

## **EXHIBIT A SCOPE OF WORK**

1. CONTRACTOR will provide a security presence and visual deterrent to disobedience of the pre-determined code of conduct. CONTRACTOR will encourage voluntary compliance to the agreed upon rules. If challenged, CONTRACTOR will attempt to mediate the issue and stand-by while they contact a designated Alternate Shelter Site staff member (On Site Manager).
  - a. If a situation rises to the level of a possible criminal violation that is non-emergency, the CONTRACTOR will follow CONTRACTOR'S standard policy protocols for addressing the issue. In the event of an emergency, 911 should be immediately utilized to request the appropriate response. Although physical altercations between PSOs and any person they are dealing with should be avoided, it does not negate the PSOs legal right to defend themselves as needed in accordance with their policy and the law.
  - b. Minimum Staffing – CONTRACTOR will assign an officer to each entrance / exit from the site. CONTRACTOR will assign a two-person roving patrol within the perimeter of the site. Based upon the number of guests at the alternative housing site, the COUNTY may increase the minimum coverage.
  - c. COUNTY will establish a main entrance at each site. CONTRACTOR will ensure the main entrance will be the only means of access or exit for guests at the site. Any secondary access will be restricted to use by emergency personnel.
  - d. COUNTY will conduct a security screening of any potential guest of the housing site. Minimally, COUNTY will check
    1. Local Criminal History
    2. For any outstanding warrants
    3. For any active restraining orders
    4. Probation terms
    5. Sex Registrant Status
  - e. COUNTY will inform all incoming guests that weapons, alcohol, and illicit drugs are not allowed at the site. With the permission of entrant, CONTRACTOR will use metal detector wands on all incoming guests to search for weapons. With the permission of entrant, CONTRACTOR will also search new guests for alcohol or drugs.
  - f. Entry to the Alternative Housing Site. CONTRACTOR will restrict access to the site for all persons except the following.
    1. Official Guests
    2. Official Staff members working at the site. All assigned personnel will display Government Identification to gain access to the site. Official Identification for staff members will be visibly displayed while in the site.

- g. Exit from the Alternative Housing Site. Guests of the Alternative Housing Site are not permitted to leave without being cleared by the on-site manager or designee. If a guest attempts to leave without proper clearance, CONTRACTOR will accompany the guest to the site manager or designee. COUNTY will arrange for the guest's transportation back to their place of residence. If the guest is uncooperative or combative, CONTRACTOR will notify the Emergency Operations Center so law enforcement can be dispatched. CONTRACTOR will not attempt to detain or physically restrain guests that attempt to leave.
- h. Roving Patrols – CONTRACTOR will actively patrol the inner perimeter of the Alternative Housing Site. The inner perimeter patrols will:
  - 1. Ensure all gates are secure
  - 2. Roving patrols will assist in ensuring the "Code of Conduct" rules and other conditions are being followed and if there are issues with persons not complying the persons will be reminded of the rules and if needed the on-site manager will be advised to determine if persons need to be processed out.