



SCOPE OF WORK

Waste Services Department
Security Patrol Services for PALAFOX TRANSFER STATION
October 1, 2018 through September 30, 2019

The purpose of the security officer is to protect people and property at the Waste Services Department locations. Vendor to provide the following unarmed security patrol services at Waste Services' Palafox Transfer Station located at 2906 N. Palafox Street, Pensacola, FL, 32501:

A uniformed security officer licensed and bonded in the State of Florida.

Each duty officer must be radio equipped with a 24-hour dispatcher.

Each duty officer is required to submit a formal daily report that includes the name of the officer, areas patrolled, vehicles and equipment checked, time and date. Any unusual activity that may have occurred during those rounds is to be detailed, including pictures when possible. A checklist will be provided.

Each duty officer is required to perform random side inspections at the Palafox Transfer Station. This will include two, one-hour daily onsite visits after business hours Monday thru Sunday. Business hours at this location are 3:00 a.m. through 2:30 p.m. Monday through Friday.

Each duty officer is required to enter the scale house, disarm and re-arm the security system to verify the alarm was properly set by the staff.

A security officer will be required to respond to security alarms that may be activated after hours. An on-call officer will need to provide a phone number that can be submitted to our security system monitoring company. The officer will investigate the alarm and determine if law enforcement or the fire department is needed. The officer will also contact a Waste Services Department designee to assist in any action that may be needed.