



## AMENDMENT TO SUBORDINATE AGREEMENT

**~~SUBORDINATE AGREEMENT NUMBER MA-012-16012322 with AG COAST, INC. DBA CALIFORNIA PANTHER SECURITY is hereby issued per the terms and conditions of COOPERATIVE AGREEMENT NUMBER MA-017-15011469 for UNARMED SECURITY GUARD SERVICES.~~**

This amendment to Subordinate Agreement MA-012-16012322 is made and entered into upon execution of all necessary signatures between AG Coast, Inc. dba California Panther Security, having its principal place of business at 5777 W. Century Blvd, Ste. 1601 Los Angeles, CA 90045-5696; (referred to as “Contractor”), and the County of Orange, OC Community Resources, a political subdivision of the State of California, with a place of business at 1770 N. Broadway, Santa Ana, CA 92706 (referred to as “County”) which are sometimes individually referred to as “Party” or collectively referred to as “Parties”.

### **ATTACHMENTS**

~~This Agreement is comprised of this document and the following Attachments, which are incorporated by reference into this Subordinate Agreement:~~

~~Attachment A—Cooperative Agreement  
Attachment B—Scope of Work~~

### **RECITALS**

~~WHEREAS, OC Community Resources desires to enter into a Subordinate Agreement for Unarmed Security Guard Services; and~~

~~WHEREAS, the County of Orange, has issued a Cooperative Agreement MA-017-15011469, effective from 07/01/2015 through 06/30/2020; and~~

~~WHEREAS, the County of Orange, OC Community Resources entered into a Subordinate Agreement for Unarmed Security Guard Services MA-012-16012322; and~~

WHEREAS, the County of Orange, OC Community Resources and Contractor entered into Amendment Number One (1) to MA-012-16012322 of RCA MA-017-15011469 for Unarmed Security Guard Services, commencing on 07/01/16 and expiring on 06/30/17; increasing contract amount of \$47,247.75 adding OC Animal Care with a new not to exceed annual amount of \$77,127.75; and a start date of 10/1/2016 and expiring 6/30/2017.

WHEREAS, the County of Orange, OC Community Resources and Contractor entered into Amendment Number Two (2) to MA-012-16012322 of RCA MA-017-15011469 for Unarmed Security Guard Services, commencing on 7/1/16 and expiring on 6/30/2017; decrease current annual contract amount and revise contract start date of OC Animal Care, for unarmed security guard services, with a new not to exceed amount of



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**\$27,000.00. Increase contract amount of \$19,000.00 to add unarmed guard services with OC Housing at 1770 N Broadway, Santa Ana, CA 92706 with an effective start date of 2/1/2017 through 6/30/2017 new not to exceed amount is \$75,880.00**

**WHEREAS, the County of Orange, OC Community Resources and Contractor entered into Amendment Number Three (3) to MA-012-16012322 of RCA MA-017-15011469 for Unarmed Security Guard Services, commencing on 07/01/17 and expiring on 06/30/18; with an annual amount not to exceed \$100,000.00; and**

WHEREAS, the County of Orange, OC Community Resources desires to add additional unarmed security guard services under the existing subordinate agreement; and

WHEREAS, Contractor is willing to provide the additional services specified in ~~the~~ this Subordinate Amendment Agreement to OC Community Resources;

NOW, THEREFORE, the parties mutually agree:

1. Once this monetary limit is executed, the monetary limit of Contract No. MA-012-16012322 shall not exceed \$129,521.70 annually with an aggregate amount not to exceed \$205,401.70.
  2. Attachment B – Scope of Work to MA-012-16012322 is replaced with the revised Scope of Work attached here to, Attachment B-2.
  3. All other terms of the Agreement shall remain in full force and affect.
1. ~~**Scope of Agreement:** This Subordinate Agreement specifies the terms and conditions by which OC Community Resources will procure unarmed security guard services from the Contractor, hereinafter referred to as “Services” as more fully detailed in Attachment A, Cooperative Agreement.~~
  2. ~~**Term of Subordinate Agreement:** This Subordinate Agreement shall commence on 7/1/2016 and upon all necessary signatures and continue for one year, unless otherwise terminated by the County.~~
  3. ~~**Compensation & Payment:** Contractor agrees to provide unarmed security guard services as set forth in Attachment A, Cooperative Agreement at the fixed rates specified in the Cooperative Agreement with an amount not to exceed \$29,880.00~~
  4. ~~**Invoicing:** Invoices are to be submitted to the address below:~~

~~OC Community Resource/Accounts Payable  
1770 N. Broadway, 4th Floor  
Santa Ana, CA 92706~~

~~Vendor shall reference Subordinate Agreement Number MA-012-16012322 on invoice. Payment will be net 30 days after receipt of an invoice in a format acceptable to the~~



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~~County of Orange and verified and approved by the agency/department and subject to routine processing requirements. The responsibility for providing an acceptable invoice rests with the Contractor.~~

-Signature Page follows-



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**SIGNATURE PAGE**

The Parties hereto have executed this Contract on the dates shown opposite their respective signatures below.

**AG COAST, INC. DBA CALIFORNIA PANTHER SECURITY\***

\_\_\_\_\_  
Print Name Title

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print Name Title

\_\_\_\_\_  
Signature Date

**\* If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth.  
The first corporate officer signature must be one of the following: 1) the Chairman of the Board; 2) the President; 3) any Vice President.  
The second corporate officer signature must be one of the following: a) Secretary; b) Assistant Secretary; c) Chief Financial Officer; d) Assistant Treasurer.  
In the alternative, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company.**

\*\*\*\*\*  
**County of Orange, a political subdivision of the state of California**

\_\_\_\_\_  
Print Name Title

\_\_\_\_\_  
Signature Date

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ATTACHMENT A

~~COOPERATIVE AGREEMENT MA-017-15011469~~

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### ATTACHMENT B-B2

#### Scope of Work

Each agency/department shall provide post orders detailing important contact information, duties, procedures and hours of operation to each location where Unarmed Security Guards are assigned. A copy of the Post Order must be given to the Contractor and Unarmed Security Guard at each location for use by guard staff.

<b>Building Manager Contact Information:</b> <b>Peggi Buff – (714) 480-2902 (desk)</b>	<b>Facility Hours of Operation:</b> <b>7:00 AM and 6:00 PM</b>
<b>Guard Duties:</b> <p>1. Monday-Friday 9:30am-6:30pm  Foot patrol and provide a security presence at 1770 Broadway to include parking area adjacent to building, areas of parking garage exit, areas at 18<sup>th</sup> street building doors, Broadway street building exit doors, employee entrance doors, alley areas between 17<sup>th</sup> and 18<sup>th</sup> adjacent to 1770 building and 1770 parking area entrances.  between 9:30am-6:30pm  Check for trespassers with a visual sweep of the parking garage emergency exit stairwell, check area under the stairs of both parking garage levels.  Check parking structure emergency exit exterior stairwell base for blockage of emergency exit door and for trespassers. <i>And ask trespassers to relocate from premises.</i> Call Santa Ana Police Department (SAPD) if they are not cooperative.</p> <p>2. No security services are necessary on Holidays: <i>July 4, September 5, October 10, November 11, 24, 25 and December 26..</i></p>	
<b>Emergency Notification Numbers:</b> Call 911 for Life Threatening Emergencies Broadway Building Maintenance: 8am-5pm (714)566-3031.....After Hours (714) 834-3244	
<b>Emergency Procedures:</b> Call 911 for Life Threatening Emergencies Broadway Building Maintenance: 8am-5pm (714)566-3031.....After Hours (714) 834-3244	
<b>Fire Alarm System Instructions:</b> Alarm is located in parking level 1 on the south west side, next to the emergency exit door. Pull Alarm To Activate Alarm	<b>Security System Operating Instructions:</b> N/A

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<b>Door Location/Lock &amp; Unlock Instructions:</b>	<b>Gate Location/Lock &amp; Unlock Instructions:</b> N/A
<b>Special Instructions:</b> (please attach additional sheets if necessary)	



## AMENDMENT TO SUBORDINATE AGREEMENT

Agency/Department Guard Post Orders  
OC Animal Care

Each agency/department shall provide post orders detailing important contact information, duties, procedures and hours of operation to each location where Unarmed Security Guards are assigned. A copy of the Post Order must be given to the Contractor and Unarmed Security Guard at each location for use by guard staff.

<p><b>Building Manager Contact Information:</b> Sondra Berg – (714) 796-6412 (Desk) (657) 230-5477 (Cell)</p>	<p><b>Facility Hours of Operation:</b> 9:00 AM to 6:00 PM (Mon., Tues., Thurs., Fri., Sat., Sun.) 9:00 AM to 7:30 PM (Wed.)</p>
<p><b>Guard Duties:</b> 1. Mon., Tues., Thurs., Fri., Sat., Sun. 9:00 AM to 6:00 PM and Wed., 9:00 AM to 7:30 PM</p> <p><b>Customer Service / Station 1 Intake</b></p> <p>Observe all public areas: Walkways, public area inside customer service office, intake area at Station 1, outside of public restrooms. Parking lot to the south of customer service buildings, main parking lot and parking lot north of the Administration building.</p> <p>* Foot patrols throughout the day of all the areas listed above. On weekends watch for citizens milling around on the elevated ramp by the public bathrooms attempting to watch the inmates in the exercise yard at the jail- prohibited.</p> <p>* Citizens prohibited from bringing their personal pets into the shelter beyond the benches provided in front of customer service. Only service dogs are allowed.</p> <p>* Media- Need to contact Dr. Hawkins, Katie Ingram or Sondra Berg (phone numbers will be provided). Media is not allowed to film inside the shelter without authorized staff present and security is not to grant any media requests or conduct interviews.</p> <p>* Protestors – Protests are allowed on the sidewalk in front of OC Animal Care but not on the facility property or blocking any entrances to the facility.</p> <p><b>Kennels/Cat Trailers</b></p> <p>Observe all public areas: Public walkways in all kennel areas, inside of both cat trailers, the back area by ISO rooms- on the north side of the facility next to Theo Lacy Jail and rabbit area.</p> <p>* Foot patrols throughout the day of all the areas listed above. Check for a parent if an unattended child/children are observed alone for a period of time. No running anywhere in</p>	





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public areas.

\* Observe when public seen feeding anything to animals, contact kennel staff or Lieutenants. Excludes volunteers who feed treats and walk dogs- they are identified by light blue t-shirts with OC Animal Care logo.

\* Public prohibited from milling around the perimeter fencing of Theo Lacy Jail.

\* Foot patrols of all areas should be approximately 15 minutes in length in each section rotating throughout the shelter and surrounding parking area numerous times a day during work shift.

**Administration office: Access only with authorized staff.**

\* Anyone in the public areas causing problems of a non-threatening nature- Supervisors and Lieutenants should also be notified to assist in diffusing the situation even if the incident can be handled by the Security Guard. (Contact numbers will be provided).

\* Anyone in the public areas causing problems in a threatening manner- OC Animal Care dispatch will be notified immediately to call 911. Security Guard will also notify management of the situation so they can assist. (Contact numbers will be provided)

\* Any suspicious activity, unattended packages or backpacks observed anywhere in public areas should be addressed immediately either by the Security Guard or shelter staff should be notified.

2. On Holidays, to include July 4 (Independence Day), September 5 (Labor Day), October 10 (Columbus Day), November 11 (Veterans Day), November 24 and 25 (Thanksgiving Day and the day after), December 25 (Christmas Day), January 1 (New Year's Day), January 16 (Martin Luther King, Jr. holiday), February 12 (Lincoln's Birthday), February 20 (Presidents' Day), May 29 (Memorial Day). No security services are necessary on these holidays.

Emergency Notification Numbers:  
Call 911 for Life Threatening Emergencies

Special Instructions: (please attach additional sheets if necessary)

OC Animal Care Management Contacts:

Katie Ingram (Assistant Director) 714-720-1344 (Cell)

Sondra Berg (Administrative Manager) 657-230-5477 (Cell)



## AMENDMENT TO SUBORDINATE AGREEMENT

Agency/Department Guard Post Orders  
Orange County Housing Authority

Each agency/department shall provide post orders detailing important contact information, duties, procedures and hours of operation to each location where Unarmed Security Guards are assigned. A copy of the Post Order must be given to the Contractor and Unarmed Security Guard at each location for use by guard staff.

<p><b>Building Manager Contact Information:</b>          Primary – Alfonso Rodriguez 714-480-2813          or 714-412-3450          Secondary – Candy Halamuda 714-480-2967          or (562) 644-1176</p>	<p><b>Facility Hours of Operation:</b>          Building open to public 7:30 a.m. to 5:00          p.m. Monday through Thursday and 8:00          a.m. to 5:00 p.m. Fridays. Employee work          schedules are between 7:00 a.m. and 5:30          p.m.</p>
<p><b>Guard Duties:</b></p> <ol style="list-style-type: none"> <li>1. Monday through Friday, 7:00 a.m. to 5:30 p.m., patrol and monitor interior of building, as well as any additional areas designated by the Building Manager.</li> <li>2. Observe and report any suspicious and/or threatening behavior to Building Manager.</li> <li>3. Escort any individual from the premises upon the direction of the Building Manager.</li> <li>4. Check the property for unauthorized entry, vandalism, and/or other potentially hazardous conditions.</li> <li>5. Report emergencies first to law enforcement, then to Building Manager.</li> <li>6. Complete a Daily Activity Report and submit to Building Manager.</li> <li>7. Complete Incident Reports for all reports to law enforcement and/or Building Manager, and submit reports to Building Manager.</li> <li>8. Carry a cell phone on which OCHA staff may directly make contact in the event of an emergency.</li> <li>9. Any other duty not listed herein, but in accordance with the terms of the RCA, as directed by the Building Manager.</li> </ol>	
<p><b>Emergency Notification Numbers:</b>          For life-threatening emergencies call 911 and notify Building Manager.</p> <p>For facilities-related emergencies between 8:00 a.m. and 5:00 p.m. call Maintenance at 714-566-3031 or after hours at (714) 834-3244. Notify Building Manager.</p>	
<p><b>Emergency Procedures: (please attach additional sheets if necessary)</b>          For life-threatening emergencies call 911 and notify Building Manager.</p> <p>For facilities-related emergencies between 8:00 a.m. and 5:00 p.m. call Maintenance at 714-566-3031 or after hours at (714) 834-3244. Notify Building Manager.</p>	
<p><b>Fire Alarm System Instructions:</b>          The alarm automatically triggers law enforcement and fire, but please notify</p>	<p><b>Security System Operating Instructions:</b>          None</p>



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Building Manager.	
Door Location/Lock & Unlock Instructions: Accessible via key card provided by County (no locking/unlocking necessary)	Gate Location/Lock & Unlock Instructions: Accessible via key card provided by County (no locking/unlocking necessary)
<p>Special Instructions: (please attach additional sheets if necessary) Listed in RCA's scope of services and Attachment D "Guard Duties"</p> <p>No services necessary on weekends and County holidays.</p>	