

EXHIBIT "A" SCOPE OF WORK AND
SECURITY GUARD REQUIREMENTS

- 1) API agrees to provide two (2) unarmed, properly-trained, equipped and uniformed security guards at the Lowndes County Human Resources Building, located at 206 South Patterson Street, Valdosta, Georgia (the "Facility"), on all weekdays Monday through Friday during the hours listed in Article 7 below (the "Security Hours"), but not on State holidays and State mandated furlough days listed in Article 8 below, or when the Facility is otherwise closed, except as when otherwise requested by the Customer. The security guards provided by DSI will perform the following services:
 - i) monitor the entrance to the Facility during the Security Hours;
 - ii) inspect all three waiting areas in the Facility before the building opens at 7:55am and before leaving the building at night;
 - iii) complete all necessary time sheets as required by OSI or the Customer;
 - iv) record any unusual incident and contact the appropriate Facility personnel in the event of a security incident or hazardous or potentially damaging or dangerous situation;
 - v) remain on duty at the Facility until relieved by another OSI security guard or supervisor;
 - vi) sign a confidentiality statement concerning the people that visit and the activities of the Facility;
 - vii) carry an operational cellular phone at all times with local 911 and 2-way paging capabilities. DSI shall give the County Manager and appropriate Facilities personnel the number(s) for any such operational cellular phone(s); and perform any additional future duties, which API and Customer may agree upon.

- 2) Each security guard assigned by API to carry out the duties stipulated in this Agreement shall meet the following qualifications:
 - a) Each security guard shall be in good physical condition and health, fully capable of performing the full range of security work required under this Agreement.
 - b) Each security guard shall be mentally alert, of even temperament, and capable of exercising good judgment, implementing instructions and assimilating necessary specialized training.
 - c) Each security guard shall have no record of conviction of criminal offenses (other than minor traffic violations).
 - d) Each security guard shall have the ability to speak, read and write the English language; understand and carry out oral and written directions, write accurate and clear reports; and monitor electronic security systems.
 - e) Each security guard shall successfully complete all training required by the Customer before being assigned to duty. Security Guards assigned by API under the provisions of this Agreement shall meet the following standards of conduct and appearance while on duty:
 - f) Security guards shall maintain a clean, neat appearance and a courteous attitude.
 - g) Security guards shall keep their uniforms in good condition and shall wear a complete uniform while on duty.