las Vegas, NV	Unarmed security for city buildings	600	2010
City of New York 1 Center St, 18th Fl. New York, NY 10007	New York, NY	Armed and unarmed security as well as fire safety directors; almost 200 facilities throughout the 5 boroughs; 30 agencies including Mayor's Office, Medical Examiner, DA, Ferry System, DOT, Sanitation, Family Services, Police Department, Fire Department, etc.	24,000	2006
City of Richmond 900 E Broad St. Richmond, VA 23219	Richmond Virginia	Armed and unarmed security. Includes city hall, water department, libraries, and other city facilities	1,500	2006
City of San Antonio 8313 Camdus St. San Antonio, TX 78214	San Antonio Texas	Armed and unarmed security City Hall and administrative buildings, courthouses, facilities, libraries, and other city buildings	4,000	2005
County of San Bernardino 777 E Rialto Ave. San Bernardino, 92415	San Bernardino CA	Armed and unarmed security for the county health and human services division, administration buildings, family services, courthouses, etc.	6,000	2009

ALLIEDBARTON GOVERNMENT CUSTOMERS				
Customer Name	Location	Types of Services	Hours per Week	Customer Since
County of San Diego 10089 Willow Creek Rd, St 150 San Diego, CA 92131-1699	San Diego, CA	Armed and unarmed security for the county health and human services division – includes hospitals, clinics, administration buildings, and the psychiatric hospital	4,200	2008
Miami-Dade County 111NW 1st St., 17th Fl Miami, FL 33128	Miami Florida	Armed and unarmed security Program includes 26 county buildings and about 7,000 hpw of personnel screening services (vendors and employees) at Miami International Airport	10,000	2008
Shelby County 160 N. Main, Ste 550 Memphis, TN 38103	Memphis, TX	Armed security for courthouses	1,800	2010
State of Idaho Capital Complex 5569 Kendall St. Boise, ID 83720	Boise Idaho	Unarmed security – multiple buildings through the complex	1,700	2000






AlliedBarton provides a wide range of armed and unarmed security and screening services at various government facilities to include the following:

- Access Control
- Alarm Response
- Armed Protective Services
- Canine Teams
- Control Centers and CCTV Operations
- Detecting, Reporting & Correcting Safety Hazards
- Emergency/Alarm Response
- Enforcing policies/procedures and state laws
- Escort Services
- Fire Safety Officers
- Guard Force Protection
- Hazmat Responders
- Internal/External Patrols
- Patrol Services (Vehicle, Bike, Foot)
- Recruiting and Providing Cleared Personnel
- Security Technology Solutions
- Terrorism Awareness Training
- X-Ray, Magnetometer and Wand Device Operation

15.1.1.1 Company background, including total number of years in business. Bidders shall have been actively engaged in security services for a minimum of five (5) years.

AlliedBarton Security Services has been in business continuously for 57 years, since 1958. The Company has been a business resident in Colorado for 32 years, with the first office opening in Denver in 1983. Today, the Company employs approximately 1,000 persons in-state, deploying security personnel from two district offices, Denver and Colorado Springs. AlliedBarton deploys its security workforce from its Lakewood District Office, managed by our District Manager.


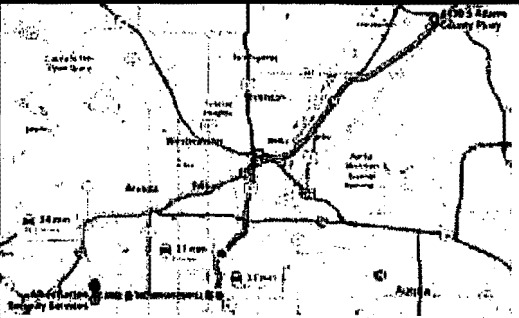

NATIONAL "BEST PRACTICES"

PROGRAM ELEMENTS	ADA COUNTY	CITY OF NEW YORK	CITY OF SAN ANTONIO	DISTRICT OF COLUMBIA GOVERNMENT	COUNTY OF SAN DIEGO
					
Security Force	22	600	85	571	122
TYPES OF FACILITIES					
Courthouses	✓	✓	✓	✓	
City Hall		✓	✓	✓	
Recreation & Community Centers	✓			✓	✓
Human Services	✓	✓	✓	✓	✓
Healthcare, Hospitals, Clinics, Mental Health Centers	✓	✓	✓		✓
SIMILAR PROGRAM REQUIREMENTS					
Ingress/Egress Access Control	✓	✓	✓	✓	✓
Credential Verification	✓	✓	✓	✓	✓
Magnetometers and package screening		✓	✓	✓	
Facility Escorts		✓	✓	✓	✓
Interior/Exterior Patrols		✓	✓	✓	✓
CPR/First Aid Certified Officers	✓	✓	✓	✓	✓
Traffic Control /Parking Lot Enforcement	✓	✓	✓	✓	✓

Local Response | National Support

The security officers and managers assigned to protect the County's people and property will be supported by a network of resources that exists for one purpose – to help the local team succeed. Our comprehensive Local Response | National Support approach is what differentiates the service you will receive from AlliedBarton. Our clients share this insight every day – working with a local team with the added benefits of a national organization is vital.

Local Response – AlliedBarton's Lakewood district office will serve Adams County Government. This district office is home of the support team behind the AlliedBarton employees and managers providing your security. Support staff and management will have specific knowledge of your security program and market, and will oversee strategy, hiring, training, scheduling, supervision and administration.

Local Response		National Support
 <p>ADAMS COUNTY COLORADO Adams County 4430 South Adams County Parkway Brighton, CO 80601</p>		 <p>Local Response National Support 390 Union Blvd., Suite 410 Lakewood, Colorado 80228 Phone: 720-496-0025 Fax: 720-496-0035</p>

AlliedBarton's Lakewood district office is also a resource for prospective and current AlliedBarton employees. Our recruiters are based here – accepting applications, sourcing candidates for you and conducting interviews. A public website for each district provides jobs postings, directions, local news and events. Training rooms and computer kiosks allow candidates and employees to complete prerequisite and ongoing training to better prepare them for providing security to Adams County Government. District office managers, recruiters, trainers and support staff also assist with:

- Promptly filling extra coverage requests
- Coordinating and activating emergency response plans
- Ordering, fitting and distributing uniforms
- Quality assurance including off-hour inspections
- Onboarding new employees
- Training and human resource inquiries

AlliedBarton Lakewood district office is part of your community! We actively participate in local fundraisers and industry and civic associations. Close relationships with local law enforcement and first responders help ensure close communication and collaboration for the benefit of your security program.






National Support – Adams County is supported by regional and corporate departments including human resources, training, recruiting, information technology, accounting and strategic sourcing. Corporate specialists maintain vital relationships with local teams, and proactively implement programs and procedures to ensure quality. We consider our local management teams a critical internal client, and our regional and corporate offices make their needs a priority.

AlliedBarton employees around the country value having access to corporate resources including a Help Desk for technical inquiries and a corporate benefits department hotline. They can focus on their jobs and stay engaged knowing these resources are available.

National support also delivers national leadership. Experienced security leaders are available to assist in strategy development, trend and data analysis, and best practice development and implementation. Tools and resources are also available through security alerts, webinars and information that can help you enhance your security and inform your stakeholders. Relationships with industry associations and related partners and experts also benefit you when you select a security partner with a national presence.

Your security program will run smoothly when security officers and managers – and you – have the necessary support. Whether you need an additional staff member that will be selected locally, or require a comprehensive new security solution that will involve our experienced senior teams or market leaders, we provide the support you need. Our security officers will be the face of your security program, but they will never stand alone.

Security Resource Center

-  **The Making of a Superior Security Officer**
How our "Dare to be GREAT" philosophy helps
-  **What Image Do You Want for Your Security Team?**
5 uniform questions that can make your transition easier.
-  **How Much Should I Be Paying My Officers?**
Use our wage tool to calculate your region's pay scale
-  **Ready to Compare Security Providers?**
Download our sample RFP to ask the right questions
-  **Your Security is Our Commitment**
Enhance your brand with professional security

15.1.1.2 Provide a telephone number, a fax number, or an e-mail address to enable Adams County to contact you.

Adams County's point of contact for this proposal response is as follows:
Michael Daley, Business Development Manager
Cell: (720) 201-4109
Fax: (720) 496-0025
Email: Michael.Daley@alliedbarton.com

15.1.1.3 List all contracts for the past three years and include the owners name, address and telephone number and length of time each job has been using your security services.

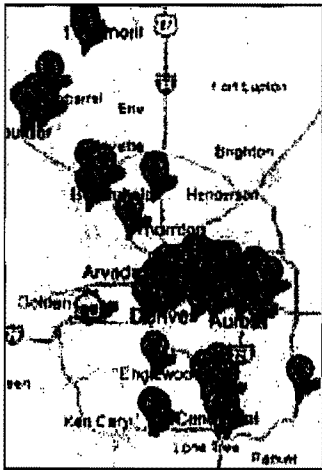
Since AlliedBarton services thousands of contracts annually, it is not feasible to include all in this proposal. Therefore, the contracts listed in the tables below were filtered according to the following criteria:

- Contracts where AlliedBarton is providing service today and demonstrating transferable skills
- Scopes of services containing similarities to the current Adams County procurement
- Very large, complex contracts of similar size to the current Adams County procurement



As one of the largest providers of Security Officer services throughout the state of Colorado, AlliedBarton boasts over 70 customers within the state, over 1,250 security personnel servicing our customers with over 37,000 man hours of security services provided each week.







When we opened our doors in Denver back in the mid-80's, AlliedBarton had only a handful of customers. We have been proud to grow with our city and state to become the most respected provider on the Front Range. AlliedBarton is proud to be one of the largest security providers here in Colorado and currently service over 36,000 man-hours per week of security officer services.



AlliedBarton's large-scale transitions over the past 5 years here in Colorado are a testament to our growth and our commitments delivered upon to our customers. Our local Denver district office has started or transitioned over 13,000 man hours of security officer coverage over the past 5 years. Our regional support teams have been on-site for previous transitions, providing additional resources in the form of administrative support, regional recruiters, HR assistance, operations startup items (post orders, schedules, etc.) and have created an environment in which we have delivered on our promises.

Ask our customers in the area and they will tell you, AlliedBarton delivers on our commitments like no other provider in Colorado. We look forward to the opportunity to continue our services to Adams County in this process.

A Sampling of AlliedBarton Government Services Clients

 ARAPAHOE COUNTY <small>COLORADO'S FIRST</small> Arapahoe County	 MIAMI-DADE COUNTY Miami-Dade County	 BROWARD COUNTY <small>FLORIDA</small> Broward County	 SAN BERNARDINO COUNTY County of San Bernardino	 The State of Idaho	 Washington, D.C. Government
Administration 5334 S. Prince St Littleton, CO 80120	Clerk of Courts 73 W Flagler St. Miami, FL 33130	Facilities 3545 S.W. 2 Ave Ft. Lauderdale, FL 33315	Facilities 385 N. Arrowhead Ave. San Bernardino, CA 92145	Capitol Mall 700 W. Jefferson St. Boise, ID 83702	General Services 2000 14 th St NW 8 th Floor Washington, DC 20009
(303) 795-4500	(305) 275-1155	(954) 359-6196	(909) 387-2227	(208) 332-1824	(202) 727-2800
Client since 2005	Client since 2008	Client since 2011	Client since 2009	Client since 2000	Client since 2009

15.1.1.4 All uniforms shall be supplied by the contractor. Please specify and supply a photo the type of uniform to be worn by the security guards.

The Right Look for Your Environment

Your uniformed security professional should harmonize with the requirements of his or her position at the various facilities they protect. A neatly uniformed, well-groomed security officer commands respect and authority and helps to project a professional image for Adams County Government.

Military Uniforms

When Adams County Government's environment calls for a military style, our professional, comfortable and long lasting uniform will exceed your expectations. This style is ideal because your security program demands a high level of visibility and an authoritative security presence to help deter crime. An AlliedBarton security officer will always look professional and positively represent your brand.

Military Style Shirt: Our military style shirt is available in two-tone blue or white. Shirts feature a concealed zip-front closure behind the buttons for a smoother look. They also include shoulder epaulets, two pleated chest pockets with three-point flaps and sewn-in military creases. Shirts also include shoulder patches and standard breast badge.

Military Style Pants: The midnight navy slacks, along with utility belt, and military hat, complete the regimented, traditional feel of the Military Style uniform. The stripes on the pants are sewn in, resulting in longevity as stripes will not loosen or fall off.

Supervisor Uniforms: Supervisor uniforms typically feature a white shirt to suit your brand image and management approach. Additional Components include light and heavy jackets, as required, ties, officer utility belts, and standard breast badges.



15.1.1.5 Bidders shall submit with their proposal a copy of the standard screening process used for potential employees.

Background screening is an essential component in our process for selecting high caliber employees for Adams County Government. Initial conversations and recorded or phone interviews between recruiter and applicants provide an opportunity to evaluate demeanor, attitude and communications skills. Qualified candidates formally interview with hiring managers. AlliedBarton's standard background screening process includes:

Application Review & Assessment	Careful analysis focuses on employment history and stability. The application process includes a questionnaire utilized to assess writing skills and determine whether an applicant's personal character is in-line with the company's values.
Interviews	The Initial in-person interview assesses punctuality and appearance and clarifies points of the candidate's application. Multiple interviews may be conducted, and candidates progressing beyond this level will attend our orientation program.
Education and Employment Verification (Reference Checks)	AlliedBarton verifies high school diplomas, GED certificates or highest degrees obtained, and a minimum of one previous employer (when applicable); including military DD214.

Electronic Background Verify	Employment verification must be completed for all AlliedBarton employees to present proof of citizenship or authorized alien status. All potential employees are processed through E-Verify, the government's employment eligibility system, as well.
Management Testing	Management testing may involve the Thomas Personal Profile Analysis, The Kenexa Manager assessment or The Kenexa Leadership assessment, depending on the position. These help assess candidates' management abilities, drive, maturity and people skills, and evaluate whether they are a good fit.
Social Security Checks	As an additional measure of precaution, we run Social Security checks on each candidate to verify identity and history of addresses. The latter is used to assure all associated addresses are considered when determining states and countries to be included in the criminal background check process.
Pre-employment Drug Testing	All AlliedBarton candidates undergo a five-panel drug test prior to hire to screen, at minimum, for marijuana, cocaine, amphetamines, morphine and PCP. Preferred five-panel testing is either on-site urine or oral fluid (depending on state and contractual requirements). In states that do not allow on-site urine or oral fluid testing, we offer Intercept, an oral fluid device administered on-site with the results conducted by the lab. On-site ten-panel tests, off-site five-panel or ten-panel tests, hair follicle and alcohol testing are available at an additional charge.
Criminal Background Checks	Prior to being hired, each employee undergoes a comprehensive criminal records check. Where required, fingerprints are taken and submitted to the appropriate law enforcement agency for a detailed background investigation. Statewide criminal checks are also conducted when required. AlliedBarton will only hire individuals who are suitable for employment in the positions for which they are being hired and who are eligible to hold a security guard license where required by state law.
Motor Vehicle Report	Officers designated to drive a vehicle are subject to Motor Vehicle Report checks and on-site training before they can operate a vehicle.
Security Officer Integrity/Honesty Testing	AlliedBarton offers the Reid Test for security officer integrity/honesty testing. This selection assessment tool evaluates attitudes and behaviors associated with high levels of integrity and productive work habits. AlliedBarton offers a discounted rate through a commercial arrangement.

We describe below how AlliedBarton recruits and retains quality security officers to staff the County's security program.

Recruiting



Security officer quality begins even before we identify a candidate for a position with the County. In fact, AlliedBarton has developed a proprietary certification program that guides every step of our recruiting process. Our certified recruiters identify only top quality candidates. The talent pool is extensive, and it is the responsibility of our certified recruiters to narrow the field. Better recruiting translates into:

- Low turnover
- High-quality, screened candidates
- "Best-fit" personnel for your environment
- Consistent quality

Certified Recruiters - AlliedBarton's recruiters are certified once they have successfully completed the Recruitment Community Basic Course. This curriculum focuses on quality versus quantity hiring, ensuring new hires meet our rigorous security officer standards, determining the right fit in client placement, meeting contractual requirements and improving employee retention.

Recruiting Resources - The first step in the recruiting process is a thorough understanding of the County's site-specific needs. As AlliedBarton is the County's current provider of security services, this enables only AlliedBarton to pinpoint those requirements and recruit by position and post. We actively seek out candidates for security officers and managers based on stringent selection standards. Some of the recruitment resources we utilize include:

- AlliedBarton's own recruiting website, jobs.alliedbarton.com
- Promotion from within and employee referrals
- Career websites (Career Builder.com, Employer Partnership for the Armed Forces, H2H and social networking sites such as LinkedIn, Twitter and Facebook)
- Civic organizations
- Colleges, Universities and Schools
- Former military in transition and reservists through our partnership with the Employer Support of the Guard and Reserve
- Job fairs and open houses
- Police and fire departments and rescue squads
- Professional networking with member organizations (ASIS, BOMA and ICSC)
- Senior associations
- Veterans administration and other veterans organizations



Hire Our HeroesSM - AlliedBarton is committed to hiring veterans, reservists, their families and caregivers, and promoting this important hiring practice. Our company-wide military hiring program, *Hire Our Heroes*, is an essential part of our recruiting strategy. Since 2013, more than 16,000 heroes have been hired as part of this initiative. The men and women who have dedicated themselves to serving our country make an incredible contribution in the workplace. AlliedBarton is proud to partner with military assistance programs to help put these heroes to work. Our nation's military personnel are well-trained, responsible and dedicated to serving their country and their communities. Reservists and veterans possess the leadership qualities and skills needed to provide the high level of security services that our clients need and AlliedBarton demands. AlliedBarton has partnered with the following military assistance groups to ensure that our service men and women have opportunities as they transition back to civilian life:

||| HIRE OUR HEROES.



Recruiting Process: The vast number of recruiting resources we utilize along with our reputation for being a great place to work directly contributes to the more than one-million candidates in our hiring pipeline. A large number of applicants means that we can select the right candidates for the County's security program, when needed. And, we have the resources to identify the best-suited individuals quickly and efficiently.





To ensure high quality employees that are the right fit and have the right skills for the County's security program, AlliedBarton uses an automated, highly customized Applicant Tracking System, AlliedBarton|GatewaySM. Our easy-to-use, digital platform features:

Advanced Search	Utilizing a smart search feature, managers and recruiters are able to search for candidates by shift preferences, ranking, location and other requirements such as a driver's license. This feature gives our recruiters an edge in identifying a qualified candidate quicker and allows us to meet your needs faster.
Video/Audio Interviews	After an Initial screen, recruiters can electronically invite candidates to participate in a recorded interview where they are prompted to answer questions through their web cameras or phones. Because this can be completed at a time convenient to the applicant, recruiters can assess candidates more quickly, identifying those who should advance to an on-site, face-to-face interview with the hiring manager.
Paperless Processes	Pre-employment forms and acknowledgements can be completed electronically and stored within AlliedBarton Gateway, making the many parts of the process paperless and shortening the time from application to hire.
Transparency	Candidates, recruiters and hiring managers can view the status of a position or application at any time during the process. This means that any questions you have about your open positions can be immediately addressed.
Integration	Integration with other systems such as background screening and drug testing vendors promotes efficiency and consistency in ensuring that every step of our extensive screening process is complete and that only the best candidates are selected for your location.

One of the true differentiators in the Company's recruiting process is the extra step that we take during the application stage for new applicants, when needed. **In addition to completing our standard application information, candidates also answer questions related to their preferences for type of work environment.** These preferences correspond with profiles developed by an industrial psychologist, which allow for successful personnel to position matching.

The **Guardian, Protector, Community and Concierge** profiles are based on the level of people interaction, physical asset protection and safety awareness that each position requires. At AlliedBarton, we are not looking to fill a position with just any candidate. We go the extra mile to dig deeper to find the right person for each position and post at each County facility. When our employees are well matched to the position requirements, they stay longer in their position, are better engaged in their day-to-day responsibilities, and provide better services. Our ultimate recruiting goal is to find the

best qualified candidate for every post. This translates into improved security officer quality and better

PROFILES	SECURITY/ SAFETY	EXAMPLES
 <p>GUARDIAN</p> <p>Primary task is to protect physical assets. Generally indoors and minimal interaction with general public. Required to be vigilant, protective, professional and self-directed. Keep sense of awareness about potential security issues or threats.</p>	<p>MINIMAL</p> <p>PHYSICAL ASSETS / PEOPLE SAFETY</p>	<p>Control Panel Operators, Night Shift Patrols, Warehouse and Parking Lot Security</p>
 <p>PROTECTOR</p> <p>Frequent interaction with general public while protecting a geographical area. Involves making rounds or conducting patrols indoors and out. Requires professional demeanor, keep sense of awareness of potential security and safety threats.</p>	<p>INCIDENTAL</p> <p>PHYSICAL ASSETS / SAFETY</p>	<p>Patrols on Commercial Road & state, Financial Institutions, Malls, CNTs, Firefighters</p>
 <p>COMMUNITY</p> <p>Works in close-knit community and serves to ensure the safety of those in the community. Protects property, ensures safety by escorting members, providing direction/instructions indoors and out.</p>	<p>ENCOURAGED</p> <p>PHYSICAL ASSETS / SAFETY</p>	<p>Hospital, University and Residential Security, Bike Patrol, Supervisor</p>
 <p>CONCIERGE</p> <p>Provides highest level of customer service involving a great deal of constant and varied interaction with the public while being on-point for ensuring safety of visitors. Mostly indoors, requiring a friendly disposition and enthusiasm for working with the public.</p>	<p>CONSTANT</p> <p>MINIMAL</p> <p>PHYSICAL ASSETS / SAFETY</p>	<p>Lobby Security, Receptionist Positions</p>

PEOPLE INTERACTION

results for Adams County Government.

AlliedBarton only hires 5% of all applicants. Our proven recruitment process allows us to identify the security officers you need, when you need them.

Armed Security Officer Screening – Limiting Risk for Adams County through Due Diligence

AlliedBarton provides the highest quality security officers (both armed and unarmed). Besides Colorado, the Company currently deploys more than 3,500 armed officers in Arizona, California, Washington D.C., Florida, Georgia, Illinois, Kansas, Maryland, Minnesota, Michigan, Nevada, North Carolina, New York, Ohio, Pennsylvania, South Carolina, Tennessee, Texas, Virginia and Washington.

Armed security officers must meet AlliedBarton's strict hiring, background and security officer training standards. Additionally, armed security officers are required to meet, or exceed, all federal, state and local laws and regulations with respect to firearms and less-than-lethal weapons licensing, training and qualification.

Armed Personnel Recruitment

Applicant must:

- Be 21 years of age
- Be a citizen of the United States and/or legally authorized to work in the U.S.
- Have high school diploma or GED

- Not suffer from any mental/physical infirmity that would prevent the safe handling and operation of a handgun
- Provide a valid driver's license and have access to transportation
- Have no disqualifying criminal convictions applicable to state licensing regulations, the Federal Gun Control Act of 1968 which bars misdemeanor crimes of domestic violence

AlliedBarton's recruitment is targeted at, but not limited to, individuals with a background in or experience as Military/Military Police, Police/Peace Officers, and Corrections Officers.

Armed Personnel Screening

- Comprehensive Review of Completed Application
- Initial Interview to assess timeliness, appearance, communication skills and personality
- Social Security Check
- Criminal Background Check
- A fingerprint-based national check through a State Identification Bureau and the FBI Integrated Automated Fingerprint Identification System where permitted by state code or regulation
- A name-based statewide and/or county criminal history records search
- County by county searches are conducted based on:
 - Residences or names which are discovered through a Credit Check or Social Security Number Check
 - The location of listed residences
- Both felony and misdemeanors are searched
- Conviction and (where permitted by state law) pending prosecution searched
- In addition to meeting relevant state requirements, as a matter of AlliedBarton policy applicants must not have a conviction for any of the following:
 - Any felony conviction
 - Illegally using, carrying or possessing a pistol or other dangerous weapon
 - Making or possessing burglar's instruments
 - Burglary
 - Buying or receiving stolen property
 - Unlawful entry of a building
 - Corruption of Minors
 - DWI/DUI within three years of application
 - Forgery, Fraud, Deceptive Practices or False Report
 - Aiding escape from prison
 - Unlawfully possessing or distributing habit forming narcotic drugs
 - Theft, Shoplifting, Larceny or Picking pockets or attempting to do so
 - Soliciting any person to commit sodomy or other lewdness
 - Recklessly endangering another person, including manslaughter
 - Harassment and Stalking
 - Kidnapping
 - Making Terroristic Threats
 - Aggravated Simple Assault, Sexual Assault, Indecent Assault and Battery, Fighting
 - Rape, Involuntary Deviate Sexual Intercourse
 - Indecent Exposure
 - Incest
 - Sexual Abuse of Children, Child Abuse, Child Endangerment
 - Dealing in Infant Children
 - Unlawful Restraint
 - Resisting Arrest
 - Trespass/Loitering
- Prior Employment Verification (minimum two references)
- Pre-employment five-panel drug screen
- Secondary interview with account manager or client representative

15.1.1.6 Describe your company's training program for both armed and unarmed guards.**AlliedBarton|Academy**

As the industry leader in training, experience shows that virtually every measure of security officer quality can ultimately be tied back to the quality of our learning and development program. AlliedBarton officers are not just trained for a job, but for a career. **We are committed to providing Adams County with the security industry's most highly trained and prepared security officers and managers.**

All AlliedBarton award-winning learning and development programs fall under the umbrella of our formal training program, AlliedBarton|AcademySM. This program goes beyond traditional training. AlliedBarton|Academy provides enhanced course offerings, additional compliance functionality, opportunities for employee growth and is the starting point for the security officer's growth and development within the company.

AlliedBarton|Academy also encompasses the GREAT Start Onboarding Program. On day one, employees start out on the right path and are introduced to AlliedBarton's culture and set on a career path. GREAT Start is a virtual guide for new support and management employees to help guide them through their first few months at AlliedBarton.

A variety of mandatory and voluntary training modules are offered pre-assignment, on-the-job and on a continuing basis as security officers further their careers. A dedicated training department located at our corporate office consists of experienced and creative corporate employees on the forefront of keeping training innovative and informative. They are supported by more than 100 professional and certified trainers.

Training is segmented into academies and is tailored for specific roles in our organization:

- **AlliedBarton|Security Officer AcademySM**: Focuses on the essentials of being a security officer, including practical skills application. Courses such as Preventing Workplace Violence, Customer Intimacy and Crime Prevention are offered for further development.
- **AlliedBarton|Supervisor AcademySM**: The next step for a supervisor furthering their career is this academy where trainings such as Principles of Leadership, Time Management and Supervisor Essentials are completed.
- **AlliedBarton|Management AcademySM**: This academy includes courses such as Security Management Essentials and is the next step that must be completed before an employee moves into a managerial position.
- **AlliedBarton|Leadership AcademySM**: This final academy is for senior operational and business development leaders and includes courses in Leadership Essentials, as well as Coaching, Delegating, Process Improvement and Crisis Management.

Compliance Tracking

With AlliedBarton as your security provider, you will know that the security officers at your site, including temporary officers, are properly trained. Compliance tracking capabilities through AlliedBarton|EDGE allows training completion to be tracked and accurately reported. The *accessAlliedBartonSM* platform includes a compliance module that captures training records for security officers and can be accessed in real time by trainers, managers and clients through their smartphones or computers. The programs work together to enable trainers and managers to track employee progress through initial, specialty and refresher training, and to easily verify compliance.

The compliance tracker system has the capability to track requirements by service location and also by post. This ensures the appropriate employees are assigned to each post. We are not just tracking compliance but also enforcing it to meet your standards and/or any state or local regulations.

Pre-Assignment Training**Master Security Officer (MSO) | Essentials Orientation**

AlliedBarton's unique approach to pre-assignment training goes far beyond just learning the basics. MSO I Essentials Orientation is the first step of every academy for security officers and managers and the first level of our Master Security Officer program. All security officers and managers must complete this program when onboarding begins and this training prepares our employees to be ready for Practical Applications training when they arrive at Adams County. MSO I Essentials Orientation is where security officers and managers learn the fundamentals of their responsibilities. The curriculum includes: Welcome to AlliedBarton, Dare to be Safe, Legal Powers and Limitations, Employee Relations, & Client Experience.

All topics are tested for comprehension during the final exam, and employees must pass with a grade of at least 80%.

On-the-Job Training

Training that is specific to your site and security program will be conducted on-the-job and is described below. Security officers will be prepared for your individual needs and know how to effectively manage your security program.

MSO I On-the-job Practical Applications Training

MSO I Practical Applications is on-the-job training that occurs on location as the second part of our Master Security Officer program and is site-specific and customized according to the complexity of your community. The customized Practical Applications Checklist is completed and entered into our online employee database providing a checkpoint for this important phase of security officer training.

AlliedBarton professionals who understand your specific requirements train security officers at your facility. The Checklist and Workbook consist of a wide range of topics including: Post Responsibilities, Access Control, Bomb Threats, Emergency Contacts, Fire Alarm Response, and Media Relations to name a few.

Terrorism Awareness Training

AlliedBarton security officers and managers train diligently to respond to any situation – regardless of the client site or industry. Our training professionals update programs and requirements continuously to be sure security officers are trained for today's challenges.

As a designated Qualified Anti-Terror Technology under the SAFETY Act, AlliedBarton is committed to training its security officers on terrorism awareness. Every AlliedBarton security officer, site supervisor and account manager completes Terrorism Awareness training. This mandatory training is an essential element in educating our employees about anti-terrorism strategies and to more fully protect our clients' assets.

Our Terrorism Awareness Manual and accompanying exam helps educate and prepare security officers across the country.

X-ray Training

AlliedBarton provides specialized services including comprehensive training and instruction to our security force on the proper operation of x-ray machines and magnetometers. Instructional topics include image interpretation and how to recognize and identify prohibited items.

- **History of Security x-ray systems**
- **x-ray System Safety**
- **Operation of x-ray System (specific to client's machine make and model)**
- **Concepts of x-ray Interpretation**
- **x-ray Interpretation of Non-Threatening Images**
- **x-ray Interpretation of Threat Images**
- **Emergency Planning and Procedures**



Magnetometer Training

AlliedBarton security personnel trained on the use hand-held metal detectors provide an additional layer of protection for a safer facility. Upon completion of training, our officers can describe the benefits and use of hand-held metal detectors to create a secure environment. AlliedBarton's officers are able to:

- **Utilize a hand-held metal detector**
- **Understand the working principle of hand-held metal detectors**
- **Explain the components of hand-held metal detectors**
- **Execute policies and procedures for proper use of hand-held metal detectors**



Command Center/Dispatcher Training

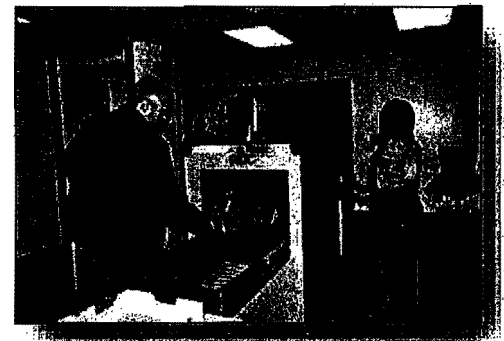
AlliedBarton has vast experience in all types of control room operations, remote monitoring and dispatching, including CCTV and DVR/NVR systems. Our extensive training covers topics such as operating the control consoles; operating the video cameras remotely; monitoring several video screens simultaneously; dispatching help when security breaches are detected; and, reviewing, storing and managing security videotapes.

Proposed Ongoing Training Schedule and Drill Breakdown:

The following plan outlines AlliedBarton's proposed minimum security and safety training objectives to be achieved by AlliedBarton Security Services employees assigned to Adams County for calendar year 2016.

Objectives for the following training categories will be identified for each month of the calendar year:

- **Security Training**
- **Use of Force and Firearms-Specific Refresher and Requalification**
- **Safety Training**
- **Site Specific Training**
- **Training Exercises and Drills**



AlliedBarton Security Services and our partners at Adams County have the right to adjust the plan based on training needs that may arise. Advance notification of any changes will be provided and mutually agreed-upon.

While developing our proposed Monthly Training Plan, we recognized the importance scheduled security drills. As a result, we have added the monthly drills to the plan.

These drills are designed to test the knowledge of our security officers. Please note that the preparation training for the drill is provided in the prior month. These drills are not intended to replace any facility drill requirements. However, several facilities have incorporated these drills into their yearly plan.

- Jan: DRILL - Breach of Security – Access Points and Employee Entrances
Drivers Training
Code of Ethics and Business Conduct Guidelines Annual
Suspicious Activity – Photography or videotaping of a facility
ARMED OFFICERS: PPE (Personal Protective Equipment) - Safety Training
- Feb: DRILL - Suspicious Activity – Photography or videotaping of a facility
Suspicious Activity – Photography or videotaping of a facility
White Glove Customer Service Training
Civil Disturbances: Reactions and Roles
- Mar: NO DRILL
Vehicle Searches
Firearms Requalification and Safety Refresher
Intrusion, Detection, Assessment and Response for Courthouses and Government Facilities
X-Ray and Magnetometer Screening Refresher
- Apr: DRILL - Attempted introduction of a weapon into the facility (Access Points)
Bomb threat procedures
Evacuation Procedures
Fire Emergency procedures
- May: DRILL - Bomb Threat
Combating Terrorism
Protests and Civil Disobedience
Weather Wise – Severe Storms / Tornadoes Training
- Jun: DRILL – Unplanned Protests
Firearms Requalification and Safety Refresher
Drivers Training Drivers Training
Accident Prevention
Weather Wise - Hurricanes
- Jul: DRILL – Shelter in place (tabletop exercise)
First Aid Refresher Training
Accident Reporting
Weather Wise – Extreme Heat
- Aug: DRILL - Person Down – (unknown medical condition)
Fire Safety Officer Training
Property Removal – Policies and Procedures
- Sep: DRILL - Unauthorized equipment exiting the facility
Firearms Requalification and Safety Refresher
Site Specific: Access Control Procedures
Site Specific: Vehicle Access Control
- Oct: DRILL - Suspicious Activity – Person(s) attempting to gain access

- Active Shooter
Site Specific: Active Shooter
Active Shooter Awareness
- Nov: DRILL - ACTIVE SHOOTER INSIDE THE FACILITY
Patrol Techniques
Weather Wise – Winter Storms
Site Specific - Working with the Homeless – roles and policy
- Dec: DRILL – Suspicious Package
Firearms Requalification and Safety Refresher
Vehicle & Transportation Safety
JSA (joint safety assessment) training

Firearms Training

Mission Statement

To provide a comprehensive training experience that will address the needs of Armed Security Officers and the Clients that utilize Armed Security Officers.

Firearms training generally ranges from 40-48 hours, covering these and similar topics:

- Use of firearms
- Ethical and moral considerations of weapons use
- Liability for acts while armed
- Use of deadly force/the Force Continuum
- Search, seizure and arrest procedures while armed
- Firearms safety and maintenance
- Fundamentals of Non-Lethal Weapons use
- Qualification (Range practice, One day fire, Minimum qualification course typically of 50 rounds, minimum passing score 70 – 80 percent)
- Successful completion of written examination with a minimum passing score

Primary Focus: The Safety of Customers, Officers, and the General Public

Training in Lethal and Less-Lethal Use of Force devices will be provided to afford the deployed officer(s) and our customers a baseline choice of safety equipment that will meet the needs of our clients (dependent on contract needs), and that of our officers.

Training Provided by NRA LE Certified trainer(s) and POST-qualified Trainer(s).

Ensuring a high quality of training by certified trainers: current in their certifications, and are cognizant of their responsibilities to provide a level of training that ensures officer, client, and public safety are the prime concern.

Resources for Training Curriculum

- Elements of Firearms and Non-Lethal Training Program
- Elements of NRA Basic Pistol Course
- Elements of NRA Law Enforcement Handgun Training Manual
- NRA Law Enforcement Power Point Presentation (Pistol Basics)
- IALEFI Guidelines for Simulation Training Safety (Reality Based Training)
- “Fight at Night” Tools, Techniques, Tactics, and Training in Low Light and Darkness (Andy Stanford)

- “Training at the Speed of Life” Reality-based Training Manual (Kenneth Murray)

Syllabus and Course Outline:

This syllabus and course outline has been written with the specific needs of the Lakewood district office in mind. However, it will be continuously evolved to take into consideration the need to comply with AlliedBarton Firearms and Non-Lethal Weapons Policies, local governance and AlliedBarton’s Firearms and Non-Lethal Training Policy. Classroom training will either take place at the Lakewood district office or in the range classroom. (This will be determined before classes start.) Length of each class will be determined by class content, but it is envisioned that no class will last longer than 8 hours, or be shorter than 4 hours.

Course Length: 5 Days

Day 1 (8 hours Classroom)		
<ul style="list-style-type: none"> • The Law as it applies to the Use of Force. • Firearms Safety. 	<ul style="list-style-type: none"> • Firearms and Non-Lethal Weapons Policy • Equipment Familiarization. 	<ul style="list-style-type: none"> • Use of Force Continuum • Storage and Maintenance • Special Situations/Decision Making.
Day 2 (8 hours Classroom)		
<ul style="list-style-type: none"> • Review of Day 1 Class, Law and Safety 	<ul style="list-style-type: none"> • Handcuff Class (PATH Certification Program) 	<ul style="list-style-type: none"> • X26 Taser Training • Applicable Law and Practical
Day 3 (10 hours Classroom)		
<ul style="list-style-type: none"> • Review of Day 1 Class, Law & Safety • Standing, Shooting Stance • Aiming and Sight Picture • 4 Step Draw • Down and Scan/Re-holster • Administrative Loading and Unloading 	<ul style="list-style-type: none"> • Safety Circle • Speed Reloading • Tactical Reloading • Trigger Reset, Trigger Control • Immediate Action Drill/Feedway Clearance Drill 	<ul style="list-style-type: none"> • Use of Cover and Concealment; Low-Light Techniques • Weapon Retention (TO BE DONE WITH TRAINING WEAPONS ONLY). • Incapacitation Drills (DRY-NO AMMUNITION, use inert training rounds)
Day 4 (8 hours Classroom/Range)		
<ul style="list-style-type: none"> • Review of Day 1, 2, and 3 • Written Test • Introduction to Reality –Based training 	<ul style="list-style-type: none"> • Live-Fire Range • One Handed Shooting, Kneeling • Cover Drill and Contact Distance drills- Live Fire 	<ul style="list-style-type: none"> • Shooting from unusual positions (Dry –NO AMMUNITION, use inert training rounds) • First introduction to Qualification
Day 5 (9 hours Range)		
<ul style="list-style-type: none"> • Review of Days1-4 Classes • Challenge Command Procedures • Shoot and Move/Move and Shoot Drill • Multiple Targets • Body Armor/Failure to Stop Drill (2+1) – (Pelvis v Head) 	<ul style="list-style-type: none"> • One Handed Shooting • Support Hand Shooting • High Kneeling/Low Kneeling/Two Knees Down • Cover Drill (Firing from cover, standing, kneeling) 	<ul style="list-style-type: none"> • Contact Distance Shooting • Incapacitation Drills (Dry-NO AMMUNITION, use inert training rounds) • Shooting from unusual positions • Second Practice and then, Qualification.

Qualification:

Students will be given three (3) opportunities to qualify on days 4 and 5. The “qualification” on Day 4 will be a familiarization drill (as all the elements of the needed training will only have been given in a classroom scenario). It will not be until Day 5 that the practical applications of the training will be achieved.

Training and Qualification will be done using the NRA TQ-21 Silhouette Target.

Qualification will require 50 rounds. Hits on the edge of the silhouette or the inner ring will be considered “in”.

Scoring:

- 2 points for hits in the inner ring
- 1 point for hits in the outer ring (gray area)
- 0 points for hits outside of the silhouette.

Students must achieve a passing score of 85 out of a possible 100.

Course of Fire

DISTANCE	TIME	ROUNDS	NOTES
25yds	30sec.	6	Slow, aimed fire
15yds	15sec.	12	Draw and fire 3 rounds, kneel, reload, fire 3 rounds: recover, repeat
15yds	6sec.	6	Draw and fire 3 rounds, recover, repeat
7yds	8sec.	6	Draw and fire 3 rounds (body armor drill): recover, repeat (Pelvis)
7yds	15sec.	12	Draw and fire 3rnds, speed reload, fire 3 rounds: recover, reload, repeat
3yds	10sec.	8	Draw and fire 2 rounds (strong hand only): move to supported grip, fire 2 rounds: down and scan, fire 2 rounds, move to support hand only, fire 2 rounds

Students are responsible for ammunition management.

Dare to be Safe!

Safety and security go hand-in-hand, so it’s important that your security program reflect the same. At AlliedBarton, our commitment to maintaining a secure working environment begins with a national support network, and reaches our more than 60,000 security officers and our more than 120 district offices. Our clients appreciate our commitment to safety and our security officer’s dedication to keeping your visitors safe.



Dare to be Safe! is driven by AlliedBarton’s national and regional safety committees, which create educational tools to help maintain a constant focus on safety. The national committee meets quarterly, and includes Division Presidents and the Director of Risk Management, department representatives, along with our safety and risk consultants. These committees identify and implement safety programs and educate employees at all levels. The safety committee creates the tools to educate employees about safety. These include:

- A safety manual outlining AlliedBarton’s safety-related policies and procedures.
- A tool kit containing pertinent safety information.
- A safety calendar featuring a different theme each month. Topics include Slips, Trips & Falls, Accident Investigation, Fire Safety, Vehicle and Transportation Safety, etc.

- Monthly tips and articles related to the safety theme of the month that appear in the company newsletter and can be included in post orders.
- Our Dare to be Safe! committee and training leaders developed our Safety Officer Specialist training program. Employees who successfully complete this training are designated as Safety Officers.
- Posters at each district office as a reminder that safety is everyone's responsibility.

Dare to be Safe! dry-erase boards are available to job sites to record and publicly acknowledge the number of accident-free days worked.

Supervisor's Workshop

Our Supervisor's Workshop readies our supervisors for their management roles and helps them engage our officers so that they can effectively meet your needs. The Supervisor's Workshop is designed to help prepare first-time site or shift supervisors and managers for the challenges of leadership. This workshop consists of one full day of classroom, instructor-led training and must be completed within a supervisor's first 60 days on the job, and as a refresher every three years. Curriculum includes:

- Introduction to AlliedBarton Security Services
- Role of the Supervisor
- AlliedBarton's Training Process
- Employee Relations for Supervisors
- Report Writing for Supervisors
- Coaching and Counseling
- Progressive and Attendance Discipline

Operations University

Well-trained and experienced managers are instrumental to a security program's success. Adams County Government needs effective decision makers, and our managers are trained and molded to help make your account run smoothly.

Operations University is an intensive, interactive three-day classroom workshop for AlliedBarton Account Managers and District Managers with the goal of shaping proficient managers with a smart business sense. The class is conducted by seasoned executives and training managers to pass along real-life experiences in the process. The workshop focuses on a variety of business and security-related topics. New managers generally attend Operations University within their first two months with AlliedBarton. The Operations University curriculum includes:

- AlliedBarton Business Overview
- AlliedBarton's Training Programs & Processes
- Finance 101
- Employee Benefits and HR Procedures
- Payroll Procedures and Best Practices
- Invoicing Procedures and Best Practices
- Customer Relations Management
- Recruiting and Retention
- Employee Relations and EEO
- Coaching and Counseling
- Progressive and Attendance Discipline

Security Academy in Leadership

AlliedBarton leaders often credit part of their success to the assistance and coaching of other managers who helped them grow. Security Academy in Leadership (SAIL) formalizes that guidance and strengthens the relationships between our employees. This provides Adams County Government with high-quality managers who can best serve your account. SAIL is a tool to support our management teams in successfully facilitating mentoring relationships. The program augments employee development and performance, and helps managers thrive through partnerships with our senior-level leaders. Engaging our managers through these types of relationships allows them to develop

management skills, embrace the AlliedBarton culture, establish rewarding careers and better serve our clients' needs.

Performance Management

We are committed to providing tools and training to help our managers engage, manage and retain our most important asset - our employees. For Adams County Government, the result is simple, yet profoundly important - motivated and engaged managers who perform at their best and continue to grow professionally and personally. Performance evaluations, development and goal planning are all part of our Human Capital Management programs.

Our Performance Review process ensures all employees have the opportunity to receive a formal review and feedback on performance. This comprehensive review process benefits the individual employee, the entire organization and ultimately, our clients. AlliedBarton|Path[®], our performance management software helps our managers effectively evaluate performance - their own as well as their employees'. The program includes online evaluation forms, goal planning and in-person meetings. Our performance management program is linked to the AlliedBarton|EDGE[®]. By coupling performance management with our comprehensive approach to learning and development, managers can recommend training that will help employees reach their goals.

Vendor's Information Form



Finance Department
4470 South Adams County Parkway
Brighton, CO 80601
PH: 720.523.6055 FAX: 720.523.6058

VENDOR INFORMATION FORM

All suppliers must complete and return this form as well as a W-9
(Payments & New Vendor #'s will not be processed without a completed W-9)

PLEASE PRINT OR TYPE ALL INFORMATION

⊕ Enter the name of Adams County employee and/or Department/Elected Office requesting this form be completed.

Ms. Jennifer Tierney
Employee Name

Purchasing
Department/Elected Office

Company Name (Please include dba name, if applicable.)

AlliedBarton Security Services
Company Name

N/A
DBA Name (if applicable)

Does this company function solely as a manufacturer rep or distributor? YES NO

If YES, is invoice payment sent to your remit-to address or the manufacturer?

If Remit-to, please attach or forward a list of the companies with their corresponding remit-to address.

Does this company have more than one location with the same Federal Tax ID number that Adams County also conducts transactions with? YES NO

If YES, please copy and complete this form for each location.

Remit-To Information (Invoice Payment):

AlliedBarton Security Services, LLC
Company Name

Eight Tower Bridge
Address

161 Washington St, Suite 600
Address 2

Conshohocken
City

Montgomery County
County

PA
State

19428
Zip Code

484-351-1944
Phone Number

484-351-1945
Fax Number

Address for Purchase Orders/Contracts (if different from above.)

Address

Address 2

City

County

State

Zip Code

Phone Number

Fax Number

Phone Number for Quotes or Placing Orders and Fax Number to send a Purchase Order or a Request for Quote

720-496-0025

Phone Number

720-496-0034

Fax Number

Company Information

www.alliedbarton.com

Web Address

michael.daley@alliedbarton.com

Company Email Address

E-Mail Address for Purchasing Orders or Request for Quotes (if different from above)

Company Email Address

Contact Information

Michael Daley

Contact Name

Business Development Manager

Position/Title

720-201-4109

Contact Phone Number

720-496-0034

Contact Fax Number

michael.daley@alliedbarton.com

Contact Email Address (if different than above)

BUSINESS CLASSIFICATION - Please check all that apply and attach supporting documents for these business classifications:

- | | |
|---|---|
| <input type="checkbox"/> Small Business | <input type="checkbox"/> Veteran Owned |
| <input type="checkbox"/> Disadvantaged | <input type="checkbox"/> Vietnam Veteran |
| <input type="checkbox"/> Woman Owned | <input type="checkbox"/> Service Disabled Veteran |
| <input type="checkbox"/> Hub-Zone | |
| <input type="checkbox"/> Business is 51% owned by physically disabled individual(s) | |

ETHNICITY OF BUSINESS - Please check where applicable

- | | |
|--|---|
| <input type="checkbox"/> Black American | <input type="checkbox"/> Native American |
| <input type="checkbox"/> Hispanic American | <input checked="" type="checkbox"/> Caucasian |
| <input type="checkbox"/> Asian Pacific American | <input type="checkbox"/> Other <input type="text"/> |
| <input type="checkbox"/> Subcontinent Asian American | |

CONFLICT OF INTEREST

Does this company employ any Adams County employees or their immediate family members? YES NO

If YES, please explain

Does this company have any financial interests with an Adams County employee? YES NO

If YES, please explain

Thank you!

W-9

<p>Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service</p>	<p>Request for Taxpayer Identification Number and Certification</p>	<p>Give Form to the requester. Do not send to the IRS.</p>																																																						
<p>1 Name (as shown on your income tax return. Name is required on this line; do not leave this line blank.) Allied Security Holdings LLC</p>																																																								
<p>2 Business name/disregarded entity name, if different from above AlliedBarton Security Services LLC</p>																																																								
<p>3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-partnership) P <small>Note. For a single-member LLC that is disregarded, do not check LLO; check the appropriate box in the line above for the tax classification of the single-member owner.</small> <input type="checkbox"/> Other (see Instructions) ▶ </p>																																																								
<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3). Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small> </p>																																																								
<p>5 Address (number, street, and apt. or suite no.) 161 Washington Street, Suite 600</p> <p>6 City, state, and ZIP code Conshohocken, PA 19428</p>		<p>Requester's name and address (optional)</p>																																																						
<p>7 List account number(s) here (optional)</p>																																																								
<p>Part I Taxpayer Identification Number (TIN)</p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.</p> <p><small>Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.</small></p>																																																								
		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="9" style="text-align: center;">Social security number</th> </tr> <tr> <td style="width:33.33%; height: 20px;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> </tr> <tr> <td colspan="9" style="text-align: center;">OR</td> </tr> <tr> <th colspan="9" style="text-align: center;">Employer identification number</th> </tr> <tr> <td style="width:33.33%; height: 20px; text-align: center;">2</td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> <td style="width:33.33%;"></td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> <td style="text-align: center;">7</td> <td style="text-align: center;">8</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> <td colspan="2"></td> </tr> </table>	Social security number																		OR									Employer identification number									2									-	1	3	7	8	0	3		
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<p>Part II Certification</p> <p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and I am a U.S. citizen or other U.S. person (defined below); and The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. <p><small>Certification instructions: You must check out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.</small></p>																																																								
<p>Sign Here</p>		<p>Signature of U.S. person ▶ </p> <p>Date ▶ 1/7/15</p>																																																						
<p>General Instructions</p> <p>Section references are to the Internal Revenue Code unless otherwise noted. Future developments: Information about developments affecting Form W-9 is at www.irs.gov/w9, as legislation enacted after we release it is at www.irs.gov/w9.</p> <p>Purpose of Form</p> <p>An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:</p> <ul style="list-style-type: none"> Form 1099-DIV (interest earned or paid) Form 1099-DIV (dividends, including those from stocks or mutual funds) Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) Form 1099-S (proceeds from real estate transactions) Form 1099-K (merchant card and third party network transactions) <ul style="list-style-type: none"> Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-I (dividend) Form 1099-C (cancelled debt) Form 1099-A (acquisition or abandonment of secured property) <p>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.</p> <p>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See <i>What is backup withholding?</i> on page 2.</p> <p>By signing the filled-out form, you:</p> <ol style="list-style-type: none"> Certify that the TIN you are giving is correct (or you are waiting for a number to be issued). Certify that you are not subject to backup withholding, or Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See <i>What is FATCA reporting?</i> on page 2 for further information. 																																																								
<p>Cat. No. 10231X</p>		<p>Form W-9 (Rev. 12-2014)</p>																																																						

Contractor's Certification of Compliance

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et. seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

AlliedBarton Security Services LLC
Company Name

October 27, 2015
Date

Signature

Michael Daley
Name

Business Development Manager
Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering

Proposal Form Contractor's Statement



PROPOSAL FORM
TITLE123

CONTRACTOR'S STATEMENT

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

Five hundred forty-nine thousand one-hundred forty-six dollars \$ 549,146.00
Written Amount Amount

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # 1 issued 10/22/2015 Addenda # _____
If None, Please write NONE.

<u>AlliedBarton Security Services LLC</u>	<u>October 27, 2015</u>
Company Name	Date
<u>390 Union Blvd., Suite 410</u>	
Address	Signature
<u>Lakewood, Colorado 80228</u>	<u>Michael Daley</u>
City, State, Zip Code	Printed Name
<u>Jefferson County</u>	<u>Business Development Manager</u>
County	Title
<u>720-496-0025</u>	<u>720-496-0034</u>
Telephone	Fax
<u>michael.daley@alliedbarton.com</u>	
Email Address	

Additional revised pricing page, please include this with your signature page.

VENDOR'S STATEMENT**Unarmed Guard, Normal Business Hours**

Eleven dollars and fifty cents \$ 11.50
Hourly Pay Rate, Written Amount Hourly Pay Rate

Fifteen dollars and fifty-four cents \$ 15.54
Hourly Bill Rate, Written Amount Hourly Bill Rate

Armed Guard, Normal Business Hours

Twelve dollars and seventy-five cents \$ 12.75
Hourly Pay Rate, Written Amount Hourly Pay Rate

Seventeen dollars and twenty-three cents \$ 17.23
Hourly Bill Rate, Written Amount Hourly Bill Rate

Unarmed Guard, After Business Hours

Seventeen dollars and twenty-five cents \$ 17.25
Hourly Pay Rate, Written Amount Hourly Pay Rate

Twenty three dollars and thirty-one cents \$ 23.31
Hourly Bill Rate, Written Amount Hourly Bill Rate

Armed Guard, After Business Hours

Nineteen dollars and thirteen cents \$ 19.13
Hourly Pay Rate, Written Amount Hourly Pay Rate

Twenty five dollars and eighty-five cents \$ 25.85
Hourly Bill Rate, Written Amount Hourly Bill Rate

Supervisory Guard position

Fourteen dollars \$ 14.00
Hourly Pay Rate, Written Amount Hourly Pay Rate

Eighteen dollars and ninety-two cents \$ 18.92
Hourly Bill Rate, Written Amount Hourly Bill Rate

Include any pricing variations/including holiday pay:

Holiday hours to be direct billed, as incurred, at 1.5 times straight time bill rates

Proposed Changes to Service Agreement

At the time of our submission, AlliedBarton has not received clarification from Adams County regarding what terms are not negotiable. AlliedBarton is providing the below requests with the full intention of discussing terms with Adams County and developing a mutually agreeable agreement.

CHANGE A: AlliedBarton would like to negotiate the ability to negotiate rates annually or if there are statutory increases to operational costs that are outside of AlliedBarton's control.

CHANGE B: Under no circumstances will either party be liable to the other party, or any other person or entity, for consequential, incidental, indirect or punitive damages, or for lost profits.

References

Regional Transportation District

Denver Metropolitan Area

Type of Facility: Transit System, Properties and Public Areas
Size: Approximately 6,000 hours per week
Service Started: 2013
Contact: Commander Bob Grado
Phone: (303) 299-3491
Email: bob.grado@rtd-denver.com



Arapahoe County

Denver Metropolitan Area

Type of Facility: Courthouse and Associated Government Buildings
Size: Over 750 hours per week in Denver Metro
Service Started: 2011
Contact: Lt. Scott Leudtke
Phone: (720) 874-3405
Email: sleudtke@arapahoe.gov



Avaya

Denver Metropolitan Area

Type of Facility: Corporate Complexes
Size: Over 750 hours per week in Denver Metro
Service Started: 2011
Contact: Duane Trosin, Manager of Physical Security
Phone: (720) 475-9650
Email: Trosin@avaya.com



University of Colorado Health

Denver Metropolitan Area

Type of Facility: Hospitals and Corporate Offices
Size: Over 7,000 hours per week in Colorado
Service Started: 2011
Contact: Rich Klepper, Senior Director of Facilities
Phone: (720) 848-7132
Email: Richard.Klepper@UCHealth.org



UNIVERSITY
of COLORADO HEALTH

Supplemental Information

Employee Benefits

AlliedBarton has been a long-time industry leader in providing meaningful and affordable employee benefits. There is a direct correlation between providing employee benefits and attracting high-caliber personnel. Benefits are also a strong factor in employee engagement, which is critical to the success of the County's security program.

AlliedBarton values employee engagement and strives to offer employee programs – including benefits – that keep our employees satisfied.

Employees who are offered benefits are called employees. They have a sense of pride and responsibility in their daily job responsibilities. We understand that when we take care of our employees, they take care of our customers.

With the introduction of the Affordable Care Act, some security companies have dropped or plan to drop the affordable medical plans they once offered. Others that have historically not offered medical benefits to security officers are continuing on that path. AlliedBarton has taken a different approach. We know that healthcare benefits are extremely important to our employees, and that they prefer to have a choice when it comes to medical plans. We will continue to offer medical plans that are affordable and that best fit the needs of our security officers, while being fully compliant with the law. We are also advocates for our employees, providing healthy living tips and information to encourage them to become educated healthcare consumers.

When the ACA was first introduced in 2010, AlliedBarton formed a multi-disciplinary committee to address the issues and challenges presented by healthcare reform. That committee is still hard at work today, staying on top of changing healthcare regulations and ensuring that our employee and client needs are met. AlliedBarton's long term strategy is to continue to offer healthcare benefits options that will attract the best personnel now and in the future.

Our employee benefits extend far beyond medical coverage. Dental plans, retirement savings and paid vacations are just some of the benefits available to our security officers. Additional advantages include:

- Less absenteeism and turnover
- Improved performance results
- Assistance and resources for both personal and professional issues
- Convenient options for managing financial well-being
- Easy access to all benefit information through MyAlliedBarton.com, our employee website

Below are some of the benefits we offer our employees. AlliedBarton's definition of full-time employment will be 30 hours per week for health and welfare benefits eligibility; full-time employment for vacation eligibility will remain at 35 hours per week.

Medical Insurance

AlliedBarton offers medical plans to all benefit-eligible employees through payroll deduction and/or client contribution. 2015 benefits will be offered pursuant to our eligibility requirements/policy. Detailed information regarding coverage and premium costs is available.

For 2015 and beyond, any estimated annual healthcare costs are subject to change. The estimates provided in this proposal are based upon proposed and evolving regulations, plan structure and estimated participation.

Dental Insurance	AlliedBarton offers quality dental insurance to all benefit-eligible employees through payroll deduction and/or client contribution.												
Vision Insurance	AlliedBarton offers a Vision Service Plan to all benefit-eligible employees, which provides reduced rates for eye exams, glasses/contacts, etc.												
Disability Insurance	Benefit-eligible employees have the ability to participate in a Disability Insurance plan offered through Principal Financial Group.												
Life Insurance	AlliedBarton offers Basic Life insurance in the amount of \$10,000 to benefit-eligible employees at no charge. AlliedBarton employees with 15 years of service will be provided a minimum of \$50,000 in Basic Life insurance at no cost to the employee. Additional supplemental life insurance and AD&D is available to employees at competitive rates.												
Paycard	Employees have the option to receive their pay through direct deposit or as a cash paycard (where permitted by state law). Similar to an ATM card, the paycard allows immediate access to wages without having to incur check cashing fees.												
Paid Vacation	Security officers averaging 35 hours per week will generally be eligible for paid vacation time based on their length of service. The standard vacation plan is accrued on a calendar year basis after reaching the first anniversary. Upon reaching the first anniversary, security officers begin to accrue time and will be eligible for a pro-rated amount of vacation from their first anniversary date through the end of that calendar year. The following January, employees will be eligible for their full tier amount from 1/1 - 12/31. Tier Schedule: Paid vacation after one year of service (pro-rated); two weeks after three years and three weeks after eight years.												
401(k)	AlliedBarton employees with at least two months of service are eligible to participate in our 401(k) retirement savings program with a company match up to 75%. Tier levels are as follows: <table border="1" data-bbox="850 1142 1138 1371"> <thead> <tr> <th>YEARS</th> <th>MATCH</th> </tr> </thead> <tbody> <tr> <td>0-9</td> <td>10%</td> </tr> <tr> <td>10-14</td> <td>20%</td> </tr> <tr> <td>15-19</td> <td>35%</td> </tr> <tr> <td>20-24</td> <td>50%</td> </tr> <tr> <td>25+</td> <td>75%</td> </tr> </tbody> </table>	YEARS	MATCH	0-9	10%	10-14	20%	15-19	35%	20-24	50%	25+	75%
YEARS	MATCH												
0-9	10%												
10-14	20%												
15-19	35%												
20-24	50%												
25+	75%												
Holidays	Security personnel receive time-and-a-half pay when working the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas Day.												
Employee Assistance Program	We offer work-related crisis management to employees.												
Legal Services	Legal service is a benefit available to all employees.												
WorkPerks	WorkPerks are fringe benefits available exclusively to our employees for personal use. They include discounts on fitness memberships, wholesale club memberships, cellular phone plans, retail merchandise, and hotels just to name a few. By partnering with these vendors, AlliedBarton employees can benefit from these special savings and offerings. Some of the recognizable names employees receive discounts with include: Hilton Hotels, Sprint, AT&T, Verizon Wireless, COSTCO Wholesale, DIRECTV, Dell Computers and H&R Block.												

AlliedBarton's Local WorkLife Partnership

Our Denver District's partnership to assist Officers in need to provide lower-turnover to our customers:

AlliedBarton empowers each district office to locate resources available within the communities we serve to better the lives of our security officers. Here in our Denver district office, we have made an annual \$25,000 commitment to our officers in the form of our workLife partnership program.

workLife
PARTNERSHIP

**better work.
better life.**

workLife is an exclusive to Denver company that assists employees with overcoming issues in their personal life. AlliedBarton has a dedicated workLife navigator who meets officers in need of assistance at our office, their worksite, or a mutually agreed upon location. Our Navigator completes a detailed assessment of the officer's situation and connects them with workLife funding, community resources, assistance programs, training sessions, legal assistance, advocacy groups and many other resources to assist them with achieving a successful work/life balance.

We feel that at the end of the day, a happy officer with a manageable life at home results in a more rounded officer that can focus on providing our customers with the highest level of service possible while positioning themselves for forward mobility through our company to realize a true security career, not just a job. After all, if home lives are balanced, our officers can focus their attention on their posts at your site.

A few statistics of our Denver workLife program:

- Over 128 officers assisted so far in 2015
- Over 320 officers have been served since our introduction of the program in 2012
- Of the officers served since inception, there is a 94% retention rate

workLife Employee Stories (as told by our workLife Navigator)

"A male who works with AlliedBarton connected his wife with workLife to work with us to help with their housing situation. We're working primarily through his wife since she has more of a flexible schedule to follow through with the plan for their family. They are looking for affordable housing in the Denver Metro area. Because of both parent's shift work, they need to be near their daughter's school. She had been using Craigslist to find housing but by the time she would call- the places were taken. Where the family was looking was close to one of our Navigator's home so our Navigator would collect numbers on her way home and call to see if the homes were in their price range. We started in December and by January 12 we found a great house within a mile of their daughter's high school. Since then they have called consumer credit counseling to make sure they budget for their new housing situation."

"I did work with a man who needed some advice and consultation with his child support/payments and some financial advice with his cc debt. Referred client to legal aid for some general advice/to child support services, and to CCCS for debt settlement. He was able to get some sound advice from child support services and consolidated his debt at CCCS."

"Worked with someone who needed a procedure that Medicare would not cover. Was able to connect him with Veterans helping Veterans, which gave him information on how to get the procedure done for free. Navigator also worked with his doctor that wasn't affiliated with any of the organizations to make sure everything would go as smoothly as possible."

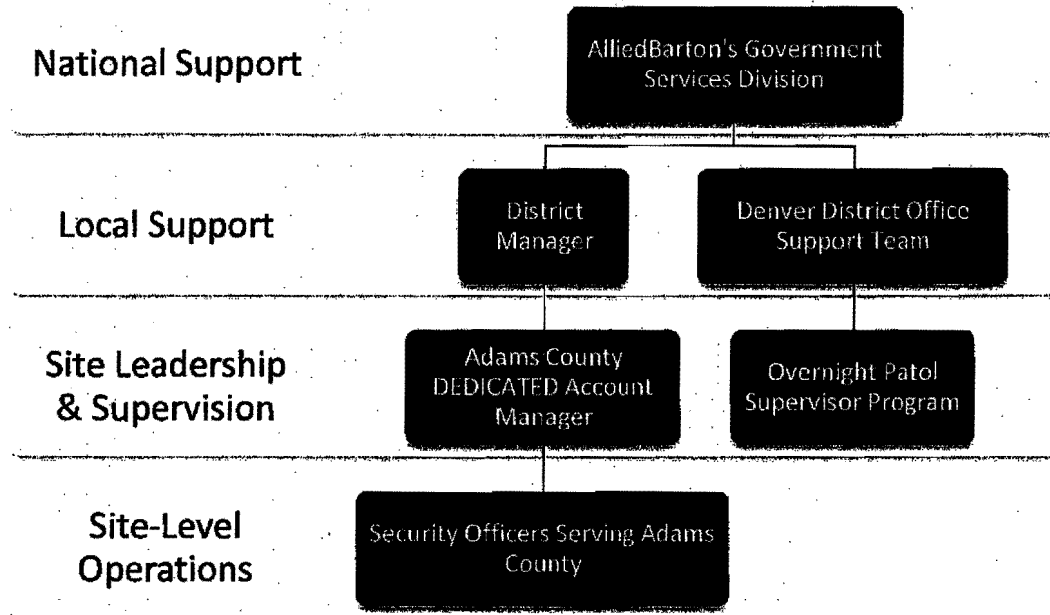
"Health: Referred employees dealing with stress and issues with sleep to MHAC and People House for classes and low/no cost counseling."

Employee Incentives and Recognition for a Job Well Done

Quality that is rewarded is repeated. Formal recognition for exemplary service supports our culture of quality. Employee recognition also has a way of inspiring others to perform at a higher level. At the heart of this effort is a sincere appreciation for hard work, good judgment and continuous improvement. All recognition is tied to our Security Officer Quality Standards as those are true measures of our success.

Security Officer of the Month	Commemorative plaque and eligibility for Security Officer of the Year.
Security Officer of the Year	Winner for each region with cash award.
Account Manager of the Year	Winner for each region with cash award.
Support Person of the Year	Winner for each region with cash award.
Dare to be GREAT Achievement Award Program	AlliedBarton's Dare to be GREAT Achievement Award program recognizes employees for actions that go above and beyond our already high standards of quality.
Length of Service Awards	Various honors for every five years of service.

AlliedBarton's Support Structure for Adams County



Our Denver Office Support Team

AlliedBarton's support team (Denver Office) is structured to ensure we allow our proposed on-site manager for Adams County the time to fulfil the duties for you at the site, not spending their time administering a security program. Our team in Denver is structured to support our customer locations with the following positions:

- **District Admin:** Jessica - our officer's point of contact at the District Office. Jessica provides assistance to our officers for payroll, benefits, uniforms and any other needs they may have.
- **District Recruiter:** Ryan - will meet with our Account Manager at Adams County during transition and will coordinate expectations of our team members to ensure recruiting profiles (see our recruiting section) are aligned and that candidates matching the profiles for your site are identified and pre-screened before final selection by your Account Manager.
- **Use of Force Instructor:** Greg - Providing training on the roles and limits of a security officer as well as protective skills and needed certifications. Greg is also responsible for the administration and documentation of our Armed Officer Training Academy for Adams County
- **District Trainer:** Justin - Proctors our initial Security Officer Training (MSO-1) at our district office. Ensures compliance with all pre-assignment training and on-going training requirements for our managers. Compiles training reports and drives continuous improvement through additional training recommendations to each of our customer sites.
- **Human Resources Manager:** Kateri - based in Lakewood to ensure we are providing the highest level of support to our officers and customers along the front range. Kateri is the direct manager of our district support team, maintains our relationship with community organizations for the benefit of our officers (military partnerships, our work-life partnership, etc.) and continues to be a direct support to Adams County for any HR and personnel related issues at the sites.

- **Patrol Supervisors:** Provide an additional level of support to the on-site supervision and teams at Adams County. Our Patrol supervisors are an additional layer of supervision, checking on our officers and supervisors in the field to first and foremost, ensure their safety. In addition, these teams provide additional support by delivering required uniforms/equipment and performing post inspections to ensure compliance with expectations and post orders. In addition, these officers (in our branded and lighted vehicles), enhance the presence of security at the site during sensitive hours.



- **Ongoing Quality Assurance:** Mike Daley, our Business Development Manager, will facilitate a local Quality Assurance role through officer inspections, meetings with our customers on-site and acting as an additional layer of district-level support to your on-site managers. Mike's efforts are supported by our Quality Assurance platform.

Support Team Resumes



VP of Business Development, Northwest Region

Michael N. Benjamin

Years with AlliedBarton Security Services: 30

Years in Industry: 30

Past Positions

- Vice President of Business Development - Western Region, AlliedBarton, Denver, CO, 2000 - 2013
- Regional Vice President of Business Development, AlliedBarton, Denver, CO, 1996-2000
- Regional Marketing Manager - AlliedBarton, Denver, CO, 1992-1996
- Regional Marketing Manager - AlliedBarton, San Jose, CA, 1987-1992
- Business Development Manager, AlliedBarton, San Jose, CA, 1985 -1987
- Sales Representative, Triad Systems, Salt Lake City, UT, 1982-1985

Experience

- Directly responsible for leading AlliedBarton's effort to enter new markets including: Northern California, Los Angeles and Orange County, CA; Portland, OR; Seattle, WA; Boise, ID; Salt Lake City, UT; Des Moines, IA; and Austin, TX
- Works to identify opportunities for service improvement and implements solutions based on the principles of total quality management
- Contributes on many core project teams that direct the creation and implementation of AlliedBarton's quality service
- Has conducted primary internal and external benchmarking
- Participated in the automation of AlliedBarton's sales support systems
- Began the San Jose office with one client; as a result of continuous, conscientious efforts, this branch has grown to be a leading provider of security services in the Bay Area

Industry Associations

- Community Association Institute (CAI)
- Building Owners and Managers Association (BOMA)
- American Society for Industrial Security (ASIS)

Education

- B.S., Marketing, Chico State University, 1983

**Vice President, Government Services****Charles Bohnenberger**

Years with AlliedBarton Security Services: 7

Years in Industry: 7

Past Positions

- SVP and Team Leader, Government Banking, Sovereign Bank, Philadelphia, PA, 2004-2008
- Senior Consultant, Federal Systems, IBM Corporation, Fairfax, VA, 2001-2004
- Director, Southeast Regional Office, Governor's Office, Commonwealth of Pennsylvania, Philadelphia, PA 1997-2001
- Director, Bureau of State Employment, Governor's Office, Commonwealth of Pennsylvania, Harrisburg, PA 1995-1997
- Deputy Director, Southeast Office, Tom Ridge Governor Campaign, Phila., PA 1994-1995
- Administrative Ass't to the President's Science Advisor, White House, Wash. DC, 1991-1993

Experience

- Experience in political, government, and business sectors
- Senior management experience in both the public and private sectors
- Developed the bank's product message plan to position Sovereign as the premier provider of government banking services. Successfully increased total portfolio by 30 percent over two years to a business unit serving nearly 800 government entities. Ensured compliance with all government regulations and reporting requirements
- Primary liaison to the US Department of Homeland Security, Department of Defense, and other federal agencies for IBM's largest consulting business unit. Developed and executed marketing initiatives to position IBM and key IBM executives as industry experts in the Homeland Security market resulting in a 30 percent increase in revenue growth for the business unit
- Senior Advisor to Governor Tom Ridge on numerous issues including economic development, capital investments and inter-governmental affairs. Coordinated activities of state agencies in the southeastern region of Pennsylvania and served as the Governor's primary spokesman and representative to numerous Boards and Commissions including the Delaware River Port Authority, the Temple University Board of Trustees, Delaware Valley Regional Planning Commission, and the Greater Philadelphia Tourism & Marketing Corp. among others. Co-chaired the Commonwealth's 2000 Republican National Convention Task Force, coordinating the activities of state agencies such as the PA State Police and PA Department of Transportation with the RNC and neighboring states in the development of transportation and security plans
- As Administrative Assistant to the President's Science Advisor, was responsible for coordinating several aspects of the Director's activities including the review and disposition of intelligence briefings and secure communications, coordination with Federal Agencies and other White House Offices on the administrations initiatives. Held TS/SCI Security Clearances

Industry Associations

- Board of Directors, Navy League of the United States, Philadelphia Chapter

-
- Board of Directors, US Airways Education Foundation
 - Member, ASIS
 - Member, American Public Transportation Association - Committee on Public Safety
 - Member, Legislative Affairs Committee, Greater Philadelphia Chamber of Commerce

Education

- B.A., Political Science, Villanova University, 1989
- Master of Government Administration (MGA), University of Pennsylvania, 1997
- Certificate, Leadership for State Executives, Duke University, 1998

**Vice President, Government Services****Tracy Fuller**

Years with AlliedBarton Security Services: 22

Years in Industry: 22

Past Positions

- National Program Director, Government Services, AlliedBarton, 2005-2013
- Director of Administrative Services, Barton Protective Services, Atlanta, GA, 2001-2005
- Corporate Financial Analyst, Barton Protective Services, Atlanta, GA, 1997-2001
- Branch Human Resource Manager, Barton Protective Services, Atlanta, GA, 1996-1997
- Branch Financial Manager, Barton Protective Services, 1993-1996

Experience

- Serves as the internal and external point of contact for industry expertise and knowledge regarding the government security market
- Involved in the development of new business and responsible for working with the regional sales teams
- Additional responsibilities include supporting operations with the development of service delivery enhancements, while nurturing existing client relationships, as well as serving as the organization liaison to industry associations
- Established procurement department to leverage organization's purchasing power and improved efficiencies
- Led cross functional teams to determine end-user requirements to evolve supplier programs, utilizing information in the development of RFPs, negotiation of contracts and development of supplier scorecards
- Managed all phases of operational expansion into Europe, working with local managers to expand operations, ensuring compliance with local employment regulations and respective government regulations
- Managed all aspects of the dissolution of European operation during organizational merger
- Served as advisor to western regional offices on strategic and operational business planning as well as capital purchase decisions
- Developed, monitored and reported on budgets with profitability and variance analysis and year-end projects to senior management

Certifications & Awards

- Airport Certified Employee - Security, 2013
- Vessel/Company/Facility Security Officer, 2011
- Maritime Security Awareness, California Maritime Academy, 2011

Industry Associations

- Airport Council International – North America, member of the Public Safety and Security Committee and Air Cargo Security Committee
- American Association of Airport Executives, member of the Transportation Security Committee and General Aviation Committee

-
- American Association of Port Authorities, member of the Security Committee

Education

-
- International Security Management Association Georgetown University Leadership Program, 2013
 - International Security Management Association Kellogg School of Management Senior Leadership Program, 2014
 - B.S., Business Administration: Marketing, University of Alabama, 1990



Vice President/General Manager

Years with AlliedBarton Security Services: 12

Years in Industry: 16

Past Positions

- Vice President/Portfolio Management, AlliedBarton National Accounts, 2007 - Present
- Vice President, AlliedBarton Strategic Accounts, 2006 - 2007
- Vice President, AlliedBarton Visa National Account, 2003 - 2006
- National Account Manager, Securitas, VISA National Account, 2002 - 2003
- Account Manager, Pinkertons VISA Headquarters Foster City, CA, 2000 - 2002
- Director of Security and Safety, Pan Pacific Hotel, San Francisco, CA, 1999 - 2000

Experience

- Executive in charge of operational support for national accounts, in excess of 150,000 weekly hours
- Developed organizational structure and protocols for supporting strategic accounts
- Manage Strategic Account team (Director of Training and Recruitment, Director of Administration, Director of Projects and Administrative Coordinator) and 12 Portfolio Managers
- Responsible for operational oversight of 70,000 weekly hours of Strategic Accounts
- Developed Strategic Account Monthly Manager Reports, scorecards and audit criteria
- Developed and managed National Account Program at Visa 2002
- Safety Committee Chairman 1999 -2000

Certifications & Awards

- TAG (Threat Assessment Group) certified

Industry Associations

- American Society for Industrial Security (ASIS)
- 8-Ball Security and Law Enforcement Liaison Group

Robert D. Muren

Years with AlliedBarton Security Services: 15 years

Years in Industry: 19 years

District Manager, AlliedBarton, Colorado*November 2000 - Present*

Experienced leader with accountability for approximately 32,000 man hours per week over multiple client locations.

Staff Management

- Lead a professional team, to support the operations and management of diverse client base for Colorado and Cheyenne Wyoming.
- Develop staff in both technical and professional skills through performance management (coaching, counseling, disciplining, MSO training, annual formal performance evaluations, recognition, etc.).
- Ensure that employee grievances are heard and resolved (with help from appropriate Support employees, as required) and that personnel records are updated and accurate (Change of Status forms, rosters, etc.).
- Ensure communication of policies, company announcements and job openings through a consistently updated READ file at each site.
- Provide the basis of a great place to work by treating staff with respect.

Enforcement of Contract Standards

- Meet all contractual scheduled hours with a minimum of overtime.
- Coordinate and/or conduct site-specific OJT, client-specific training, and annual refresher training for security personnel, as well as meet AlliedBarton's corporate training standards.
- Reconcile security logs against shift responsibilities and patrols; review incident reports prior to submitting to client and coordinate preliminary investigations.
- Perform account audits and off-hour visits, completing required documentation.
- Develop / maintain operational procedures so that a valid, site-specific operation procedures manual and post orders are always available for emergency reference by the security staff.
- Manage uniforms, equipment, & supplies utilized at the account, maintaining appropriate inventories and maintenance checklists.
- Take a proactive role in communicating with the client and meeting their needs; meet with regularly, listen to issues, provide security and technical expertise and solutions. Ensure complete customer satisfaction.
- Responsible for assigned account(s) and security personnel twenty-four hours per day, seven days a week.

Administrative Management

- Efficiently interface with district and support staff and negotiate realistic deadlines for needed services.
- Administer site safety program, workers' compensation and risk management programs as appropriate to the site and Corporate procedures.
- Participate in unemployment hearings

Quality Assurance Programs

AlliedBarton|VoiceSM

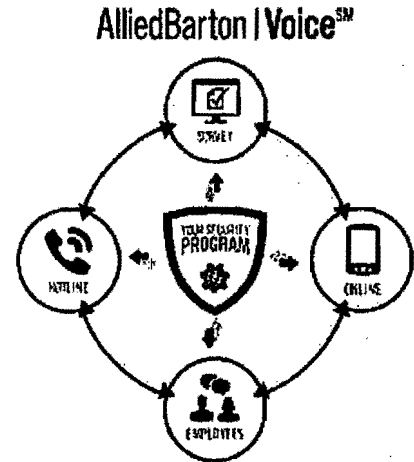
To help ensure the County's ongoing satisfaction, and to be responsive to your evolving security needs, AlliedBarton is committed to continuous improvement based on your feedback. AlliedBarton|Voice is our formal voice of the customer program that proactively enhances communication and measures customer satisfaction. Through this program we listen to the needs of our clients and employees, and act upon your feedback in a timely manner.

While local district management will continue to serve as your primary contact, additional communication tools are available during and after normal business hours including an AlliedBarton|Voice toll-free hotline, email and an online form (also accessible from mobile devices), all devoted exclusively to client communication.

Your inquiries are logged into the AlliedBarton|Voice database. Each issue or question is assigned an individual case number; and all cases will be monitored to ensure action plans are developed and executed in a timely fashion. To ensure results are delivered to your satisfaction, every case is tracked electronically until resolved.

Online Survey Process

Tracking the County's experience throughout our relationship and continually earning your loyalty is the key objective of AlliedBarton|Voice. By requesting and measuring feedback through client and employee surveys, AlliedBarton can develop and deliver a superior security experience and continuously evolve to meet your needs.



New Client Survey	We begin soliciting your feedback right from the start. We want to know why you selected us and your initial thoughts on our service offerings.
Transition/Cases Survey	Meeting or exceeding your expectations for a smooth transition is our goal. Three months after we commence service, we will request feedback on your satisfaction with the transition.
Annual Relationship Survey	Measuring your ongoing satisfaction is critical. Net Promoter Score (NPS) methodology will be utilized annually to ask how likely you are to recommend AlliedBarton to a friend or colleague. Your loyalty is our goal because we want you to have a high quality security program now and into the future. This is an important component of ensuring security is an integral part of your business. NPS methodology is a globally recognized, innovative approach that a many Fortune 500 companies utilize today. NPS is distinguished from other surveys through its measurement of how clients' feel about the total organization, and through our executives engagement in understanding the specific actions needed to maintain and improve client satisfaction. Your feedback helps guide our company-wide initiatives and enhances our local response.

Employee Survey

Feedback from the security personnel at your site regarding their satisfaction is critically important. Security officers that are engaged and committed will provide a better security program for you.

We recognize that to truly be a partner, formal feedback is extremely valuable. All employee and client feedback is stored centrally to allow for careful monitoring and trending of service expectations, providing tangible data for continuous improvements. AlliedBarton|Voice is another world-class program that exists to support your needs and help you meet your security goals.

AlliedBarton|Support Center

Our local offices will serve as your primary point of contact. However, the AlliedBarton|Support Center is available to assist Adams County after hours, and for special emergency needs. AlliedBarton|Support Center Advantages:

- Operates round-the-clock, 365 days a year.
- District office calls are forwarded to the AlliedBarton|Support Center at the close of each business day.
- The AlliedBarton|Support Center dispatches calls and messages immediately to the appropriate manager, whether by home phone, pager or cell phone.



ATTACHMENTS

COMPENSATION PORTAL

Talent Compensation Report

Job Title/Skill: Security Officer

Location: Brighton, CO (within a 20 mile radius)

Timeframe: September 2013 to August 2015

Filters Applied: Hourly, Last 2 years, Security Guards, First-Line Supervisors of Protective Service Workers, All Other, Transportation Security Screeners, Security Managers, Correctional Officers and Jailers, Police Patrol Officers, Brighton, CO

Report Date: October 19, 2015



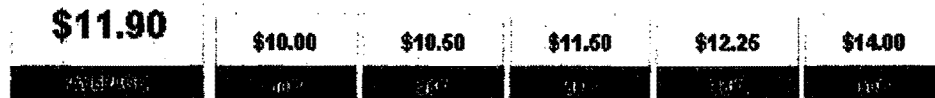
TALENTSTREAM
TECHNOLOGIES

Client may not sell, transfer or assign the report or any of the data provided in same to any third party without the express written authorization of CareerBuilder. Client may not remove or modify any branding, marks, copyright or trademark notices, or any other notices or disclaimers set forth in any Report without Licensor's prior written consent, or otherwise modify the Report in any way so as to falsely or otherwise misrepresent its content.

TOTAL COMPENSATION REPORT

Total Compensation Range

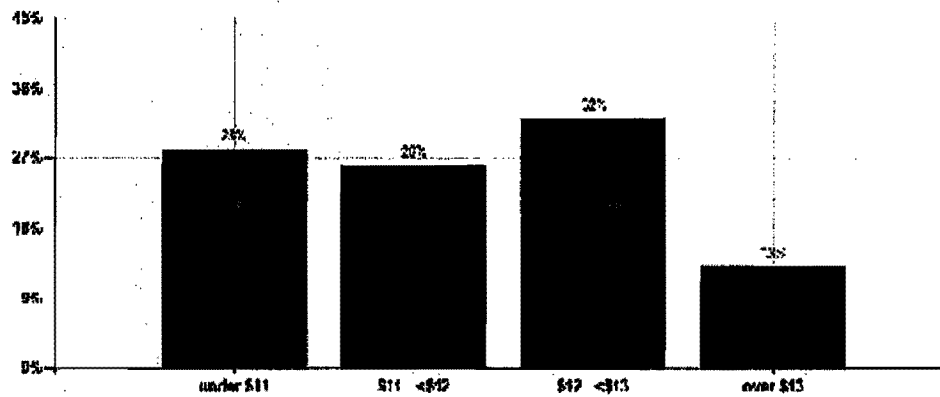
Shows the low, median, and high total compensation, including bonus and commission, during the last 2 years based on a total of 823 data points.



The middle 60% (25th to 75th percentiles) current market compensation range is from \$10.50 to \$12.25.

Distribution of Total Compensation

Shows a graph showing the percentage of data points that fall in each salary range during the last 2 years.



Total Compensation in the Top 10 Metropolitan Statistical Areas

Shows the total compensation for the top 10 metro areas (based on the total number of data points) during the last 2 years.

Metro Area	# Reporting	Avg. *	0th	25th	50th	75th	90th
Greater Denver Area	416	\$11.90	\$10.00	\$10.00	\$11.60	\$12.25	\$14.00
Boulder Colorado Area	14	\$11.75	\$11.00	\$11.00	\$11.60	\$11.75	\$11.75
Greater Colorado Area	1	*	*	*	*	*	*

TOTAL COMPENSATION REPORT

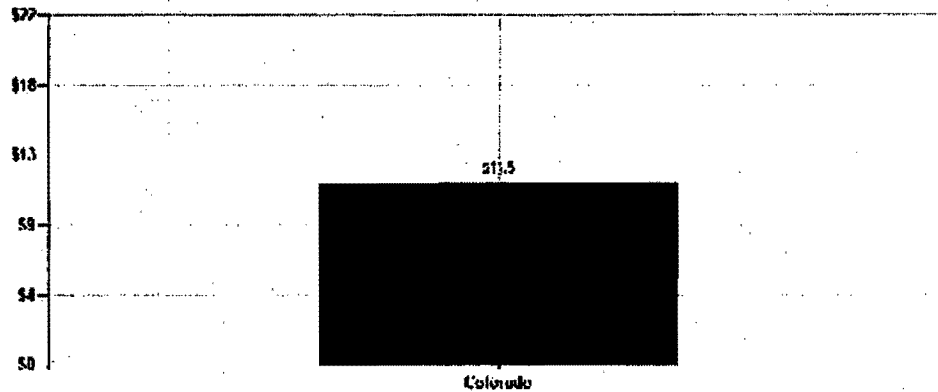
Total Compensation for Top Companies

Below is the total compensation reported for the top specified companies (based on the total number of total points) during the Last 2 Years

Companies	# Reporting	Avg. *	10th	25th	50th	75th	90th
Security Security Services LLC, Inc.	841	\$12.00	\$10.00	\$10.00	\$11.60	\$12.26	\$12.26
U.S. Security Associates Inc	28	\$12.00	\$10.00	\$10.00	\$10.60	\$11.60	\$12.00
American International University, Inc.	11	\$11.76	\$11.76	\$12.00	\$12.00	\$14.00	\$12.26
Heg L.L.C.	1	\$12.00	\$12.00	\$12.00	\$12.76	\$14.26	\$14.26
American Cardiac, Inc.	4	^	^	^	^	^	^
Advantage Security Corporation	2	^	^	^	^	^	^
Allied Barton Security Services Ltd	3	^	^	^	^	^	^
Denver International Airport Facility	5	^	^	^	^	^	^
Old City	2	^	^	^	^	^	^
Guardmark, Ltd	2	^	^	^	^	^	^

Median Total Compensation by State

Below is a graph showing the total compensation reported in the top states (based on the total number of total points) during the Last 2 Years



Total Compensation by Industry

Below is the total compensation for the top industries (based on the total number of total points) during the Last 2 Years

Industry	# Reporting	Avg. *	10th	25th	50th	75th	90th
Security Guards and Patrol Services	536	\$12.00	\$10.00	\$10.00	\$11.60	\$12.26	\$12.26
Office Administrative Services	12	\$12.50	\$12.50	\$12.00	\$12.76	\$14.26	\$14.26
Colleges, Universities, and Vocational Schools	12	\$11.76	\$11.76	\$12.00	\$12.00	\$14.00	\$12.26
All Other Miscellaneous State Related (except Tobacco Related)	4	^	^	^	^	^	^
Cash Retail	4	^	^	^	^	^	^
Other Airport Operations	3	^	^	^	^	^	^
Security Equipment Services (except Locksmith)	3	^	^	^	^	^	^
Supermarkets and Other Grocery (except Convenience)	2	^	^	^	^	^	^
All Other in various Related Activities	2	^	^	^	^	^	^
Advertising Agencies	2	^	^	^	^	^	^

TOTAL COMPENSATION REPORT

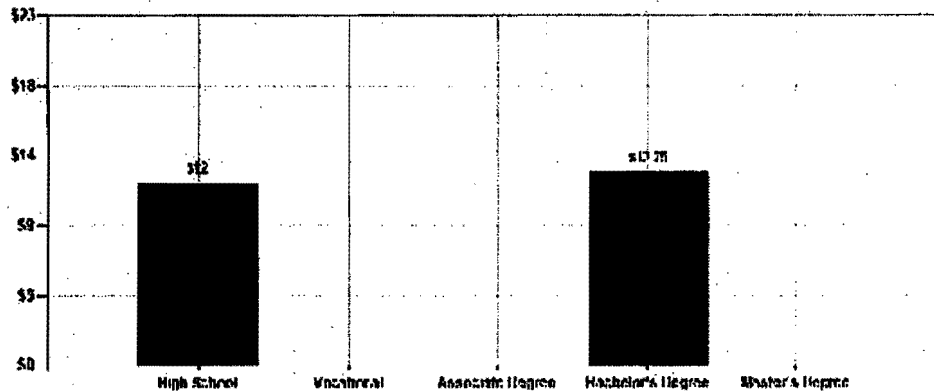
Total Compensation by Years of Experience

Below is the total compensation based on the cumulative years of experience

Years of Experience	# Reporting	Aug. *	10th	26th	60th	75th	90th
0 - 2 years	38	██████████	\$10.60	\$11.00	\$12.26	\$12.26	\$14.26
3 - 5 years	21	██████████	\$10.76	\$11.00	\$12.26	\$14.00	\$16.26
6 - 10 years	0	██████████	\$12.00	\$12.00	\$12.00	\$14.00	\$16.60
11 - 15 years	2	██████████	^	^	^	^	^
16 - 20 years	6	██████████	^	^	^	^	^
21+ years	11	██████████	\$10.00	\$12.00	\$12.00	\$14.00	\$17.26

Median Total Compensation by Education Level

Below is a graph displaying the median total compensation based on degree level achieved.



Total Compensation by School

Below is the total compensation for the top schools based on the total number of employees who achieved the degree was earned

Schools	# Reporting	Aug. *	10th	26th	60th	75th	90th
Red Rocks Community College	7	██████████	^	^	^	^	^
Grand Canyon University	8	^	^	^	^	^	^
University Of Colorado At Boulder	8	^	^	^	^	^	^
Evansville College	2	^	^	^	^	^	^
The Technical Institute	2	^	^	^	^	^	^
Metropolitan State College Of Denver	2	^	^	^	^	^	^
Ohio Center For Broadcasting	2	^	^	^	^	^	^
The Art Institute Of Colorado	2	^	^	^	^	^	^

REPORT METHODOLOGY

Data Collection

We, at CareerBuilder, strive to provide the most reliable, valid compensation information to our clientele. Our dataset encompasses two proprietary sources: data derived directly from job seekers that reflect only their most recent pay and employer pay rates directly from the jobs they post. Transparency in our methods of data collection, analysis, and presentation isn't only integral for users to trust our information; it's the only way we do business at CareerBuilder.

Data Integrity

Job seekers and job postings provide both salary and hourly pay rates. Knowing that different occupations and industries adhere to varying compensation practices, we present the pay rates within two distinct datasets. Meaning that the data points presented in the Hourly View tab within the Talent Compensation Portal are only those provided to us by job seekers and job postings in an hourly pay format. The same designation holds true for the Salary View tab. This allows users to compare salary versus hourly pay trends for occupations as well as which compensation practice is most commonly utilized for a position.

Data Segmentation

From the extensive job seeker profiles and company job postings which we source our compensation data, we also have the ability to utilize the demographics that characterize those people and jobs. Within the Compensation Portal, users can sort, or filter through, our compensation information by the following areas:

Classification System

Occupation Type – We classify job seekers and job postings by O*Net code, which is based off of the United States Bureau of Labor's Standard Occupational Coding (SOC) system. Not only does this allow for more accurate reporting by job title or position, it allows the user to only source the compensation information he or she deems valuable within a specific occupational code.

Industry Type – We classify job seekers and job postings by the United States federal statistical agencies' North American Industry Classification System (NAICS). Pay trends differ immensely by industry and we see large value for users by being able to segment the U.S. labor landscape into more granular levels.

Location

Nationwide – Search for trends and compare/contrast compensation in different regions of the entire United States.

State – Differences in pay can be heavily dependent on location within the country.

Metropolitan Statistical Area (MSA) – Utilized by the United States government's Office of Management and Budget as geographic reporting entities, Metropolitan Statistical Areas are core urban areas which house a specific threshold of population.

Company Profile

Company Name – Source benchmark competition data against competing businesses

Company Size – Companies of differing sizes structure compensation systems differently

Job Seeker Demographics

Education Level – Highest job seeker educational level attained

Years Experience – Amount of time in workforce

School Attended – Trade School, College, or University attended

School Major – Program listed on resume

Guide to Interpreting Percentiles

10th Percentile (10th) – The value below which 10% of all the data in the sample is found when ranked low to high.

25th Percentile (25th) – The value below which 25% of all the data in the sample is found when ranked low to high. Also known as the first quartile.

50th Percentile (50th) – The value below which 50% of all the data in the sample is found when ranked low to high. Also known as the median, which refers to the data point that splits the sample in two halves.

75th Percentile (75th) – The value below which 75% of all the data in the sample is found when ranked low to high. Also known as the third quartile.

90th Percentile (90th) – The value below which 90% of all the data in the sample is found when ranked low to high.

COMPENSATION PORTAL

Talent Compensation Report

Job Title/Skill: Armed Security Officer

Location: Brighton, CO (within a 20 mile radius)

Timeframe: September 2013 to August 2015

Filters Applied: Hourly, Last 2 years, Security Guards, Brighton, CO

Report Date: October 19, 2015



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TOTAL COMPENSATION REPORT

Total Compensation Range

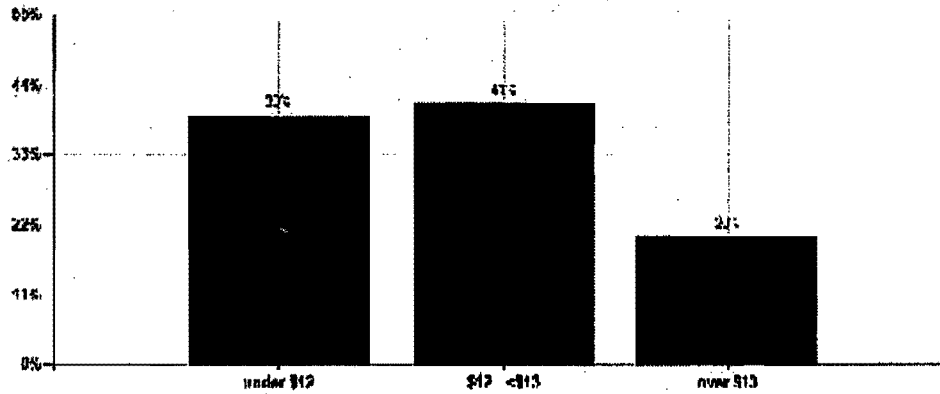
Below is the low, median, and high total compensation, including bonus and commission, during the last 2 years based on a total of 75 data points.

\$12.43	\$11.00	\$11.50	\$12.25	\$12.75	\$14.00
2012	2011	2012	2011	2012	2011

The middle 40% (25th to 75th percentiles) of current market compensation ranges from \$11.00 to \$12.75.

Distribution of Total Compensation

Below is a graph showing the percentage of data points that fall into each salary range during the last 2 years.



Total Compensation in the Top 10 Metropolitan Statistical Areas

Below is the total compensation for the top 10 areas based on the total number of data points during the last 2 years.

Metro Area	# Reporting	Aug. *	0th	25th	50th	75th	90th
Greater Denver Area	61	\$11.00	\$11.50	\$11.75	\$12.25	\$13.00	\$14.00
Boulder, Colorado Area	2	\$11.00	\$11.00	\$11.00	\$11.50	\$11.50	\$12.75
Creeley, Colorado Area	1	-	-	-	-	-	-

TOTAL COMPENSATION REPORT

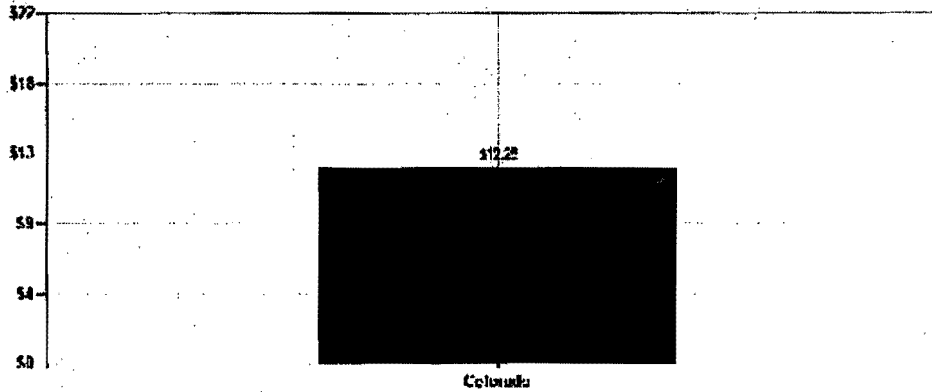
Total Compensation for Top Companies

Below is the total compensation reported for the top specified companies (based on the total number of state points) during the Last 2 Years

Company	# Reporting	Aug. 1	12h	26h	60h	76h	90h
Security Security Services LLC, Inc.	25	\$11,000	\$11,000	\$11,000	\$12,250	\$12,000	\$14,000
American International University, Inc.	8	\$1,000	*	*	*	*	*
US Security Associates Inc	8	\$1,000	*	*	*	*	*
Sec L.L.C.	2	*	*	*	*	*	*
Alutiq	1	*	*	*	*	*	*
Old Pro	1	*	*	*	*	*	*
Sec Security, LLC	1	*	*	*	*	*	*
Whelan Security Co.	1	*	*	*	*	*	*

Median Total Compensation by State

Below is a graph showing the total compensation reported in the top states (based on the total number of state points) during the Last 2 Years



Total Compensation by Industry

Below is the total compensation for the top industries (based on the total number of state points) during the Last 2 Years

Industry	# Reporting	Aug. 1	12h	26h	60h	76h	90h
Security Guard and Patrol Services	45	\$11,000	\$11,000	\$11,000	\$12,250	\$12,000	\$14,000
Colleges, Universities, and Professional Schools	8	\$1,000	*	*	*	*	*
Office Administrative Services	3	*	*	*	*	*	*
All Other Miscellaneous State Workers (except Tobacco Store)	1	*	*	*	*	*	*
Armored Car Services	1	*	*	*	*	*	*

TOTAL COMPENSATION REPORT

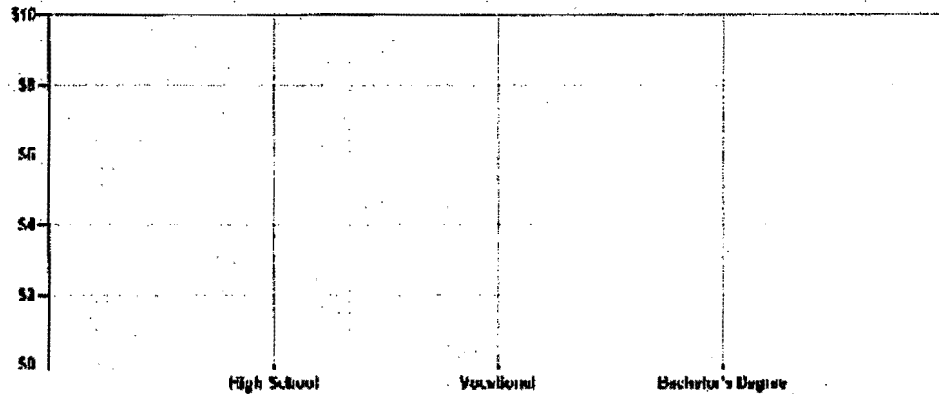
Total Compensation by Years of Experience

Below is the total compensation based on the cumulative years of experience

Years of Experience	# Reporting	Avg. %	10th	25th	50th	75th	90th
0 - 2 years	28	██████████	\$11,600	\$11,750	\$12,000	\$12,500	\$14,000
3 - 6 years	2	*	*	*	*	*	*
8 - 10 years	2	*	*	*	*	*	*
11 - 15 years	1	*	*	*	*	*	*
16 - 20 years	1	*	*	*	*	*	*

Median Total Compensation by Education Level

Below is a graph displaying the median total compensation based on degree level achieved.



Total Compensation by School

Below is the total compensation for the top schools based on the total number of data points in which a degree was earned

School	# Reporting	Avg. %	10th	25th	50th	75th	90th
State of College	2	*	*	*	*	*	*
University of Phoenix	1	*	*	*	*	*	*
Webwood College	1	*	*	*	*	*	*

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Company Name—Source benchmark competition data against competing businesses

Company Size—Companies of differing sizes structure compensation systems differently

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Education Level—Highest job seeker educational level attained

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School Major—Program listed on resume

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75th Percentile (75th)—The value below which 75% of all the data in the sample is found when ranked low to high. Also known as the third quartile.

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