



## *Delivering Confidence in Airport Security*

RFP/ ITB No. X12237-895 | Airport Security Services  
January 12, 2019

*Presented to*

City of Fort Lauderdale | Procurement Services Division  
Laurie Platkin, CPPB, Senior Procurement Specialist  
100 North Andrews Avenue, 619 | Fort Lauderdale, FL 33301

*Presented by*

Doug Goode, Senior Vice President  
**ST. MORITZ SECURITY SERVICES**  
4600 Clairton Boulevard | Pittsburgh, PA 15236

*Clients are gold, employees are assets, 24/7, quality of service is essential to continuing success.*



## TABLE OF CONTENTS

Section	Title	Page
Tab 1	BID/PROPOSAL SIGNATURE PAGE	3
Tab 2	COST PROPOSAL	4
Tab 3	REQUIRED FORMS	5
	A. NON-COLLUSION STATEMENT	
	B. NON-DISCRIMINATION CERTIFICATION	
	C. E-VERIFY	
	D. LOCAL BUSINESS PREFERENCE	
	E. CONTRACT PAYMENT METHOD	
	F. SAMPLE CERTIFICATES OF INSURANCE (see Tab 7)	
	G. REFERENCES (see Tab 14)	
TAB 4	LETTER OF INTEREST	10
TAB 5	NARRATIVE	11
TAB 6	BUSINESS LICENSES AND CERTIFICATIONS	16
TAB 7	EVIDENCE OF INSURANCE	20
TAB 8	COMPANY PROFILE	22
TAB 9	DESCRIPTIONS / PICTURES	25
	UNIFORMS / VEHICLES / EQUIPMENT	
TAB 10	EQUIPMENT	27
TAB 11	JOINT VENTURE – NOT APPLICABLE	30
TAB 12	QUALIFICATIONS / EXPERIENCE	31
TAB 13	STAFF	33
TAB 14	REFERENCES	43
TAB 15	TECHNICAL APPROACH / SECURITY PLAN	44
TAB 16	COMMUNICATION	47
TAB 17	MANAGEMENT REPORTS	48



**TAB 1. BID/PROPOSAL CERTIFICATION**

Company: (Legal Registration) St. Moritz Security Services, Inc. EIN (Optional): \_\_\_\_\_

Address: 4600 Clariton Boulevard

City: Pittsburgh State: PA Zip: 15236

Telephone No. 412.885.3144 FAX No. 412.942.0269 Email: dgoode@amssi.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): 45 days

Total Bid Discount (section 1.05 of General Conditions): None

Does your firm qualify for MBE or WBE status (section 1.09 of General Conditions): MBE \_\_\_\_\_ WBE \_\_\_\_\_

**St. Moritz utilizes a WBE supplier (Unipro) for all uniform purchases. The portion of the spend directly associated with this contract is estimated at \$.20 for each billable hour.**

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
<u>1</u>	<u>1/3/2019</u>	<u>2</u>	<u>1/23/2019</u>	<u>3</u>	<u>2/8/2019</u>

VARIANCES

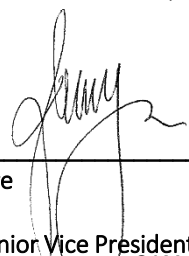
N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Doug Goode  
Name (printed)

Date: February 12, 2019

  
Signature  
Title: Senior Vice President



## TAB 2. COST PROPOSAL PAGE

Proposer Name St. Moritz Security Services, Inc.

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor must quote firm, fixed, annual rate for all services identified in this request for proposal. This firm fixed annual rate includes any costs for travel to the City. No other costs will be accepted. This firm fixed annual rate will be the same for the initial contract period.

Failure to use the City's COST PROPOSAL Page and provide costs as requested in this RFP, may deem your proposal non-responsive.

Description	Cost/Hour		Est Total	Annual Cost
Security Manager (40hrs/week)	<u>\$ 34.12</u>	X	2080 Hrs.	<u>\$ 70,969.60</u>
Senior (Rotating Shifts)	<u>\$ 29.86</u>	X	6680 Hrs.	<u>\$199,464.80</u>
Airfield Patrol Officer (Rotating Shifts 56hrs/week)	<u>\$ 27.60</u>	X	5840 Hrs.	<u>\$161,184.00</u>
Estimated Grand Total/Year				<u>\$431,618.40</u>

Extra Security Officer (No vehicle required)\* \$ 22.55/hour

\*This Security Officer will be on an as needed basis and will not factor into cost for basing award. This Security Officer will be for scheduled and non-scheduled events at the Airport or Downtown Helistop. For non-scheduled events the Security Officer should be able to respond to the Airport or Downtown Helistop for assignment within four (4) hours.

Number of days that the Contractor will need for personnel training and initial startup at no cost to the City.

45 Days



## TAB 3. FORMS

### A. Non-Collusion Statement

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

N/A

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.



## TAB 3. FORMS

### B. Non Discrimination Certification Form

#### CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH NON-DISCRIMINATION PROVISIONS OF THE CONTRACT

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

The Contractor certifies and represents that it will comply with this section during the entire term of the contract.

The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

A handwritten signature in black ink, appearing to read 'Doug Goode', written over a horizontal line.

Authorized Signature

**Doug Goode, Senior Vice President**

Print Name and Title

**February 12, 2019**  
Date



## TAB 3. FORMS

### C. E-Verify

#### E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No: 12237-895

Project Description: Provide security guard services at Fort Lauderdale's Executive Airport and Downtown Helistop for the City's Transportation and Mobility Department, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of, all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and, all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract. The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: St Moritz Security Services, Inc.

Authorized Company Person's Signature:

A handwritten signature in black ink, appearing to read "Doug Goode", written over a horizontal line.

Doug Goode

Authorized Company Person's Title:

Senior Vice President

Date:

February 12, 2019



**TAB 3. FORMS**

**D. Local Business Preference (LBP) CERTIFICATION STATEMENT**

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm it's local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

\_\_\_\_\_ is a Class A Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

\_\_\_\_\_ is a Class A Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

St. Moritz Security Services, Inc. is a Class C Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

\_\_\_\_\_ requests a Conditional Class A classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

\_\_\_\_\_ requests a Conditional Class B classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

\_\_\_\_\_ is considered a Class D Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

BIDDER'S COMPANY: **St. Moritz Security Services, Inc.**

AUTHORIZED COMPANY PERSON: **Doug Goode, Senior Vice President**

NAME

A handwritten signature in black ink, appearing to read 'Doug Goode', written over a horizontal line.

SIGNATURE

DATE: **February 12, 2019**





**TAB 3. FORMS**

**E. Contract Payment Method**

**CONTRACT PAYMENT METHOD BY P-CARD**

THIS FORM MUST BE SUBMITTED WITH YOUR RESPONSE

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract.

Please indicate which credit card payment you prefer:

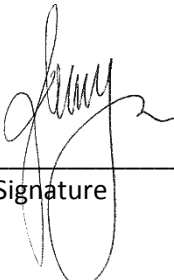
\_\_\_\_\_ Master Card

  X   Visa Card (requires signature)

Company Name:

**St. Moritz Security Services, Inc.**

**Doug Goode**  
Name (Printed)

  
Signature

**February 12, 2019**  
Date

**Senior Vice President**  
Title



## TAB 4. LETTER OF INTEREST

February 12, 2019

City of Fort Lauderdale | Procurement Services Division

Laurie Platkin, CPPB, Senior Procurement Specialist

100 North Andrews Avenue, 619

Fort Lauderdale, FL 33301

Dear Ms. Platkin:

SMSSI is pleased to present our response to your RFP for security services at the Fort Lauderdale Airport. We bring a qualified, experienced team with both internal and external resources to help you manage an ever-changing security needs for the airport. We will assist you with ongoing assessment and knowledge of best practices to offer effective solutions. We will introduce technology as solutions evolve to better protect your interests and improve efficiency. Equally important, our management team is committed to the everyday tasks of assigning and motivating a large workforce of capable security personnel who are eager to be of service.

We understand our mission is to select the right people who can exhibit authority while embracing customer service, a key role in the environment of care. We seek and offer effective strategies that comply with the necessary hiring and training processes. We embrace training officers for their orientation to Fort Lauderdale Airport and preparing them for the variety of issues they are expected to face.

We offer the efforts of a motivated management structure and an attention to detail that will yield a higher level of quality. Additionally, we are committed to be with you, side by side, planning, implementing and adjusting for continuous improvement.

Our proposal is to provide greater value by recognizing and increasing compensation for proven employees while still managing to keep your costs low. We believe this is an investment with Fort Lauderdale and in our employees. We welcome any questions and are at your service.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Doug Goode", written over a faint circular stamp.

Doug Goode  
Senior Vice President, Sales & Marketing  
ST. MORITZ SECURITY SERVICES

## TAB 5. NARRATIVE

**St. Moritz Security Services (SMSSI)** will provide security services to the City of Fort Lauderdale Airport Division in accordance with the RFP specifications. We will provide sufficient and qualified personnel to patrol the specified property, tenant aprons, runways, taxiways, and any other areas within the airport property that may be designated by the airport manager. In addition, we will post security officer(s) at the airport or downtown helistop on a scheduled or non-scheduled basis, as needed.

The City of Fort Lauderdale requires a contractor who has the experience in airfield operations to provide an effective, efficient security operation. The RFP specifications call for highly qualified, highly skilled, well trained, **customer service oriented security personnel** to deter unauthorized, illegal, or potentially life-threatening activities directed towards airport employees, contractors, visitors, resources, or property. The success of the program requires the resources and ability to provide for the security and safety of the airport staff, contractors, pilots, passengers and visitors, as well as airplanes and property with high level customer service Fort Lauderdale expects and deserves. The program must incorporate industry best practices and SMSSI is committed to staying current with continually changing regulatory and compliance standards.

SMSSI will provide the following security personnel:

- Security Manager
- Senior Airfield Patrol Officer
- Airfield Patrol Officer
- Extra Security Officer

Security officers detect and prevent persons seeking unauthorized access to client-controlled hangars/airplanes or other equipment, direct visitors, monitor parking facilities, and provide perimeter patrols to enhance visibility and extend security coverage throughout the airport. Each post will have a procedures manual containing general, post, and specific orders. Prior to being assigned to any fixed post or vehicle access post, security officers will have completed the basic (initial) training to be certified to operate various detection equipment items that will be used and ensure they are thoroughly knowledgeable of all their assigned post duties and responsibilities.

In-service and refresher training will also be provided to keep our security force current on procedures and equipment. In addition, SMSSI officers are encouraged to take advantage of the advanced training offered through SMSSI's partnership with Private Security Professionals of America® (PSPA).



## TAB 5. NARRATIVE *Continued*

**Excellent Record Keeping** is an essential to the management of the security team. All security force activities will be thoroughly tracked and documented using our TrackTik system. Reports include tour documentation, daily site reports, daily shift reports, incident reports (to document out of the ordinary occurrences), and incident analytics which provide a thorough overview of all site activities (see copies of management reports in Tab 17). All reports will be provided to the designated airport representative.

**Emergency Response** - emergency plans for each post will be incorporated into the post orders. All officers will be trained to ensure their ability to support emergency response consistent with airport policies. In cases where resources need to be reallocated to alleviate potential threats or perform a specialized task, shift supervision will consult with the account manager or FXE operations except in an extreme emergency that is time critical.

**Patrols** will be implemented for all airport property as designated by the airport manager including hangar, taxiway, runway, apron areas, as well as the road system on the airport. Officers will perform a visual inspection of each runway and taxiway, removing any foreign objects and reporting any broken NAVAIDS/lights, clear airport, taxiway, runway, and apron areas of unauthorized animals, vehicles, personnel, and aircraft as requested by the airport manager or control tower. Runways and taxiways will be inspected at least once per shift or as required by airport management.

**Escorts** will be provided for personnel, vehicles, and equipment to the aircraft operating area and will remain until relieved or the work is completed as required by airport management.

**Inspect and Report** all non-operating security lighting, building lights, and airport security street lighting to airport management. Security officers will check, log, and report all inoperative NAVAIDS, airfield lights, and obstruction lights on airport property in a timely manner.

**Respond** to all airport alerts, maintenance and fire calls, and assist police and fire departments, as well as the control tower, as required by airport management. Security officers will coordinate with control tower personnel by two-way radio during emergencies using the ground control radios.

**Access Control** - responsible for opening and closing of all gates and the surveillance of all fence lines on the airport premises, as well as checking security access gates for proper operation once per shift or as required by airport management.

**Disseminate Information** as required by airport management; log and report any damage to city property; promote favorable public relations in public contact situations if requested by the airport manager.

**Coordinate with the City of Fort Lauderdale Police Department**, and other governmental agencies in the event of emergency or criminal activity as required by airport management. The security officers will log all suspicious activities and report them to the police and airport management. The security officers will immediately report any felonious activities to the police department and airport management.

**Maintain Direct Radio or Cell Phone Communication** with SMSSI dispatch at all times.

## TAB 5. NARRATIVE *Continued*

### MANAGEMENT APPROACH

SMSSI has structured our management resources to comply with all contract obligations, regulatory requirements, and service expectations.

This is accomplished by defining positions and establishing clear lines of accountability. Our field supervisors and regional managers will suggest areas where resources are best utilized; such as officer deployment, equipment, and supplies.

The table below highlights some of the activities and responsibilities our team will address while serving the Fort Lauderdale Airport.

Management	Activities & Responsibilities	
<b>BRANCH SUPERVISION</b>	<b>Branch Supervision Team:</b> <b>Senior VP, Regional Manager, Operations Manager and a team of Field Supervisors:</b> <ul style="list-style-type: none"> <li>• Provide oversight and facilitate decisions</li> <li>• Meet regularly with the customer to evaluate service levels</li> <li>• Support site operations</li> <li>• Regularly visit each post</li> <li>• Conduct on-site training</li> </ul>	<b>Random Inspections:</b> <ul style="list-style-type: none"> <li>• Announced and unannounced</li> <li>• 24 hour/7 day a week basis</li> <li>• Assures quality of officers' performance and appearance</li> <li>• Identifies and shares any deficiencies with the branch supervision team</li> <li>• Corrective action plans are formulated and implemented</li> </ul>
<b>CORPORATE LEADERSHIP &amp; SUPERVISION</b>	<b>Corporate SMSSI support team:</b> <ul style="list-style-type: none"> <li>• President</li> <li>• VP Operations VP HR</li> <li>• Controller Payroll/Billing</li> <li>• International Communications Center (ICC)</li> </ul>	<ul style="list-style-type: none"> <li>• Oversees payroll and billing accuracy</li> <li>• Provides HR support (claims management, recruiting, benefits)</li> <li>• Tracks key metrics and quarterly business reviews</li> <li>• Account visits and inspections</li> <li>• Brings industry innovations</li> <li>• Provides customer service</li> <li>• Responds to requests for emergency support</li> </ul>

## TAB 5. NARRATIVE *Continued*

### TOTAL QUALITY MANAGEMENT PROGRAM

#### Quality Assurance Program

*It is our goal to be the FIRST CHOICE of our clients and employees.*

To achieve this goal, St. Moritz has implemented a quality assurance program we call the "1st Choice Program."



The key working elements include measurements for quality, compliance, and service delivery. To determine and rate our performance in these areas, our corporate QA Consultant, Ted Plenderleith, conducts:

- Quality Assurance Audits / Satisfaction Surveys
- KPI Metrics Review
- Quarterly Business Reviews (QBR)

#### QUALITY ASSURANCE AUDITS

QA audits review client policies/post orders, compliance with client required training, and officer performance reviews. Post orders are verified to be up-to-date and uploaded to TrackTik. The schedule and plan for any specific site required certifications, annual training, or yearly training is reviewed. Finally, officer performance reviews are verified to have been conducted by the branch manager, account manager or on-site supervisor (employee file reviews). These factors all contribute to the site and branch manager performance evaluations.

#### Satisfaction Surveys

In addition to QA Audits, we have a formalized and numerically-scored audit procedure administered by the Corporate QA Consultant. Conducted on a regular basis (annual, quarterly or monthly - as agreed with the customer). These surveys inform SMSSI about our service delivery levels in the following areas:

Officer Training and Proficiency  
TrackTik Client Interface  
Traffic-assist Duties  
Equipment Checks  
Video Surveillance Systems  
Special Event Security

Patrols (internal/external)  
Perimeter Security/Fencing and Lighting  
Post Orders  
OSHA/Safety  
Electronic Data Compliance Policies  
Proprietary/Confidential  
Information/Document Disposal

A completed numerically-scored audit report is provided to your designated on-site management.

**TAB 5. NARRATIVE *Continued***

**TOTAL QUALITY MANAGEMENT PROGRAM *continued***

**KEY PERFORMANCE INDICATORS — ESTABLISHING A SERVICE BASELINE**

Key Performance Indicators (KPIs) are service standards established by SMSSI and our customer during the pre-start up period. They are integral to the successful review of administrative processes. KPIs measure desired results and convert them to checklist elements, which can then be targeted during scheduled inspections. This is a development process that requires customer support and interaction. The result is a comprehensive list of desired results which can be used to draw quality control conclusions.

Management Involvement	Number of visits each quarter by BM/AM
Officer Performance Levels	Number of officers with completed training and enrolled in continued education
Trends & Analytics (review and make recommendations)	Satisfactory business reviews
Cost Saving Measures	Cost savings from re-engineering service implementation of technology, restructuring schedule, etc.
Shift Coverage/"Back-up" Personnel	Frequency needed, rate of accommodation
Number of Incidents	Type and trend
Number of Accidents	Type and trend
Officer Retention	Number of officers 1 year, 5 year, 10 year
Incidents	Number by type and trend

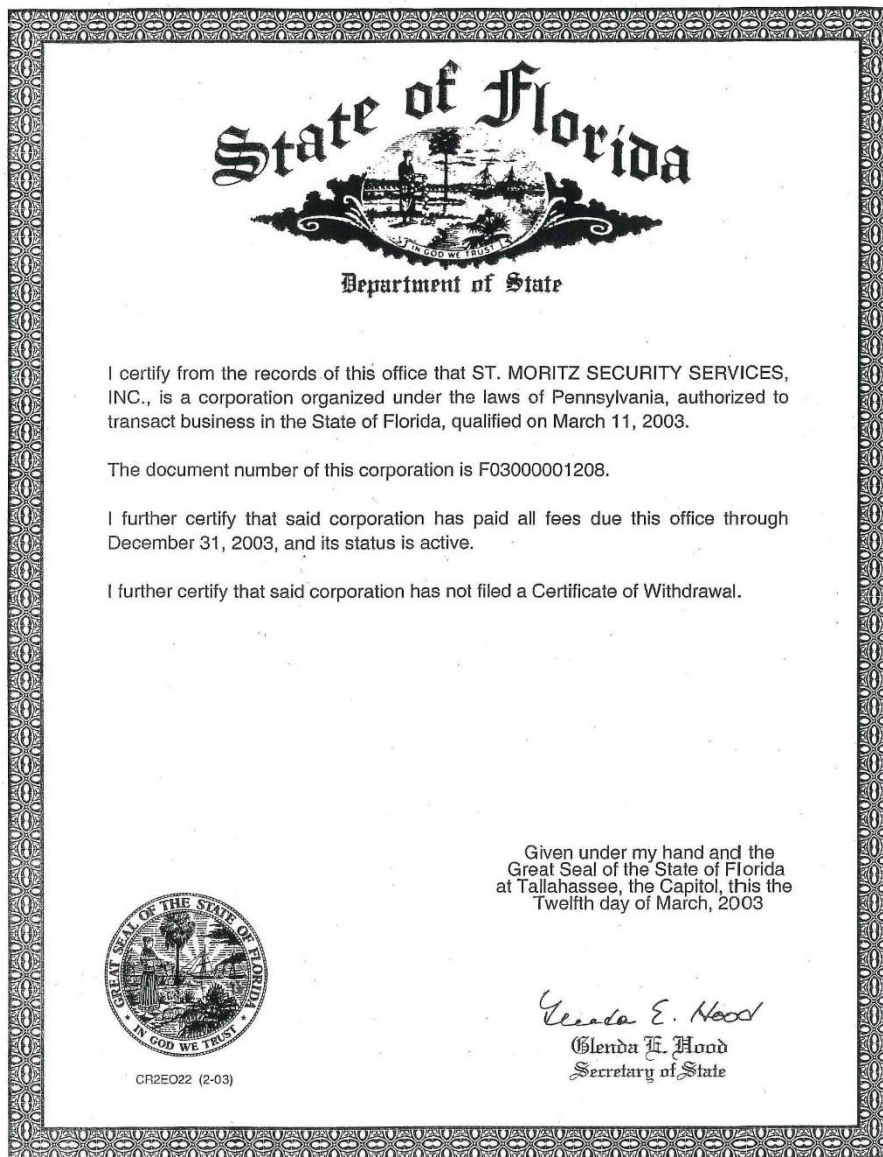
**QUARTERLY BUSINESS REVIEWS**

Our formal business review process can be conducted either in-person or via video conference and will be held regularly (quarterly, semi-annually, or annually) according to your preference. The goal of these business reviews is to discuss your security program and evaluate how we are meeting the identified service deliverables. A business review document will be prepared that includes summarized data, metrics, and analytics collected from reports completed by the officers. Our regional manager or branch manager will walk you through the information and present it to you in an easy to understand format. This will allow you to make informed decisions regarding your security program, which may include schedule changes, increases/decreases in staffing, and implementation of enhanced risk avoidance measures.





TAB 6. LICENSES AND TAX RECEIPTS



ST. MORITZ SECURITY SERVICES, INC.  
ATTN BRIAN K. FISCUS  
4600 CLAIRTON BLVD  
PITTSBURGH PA 15236-2114

Business Partner Number

1766975

Use this number when contacting the Department. Do not use this number for resale purposes.





**TAB 6. LICENSES AND TAX RECEIPTS**

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**NICOLE "NIKKI" FRIED**  
**COMMISSIONER**  
**DIVISION OF LICENSING**


**01/09/19**  
DATE ISSUED

**04/25/21**  
DATE OF EXPIRATION

**BB2600010**  
LICENSE NUMBER

**ST MORITZ SECURITY SERVICES, INC.**  
2054 EAST EDGEWOOD DR.  
RM. 14, SUITE B  
LAKELAND, FL 33803

THE SECURITY AGENCY BRANCH OFFICE NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF CHAPTER 493, FLORIDA STATUTES.



*Nicole Fried*  
**NICOLE "NIKKI" FRIED**  
**COMMISSIONER**



**TAB 6. LICENSES AND TAX RECEIPTS**

**CITY OF LAKELAND**

**BUSINESS TAX RECEIPT**  
*Business Tax Office, 228 S Massachusetts Ave., Lakeland, FL 33801*

**Expires on: 9/30/2017**

<b>Account Number:</b>	1375518
<b>Workers:</b>	2
<b>Square Footage:</b>	220
<b>Fee:</b>	\$48.31

**Location Address**  
2054 E EDGEWOOD DR #B

**Business Name & Mailing Address**  
ST MORITZ SECURITY SERVICES

PHIL ST MORITZ, OWNER  
2054 E EDGEWOOD DR #B  
LAKELAND, FL 33801

This business tax receipt does not permit the holder to operate in violation of any City law, ordinance or regulation. Any change in location or ownership must be approved by the City Business Tax Section, subject to zoning restrictions. This Receipt does not constitute an endorsement, approval or disapproval of the holder's skill or competence or of the compliance or noncompliance of the holder with other laws, regulations or standards.

*[Signature]*

RECEIPT MUST BE CONSPICUOUSLY DISPLAYED IN YOUR PLACE OF BUSINESS

VALID ONLY WHEN SIGNED

Bus. Type(s) Bus. Subtype(s)  
CAT I-OFFICE GUARD/SECURITY  
CATEGORY I

Quantity

**POLK COUNTY LOCAL BUSINESS TAX RECEIPT**  
**ACCOUNT NO. 150918**

**CLASS: B**

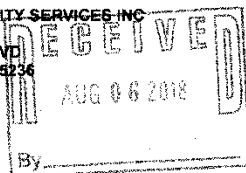
**EXPIRES: 9/30/2019**

<b>OWNER NAME</b> PHILIP L ST MORITZ	<b>LOCATION</b> 2054 E EDGEWOOD DR LAKELAND - IN
---	--

**BUSINESS NAME AND MAILING ADDRESS**

**CODE**      **ACTIVITY TYPE**  
**540230**      **SECURITY AGENCY**

**ST MORITZ SECURITY SERVICES INC**  
**4600 CLAIRTON BLVD**  
**PITTSBURGH, PA 15236**



**PROFESSIONAL LICENSE (IF APPLICABLE)**  
**BB2600010**



**OFFICE OF JOE G. TEDDER, CFC \* TAX COLLECTOR**

THIS POLK COUNTY LOCAL BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT THE BUSINESS LOCATION

PAID-1204549-0001-0001 07/31/2018 07/30/2018 MHH 12 57.75

TC3018-11



**TAB 6. LICENSES AND TAX RECEIPTS**

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**NICOLE "NIKKI" FRIED**  
**COMMISSIONER**  
**DIVISION OF LICENSING**

**01/09/19**      **09/24/21**      **B 2300015**  
DATE ISSUED      DATE OF EXPIRATION      LICENSE NUMBER

**ST. MORITZ SECURITY SERVICES, INC.**  
3350 SW 148TH AVE,  
STE 110  
MIRAMAR, FL 33027

SMITH, KEVIN, PRESIDENT  
ST. MORITZ, PHILIP L., PRESIDENT  
FISCUS, BRIAN K., TREASURER  
SCHWARTZ, MATTHEW C., OTHER

THE SECURITY AGENCY NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF  
CHAPTER 493, FLORIDA STATUTES.

*Nicole Fried*  
**NICOLE "NIKKI" FRIED**  
**COMMISSIONER**

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

**VALID OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019**

**DBA:** ST MORITZ SECURITY SERVICES INC      **Receipt #:** 329-35861  
**Business Name:** ST MORITZ SECURITY SERVICES INC      **Business Type:** ALL OTHERS (SECURITY GUARDS)

**Owner Name:** ST MORITZ SECURITY SERVICES INC      **Business Opened:** 10/01/2006  
**Business Location:** 3350 SW 148 AVE STE 110      **State/County/Cert/Reg:** B2300015  
MIRAMAR      **Exemption Code:**

**Business Phone:**

**Rooms      Seats      Employees      Machines      Professionals**  
60

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
150.00	0.00	0.00	0.00	0.00	0.00	150.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

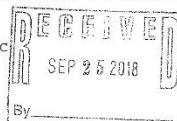
**THIS BECOMES A TAX RECEIPT**

**WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

**Mailing Address:**

ST MORITZ SECURITY SERVICES INC  
4600 CLAIRTON BLVD  
PITTSBURGH, PA 15236



**Receipt #** 1CP-17-00024138  
**Paid** 09/18/2018 150.00  
**09/17/2018 Effective Date**

**2018 - 2019**



**TAB 7. EVIDENCE OF INSURANCE**

<b>ACORD</b>		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 2/20/2018																						
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>																										
<b>PRODUCER</b> The Mechanic Group Inc. One Blue Hill Plaza Suite 530 Pearl River NY 10965			<b>CONTACT NAME:</b> Amanda Duke <b>PHONE (A/C, No, Ext):</b> (845) 735-0700 <b>FAX (A/C, No):</b> (845) 735-8383 <b>EMAIL ADDRESS:</b> aduke@mechanicgroup.com																							
<b>INSURED</b> St. Moritz Security Services, Inc. 4600 Clairton Blvd Pittsburgh PA 15236			<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A</td> <td>Allied World Surplus Lines</td> <td>24319</td> </tr> <tr> <td>INSURER B</td> <td>Berkley Regional Insurance Co</td> <td>29580</td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>			INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Allied World Surplus Lines	24319	INSURER B	Berkley Regional Insurance Co	29580	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER D:																										
INSURER E:																										
INSURER F:																										
<b>COVERAGES</b> <span style="float: right;"><b>CERTIFICATE NUMBER:</b> CL1822014394 <b>REVISION NUMBER:</b></span>																										
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>																										
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																				
A	GENERAL LIABILITY																									
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000																				
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		5200-1082-04	3/1/2018	3/1/2019	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000																				
	<input checked="" type="checkbox"/> ERRORS & OMISSIONS					MED EXP (Any one person) \$ 10,000																				
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000																				
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 3,000,000																				
	AUTOMOBILE LIABILITY					PRODUCTS - COMP/OP AGG \$ 3,000,000																				
	<input type="checkbox"/> ANY AUTO		UNDER SEPARATE COVERAGE			COMBINED SINGLE LIMIT (Ea accident) \$																				
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per person) \$																				
	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$																				
	<input type="checkbox"/> HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$																				
	<input type="checkbox"/> NON-OWNED AUTOS					\$																				
A	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR				EACH OCCURRENCE \$ 10,000,000																				
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 10,000,000																				
	DED	RETENTION \$	5201-0247-04	3/1/2018	3/1/2019	\$																				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y/N	UNDER SEPARATE COVERAGE			WC STATUTORY LIMITS \$																				
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N/A				E.L. EACH ACCIDENT \$																				
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$																				
B	COMMERCIAL CRIME		BCCR-45000015-24	3/1/2018	3/1/2019	E.L. DISEASE - POLICY LIMIT \$																				
	EMPLOYEE DISHONESTY					FORM 1 \$2,000,000																				
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)																										
<b>CERTIFICATE HOLDER</b>  * FOR PROPOSAL PURPOSES ONLY * ***** SAMPLE *****			<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Michael Lehner/AMERPS																							

ACORD 25 (2010/05)

INS025 (2010/05)

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CAM #19-0380

Exhibit 7

Page 20 of 59





**TAB 7. EVIDENCE OF INSURANCE**



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
2/21/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Seubert & Associates Inc. 225 North Shore Drive Suite 300 Pittsburgh PA 15212		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 412-734-4900 FAX (A/C, No): 412-734-5725 E-MAIL: certs@seubert.com ADDRESS:															
<b>INSURED</b> St Moritz Security Services, Inc. 4600 Clairton Boulevard Pittsburgh PA 15236		<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : Continental Insurance Co</td> <td>35289</td> </tr> <tr> <td>INSURER C : Hartford Fire Insurance Company</td> <td>19682</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Company	16535	INSURER B : Continental Insurance Co	35289	INSURER C : Hartford Fire Insurance Company	19682	INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #																
INSURER A : Zurich American Insurance Company	16535																
INSURER B : Continental Insurance Co	35289																
INSURER C : Hartford Fire Insurance Company	19682																
INSURER D :																	
INSURER E :																	
INSURER F :																	

COVERAGES		CERTIFICATE NUMBER: 334890233		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY	Y	Y	BAP100944604	3/1/2018	3/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y	Y	6024362460	3/1/2018	3/1/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC100944404	3/1/2018	3/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Leased/Rented Equip.			40UUMG29540	3/1/2018	3/1/2019	\$175,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Sample Cert of Insurance							

CERTIFICATE HOLDER	CANCELLATION
St Moritz Security Services Inc. 4600 Clairton Boulevard Pittsburgh PA 15236	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Kristie Zulich</i>

## TAB 8. COMPANY PROFILE

### Company History & Ownership

**St. Moritz Security Services, Inc. (SMSSI)** is the largest Pittsburgh-based security provider and is among the few remaining home-grown operations led by its originator. SMSSI was incorporated in 1982 by Philip St. Moritz and he remains the company's current principal (100% ownership).

The company has been in continuous operation for 36 years. SMSSI is a Pennsylvania "S" Corporation, managed by Matthew Schwartz, CPP, Chief Executive Officer.

### MISSION STATEMENT

Our mission: *"to protect and safeguard the people and businesses within our communities by providing security, solutions and protection."*

### ORGANIZATIONAL SUMMARY

SMSSI has core operations and is licensed in 24 US States + the District of Columbia and Ontario, Canada with affiliate service capabilities in all 50 states.

*SMSSI has specialty business units which offer commercial security, ATM escort, and retail/ loss prevention, and janitorial (St. Moritz Building Services, Inc.).*

### MANAGING OFFICE LOCATIONS:

PA, CA, AZ, FL, GA, HI, IL, MA, NV, NJ, NY, OH, TX, VA, WV, District of Columbia (16)



## TAB 8. COMPANY PROFILE

### CORPORATE LEADERSHIP TEAM

**Matthew Schwartz, CPP**, Chief Executive Officer

4600 Clairton Boulevard, Pittsburgh, PA

Phone: 786.565.2393 | Email: [mschwartz@smssi.com](mailto:mschwartz@smssi.com)

- 20+ years of extensive security leadership experience
- Senior leadership positions with the nation's largest security suppliers

**Chris Hansen**, Chief Operating Officer

4600 Clairton Boulevard, Pittsburgh, PA

Phone: 713.542.5096 | Email: [chansen@smssi.com](mailto:chansen@smssi.com)

- 39 years of security leadership expertise
- Senior leadership positions - accountable for multi-million dollar revenues and multi-state oversight

**Kevin Smith**, President of Commercial Services

4600 Clairton Boulevard Pittsburgh, PA

Phone: 412.885.3144 | Email: [ksmith@smssi.com](mailto:ksmith@smssi.com)

- Extensive security operations experience
- Served in leadership positions for St. Moritz for 29 years

➔ **88 YEARS OF COMBINED LEADERSHIP EXPERIENCE**

### LOCAL ST. MORITZ SERVICING OFFICE

**St. Moritz Security Services Inc.**

3350 SW 148th Avenue, Suite 110, Miramar, FL 33027



## TAB 8. COMPANY PROFILE

### LOCAL LEADERSHIP TEAM

#### Lenny Neff, Regional Vice President

Experienced security and safety professional with proven management skills and experience in both the public private sectors of the industry.

**Education:** Palm Beach State College; Criminal Justice/Safety; 1992-96; University of Maryland

#### Employment:

- Chief of Safety and Security, Lost Tree Village POA, North Palm Beach, FL  
January 2016 – November 2018
- Regional Manager, ABM Elite Protection Services, North Palm Beach, FL  
September 2000 – January 2016
- US Army Counterintelligence Agent

#### Security Management and Leadership Skills:

- Emergency Management
- Risk Assessment
- Program Management
- Surveillance
- Military
- Military Operations

#### Certification:

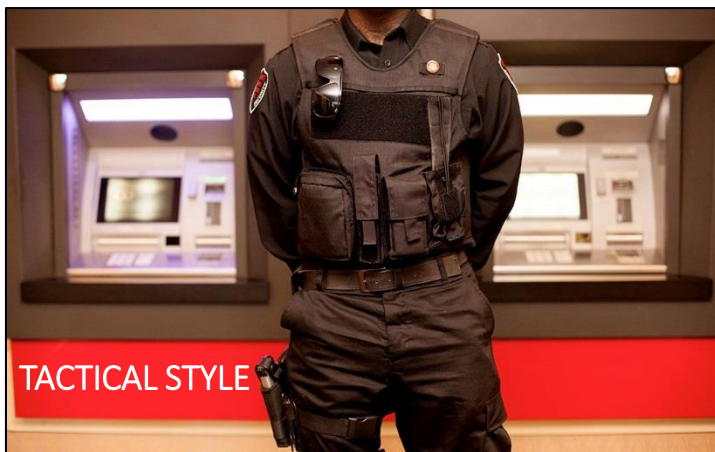
- Executive Protection  
Certification Authority: R.L Oatman Associates

#### Professional Organizations:

- Founding Member: Chiefs of Police Public Private Partnership Workgroup
- Board Member: Palm Beach County Crime Prevention Officers Association
- Member: Northern Directors Group
- Member: Palm Beach County Association of Chiefs of Police
- Member: Business Partners Against Terrorism



TAB 9. DESCRIPTIONS / PICTURES - UNIFORMS



**UniPro**  
★★★★★ INTERNATIONAL



Uniforms and the overall appearance of the officers is recognized as critically important. We are able to implement a signature uniform that is functional as well as fashionable. From white glove (executive) style to military style to tactical gear, we demand form fitting uniforms that convey complete professionalism.

We know from experience the value of practical footwear. Our experience with worker claims has historically been related to slip and falls with injuries sustained as a result. We have effectively minimized the potential for such claims by understanding the risks and making necessary adjustments. As a testament to the success, we have achieved an overall reduction in our experience rating and a measureable change in our insurance rates.

Our focus on safety also relates to supplying all the foul weather gear necessary for the Officers to perform their duties in all weather conditions.

**St. Moritz utilizes Unipro International, a certified WBE supplier, for all uniform purchases. The portion of the spend directly associated with this contract is estimated at \$.20 for each billable hour.**

## TAB 9. DESCRIPTIONS / PICTURES – SECURITY VEHICLE

SMSSI will provide two well maintained, fully operational 4 X 4 sport utility vehicles equipped with a yellow light bar and appropriate markings (*Fort Lauderdale Executive Airport Security Patrol*) in 6" reflective lettering and a trailer hitch capable of pulling 2000 pounds.

Each vehicle will have professionally installed 2-way vehicle aviation radio with at least 5 watts of power as well as a hand held aviation band transceiver with a back-up battery. Each radio shall have the capability of transmitting and receiving on 720MHZ frequencies. The vehicle radio shall remain on at all times and the hand held unit shall be on and with the security officers any time they are outside the vehicles. Additionally, vehicle units shall carry an adapter to charge the radio/cell phone using the vehicle's power. The phone shall remain on at all times, ready to receive incoming calls.

Each vehicle shall have a locker with the following items: first aid kit, flashlight, small tool box, rain gear, vehicle tow strap with hooks on each end, and an operational and current fire extinguisher capable of extinguishing A, B and C type fires, scoop type shovel, push broom, and one plastic five gallon bucket.



SMSSI has engaged Enterprise to handle our fleet vehicle program. We have specified options on the appropriate vehicles for each assignment, including markings and equipment. We are aware of the description including tow capability identified by the City. We are aware of the expected mileage and the associated lease cost, insurance, preventive maintenance, emergency replacement, tire replacement and fuel costs. This program is an option which we would utilize in service to Fort Lauderdale. It will include roadside assistance and back-up.

## TAB 10. EQUIPMENT

### TECHNOLOGY — OPTIMIZING SECURITY

SMSSI manages security service using an all-in-one technology platform—TrackTik. We ensure tours are completed as scheduled with this cloud-based GPS tracking and reporting tool. This ensures full visibility and up-to-date status of the security program to our customers.

Officers use a smartphone or tablet installed with the Mobile Tracker application. Customized electronic post orders are instantly available to all users. Officers can also receive prompts during their shifts directing them to complete and confirm tasks or alert them to updates and BOLOs (Be on the Look Out).

Based on the officer's findings, they can produce reports, send alerts, attach pictures, video, and audio recordings. The officer's location will automatically be recorded in a GPS map of the shift.



### INCIDENT MANAGEMENT



- Custom incident analytics reports
- Instant access to recorded video documentation
- Real time alerts for security incidents and other facility/parking/maintenance issues
- Reports include pictures, video, audio recordings and written notes
- Dispatch officers to respond to new issues

### COMPREHENSIVE REPORTING



- Displays data on a client dashboard and is instantly viewable
- Provides shift reports and DARs to track daily activities at a specific location
- Provides client representatives with information on issues as they occur

## TAB 10. EQUIPMENT

### ALERTS & NOTIFICATIONS



- Alert officers to time sensitive messages and notifications (BOLOS)
- Alert officers about reoccurring tasks
- Confirm receipt of all messages, tasks, and notification deliveries

### GEO LOCATION



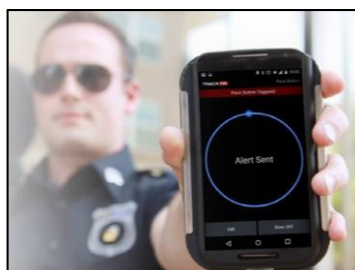
- Provides GPS position of officer
- Tracks predesignated roves
- Geo-fencing alerts super- vision if the officer is out of authorized area

## ADVANCED SOLUTIONS - 24/7 INTERNATIONAL COMMUNICATIONS CENTER (ICC)



The ICC provides 24/7 monitoring capabilities for our customers, security officers and supervisors. The ICC is located in Pittsburgh and is operated by highly trained SMSSI personnel.

To support their roles, they are equipped with the latest telephone and computer technology – assuring continuous operation during an emergency.





## TAB 10. EQUIPMENT

### TOUR OPTIMIZATION AND OPERATION SYSTEMS

#### TOUR OPTIMIZATION



- Real-time visibility into tour/protocol compliance
- Enables immediate corrective actions
- Officers access message board and panic button
- Captures live video of incidents during patrols, viewable directly from Live Dashboard
- Electronic sign-ins and post orders
- Notifies customers and supervision via email, SMS, or web browser

#### SCHEDULING, PAYROLL AND INVOICING



- Invoicing and payroll is generated directly from time and attendance data
- Accurate invoices and payroll
- Speeds time to generate paychecks
- Avoids manual data entry errors
- Scheduling is managed by site supervisors in cloud-based system
- Avoids scheduled overtime
- Schedules only qualified officers who meet training requirements

#### TIME AND ATTENDANCE



- Officers log in at the start of each shift creating a digital time stamp with GPS location marker
- End of shift logouts port data directly into cloud-based payroll/invoicing system
- Failure to log in/out alerts to supervisors and management for action



TAB 11. JOINT VENTURE

NOT APPLICABLE

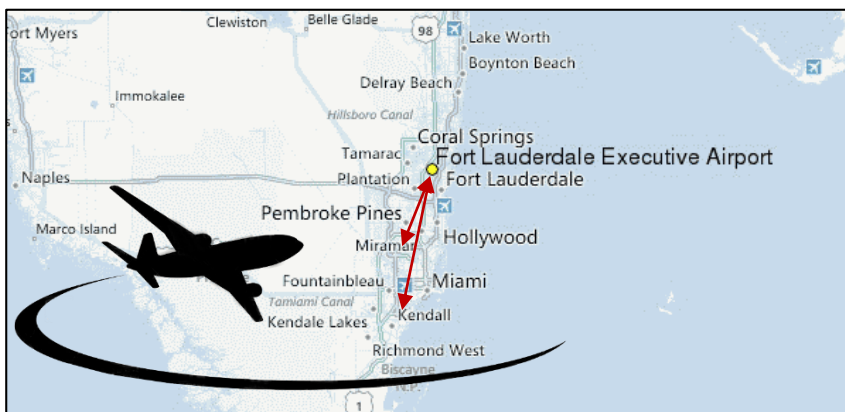
## TAB 12. QUALIFICATIONS / EXPERIENCE

### AVIATION INDUSTRY EXPERIENCE

Specific services SMSSI provides to both the private and public sectors depend on individual location and customers needs. All SMSSI officers are trained to observe and report. Standard security duties require officers to conduct patrols, handle access control, respond to calls and emergencies, detect report and correct safety hazards, enforce policies/procedures and applicable state laws, monitor closed circuit cameras when present, and provide a visible crime deterrent. In addition to these basic duties, SMSSI has the requisite experience and resources to implement and manage a comprehensive airport security program from a local office which is well situated nearby, with a second office (Kendall) also located in the general vicinity.

The local SMSSI security team has direct airport or comparable work experience; as a unit, they are adept at:

- monitoring security patrols
- providing site specific training to assigned officers
- enforcing established security procedures
- monitoring activity on property to deter/prevent theft, sabotage, fire and accidents
- responding to calls for assistance
- preparing accurate, detailed reports on accidents, incidents and suspicious activities
- Identifying, reporting and correcting safety and fire hazards
- providing assistance to customers, employees and visitors in accordance with company or department procedures



## TAB 12. QUALIFICATIONS / EXPERIENCE

### LOCAL QUALITY SERVICE BACKED BY NATIONAL RESOURCES

The local office in Miramar, Florida consists of the following management personnel, all of whom will be available, upon award of contract, to participate in the transition and delivery of security service to Fort Lauderdale Executive Airport:

- **Operations Manager: Uclitt Forbes**
  - MB Managers License
  - Florida State issued guard license D
  - Florida State issued guard license G
  - Six Sigma white belt certification
  - PSPA manager, supervisor, security officer certificates
- **Field Supervisors (2):**
  - **Richard Bailey** - Florida State issued guard licenses
  - **Kirkon Bailey** - Florida State issued guard licenses; PSPA manager, supervisor, and security certifications
- **Administrative Assistant: Sandra Barrett**
  - BS, MBA
  - Compliance
  - Local recruiting and HR responsibilities

This group has extensive experience providing front line security and handling security and safety-related issues in a variety of highly populated venues. In addition to regular security patrols, they have provided airport escorts in Miami, Fort Lauderdale and Hollywood.

Several other St. Moritz executives and managers also have direct airport security experience; their knowledge and expertise will be made available to the Miramar office.





## TAB 13. STAFF

### Security Manager

The experience, work effort and attention to detail of the Security Manager will be key factors in consideration for selection to serve at the City of Fort Lauderdale Executive Airport. SMSSI will work closely with the leadership team at the Fort Lauderdale Executive Airport to analyze the qualifications of the incumbent security manager as well as other security officer personnel who wish to remain on the new contract. Incumbent personnel who meet the baseline requirements and are current in with licensing, certifications and compliance, will be considered first. SMSSI employment careening practices and hiring details are outlined on the following pages.

SMSSI will seek the following qualifications in the security program manager:

- The ability to lead and manage personnel
- The ability to train personnel on-site as needed
- The ability to interact well with all levels of management
- The ability to interact well with all types of individuals
- The ability to deal with both sensitive and technical issues
- Experience in airport security operations
- Advanced training and/or certification in security operations and management (such as CPP or PSPA certification)
- Emergency procedure training and applicable certification/s
- Organizational skills
- Proficient computer skills
- Ability to prepare accurate and comprehensive reports as necessary
- Attention to detail

All candidates for security manager will have their backgrounds and work histories verified during the selection process. The candidates will also be screened for exceptional customer service skills, leadership, security knowledge, safety skills and intelligence.

Each candidate will have to be approved by both SMSSI and the Airport prior to assignment.

## TAB 13. STAFF

### Personnel Selection

#### **BEST PERSON/RIGHT JOB**

SMSSI will recruit, screen, and select the best officer talent available in your market.

The recruiting and selection process will be managed by our local management and staff who best understand the hiring needs of Ft. Lauderdale Airport. SMSSI is an equal opportunity employer and will fully comply with all applicable laws and regulations regarding nondiscrimination in employment.

#### **RECRUITING**

We will continue our ongoing advertising programs to ensure our security program has a full staff complete from day one, and an additional pool of back-up candidates. We advertise in:

- Local newspapers
- Trade associations
- Colleges
- Online recruiting sites, including our website ([www.smssi.com](http://www.smssi.com))

#### **TRANSITIONING INCUMBENT SUPPLIERS**

We recognize and welcome the continuation of qualified incumbent officers at your facility. When transitioning service from the old supplier, we will recruit and retain as many qualified officers who are able to successfully pass our employment standards.

Every incumbent officer we hire will have undergone personal interviews and reference checks to determine their ability to represent SMSSI and the City of Fort Lauderdale in a professional manner.

### Attentive Hiring Practices-Documented Practice

*Recruiting the right talent - best suited for a career in security - is the best practice.*

To support this practice, SMSSI utilizes a multi-step approach to pre-qualify applicants.

**SMSSI conducts extensive criminal background reviews of all applicants.** The process includes interviews, ten year employment history, a criminal record check, personal information verification, **introductory basic industry orientation (using our eLearning portal)**. Further pre-qualifications processes include; tests for **literacy** (a basic knowledge exam), **physical mobility assessment**, and **drug screening**.



## TAB 13. STAFF

### Personnel Selection *continued*

#### **MINIMUM QUALIFICATIONS**

**The general minimum qualifications for an applicant are:**

- High school diploma or equivalent
- U.S. citizen or legal work permit Height proportionate to weight
- Twenty-one years of age (*18 conditional*)
- Current (State) resident driver's license
- Pass the federal and state criminal background security checks
- Drug-free and able to successfully pass a standard drug screening examination from a NIDA approved lab or other certified agency as permitted by the jurisdiction having authority
- Speak fluently, read, and write in English
- Previous experience demonstrating the ability to meet and deal with the general public
- The ability to maintain poise and self-control under stress
- The ability to construct and write clear, concise, and accurate reports

**Assignment Specific Qualifications, as applicable:**

- Possess or be able to obtain before the assignment, a state-endorsed certification, permit or armed security license, (as applicable) (*Armed Only*)
- Possess or be able to obtain before assignment current Transportation Workers Identification Card (*TWIC Credentials*) if required
- Possess or be able to obtain before assignment local and federal access and identification credentials (*if required as per assignment*)

#### **PERSONNEL SELECTION CRITERIA**

<b>Criminal Background:</b>	Fingerprinted and submitted for licensing in accordance with state and local requirements
<b>I9 Verification:</b>	<ul style="list-style-type: none"><li>- SMSSI complies with all Federal and State immigration laws</li><li>- Documentation showing citizenship or legal alien status</li></ul>
<b>Military History:</b>	Copies of past or current military service form DD-214
<b>Driver's License:</b>	Officers who drive as part of their assignment must have an unrestricted license which is verified annually

## TAB 13. STAFF

### Development & Retention of Personnel

#### SUCCESSION PLANNING

SMSSI's succession planning begins with retaining high performing talent and developing employees so they are prepared to fill key roles. Development efforts are based on well-defined individual career paths, which keep employees engaged and motivated to excel within the security profession.



Career Goals  
& Objectives

*Helping us all  
SUCCEED*

SMSSI starts by helping officers and supervisors identify potential career path goals. During their first review, employees are offered **constructive feedback** tied to these specific goals to help them clearly measure their performance and adapt to meet new challenges.

Additional training and **lateral moves** help high potential officers and supervisors gain additional skills for new positions by exposing them to varying tasks and responsibilities. **Leadership roles** such as "site lead" build the necessary skills to succeed in future management roles or executive positions.

Finally, continuing education courses are recommended through PSPA. Once the employee completes this course, the new certification is added to his/her employment record and cross-checked with his/her career path goals.

Succession planning strengthens our flex pool and offers employees a varied and engaged job experience with SMSSI. Promotion is a result of the completion of continued security education certifications, outstanding performance reviews, completion of security specific programs (such as armed licensing or trainer programs) or graduation from external higher education. Promotion can also be recommended by a supervisor or manager.





## TAB 13. STAFF

### Development & Retention of Personnel *continued*

#### **RETENTION PROGRAMS FOR A ROBUST WORKFORCE**

##### **Recognition Awards**

Recognizing performance has proven to deepen employee commitment and job satisfaction. SMSSI recognizes employees for tenure, going above and beyond, and outstanding performance in their positions. The following award programs are in place to recognize commitment to service:



- Regional Security Officer of the Month/Year
- Regional Supervisor of the Month/Year
- National Security Officer of the Month/Year
- National Supervisor of the Month/Year
- Merit Awards
- Tenure Awards
- Career Advancement



##### **Career Path – Hiring from within**

Highly motivated individuals with leadership potential and the ability to get along with and lead others can grow with SMSSI. Whenever possible, SMSSI promotes officers to higher level positions as they are available and deemed suitable.



##### **Officer Satisfaction Survey**

SMSSI conducts annual employee surveys to discover what employees desire in their careers and what they expect from St. Moritz as their employer. We seek to improve the work environment, raise morale, and increase job satisfaction.

These surveys allow us to regularly address general areas of concern and solicit responses from field personnel on methods for improvement.

## **TAB 13. STAFF**

### **Benefits Programs**

SMSSI provides competitive wages and benefit packages to attract and retain the best talent in the industry. We will work to design a benefit package that offers a variety of medical plans through payroll deduction and/or client contribution. Detailed comparative information regarding cost and coverage can be provided for these programs or a combination of offerings.

#### **EMPLOYEE BENEFIT OFFERINGS**

- Employee Assistance Program
- Holiday Pay
- Paid Vacation
- Uniforms
- Direct Deposit

#### **EMPLOYEE RECOGNITION**

One of the most powerful motivating factors is being recognized for a job well done. SMSSI uses a variety of communications to share our employees' success with their peers, our executive management, and our clients. SMSSI employee recognition programs include:

- Employee Recognition Rewards
- Security Officer of the Month and Year
- Morale Events
- Employee Recognition in Corporate Publication

*Depending on selection and scope, some programs may require additional financial participation.*

#### **WORKPLACE CONDITIONS & CULTURE**

Everyone has a right to work in a safe workplace. SMSSI ensures employees have a safe workplace through the SMSSI Safety Program. Additionally, the work culture promoted and practiced by SMSSI management is one of respect. Employees are more likely to commit to a long-term work relationship if they are treated as the important part of the SMSSI service, which they are.

#### **ADVANCEMENT OPPORTUNITIES**

Realistic and attainable promotion opportunities are very strong motivators, showing employees a path towards a better future. SMSSI is committed to hiring from within.

*SMSSI recognizes the value of our employees and works hard to retain them. Our programs are some of the best in the industry, and attract and retain quality personnel.*

## TAB 13. STAFF

### Training Programs

When it comes to building a quality security team, the right training makes all the difference. With operations across the country, St. Moritz has the expertise and the resources to meet your requirements for quality security and training.



It is proven that well-trained security personnel make better long-term, dedicated employees. At St. Moritz, training goes beyond an introduction to basic security knowledge. Our thoughtfully designed on-the-job, web-based, and ongoing training programs are designed for all members of the SMSSI team—from officers to executives. Concentrated training of all St. Moritz staff across the company makes us a stronger security partner.

### OUTLINE— COMPETENCY & CONFIDENCE

Our program includes four modules

**1** PRE-ASSIGNMENT TRAINING

**3** SITE SPECIFIC TRAINING

**2** SPECIALIZED TRAINING

**4** REFRESHER TRAINING

## TAB 13. STAFF

### Training Programs *continued*

#### PRE- ASSIGNMENT

**Delivered in classroom or via SMSSI's eLearning Center: the following topics may vary due to state mandatory training and licensing:**



- Orientation
- Basic Officer Duties
- Communication Reporting
- Methods of Observation
- Local Government & Legal Limitations
- Fire Prevention
- Safety Hazards & Emergency Response
- Human Relations & Customer Service
- Sexual Harassment Awareness & Sensitivity
- Security Management

#### SPECIALIZED

**Delivered in a classroom setting, on the job, or via SMSSI's eLearning Center, consists of training modules:**



- Blood-borne Pathogens
- Crowd Control Active Shooter
- Office Building Evacuations
- Lobby Concierge & Access Control

#### SITE SPECIFIC

**Delivered on-site and may vary in length based on the complexity of the job; includes a variety of subject matter including:**



- Site Orientation
- Post Orders
- Interacting with Disturbed Persons
- Emergency Response & Evacuation
- Lock & Key Control
- Safety Awareness Patrol Techniques
- Traffic & Parking Lot Control

#### REFRESHER

**Mandatory training; occurs twice per year or once per year depending on position and required skills:**



- SMSSI will determine specific critical skills and knowledge to reinforce/retest with twice or once per year training
- Compliance with all state required refresher training



**TAB 13. STAFF**

**Training Programs *continued***



**Advanced Security Career Education**

**Education is powerful.** St. Moritz has partnered with Private Security Professionals of America® (PSPA) to offer our personnel unlimited, advanced security education and certifications. Officers and supervisors are eligible to take courses in various security disciplines

through this accredited, online learning forum. All student certifications and classes are pre-paid by St. Moritz. This investment in our employees' ongoing career development benefits our clients by developing security professionals with advanced skills and increased tenure at no additional cost to our clients.

**FACT**

*PSPA CERTIFICATES OF COMPLETION ARE ACCEPTED BY BOTH PUBLIC AND PRIVATE ORGANIZATIONS AS CONTINUING EDUCATION UNITS (CEUs).*

**CSO  
Certified Security Officer**

**Certified Security Officer (CSO) Hours: 60 hours; CEU Credits: 6**  
The CSO program is intended for use by all entry-level and mid-level personnel charged with the performing security.



- Security (101) S/O in the Know
- Security (102) Lessons Learned
- Security (103) Safety I Fundamental Awareness
- Security (104) Violence Awareness
- Security (105) Improving Workplace Security
- Security (201) Motor Vehicle Protocol
- Security (202) Golf Cart & Utility Vehicles
- Security (203) Bicycle and Tricycle Protocol
- Security (301) Workplace Diversity
- Security (302) Communication Verbal/Nonverbal
- Security (303) Report Writing
- Security (401) Aligning Security & Customer Service

**CSS  
Certified Security  
Supervisor**

**Certified Security Supervisor (CSS) Hours: 60 hours; CEU Credits: 6**  
The CSS program is intended for use by all entry-level, mid-level, and senior-level personnel (Security Supervisors) who are charged with the supervision or oversight of others.



The CSS program is an exam designed to validating educational briefings contained within the program.



**TAB 13. STAFF**

**Training Programs *continued***

**CSM  
CERTIFIED SECURITY  
MANAGER**

**Certified Security Manager (CSM) Hours: 60 hours; CEU Credits: 6**  
The CSM program is intended personnel charged with managing, leading, or directing people. The program is also applicable to Employers and Clients who: own, manage, oversee, and/or engage in security programs, security personnel, and/or life safety services.



The CSM program is a broad-based vetting exam designed to validate previously acquired industry knowledge and/or knowledge that may have been acquired by reading the educational briefings contained within the program.

***CERTIFICATION RECOGNITION***

**Continuing Professional Development (CPD) recognized by:**

Building Owners and Managers Association (BOMA/BOMI)  
Real Property Administrator RPA®  
Facilities Management Administrator FMA®  
Systems Maintenance Administrator SMA®  
Systems Maintenance Technician SMT®

**Continuing Education (CE) provider recognized by:**

American Society for Industrial Security ASIS®  
National Domestic Preparedness Coalition NDPC®  
National Sheriff's Association NSA



## TAB 14. REFERENCES

### **University Park Airport – State College, PA**

2493 Fox Hill Road, State College, PA 16803

Bryan Rodgers | [Bqr3@psu.edu](mailto:Bqr3@psu.edu)

Lt. Matthew White | [mrw162@psu.edu](mailto:mrw162@psu.edu)

814.865.4042

Patrols, access control; emergency response; executive security including escorts for high profile celebrities and athletes; 168 hours/week

Since 2017 - ongoing assignment

### **Department of Indian Affairs - Fort Indiantown Gap**

7-5 Wiley Road, Annville, PA 17003

Chief John Worley | [jworley@state.pa.us](mailto:jworley@state.pa.us)

717.861.2727

High level security patrols for heliport; access control; emergency response; complying with federal regulations associated with military operations; 168-336+ hours/week

Since 2005 - ongoing assignment

### **Schenker Logistics, a Division of Schenker, Inc.**

700 Allen Road, Carlisle, PA 17015

Fred Jennings, Security Manager | [fred.jennings@dbuschenker.com](mailto:fred.jennings@dbuschenker.com)

717.254.5756

Security gate control; access control; logistics facilitation; patrols; emergency response; 500 hours/week

Since 2016 - ongoing assignment

### **NCR Corporation International – ATM Division**

Dallas, Texas

William Thomas, Supervisor |

469.573.0187

“On Demand” high level security escort services supporting ATM maintenance operations; approximately 6,000 to 7,000 calls/month in TX and 16,000 to 17,000 calls/month around the country with 40 minutes response time; average 7600 hours/week

Since 2005 – ongoing assignment

## TAB 15. TECHNICAL APPROACH / SECURITY PLAN

### Transition / Implementation Plan

SMSSI will utilize a phased transition approach with a transition team (typically a 4-6 week process From contract award:

- **ASSEMBLE** a transition team and local resources
- **IDENTIFY** service needs
- **SELECT** the appropriate personnel
- **IMPLEMENT** plan development and timetable for a seamless transition

TASKS	Week 1	Weeks 2/3	Weeks 4-5	Week 6	Start
<b>ADMINISTRATIVE</b>					
Award Notification					
Finalize Transition Schedule					
Contact Current Service Providers					
Assemble Transition Management Group					
Progress Meeting/In-person or Teleconference					
Order Vehicles					
Set-up Vehicle Maintenance/Fuel Account					
Prepare Electronic Interface					
Prepare Inventory & Transfer					
Order Uniforms					
Contract Review					
Certificate of Insurance					
Educate District Staff on Customer Expectations					
Establish Communication Flow					
<b>TRAINING</b>					
Develop Site Specific Training Modules					
Classroom Training					
FXE-Specific Training					
Airport/Airfield Patrol Security Officer Training					
On-the-Job Post Training					
Develop Ongoing/Refresher Training					
<b>OPERATIONS</b>					
Develop Standardized Data Collection					
In-depth Site Familiarization					
Review of Existing Plan/Program					
Site Security Survey and Safety Audit					
Develop Post Instruction Manuals					
Review Staffing Plan					
Develop Site Tests					
Customer Review of Post Orders					
Finalize Bonus/Incentive Program					

## TAB 15. TECHNICAL APPROACH / SECURITY PLAN

### Transition / Implementation Plan *continued*

TASKS	Week 1	Weeks 2/3	Weeks 4/5	Week 6	Start
<b>HUMAN RESOURCES</b>					
Employment Packets to Incumbent Security Officers					
Develop Post Assignment Job Analysis					
Develop Supervisory Job Descriptions					
Open House for Incumbent Officers					
Identify Current Security Employees					
Contact Recruiting Sources					
Newspaper Ads and Other Recruiting Processes					
Customer Specific Pre-screening Requirements					
Applications and Interviews					
Security Officer Information Seminar					
Background Investigations					
Second Level Interviews					
Credentialing & Badging					
Benefits Briefing					
Offers Extended					

Our dedicated and experienced transition team will work with your project manager, review the service transition schedule, and determine responsibilities. Start and completion dates of each milestone, deliverables and all resources will be established and communicated. This team is ably supported by the SMSSI corporate structure and resources.

Beginning during the earliest stage of implementation, SMSSI sets regular meetings to discuss each phase of the transition. We have discovered that it is useful to survey all who will be affected by this change prior to the start of service. This allows us to address questions and concerns and gather information before moving forward. We will meet with you regularly to identify best practices and implement them.

Our team will create a smooth start-up and a well-managed transition - free from time consuming disruptions. In addition, we plan to provide a flex pool of cross trained personnel, emergency labor, equipment, and services from a local office should the need arise.

## TAB 15. TECHNICAL APPROACH / SECURITY PLAN

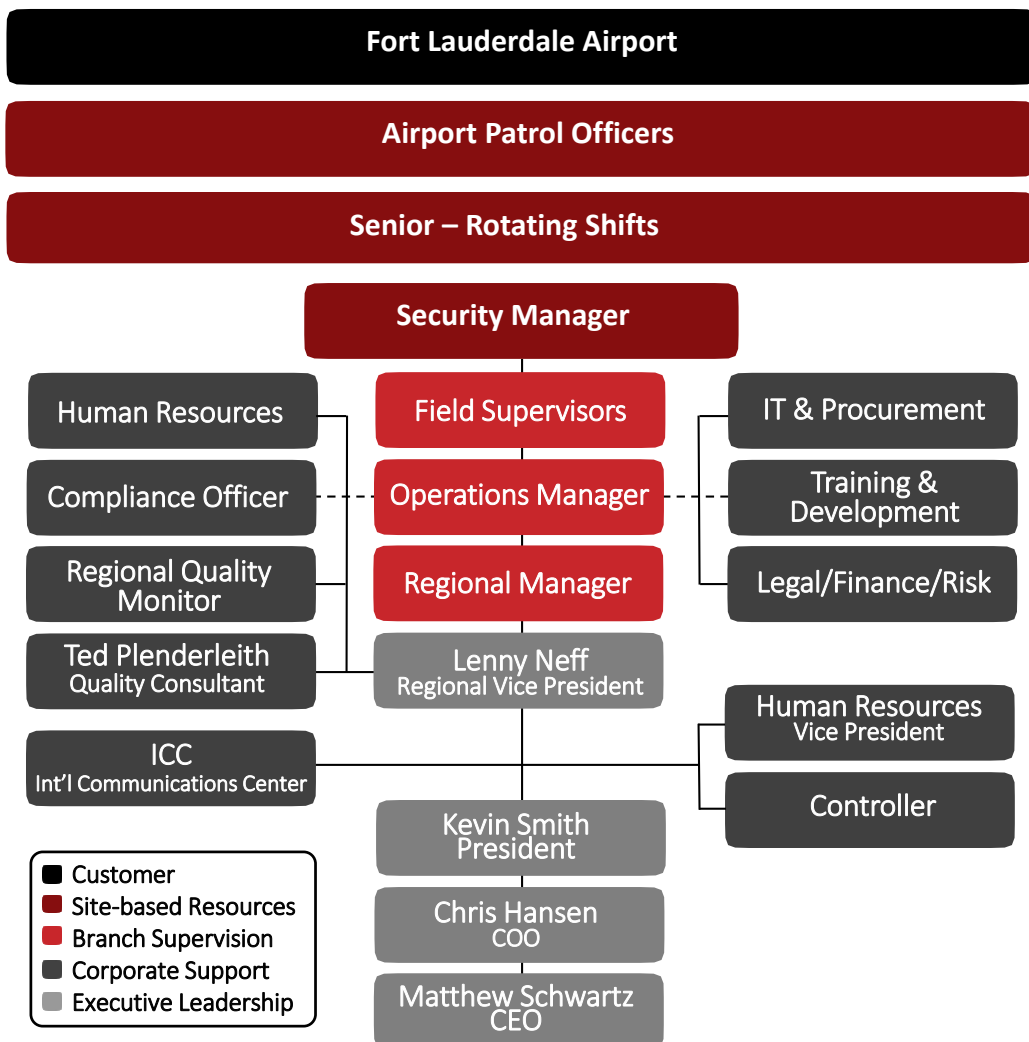
### AIRPORT SECURITY PROGRAM LEADERS AND SUPPORT STRUCTURE

**Lenny Neff**, Regional Vice President  
3350 SW 148th Avenue, Suite 110, Miramar, FL 33027  
Phone: 561.660.0258 | Email: [lneff@smssi.com](mailto:lneff@smssi.com)

**Lenny Neff** has ultimate responsibility for the success of the program.

**Regional Manager** provides day-to-day local supervisory and operational management.

**Operations Manager** provides scheduling, training compliance, field supervision management and direct daily support.







## TAB 16. COMMUNICATIONS

Each security officer on duty shall have a radio/cell phone compatible with the city's radio/cell phones and the proper number back-up batteries to ensure no interruptions to service. Each cell phone will have the ability to capture and deliver images via text messaging and unlimited texting capabilities.

The technology offered in our proposal is universally applied from our International Communications Center (ICC) through to the hand held devices of our officers. We see and communicate the "who, what, when and where" of our officers in the field, in "real time." Documentation of all activity is time stamped and saved for easy access at any time.

You, the customer have the same option to access a portal from any computer to see for yourself in the moment or what has been documented for review at a later date. Reporting is formatted and corrected in the manner you require. Patrols are more active as each checkpoint has certain instructions associated with the check. For example, "Are all lights in the area working? Is the area locked off? If no, implement action to notify airport management and secure."

Prompts for information during an incident or event lead to accurate data including pictures, video, testimony and actions taken including automatic alerts for your staff. Tasking is another valuable feature so that orders can be given out at any time for an early delivery or special tenant request and the task has to be acknowledged/accepted. When completed, a "task completed" text or email confirms the work has been done. A demonstration of this value added feature can be arranged at your convenience.



## TAB 17. MANAGEMENT REPORTS

### TOUR REPORT

		Patrol Report Confidential	GRIFFITH FOODS
GRIFFITH FOODS			
Route: GRIFFITH FOODS		Employee: JANYSHA BROWN	
Start: 07/15/2018 21:00		End: 07/15/2018 21:17	Duration: 17 Minutes
Checkpoint	Patrol Date	Patrol Time	Result
A 001 SOUTHEAST SIDE ENTRANCE	07/15/2018	21:01	Scanned
B 002 TRUE FREEZER IN TEXTURES LAB	07/15/2018	21:02	Scanned
C 003 VICTORY REFRIGERATOR IN TEXTURES LAB	07/15/2018	21:02	Scanned
D 004 MEAT LAB TAFCO COOLER #1	07/15/2018	21:02	Scanned
E 005 COLD ROOM COOLER #2	07/15/2018	21:03	Scanned
F 006 COLD ROOM FREEZER #1	07/15/2018	21:03	Scanned
G 007 COLD ROOM FREEZER #2	07/15/2018	21:03	Scanned
H 008 COLD ROOM TEMPERATURE	07/15/2018	21:02	Scanned
I 009 R&D COOLER #3	07/15/2018	21:04	Scanned
J 010 R&D FREEZER #3	07/15/2018	21:04	Scanned
K 011 CULINARY CENTER REFRIGERATOR	07/15/2018	21:04	Scanned
L 012 Culinary Center Freezer	07/15/2018	21:04	Scanned
M 013 EXECUTIVE ROW	07/15/2018	21:06	Scanned
N 014 SECOND FLOOR EXECUTIVE ROW ENTRANCE	07/15/2018	21:07	Scanned
O 015 MAIN LOBBY	07/15/2018	21:07	Scanned
P 016 QUALITY SYSTEMS FREEZER	07/15/2018	21:08	Scanned
Q 017 TRAULSEN REFRIGERATOR IN ARAMARK KITCHEN	07/15/2018	21:12	Scanned
R 018 KOL-GARD REFRIGERATOR	07/15/2018	21:11	Scanned
S 019 KOL-GARD FREEZER	07/15/2018	21:11	Scanned
T 020 DELFIELD REFRIGERATOR	07/15/2018	21:12	Scanned
U 021 RECEIVING DOOR 1	07/15/2018	21:13	Scanned



## TAB 17. MANAGEMENT REPORTS

### TOUR REPORT *Continued*

Tour Details

St. Moritz

SECURITY SERVICES, INC.

Protecting Your Interests

Time	Action	Details
21:01 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 001 SOUTHEAST SIDE ENTRANCE
21:01 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<div>001 SOUTHEAST SIDE ENTRANCE Checklist</div> <div>IS THE SIDE ENTRANCE LOCKED AND SECURE?: <span>Yes</span></div>
21:02 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 002 TRUE FREEZER IN TEXTURES LAB
21:02 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<div>002 TRUE FREEZER IN TEXTURES LAB Checklist</div> <div>WHAT IS THE TEMPERATURE OF THE TRUE FREEZER?: <span>-6.4</span></div>
21:02 07/15/2018	#7670 Tour Exception GRIFFITH FOODS	<div> <div>Checkpoint</div> <div>002 TRUE FREEZER IN TEXTURES LAB</div> <div>Exception Question</div> <div>WHAT IS THE TEMPERATURE OF THE TRUE FREEZER? (-5 - 5)</div> <div>Exception Answer</div> <div>-6.4</div> </div> <div> <div>Category</div> <div>Equipment / Failure</div> </div>
21:02 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 003 VICTORY REFRIGERATOR IN TEXTURES LAB
21:02 07/15/2018	#7671 Tour Exception GRIFFITH FOODS	<div> <div>Checkpoint</div> <div>003 VICTORY REFRIGERATOR IN TEXTURES LAB</div> <div>Exception Answer</div> <div>30</div> </div> <div> <div>Category</div> <div>Equipment / Failure</div> </div> <div> <div>Exception Question</div> <div>WHAT IS THE TEMPERATURE OF THE VICTORY REFRIGERATOR? (33 - 43)</div> </div>
21:02 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<div>003 VICTORY REFRIGERATOR IN TEXTURES LAB Checklist</div> <div>WHAT IS THE TEMPERATURE OF THE VICTORY REFRIGERATOR?: <span>30</span></div>
21:02 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 004 MEAT LAB TAFCO COOLER #1
21:02 07/15/2018	#7672 Tour Exception GRIFFITH FOODS	<div> <div>Checkpoint</div> <div>004 MEAT LAB TAFCO COOLER #1</div> <div>Exception Question</div> <div>WHAT IS THE TEMPERATURE OF THE TAFCO COOLER #1? (30 - 40)</div> <div>Exception Answer</div> <div>40.7</div> </div> <div> <div>Category</div> <div>Equipment / Failure</div> </div>
21:02 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<div>004 MEAT LAB TAFCO COOLER #1 Checklist</div> <div>WHAT IS THE TEMPERATURE OF THE TAFCO COOLER #1?: <span>40.7</span></div>
21:02 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 008 COLD ROOM TEMPERATURE



## TAB 17. MANAGEMENT REPORTS

### TOUR REPORT *Continued*

21:02 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	008 COLD ROOM TEMPERATURE Checklist WHAT IS THE COLD ROOM TEMPERATURE?: 57
21:03 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 005 COLD ROOM COOLER #2
21:03 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	005 COLD ROOM COOLER #2 Checklist WHAT IS THE TEMPERATURE OF THE COOL ROOM COOLER #2?: 36.4
21:03 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 006 COLD ROOM FREEZER #1
21:03 07/15/2018	#7673 Tour Exception GRIFFITH FOODS	Checkpoint Exception Answer 006 COLD ROOM FREEZER #1 -7 Category Equipment / Failure Exception Question WHAT IS THE TEMPERATURE OF THE COLD ROOM FREEZER #1? (-20 - -10)
21:03 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	006 COLD ROOM FREEZER #1 Checklist WHAT IS THE TEMPERATURE OF THE COLD ROOM FREEZER #1?: -7
21:03 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 007 COLD ROOM FREEZER #2
21:03 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	007 COLD ROOM FREEZER #2 Checklist WHAT IS THE TEMPERATURE OF THE COLD ROOM FREEZER #2?: -25
21:04 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 010 R&D FREEZER #3
21:04 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	010 R&D FREEZER #3 Checklist WHAT IS THE TEMPERATURE OF THE R&D FREEZER #3?: -6.2
21:04 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 009 R&D COOLER #3
21:04 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	009 R&D COOLER #3 Checklist WHAT IS THE TEMPERATURE OF THE R&D COOLER #3?: 40.5
21:04 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 011 CULINARY CENTER REFRIGERATOR
21:04 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	011 CULINARY CENTER REFRIGERATOR Checklist WHAT IS THE TEMPERATURE OF THE CULINARY CENTER REFRIGERATOR?: 34
21:04 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 012 Culinary Center Freezer
21:05 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	012 Culinary Center Freezer Checklist WHAT IS THE TEMPERATURE OF THE CULINARY CENTER FREEZER?: 2
21:06 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 013 EXECUTIVE ROW
21:07 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 014 SECOND FLOOR EXECUTIVE ROW ENTRANCE
21:04 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 012 Culinary Center Freezer
21:05 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	012 Culinary Center Freezer Checklist WHAT IS THE TEMPERATURE OF THE CULINARY CENTER FREEZER?: 2
21:06 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 013 EXECUTIVE ROW
21:07 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 014 SECOND FLOOR EXECUTIVE ROW ENTRANCE



## TAB 17. MANAGEMENT REPORTS

### TOUR REPORT *Continued*

21:07 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 015 MAIN LOBBY
21:07 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>015 MAIN LOBBY Checklist</b> IS THE MAIN ENTRANCE LOCKED AND SECURED?: <b>Yes</b>
21:08 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 016 QUALITY SYSTEMS FREEZER
21:08 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>016 QUALITY SYSTEMS FREEZER Checklist</b> WHAT IS THE TEMPERATURE OF THE QS FREEZER?: <b>-1</b>
21:11 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 018 KOL-GARD REFRIGERATOR
21:11 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>018 KOL-GARD REFRIGERATOR Checklist</b> WHAT IS THE TEMPERATURE OF THE KOL-GARD REFRIGERATOR?: <b>35</b>
21:11 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 019 KOL-GARD FREEZER
21:12 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>019 KOL-GARD FREEZER Checklist</b> WHAT IS THE TEMPERATURE OF THE KOL-GARD FREEZER?: <b>5</b>
21:12 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 017 TRAULSEN REFRIGERATOR IN ARAMARK KITCHEN
21:12 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>017 TRAULSEN REFRIGERATOR IN ARAMARK KITCHEN Checklist</b> WHAT IS THE TEMPERATURE OF THE TRAULSEN REFRIGERATOR?: <b>35</b>
21:12 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 020 DELFIELD REFRIGERATOR
21:12 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>020 DELFIELD REFRIGERATOR Checklist</b> WHAT IS THE TEMPERATURE OF THE DELFIELD REFRIGERATOR?: <b>36</b>
21:13 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 021 RECEIVING DOOR 1
21:13 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>021 RECEIVING DOOR 1 Checklist</b> ARE ALL DOORS LOCKED AND SECURE?: <b>Yes</b>
21:14 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 022 SILOS NW INTERIOR DOOR
21:14 07/15/2018	Checkpoint Scan Question GRIFFITH FOODS	<b>022 SILOS NW INTERIOR DOOR Checklist</b> ARE ALL DOORS LOCKED AND SECURED?: <b>Yes</b>
21:16 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 023 MAINTENANCE
21:17 07/15/2018	Checkpoint Scan GRIFFITH FOODS	→ 024 EMERGENCY EXIT NORTH OF DOCK DOOR #10

V	022 SILOS NW INTERIOR DOOR	07/15/2018	21:14	Scanned
W	023 MAINTENANCE	07/15/2018	21:16	Scanned
X	024 EMERGENCY EXIT NORTH OF DOCK DOOR #10	07/15/2018	21:17	Scanned
<b>100%</b>		Checkpoints	24	
		Scanned	24	
		Missed	0	




## TAB 17. MANAGEMENT REPORTS

### DAILY SITE REPORT

TrackTik Goldengate Community

**Daily Site Report**  
Goldengate Community  
09/18/2017 12:00am - 09/19/2017 12:00am

Time	Action	Details
		<p>Select Date: 09/18/2017 Select Time: 11:36am Name of Suspect: Unknown</p> <p>Name of Officer: Officer R. Jones</p> <p>Incident Location: <b>Runway Cr. 1320 / Parking Spot</b></p> <p>Incident Type: <b>Accident / Property Damage (800-8)</b></p> <p>Contacted Police: <input checked="" type="checkbox"/></p> <p><b>Additional Details to Report</b> While waiting for the police, an inspection of the property was completed and no signs of forced entry were found. The alarm was still armed. Could not confirm if anything had been stolen as the owner was not home at the time. Left a note at the residence to contact security when they return.</p> <p><b>Narrative:</b> During patrol vehicle was found with the interior lights on and, on further inspection, it was discovered that the vehicle had been broken into. Glovebox and trunk were secured when vehicle was found.</p> <p>Contacted police and completed a full report with them (#80790-837) regarding the matter. Responding officer was a R. Jones.</p> <p><b>Picture 1</b></p>  <p><b>Picture 2</b></p>

12:07pm 09/18/2017 #567 Incident Report  
Johnny Smith  
Goldengate Community

TrackTik Goldengate Community

**Reporter's Signature**  
*J. Smith*

Select Date: 09/18/2017 Select Time: 02:15pm Identify broken electrical equipment: Water line in the basement

Is the situation represent an hazard? No


Incident Location: **Autumn Cr. 1320 / Dwelling**

Incident Type: **Maintenance / Plumbing (300-8)**

**Narrative:**  
During foot patrol resident, Dawna Springs, approached me asking for assistance with a leak in her basement. I oriented the premises and located the leak near the water tank. A significant amount of water had pooled in the basement. At her request, the main water connection was cut and plumbing company contacted. They will come this evening to repair the pipe.

Dawna will contact the main gate to provide the name of the plumbing and cleaning companies who will be responsible for clean up and repairs.


**Picture 1**



2/3

Goldengate Community

**Picture 2**



**Reporter's Signature**  
*J. Smith*




3/3





## TAB 17. MANAGEMENT REPORTS

### SHIFT REPORT

Time	Action	Details
09:01am 09/18/2017	#521 Mobile Patrol Report Investment Systems - GC	<p>Arrival Time: 08:49am Departure Time: 09:01am Activity Performed: Exterior Patrol Narrative: ntr Reporter's Signature: </p>
09:31am 09/18/2017	#523 Mobile Patrol Report Northern Bark 03597	<p>Arrival Time: 09:10am Departure Time: 09:30am Activity Performed: Exterior Patrol Narrative: ntr Reporter's Signature: </p>
10:16am 09/18/2017	#526 Mobile Patrol Report Northern Bark 03578	<p>Arrival Time: 10:04am Departure Time: 10:15am Activity Performed: Exterior Patrol Narrative: ntr Reporter's Signature: </p>
		<p>Select Date: 09/18/2017 Select Time: 11:30am Name of Suspect: Unknown Name of Officer: Officer R. Jones Incident Location: Autumn Cr. 1250 / Parking Spot Incident Type: Accident / Property Damage (800-B) Contacted Police: <input checked="" type="checkbox"/> Additional Details to Report</p>

#567 Incident Report  
Goldengate Community

Mobile Patrol - SE Division  
While waiting for the police, an inspection of the property was completed and no signs of forced entry were found. The alarm was still armed. Could not confirm if anything had been stolen as the owner was not home at the time. Left a note at the residence to contact security when they return.

**Narrative:**  
During patrol vehicle was found with the interior lights on and, on further inspection, it was discovered that the vehicle had been broken into. Glovebox and trunk were secured when vehicle was found.

Contacted police and completed a full report with them (#86796-837) regarding the matter. Responding officer was a R. Jones.

Picture 1



Picture 2






Reporter's Signature








## TAB 17. MANAGEMENT REPORTS

### SHIFT REPORT *Continued*

TrackTik		Mobile Patrol - SE Division		
01:04pm 09/18/2017	#540 Mobile Patrol Report Northern Bank 03556	<b>Arrival Time:</b> 12:39pm  <b>Departure Time:</b> 01:03pm  <b>Reporter's Signature</b> 	<b>Activity Performed:</b> Exterior Patrol	<b>Narrative:</b> ntr
03:00pm 09/18/2017	#568 Incident Report Goldengate Community	<b>Select Date:</b> 09/18/2017  <b>Is the situation represent an hazard?</b> No  <b>Incident Location:</b> Autumn Cr. 1320 / Dwelling  <b>Incident Type:</b> Maintenance / Plumbing (300-B)  <b>Narrative:</b> During foot patrol resident, Dawna Springs, approached me asking for assistance with a leak in her basement. I entered the premises and located the leak near the water tank. A significant amount of water had pooled in the basement. At her request, the main water connection was cut and plumbing company contacted. They will come this evening to repair the pipe.  Dawna will contact the main gate to provide the name of the plumbing and cleaning companies who will be responsible for clean up and repairs.  <b>Picture 1</b> 	<b>Select Time:</b> 02:15pm  <b>Identify broken electrical equipment</b> Water line in the basement	<b>Picture 2</b> 

TrackTik		Mobile Patrol - SE Division		
03:00pm 09/18/2017	#568 Incident Report Goldengate Community	<b>Reporter's Signature</b> 		
03:26pm 09/18/2017	#550 Mobile Patrol Report Northern Bank 03595	<b>Arrival Time:</b> 03:15pm  <b>Departure Time:</b> 03:26pm  <b>Reporter's Signature</b> 	<b>Activity Performed:</b> Exterior Patrol	<b>Narrative:</b> ntr



## TAB 17. MANAGEMENT REPORTS

### INCIDENT REPORTS

**TrackTik**  
4200 St Laurent  
#445  
Montreal QC H2W2R2

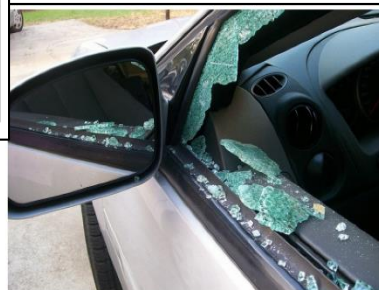
**Goldengate Community**  
33 Avenue Donegani  
Pointe-Claire QC H9R 2V7

**TRACK TIK**

Incident Report	
Report #	567
Report Date	09/18/2017
Report Time	12:07pm
Created By	Johnny Smith #1000
Client	#GGC-001

Information	
Select Date:	09/18/2017
Select Time:	11:30am
Incident Location:	Autumn Cr. 1260 / Parking Spot
Incident Type:	Accident / Property Damage (800-B)
Name of Suspect	Unknown
Contacted Police	✓
Name of Officer	Officer R. Jones
Additional Details to Report	While waiting for the police, an inspection of the property was completed and no signs of forced entry were found. The alarm was still armed. Could not confirm if anything had been stolen as the owner was not home at the time. Left a note at the residence to contact security when they return.
Narrative:	During patrol vehicle was found with the interior lights on and, on further inspection, it was discovered that the vehicle had been broken into. Glovebox and trunk were secured when vehicle was found.  Contacted police and completed a full report with them (#86796-837) regarding the matter. Responding officer was a R. Jones.

Picture 1



Picture 2







Reporter's Signature

*JSMTN*



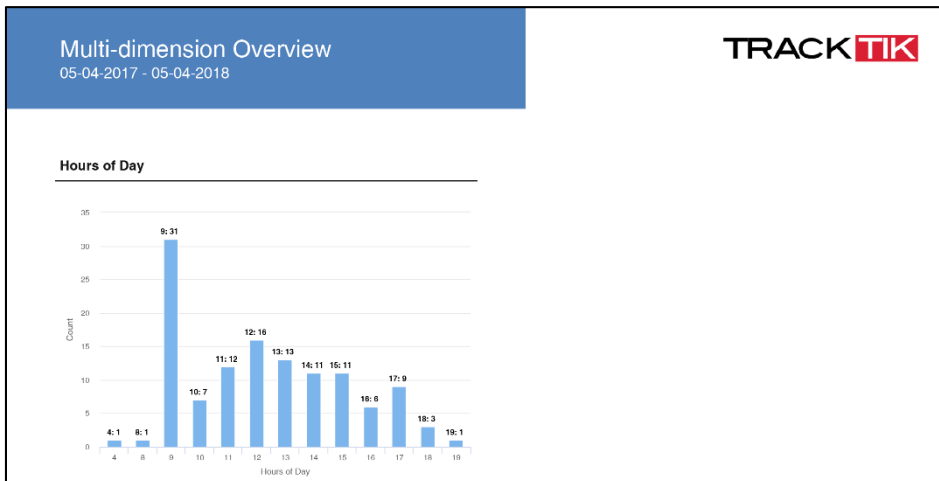
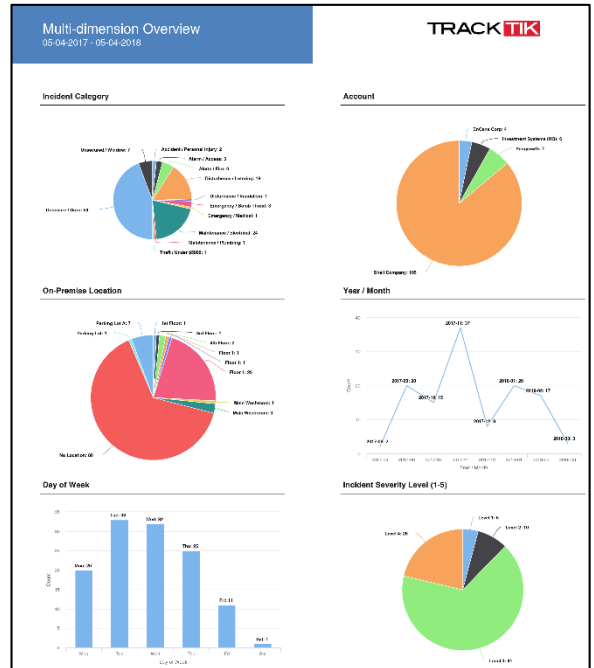
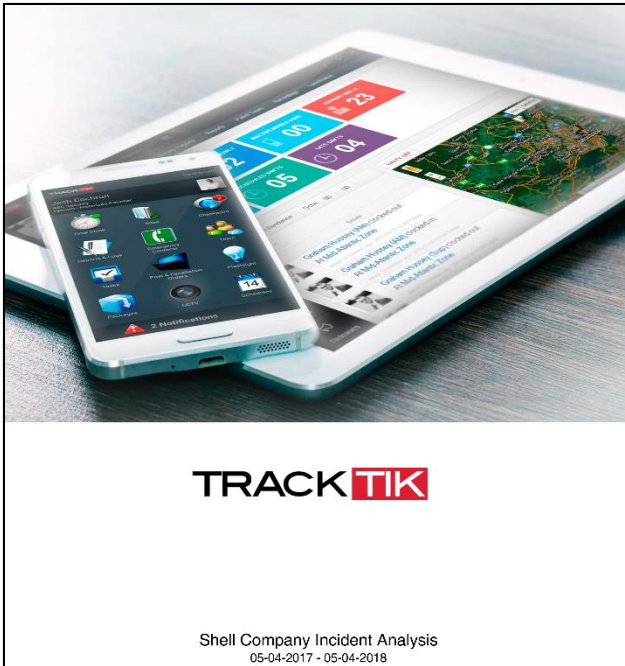
## TAB 17. MANAGEMENT REPORTS

### INCIDENT REPORTS *Continued*

TrackTik		TRACK TIK													
4200 St Laurent #445 Montreal QC H2W2R2															
 <b>Goldengate Community</b> 33 Avenue Donegani Pointe-Claire QC H9R 2V7		<table border="1"> <thead> <tr> <th colspan="2">Incident Report</th> </tr> </thead> <tbody> <tr> <td>Report #</td> <td>568</td> </tr> <tr> <td>Report Date</td> <td>09/18/2017</td> </tr> <tr> <td>Report Time</td> <td>03:00pm</td> </tr> <tr> <td>Created By</td> <td>Johnny Smith #1000</td> </tr> <tr> <td>Client</td> <td>#GGC-001</td> </tr> </tbody> </table>		Incident Report		Report #	568	Report Date	09/18/2017	Report Time	03:00pm	Created By	Johnny Smith #1000	Client	#GGC-001
Incident Report															
Report #	568														
Report Date	09/18/2017														
Report Time	03:00pm														
Created By	Johnny Smith #1000														
Client	#GGC-001														
Information															
Select Date:	09/18/2017														
Select Time:	02:15pm														
Incident Location:	Autumn Cr. 1320 / Dwelling														
Incident Type:	Maintenance / Plumbing (300-B)														
Identify broken electrical equipment	Water line in the basement														
Is the situation represent an hazard?	No														
Narrative:	<p>During foot patrol resident, Dawna Springs, approached me asking for assistance with a leak in her basement. I entered the premises and located the leak near the water tank. A significant amount of water had pooled in the basement. At her request, the main water connection was cut and plumbing company contacted. They will come this evening to repair the pipe.</p> <p>Dawna will contact the main gate to provide the name of the plumbing and cleaning companies who will be responsible for clean up and repairs.</p>														
Picture 1															
Picture 2															
Reporter's Signature															

## TAB 17. MANAGEMENT REPORTS

### INCIDENT ANALYTICS





## TAB 17. MANAGEMENT REPORTS

### INCIDENT ANALYTICS *Continued*

Incident Category by Month 05-04-2017 - 05-04-2018										TRACK TIK	
Incident Category	Jan	Feb	Mar	Aug	Sep	Oct	Nov	Dec	Total		
Accident / Personal Injury					1			1	2		
Alarm / Access	1				2				3		
Alarm / Fire		1			3		2		6		
Disturbance / Lotering	2	2			1	3	10	1	19		
Disturbance / Vandalism					1				1		
Emergency / Bomb Threat		1		1	1				3		
Emergency / Medical							1		1		
Maintenance / Electrical	5	5			3	3	7	1	24		
Maintenance / Plumbing					1				1		
Theft / Under \$5000					1				1		
Unsecure / Door	12	7	2	1	4	6	17	5	54		
Unsecured / Window		1	1		2	3			7		
<b>Total</b>	<b>20</b>	<b>17</b>	<b>3</b>	<b>2</b>	<b>20</b>	<b>15</b>	<b>37</b>	<b>8</b>	<b>122</b>		

Incident Category by Day of Week 05-04-2017 - 05-04-2018								TRACK TIK	
Incident Category	Mon	Tue	Wed	Thu	Fri	Sat	Total		
Accident / Personal Injury		2					2		
Alarm / Access	1	1		1			3		
Alarm / Fire	1	2	1	1	1		6		
Disturbance / Lotering	2	6	7	2	2		19		
Disturbance / Vandalism	1						1		
Emergency / Bomb Threat		2	1				3		
Emergency / Medical			1				1		
Maintenance / Electrical	5	3	6	8	2		24		
Maintenance / Plumbing		1					1		
Theft / Under \$5000		1					1		
Unsecure / Door	8	12	16	11	6	1	54		
Unsecured / Window	2	3		2			7		
<b>Total</b>	<b>20</b>	<b>33</b>	<b>32</b>	<b>25</b>	<b>11</b>	<b>1</b>	<b>122</b>		



## TAB 17. MANAGEMENT REPORTS

### INCIDENT ANALYTICS *Continued*

Incident Location by Day of Week 05-04-2017 - 05-04-2018								TRACK TIK	
On-Premise Location	Mon	Tue	Wed	Thu	Fri	Sat	Total		
1st Floor					1		1		
3rd Floor				1			1		
4th Floor		1	1				2		
Floor 1	3	9	4	8	3	1	28		
Main Washroom		2	1	1			4		
No Location	16	18	24	15	6	1	80		
Parking Lot		1					1		
Parking Lot A	1	2	3		1		7		
<b>Total</b>	<b>20</b>	<b>33</b>	<b>33</b>	<b>25</b>	<b>11</b>	<b>2</b>	<b>124</b>		

Incident Location by Month 05-04-2017 - 05-04-2018										TRACK TIK	
On-Premise Location	Jan	Feb	Mar	Aug	Sep	Oct	Nov	Dec	Total		
1st Floor	1								1		
3rd Floor		1							1		
4th Floor					2				2		
Floor 1	3	4	1	1	7	5	7		28		
Main Washroom					1	1	2		4		
No Location	13	11	2		10	9	28	7	80		
Parking Lot				1					1		
Parking Lot A	3	1	1					2	7		
<b>Total</b>	<b>20</b>	<b>17</b>	<b>4</b>	<b>2</b>	<b>20</b>	<b>15</b>	<b>37</b>	<b>9</b>	<b>124</b>		