



CHANGE

Page 1 / 3

Purchase Order No. 4500191858

Purchase Order Date: 01/05/2005

Please Deliver To:
PENNDOT Deputy Safety Admin
4th Fl 1101 South Front St
Harrisburg PA 17105

Your vendor number with us: 125023

Vendor Name/Address:
Company
SCHAAD DETECTIVE AGENCY INC
1114 ROOSEVELT AVE
YORK PA 17404-2347

Vendor Fax Number: 717-848-5417

Purchaser:
Name: Joel Shiffler
Phone: 717-346-8179
Fax: 717-783-6241
E-mail: joshiffler@state.pa.us

Please Bill To:
Commonwealth of Pennsylvania
PENNDOT Deputy Safety Admin 27528
PADOT Comptroller Office
PO Box 8214
Harrisburg, Pennsylvania 17105-8214

Payment Terms: NET 30

This Purchase Order constitutes the Contractor's authority to deliver the item(s) listed below at the price(s) set forth below in accordance with: 1) the RFQ, if any, related to this Purchase Order; 2) the Contract, if any, related to this Purchase Order; 3) the documents attached to this Purchase Order or incorporated by reference, if any; and 4) the contract terms and conditions stored on the website address at www.dgs.state.pa.us for this type of Purchase Order, all of which, as appropriate are incorporated by reference herein. RFQ, as used herein means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate.

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per Unit	TOTAL
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00010	SECURITY GUARD SVC - FY04 Rel. ord. against contract 4600004068 Item 00012	4,448.750	h	07/01/2005	20.75	h	92,311.56
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Item text
Provide Armed Security Officers at the Riverfront Office Center for the time frame of 0001 hrs 1/25/05 to 2359 hours 6/30/05.

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00020	SECURITY GUARD SVC - FY05 Rel. ord. against contract 4600004068 Item 00012	9,455.830	h	07/01/2005	20.75	h	196,208.47
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Item text
Provide Armed Security Officers at the Riverfront Office Center for the time frame of 0001 hrs 7/1/05 to 2359 hours 1/24/06.

*** **

*** SEE LAST PAGE FOR TOTAL OF ALL LINE ITEMS ***



CHANGE

Page 2 / 3

Purchase Order No.4500191858

Purchase Order Date: 01/05/2005

Vendor Name:

SCHAAD DETECTIVE AGENCY INC

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per Unit	TOTAL
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00040	SECURITY GUARD SVC - FY05 Rel. ord. against contract 4600004068 Item 00012	230.110	h	07/01/2005	17.02	h	3,916.47
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Item text

Provide Unarmed Security Officers with nightsticks as requested at the Riverfront Office Center for the time frame of 0001 hrs 7/1/05 to 2359 hours 1/24/06.

00060	SECURITY GUARD SVC - FY05 Rel. ord. against contract 4600004068 Item 00012	57.990	h	07/01/2005	22.34	h	1,295.50
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Item text

Provide Surveillance - Plain Clothes as requested at the Riverfront Office Center for the time frame of 0001 hrs 7/1/05 to 2359 hours 1/24/06.

00070	SECURITY GUARD SVC - FY04 Rel. ord. against contract 4600004068 Item 00012	2,741.000	h	07/01/2005	20.75	h	56,875.75
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Item text

Provide Armed Security Officers at the Riverfront Office Center for the time frame of 0001 hrs 1/25/05 to 2359 hours 6/30/05.

*** **

-----GENERAL REQUIREMENTS FOR ALL ITEMS-----

Header text

Standard Terms and Conditions for Purchase Orders Issued against DGS, Statewide Requirements Contracts, Form STD-281 (SAP) is incorporated by reference.

Provide Security Services in accordance with DGS Statewide Contract 9985-24 and attached specifications Exhibit A and Exhibit A Line.

One year period 0001 hours 1/25/05 to 2359 hours 01/24/06.

Quantity hours are estimated.

*** SEE LAST PAGE FOR TOTAL OF ALL LINE ITEMS ***



CHANGE

Page 3 / 3

Purchase Order No.4500191858

Purchase Order Date: 01/05/2005

Vendor Name:

SCHAAD DETECTIVE AGENCY INC

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per Unit	TOTAL
------	------------------------------	-----	-----	---------------	-------	----------	-------

Send all invoices to the attention of Will Carroll at the bill to address provided.

8/16/05 - Cathy Grafmyer contacted BOS informing us there were not enough hours and the total PO quantity did not match contract total. Contacted Joel Shiffler, originator of PO, he indicated it was a mathematical error, therefore, Tarasa Hill increased line item 20 from 8,355.830 to 9,455.830 an increase of 1,100.00.

8/25/05 per Tarasa Hill line 10 goods receipts were moved to line 70 to input order number for invoices not received before July 1, 2005 for 04 services.

*** NO FURTHER INFORMATION FOR THIS PO ***

Quotation #:
Quotation Date:

Currency: USD

350,607.75

TOTAL NET VALUE



REPRINT

Page 1 / 2

Purchase Order No. 4500289681

Purchase Order Date: 01/06/2006

Please Deliver To:
 PENNDOT Deputy Safety Admin
 4th Fl 1101 South Front St
 Harrisburg PA 17105

our vendor number with us: 125023

Vendor Name/Address:
 Company
 CHAAD DETECTIVE AGENCY INC
 114 ROOSEVELT AVE
 ORK PA 17404-2347

Vendor Fax Number: 717-848-5417

Purchaser:
 Name: Shannon Devine
 Phone: (717) 783-8914
 Fax: (717) 783-7971
 E-mail: sdevine@state.pa.us

Please Bill To:
 Commonwealth of Pennsylvania
 PENNDOT Deputy Safety Admin 27528
 PADOT Comptroller Office
 PO Box 8214
 Harrisburg, Pennsylvania 17105-8214

Payment Terms: NET 30

This Purchase Order constitutes the Contractor's authority to deliver the item(s) listed below at the price(s) set forth below in accordance with: 1) the RFQ, if any, related to this Purchase Order; 2) the Contract, if any, related to this Purchase Order; 3) the documents attached to this Purchase Order or incorporated by reference, if any; and 4) the contract terms and conditions stored on the website address at www.dgs.state.pa.us for this type of Purchase Order, all of which, as appropriate are incorporated by reference herein. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate.

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per Unit	TOTAL
0010	FY05-ARMED SECURITY GUARD Deliv. date Day 01/25/2006 Rel. ord. against contract 4600004068 Item 00012	7,550.000	h	01/25/2006	20.75	h	156,662.50
Item text Provide Armed Security Officers at the Riverfront Office Center							
0020	FY05-UNARMED SECURITY GUARD Deliv. date Day 01/25/2006 Rel. ord. against contract 4600004068 Item 00012	10.000	h	01/25/2006	17.02	h	170.20
Item text Provide Unarmed Security Officers with nightsticks as requested at the Riverfront Office Center							
0030	FY05-PLAIN CLOTHES SECURITY GUARD Deliv. date Day 01/25/2006 Rel. ord. against contract 4600004068 Item 00012	10.000	h	01/25/2006	22.34	h	223.40

*** SEE LAST PAGE FOR TOTAL OF ALL LINE ITEMS ***



Vendor Name:

SCHAAD DETECTIVE AGENCY INC

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per Unit	TOTAL
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Item text

Provide Surveillance - Plain Clothes as requested at the Riverfront Office Center

0040		10,500.000	h	07/01/2006	20.75	h	217,875.00
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FY06-ARMED SECURITY GUARD

Deliv. date Day 07/01/2006

Rel. ord. against contract 4600004068

Item 00012

Item text

Provide Armed Security Officers at the Riverfront Office Center

0050		10.000	h	07/01/2006	17.02	h	170.20
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FY06-UNARMED SECURITY GUARD

Deliv. date Day 07/01/2006

Rel. ord. against contract 4600004068

Item 00012

Item text

Provide Unarmed Security Officers with nightsticks as requested at the Riverfront Office Center

0060		10.000	h	07/01/2006	22.34	h	223.40
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FY06-PLAIN CLOTHES SURVEILLANCE

Deliv. date Day 07/01/2006

Rel. ord. against contract 4600004068

Item 00012

Item text

Provide Surveillance - Plain Clothes as requested at the Riverfront Office Center

-----GENERAL REQUIREMENTS FOR ALL ITEMS-----

Header text

Provide security services in accordance with DGS statewide requirements contract 9985-24 and attached Exhibits A and B.

Standard Terms and Conditions for Purchase Orders Issued Against Statewide Requirements Contracts (STD-281) is incorporated by reference.

Prices in accordance with price list dated January 2005 for Dauphin County. All quantities are estimated.

*** NO FURTHER INFORMATION FOR THIS PO ***

Quotation #:
Quotation Date:

Currency: USD

Order from: 01/25/2006

375,324.70
TOTAL NET VALUE

EXHIBIT A

Security Services at PENNDOT's Riverfront Office Center Additional Specifications

Provide armed security guards for 24-hour a day security at the Riverfront Office Center, 1101 South Front Street, Harrisburg, Pennsylvania, in accordance with Contract Number 9985-24, *Uniformed Unarmed and Armed Security Guard Services* and the following requirements:

1. The Contractor shall provide armed security guards on site (building and grounds), 24-hours a day, seven days a week including holidays in accordance with these specifications. Sufficient numbers of backup must be available to provide replacements to cover all posts in case of any absence by any of the regularly scheduled guards.
2. Contractor must be located or have a branch office located within or close to the Harrisburg area to be able to respond within a one hour time frame to emergency situations and other issues that may arise. One of the guard positions must have supervisory responsibility and be accountable for all other guards on duty during each shift.
3. All personnel assigned to this contract shall be screened. Contractor shall provide the results of nationwide and state police record checks of all personnel assigned to guard services prior to employment and annually for each employee. Contractor shall provide a copy of each prospective employee's national and state police background check to designated PENNDOT personnel. A designated PENNDOT authority will also review the annual check made on each employee. Any employee who has a criminal record and/or on probation or parole shall not be employed for this contract. Stringent controls by the contractor shall be demonstrated to ensure that pre-employment screening including psychological evaluation and drug screening for all officers appointed to serve at the Riverfront Office Center has taken place.
4. As to use of force, officers should use only that force that is reasonable and necessary to effectively bring an incident under control while protecting the lives of the staff and others.
5. As to use of firearms and other forms of deadly force, a guard may use deadly force only when he or she reasonable believes that such force is necessary to prevent death or serious bodily injury to the guard or to other persons on the property.
6. Provide additional guard service upon request. If need for additional guard service is known in advance, the PENNDOT shall provide at least five (5) Commonwealth business day's notice to the contractor. The contractor shall maintain the capacity to respond to an emergency call out within one hour with additional guards. An estimated number of hours are provided for additional security service when requested by the PENNDOT. This security guard may be assigned to any location in the Harrisburg area.
7. Security guards shall be trained and prepared to respond to all emergencies that may arise at the Riverfront Office Center. All emergency situations shall be reported to the designated PENNDOT official within 24 hours of occurrence. A copy of the contractor's training/emergency policy shall be provided to PENNDOT upon request.

8. Security guards shall maintain a clean personal appearance, proper hygiene, and outstanding uniform appearance at all times. Lateness, profanity, sexual harassment, intoxication, drug use, lack of professionalism, sleeping on the job, and/or rowdiness shall be grounds for the removal of the guard from the site and/or termination of the contract. Any officer arrested for a misdemeanor a felony or having a Protection from Abuse (PFA) order lodged against him/her shall be immediately removed from duty at the Riverfront Office Center. The contractor will supply a copy of their employee manual that addresses these requirements.
9. Guards shall be in uniform and are required to wear a name tag at all times while on duty.
10. Contractor shall provide devices (excluding telephones) capable of maintaining communications between all guards on duty at all times. Contractor shall also provide devices for communications between guards, agency designees, contractor's supervisor, and the appropriate police/fire station or medical emergency personnel.
11. Contractor will send a customer satisfaction survey to PENNDOT's designee for completion once a month. Contractor's project manager shall meet with PENNDOT's designee at least once a month to address the results of the survey, discuss and resolve issues, and evaluate service. The contractor shall respond to the survey results to ensure quality service.
12. Contractor shall ensure continuous coverage is maintained and provide documentation monthly of each shift's actual start and end times. This report, submitted with the invoice will also indicate the first and last name of each guard and the shift worked.
13. All guards posted at the site shall have completed training in: customer service, diversity and sensitivity training, workplace violence, responding to emergencies including terroristic threats, loss prevention, fire safety and prevention, traffic control, weapons/explosive scanning devices and other security technology as may be utilized on site. Personnel shall also be trained in First Aid, CPR as administered by the American Red Cross, and Automatic External Defibrillation (AED), which are located within the facility. This training is to be provided by the contractor and completed before the guard is posted at the site.
14. The guard service shall protect the personnel and property of PENNDOT, Department of Treasury, Board of Finance and Revenue, Department of Treasury, Bureau of Unclaimed Property, Pennsylvania Human Relations Commission, and Board of Probation and Parole, ("Agencies"), create a sense of security and safety for employees and customers, report hazardous or unsafe conditions on the premise, maintain constant surveillance in monitoring security cameras and respond to suspicious activity, and patrol assigned sites as directed, and accompany employees to Customer, North, South, or underground parking area upon request. The guard service must follow the policies for guests and visitors set by the agencies in the building. This may include but not be exclusively limited to thoroughly checking identification to ascertain that the person present is truly the person being represented (photo i.d.), contacting agency representatives for forwarding of persons to the agency floors, recording information on log sheets, determine where the person is going, requiring sign in of visitors, etc. Incidental direction of the action and activities of the security operation and personnel by designated persons of other Agencies (Agency Facility Managers) regarding the welfare of all employees of the building may be necessary. Otherwise, it will be the responsibility of the contractor to provide a clearly designated chain of command of reporting relationships up through the PENNDOT Facility Manager. The following are minimum requirements:

- A. **Guard Position-1:** Provide continuous, visible and stationary presence at the employee entrance reception desk for building access and exit seven days a week, 24-hours a day. This security position is also responsible for monitoring camera surveillance covering the exterior of the building and the underground parking lot to ensure employee and customer safety when entering and exiting the building. This guard will also be responsible for signing visitors and guests in and out on a visitor log, and issue a visitor badge. This guard needs to ensure only authorized persons enter the building through the employee lobby, and that all such persons are visibly wearing the appropriate identification when entering the building.
- B. **Guard Position-2:** This guard shall be posted Monday through Friday in the employee lobby from 6:00 AM to 8:30 AM. Circulate Monday through Saturday from 8:30 AM through 7:00 PM or until cleaning personnel have completed and provide continuous, visible presence in the public areas (public counter, photo center, driver exam area and dealer area) when these areas are open, and stationary presence when cleaning or maintenance is performed in these areas. Every Thursday this guard shall provide visible, stationary presence in the photo center from 7:00 PM to 9:00 PM and remain on duty until cleaning and/or maintenance personnel have completed and departed.
- C. **Guard Position-3:** This guard will be posted Monday through Friday from 5:30AM to 8:30 AM in the underground parking lot, stationed at the elevators, to insure that only authorized persons are allowed to enter the building. Circulate and provide a visible and continuous presence throughout the building, customer parking lot and underground parking area, Monday through Friday, from 8:30 AM until 9:00PM and remain on duty until cleaning and/or maintenance personnel have completed and departed.
- D. **Additional Guard:** Provide one guard to assist with the additional traffic and customer flows that are experienced on the first and last two business days of every month. This guard will be posted from 10:00AM until 5:15 PM.
15. Immediately after receiving notice to proceed, meet with appropriate PENNDOT and Agencies Representatives and discuss the existing security system and work expectations. Identify any PENNDOT equipment that will be necessary during the course of this contract, such as fax or copier. Equipment may be used only for business and with PENNDOT's specific approval.
16. Contractor must be prepared to respond immediately to any complaints about guards made by PENNDOT, Facility Managers of other agencies in the building, or the public. The contractor may be required to meet and discuss any issues if there are complaints. Appropriate action must be taken to resolve problem situations within 24 hours of notification.
17. Contractor shall provide a copy of the company's operating and policy manual to the designated PENNDOT official within 15 days of notice to proceed. All post orders including the use of force must be approved by PENNDOT prior to implementation.
18. PENNDOT reserves the right to change the areas and times when security coverage is required. Payment will be made at the hourly rate bid for the actual amount of work performed.

PURCHASE ORDER

PENNSYLVANIA

TURNPIKE COMMISSION

COMMONWEALTH OF PENNSYLVANIA

P.O. BOX 67676, HARRISBURG, PENNSYLVANIA 17106
717-939-9551

PURCHASE ORDER NO. 8 0004796

DATE ISSUED 09/04/03 PAGE 1

DATE CHANGED 11/12/04 REV. NO. 2

FREIGHT TERMS FOB DEL'D TO PTC DEST.

DEPARTMENT ADMINISTRATIVE SERVICES

CHARGES ALLOWED FOR PACKING, REELS,
JMS OR CARTAGE UNLESS SPECIFIED ON THIS ORDER.
SERIALS WILL BE RECEIVED SUBJECT TO INSPECTION AND IF
FOUND DEFECTIVE OR NOT IN ACCORDANCE WITH SPECIFI-
CATIONS WILL BE RETURNED AT YOUR EXPENSE. TRUCK
INSURANCES WILL ONLY BE ACCEPTED DURING WORKING HOURS.

THIS TRANSACTION IS NOT SUBJECT TO PA STATE SALES TAX.
THE COMMISSION IS AN INSTRUMENTALITY OF THE STATE GOVERNMENT AND NO EXEMPTION NUMBER IS REQUIRED. THE
COMMISSION IS EXEMPT FROM ALL FEDERAL EXCISE TAX, REGISTRATION # 23-73-0309-K.

PENNSYLVANIA TURNPIKE COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER.

BUYER TOD HIPPENSTEEL
BUYER PHONE 7179399551

VENDOR NO. PV 0100635

SCHAAD DETECTIVE AGENCY, INC.
1114 ROOSEVELT AVE.
YORK, PA 17404

INVOICE TO: SEND ORIGINAL INVOICE AND COPY SHOWING PURCHASE ORDER NUMBER TO
PENNSYLVANIA TURNPIKE COMMISSION
c/o ACCOUNTING DEPT.
P.O. BOX 67676
HARRISBURG, PA 17106-7676

SHIP TO:
PA TURNPIKE COMMISSION
RECEIVING
700 SOUTH EISENHOWER BLVD.
MIDDLETOWN, PA 17057

COMMENTS/CONTACT TERMS FOB DESTINATION

LINE	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXT PRICE
1			<p>CHANGE ORDER - DO NOT DUPLICATE</p> <p>SECURITY SERVICES FOR PTC CENTRAL OFFICE ADMINISTRATION BUILDING AS PER SPECIFICATIONS DATED 9-25-2001, CONSISTING OF THREE (3) TYPED PAGES, 11 ALREADY IN YOUR POSSESSION, FOR A PERIOD OF ONE (1) YEAR FROM 11-01-2003 TO 10-31-2004, WITH THE OPTION TO RENEW FOR ONE (1) ADDITIONAL ONE (1) YEAR PERIOD.</p> <p>• WORK LOCATION: PENNSYLVANIA TURNPIKE COMMISSION ADMINISTRATION BUILDING 700 S. EISENHOWER BLVD. MIDDLETOWN, PA 17057</p> <p>• VENDOR CONTACT: TIM LEBAHR TELEPHONE (300) 632-9082 THIS BLANKET P.O. REPLACES 460004486</p> <p>• CHANGE ORDER #1 10-13-04 TO COVER REMAINDER OF CONTRACT. PREVIOUS TOTAL \$31,198.00</p>		

CONTINUED ON NEXT PAGE

REQUESTOR

APPROVED: PURCHASING MANAGER



PURCHASE ORDER

PENNSYLVANIA

TURNPIKE COMMISSION

COMMONWEALTH OF PENNSYLVANIA

PO BOX 67676, HARRISBURG, PENNSYLVANIA 17106
717-939-9551

PURCHASE ORDER NO. 8 0804796

DATE ISSUED 09/04/03 PAGE 2

DATE CHANGED 11/12/04 REV. NO. 2

FREIGHT TERMS FOB DEL'D TO PTC DEST.

DEPARTMENT ADMINISTRATIVE SERVICES

CHARGES ALLOWED FOR PACKING, REELS,
DIMS. OR CARTAGE UNLESS SPECIFIED ON THIS ORDER.
MATERIALS WILL BE RECEIVED SUBJECT TO INSPECTION AND IF
FOUND DEFECTIVE OR NOT IN ACCORDANCE WITH SPECIFI-
CATIONS WILL BE RETURNED AT YOUR EXPENSE. TRUCK
DELIVERIES WILL ONLY BE ACCEPTED DURING WORKING HOURS.

BUYER TOB HIPPENSTEEL
BUYER PHONE 7179399551

VENDOR NO. PV 0100635

SCHAAD DETECTIVE AGENCY, INC.
1114 ROOSEVELT AVE.
YORK, PA 17404

THIS TRANSACTION IS NOT SUBJECT TO PA STATE SALES TAX.
THE COMMISSION IS AN INSTRUMENTALITY OF THE STATE
GOVERNMENT AND NO EXEMPTION NUMBER IS REQUIRED. THE
COMMISSION IS EXEMPT FROM ALL FEDERAL EXCISE TAX, RE-
STRICTION # 23-73-0309-K.

PENNSYLVANIA TURNPIKE COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER.

INVOICE TO: SEND ORIGINAL INVOICE AND COPY SHOWING
PURCHASE ORDER NUMBER TO:
PENNSYLVANIA TURNPIKE COMMISSION
c/o ACCOUNTING DEPT.
P.O. BOX 67676
HARRISBURG, PA 17106-7676

SHIP TO:
PA TURNPIKE COMMISSION
RECEIVING
700 SOUTH EISENHOWER BLVD.
MIDDLETOWN, PA 17057

COMMENTS/CONTACT TERMS

QTY	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXT. PRICE
			CHANGE ORDER #00 NOT DUPLICATED		
			ADD	7,000.00	
			ADJUSTED TOTAL	188,198.00	
			CHANGE ORDER #2 11-12-04		
			TO PAY OUTSTANDING INVOICE.		
			PREVIOUS TOTAL	188,198	
			ADD	123	
			ADJUSTED TOTAL	188,421	
			*** THIS IS A CHANGED BLANKET PURCHASE ORDER ***		
			TOTAL AMOUNT LIMIT FOR THIS BPO		88421
			MAX AMOUNT LIMIT PER RELEASE OF THIS BPO		88421
			MAX NUMBER OF RELEASES FOR THIS BPO		999
			EXPIRATION DATE OF THIS BPO		11/30/04
1	0	HR	SEE DESCRIPTION WILL ADVISE		
			SECURITY SERVICES		
			SECURITY SERVICES		
			HOURLY RATES		
			\$13.00 HR. - STRAIGHT TIME		
			\$19.50 HR. - OVERTIME		
			OVERTIME RATE TO APPLY ON THE FOLLOWING		
			HOLIDAYS: NEW YEAR'S DAY, MARTIN LUTHER		
			TURNPIKE		

CONTINUED ON NEXT PAGE

PURCHASE ORDER

PENNSYLVANIA

TURNPIKE COMMISSION

COMMONWEALTH OF PENNSYLVANIA

PO BOX 67676 HARRISBURG, PENNSYLVANIA 17106
717-939-9551

PURCHASE ORDER NO. 5 0005231

DATE ISSUED 09/29/04 PAGE 1

DATE CHANGED 11/21/05 REV. NO. 1

FREIGHT TERMS FOB DEL'D TO PTC DEST.

DEPARTMENT ADMINISTRATIVE SERVICES

CHARGES ALLOWED FOR PACKING, REELS,
FMS OR CARTAGE UNLESS SPECIFIED ON THIS ORDER.
MATERIALS WILL BE RECEIVED SUBJECT TO INSPECTION AND IF
FOUND DEFECTIVE OR NOT IN ACCORDANCE WITH SPECIFI-
CATIONS WILL BE RETURNED AT YOUR EXPENSE. TRUCK
INSURANCES WILL ONLY BE ACCEPTED DURING WORKING HOURS.

BUYER TOO HIPPENSTEEL
BUYER PHONE 7179849736

VENDOR NO. PV 0100635

SCHAAD DETECTIVE AGENCY, INC.
1114 ROOSEVELT AVE.
YORK, PA 17404

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THE COMMISSION IS AN INSTRUMENTALITY OF THE STATE
GOVERNMENT AND NO EXEMPTION NUMBER IS REQUIRED. THE
COMMISSION IS EXEMPT FROM ALL FEDERAL EXCISE TAX. RE-
ISTRATION # 23-73-0309-K.

PENNSYLVANIA TURNPIKE COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER.

INVOICE TO

SEND ORIGINAL INVOICE AND COPY SHOWING
PURCHASE ORDER NUMBER TO:

PENNSYLVANIA TURNPIKE COMMISSION
c/o ACCOUNTING DEPT.
P.O. BOX 67676
HARRISBURG, PA 17106-7676

SHIP TO:

PA TURNPIKE COMMISSION
RECEIVING
700 SOUTH EISENHOWER BLVD.
MIDDLETOWN, PA 17057

COMMENTS/CONTACT

TERMS

FOB

NET 30 DAYS

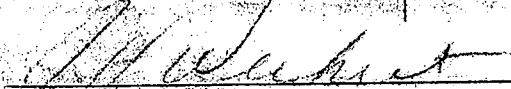
DESTINATION

QTY	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXT. PRICE
	*** CHANGE ORDER - DO NOT DUPLICATE ***				
			SECURITY SERVICES FOR PTC CENTRAL OFFICE ADMINISTRATION BUILDING AS PER SPECIFICATIONS DATED 9-25-2001, CONSISTING OF THREE (3) TYPED PAGES, ALREADY IN YOUR POSSESSION, FOR A PERIOD OF ONE (1) YEAR FROM 11-01-2004 TO 10-31-2005.		
			WORK LOCATION: PENNSYLVANIA TURNPIKE COMMISSION ADMINISTRATION BUILDING 700 S. EISENHOWER BLVD. MIDDLETOWN, PA 17057		
			VENDOR CONTACT: TIM LENAHAM TELEPHONE: (800) 532-2032 THIS BLANKET P.O. REPLACES #B0004796		
			CHANGE ORDER #1 11-21-05 TO PAY OUTSTANDING INVOICE.		
			PREVIOUS TOTAL \$22,524.00		
			ADD 350.00		
			ADJUSTED TOTAL \$22,874.00		

CONTINUED ON NEXT PAGE

REQUESTOR

APPROVED: PURCHASING MANAGER



PURCHASE ORDER

PENNSYLVANIA

TURNPIKE COMMISSION

COMMONWEALTH OF PENNSYLVANIA
 BOX 67676 HARRISBURG, PENNSYLVANIA 17106
 717-939-9551

PURCHASE ORDER NO. 8 0005231
 DATE ISSUED 09/29/04 PAGE 2
 DATE CHANGED 11/21/05 REV. NO. 1
 FREIGHT TERMS FOB DEL'D TO PTC DEST.
 DEPARTMENT ADMINISTRATIVE SERVICES

CHARGES ALLOWED FOR PACKING, REELS,
 LMS OR CARTAGE UNLESS SPECIFIED ON THIS ORDER.
 MATERIALS WILL BE RECEIVED SUBJECT TO INSPECTION AND IF
 FOUND DEFECTIVE OR NOT IN ACCORDANCE WITH SPECIFI-
 CATIONS WILL BE RETURNED AT YOUR EXPENSE. TRUCK
 DELIVERIES WILL ONLY BE ACCEPTED DURING WORKING HOURS.

BUYER TOD HIPPENSTEEL
 BUYER PHONE 717-966-9736

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 THE COMMISSION IS AN INSTRUMENTALITY OF THE STATE
 GOVERNMENT AND NO EXEMPTION NUMBER IS REQUIRED. THE
 COMMISSION IS EXEMPT FROM ALL FEDERAL EXCISE TAX, RE-
 GISTRATION # 23-73-0309-K.

VENDOR NO. PV 0100635
 SCHAAD DETECTIVE AGENCY, INC.
 1114 ROOSEVELT AVE.
 YORK, PA 17404

PENNSYLVANIA TURNPIKE COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER.

INVOICE TO SEND ORIGINAL INVOICE AND COPY SHOWING
 PURCHASE ORDER NUMBER TO:
PENNSYLVANIA TURNPIKE COMMISSION
 c/o ACCOUNTING DEPT.
 P.O. BOX 67676
 HARRISBURG, PA. 17106-7676

SHIP TO:
 PA TURNPIKE COMMISSION
 RECEIVING
 700 SOUTH EISENHOWER BLVD.
 HIDDLESTOWN, PA 17087

COMMENTS/CONTACT: TERMS: NET 30 DAYS DESTINATION: FOB

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE
*** CHANGE ORDER - DO NOT DUPLICATE ***				
*** THIS IS A CHANGED BLANKET PURCHASE ORDER ***				
		TOTAL AMOUNT LIMIT FOR THIS BPO		83172
		MAX AMOUNT LIMIT PER/RELEASE OF THIS BPO		83172
		MAX NUMBER OF RELEASES FOR THIS BPO		999
		EXPIRATION DATE OF THIS BPO		11/30/05
1	0	HR SEE DESCRIPTION WILL ADVISE		
		SECURITY SERVICES		
		SECURITY SERVICES:		
		HOURLY RATES:		
		\$13.22 HR. - STRAIGHT TIME		
		\$19.85 HR. - OVERTIME		
		OVERTIME RATE TO APPLY ON THE FOLLOWING		
		HOLIDAYS: NEW YEAR'S DAY, MARTIN LUTHER		
		KING'S BIRTHDAY, WASHINGTON'S BIRTHDAY,		
		GOOD FRIDAY, MEMORIAL DAY, INDEPENDENCE		
		DAY, LABOR DAY, VETERAN'S DAY, THANKS-		
		GIVING DAY, AND CHRISTMAS DAY		
		TOTAL AMOUNT LIMIT PER/ITEM		83172
		TOTAL AMOUNT LIMIT PER/RELEASE PER/ITEM		83172
		TOTAL QUANTITY LIMIT PER/ITEM		9999
		TOTAL QUANTITY LIMIT PER/RELEASE PER/ITEM		9999

REQUESTOR

CONTINUED ON NEXT PAGE

AGREEMENT

This **AGREEMENT** is made this 08 day of May, 1997, between the **Pennsylvania Turnpike Commission (COMMISSION)**, an instrumentality of the Commonwealth of Pennsylvania, with principal offices at Highspire, Pennsylvania (P. O. Box 67676, Harrisburg, PA 17106-7676),

AND

Schaad Detective Agency, Inc. ("CONTRACTOR"), a Pennsylvania corporation, with its principal office at 1114 Roosevelt Avenue, York, Pennsylvania, 17402.

WITNESSETH:

WHEREAS, by Act No. 211 of the General Assembly of the Commonwealth of Pennsylvania, approved May 21, 1937, and its amendments, the **COMMISSION** is authorized and empowered to enter into a contract with **CONTRACTOR**;

WHEREAS, the **COMMISSION** desires to retain the services of **CONTRACTOR** upon the following terms; and

THEREFORE, in consideration of these mutual covenants, and intending to be legally bound, the parties agree as follows:

1. The **CONTRACTOR** will perform the work described in the Request for Proposal for Furnishing Armed Guard Service dated December 1996, the Specifications for Armed Guard Service, Ref. No. FC96-200-100 dated November 15, 1996, Addendum No. 1 (Award of Contract) and Addendum 2 (Cost of Living) both dated February 6, 1997, and letter dated February 3, 1997, sent by the **COMMISSION** to the **CONTRACTOR** (all of which are the "RFP"), and **CONTRACTOR'S** Price Proposal for Providing Armed Guard Service ("Proposal") dated February 6, 1997, which was submitted to respond to the RFP. These

documents are incorporated by reference and will have the same effect as if they were fully stated. If any conflict arises in interpreting these two documents, the order of priority will be the RFP and then the Proposal.

2. The **COMMISSION** shall furnish the **CONTRACTOR** access to key personnel, relevant documents, and adequate work space for completing the work.

3. For the work, services, and material as defined in this Agreement, the **CONTRACTOR** shall be paid according to the schedule of prices in the Price Proposal or as those prices are modified by Addendum No. 2.

4. Either party may terminate the agreement by 60 day prior written notice as more particularly described in Paragraph 14 of the RFP Specifications. This agreement will be effective for five (5) years and then continue year to year unless terminated by either party.

5. This agreement will be interpreted according to the laws of the Commonwealth of Pennsylvania.

6. This agreement along with the documents referenced in Paragraph 1 constitutes the entire agreement between the parties. The parties may modify this agreement only by a subsequent written that is executed by both parties.

7. No partial invalidity of this agreement shall affect the remainder.

8. **CONTRACTOR** Integrity Provisions

8.1 Definitions.

a. Confidential information means information that is not public knowledge, or available to the public on request, disclosure of which would give an unfair, unethical, or illegal advantage to another desiring to contract with the **COMMISSION**.

b. Consent means written permission signed by a duly authorized officer or employee of the **COMMISSION**, provided that where the material facts have been disclosed, in writing, by

prequalification, bid, proposal, or contractual terms, the **COMMISSION** shall be deemed to have consented by virtue of execution of this agreement.

c. **CONTRACTOR** means the individual or entity that has entered into this agreement with the **COMMISSION**, including directors, officers, partners, managers, key employees, and owners of more than a 5% interest.

d. Financial Interest means:

(1) ownership of more than a 5% interest in any business; or

(2) holding a position as an officer, director, trustee, partner, employee, or the like, or holding any position of management.

e. Gratuity means any payment of more than nominal monetary value in the form of cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, services, employment, or contracts of any kind.

8.2 The **CONTRACTOR** shall maintain the highest standards of integrity in the performance of this agreement and may take no action in violation of state or federal laws, regulations, or other requirements that govern contracting with the **COMMISSION**.

8.3 The **CONTRACTOR** may not disclose to others any confidential information gained by virtue of this agreement.

8.4 The **CONTRACTOR** may not, in connection with this or any other agreement with the **COMMISSION**, directly or indirectly offer, confer, or agree to confer any pecuniary benefit on anyone as consideration for the decision, opinion, recommendation, vote, other exercise of discretion, or violation of a known legal duty by any officer or employee of the **COMMISSION**.

8.5 The **CONTRACTOR** may not, in connection with this or any other agreement with the **COMMISSION**, directly or indirectly offer, give, or agree or promise to give to anyone any gratuity for the benefit of or at the direction or request of any officer or employee of the

COMMISSION.

8.6 Except with the consent of the **COMMISSION**, neither the **CONTRACTOR** nor anyone in privity with him may accept or agree to accept from any person, or give or agree to give to any person, any gratuity from any person in connection with the performance of work under this agreement except as provided therein.

8.7 Except with the consent of the **COMMISSION**, the **CONTRACTOR** may not have a financial interest in any other engineer, subconsultant, or supplier providing services, labor, or material on this project.

8.8 The **CONTRACTOR**, upon being informed that any violation of these provisions has occurred or may occur, shall immediately notify the **COMMISSION** in writing.

8.9 The **CONTRACTOR**, by execution of this agreement and by the submission of any bills or invoices for payment pursuant thereto, certifies and represents that he has not violated any of these provisions.

8.10 The **CONTRACTOR**, upon the inquiry or request of the **COMMISSION's** Operations Audit Group, shall provide, or if appropriate, reasonably and promptly make available to that office and its representatives, for inspection and copying, any information of any type or form deemed relevant by the Operations Audit Group to the contractor's integrity, as that term is defined by Pennsylvania law or Governor's management directives. This information may include, but is not limited to, the **CONTRACTOR's** business or financial records, or documents or files of any type or form regarding this agreement. The **CONTRACTOR** shall retain this information for three years beyond contract termination unless otherwise provided by law.

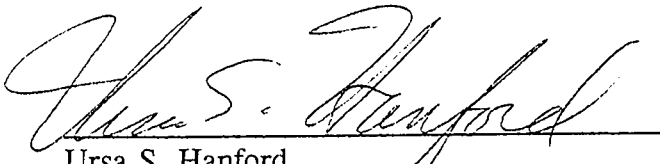
8.11 For violating any of these provisions, the **COMMISSION** may terminate this and any other agreement with the **CONTRACTOR**, claim liquidated damages in an amount equal to the value of anything received in breach of these provisions, claim damages for all expenses incurred

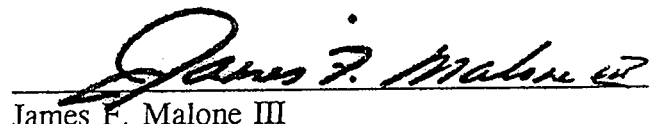
in obtaining another contractor to complete performance of this agreement, or debar and suspend the contractor from doing business with the COMMISSION. These rights and remedies are cumulative, and the use or nonuse of any one does not preclude the use of all or any other. These rights and remedies are in addition to those the COMMISSION may have under law, statute, regulations, or otherwise.

IN WITNESS WHEREOF, the Pennsylvania Turnpike Commission and Contractor's Name, have executed this Agreement by their duly authorized officers and affixed their respective official and corporate seals on the date written above.

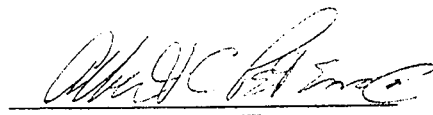
ATTEST:

PENNSYLVANIA TURNPIKE COMMISSION


Ursa S. Hanford
Assistant Secretary-Treasurer

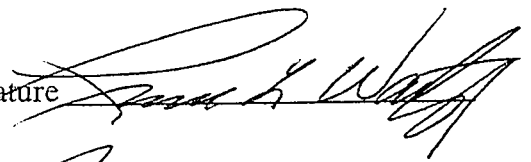

James F. Malone III
Chairman

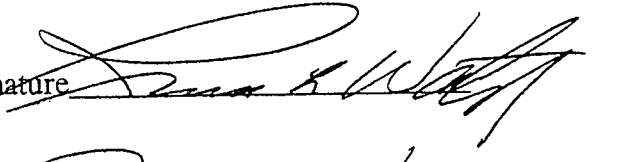
APPROVED AS TO FORM AND LEGALITY:


Albert C. Peters II
Assistant Counsel

ATTEST:

SCHAAD DETECTIVE AGENCY, INC.

Signature 
Name Russell L. WANTZ JR
Title Sec / TREASURER

Signature 
Name Russell L. WANTZ JR
Title PRESIDENT

Federal Tax ID. No.



10/11/19/05

ORIGINAL Page 1 / 2
Purchase Order No. 4500178267
Purchase Order Date: 11/05/2004

Please Deliver To:
WINE & SPIRITS SHOPPE 6701
YORKTOWNE MALL
131 N DUKE ST
YORK PA 17401

Your vendor number with us: 125023

Vendor Name/Address:
Company
SCHAAD DETECTIVE AGENCY INC
1114 ROOSEVELT AVE
YORK PA 17404-2347

Vendor Fax Number: 717-848-5417

Please Bill To:
Commonwealth of Pennsylvania
PLCB Comptroller Office
PLCB 27526
301 Northwest Office Building
Harrisburg, Pennsylvania 17124-0001

Purchaser:
Name: Barbara Cain
Phone: 717-705-0373
Fax: 717-783-8927
E-mail: bcain@state.pa.us

Payment Terms: NET 30

This Purchase Order constitutes the Contractor's authority to deliver the item(s) listed below at the price(s) set forth below in accordance with: 1) the RFQ, if any, related to this Purchase Order; 2) the Contract, if any, related to this Purchase Order; 3) the documents attached to this Purchase Order or incorporated by reference, if any; and 4) the contract terms and conditions stored on the website address at www.dgs.state.pa.us for this type of Purchase Order, all of which, as appropriate are incorporated by reference herein. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate.

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per	TOTAL
00010	SECURITY GUARD SVC Deliv. date Day 04/01/2005 Rel. ord. against contract 4600004068 Item 00012	314.000	h	04/01/2005	14.05	h	4,411.70
Item text PROVIDE A UNIFORMED UNARMED SECURITY GUARD FROM 5:15 P.M. THROUGH 9:15 P.M., 6 DAYS A WEEK, MONDAY THROUGH SATURDAY. CONTRACT TERM: 04/01/2005 THROUGH 06/30/2005							
00020	SECURITY GUARD SVC Deliv. date Day 07/01/2005 Rel. ord. against contract 4600004068 Item 00012	924.000	h	07/01/2005	14.05	h	12,982.20
Item text PROVIDE A UNIFORMED UNARMED SECURITY GUARD FROM 5:15 P.M. THROUGH 9:15 P.M., 6 DAYS A WEEK, MONDAY THROUGH SATURDAY. CONTRACT TERM: 07/01/2005 THROUGH 03/31/2006							

-----GENERAL REQUIREMENTS FOR ALL ITEMS-----

*** SEE LAST PAGE FOR TOTAL OF ALL LINE ITEMS ***

Renewed
PO 4500291997

11.12.04
we

to vendor 11/10/04



ORIGINAL

Purchase Order No. 4500210942

Purchase Order Date: 03/21/2005

Please Deliver To:
PA LIQUOR CONTROL BOARD
NORTHWEST OFFICE BUILDING
CAPITAL AND BOAS STREETS
HARRISBURG PA 17124-0001

Please Bill To:
Commonwealth of Pennsylvania
PLCB Comptroller Office
PLCB 27526
301 Northwest Office Building
Harrisburg, Pennsylvania 17124-0001

Payment Terms: NET 30

Your vendor number with us: 125023

Vendor Name/Address:
Company
CHAAD DETECTIVE AGENCY INC
114 ROOSEVELT AVE
ORK PA 17404-2347

Vendor Fax Number: 717-848-5417

Purchaser:
Name: Daniel Buffington
Phone: 717-787-9854
Fax: 717-783-8927
E-mail: dabuffingt@state.pa.us

This Purchase Order constitutes the Contractor's authority to deliver the item(s) listed below at the price(s) set forth below in accordance with: 1) the RFQ, if any, related to this Purchase Order; 2) the Contract, if any, related to this Purchase Order; 3) the documents attached to this Purchase Order or incorporated by reference, if any; and 4) the contract terms and conditions stored on the website address at www.dgs.state.pa.us for this type of Purchase Order, all of which, as appropriate are incorporated by reference herein. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate.

Table with 8 columns: Item, Material/Service Description, Qty, UOM, Delivery Date, Price, Per, TOTAL. Contains three line items for Security Guard Services with detailed descriptions and contract terms.

Reviewed on 4/5/05 3:06 PM JPB

*** SEE LAST PAGE FOR TOTAL OF ALL LINE ITEMS ***

4.8.05

SENT TO VENDOR 3-28-05 JPB



ORIGINAL

Page 2 / 2

Purchase Order No.4500210942

Purchase Order Date: 03/21/2005

Vendor Name:

SCHAAD DETECTIVE AGENCY INC

Item	Material/Service Description	Qty	UOM	Delivery Date	Price	Per	TOTAL
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-----GENERAL REQUIREMENTS FOR ALL ITEMS-----

Header text

CONTRACT TERM: 04/14/2005 THROUGH 04/13/2006

THIS IS AN ESTIMATED CONTRACT.

SECURITY GUARD SERVICE IS NOT REQUIRED ON COMMONWEALTH RECOGNIZED HOLIDAYS.

RATE FOR UNIFORMED ARMED SECURITY GUARD IS \$20.75 PER HOUR, AS REFERENCED IN SCHAAD'S CONTRACTED PRICE LIST OF JANUARY 2005.

A DAILY INCIDENT REPORT IS REQUIRED.

AGENCY CONTACT PERSON: MICHAEL R ROTEMAN, DIRECTOR OF SUPPORT SERVICES
PHONE NUMBER: (717) 787-5567

CONTRACTOR CONTACT PERSON: RUSSELL L WANTZ, JR
PHONE NUMBER: (800) 632-9032 FAX: (717) 848-5417

REFERENCE: STANDARD TERMS AND CONDITIONS FOR PURCHASE ORDERS ISSUED AGAINST
DEPARTMENT OF GENERAL SERVICES STATEWIDE REQUIREMENTS CONTRACTS STD-281 (SAP) Rev.
05/07/04

LEGACY CONTRACT 9985-24

Terms of payment

UPON DELIVERY OF THE SERVICE(S), PLEASE SEND AN INVOICE ITEMIZED BY PURCHASE ORDER LINE ITEM TO THE ADDRESS REFERENCED ON THE PURCHASE ORDER. THE INVOICE SHOULD INCLUDE ONLY THE AMOUNTS DUE UNDER THE PURCHASE ORDER. THE PURCHASE ORDER NUMBER MUST BE INCLUDED ON ALL INVOICES. FAILURE TO REFERENCE THE PURCHASE ORDER NUMBER ON THE INVOICE WILL DELAY PROCESSING OF PAYMENT.

*** NO FURTHER INFORMATION FOR THIS PO ***

Quotation #: _____
Quotation Date: _____

Currency: USD

56,875.75
TOTAL NET VALUE

DEPARTMENT OF TRANSPORTATION NO. 4500191858L2

LETTER OF UNDERSTANDING

THIS LETTER OF UNDERSTANDING is dated April 13, 2005 and is made by and between the following agencies listed below:

Pennsylvania Board of Probation and Parole Federal ID No. 23-6003017
("Board")

AND

Department of Transportation ("Department") Federal ID NO. 23-6003105

BACKGROUND:

A. Sections 501 and 502 of the Administrative Code of 1929 (71 P.S. §§ 181 and 182) require Commonwealth departments and agencies to coordinate their work and activities with other Commonwealth departments and agencies.

B. The various entities that occupy the Riverfront Office Center at 1101 South Front Street, Harrisburg, Pennsylvania 17104 ("ROC"), have formed a Building Security Committee ("Committee") to address the concerns of the various entities.

C. The Committee is comprised of one representative from each of the following entities: The Department; the Department of Treasury, Board of Finance and Revenue; the Department of Treasury, Bureau of Unclaimed Property; the Pennsylvania Human Relations Commission; and the Board.

D. The Committee has determined that it is necessary to have armed security services at the ROC.

E. The Department of General Services Statewide Contract Number 9985-24, *Uniformed Un-Armed and Armed Security Guard Services* ("Contract"), allows state agencies to issue field purchase orders against the contract to obtain unarmed or armed security services. The Contract effective date is June 1, 2002, and the Contract termination date is May 31, 2005.

F. The Department has entered into Purchase Order Number 4500191858 with Schaad Detective Agency, Inc., ("Schaad"), to provide armed security services at the ROC for a total amount of \$350,607.75. The termination date of the Department's agreement with Schaad is January 24, 2006.

G. The parties wish to outline their respective obligations and responsibilities in this Letter of Understanding.

THEREFORE, the Department and the Board will carry out their responsibilities in accordance with the following terms and conditions:

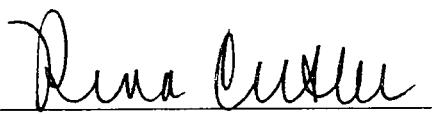
1. **Conditions:** The Board agrees to pay the Department for the Board's share of the armed security services in return for the following:

- a. The Department shall provide to the Board a copy of the fully executed Purchase Order Number 45001911858 for security services with the Contractor.
- b. The Department shall include the Board's designated Committee representative, or its designee, in all of the Department's meetings with the Contractor to discuss and resolve any and all security issues as well as to evaluate such service. These meetings shall occur no less than once a month.
- c. The Department, within 15 minutes of oral or written receipt of notification by Schaad, shall report to the Board's designated Committee representative, or its designee, all emergency situations.
- d. The Department agrees that the Board's designated Committee representative, or its designee, shall have the authority and permission to direct incidental actions and activities of the security personnel whenever the welfare of all of the employees of the building is at stake. The Department and the Board agree that a threat to the welfare of any employee in the building constitutes a threat to the welfare of all employees in the building. This authority is pursuant to Paragraph 14 of Exhibit A of the Purchase Order Number 45001911858 between the Department and Schaad.

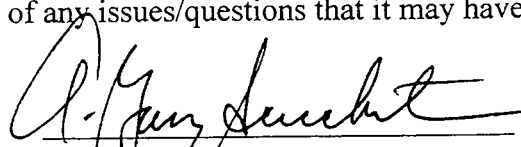
e. The Board's designated Committee representative, or its designee, shall provide the Department with 5 days notice of a request for additional guard service. If the Board's designated Committee representative, or its designee, becomes aware of a need for additional guard service less than 5 days before the time the service is needed, it will make the request of the Department as soon as possible. The Board agrees to reimburse the Department 100% for the cost of any additional guard service obtained pursuant to the Board's request. The Board, within 10 days of receipt of an invoice, shall either process the invoice for payment or notify the Department of any issues/questions that it may have. The cost of the additional guard service is in addition to the costs set forth in paragraph 2 below.

2. **Costs:** The Board will pay the Department 16.12% of the costs under Purchase Order 4500191858, which shall not exceed \$56,517.97. This number is based on the percentage of square footage used by the Board at the ROC. This amount does not include costs for additional guard service as described in paragraph 1 e above.

3. **Invoices:** The Board, within 10 days of receipt of an invoice, will either process the invoice for payment or notify the Department of any issues/questions that it may have.


Name:

Title: Deputy Secretary for Administration
Department of Transportation


Name:

Title:
Pennsylvania Board of Probation and Parole

DEPARTMENT OF TRANSPORTATION NO 4500289681L4

LETTER OF UNDERSTANDING

THIS LETTER OF UNDERSTANDING is dated 5/16/06 and is made by and between the following agencies listed below:

Department of Treasury, Board of Finance and Revenue ("Board"), Federal ID No. 23-6003133

AND

Department of Transportation ("Department"), Federal ID No. 23-6003105

BACKGROUND:

A. Sections 501 and 502 of the Administrative Code of 1929 (71 P.S. §181 and §182 require Commonwealth departments and agencies to coordinate their work and activities with other Commonwealth departments and agencies.

B. The various entities that occupy the Riverfront Office Center at 1101 South Front Street, Harrisburg, Pennsylvania 17104 ("ROC"), have formed a building Security Committee ("Committee") to address the concerns of the various entities.

C. The Committee is comprised of one representative from each of the following entities: The Department; the Pennsylvania Board of Probation and Parole; the Department of Treasury, Bureau of Unclaimed Property; the Pennsylvania Human Relations Commission; and the Board.

D. The Committee has determined that it is necessary to have armed security services at the ROC.

E. The Department of General Services Statewide Contract Number 9985-24, Uniformed, Unarmed and Armed Security Guard Services ("Contract"), allows state agencies to issue field purchase orders against the contract to obtain unarmed or armed security services. The Contract effective date is June 1, 2002, and the Contract termination date is May 31, 2006.

F. The Department has entered into Purchase Order Number 4500289681 with Schaad Detective Agency, Inc., ("Schaad"), to provide armed security services at the ROC for a total of \$375,324.70. The termination date of the Department's agreement with Schaad is January 24, 2007.

G. The parties wish to outline their respective obligations and responsibilities in this Letter of Understanding.

THEREFORE, the Department and the Board will carry out their responsibilities in accordance with the following terms and conditions:

1. **Conditions:** The Board agrees to pay the Department for the Board's share of the armed security services in return for the following:

a. The Department shall provide to the Board a copy of the fully executed Purchase Order Number 4500289681 for security services with the Contractor.

b. The Department shall include the Board's designated Committee representative, or its designee, in all the Department's meetings with the Contractor to discuss and resolve any and all security issues as well as to evaluate such services. These meetings shall occur no less than once a month.

c. The Department, within 15 minutes of oral or written receipt of notification by Schaad, shall report to the Board's designated Committee representative, or its designee, all emergency situations.

d. The Department agrees that the Board's designated Committee representative, or its designee, shall have the authority and permission to direct incidental actions and

activities of the security personnel whenever the welfare of all of the employees of the building is at stake. The Department and the Board agree that a threat to the welfare of any employee in the building constitutes a threat to the welfare of all employees in the building. This authority is pursuant to Paragraph 14 of Exhibit A of the Purchase Order Number 4500289681 between the Department and Schaad.

e. The Board's designated Committee representative, or its designee, shall provide the Department with 5 days notice of a request for additional guard service. If the Board's designated Committee representative, or its designee, becomes aware of a need for additional guard service less than 5 days before the time the service is needed, it will make the request of the Department as soon as possible. The Board agrees to reimburse the Department 100% for the cost of any additional guard service obtained pursuant to the Board's request. The Board, within 10 days of receipt of an invoice; shall either process the invoice for payment or notify the Department of any issues/questions that it may have. The cost of the additional guard service is in addition to the costs set forth in Paragraph 2 below.

2. **Costs:** The Board will pay the Department 3.64% of the costs under Purchase Order Number 4500289681, which shall not exceed \$13,661.82. This number is based on the percentage of square footage used by the Board at the ROC. This amount does not include costs for additional guard service as described in Paragraph 1e above.

3. **Invoices:** The Board, within 10 days of receipt of an invoice, will either process the invoice for payment or notify the Department of any issues/questions that it may have.

Diane Zhdzinski
Name

Secretary
Title:

Board of Finance and Revenue

Department of Treasury

Lisa Cutler
Name

Deputy Secretary Administration
Title: Deputy Secretary for Administration

Department of Transportation

APPROVED FOR FORM AND LEGALITY

By *Michael D. Hine*
for Chief Counsel & 6/2/06 Date 6/2/06