



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER  
**BVH298**

PAGE  
**1**

ADDRESS: CORRESPONDENCE TO ATTENTION OF  
**JOHN ABBOTT**  
**304-558-2544**

SUZUKI

\*709053034      412-885-3144  
**ST MORITZ SECURITY SERVICES IN**  
**4600 CLAIRTON BOULEVARD**  
**PITTSBURGH PA 15236**

SHIPTO

**WEST VIRGINIA VETERANS HOME**  
**512 WATER STREET**      **MAR 21 2007**  
**BARBOURSVILLE, WV**  
**25504**      **736-1027**

DATE PRINTED <b>03/18/2007</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: <b>04/11/2007</b>		BID OPENING TIME <b>01:30PM</b>		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUEST FOR QUOTATION						
THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE WEST VIRGINIA VETERANS HOME TO PROVIDE SECURITY GUARD SERVICES.						
MANDATORY ON-SITE PRE-BID: 3/28/2007, 1:30 PM						
WV VETERANS HOME						
512 WATER STREET						
BARBOURSVILLE, WV 25504						
(304) 736-1027						
ATTACHMENTS: 1. SPECIFICATIONS 2. AFFIDAVIT						
0001	1	LS		990-46	\$8.92 per hour	Annual \$85,346.56
SECURITY GUARD SERVICES						Annual Amount Is Based On: 184 Hrs. Weekly x 52 weeks = 9,568 x \$8.92 * \$13.38- Rate for Overtime/Holidays
EXHIBIT 1						
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						

**RECEIVED**  
 2007 APR -5 A 9:46  
 PURCHASING DIVISION  
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Smith</i>	TELEPHONE Kevin Smith (412) 885-3144	DATE 04/05/2007
TITLE VP-Marketing & OPS	FEIN 25-1419674	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS, AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) SUCCESSIVE ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK).</p> <p>INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COVERAGE OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF THE CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.</p> <p>WORKER'S COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKER'S COMPENSATION IF SUCCESSFUL.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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<p><b>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</b></p> <p>REV. 9/98</p> <p><b>VENDOR PREFERENCE CERTIFICATE</b></p> <p><b>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</b></p> <p><b>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</b></p> <p><input type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p><input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p><input checked="" type="checkbox"/> BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin J. Smith</i>	TITLE VP-Marketing & OPS	FEIN 25-1419674	TELEPHONE (412) 885-3144	DATE 04/05/2007
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<p>HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>(X) BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX &amp; REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE</p>						

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<p><b>CONTRACT OR PURCHASE ORDER.</b></p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASIN DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: <u>ST. MORITZ SECURITY SERVICES, INC.</u></p> <p>DATE: <u>APRIL 5, 2007</u></p> <p>SIGNED: <u>Kevin J. Smith</u></p> <p>TITLE: <u>VICE PRESIDENT / MARKETING + OPERATIONS</u></p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B".</p>						

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SIGNATURE <i>Kevin J. Smith</i>	TELEPHONE Kevin Smith (412) 885-3144	DATE 04/05/2007
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
	(REV. 12/00)					
	NOTICE					
	A SIGNED BID MUST BE SUBMITTED TO:					
	DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130					
	THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:					
	SEALED BID					
	BUYER:	JOHN ABBOTT-----				
	RFQ. NO.:	BVH298-----				
	BID OPENING DATE:	4/11/2007-----				
	BID OPENING TIME:	1:30 PM-----				
	PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:					
	-----412-885-3740-----					
	CONTACT PERSON (PLEASE PRINT CLEARLY): KEVIN SMITH					

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE	TITLE	TELEPHONE	DATE
<i>Kevin Smith</i>	VP-Marketing & OPS	(412) 885-3144	04/05/2007
FEIN	ADDRESS CHANGES TO BE NOTED ABOVE		
25-1419674			

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
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***** THIS IS THE END OF RFQ BVH298 ***** TOTAL:						Annual <u>\$85,346.56</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Smith</i>	TITLE VP-Marketing & OPS	FEIN 25-1419674	TELEPHONE (412) 885-3144	DATE 04/05/2007
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## SECURITY GUARD SERVICES

### SCOPE

The vendor shall furnish labor, uniforms, materials, and equipment for services to:

1. uphold all state, county, municipal, and federal laws;
2. assist law enforcement agencies in and during the execution of their duties;
3. uphold and enforce the rules governing the access, egress and use of state facilities.

Services performed under this contract will be under the general classification of pedestrian control, vehicular control, area security, building security, and visitor/employee protection.

### COMPENSATION

The Spending Unit shall pay for security guard services in accordance with the hourly rates quoted. The Vendor shall be responsible for paying any and all insurances, taxes and other unnamed costs which may arise concerning the guards.

### STANDARD WORK WEEK

The standard work week shall consist of seven consecutive days, beginning at 12:01 a.m. Saturday and ending at midnight Friday. Services may be required anytime, including nights and weekends. Unless specifically requested by the spending unit, guards shall work no more than forty hours during the week.

### OVERTIME/HOLIDAY PAY

Spending Units shall be permitted to utilize guards for more than the established forty hour week and shall pay one-and-a-half times the hourly rate for such extra service. Furthermore, services will be required on all state recognized holidays and federal holidays. Such services will also be paid at one-and-a-half time the applicable hourly rate. The Spending Unit will not be responsible for overtime hours when such overtime is the result of insufficient number of guards.

### TRAVEL

The Vendor and/or guards will be responsible for their own transportation and parking. The Spending Unit will not pay for travel expenses incurred by the Vendor or the Vendor's employees when reporting to and from assignments.



## FEE ADJUSTMENT

The WV Veterans Home will consider an increase in the hourly rates if the federal minimum wage rate increases during the life of the contract. The adjustment will be based on the actual dollar amount of the increase, not a percentage. Any request for increase must be submitted to the WV Veterans Home thirty days prior to the effective date of the increase. The Spending Unit may either accept the increase and amend the contract accordingly, or cancel the contract.

## TIME CARDS/WEEKLY TIME REPORT

The Vendor shall supply all guards with time cards. Hours worked will be signed on a daily or weekly basis by the Spending Unit's security coordinator or designee.

## CONDUCT AND MANAGEMENT

Without limiting the responsibility of the Vendor, guards will be guided by rules agreed upon between the parties and such other special written instructions, applicable to the service, as may be issued from time to time by the Spending Unit.

While on assignment with a Spending Unit, all guards will remain employees of the Vendor. The Vendor shall make this condition clearly known to the guards and shall be responsible for their conduct and management. The WV Veterans Home and State of West Virginia shall in no way be considered a co-employer.

Spending Units shall not reward, reassign, grant leave to, discipline, or discharge the Vendor's employees. If a security guard displays improper work conduct, unsatisfactory performance, or is deemed to be unqualified to perform a particular assignment, the Spending Unit may request a replacement guard from the Vendor.

If a replacement is requested within the first two hours of a guard's initial work day, there will be no charge to the Spending Unit for the services provided by the guard being replaced.

## FIELD SUPERVISION

Again, without limiting the responsibility of the Vendor for the proper management and supervision of the guards, Spending Unit requires the Vendor to furnish on-site inspections by supervisory personnel during various hours each week. Inspections will be noted and signed on guards report forms. Monthly contact with the Vendor's representative will be in person, at the WV Veterans Home to review operations in general and discuss problems, potential problems, and resolutions. The hourly rate of supervisor inspections/contacts will not be billed separately. This will be included in the overall bid price.

## MEAL/BREAKS

When possible, Spending Unit shall draw up assignments to include the following non-billable breaks away from the post: fifteen minutes each at the conclusion of the first and third quarter of the shift and a thirty minute meal break midway during the shift. However, if in the opinion of the Spending Unit it is impractical for the guards to be relieved from their posts during the shift, meals and necessary breaks shall be taken while on duty and while maintaining reasonable and diligent observance of the post. In such cases, meals and breaks shall be treated as billable time.

Prior to the commencement of an assignment, it is the responsibility of the Vendor to discuss meals and breaks with the Spending Unit, and to determine if and when they may be taken.

## GUARDS

The Vendor shall provide guards who are neat in appearance, conscientious of personal hygiene, mannerly, and who are able to relate to and successfully interact with the general public.

## UNIFORMS

Uniforms shall include badges and patches, overcoats, raincoats, hats, flashlights, and any other equipment necessary to properly execute security guard service.

## DRUG FREE WORKPLACE

The Vendor must advise the guards that they will be working in a drug free work place.

## TRAINEE GUARDS

Trainee guards may be used, but must be accompanied by a fully trained and qualified guard who is familiar with the post. On-the-job training for a new security guard must consist of no less than twenty-four hours. There will be no charge to the Spending Unit for services provided by trainee guards.

## LAW ENFORCEMENT

The Vendor shall pursue and maintain a close liaison with city, county, state, and federal law enforcement officials at all times, in conformity with good public policy.

## INDEMNIFICATION

The State of West Virginia and the WV Veterans Home shall not be responsible for any claim for injuries, including death, to the Vendor, the Vendor's agents,

employees, guards, or third person, occurring on state property and the Vendor agrees to indemnify and save the State of West Virginia and its officials harmless from any and all such claims arising from the use of state property and operations of the Vendor thereof pursuant to the contract.

#### SPECIAL EVENTS

Additional security guards will be made available at the request of the Spending Unit for emergencies or special events. The hourly rate for additional guards will be identical to that of regular guards.

#### ETHICS IN PUBLIC CONTRACTING

The Vendor certifies that the contract is made without collusion or fraud and that the Vendor has not offered or received any kickbacks or inducements from any other Vendor or subcontractor in connection with the contract, and that the Vendor has not conferred with any public employee having official responsibility for this procurement.

#### OTHER REQUIREMENTS

The Spending Unit requires a minimum of one hundred eighty-four (184) hours per work week with a minimum of five (5) security guards.

#### COST

The Vendor shall show amount for regular hours as well as amount for any overtime/holidays.

#### LIFE OF CONTRACT

This contract shall be valid for a period of one (1) year with two (2) possible renewals, if agreed to in writing by both parties. This contract may be cancelled at any time during the life of the contract with a thirty (30) day written notice by either party.

# A F F I D A V I T

## West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

## DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

## EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

## LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

## CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: ST. MORITZ SECURITY SERVICES, INC.

Authorized Signature: *Kevin J. Smith*

Date: APRIL 5, 2007

WV-36a STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET	Buyer: John ABBOTT	Page	Req. or P. O. No.:
Vendor: St. Moritz Security Serv. Inc.	Spending Unit: Division of Veterans Affairs		

Requisition No.: BVH298

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

- Addendum No.'s:
- No. 1
  - No. 2
  - No. 3
  - No. 4
  - No. 5

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

Joseph M. Mitchell  
Signature

St. Moritz Security Services, Inc.  
Company

April 6, 2007  
Date

Exhibit 10  
Rev. 11/96