

# *Windward*

## *Community Development District*

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**Wednesday**  
**July 15, 2026**  
**10:00 AM**

**Four Seasons Clubhouse**  
**7813 Four Seasons Blvd.**  
**Kissimmee, FL**

### **Workshop Meeting**

1. Call to Order
2. Roll Call
3. Review of Security Proposals Received
  - APEX Security and Convention Services, Inc.
  - DSI Security Services
  - FTI Security Services
  - Weiser Security Services
4. Discussion of Controller No. 15 Replacement
5. Discussion of Proposals
  - Pressure Washing (2)
  - Repair of Pergola
6. Counsel Items
7. Maintenance Items
8. Management Items
  - District Checks- Review for Agenda
9. Adjournment

# SECTION III



**APEX SECURITY AND CONVENTION SERVICES, INC.**  
**"THE PINNACLE OF RELIABILITY"**

# **SECURITY SERVICES PROPOSAL**

**LIC#B2200167**

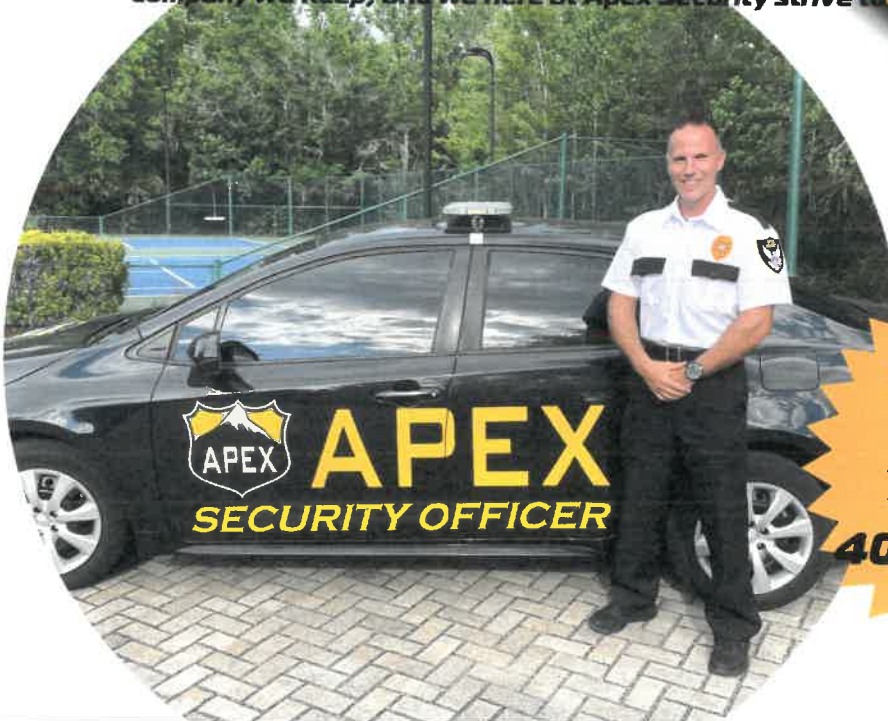
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# APEX SECURITY

***"At Apex Security, we know the security for any property or event is the first thing many people see. That security should not only be a confident presence, but also leave a positive impression. We stand for Integrity, Family, and Community. We are all known by the company we keep, and we here at Apex Security strive to provide the best company possible.***  
***Jill Murphy***  
***CEO***



**Contact Us  
Today for a  
Free Quote  
407-846-1435**

## ***Security Above & Beyond Expectation***

***Central and North Florida's gated communities, universities, resorts, hotels, motels, conventions, film productions, construction sites and special events are all secure under Apex Security's protection. We are your premier locally-owned and operated security staffing agency, providing motivated, trained, professional, and centrally managed security officers and patrols to hundreds of locations and events in your area. The Apex Security management team boasts over forty years of experience in the security industry and ensure the highest level of service and state-of-the-art support available in the industry. Simply put, we are the security company you have been looking for.***



## Company History

APEX Security Inc. is a true success story of two women who knew they had what it took to succeed and simply went for it. Founders Jill Murphy and Margaret Toscano founded APEX in August of 2002 with over 50 years of collective Security Industry experience. Both began their careers in the security company founded by their family. The company grew to a substantial enterprise and was sold to a major corporation. For years Jill and Margaret learned the business and experienced the positives and negatives of a family business growing to become an asset of a large corporation.

Inevitably, working for a large nationally known company brought frustrations for both of them as the business changed its focus and began to lose the close relationships with its clients. The time was right for them to use their experiences to form their own security company.

In 2002 APEX Security Inc was established to bring back the personal attention that first launched the family business.

Today, APEX provides security for Fortune 500 companies, universities, malls, film productions hotels conventions, construction sites, etc.. Jill and Margaret have built a successful business founded on basic principles they learned when they first began working in the industry. Through the years they developed an uncanny ability to seek and match the most qualified and appropriate people to a specific post. They are passionate about their company and they deliver the very best service to create lasting relationships with every client that they are fortunate to work with. Their decades in the industry have taught them many lessons, but none more vital than the value of good customer service.

Customer Service Meets Reliable Security.



CONFIDENTIAL



## Management Approach

### President/ CEO Owner

**Jill Murphy**- Responsible for all aspects of the business including the day to day operations, administration, supervision, asset control and the implementation of a mission to be a successful corporation .

\*Over twenty-five years experience in the Security Officer industry.

Ms. Murphy conducts regular meetings with Apex Operations Team, Client Management and or representatives to review performances make recommendations to ensure quality control.



### Vice President

**John Murphy IV** - Responsible for the communication between the Apex Operations Team, the Client and or representatives. Mr. Murphy will be the point of contact to with the Client that is vital to address Client needs, issues and make recommendations to ensure problems are resolved in a professional timely manner. Understands and is familiar with the Client procedures and expectations

\* All Client referenced correspondents, meetings will be directly handled by Mr. Murphy.

\* Client and employee issues are brought to Mr. Murphy's attention for resolution.



### Human Resource Director

**Marianne Fenty** - Responsible for the Screening and placement of personnel along with all other Human Resources duties. Available for emergency response and is a backup to the Director of Operations and Field Operations Manager. Assists in all client-related issues with client procedures and expectations. Handles all matters related to the Division of Licensing about Licensed staff.





## Director of Operations -

**Mark Rivera**- Manages the daily activities of the company by overseeing several departments. Responsible for directing actions across an organization and directing managers to improve efficiency and reduce costs as needed. Processes billing, payroll, and scheduling of shifts throughout the company.



## Human Resource & Development Manager

**Eric Romig**- Plans and organizes the interviewing and hiring of new employees to meet Apex's needs through advertisement, direct contact, and messaging. Responsible for creating and developing new technology to assist both management and employees.





## Field Operations Manager

**Beatrice Simmons-** Travels to Client sites inspecting, training, and counseling and is responsible for oversight of all Apex Security Personnel. Makes random unannounced inspections to ensure Site Supervisors and Apex Officers follow Client procedures and maintain high standard of professionalism. Available to respond to emergencies and is back up to Site Supervisors.

Completes a digital report daily to Apex Managers, reports any concerns that need to be addressed with the Client and or representatives of Apex for immediate action.



- \* A constant presence in the field that makes regular announced site visits.
- \* Oversees and assist the Site Supervisors in training, managing, and maintaining.
- \* Provides extra oversight to the facility and the security personnel.

**Site Supervisor-** Responsible to ensure each Security Officer is proficient in their duties and is maintaining a professional presence. A site Supervisor will be proactive in recognizing strengths and weaknesses of personnel. Site Supervisor will train each Officer and will communicate any issues regarding personnel and their performance with Apex Management immediately for resolution. Site Supervisor will make recommendations to procedures to ensure a safe and secure facility. Site Supervisors will address any concerns with personnel, or incidents immediately with management. Site Supervisors are back up to Security Officer Personnel and will be available to respond to any emergencies.

**Security Officer-** After a vigorous hiring process and securing a position with Apex Security should it be determined the individual meets Apex an community standards . The Security Officer will be trained by our Site Supervisor to follow procedures while maintaining a professional attitude and appearance.



## Total Quality Management Program

Our experience in a well established chain of command with constant communication, oversight and technology from Security Officers to Supervisors to Managers to the Executive Branch in our organization encourages effective management.

Communication from management to Client and Client representatives is maintained on a regular basis to run a smooth operation with Client expectations and satisfaction.

Responsibilities and site Post Order Procedures specific to the needs of the facility will be clearly outlined for each position. Post Order Procedures will be prepared by the Apex Management Team, approved by Client and or representatives.

A copy of the Post Orders will be posted for training and review. It is understood that facility needs may change and new procedures may be implemented.

**A member of the Apex Management Team will be available 24 hours a day 7 days a week to address any concerns or to respond to any emergencies.**

**Listed is a general outline description of duties, these duties are included but not limited to each job description.**

### **Apex Management**

- \* Act as liaison between Client and its representatives .
- \* Responsible for the day to day operations for the facility.
- \* Works with Site Supervisor in maintaining a professional staff proficient in their duties
- \* Will address issues in a timely manner and respond immediately to emergencies.
- \* Will advise and make recommendations to procedures to improve the security needs of the Facility on an ongoing basis.



## Personnel Selection Process

Apex Security has a high level of employee retention. Taking the time with each individual who would like to be part of the Apex Team is crucial. Understanding a candidate's strengths and which shifts work best for them is important to recognize. An example of that is placing a candidate on a day shift that prefers nights and that is poor management. This happens in the security industry far too often with our competitors. Our foundation for personnel selection is done the old-fashioned way, with common sense.

### PHASE 1

**Pre Employment Process-** In-depth screening of a candidate for employment takes place with the fulfillment of an application that asks specific questions. A careful analysis of information provided determines work history and stability. A candidate for employment must possess or provide certain criteria to move on to Phase 2 of the employment process.

#### A Few Examples:

- Valid Class "D" License- Unarmed License issued by the state to work as an unarmed Security Officer in the state of Florida. Must pass FBI background check conducted by the state to obtain.
- Arrives to Corporate Office in timely manner for scheduled time to fill out application
- Professional appearance
- Valid Driver's License
- Stable job history
- Penmanship and grammar is legible and correct
- Employment References that can be verified
- Stable home address

### PHASE 2

**The Interview** – Once a candidate passes Phase 1 criteria they then proceed on to the interviewing process.

The Apex Operations Team is trained to evaluate the demeanor, appearance, attitude and communication skills of a candidate during the interview process. Their education through **Skill Path Corporate** training seminars and years of experience enhance their abilities to obtain the best candidates to join the Apex Team.

Apex Security invests to hire candidates for long-term employment; we are not about hiring bodies to fill a post.



## Development and Retention of Personnel

Apex Security Headquarters is located in Kissimmee. Our Team has been growing strong for over 20 years right here in Central Florida. We are your local company rich with experienced licensed professionals. Our team lives here and works here. Our reputation in the community is impeccable not only in service but for employment.

Prospective team members come to us “I heard you’re a great company to work for” is the response we receive when we ask, why Apex Security?

Well established chain of command and communication from Security Officer to Supervisors to Managers in our organization encourages effective management. The well-being and great morale among the team at a facility ensures quality service.

The training never stops, encouragement of strengths, recognizing weaknesses immediately and refocusing, directly impacts the team and service.

Every member of the Apex Security Management has come up through the ranks. Each Manager/ Director / Supervisor began their career as a Security Officer working in the field for Apex. This initiative of advancement with Apex Security retains those individuals dedicated to develop their skills. Our philosophy of working together with commitment as a team to provide consistent professional service has been proven to work over our 20+ years of providing Security Officer Service. Your facility will be well staffed and well supervised.

Our President is known to drive personally through the facilities we service unannounced, incognito to see firsthand if the officer is impeccable in uniform and following procedures in a professional manner. Jill Murphy is the first undercover boss.



## Training Programs

Apex Security Officer training begins with our qualified and professional uniformed officers that have gone through orientation, understand Apex Security policies and procedures and have signed documentation of acknowledgement of Apex Security strict guidelines.

Each Officer is trained on the site by the Site Supervisor or Field Operation Manager OR Project Manager in the specific duties for the facility. Working with the Officer on site, reviewing Post Order Procedures and observing their fellow Officer in action is On the Job Training. After no less than 4 hours of training the recruited Officer begins **supervised** duties. An Officer must show confidence and an understanding of his/her duties before being on his/her own on post.

### **APEX TRAINING MOTTO:**

- **Training never stops**
- **There is never a stupid question**
- **Apex Management is available to assist officer 24/7**

### **Training checklist includes but not limited to the following:**

\*SITE FAMILIARITY- Who works on the job site

- Policy for construction workers
- Policy for equipment deliveries

\*ACCESS CONTROL - - Who may enter the facility and when

- What are the identifying decals / passes that grant access
- What identification is acceptable for access to the facility?
- What information must be documented before access is granted

\*EMERGENCIES - Plan of action -

- Who do you call?
- Writing an incident report

\*FACILITY MANAGEMENT - Who are the contacts what are their responsibilities

- Contact information

The Apex Security Officers have access to management 24/7 to answer any questions and to respond to any incidents.



## TrackTik Guard Tour System

### Tracktik Guard Tour:

This is a unique way to customize the security patrol of an officer and a detailed report of when and what time an officer patrols a specific location on the property. Through the TrackTik App, the officer can complete the daily activity and incident reports in real time using their cell phones. TrackTik Guard tour also allows clients to access their personal porthole to review current or past reports

This is all included at no additional cost!!!



## Transition Plan

**Once Apex Security has earned your contract for Security Officer Services the Transition Plan goes into effect.**

- \* Post Orders procedures to be reviewed and approved by Client and/or representatives and finalized for Training Program
- \* Schedule Post Order Training Program with Apex Security Team
- \* Constant Management Supervision along with communication with Company representatives.



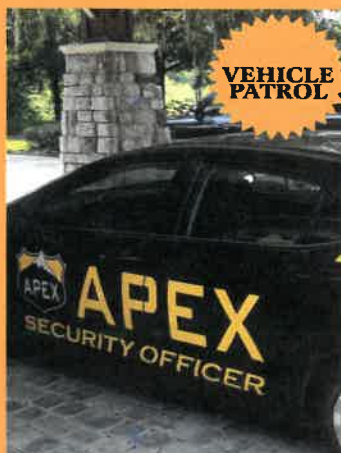
**GATEHOUSE**



**ARMED**



**COMMERCIAL**



**VEHICLE PATROL**



**COMMUNITY PATROL**



Please feel free to contact  
the following references  
for an honest evaluation of  
the services provided by  
Apex Security and  
Convention Services, Inc.

## **L.B.V FACTORY STORES**

LARRY COHEN SENIOR VICE PRESIDENT  
LAKE BUENA VISTA, FLORIDA  
lccgap1@aol.com 407-238-9301  
CLIENT SINCE 2004

## **UNIVERSAL NISSAN/HYUNDAI**

RON EBERHARDT  
ORLANDO, FLORIDA 2837  
reberhardt@universalnissan.com 407-926-7000  
CFO/EXECUTIVE MANAGER  
CLIENT SINCE 2019

## **K.HOVNANIANS FOUR SEASONS**

MANNY TRINIDAD CAM  
KISSIMMEE, FLORIDA 34747  
manager@fsohoa.org 407-479-9034  
CLIENT SINCE 2019

## **BELLECHASE**

STEPHANIE MALLARY  
OCALA, FLORIDA  
smallary@lelandmanagement.com 407-754-4351  
CLIENT SINCE 2007

## **ORLANDO CLOISTERS**

PATRICIA HANDELAND SENIOR TRAINING  
SPECIALIST ORLANDO, FLORIDA  
orlandocloistersmgr@spm.net 407-423-1928  
CLIENT SINCE 2021

## **TURANO FLORIDA BUN**

LEO DEROSIERS  
REGIONAL VICE PRESIDENT  
ORLANDO, FLORIDA 32824  
idesroisiers@turanobaling.com 407-545-6690  
CLIENT SINCE 2008

## **ARIUM KISSIMMEE LAKES**

JAHAIRA OLIVERA  
PROPERTY MANAGER  
KISSIMMEE, FLORIDA 34741  
pm.kslk@ariumliving.com  
CLIENT SINCE 2024



## **BEST IN CLASS TOURS**

**JENNIFER BARNHART**  
**OFFICE MANAGER ORLANDO, FLORIDA**  
**jbarnhart@bestinclasstours.com 407-694-6078**  
**CLIENT SINCE 2020**

## **WAYNES FIRE SYSTEMS**

**CHRIS MOSS**  
**ORLANDO, FLORIDA**  
**cmoss@waynefire.com 407-877-5521**  
**CLIENT SINCE 2013**

## **LELAND MANAGEMENT**

**GREG ASHWORTH**  
**ORLANDO,**  
**FLORIDA**  
**gashworth@lelandmanagement.com**  
**CLIENT SINCE 2008**

## **HENDRICKS GROUP**

**MARTY LONGEST**  
**PROPERTY MANAGER**  
**ORLANDO, FLORIDA 32819**  
**MLONGEST@CRDPT.COM 407-271-9810**  
**CLIENT SINCE 2022**



## **STARLIGHT RANCH**

**MIRTA PEREZ-RICKETTS COMMUNITY MANAGER**  
FLORIDA 32836  
mirta\_perez@equitylifestyle.com 407-273-3130  
CLIENT SINCE 2024

## **LBV RESTORT AND SPA**

**LARRY COHEN**  
SENIOR VICE PRESIDENT  
LAKE BUENA VISTA, FLORIDA  
lcap1@aol.com 407-238-9301  
CLIENT SINCE 2018

## **JR. DAVIS CONSTRUCTION**

**DREW AUSTIN EQUIPMENT MANAGER**  
KISSIMMEE, FLORIDA 34741  
drew.austin@jr-davis.com 407-908-1579  
CLIENT SINCE 2015

## **LEGACY DUNES**

**ARTURO VASQUEZ**  
PROPERTY MANAGER  
KISSIMMEE, FLORIDA  
arturo.vasquez@fsresidential.com 407-787-0133  
CLIENT SINCE 2013

## Value Added Features

- Apex Security Headquarters is located in Kissimmee, Florida.
- Executive Management has over 25 years of experience in the security industry.
- Locally owned and operated organization has exceptional familiarity with the community, business's and the surrounding areas.
- Apex Security President, Jill V. Murphy, has been nominated as Business Woman of the Year for two consecutive years.
- Apex has strong Client retention history (Please refer to our reference sheet section 14).
- Apex is a financially stable company (have never taken a loan) with an established track record of success since its inception 2002.
- The management team has worked seamlessly together for many years.
- Employs a large staff of local security officers from the area.
- Pristine record of service from the Florida Dept. of Agriculture by which we are governed.
- High level of General Liability to protect Clients interest, COI with \$6,000,000.00 aggregate policy.
- Provides access to the latest in security communication technologies.
- No overtime cost (besides holidays and requested shifts without 7 day prior notice) due to officer call outs or on any shifts scheduled with 7 day prior notice.
- Have certified CPR instructors and can have staff fully certified by American Red Cross.
- Apex Security has no outstanding litigations that would threaten the viability of our firm or the performance of service
- Promote supervisors from within. No hiring of outside supervisors.
- Have a 24/7 on call support that connects to live local management to help in any situation.
- The community has access to top management of company.

# State of Florida

## Woman Business Certification

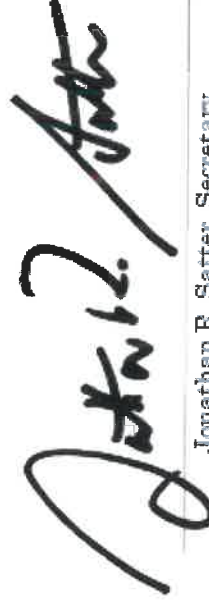
### APEX SECURITY and CONVENTION SERVICES

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:

08/16/2019

to

08/16/2021



Jonathan R. Satter, Secretary  
Florida Department of Management Services



Office of Supplier Diversity  
4050 Esplanade Way, Suite 380  
Tallahassee, FL 32399  
850-487-0915  
[www.dms.myflorida.com/osd](http://www.dms.myflorida.com/osd)

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**WILTON SIMPSON  
COMMISSIONER**

**DIVISION OF LICENSING**

**09/29/23**  
DATE ISSUED

**10/04/26**  
DATE OF EXPIRATION

**B 2200167**  
LICENSE NUMBER

**APEX SECURITY AND CONVENTION SERVICES, INC.**

3700 COMMERCE BLVD.  
KISSIMMEE, FL 34741

MURPHY, JILL V., PRESIDENT  
MURPHY, JOHN J, TREASURER  
MURPHY, JOHN J., OTHER

THE SECURITY AGENCY NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF  
CHAPTER 493, FLORIDA STATUTES.



**WILTON SIMPSON  
COMMISSIONER**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER** License # 0757776  
**HUB International Insurance Services Inc.**  
548 W Cromwell Avenue  
Suite 101  
Fresno, CA 93711

**CONTACT NAME:** Lynn Linderman  
**PHONE (A/C, No, Ext):** **FAX (A/C, No):**  
**E-MAIL ADDRESS:** lynn.linderman@hubinternational.com

**INSURED**  
**APEX Security & Convention Services, Inc.**  
3700 Commerce Blvd.  
Kissimmee, FL 34741

**INSURER(S) AFFORDING COVERAGE** **NAIC #**  
**INSURER A : Palomar Excess and Surplus Insurance Company** **20907**  
**INSURER B : NorGuard Insurance Company** **31470**  
**INSURER C :**  
**INSURER D :**  
**INSURER E :**  
**INSURER F :**

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		5300-0031-00	11/7/2024	11/7/2025	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
	<input checked="" type="checkbox"/> Errors & Omissions					MED EXP (Any one person) \$ 10,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000	
	OTHER:					PRODUCTS - COMP/OP AGG \$ 2,000,000	
	<b>AUTOMOBILE LIABILITY</b>					COMBINED SINGLE LIMIT (Ea accident) \$	
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person) \$	
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per accident) \$	
	<input type="checkbox"/> UMBRELLA LIAB	<input type="checkbox"/> OCCUR				PROPERTY DAMAGE (Per accident) \$	
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				\$	
	<input type="checkbox"/> DED	<input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$	
						AGGREGATE \$	
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>		APWC508220	4/4/2024	4/4/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				<input type="checkbox"/> N/A	E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000	
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Subject to a signed and dated written contract or written agreement that includes an additional insured requirement in favor of the certificate holders, certificate holders are additional insured (CG2010 04/13)

### CERTIFICATE HOLDER

### CANCELLATION

INFORMATIONAL PURPOSES ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# APEX SECURITY

## SECURITY SERVICES PROPOSAL

<b>CLIENT NAME</b>	ALL INFORMATION PRESENTED IS PREPARED EXCLUSIVELY FOR Winward Community Development District AND IS STRICKLY CONFIDENTIAL.
	This proposal provided by Apex Security and Convention Services, Inc(Apex) is to confirm the scope of work done for:

<b>CONTACT/LOCATION</b>	Jason Showe Winward Community Development District 219 East Livingston St Orlando FL 32801
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APEX CONTACT	PHONE /FAX	CONTRACT LENGTH	SERVICE
JOHN MURPHY	407-846-1435/407-846-4356	1 year	UNARMED

SERVICE NAME	SCOPE OF WORK	PRICE	TOTAL
	<p>Provisions of professional, licensed, uniformed, unarmed security personnel supported by various auxiliary services( recruitment, training, payroll, supervision, etc.)provided through the APEX operating office for the sum of \$ 25 per hour in the furnishing by APEX of the security services listed in this proposal.</p> <p><b>APEX SECURITY OFFICERS</b> will maintain a visible professional presence with the main focus of monitoring common areas and deterring, <b>detecting</b>, and <b>reporting</b> any suspicious individuals and or activity witnessed while on patrol. The above notes hourly rate will include magnetic security signs and a dome light for the officer's vehicle.</p> <p>Standard Operating Procedures to meet and address the need of the property will be set forth by the Client and implemented by Apex Security Management. The Apex Security Management Team will work with representatives; make recommendations to improve procedures on an ongoing basis during the length of the signed contract</p>		
		<b>\$ 25</b>	<b>\$ 4200</b>
	<b>ADDITIONAL FEATURES</b>		
	<b>Apex Company Patrol Vehicle:</b> This package consists of a marked company car with lights and all costs associated with the vehicle. The cost of this package is \$ 350 per week. The patrol car stays on-site and does not leave unless for repair or refueling.		
		<b>\$ N/A</b>	<b>\$ N/A</b>

<p><b>Tracktik Guard Tour:</b> This is a unique way to customize the security patrol of an officer and a detailed report of when and what time an officer patrols a specific location on the property. Through the Tracktik App, the officer can complete the daily activity and incident reports in real time using their cell phones. Tracktik Guard tour also allows clients to access their personal portal to review current or past reports. 20 bar code points. Any additional bar code points can be purchased for \$ 1.50 a piece. This package is included in hourly rate noted above.</p>		
	<b>\$ included</b>	<b>\$</b>



<b>HOURS OF SERVICE</b>			
	1 Officer(s)		
<b>DAYS OF THE WEEK</b>	Monday - Sunday	24 hrs per day	
<b>SHIFT TIME</b>	8:00am-8:00am		
		<b>Total hours per week</b>	168
		<b>Sales Tax</b>	6.5%
			\$273
		<b>TOTAL COST PER WEEK</b>	
		(SALES TAX INCLUDED)	\$4473.00

\* This is a proposal for the names of the services, subject to the conditions noted: Apex recognizes (7) Holidays. Officers working during the 24 hours on these (7) holidays are compensated at 1.5 times the regular hourly wage. (New Years Eve, New Yras Day, Memorial Day, Independance Day, Labor Day, Thanksgiving and Christmas.)

Additional hours requested with less than thirty (30) days prior notice will be billed at an overtime rate of 1.5 times the regular hourly value plus applicable sales tax

A minimum of 7 days notice for any cancellation of service is required. Hours may vary upon request with a 6 hour minimum.

Any insurance requirements over and above our standard policy will be subject to additional fees.

To accept this quotation, Please Print, Sign and Date below:

DATE:

NAME:

SIGNATURE:



**APEX SECURITY AND CONVENTION SERVICES, INC.**  
**"THE PINNACLE OF RELIABILITY"**

**SECURITY  
SERVICES  
PROPOSAL  
Requested  
Documents**

LIC#B2200167

## PRICING FORM

The designated times for service at the District's guard house located at the front entrance of the District's boundary are from 12:00 AM to 11:59 PM, seven (7) days a week, 365 days per year. Please provide the following information:

\$   \$ 25   per hour                      \$  \$ 218,400  Annual  
\$  \$37.50  per hour on holidays      \$   \$1,800  Annual

TOTAL ANNUAL COST (Combined Regular and Holiday) \$  \$220,200 

**Please note the above figure DOES NOT include the 6.5% sales tax.**

The District reserves the right to adjust the staffing and hours of operation as needed.



Please feel free to contact  
the following references  
for an honest evaluation of  
the services provided by  
Apex Security and  
Convention Services, Inc.

## **K.HOVNANIANS FOUR SEASONS**

**MANNY TRINIDAD CAM**  
**KISSIMMEE, FLORIDA 34747**  
**manager@fsohoa.org 407-479-9034**  
**CLIENT SINCE 2019**

## **BELLECHASE**

**STEPHANIE MALLARY**  
**OCALA, FLORIDA**  
**smallary@lelandmanagement.com 407-754-4351**  
**CLIENT SINCE 2007**

## **ORLANDO CLOISTERS**

**PATRICIA HANDELAND SENIOR TRAINING**  
**SPECIALIST ORLANDO, FLORIDA**  
**orlandocloistersmgr@spm.net 407-423-1928**  
**CLIENT SINCE 2021**

## **TURANO FLORIDA BUN**

**LEO DEROSIERS**  
**REGIONAL VICE PRESIDENT**  
**ORLANDO, FLORIDA 32824**  
**idesroisiers@turanobaling.com 407-545-6690**  
**CLIENT SINCE 2008**

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**WILTON SIMPSON  
COMMISSIONER**

**DIVISION OF LICENSING**

**09/29/23**  
DATE ISSUED

**10/04/26**  
DATE OF EXPIRATION

**B 2200167**  
LICENSE NUMBER

**APEX SECURITY AND CONVENTION SERVICES, INC.**

3700 COMMERCE BLVD.  
KISSIMMEE, FL 34741

MURPHY, JILL V., PRESIDENT  
MURPHY, JOHN J, TREASURER  
MURPHY, JOHN J., OTHER

THE SECURITY AGENCY NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF  
CHAPTER 493, FLORIDA STATUTES.



A stylized, black ink signature of Wilton Simpson, written in a cursive-like font.

**WILTON SIMPSON  
COMMISSIONER**



APEXSEC-03

SRAMIREZ1

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/24/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

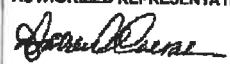
<b>PRODUCER</b> License # 0757776 <b>HUB International Insurance Services Inc.</b> 548 W Cromwell Avenue Suite 101 Fresno, CA 93711		<b>CONTACT NAME:</b> Lynn Linderman <b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> lynn.linderman@hubinternational.com	
<b>INSURED</b>  <b>APEX Security &amp; Convention Services, Inc.</b> 3700 Commerce Blvd. Kissimmee, FL 34741		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Palomar Excess and Surplus Insurance Company <b>NAIC #</b> 16754 <b>INSURER B:</b> NorGuard Insurance Company <b>31470</b> <b>INSURER C:</b> _____ <b>INSURER D:</b> _____ <b>INSURER E:</b> _____ <b>INSURER F:</b> _____	

**COVERAGES** **CERTIFICATE NUMBER:** \_\_\_\_\_ **REVISION NUMBER:** \_\_\_\_\_

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>		5300-0031-01	11/7/2025	11/7/2026	EACH OCCURRENCE \$ 1,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Errors & Omissions					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____					MED EXP (Any one person) \$ 10,000
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>					PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY				GENERAL AGGREGATE \$ 5,000,000
	<input type="checkbox"/> <b>UMBRELLA LIAB</b>	<input type="checkbox"/> OCCUR				PRODUCTS - COM/OP AGG \$ 5,000,000
	<input type="checkbox"/> <b>EXCESS LIAB</b>	<input type="checkbox"/> CLAIMS-MADE				
	DED _____	RETENTION \$ _____				
B	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>		APWC736871	4/4/2026	4/4/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Location: 2117 Antilles Ct Kissimmee, FL 34747

<b>CERTIFICATE HOLDER</b>  <b>Four Seasons at Orlando</b> 7813 Four Seasons Blvd Kissimmee, FL 34747	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion (United Nations 1998).

There are a number of reasons why the number of children in the world is increasing. One of the main reasons is that the number of children who are surviving to adulthood is increasing. This is due to a number of factors, including improved medical care, better nutrition, and a decrease in child mortality.

Another reason why the number of children in the world is increasing is that the number of children who are being born is increasing. This is due to a number of factors, including a decrease in the age at which women are having children, and an increase in the number of children who are being born to women who are already having children.

The number of children in the world is increasing, and this is a cause for concern. There are a number of reasons why this is a cause for concern, including the fact that the number of children who are living in poverty is increasing, and the number of children who are being abused is increasing.

There are a number of things that can be done to help reduce the number of children in the world. One of the most important things is to improve the health care of children, and to ensure that all children have access to education.

Another important thing is to reduce the number of children who are being born. This can be done by providing women with access to family planning services, and by educating women about the benefits of having fewer children.

It is important to take action now to reduce the number of children in the world. If we do not, the number of children in the world will continue to increase, and this will have a negative impact on the world's future.

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# Security Services Proposal

March 30, 2026

Prepared for:

## Windward Community Development District and Governmental Management Services



Submitted by: Val Scott, Business Development Manager  
vscott@dsisecurity.com | 813.727.9035





April 1, 2026

Jason Showe, Sr District Manager  
Governmental Management Services, Central Florida  
219 E Livingston St.  
Orlando, FL 32801

Re: Windward CDD RFP FY 2026

DSI Security Services, a WBENC-certified, woman-owned business, is pleased to submit our proposal for security services to Windward CDD. With strong management and support from our Tampa branch and beyond, we are confident in our ability to meet your security needs.

Our discussions with you all and our vast experience in the residential market have given us valuable insight into the community's needs and expectations. We toured the community and gatehouse and look forward to meeting to discuss specific details that can sometimes only present while on site together. Rest assured, if selected, DSI is fully prepared to deliver a program that meets or exceeds your goals, because DSI is "Distinctively Different."

With over 57 years in the industry, DSI remains a family-owned, independent firm with over 6,500 employees nationwide. This independence allows us to respond quickly and efficiently without the red tape of the larger corporations. We understand the importance of first impressions at Windward CDD and are committed to providing dependable, high-quality, ambassador level security personnel. Our competitive wages allow us to recruit and retain top talent in the local market.

DSI will leverage our experience, industry knowledge, and technology to protect your residents, visitors, and property. Our strong focus on recruitment, training, and management oversight ensures the highest standards of service and professionalism.

We pride ourselves on clear, responsive communication. At DSI, we answer our phone calls, text messages, and emails! Our 24/7 National Security Operations Center and accountable management team will fully support GMS and Windward CDD's needs. Please refer to our Mission and Values Statements on the following page.

Thank you for this opportunity to present our capabilities. We look forward to the possibility of becoming your trusted security partner.

Kind regards,

*Val*

Valerie Scott  
Business Development Manager  
vscott@dsisecurity.com | 813.727.9035



### MISSION STATEMENT

- At DSI Security Services, our mission is to safeguard and empower our clients by providing unparalleled security solutions.
- Committed to excellence, we strive to create a secure environment where individuals, businesses, and communities can thrive without compromise.
- Our mission is to treat every client relationship as a true **partnership** and to adhere to the philosophy of “Do What You Say You Will Do” in every aspect of our business.
- Through cutting-edge technology, highly trained personnel, and a steadfast dedication to integrity, we aim to be the trusted **partner** for all security needs.
- At DSI Security Services, we innovate, adapt, and inspire confidence in a rapidly evolving world.
- Our mission is to exceed the expectations of our clients by delivering reliable, innovative, and personalized security services.
- We commit to fostering a culture of responsiveness, professionalism, and integrity in every interaction.



### VALUES STATEMENT

At DSI Security Services, our values form the bedrock of our organization, guiding our actions, decisions, and interactions.

We are dedicated to:

- **Integrity:** Upholding the highest ethical standards, we prioritize honesty, transparency, and accountability in all our endeavors.
- **Excellence:** Striving for excellence is embedded in our DNA. We are committed to delivering superior security services through continuous improvement, innovation, and the pursuit of the highest quality standards.
- **Customer/Employee Focus:** Our clients and team members are at the heart of everything we do. We prioritize understanding their unique needs, delivering tailored solutions, and exceeding expectations to build lasting partnerships.
- **Professionalism:** We conduct ourselves with the utmost professionalism, maintaining a respectful approach in every interaction.

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**DSI**

**DWYSYWD**

Security  
Services



*Pictured L-R: Alan Clark, Runell Clark, A.B. Clark, Marty Clark*

# THE **DSI** STORY

# THE DSI TIMELINE

**1969**

A.B. Clark founds DSI Security Services.

**1978**

Alan Clark, A.B.'s son, officially begins working with DSI after returning from college.

**1980-90s**

DSI expands into markets such as Miami, Key West, Mississippi, Georgia, and the Federal marketplace in Washington, D.C.

**1995**

DSI establishes the “Electronic Security Division,” now known as Technology Solutions, to offer services such as CCTV systems, access control, and alarms.

**2010**

DSI obtains WBENC (Woman's Business Enterprise National Council) certification, recognizing DSI as a woman-owned company.

**2018**

DSI expands its footprint and becomes a national provider by partnering with Fortune 500 companies, and opens offices spanning from New York to California.

**2024**

DSI celebrates its 55th anniversary of business.



# 1969. THE YEAR IT ALL BEGAN.

A.B. Clark founded DSI Security Services in 1969 in response to a request from the construction company building at the nearby Farley Nuclear Plant and to meet the demand for reliable security in Dothan, Alabama. Since then, DSI has expanded nationwide due to the high-quality service recognized by clients. The company's growth from coast to coast is a testament to client satisfaction.

A.B. Clark was elected sheriff of Houston County, Alabama in 1966, becoming the first to serve four terms. His dedication influenced both his public service and his success in private security. Alan and Marty Clark, along with their sons Boyd and Deavours, continue this tradition of commitment.



Alan coined the phrase "Do What You Say You Will Do" (DWYSYWD) to encapsulate DSI's core philosophy of reliability and dedication. This principle, emphasizing punctuality and meeting client expectations, remains central to DSI's success.



# CONSISTENCY, DEPENDABILITY, AND RELIABILITY

Guided by our mission to safeguard and empower clients, we have expanded nationwide, driven by our commitment to excellence and the “Do What You Say You Will Do” (DWYSYWD) philosophy.

Despite growing to thousands of officers, DSI retains a personal touch, building trust through professionalism and strong performance. This has resulted in one of the lowest client turnover rates in the industry. Our values of integrity, customer focus, and excellence ensure that every client relationship is a true partnership.

DSI's success is also rooted in its relationships with employees. Alan Clark believes everyone wants to feel valued and accepted. This principle continues to foster team growth and effective recruitment. Comprehensive training, support, and competitive compensation attract top talent and ensure high retention rates, upholding our values of employee development and teamwork.

Our adaptability and commitment to professionalism are instrumental to impressive growth, from our Houston County beginnings to a national presence. By embracing change and innovation, we inspire confidence in a rapidly evolving world, staying ahead of emerging security threats. The DWYSYWD philosophy enables DSI to build enduring client relationships and achieve continuous expansion, always with the mission to exceed expectations and foster a culture of responsiveness and integrity.

# MEET OUR LEADERSHIP TEAM

DSI Security Services stands out in the security industry due to the stability of its leadership team, which is the longest-tenured team among private security industry companies. While many companies experience high turnover, we take pride in hiring and developing quality people and retaining them long-term. This continuity ensures that the company's founding principles remain intact and serve as a strong foundation for the leadership team to continue building upon. As a result, we can provide superior service and experience to our clients.



**Marty Clark**  
Chairwoman of the Board/Majority Owner

---

After marrying Alan in 1978, Marty became a key component of the DSI operation. For the first few years of their marriage, they ran DSI out of their two-bedroom house, and over time, they worked together to help build DSI into what it is today.



**Alan Clark**  
Vice Chairman of the Board

---

Alan has worked with DSI since 1978 and has been instrumental in driving DSI Security Services' growth and success since its inception. During his 47-year career, Alan has served the company in almost every capacity, including as a Security Officer, Payroll Coordinator, and Supervisor.



**Eddie Sorrells, CPP, PSP, PCI**  
CEO

---

Eddie began his career in 1991 as a Security Officer and has held various company positions, including Field Supervisor, Site Supervisor, Regional Manager, Chief Operating Officer (COO), and General Counsel. His wealth of experience in various roles has prepared him and provided valuable insight that he can utilize as he helps lead DSI into the future.



**Deavours Clark**  
President

---

Deavours Clark, the second son of Alan and Marty Clark, has also had a lifelong connection with DSI, starting his involvement as a child. Since formally joining the company in 2009, Deavours has excelled in various roles, including Branch Manager and Regional Manager. His tenure at DSI is marked by a strong track record of implementing innovative solutions and streamlining processes, showcasing his expertise in Operations and Technology.

# MEET OUR LEADERSHIP TEAM



**Gene Sanders**  
Chief Operating Officer

---

After working in law enforcement for a decade, Gene has been with DSI since 1998 and has had a distinguished career within the industry. In his 26-year career, he has held the title of Branch/Operations Manager, Regional Manager, and Corporate Director of Operations.



**James Snellgrove**  
Chief Financial Officer

---

With over 30 years of experience in providing financial guidance and oversight, James has been a valuable asset at DSI for the past eight years. His capability for providing sound, financial analysis and reporting has been a tremendous benefit for the company during this unprecedented period of growth.



**Boyd Clark**  
Senior Vice President of Sales and Marketing

---

Boyd Clark, the eldest son of Alan and Marty Clark, has been intertwined with DSI since childhood, often helping around the office in his early years. After college, Boyd officially joined DSI in 2001. Over the years, he has accumulated extensive experience in Quality Assurance, Operations, and Sales and Marketing, positioning him as a versatile leader within the company.



**Kent Calhoun**  
Vice President of Technology Solutions

---

Kent has been with DSI for five years. He oversees our Technology Solutions division, where he is responsible for developing and implementing technology solutions to meet the evolving needs of our clients. Before his recent promotion, Kent served as the Electronic Security Solutions Manager, and his career advancement is a testament to his work ethic and commitment to excellence.

# Your Local Dedicated Management Team



**Rich Hunter**  
**Regional Manager, Florida**  
**rhunter@dsisecurity.com**  
**813.365.1440**



**Val Scott**  
**Business Development Manager**  
**vscott@dsisecurity.com**  
**813.727.9035**



**John Thacker**  
**Branch Manager, Tampa**  
**jthacker@dsisecurity.com**  
**813.404.0303**

**DWYSYWD: DO WHAT YOU SAY  
YOU WILL DO**

# JOHN THACKER

1009 North O'Brien Street, Suite 100 | Tampa, FL 33607 | 813.404.0303 | jthacker@dsisecurity.com

## EXPERIENCE

---

### **Branch Manager**

DSI Security Services | Tampa, FL

July 2023-current

Oversee and assist in managing operations for the Central Florida area accounts and client locations. Collaborate with site supervisors and managers to ensure accurate payroll maintenance. Conduct hiring and training to meet company standards. Manage open positions, cross-training, and overtime in coordination with the Region. Perform site inspections and audits of assigned account locations. Handle callouts and dispatch officers as needed. Provide emergency response and operational support when required. Prepare detailed and accurate reports on operations, inspections, audits, and incidents. Offer management oversight, supervision, and counseling to staff. Mentor and support managers and supervisors. Work with Human Resources on employee relations issues.

### **Operations Manager**

DSI Security Services | Tampa, FL

2020-2023

Ensure that the branch office operates according to company policy. Verify that the branch maintains acceptable officer uniform standards and that all officers are licensed as required. Assist with daily payroll activities. Provide oversight, leadership, and support to branch staff to ensure smooth daily operations. Maintain employee and client files in compliance with company policy. Administer counseling and disciplinary actions as necessary. Address client needs promptly and efficiently. Participate in hiring, onboarding, and training processes. Prepare monthly reports reviewing branch operations and client interactions. Help control costs, impacting the branch's profitability and financial health. All actions should focus on ensuring client satisfaction and the profitable operation of the branch.

### **Georgian Terrace Hotel**

Director of Security

2015-2020

Implemented and enforced policies that reduced theft and losses by 80%, greatly improving safety across the hotel and grounds. Developed investigative procedures for recovering losses involving guests, vendors, and employees, coordinating legal follow-up when needed. Served as the main liaison with law enforcement, fire departments, insurance providers, and regulatory agencies, ensuring all incidents were reported within 24 hours. Maintained daily contact with at least ten partners, vendors, or suppliers, resolving concerns from guests, staff, ownership, and partners. Reviewed financial reports regularly to optimize budgets, reduce operating costs, and protect sensitive information. Coordinated hotel operations across departments. Supervised maintenance and system upgrades in engineering. Supported banquet planning, assisted front office and guest services with check-in/check-out, and ensured food and beverage safety and quality. Managed valet services, ensuring prompt, professional guest service and vehicle safety, and optimized parking capacity with staging plans. Helped the General Manager with emergency evacuation planning and staff training, adhering to Occupational Health and Safety Act standards. Conducted safety training, addressed concerns proactively, and fostered a safe work environment. Improved staff morale through coaching, team building, and evaluations for career growth. Conducted Physical Security Risk Assessments at corporate properties and prepared detailed reports. Worked with HR to enforce compliance, review legal and regulatory issues, and provide training.

## EDUCATION & PROFESSIONAL ORGANIZATIONS

---

**Bachelor of Science | Management and Administration**

Gordon State College | Barnesville, GA



# ACCOUNT MANAGEMENT

DSI Security Services has developed a comprehensive Account Management plan focused on establishing solid relationships with clients and providing exceptional security services tailored to their needs. The plan includes several key elements:

- **Dedicated Managers:** Each client is assigned an Account Manager who is the primary point of contact for all security-related matters. The Account Manager is a liaison between the client and DSI, ensuring clear communication, understanding of client requirements, and responsiveness to their needs.
- **Client Needs Assessment:** Before beginning security services, DSI comprehensively assesses the client's security needs and challenges. This includes evaluating the size and layout of the premises, identifying potential security risks, and understanding specific client preferences and priorities.
- **Customized Security Solutions:** Based on the needs assessment, DSI develops security solutions tailored to each client's unique requirements. These solutions may include deploying security personnel, implementing technology solutions, and establishing security protocols and procedures.
- **Regular Client Meetings:** The Account Manager communicates regularly with the client through scheduled meetings and site visits. These meetings provide an opportunity to review ongoing security operations, address any concerns or issues, and discuss potential enhancements or adjustments to the security plan.
- **Performance Reviews and Reporting:** DSI conducts performance reviews to assess the effectiveness of security services and ensure alignment with client expectations. Performance metrics, such as incident reports, response times, and customer feedback, are analyzed to identify improvement areas and celebrate successes.
- **Proactive Problem Solving:** The Account Manager takes a proactive approach to problem-solving, anticipating potential issues and implementing preemptive measures to mitigate risks. This may involve adjusting security strategies, providing additional training to security personnel, or upgrading security technology.
- **Emergency Response Planning:** DSI collaborates with clients to develop plans tailored to their needs and circumstances. These plans outline procedures for handling various emergencies, such as fires, medical emergencies, or security breaches, ensuring a swift and coordinated response when needed.

**DSI Security Services' Account Management plan aims to cultivate strong partnerships with clients and provide high-quality, customized security solutions to address their security needs and concerns effectively. DSI endeavors to surpass client expectations and establish long-term relationships based on trust and mutual success by emphasizing clear communication, proactive problem-solving, and a dedication to excellence.**



# QUALITY ASSURANCE PROGRAM

At DSI Security Services, our commitment to excellence is reflected in our comprehensive Quality Assurance (QA) Program. We believe that high-quality service is integral to maintaining client trust, ensuring safety, and enhancing operational efficiency. Our QA Program has been designed to uphold our service standards and adapt to the unique needs of each client, ensuring continuous improvement across all areas of security operations.

## Key Components of Our Quality Assurance Program

---

### Client-Centric Service Standards

Every client engagement begins with an in-depth understanding of their specific security requirements and standards. By aligning our QA program with each client's expectations, we create customized security protocols, performance metrics, and feedback loops that focus on delivering exceptional service. Our Quality Assurance team collaborates closely with clients to ensure our standards not only meet but exceed their expectations.

### Regular Site Inspections and Audits

Our QA team conducts frequent on-site inspections and audits to verify compliance with our security protocols. These audits include both scheduled and unannounced visits to assess performance in real-world scenarios, ensuring that our officers maintain high standards of conduct, appearance, and effectiveness. These audits serve as proactive quality checks, allowing us to identify and address potential issues before they impact our service delivery.

### Employee Training and Development

To ensure our personnel are equipped with the knowledge and skills to handle dynamic security challenges, we emphasize ongoing training and development. Our training programs are regularly updated to reflect industry best practices, technological advancements, and evolving security threats. Through continuous education, our team members are prepared to uphold DSI's standards and offer clients an exceptional level of professionalism and preparedness.

### **Client Feedback and Service Adjustments**

Feedback is central to our Quality Assurance approach. We maintain open communication channels with clients, encouraging regular feedback on service performance. This feedback is reviewed and acted upon promptly by our QA team to make any necessary adjustments. We believe that client input is invaluable for refining our services and enhancing the security experience.

### **Performance Metrics and Reporting**

DSI uses performance metrics and KPIs that align with our commitment to quality. Metrics include response time, incident management effectiveness, and adherence to protocol, among others. Regular reporting on these metrics is provided to our clients, giving them insight into our service quality and the proactive measures we take to maintain high standards.

### **Continuous Improvement through Technology**

Leveraging advanced technology, including real-time tracking, automated reporting, and integrated communication platforms, we enable quicker response times, improved accuracy in reporting, and streamlined communication. Our Valiant Track Tik software enhances accountability and performance monitoring, allowing our QA team to respond swiftly to any service deviations.

### **Commitment to Excellence**

At DSI, Quality Assurance is not a one-time process but a continuous, evolving commitment. By integrating rigorous standards, comprehensive audits, proactive communication, and advanced technology, we ensure that our services consistently meet the highest quality and safety standards. Our QA Program embodies DSI's mission to protect our clients and their assets with excellence, integrity, and accountability.



**DSI**

**DWYSYWD**

Security  
Services

# TRAINING



## DSI'S TRAINING PHILOSOPHY

- We partner with you to achieve your company goals.
- Grow together: relationships and business!
- DWYSYWD company motto: Do What You Say You Will Do.

DSI strives for great service with good people and strong relationships. To deliver, we start with superior training that sets high standards for knowledge, skill, and customer service. At DSI, we want to grow employees as security professionals and as people through education and positive relationships with site supervision, field supervision, and managerial staff.

## DSI TRAINING PROGRAM

### GOAL

#### Superior Service for Customers

*and*

#### Superior Service Environment for Employees

DSI Security Services equips all officers and supervisors with the tools, training, education, and mindset needed for success.



## SUPERIOR SERVICE EDUCATION PROGRAM

- Comprehensive, assignment training for security officers and supervision.
- Coverage Areas: safety, observation, reporting, interpersonal relations, customer service, and DSI policies, procedures, and protocols.
- Customization: DSI utilizes site-specific training and individualized post orders for various job sites to ensure security services fit the needs of the customer.

## SUPERIOR SERVICE 101

Immediately after hire, employees receive:

- A welcome to DSI, introduction to company policies and procedures, and education on the role of private security.
- In-person instruction on access control, safety awareness, fire, basic emergencies, customer service, and communication, including daily activity and incident reporting.
- Training on verbal de-escalation, use of force, and active shooter situations.

### FOCUS

#### Team Dynamic:

Hands-on, interactive sessions foster greater learning and strong relationships



## TRAINING

- **Goal:** to train employees for the specific requirements, standards, and scope of work for their given site.
- **Customization:** Your DSI contract manager will work closely with your company in developing and maintaining this site-specific program, as well as ensuring all post orders and job instructions are followed.
- **Feedback:** DSI will conduct a post survey to analyze the needs of each post and prepare additional training and post orders as necessary.

## MONTHLY TRAINING SUPPLEMENT

This continuing education program for all employees utilizes newsletters, pamphlets, videos, handouts, and lesson programs to supplement site-specific training and keep officer skills current. Administered by office and site management, the monthly training also facilitates interaction among site employees, site or field supervision, and management.

### SAMPLE MONTHLY TRAINING TOPICS:

- Security Protocols
- Safety Awareness
- Customer Service and Public Relations
- Record Keeping/Reporting Criteria
- Ethics and Professional Conduct



## SUPERIOR SERVICE FIELD SUPERVISION

**Program Goal:** Equip field supervisors with the training and tools necessary to provide the highest level of oversight, coaching, organization, and support of our sites and site leads in the field.

### Coverage Areas\*:

- Checking officers and posts
- Customer service
- Employee relations: establishing clear lines of communication among staff, as well as training, motivation, empowerment, and disciplining of employees

\* When used in conjunction with Superior Service 101

In addition to the regular classes offered to the security officer, site leads and field supervision receive additional advanced instruction, covering such topics as:

- Management Concepts, Protocols, and Procedures
- Interpersonal Skills and Techniques
- Workers' Compensation and Other Benefits
- Advanced Scheduling Techniques
- Ethics in Business

## TRAINING PHILOSOPHY

Rooted in relationships and growth, DSI's philosophy, "Do What You Say You Will Do" (DWYSWD), focuses on service quality, strong relationships, and professional development. Training sets high standards, fostering trust and support between employees and management, to empower better decision-making, safe work environments, and customer satisfaction.

The S.E.R.V.E.D Initiative is DSI Security's commitment to community engagement and a service-oriented mindset within the workforce. Integrated into our training and education programs, S.E.R.V.E.D emphasizes the importance of every interaction, whether with clients, the community, or colleagues.

This initiative aligns with DSI's core values and mission, fostering a culture where officers and supervisors are not only equipped to handle security demands but are also motivated to go above and beyond in service. By embedding SERVED principles into the Superior Service 101, OJT, and supervision training, DSI ensures that every team member embodies our commitment to making a positive impact on the communities we protect.



### DSI SECURITY SERVICES

600 West Adams Street, Dothan, Alabama 36301  
1.800.239.5720 | dsisecurity.com



# UNIFORM GUIDE

ALL UNIFORM ITEMS MUST BE CLEANED AND WRINKLE FREE



**STANDARD LIGHT BLUE  
LONG SLEEVE SHIRT**



**STANDARD LIGHT BLUE  
SHORT SLEEVE SHIRT**



**STANDARD WHITE  
LONG SLEEVE SHIRT**



**STANDARD WHITE  
SHORT SLEEVE SHIRT**



**CONCIERGE UNIFORM**



**STANDARD DARK BLUE  
SHORT SLEEVE SHIRT**

**DSI SECURITY SERVICES**

600 West Adams Street, Dothan, Alabama 36301

1.800.239.5720 | dsisecurity.com

**WOMEN  
OWNED**  
CERTIFIED BY | WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL





# SECURITY TRANSITION PLAN

## Ensuring a Smooth and Effective Transition

---

Transitioning security providers can be complex, but DSI Security Services has the expertise, resources, and management capabilities to ensure a seamless transition with no disruptions in coverage or operational effectiveness.

With a proven track record of successful transitions across various industries, DSI is committed to delivering tailored security solutions that align with your specific needs. Our meticulous planning and execution guarantee a smooth integration of services, reinforcing your security infrastructure from day one.

## DSI's Commitment to a Successful Transition

---

### Comprehensive Pre-Assignment Training & Post Instructions

We develop customized training programs and post instructions to ensure our security officers meet your requirements.

### Collaborative Partnership

DSI's leadership team works closely with your management to facilitate a seamless transition.

### Rigorous Recruitment & Screening

Our hiring process includes thorough background investigations and pre-employment screenings to select the most qualified personnel.

### Technology Evaluation

We assess current and future security technology needs during the transition process to ensure optimal integration and efficiency.

### Accelerated Implementation

Our standard transition period is 30 days, but we can work with you on a timeline that meets your needs.

## Step-by-Step Transition Strategy

---

### Phase 1: Initial Engagement & Planning

- Introduce DSI's transition team to management.
- Collaborate to define training needs and security expectations.
- Analyze the current security environment and evaluate personnel.
- Conduct a facility walkthrough to assess risks and develop emergency protocols.
- Submit a tailored training plan for review.

### Phase 2: Preparation & Implementation

- Finalize training programs with assessments and instructions.
- Develop Incident Response and Emergency Preparedness Plans.
- Assess existing security personnel for transition eligibility and begin background checks.
- Start recruitment to ensure complete staffing, including emergencies.
- Conduct comprehensive training for officers.

### Phase 3: Onboarding & Training Execution

- Begin orientation and specialized training for assigned officers.
- Ensure newly hired personnel complete pre-employment training requirements.
- Submit finalized Post Instructions and On-the-Job Training (OJT) plans for approval.

### Phase 4: On-Site Transition & Final Preparations

- Conduct final training for all personnel on key responsibilities and protocols.
- Train DSI supervisors on site-specific security requirements.
- Implement on-the-job training for real-time protocol application.
- Refine Post Instructions based on client feedback.

### Phase 5: Full Implementation & Ongoing Support

- DSI management remains on-site during the initial transition period to provide hands-on support.
- Conduct refresher training as needed to address any identified performance gaps.
- Continuously monitor, evaluate, and optimize security operations to meet evolving needs.

## Your Security, Our Commitment

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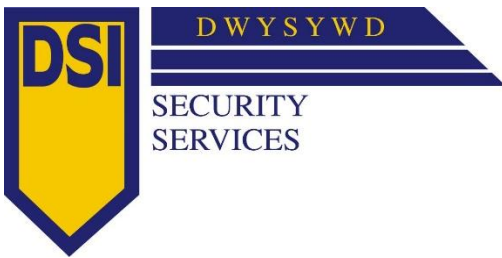
At DSI Security Services, we take pride in delivering on our promises. With our unwavering commitment to excellence, you can trust us to provide a seamless, professional, and highly effective transition, ensuring that your security operations remain uncompromised.

### DSI SECURITY SERVICES

600 West Adams Street, Dothan, Alabama 36301

1.800.239.5720 | dsisecurity.com





**Tampa Branch Office**  
**1009 N. O'Brien Street, Ste. 100**  
**Tampa, FL 33607**  
**www.dsisecurity.com**  
**813.207.0040**

Attention: Security Personnel at MetWest

DSI Security Services is honored to have been selected to partner with Cushman & Wakefield at MetWest with an anticipated start date of {enter date}. In the coming days and weeks, we will be working to ensure a smooth transition, and you will be seeing us on site.

DSI was founded over 56 years ago and is a 3<sup>rd</sup> generation, family-owned corporation with security and technology solutions divisions. We are headquartered in Dothan, Alabama and currently operate in 33 states with 4 offices here in Florida. We have built our success by attracting the best people in the industry and operating under traditional values of trust, respect, and integrity. Our motto is simple and has served us well:

**DWYSYWD**

**"DO WHAT YOU SAY YOU WILL DO"**

We would like to personally invite you to apply with us. We are looking for the best in the industry to represent us well at MetWest. In return, we offer a competitive wage and benefit package, as well as a working relationship built upon our commitment to respect each employee and recognize them as being an important contributor to the team.

To express your interest and receive serious consideration for employment and/or continued service to MetWest, please go to <https://www.joblinkapply.com/company/6338> and submit your application on-line. If you do not have access to a computer, you can visit our office and use our equipment. Our normal office hours are Monday through Friday, 8:00am until 5:00pm and our office address and phone number can be found above. We recommend you give us a call to schedule a time if you'd like to visit our office to complete your on-line application. Once your submission is complete, please call our office to schedule a personal interview. We do encourage you to complete your on-line submission and give us a call as soon as possible.

In the meantime, if we can be of any assistance, please do not hesitate to contact one of the following transition team members:

- John Thacker, Branch Manager – [jthacker@dsisecurity.com](mailto:jthacker@dsisecurity.com)
- Dacoda Weaver, Operations Manager – [dweaver@dsisecurity.com](mailto:dweaver@dsisecurity.com)
- Shirley Reynoso, Officer Manager – [sreynoso@dsisecurity.com](mailto:sreynoso@dsisecurity.com)

We understand that a change like this can raise concerns and want to assure you that we, at DSI, will be working hard to make this a smooth transition for all. We look forward to meeting you soon and will do our best to address any questions or concerns you may have!

The DSI Tampa Team



# WHY WORK FOR DSI?

At DSI Security Services, we understand that our people are the cornerstone of our success. As a leader in the security services industry, we are committed to attracting, retaining, and developing the best talent. We provide a work environment that supports career growth, recognizes achievements, and fosters a culture of respect and dignity. You select a security partner committed to quality, trust, and mutual success by choosing DSI.

- **Competitive Compensation and Benefits:** We offer a competitive wage structure and a comprehensive benefits package that includes health, dental, vision, and life insurance. Our employees are also eligible for retirement plans, paid time off, and other perks that promote work-life balance.
- **Career Growth and Development:** Career advancement is more than a possibility. It's a reality. We invest in the continuous development of our staff, providing training and mentorship to ensure that every team member can reach their full potential. Our strong emphasis on leadership development helps employees at all levels thrive, ensuring long-term career opportunities.
- **Supportive Work Environment:** We pride ourselves on fostering a supportive and inclusive workplace. Our employees are encouraged to voice their opinions and their ideas are valued. We believe in promoting from within, allowing employees to grow into leadership roles through hard work, dedication, and a commitment to our core values.
- **Innovation in Technology:** DSI Security is at the forefront of utilizing cutting-edge solutions as technology continues transforming the security services industry. By working with advanced technology platforms and tools, our employees can engage in innovative work that shapes the future of security.
- **Strong Corporate Culture:** DSI's culture is built on integrity, accountability, and teamwork. We recognize and reward individual and team accomplishments, creating a sense of ownership and pride in our work. Our employees understand the direct impact they have on the success of our clients and the safety of the communities we serve.
- **Commitment to Diversity and Inclusion:** At DSI Security Services, we believe our employees are the cornerstone of our success. We take pride in recognizing their hard work and dedication through a variety of initiatives, including Employee of the Month awards, performance-based incentives, and personalized acknowledgments for exceptional service. From celebrating milestones to showcasing standout achievements, we are committed to honoring the contributions that make DSI a leader in the security industry. Our team's success is our success!

**With over 55 years in the security industry, DSI offers a stable work environment and a commitment to excellence and customer satisfaction. Our reputation as a trusted leader is built on our dedication to creating an effective security team that aligns with our core business values. We tailor our exceptional services to meet unique needs while fostering a supportive environment for our employees, ensuring that a motivated team delivers superior security experiences for our clients and their communities.**

# TOTAL SECURITY SOLUTIONS

DSI can meet all your security needs by using technology to maximize guard efficiency, resulting in cost savings and optimal resource allocation. With over 55 years of experience, our Uniformed Security Division has set the standard in professional uniformed security. DSI offers both armed and unarmed uniformed security services. Our security officers are trained to provide mobile patrol and inspections, conduct access control, console operations, and receptionist services, ensuring comprehensive security.

Our Technology Solutions division offers a comprehensive approach to creating a Total Security Solution. We conduct detailed site evaluations to identify vulnerabilities and develop safety and security plans, recommending security measures from staffing to technology. Our team provides customized service plans to meet unique client needs, aiming to minimize downtime and ensure excellent service and support.

Our Technology Solutions team works to meet the evolving needs of our clients and the security industry by crafting custom solutions with various technological tools and platforms, which include:



## ADVANCED SURVEILLANCE SYSTEMS

Utilize advanced surveillance systems that include state-of-the-art AI cameras, motion sensors, and access control systems to efficiently monitor client premises. These systems offer real-time monitoring and recording features, enabling proactive threat detection and swift responses to security incidents.



## MOBILE PATROL AND OFFICER TOUR SYSTEMS

Provide security personnel with mobile patrol and officer tour systems. These systems allow security officers to conduct regular patrols and document their activities electronically. Using GPS technology, the systems track the movements of security officers, ensuring comprehensive coverage of client sites and accountability in patrol activities.



## INCIDENT REPORTING AND MANAGEMENT SOFTWARE

Utilize specialized incident reporting and management software to streamline the reporting process and facilitate efficient incident response. Security officers can quickly document incidents, generate incident reports, and escalate issues as necessary using user-friendly digital platforms.



## REMOTE MONITORING AND COMMAND CENTERS

These centers are staffed by trained security professionals who oversee client sites remotely. They use advanced monitoring technologies and analytical tools to detect security threats, dispatch resources, and coordinate emergency responses in real-time.



## INTEGRATED SECURITY PLATFORMS

Various security technologies are integrated into unified platforms to provide clients with comprehensive security solutions. These integrated platforms enable seamless communication and data sharing between security systems, enhancing situational awareness and response capabilities.



## ACCESS CONTROL AND BIOMETRIC SYSTEMS

Implement access control and biometric systems to manage and restrict entry to client facilities. These systems utilize advanced authentication methods, such as fingerprint scanning and facial recognition, to ensure that only authorized personnel can access sensitive areas.



## DATA ANALYTICS AND PREDICTIVE MODELING

We use data analytics and predictive modeling techniques to analyze security data and identify patterns, trends, and potential threats. By using data effectively, DSI can anticipate security risks, allocate resources optimally, and implement proactive security measures.

DSI Security Services can provide a customized security service report for your facility using data and detailed recommendations. Our team of experts aims to protect your people, property, and assets while minimizing downtime and maximizing productivity. We are dedicated to delivering excellent service and support to foster long-lasting relationships.






# MOBILE SURVEILLANCE SOLUTIONS

## Reliable On-Site Video Surveillance

DSI's mobile surveillance trailer is a stand-alone security and deterrent platform engineered to protect remote assets and locations. Designed for reliability, the system operates unattended and remains self-powered for extended periods.

Customize your surveillance with a range of camera options tailored to your needs. Gain real-time access to footage from PTZ, License Plate Recognition, Thermal (FLIR), bullet, and dome cameras through our secure desktop portal or mobile app. Set up custom notifications to alert you to potential theft, unauthorized access, or job site safety concerns.

## DSI's Mobile Surveillance Trailer and Video Platform




- Real-time Notifications
- License Plate Recognition
- Custom Events & Conditions
- Cloud Connected
- Encrypted and Secure
- Simple Video Export
- Enterprise Scalability



- PTZ Cameras
- Thermal (FLIR) Cameras
- Bullet Cameras
- Dome Cameras
- Box Camera

*(Classified Options Available)*



- IP Network Distribution
- Wireless
- Ethernet Networks
- Microwave Networks
- Satellite Networks
- LTE Networks

## Key Features

- Customizable mobile surveillance platform
- Remote monitoring from any location using any device capable of connecting to the Internet
- Can be easily deployed within minutes
- Solar Power
- Large battery backup
- Operates in extreme environments
- Remotely monitored and controlled
- 24/7 unattended operation
- Wide track trailer for maximum stability
- 24/7 Network Operations Center Monitoring (Optional)

# NATIONAL SECURITY OPERATIONS CENTER

DSI Security Services operates a National Security Operations Center (NSOC) as a nationwide centralized hub for monitoring and managing security operations. The NSOC is the center of DSI's security infrastructure, providing real-time oversight, coordination, and response capabilities.

**24/7 Monitoring:** Operates 24 hours a day, seven days a week, continuously monitoring client sites, security personnel, and technological systems for potential threats or incidents.

**Post Watch Notifications:** They track security guards' time and attendance and provide real-time contact and escalation to field support officers and leadership.

**Vehicle Telematics Monitoring:** The NSOC monitors the performance of our fleet vehicles and their drivers and alerts managers of any crashes, speeding, harsh incidents, inattentive driving, mobile usage, idling, obstructed cameras, or unassigned vehicles.

**All-Hours Call Center:** This serves as a 24/7 response center for our employees and clients, providing support and assistance, filtering non-emergency requests, and escalating call-offs, incidents, or emergencies.

**Officer Monitoring:** This department monitors the tour activity and location of our security officers using GPS-enabled devices, checks on their safety and well-being, alerts them of any geofence violations, and escalates predefined incident types.

**Emergency and Incident Command:** The NSOC coordinates the response to branch evacuations, weather-related disasters, local catastrophic incidents, media exposure, or other situations that may affect our business continuity or client interests.

**Incident Management and Reporting:** They facilitate incident management by providing a centralized platform for documenting, tracking, and reporting security incidents. This ensures that all incidents are handled efficiently and transparently, with appropriate follow-up actions taken as necessary.

**Client Communication and Support:** NSOC personnel maintain constant communication with clients, providing updates on security operations, incident status, and resolution efforts. Clients can access NSOC personnel for assistance, guidance, and reassurance during security incidents.

**Continuous Improvement Initiatives:** The department is dedicated to continuous improvement, regularly reviewing processes, procedures, and technologies to enhance effectiveness and efficiency. Feedback from security incidents and client interactions is used to refine protocols and implement best practices.

**DSI's National Security Operations Center is a vital component of its security infrastructure, providing centralized monitoring, coordination, and response capabilities to safeguard clients' assets and personnel. Through advanced technology, proactive threat detection, and rapid response coordination, the NSOC plays a crucial role in maintaining high security across DSI's national network of clients.**

# Cost Proposal

## Delivering Quality Through People

High-quality service begins with high-quality personnel. In the security industry, the caliber of service is directly tied to the experience and professionalism of each officer—as well as the compensation and support they receive. DSI recognizes that even the most comprehensive training and supervision cannot offset the challenges of substandard staffing.

Organizations that invest in competitive wages experience fewer issues and significantly lower turnover—key factors in maintaining a successful and stable security program. For this reason, DSI is committed to recruiting officers whose backgrounds align with each client's unique scope of work and rewarding them with industry-leading wages and comprehensive benefits. This approach enables us to consistently attract and retain top-tier professionals from the security labor market.



<b>Windward CDD Unarmed Gatehouse Security</b>					
<b>DESCRIPTION</b>	<b>HOURS PER WEEK</b>	<b>HOURLY WAGE RATE</b>	<b>HOURLY BILLING RATE</b>	<b>OVERTIME BILLING RATE</b>	<b>ANNUALIZED ESTIMATE Including Holidays</b>
<b>Site Manager</b>	40	\$17.50			
<b>Officers</b>	128	\$16.50			
<b>TrackTik Reporting Software with Smart Phone</b>					N/C
<b>Gatehouse Cleaning Supplies</b>					N/C
<b>Composite Billing</b>	<b>168</b>	<b>\$16.74</b>	<b>\$24.44</b>	<b>\$36.66</b>	<b>\$215,267.52</b>

**Holiday** rates will be charged, and our officers will be paid time and one half for the following holidays worked:

New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day

**Overtime** will only be charged for client requested hours beyond those contracted or when our officer is placed in an overtime posture upon client request for extra coverage needs.

Our rates include:

- TrackTik Guard Tour System software with one smart phone free of charge to generate Daily Activity Reports and deliver Incident Reports in real time (description in the following pages)
- Uniform attire at no cost to employees, including safety and inclement weather gear
- Gatehouse cleaning supplies
- All training – Orientation/Site Specific Requirements/OJT/Recurrent/Supervisory
- Dedicated local contract management and support
- Background investigation to include drug screen and E-Verify
- Employee recognition programs

**Approach to Partnership:**

Upon thorough review of the RFP and the requirements within, DSI Security Services takes no exception and is committed to meeting all requirements in a professional manner. Our staffing approach ensures that there is one officer on duty at all times.

Upon award, we will initiate a comprehensive transition meeting to align implementation timelines, post order expectations, communication protocols, and incumbent personnel considerations. In collaboration with GMS and Windward CDD leadership, we will carefully evaluate current staff to identify high-performing individuals suitable for retention, as well as those who may meet performance expectations with targeted training and structured supervision. Positions not retained will be filled through our strategic recruitment process to ensure the highest standards of professionalism and service delivery. Ongoing performance evaluations will be conducted to maintain accountability and continuous improvement.

Early in the engagement, we will partner with GMS and Windward CDD to establish clearly defined performance metrics and a customized KPI framework. This structured reporting model will provide transparent, measurable benchmarks and regular performance reviews to ensure alignment with your operational objectives and service expectations.

Additionally, DSI's full-service Technology Solutions Division stands ready to collaborate at the appropriate time to assess opportunities where integrated technology solutions may enhance operational efficiency, strengthen security posture, and potentially reduce overall program costs.

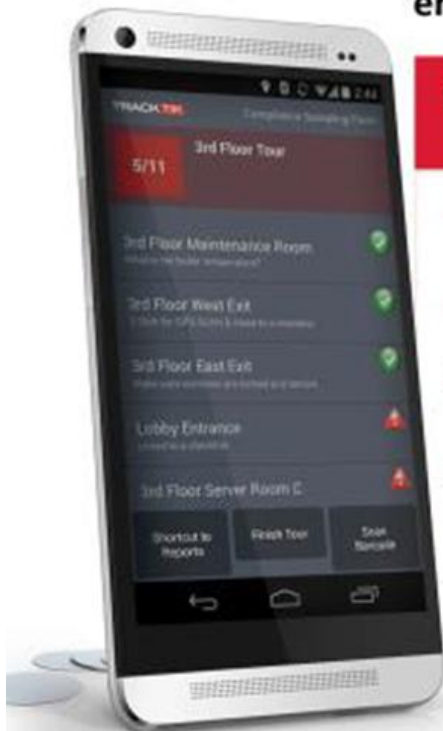
We are committed to building a strong, collaborative relationship founded on communication, accountability, and shared success — delivering not simply a service provider, but a true security partner.

# GUARD TOUR SYSTEM



Your responsibility for security on your properties doesn't end with contracting a security firm. You put a lot of effort into defining detailed protocols and keeping them up to date. You constantly evaluate your choice of agency to make sure protocols are followed and reports provide you with information in a timely manner. Ideally, you need to be able to independently verify what's happening, so you can take immediate corrective action and plan for continuous improvement.

## Significantly reduce omissions and ensure diligent compliance of your security protocols



Ensure compliance with protocols	Control in Real Time	Set up and manage easily
<ul style="list-style-type: none"> <li>• NFC technology ensures guards visit checkpoint</li> <li>• Precise instructions per site or checkpoint</li> <li>• Important reminders displayed upon scanning checkpoint</li> <li>• Custom forms and verifications lists can also be prompted</li> </ul>	<ul style="list-style-type: none"> <li>• Tour-status display, including duration, missed checkpoints and collected reports</li> <li>• Data accessible instantly via mobile device</li> <li>• Centralized management of single or multiple sites from a single dashboard</li> </ul>	<ul style="list-style-type: none"> <li>• Discreet, low-cost, weather-proof tokens</li> <li>• No system installation or server maintenance required</li> <li>• Mobile access from any Android device supporting NFC technology</li> </ul>



POWERED BY  
**TRACK TIK**

## Utilizing the Best Guard Touring, Incident and Officer Data Management Technology

DSI Security services has partnered with TRACK-TIK to ensure that we have the latest tools available to provide on- going data to our customers.



TrackTik's intuitive software is a multi-featured platform connecting field personnel to management and clients via a suite of unsurpassed guard management tools, powerful business intelligence modules and automated financial management solutions. As a result, TrackTik provides security professionals with actionable insight and the competitive edge to stand out.

- Automated incident analytics: Equip your team with incident data and customized report hand-outs to present to your clients.
- Obtain real-time visibility of guard actions and reported incidents
- Increase visibility into operations and Focus your energy and time on customer satisfaction influencing actions
- Save time with automatic notifications via email/SMS and Cut down on administrative work (average of 30%).

### Manage liability

- Upload clear site instructions and post orders directly on the site dedicated devices
- Message board (with individual acknowledgement feature) for site communication and the latest client instruction
- Enhance patrols with clear instructions, multi- step tasks and step by step validation



**WINDWARD COMMUNITY DEVELOPMENT DISTRICT**  
**BASIC ORGANIZATION INFORMATION**

DATE SUBMITTED April 1, 2026

1. DSI Security Services

2. Company Address: (HQ): 600 W. Adams St., Dothan, AL 36503

Street Address - Local

1009 N. O'Brien St., Ste. 100

P.O. Box (if any)

City Tampa State FL Zip Code 33607

Telephone 813-727-9035 Email vscott@dsisecurity.com

1<sup>st</sup> Contact Name Valerie Scott Title Business Development

2<sup>nd</sup> Contact Name Rich Hunter Title UP operations

**PRICING FORM**

The designated times for service at the District's guard house located at the front entrance of the District's boundary are from 12:00 AM to 11:59 PM, seven (7) days a week, 365 days per year. Please provide the following information:

\$ 24.44 per hour                      \$ 209,958.48 Annual  
\$ 36.66 per hour on holidays      \$ 5,279.04 Annual

TOTAL ANNUAL COST (Combined Regular and Holiday) \$ 215,267.52

The District reserves the right to adjust the staffing and hours of operation as needed.

# Windward Community Development District

## **Addendum #1 Windward CDD RFP 2026-001 Security Services**

March 11, 2026

To: All Prospective Proposers:

The following changes, additions, clarifications, and deletions amend the Request for Proposals of the above captioned Project, and shall become an integral part of the Submittal. Please note the contents herein and affix the same to the documents you have on hand. Indicate on the Acknowledgement of Receipt of Documents and Proposal Signature Form that this Addendum has been received.

### **CLARIFICATIONS/QUESTIONS:**

Q1: Is a district staff representative able to meet on site for a property review?

*A1: The site is available for inspection at any time by bidders during the published timelines. District staff members will not be participating in any site reviews with bidders, and bidders are expected to perform these inspections on their own and use the bid packet information to generate their proposal. Any additional questions need to be submitted in writing by email to Jason Showe - [jshowe@gmscfl.com](mailto:jshowe@gmscfl.com).*

## Windward Community Development District

Any Proposer wishing to protest any or all of the matters contained or addressed in this Addendum shall file a notice of protest with the District Manager in accordance with the Project Manual, to 219 East Livingston Street, Orlando, Florida 32801, Attn: Jason Showe, within seventy-two (72) hours after receipt of this Addendum. A formal written protest adequately detailing with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the notice of protest is filed. Failure to timely file a written notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to this Addendum.

Please sign and return with your bid packet. Attach this form to your bids.

NAME OF FIRM:

DSI Security Services

SIGNATURE:

Valerie J. Leatt

DATE: 3/26/26



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> License # 0757776 HUB International Insurance Services Inc. 548 W Cromwell Avenue Suite 101 Fresno, CA 93711	<b>CONTACT NAME:</b> Amanda Duke	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b> amanda.duke@hubinternational.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Evanston Insurance Company		<b>35378</b>
<b>INSURER B:</b> Market Insurance Company		<b>38970</b>
<b>INSURER C:</b> Zenith Insurance Company		<b>13269</b>
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**INSURED**

Dothan Security, Inc.  
 600 West Adams Street  
 Dothan, AL 36303

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL	SUBR	INSO	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  (CENTRAL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X			BNMG100013-02	9/1/2025	9/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Per one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP ACC \$ 5,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> USED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X			BMMA100005-02	9/1/2025	9/1/2025	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE (DED) (RETENTION) \$					BMME100010-02	9/1/2025	9/1/2025	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY INDEPENDENT PARTNER/EXECUTIVE (Y/N) <input type="checkbox"/> (Mandatory in NH)				X	M1422201	12/16/2025	12/16/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 P.L. DISEASE - EA EMPLOYED \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

[REDACTED]

<b>CERTIFICATE HOLDER</b> [REDACTED]	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

# References

## Building Lasting Partnerships – One Community at a Time

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# DSI: Distinctively Different

**Tailored Service Plans:** Every client partnership begins with a customized service plan designed to meet specific needs and expectations.

**Ongoing Collaboration:** Regular client visits and open communication ensure continued alignment with evolving requirements.

**Efficient Issue Resolution:** When challenges arise, DSI delivers prompt, effective, and lasting solutions.

**Integrated Technology Solutions:** Our Full-Scale Technology Solutions Division provides layered, integrated systems for the most comprehensive security approach.

**Dedicated Contract Management:** Each account is supported by an experienced management team focused on performance, accountability, and client satisfaction.

**24/7 National Security Operations Center:** Continuous monitoring and support ensure seamless coordination and rapid response across all locations.

**Award-Winning Excellence:** Recipient of the 2024 Outstanding Security Performance Award (OSPA) for Outstanding Contract Security Company.

**Guided by Our Core Principle:** Commitment to the DSI motto – DWYSYWD (Do What You Say You Will Do) upheld from the top down.

**DWYSYWD: Do What You Say You Will Do**

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion (United Nations 1998).

There are a number of reasons why the world's population is growing so rapidly. One of the main reasons is that the number of children born to each woman has increased. This is due to a number of factors, including the fact that women are now having children at a younger age, and that they are having more children. Another reason is that the number of people who are surviving to old age has increased. This is due to a number of factors, including the fact that people are now living longer, and that there are now more people in the world who are over 65 years of age.

The rapid growth of the world's population has a number of implications. One of the most important is that it is putting a strain on the world's resources. There are a number of ways in which this is happening. For example, the world's population is using up more and more of the world's land, water, and other resources. This is leading to a number of problems, including the depletion of the world's forests, the overuse of the world's water resources, and the increasing amount of waste that is being produced.

Another important implication of the rapid growth of the world's population is that it is leading to a number of social and economic problems. For example, the world's population is becoming increasingly urbanized. This is leading to a number of problems, including the increasing amount of pollution that is being produced in cities, the increasing amount of traffic congestion, and the increasing amount of poverty that is being experienced in cities.

There are a number of ways in which the world's population can be managed more effectively. One of the most important is to reduce the number of children born to each woman. This can be done in a number of ways, including by providing women with better access to family planning services, and by providing women with better education and employment opportunities. Another way to manage the world's population is to reduce the number of people who are surviving to old age. This can be done in a number of ways, including by providing people with better access to health care, and by providing people with better living conditions.

The rapid growth of the world's population is a major challenge for the world. It is a challenge that we must all face. We must find ways to manage the world's population more effectively, and we must find ways to ensure that the world's resources are used more sustainably. Only then can we hope to create a better world for ourselves and for our children.

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# FTI Security Services Proposal

## Winward CDD

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*FTI | 1633 E Vine ST, Ste 111, Kissimmee, FL 34744 | 321.804.1393 | [www.securityfti.com](http://www.securityfti.com)*

### **About FTI**

*FTI is a full-service security agency in Florida specializing in residential communities, CDDs, HOAs, and resort-style properties. Our approach is built on professionalism, accountability, and proactive security operations. We do not simply place an officer on-site; we implement a structured security program supported by leadership, technology, and 24/7 operational oversight.*

*Our mission is to Protect with professionalism, Respond with precision, and Serve with integrity.*

### **Comprehensive Scope of Services**

*FTI will provide a full-service security program designed specifically for the operational needs of Winward CDD. This program includes physical presence, access control, patrol operations, reporting, and real-time oversight.*

#### *Personnel & Supervision:*

*FTI will provide 24-hour security coverage with a uniformed officer on-site at all times. In addition, a dedicated Site Sergeant will be assigned to the property, working 40 hours per week. The Site Sergeant will be responsible for scheduling, officer supervision, performance management, training reinforcement, and acting as the direct liaison between FTI and the CDD.*

#### *Gate Operations & Access Control:*

*Security personnel will control all access points to the community. This includes verifying residents, guests, and vendors using the designated access control system. No unauthorized access will be permitted. Officers will enforce all access procedures consistently to maintain community integrity.*

#### *Patrol & Community Monitoring:*

*Officers will conduct routine and random patrols throughout the community, including streets, amenities, parking areas, and common spaces. These patrols are designed to deter criminal activity, identify violations, and ensure a visible security presence.*

#### *Incident Response & Emergency Coordination:*

*FTI officers will respond to incidents, document all activity, and coordinate with law enforcement, fire, and emergency services when necessary. All incidents will be properly*

*escalated and reported to ensure transparency and proper follow-up.*

**Reporting & Documentation:**

*All activities will be documented through FTI's reporting system. This includes incident reports, maintenance concerns, parking violations, and daily activity logs. The Client will have access to a portal providing real-time visibility into operations, ensuring full transparency and accountability.*

## **Staffing Allocation**

*FTI will staff the property to ensure consistent and uninterrupted coverage:*

- *24/7 Security Coverage (168 hours per week)*
- *1 Dedicated Site Sergeant (40 hours per week)*
- *Additional part-time personnel to ensure coverage during time off, call-outs, and vacations*

## **Financial Structure**

*FTI's pricing model is designed to ensure proper staffing, supervision, and operational consistency.*

**Weekly Breakdown:**

- *Site Sergeant: 40 hours @ \$27/hr = \$1,080*
- *Security Officers: 128 hours @ \$25/hr = \$3,200*
- *Total Weekly Cost: \$4,280*

*Estimated Monthly Cost: ~\$18,598*

*Estimated Annual Cost: \$223,160*

*All pricing is based on a fixed weekly schedule of 168 hours to maintain service consistency.*

## **Introductory Promotion (First 60 Days)**

*To support onboarding and transition, FTI offers an introductory rate:*

- *Site Sergeant: 40 hours @ \$25/hr*
- *Officers: 128 hours @ \$23/hr*
- *Total Weekly Promotional Cost: \$3,944*

*This represents an estimated savings of \$336 per week during the first 60 days. Upon completion of the promotional period, rates will automatically revert to standard pricing.*

## **Holiday Billing**

*Services performed on the following holidays are billed at double time (2.0x):*

*New Year's Day  
Memorial Day  
Independence Day  
Labor Day  
Veterans Day  
Thanksgiving Day  
Christmas Eve  
Christmas Day*

*This ensures appropriate staffing and compensation during high-demand periods.*

## **Additional Coverage & Emergency Requests**

*Additional security coverage outside of contracted hours must be requested in writing.*

- *Requests with 10 or more days notice will be billed at the standard rate*
- *Requests with less than 10 days notice will be billed at \$40 per hour per officer (Emergency Rate)*

*This structure ensures proper staffing availability and operational readiness.*

## **Annual Rate Adjustment**

*Upon renewal, rates will increase by 5% annually. FTI reserves the right to request additional adjustments if increases in wages, insurance, or operational costs exceed standard thresholds.*

## **Value-Added Services**

*FTI provides additional value through:*

- *Real-time digital reporting system*
- *Client portal access*
- *Monthly performance summaries*
- *Ongoing officer training and supervision*
- *24/7 operational and dispatch support*

*These systems ensure transparency, accountability, and continuous service improvement.*

## **Why FTI Security**

*FTI is not a traditional guard company. We deliver a managed security program.*

- *Dedicated leadership on-site*
- *Structured reporting and accountability*
- *Proven experience with HOAs and CDDs*
- *Technology-driven oversight*
- *Long-term partnership approach*

*Our focus is not just presence—but performance.*

### **Security Services Disclaimer**

*Security services are designed to deter, observe, and report. FTI does not guarantee the prevention of crime or incidents and is not an insurer of property or safety.*

### **Closing Statement**

*FTI is committed to delivering professional, structured, and accountable security services. We look forward to the opportunity to partner with Winward CDD and provide not just security, but peace of mind.*

the 1990s, the number of people in the world who are malnourished has increased from 600 million to 800 million.

There are a number of reasons for this. The population of the world has increased from 5 billion in 1987 to 6 billion in 2000. The population of the developing countries has increased from 3.5 billion to 4.5 billion in the same period.

The number of people who are malnourished has increased because of the increase in the number of people who are poor. The number of people who are poor has increased from 1 billion in 1987 to 1.5 billion in 2000. The number of people who are poor has increased because of the increase in the number of people who are unemployed.

The number of people who are unemployed has increased because of the increase in the number of people who are in the informal sector. The number of people who are in the informal sector has increased from 1 billion in 1987 to 1.5 billion in 2000. The number of people who are in the informal sector has increased because of the increase in the number of people who are in the informal sector.

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Weiser Security Services, Inc.

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Weiser Security Services, Inc.

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6000 S. Rio Grande Avenue #102  
Orlando, FL 32809  
Phone: 407-578-0050  
License #: B-8700021



## Windward Community Development

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Leanna Pontow, VP Business  
Development

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March 24, 2026

**WEISERSECURITY.COM**

Weiser Security Services, Inc.



## Weiser Security Services, Inc.

Windward Community Development District  
Jason Showe  
219 E. Livingston Street  
Orlando, FL 32801  
USA

Dear Jason Showe,

Thank you for the opportunity to present this proposal for contract security guard service. It is a comprehensive guide to how we will handle your security differently. We're confident that we can provide the level of security you require and expect.

You may find several items of special interest to you throughout the document. We would like to introduce you to our Building Block Approach on the following pages, the fundamentals of our operations.

We practice our Five R's of Employee Engagement in everyday operations, the Right Match, the Right Expectations, Relationship, Recognition, and Respect. This approach helps build people up. It is an alternative that allows us to stand above the rest.

Thank you for learning more about Weiser Security.

Sincerely,

Leanna Pontow  
VP Business Development  
Weiser Security Services, Inc



## Our History

Our success at Weiser Security Services, as measured by our growth, has been a result of a never-changing, uncompromising philosophy on which Earl A. Weiser founded the company.

Earl A. Weiser, a retired New Orleans Police Commander, organized its first intelligence unit, and served as a special investigator for Senator Estes Kefauver's Committee for the Investigation of Organized Crime.

After 20 years in the New Orleans Police Department, he retired in 1956 at the rank of Major. He then worked 14 years in the private security industry before forming Weiser Security Services, Inc. on January 1, 1970.

By 1976, his company had grown to a staff of 30 employees. It was then that his grandson, Mickey Weiser, took over the reins. Mickey has engineered the growth of the company based on 2 major principles, Trust and Respect. Weiser is now a National Company and the premier provider of Total Security Solutions throughout the Southeast. We bring our clients the strength of 4 regional support centers, 26 branch offices and over **6,000 employees** located in strategic cities from Florida to California.

Our success is rooted in our employee-oriented focus, our promise of excellence to our customers and a sustained commitment to innovation in the field of security solutions. Our model pairs highly trained security personnel with advanced technology to provide private security services that are both world-class and cost-effective.

We are proud to be U.S. owned and operated.



## Background

- **Weiser Security** | Family-owned and operated
- **55 years** of industry experience
- **Top 10 U.S.** security company
- **Grown organically** | No mergers or acquisitions

## Hiring/Retention

- **Inner View™ screening process** | Only 13% of applicants qualify to become Weiser Officers
- **Comprehensive training** | Pre-site, on-site, and ongoing development
- **Full benefits** | Health, dental, vision, paid vacation

## Weiser Management

- **“Span of Control” system** | Ensures managers aren’t overworked
- **Client-driven incentives** | Managers are rewarded based on client interaction and feedback
- **Site satisfaction focus** | Encourages consistent, high-quality service at every location

## Technology Integration

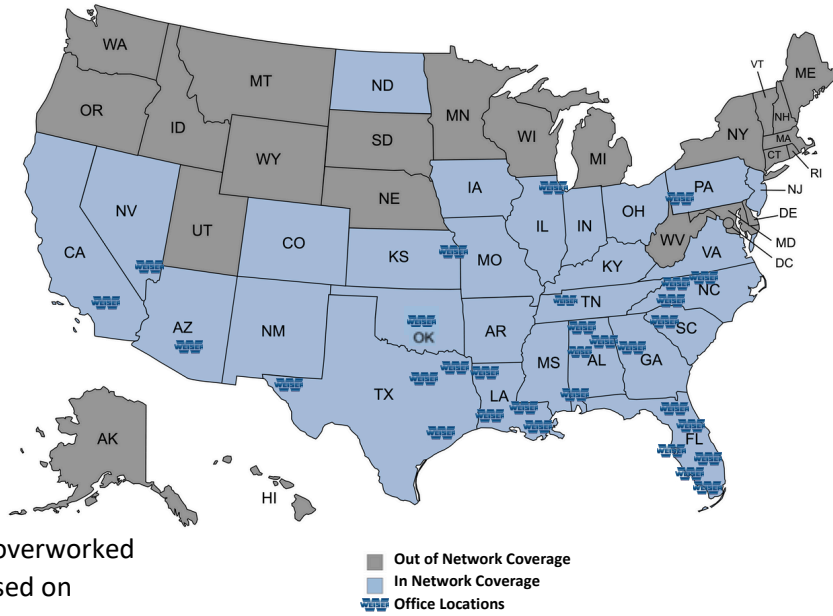
- **Weiser Virtual Guard** | Cuts annual security costs by 50–75% while increasing total coverage
- **Weis-Guard Tour Management** | Enables real-time communication and interactive patrol tracking
- **Client access** | Data is viewable online and can be automatically emailed on consistent basis

## Professional Memberships & Standards



## Coverage

- **Nationwide** | 30 Branches Across 400+ U.S. Cities



## ***DISTINCTIVE ADVANTAGES & COMPETITIVE EDGE***

What sets Weiser Security apart from our competitors in the marketplace can be put into 4 main categories.



### **PRIVATELY HELD SECURITY COMPANY**

Weiser has remained dedicated and focused on our employees and clients. Unlike some of our competitors in the industry, our growth has been organic. Weiser's success for over 55 years we largely attribute to the strength of our employees and commitment to our clients. Weiser is an employee centric company, an example of this is that every Weiser employee gets a Holiday Bonus. This was started by Earl Weiser a tradition of giving back is one way we show appreciation to our employees. Holiday Bonus is based on profits and tenure of each employee, some employees earning as much as one weeks pay during the Holiday Season



### **SPAN OF CONTROL**

Weiser's span of control allows our managers the time to build meaningful relationships with our employees and clients, proactively train, provide ongoing service enhancements and be a proactive security partner. It allows our managers to stay focused on the health of the overall account and to deliver a higher level of customer service to you, and to our employees.



## INNERVIEW

Weiser's proprietary profiling/screening/placement process is unique in the industry. Our system for hiring and placing employees is proven to reduce turnover and improve overall employee satisfaction. We place the right employee with the right job, which allows for happier and more engaged officers. 82% of Weiser's employees have been with us for over one year



## TECHNOLOGY VALUE ADDED SERVICES

Weiser provides a tailored security program in regard to technology solutions. Being a full-service provider, Weiser partners with a wide array of companies provide a meshed security solution that meets client needs. To just name a few below.

Virtual Monitoring

Smart Tours & Client Dashboard

Visitor management solutions

Access control solutions

Gate monitoring solutions

Perimeter monitoring solutions

Active shooter early detection solutions

Drone large perimeter solutions

Portable solar camera solutions

Mass notification capability and workplace safety solutions



The benefit of Weiser is that we have the clients and Weiser employees' best interest when designing a security solution and not reselling products to the end user via small channel partner solutions with the only goal being revenue.



## CLIENT REFERENCES

Client Name	Phone Number	Email	Address
Indian River Colony Club John Robinson-GM 184 hours per week-Gate Access/Patrol	321-255-6006	corporate@colonyclub.com	1936 Freedom Drive Melbourne, FL 32940
Zellwood Station HOA Trudi Rock-GM 336 hours per week guarding-Gate Access & Parol	407-886-4606	trock@zellwoodstation.net	2126 Spillman Drive Zellwood Station, FL 32798
Harbor Hill Country Club Lara Paker-GM 504 hours per week guarding-Gate Access & Patrols	325-753-7000 #500	lparker@sentrymgt.com	6598 Lake Griffin Road Lady Lake, FL 32159



## REFERENCES

### Partial Client List

At Home	Embassy Suites	LG Electronics
Alcoa	Enterprise Rent-A-Car	Morton Salt
Aldi	Estes Trucking	National Oilwell Varco
Averitt Express	FedEx	Nuccor
Auto Zone	First Services Residential	Peco Foods
Bechtel Corp	Foxconn	Penske
Boise-Cascade	GEM Shopping Network	Pilgrims Pride
Borden Milk	General Electric	Publix
Bunge	Georgia Pacific	Rheem
CBRE	Hanes Brands	Safety Kleen
CB&I	Halliburton	Safeway/Von's
Ceva Logistics	Hilton Grand Vacations	Salvation Army
The Children's Place	Jones Lang LaSalle	Sheraton
Costco	Kinder Morgan	Southeastern Freight
DAK Americas	Koch Industries	Southwest Gas
Dillards	Kroger	Sears Holding Group
	Latter & Blum	



SECURITY SERVICES, INC.

Stericycle Environmental

Swift Transportation

Tanger Outlet

Tenaris

US Foods

UPS

UTZ Quality Foods

Verizon

Volvo North America



## EXECUTIVE SUMMARY

Weiser Security Services, Inc. is among the nation's leaders in physical and digital security services. Pairing trained security officers with the highest level of digital security, we're able to provide custom security solutions that are guaranteed to keep your business, employees and clients safe. The following proposal details how Weiser Security can benefit your business now. Our plan is actionable and based on opportunities we have identified through an in depth analysis of your current security operations.

## PROPOSAL OBJECTIVES

- Thoroughly assess current security operations
- Identify weaknesses and pockets of opportunity for improvement to your current security plan
- Match Weiser's service offering with your specific security needs
- Create actionable task list to implement your custom security service plan



## WEISER CUSTOM SOLUTION

We are able to leverage our vast industry expertise in combination with our strategic evaluation of your situation to create custom solutions that produce measurable results. The following table lists the potential security improvements that we have identified. Each improvement is matched with a custom Weiser Security solution that is actionable and has a direct benefit to your business.

CONCERN	WEISER SOLUTION	WINDWARD COMMUNITY DEVELOPMENT DISTRICT BENEFIT
<b>Not enough officers.</b>	Parts of our Statistical Quality Control Program focus on having enough employees and controlling hours worked. Cross-trained reserves from other posts. Pipeline for promotions to desirable posts.	Prepared. Better performance.
<b>Selection of officers is poor.</b>	14 background standards, 18 physical and mental standards, 16-step selection process, and InnerView™ all designed to weed out the weakest links. Using InnerView™ to place guards; matching personalities to characteristics of the post. Making available our employees files before placing an officer on that post.	Higher-caliber personnel. Job satisfaction increased. Job mismatches reduced. Better performance. Increased security.

<p><b>Turnover too high</b></p>	<p>InnerView™ Guard Performance and Assignment Profile. Benefits better than industry average – paid vacations, safety bonus, etc. Statistical Quality Control. Measurement Program. Use the Five R’s of Employee Engagement to form stronger relationships.</p>	<p>Turnover risk estimated. Turnover reduced. Personality/job mismatches reduced; job satisfaction increased. Build loyalty, tenure and continuity. Continuous monitoring to make improvements.</p>
<p><b>Employees complain about lack of benefits.</b></p>	<p>Better-than-average benefits. Bonuses Build positive relationships between employees and supervisors. Follow the Five R’s of Employee Engagement.</p>	<p>Lower turnover. Engaged employees. Fewer absences or call-offs.</p>
<p><b>How to Properly Handle an Emergency Situation</b></p>	<p>Pool of trained officers available on short notice.</p>	<p>Can meet demands of extra coverage without the high costs of over-staffing.</p>
<p><b>Officers not visible to residents and guests.</b></p>	<p>Awareness Training Program. Specific instructions and training. Frequent use of security lights.</p>	<p>Enhance officer’s perception of duties. Officers will be more visible to visitors, vendors and employees. Better deterrent to crime.</p>
<p><b>Lack of management response.</b></p>	<p>Assign on-site supervision. Field supervisors available 24-hours/day. Branch Manager Regional Manager Corporate Support</p>	<p>Local management for quick response. Add supervision to assist local manager. 3rd and 4th level support available</p>

		and on-call to assure continuity. Continual assessment.
<b>Management response is poor when problems arise.</b>	Monthly reports to Regional Vice President in areas of communications with client. Corporate assistance and support without a lot of layers to bog down responsiveness.	On-going, regular communication will cause management and supervisors to be proactive in reducing potential problems before they build up and become serious.
<b>Equipment needed to automate certain tasks.</b>	Add a state-of-the-art electronic touring system.	No repair costs. Rounds made regularly. Increased security.



## THE WEISER DIFFERENCE

At Weiser, we attribute our proven success to the strength of our employees. We follow a recruiting and screening driven hiring approach that guarantees the placement and retention of security professionals that are motivated, qualified and custom fit for each of our clients unique security needs.

### STRATEGY

Our hiring approach was created using the following set of strategic principles. These principals allowed us to maintain focus on the employee as opposed to the employee training. We can ensure the continued success of our clients by giving employees a work environment that allows them to thrive personally and professionally.

1. The right match
2. The right expectations
3. Relationship
4. Recognition
5. Respect

## Approach

We use a building block approach that is based on a foundation built by hiring the right employees. Unlike our competitors, we focus on people first. Our screening process is the most rigorous in the industry. Candidates must pass 12 background standards, 16 physical and mental standards and a 16 step selection process. We provide various elements of training which begin before the officer is placed in the field. Our supervision and quality control programs provide on-going support to employees to ensure that services are consistently being upgraded and all working relationships are successful.





## THE WEISER DIFFERENCE

At Weiser, we attribute our proven success to the strength of our employees. Our employees are the most motivated, engaged and qualified security professionals in the industry as documented by the Gallup Organization.

### STRATEGY

Our approach for employee success is driven by a strategic focus on our five R's of employee engagement. These principals allow us to maintain focus on the employee. We ensure the continued success of our clients by giving employees an engaging work environment that allows them to thrive personally and professionally.

### THE FIVE R's OF EMPLOYEE ENGAGEMENT

The following principals have been scientifically proven to generate positive business outcomes such as a reduction in employee absenteeism, increased safety and client account retention, to name a few.

#### The Right Match

- The right people, in the right tasks, with the right supervisors drive employee engagement

#### The Right Expectations

- Employees need to know how they win at Weiser, how they win today and how they win with their supervisor.

## Relationship

- Connections between people make the difference in partnership, productivity and employee satisfaction. One's supervisor is typically the third most important person in their life.

## Recognition

- Recognize employees not just for what they do well, excellent or great – but for what they merely do right.

## Respect

- Treat all employees with the same level of respect and when dealing with people always do what is right.

## THE WEISER PROMISE

Our promise to our clients is that we will “Employ only the most dependable and reliable.” By making it through our screening process, employees have demonstrated such traits and are among the best.



**FINANCIAL STABILITY**

**2024 ANNUAL REVENUE  
\$202,866,524**

**NO LONG TERM DEBT**

**COMPLETELY SELF FUNDED**

**\$10,000,000 LINE OF CREDIT  
THAT IS UNTOUCHED**

**COMPLETELY SELF FUNDED**

**RECEIVABLES ARE  
NOT FACTORED**

**FAMILY OWNED FOR 55 YEARS**

**PRICING FORM**

The designated times for service at the District's guard house located at the front entrance of the District's boundary are from 12:00 AM to 11:59 PM, seven (7) days a week, 365 days per year. Please provide the following information:

\$ 23.31 per hour                      \$ 203,675.22 Annual  
\$ 34.96 per hour on holidays        \$ 2,239.04 Annual

TOTAL ANNUAL COST (Combined Regular and Holiday) \$ 205,914.89

The District reserves the right to adjust the staffing and hours of operation as needed.



## INVESTMENT DETAILS AND TERMS

Your investment in Weiser security guarantees prompt, accurate and professional services at a competitive market rate. The following has been customized to fit your individual security needs and ensure the most efficient use of your budget.

### INVESTMENT DETAILS

POSITION	HPW	PAY RATE	BILL RATE
Security Officer I	128	\$16.50	\$22.66
Supervisor	40	\$18.50	\$25.41
TOTAL/AVERAGE	168	\$16.98	\$23.31
<b>Weekly Billing Rate</b>			\$3,916.83
<b>Annual Billing Rate</b>			\$205,914.89

### INVESTMENT TERMS

Included at no additional cost: Weiser Web Portal Management System where internet is available.

Overtime rates of 1.5 times the above will be billed for six holidays and any additional coverage requested where overtime is incurred.

Prices are net of any applicable sales taxes currently 6.5% for which we have no control over such changes.



## ADDITIONAL PRICING ITEMS

The following items will be billed separately, monthly

ITEM	RATE
Weis Guard Smart Tour System & Client Dashboard	\$Included in bill rate
<b>Total:</b>	\$0

## EMPLOYEE HIRING

Recruiting and screening are the foundation of the Weiser building block approach. We focus on recruiting and screening people who are motivated similar to the most successful security officers.

### RECRUITING

Weiser Security has built the largest database in the world of psychometric and biographic data on security officers in the work place. Research shows that productive security officers don't work just because of the money. These qualified individuals are motivated by the need to be helpful and to be of service.

We don't rely on traditional recruiting methods to source potential employees. Instead, we have developed strategic sources of applicant flow. Listed below are just a few of the sources we tap into for successful officer candidates.

- Employee referrals
- Recruiting cards
- Military out placement
- AARP
- Catholic Charities
- Veterans Services

## SCREENING

Standard screening doesn't detect unrevealed personality traits that may cause problems on the job. Many people can do a job, but don't because they do not possess the proper motivation. We developed a screening assessment tool that we call InnerView™. InnerView™ is an objective second opinion for selecting and placing security officers who have strong customer service skills. InnerView™ ranks individual personality and motivation and has the ability to determine suitability for particular assignments. Our goal is to match each officer with the particular needs of each post. Since 1991, we have had incredible success using this proprietary testing system which is the only officer performance and assignment profile tool in the industry.



- Screens in the best customer service skills and strongest work ethic.
- Screens out problems, absenteeism, and dishonesty.
- Determines ability for public contact, working alone, activity and attention to detail.
- Estimates turnover risk

## SELECTION

We are highly selective when choosing employees in order to ensure a greater chance of success. On average, only 9 out of 100 applications are selected to move forward in the hiring process. We are considered to be pioneers in the field of validated research and psychological profiling of security officers. Our scientific profiling is based on many areas of selectivity:

- Workplace problems
- Work ethics
- Reliability
- Dependability

Our aim is to improve employee performance and lower turnover risk. Every employee file is:

1. Investigated by the Branch Staff
2. Double checked for accuracy by the Corporate Selection Controller to ensure our standards are met.

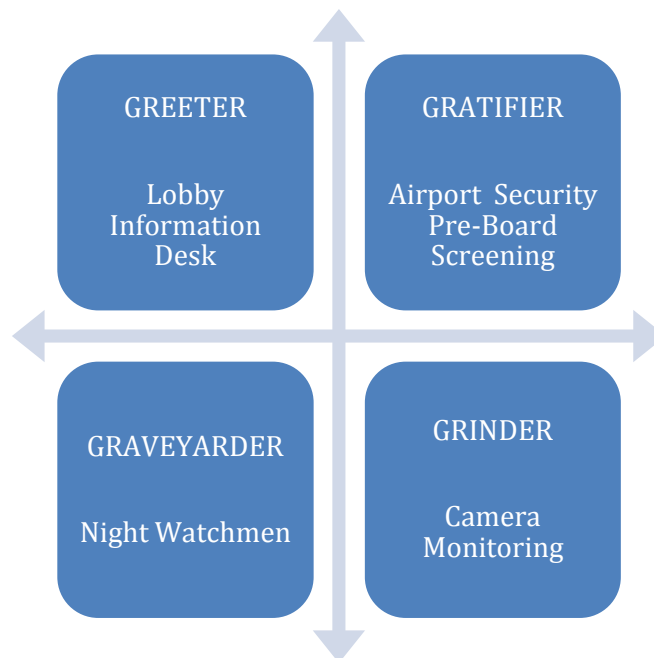
## PLACEMENT

**InnerView™** uses two different profiles. The first profile is selection. If a candidate passes selection, they are then profiled for placement. **InnerView™** placement is based on two variables universal to all posts, which are:

The importance of interpersonal skills - If a post requires a great deal of public contact, the officer should possess a higher level of social skills, and vice versa.

Activity level - The more complex the duties, the more attentive to detail the employee must be, and vice versa.

Combining these two dimensions allows us to classify four types of post assignments. In turn, these describe four distinct “types” of security officers. Officers who are comfortable with their posts report more job satisfaction, which contributes to better performance, lower turnover, and fewer problems all around.





## BENEFITS

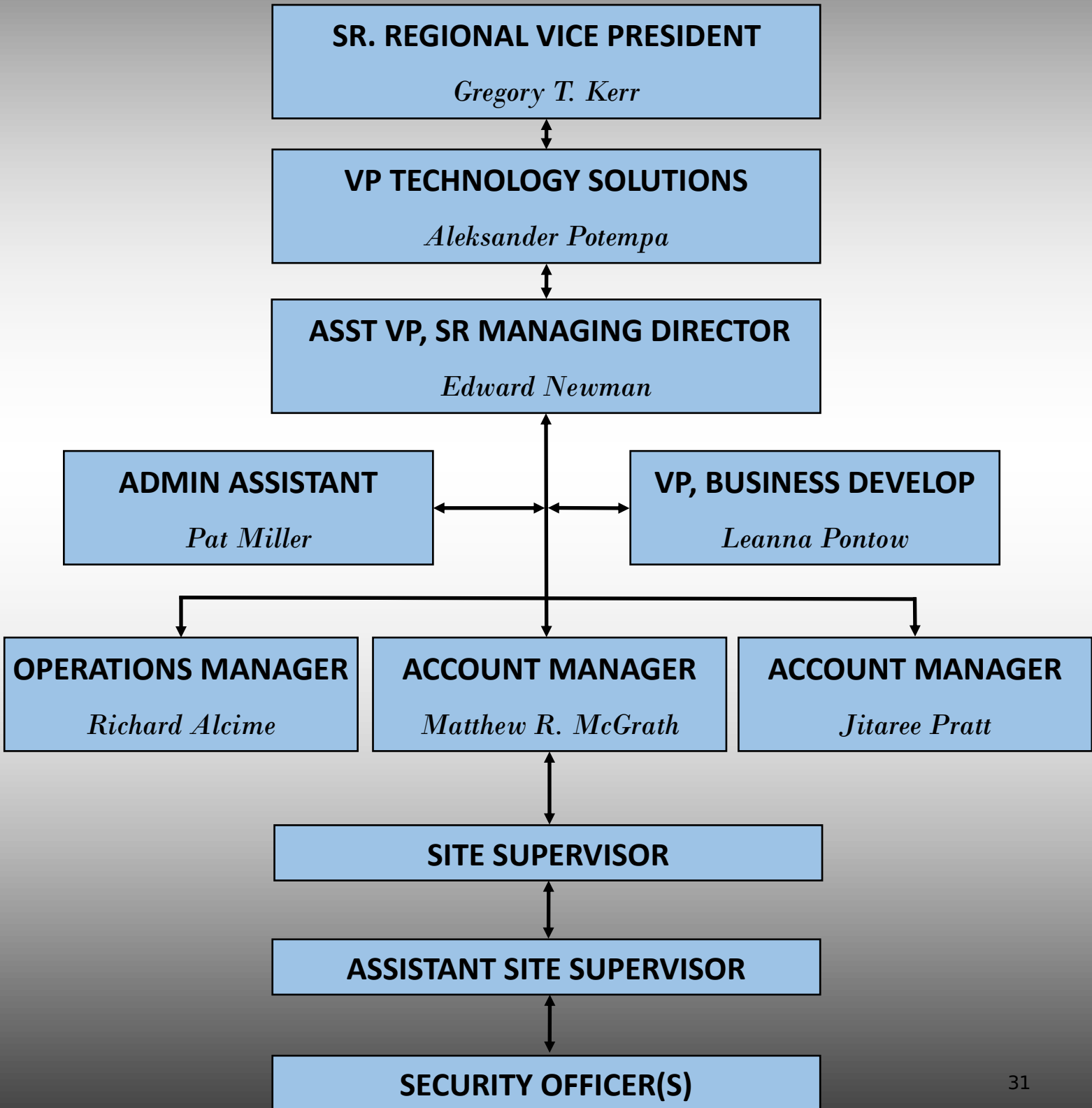
Weiser Security is proud to provide employees a comprehensive benefits package. Providing employees with a work environment that supports their personal needs creates a sense of future and belonging. Weiser provides employees the following work place benefits.

- Uniforms and equipment furnished at no cost
- Holiday bonus
- Direct deposit
- Skylight™ debit card
- Employee referral incentive
- New business lead bonus
- Paid vacation
- Anniversary awards
- Holiday pay
- Daily pay

## HEALTH BENEFITS OFFERED

- Medical/Health Insurance
- Dental
- Vision
- Life Insurance

**Orlando, FL Branch Leadership Team**





Weiser Security Services Orlando Florida  
Ed Newman – Assistant Vice President-Managing Director

March 24, 2026

**To Whom it May Concern**

**Reference: Winwood Proposal**

The site is 168 hours and will be staffed with 6 officers.

Account Manager: Jitaree Pratt.

If you have any questions regarding this information or have anything you would like to discuss, please do not hesitate to contact me.

**Ed Newman**  
**Assistant Vice President- Managing Director**

|Weiser Security Services |Orlando|  
|561-541-5037 Cell-407-578-0050 Office|  
[edn@weisersecurity.com](mailto:edn@weisersecurity.com) email |







## SUPERVISION

Our management and supervision practices help us foster positive relationships with our officers. We employ stable, professional managers who create meaningful partnerships with officers in order to increase employee satisfaction and productivity. Each shift, each site is visited each week including weekends. Visits are frequent and meant to encourage communication and prevent a sense of isolation for officers in the field.

## REPORTING

Monthly Client Service Call Reports, done face to face, are created with the client and management staff. These reports are used as a tool to develop action plans that help address any issues or concerns.

Officer Contact Reports and Field Supervisor To Do Lists are completed daily to ensure constant communication between management and officers.

## MANAGEMENT PRACTICES

Weiser account management is localized and service-driven. Unlike competitors, Weiser management is incentivized based on client retention and quality of service. All levels of our Operations Team are available to clients and officers 24/7. Our goal is to create quality face to face time with officers and clients. The lines of communication are kept open with each post for each shift, each week, weekdays and weekends. A description for management positions are outlined below.

### FIELD-SITE SUPERVISOR

- Daily client communication
- Trained on each position
- Available for emergencies and back-up
- Responsible for officer management and scheduling
- Liaison between Weiser Operations Team and field officers

### ACCOUNT MANAGER

- Face to face client communication every month
- Assists in development of site procedures
- Makes monthly service calls
- Responsible for officer selection, training and emergency response

## BRANCH MANAGER

- Face to face communication with clients every four months (or three months depending on size)
- Responsible for all account operations
- Reviews client activities and creates action plans for monthly service calls
- Coordinates and develops procedures and site specific training
- Responsible for quarterly review of policies
- Available for emergency response
- Responsible for selection and training of employees

## REGIONAL VICE PRESIDENT

- Face to face communication with clients two times per year (or three months depending on size)
- Responsible for management of an average of six branches
- Reviews operational reports
- Implements and monitors action reports
- Evaluates performance of Operations Team and on-site security personnel

## TRAINING

Weiser officer training is conducted by a manager or supervisor only. Every officer goes through a comprehensive security and customer service training program consisting of four main types of training.

1. Pre-site training
2. On-the-job training
3. In service training
4. Online training

### PRE-SITE TRAINING

- Classroom training which takes place before officer assignment
- Integrates lectures and video in a classroom setting
- Sets employee expectations

### ON-THE-JOB TRAINING

- Introduces officer to his new work environment
- On-site training customized for each client
- Post orders test must be successfully completed before officers are allowed to work

## IN-SERVICE TRAINING

- Officer evaluations and testing take place multiple times throughout the year
- Officers work with management to set quantifiable and attainable training goals

## ONLINE TRAINING

- Continuing education and officer training through proprietary multimedia web based training program
- On-line training can be tracked by management
- Certificates of completion are awarded to each officer upon successful completion of each session



## Special Training Topics for WINDWARD COMMUNITY DEVELOPMENT DISTRICT

### SECURITY HAZARDS

Pilferage and Theft  
Floods  
Fires and Explosions  
Heat and Cold

### PERIMETER PROTECTION

Openings on the Perimeter Barrier  
Perimeter Access Control

### PROTECTIVE LIGHTING

Illumination of Buildings  
Purposes of Protective Lighting

### FIRE PROTECTION

Protection of Life  
Portable Hand Extinguishers

### PROTECTIVE ALARMS

Major Alarm Systems  
Local Alarms  
Outdoor Perimeter Alarms



## RESIDENTIAL SECURITY

Personally greet residents, visitors

How to handle deliveries

Document entry and exit

Document license plates

Visitor passes

Emergency vehicle procedures

Disaster procedures

Customer service techniques

Well-groomed appearance



## QUALITY CONTROL

Our quality control plan guarantees the successful selection, placement, training and supervision of security officers. Weiser employees who are selected to join your team are engaged in their work and are 100% committed to protecting your business and its assets.

We believe the level of service we provide for our clients can be measured. We've broken down broad security principals into smaller, manageable and measurable pieces that we call leading and lagging indicators. These indicators are all based on positive business outcomes from 20 years of data.

For example, one of our measurable items is Span of Control. We measure how many accounts and hours per week each manager is responsible for servicing. We know from experience that if our managers are tasked with too many accounts then quality suffers. Some other indicators that we measure and publish include payroll Errors per 100 employees, New Hire to Applicant Ratio and Quality Officer Contacts.

Our Statistical Quality Control Program is a red-flag system. We know problems will begin when the tolerances are out of sync. It helps keep us focused on areas that need improvement and it enhances the level of quality service for you.

# Web Portal Dashboard

- Below you will find some screenshots of our Weiser Web Portal Dashboard, where all officer reports and incident statistics are hosted.
- Reports can be scheduled to fire to any of the users' email daily, weekly, or monthly.
- Incident statistics are compiled into charts, so that over time you can drill down into where incidents are most often occurring.
- Users can even monitor officer activity in real time, ensuring a high level of officer accountability.

**Never worry about whether an officer is making their rounds again!**

### INCIDENTS BY TYPE

Last 365 Days | --All Sites--

### INCIDENTS BY MONTH

Last 365 Days | --All Sites--

### INCIDENTS BY CRITICAL LEVEL

Last 365 Days | --All Sites--

### SMART TOUR SUMMARY

Last 90 Days

Site Name	Complete %	Total Tours	Complete Tours	Incomplete Tours
Lakeshore Parkway Retail	98.81	252	249	3
APLS	98.03	203	199	4
Outpatient Care Center	17.31	208	36	172
SMP Automotive	100	1	1	0

The screenshot shows the TEKControl Portal dashboard with a sidebar menu and several data visualization widgets.

- SITES MAP:** A map showing a location in the United States.
- DAILY USAGE TRANSACTIONS:** A gauge chart showing 0 transactions for 01/10/2017.
- USAGE BY SITE AND MODULE:** A pie chart showing: Maintenance Assessment: 16, Visitors: 9, DAR Activities: 3, Incidents: 3.
- USAGE BY USER (DRILLDOWN TO MODULE):** A bar chart showing transaction counts for Admin, Zasha, and Security.



SECURITY SERVICES, INC.

## WeisGuard Mobile Workforce Management & GPS Tour System

Weis-Guard Mobile is a cutting-edge management tool with benefits as vast as the challenges it solves -- practically infinite. As the only technology in the industry that is completely flexible with regards to devices and carriers, Weis-Guard Mobile addresses a broad range of business challenges; from the operational to the financial and beyond.

### WeisGuard Mobile Features:

#### Smart Tours

- Task Lists Presented at Checkpoints
- Officer Must Confirm Tasks are Completed
- Notes May Be Entered for Exceptions and Abnormalities
- Records Incomplete Tours
- Reports and Tours may be Completed Offline and Uploaded Once Connectivity is Re-established



Incident	Parties Involved	Photos
Short Description: Broken Window		
Long Description: heard anything. Window was not damaged during the last security tour so the incident occurred sometime between 0900 and 1100. I		
Location: TEKWave Corporate		
More Location: Warehouse Building		
Type: --Select Item--		
Status: --Select Item--		
Level: --Select Item--		
Incident DateTime: Feb 7, 2011 5:23 PM		

#### Complete Reports Live On Location

- Incidents with Photographs
  - Automatically Texted/Emailed to predefined Users
  - Plotted on a Map



#### Custom Inspection Forms

- Employee Inspections
- Safety & Compliance Inspections
- Truck Inspections

#### Tracking & Monitoring

#### Live Visibility of Employee Location

- GPS Tracking Outdoors
- Barcode or RFID Scan Indoors

#### View Historical Movement

- Draw Geofences and set Parameters
- Inbound/Outbound Alerts
- Speeding
- Inactivity

#### Web Portal for Reporting

- Tour Reports Hosted in Real Time
  - Schedule Reports to fire to email daily/weekly/monthly
- Live Incident Data
- Historical Metrics to Identify Trending Pockets of Vulnerability

TEKCONTROL Tour Report				
Client: - TEKWave Solutions		Tour Name: Fire Extinguisher Audit		
Contact Name: John Smith		Contact Phone: 770-111-2233		
		Contact Email: jsmith@tekwavesolutions.com		
Tour Summary				
Officer:	Wexel, Naomi			
Duration:	0 Hours, 21 Minutes			
Start Time:	12/17/2012 2:16:35 PM			
End Time:	12/17/2012 2:38:33 PM			
Details				
Checkpoint Name	Time	Task List	Scanned Data	Comments
Fire extinguisher 1	2:16 PM	At least one fire extinguisher per 75 square feet		extinguisher in place. inspection current.
Fire extinguisher 2	2:19 PM	At least one fire extinguisher per 75 square feet		extinguisher in compliance. Inspection current.
Fire extinguisher 3	2:37 PM	At least one fire extinguisher per 75 square feet		extinguisher in compliance. inspection date current
Fire extinguisher 4	2:38 PM	At least one fire extinguisher per 75 square feet		extinguisher in compliance. inspection date current
Fire extinguisher 5				Missed CheckPoint

### WeisGuard Advantages:

- Increased Efficiency
- Increased Security
- Better Reports
- Paperless/Green Initiative
- Standardized Procedures & Best Practices
- Increased Quality of Service
- Lower Cost of Facility Management

## Disaster Contingency Planning

Weiser Security Services, based in New Orleans, Louisiana, has developed extensive disaster recovery plans and contingencies for the unforeseen. The primary threat in our service area is hurricanes, which provide a fair amount of notice. Our strength in this area, as well as others, is based on the speed and flexibility. We maintain a redundant mainframe at a secured facility in Baton Rouge, Louisiana; the facility is designed to withstand a Category 5 hurricane, and is equipped with its own power generator equipment. All key support staff personnel in New Orleans are part of our mobile response team, and we can literally move the corporate headquarters in a matter of hours. In the case of an event without notice we can operate with our redundant backup server, and reassemble the Support Center staff in an unaffected area. Our contingency plans call for the Support Center to move to Baton Rouge, Louisiana or Dallas, Texas. In the aftermath of Hurricane Katrina these plans were tested and the company maintained continuity of payroll, billing, communications and client support. As a point of fact, Weiser Security was able to provide our clients with security services in all New Orleans locations, in the aftermath of Katrina. Weiser Security accomplished this by using personnel brought in from other states that were housed in modular living units provided by Weiser Security.

Weiser Security web site is secured by user and password protection, encryption and recognition of users IP address.

Weiser Security system is backed up daily, electronic files are located in New Orleans and Baton Rouge, Louisiana. Hard copies are located in New Orleans, Louisiana.

## Weiser Security Services Disaster Contingency Planning

In the event of impending local disaster (hurricane, flooding, tornadoes, hazardous release, industrial accident, etc.) Weiser will implement the following steps to support security efforts for your company.

1. Weiser expects 72-24 hour notice of impending natural disasters (hurricanes, flooding). There is no expectation of a preparation period for immediate disasters (hazardous release, explosions, etc.). Upon notification of a disaster event or an impending event, Weiser will move into immediate Contingency Planning. The Branch Manager(s) responsible for the client(s) in the affected locations will begin an assessment of the (anticipated) disaster situation to determine resources and responses required. Coordination of planning and assessment will be conducted while in constant communication with the affected client representative(s). Consideration will be given to a wide range of requirements (see ANNEX A), but will be tailored to the specific situation and client.
2. Should the disaster affect locales and/or clients that are the responsibility of two or more Weiser Branch Managers, Weiser's COO will designate a Regional Vice President to coordinate the response activities within and between the multiple branches and sites. The branch office in the local area of the disaster will be the "Comman Center" for Weiser Security operations during the disaster emergency. Should the branch office be incapacitated by the same disaster, the "Command Center" will devolve to the Weiser Corporate Office in New Orleans, Louisiana. The backup "Command Center" if the Corporate Office is incapacitated will be the Baton Rouge, Louisiana Branch Office. ANNEX B contains all appropriate contact numbers the Corporate Office and Baton Rouge "Command Centers".

3. This assessment will include determining staffing, equipment, supervisory and support material that will be required to secure the facility and to continue controlling access to the area(s) affected. Assessment has to consider possible evacuation orders that are not voluntary, and the possibility that NO private security personnel will remain at the client site.
4. Immediately upon the determination that Contingency Disaster Planning is required, the Branch Manager(s) will begin compiling a list of available personnel to support the situations. These personnel may be sourced from:
  - a. Site personnel who volunteer to remain on post and/or in the area during the disaster emergency.
  - b. Volunteers from other Branches (not affected by the disaster) who agree to temporarily relocate to the disaster area for a period of time, or until normal security operations can be resumed.
  - c. Management, Field Supervision, and "rover" personnel who may be detailed to assist the effort.
  - d. Newly hired security personnel, who are trained to the standards required of the site and/or situation.
5. Branch Manager(s) not affected by the disaster will receive requests from the affected branch(es) for volunteers and detailed employees. These branches will put out the call for volunteers and facilitate their support and travel to the disaster area. Branch Manager(s) will reorder work schedules to cover security requirements vacated by volunteers who have moved to support the disaster area. This may include moving to 12 hour shifts; moving part-time people to full-time schedules; and other flextime tools.

6. Long-term consideration will be given to hiring and training new staff as required to all, or part, of original staff which have evacuated and are unable to return to the area.
7. If necessary, security officers working at other nearby branches will be utilized to assist in securing the facility.
8. Should there be a need for long-term staffing additions we will assign our Transition Team Personnel Specialists to assist in recruitment, hiring, training and credentialing process.
9. Branch Manager(s) will work with affected client(s) to accommodate finances for the disaster emergency time period. (See ANNEX A for items that may involve financial consideration).

## ANNEX A – Contingency Plan Consideration

### Evacuation

- Is evacuation mandatory, voluntary, selective mandatory?
- Identify who stays (volunteers)?
- When do we evacuate?
- How do we communicate return to staff who have evacuated?
- When do we return?
- Law enforcement contact/cooperation

### Communication

- Cell phones
- Radios/Nextel direct connect
- Satellite phones
- Messenger
- Cell phone list
- Evacuation numbers
- Command Center location, mailing address
- Client notification
- Law Enforcement notification
- MSHA/OSHA/USCG notification

### Staffing

- Staffing during emergency
- Return of current staffing
- Availability of additional staffing from other branches

- Length of time available
- Long-term: relief return to handle family/personal matters (short/long return)
- Pay rates and per diem (Overtime)
- Scheduling
- Training
- New hires
- Licensing (Commissioned/Non-commissioned)

#### Access to Area

- Credentials
- Law enforcement
- Permits from appropriate authorities
- Approvals from authorities
- List of authorized personnel

#### Transportation

- Capability of vehicle (4x4, boat, etc)
- Necessity of shuttle service
- Personal vehicles allowed
- Fuel availability

#### Housing

- RV's
  - All-Star RV Rental, 1700 E Plano Parkway, Plano, TX 75074, 972-516-2222

- Hotel/Motel (do not count on availability)
- Temporary bunk house
  - Resun Leasing, Inc, 785 Brogdon Road, Suwanee, GA 30024, 770-945-5270, 877-723-8454
- Bedding/household

### Supplies

- Food
- Water
- Cash
- Toiletries
- Uniform maintenance
- Weapons (necessary?)
- Power generator
- First aid/medical
- Hazardous material handling/protection



ADDITIONAL POLICY/COVERAGE INFO:

GENERAL LIABILITY Policy includes:

- \$1,000,000 Each Occurrence Limit / \$2,000,000 General Aggregate
- Errors & Omissions (Misc. Professional Liability)
- Lost Key Coverage - \$1,000,000 Limit / \$2,000,000 Aggregate
- Blanket Additional Insured (Primary & Non-Contributory), where required by written contract
- Blanket Waiver of Subrogation Endorsement, where required by written contract
- 30-Day Notice of Cancellation, 10-Days Notice for Non-Payment
- Policies do not contain exclusions for residential or subsidence.

AUTO LIABILITY Policy includes:

- \$1,000,000 Liability Limits
- \$1,000,000 Hired and Non-Owned Auto Liability
- \$25,000 liability deductible
- \$5,000 Physical Damage Deductibles (Comprehensive & Collision, each)
- PIP Coverage - Statutory Limits Only
- Hired Auto Physical Damage Coverage
- Blanket Additional Insured (Primary & Non-Contributory), where required by written contract
- Blanket Waiver of Subrogation where required by written contract
- 30-Day Notice of Cancellation, 10-Days Notice for Non-Payment

WORKERS' COMPENSATION/EMPLOYERS LIABILITY Policy includes:

- Stop Gap provided for OH
- Blanket Waiver of Subrogation, where required by written contract
- Blanket Alternate Employer Endorsement, where required by written contract
- 30-day Notice of Cancellation

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

WILTON SIMPSON  
COMMISSIONER

DIVISION OF LICENSING

08/05/23  
DATE ISSUED

08/05/26  
DATE OF EXPIRATION

B 8700021  
LICENSE NUMBER

WEISER SECURITY SERVICES, INC.

6000 S RIO GRANDE AVE  
STE 102  
ORLANDO, FL 32809

WEISER, MICHAEL LAWRENCE, PRESIDENT  
WEISER, EARL LAWRENCE, VICE PRESIDENT  
WEISER, PAMELA, SECRETARY

THE SECURITY AGENCY NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF  
CHAPTER 493, FLORIDA STATUTES.



WILTON SIMPSON  
COMMISSIONER

**Tax Collector Scott Randolph**

**Local Business Tax Receipt**

**Orange County, Florida**

**2026**

**EXPIRES SEPTEMBER 30, 2026**

3124-0969937

3124 SECURITY AGENCY

\$30.00

5 EMPLOYEE(S)

TOTAL TAX \$ 30.00  
PREVIOUSLY PAID \$ 30.00  
TOTAL DUE \$ 0.00

WEISER MICHAEL

WEISER SECURITY SERVICES INC  
WEISER MICHAEL  
6000 S RIO GRANDE AVE #102  
ORLANDO, FL 32809

6000 S RIO GRANDE AVE 102  
U - ORLANDO - 32809

Paid \$ 30.00 H01-25-00973656 09/12/2025

**Tax Collector Scott Randolph**

**Local Business Tax Receipt**

**Orange County, Florida**

This local Business Tax Receipt is in addition to and not in lieu of any other tax required by law or municipal ordinance. Businesses are subject to regulation of zoning, health and other lawful authorities. This receipt is valid from October 1 through September 30 of receipt year. Delinquent penalty is added October 1.

**2026**

**EXPIRES SEPTEMBER 30, 2026**

3124-0969937

3124 SECURITY AGENCY

\$30.00

5 EMPLOYEE(S)

TOTAL TAX \$ 30.00  
PREVIOUSLY PAID \$ 30.00  
TOTAL DUE \$ 0.00



WEISER MICHAEL

WEISER SECURITY SERVICES INC  
WEISER MICHAEL  
6000 S RIO GRANDE AVE #102  
ORLANDO, FL 32809

6000 S RIO GRANDE AVE 102  
U - ORLANDO - 32809

Paid \$ 30.00 H01-25-00973656 09/12/2025

This receipt is official when validated by the Tax Collector.

# Windward Community Development District

## **Addendum #1 Windward CDD RFP 2026-001 Security Services**

March 11, 2026

To: All Prospective Proposers:

The following changes, additions, clarifications, and deletions amend the Request for Proposals of the above captioned Project, and shall become an integral part of the Submittal. Please note the contents herein and affix the same to the documents you have on hand. Indicate on the Acknowledgement of Receipt of Documents and Proposal Signature Form that this Addendum has been received.

### **CLARIFICATIONS/QUESTIONS:**

Q1: Is a district staff representative able to meet on site for a property review?

*A1: The site is available for inspection at any time by bidders during the published timelines. District staff members will not be participating in any site reviews with bidders, and bidders are expected to perform these inspections on their own and use the bid packet information to generate their proposal. Any additional questions need to be submitted in writing by email to Jason Showe - [jshowe@gmscfl.com](mailto:jshowe@gmscfl.com).*

# Windward Community Development District

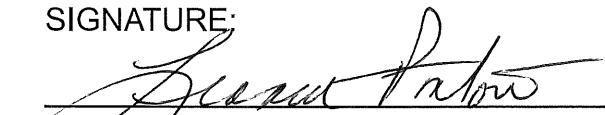
Any Proposer wishing to protest any or all of the matters contained or addressed in this Addendum shall file a notice of protest with the District Manager in accordance with the Project Manual, to 219 East Livingston Street, Orlando, Florida 32801, Attn: Jason Showe, within seventy-two (72) hours after receipt of this Addendum. A formal written protest adequately detailing with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the notice of protest is filed. Failure to timely file a written notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to this Addendum.

Please sign and return with your bid packet. Attach this form to your bids.

NAME OF FIRM:

WEISER SECURITY SERVICES, INC.

SIGNATURE:



DATE:

3/25/2024

# *Windward*

## *Community Development District*

---

219 East Livingston Street, Orlando, FL 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

### **Request for Proposals – Fiscal Year 2026 Security Services at Windward Community Development District**

The Windward Community Development District (the “District”) is local unit of special purpose government located in Osceola County, Florida. The District contains 553 residential homes occupied by adults 55 years of age or older. The District has a guard house that is open 365 days per year.

#### **The District is requesting security services for:**

- Providing security officer coverage for 24-hours per day (365 days annually) at the guard house located at the front of the community;
- Monitoring all surveillance recordings (including from CCTV cameras)
- Submitting monthly written reports to the District’s Board of Supervisors regarding any incidents and general monitoring updates; and
- Additional services and/or locations upon request by the District’s Board of Supervisors.

**Due Date:** Sealed proposals must be received no later than **April 1, 2026 at 5 pm** at the office of Governmental Management Services, 219 East Livingston Street., Orlando, Florida, 32801, ATTN: Jason Showe.

**Pre-Proposal Conference:** No pre-proposal conference will be held. However, Proposers are encouraged to make on-site visits to the area for which services are required in order to gain an understanding of the scope of the area to be served. The Proposer is assumed to be familiar with the area and any features which will in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility. **Any on-site visits must be scheduled with District Staff. Please contact Jarett Wright via electronic mail at [jwright@gmscfl.com](mailto:jwright@gmscfl.com). Proposers must have an escort arranged for any on-site visits.**

**Interpretations and Addenda:** All questions about the meaning or intent of the proposal documents are to be submitted in writing to the District Manager at [JShowe@gmscfl.com](mailto:JShowe@gmscfl.com). These must be submitted no later than March 23, 2026 at 5 PM to be answered via addendum. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. All questions and answers will be distributed to all persons or companies presenting a quote.

All proposals shall include the following information in addition to any other requirements of the proposal documents:

- A. Three References, including the name address and phone number of a contact person, from projects of similar size and scope.
- B. Current certificates of insurance including certificates for any sub-contractors that will be used.
- C. Current State of Florida Security Guard Provider License, and any other relevant licenses, accreditations or certificates regarding the Proposer's qualifications.

**WINDWARD COMMUNITY DEVELOPMENT DISTRICT**

**SECURITY SERVICES**

**EVALUATION CRITERIA**

**1. Personnel (25 points)**

(E.g., geographic locations of the firm's headquarters or office in relation to the project; adequacy and capabilities of key personnel, including the proposed project manager and field supervisor; schedule of guard rotations; present ability to manage this project; Evaluation of uncompleted work load; proposed staffing levels, etc.)

**2. Experience (25 points)**

(E.g., past record and experience of the respondent in similar projects; volume of work previously awarded to the firm; past performance for the District in other contracts; character, integrity, reputation, of respondent, etc.)

**3. Understanding of Scope of Work (25 points)**

Does the proposal demonstrate an understanding of the Districts' needs for the services requested?

**4. Financial Capability (10 points)**

Demonstration of financial resources and stability as a business entity, necessary to complete the services required.

**5. Price (15 points)**

Points available for price will be allocated as follows:

10 points will be awarded to the Proposer submitting the lowest total bid for completing the work for the initial term of the contract. All other proposals will receive a percentage of this amount based upon the difference between that Proposer's bid and the low bid.

5 points are allocated for the reasonableness of unit prices.

WINDWARD COMMUNITY DEVELOPMENT DISTRICT

BASIC ORGANIZATION INFORMATION

DATE SUBMITTED 3-27-, 2026

1. WEISER SECURITY SERVICES, INC.

2. Company Address:

Street Address

1000 S. RIO GRANDE AVE #102, ORLANDO, FL 32809

P.O. Box (if any)

City ORLANDO State FL Zip Code 32809

Telephone 407-578-0050 Email leanna.p@weisersecurity.com

1<sup>st</sup> Contact Name Leanna Pontas Title VP Business Development

2<sup>nd</sup> Contact Name Ed Newman Title ASST. VP - Managing Director

# EXHIBIT A - SCOPE OF SERVICES

## Scope of Services

1. Project Scope
  - 1.1 General Overview
  - 1.2 Community Development Districts
  
2. General Contractor Requirements and Procedures
  - 2.1 Operation Procedures
  - 2.2 Key Personnel
  - 2.3 Personnel Dress Code
  - 2.4 Personnel Conduct
  - 2.5 Safety Program
  - 2.6 Facility Location
  - 2.7 Document Control and Data Maintenance
  - 2.8 Verification of Data
  - 2.9 Ownership of Data
  
3. Coordination
  - 3.1 General Coordination
  - 3.2 Contractor's Project Manager
  
4. Scheduled Operations
  - 4.1 Guard House Policies
  - 4.2 Patrol Area
  
5. Administration/Maintenance/Operations Program
  - 5.1 General
  - 5.2 Administration
  - 5.3 Operations
  
6. Response Time
  - 6.1 General
  
7. Soft Gate
  
8. Basic Scope of Work
  - 8.1 Personnel
  - 8.2 Remote Surveillance
  - 8.3 Emergency Services
  - 8.4 Access Controls
  - 8.5 Reporting Requirements

## **1. PROJECT SCOPE**

The Contractor shall provide security services for the Windward Community Development District (the “District”), as detailed herein.

### **1.1 General Overview**

The District is located in Osceola County, is a master planned unit development with amenities such as a community clubhouse, swimming pool and tennis court.

### **1.2 Community Development Districts**

The District is a local unit of special purpose government created and established in accordance with Chapter 190, *Florida Statutes* (the “Act”). The District is subject to Florida’s “Public Records Laws” set forth in Chapter 119, *Florida Statutes*, including its maintenance and retention of all security surveillance records.

## **2. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES**

The Contractor shall meet the requirements and follow the procedures associated with all items in the Agreement to be provided by the District. These general requirements and procedures are as follows:

### **2.1 Operation Procedures**

The Contractor shall perform the services at the hours and days requested by the District. The District will designate where the contractor will take breaks, lunches, and use restroom facilities. Employee personnel vehicles will be marked and parked only in areas designated by the District.

### **2.2 Key Personnel**

2.2.1 All services shall be managed and/or directed by key personnel identified in the proposal. Any changes in the assigned key personnel shall be subject to approval by the Owner. Where applicable, the Contractor shall require certifications, training, etc., be secured and updated for all employees.

2.2.2 Contractor shall provide one (1) Project Manager who is knowledgeable of the Contractor's daily activities when performed at the site. The Project Manager shall serve as the point of contact between the District and Contractor. The Project Manager shall be responsible for coordinating all scheduled services with the District.

### **2.3 Personnel Dress Code**

The Contractor shall provide and ensure that employees working under this Agreement shall wear uniforms or professional attire at all times. Clothing shall be clean and neat at all times. Clothing that is or may be interpreted as obscene, political, demeaning or degrading in any way, or in the opinion of the District is unsightly for any reason, shall be strictly prohibited. Contractor personnel shall wear shirts and long pants/slacks at all times and shall wear footwear that conforms to safe work practices.

## **2.4 Personnel Conduct**

The Contractor shall enforce strict discipline and good order among its employees present within the District. The Contractor shall ensure that its employees that communicate and interact with the residents, agents and guests of the District in a professional, safe and friendly manner.

## **2.5 Compliance**

The Contractor shall comply with all State of Florida and federal laws and all local regulations, rules and orders, including those adopted by the District, as they pertain to the Contractor's services, including related to occupational safety and health, and the safe operation and security of the District's facilities.

The Contractor shall provide, at the Contractor's expense, all training and safety equipment and materials necessary for and related to the work performed by its employees. Such equipment will include, but is not limited to items necessary to protect its employees and the general public.

## **2.6 Facility Location**

The District shall only provide a guardhouse (existing) for the Contractor as part of this Scope of Services (subject to change at the discretion of the District).

## **2.7 Document Control and Data Maintenance**

### **2.7.1 Officer's Daily Log**

The Contractor shall keep accurate records of all incidents that occur while on duty, documents received, and, if applicable, issued by the Contractor (all to be retained in accordance with Florida law). A "document log" shall also be maintained by the Contractor and shall be available to the District upon request. The "document log" shall include: document titles and dates, the originator, received dates, and to/from information. This "log" shall be updated daily and submitted to the District when requested or when there is an incident. The log will be kept and maintained in an electronic format.

### 2.7.2 Data Maintenance

The Contractor shall comply with Florida law, including the Public Records Law set forth in Ch. 119, *Florida Statutes*, related to the retention of records related to this Agreement. The Contractor shall submit all requests for records/data to the District for approval before releasing any records/data obtained under the Agreement with the District.

In the event the District consents to the release of any records/data obtained Contractor under this Agreement, Contractor shall retain a “log” containing the following information:

- Party to whom the data is being transferred
- Origination of the request for transfer
- Name of data being transferred
- Type(s) of data being transferred
- Date of transfer
- Purpose of transfer, or use of information
- Further action necessary

## 2.8 Ownership of Data

It is to be understood that all data transmitted, and material/equipment purchased or acquired for the Agreement between the Contractor and the District, shall be the sole property of the District. The Contractor shall have temporary charge of the data while performing contracted services under this Agreement. All data and records shall be returned to the District immediately at the termination or expiration of this Agreement (or upon request by the District), after which no copies of the data and records may be kept by the Contractor without the express written permission of the District.

## 3. COORDINATION

The Contractor shall coordinate with the District for all items associated with the requirements of this Agreement.

### 3.1 General Coordination

The Contractor shall meet with the District on a monthly basis, usually at the monthly workshop/meeting of the District’s Board of Supervisors. Those meetings shall serve as a forum for the exchange of information, identification of pertinent and critical issues, determination of an action plan and schedule for resolving those issues, review of schedule, and budget status and be scheduled by the District at a mutually agreeable time. The Contractor shall prepare the agenda for those meetings and submit it to the District at least seven (7) working days prior to the date of each meeting.

In addition, Contractor shall provide a representative to attend the monthly meeting of the Board of Supervisors of the District, upon request from the District. This representative of the Contractor shall be knowledgeable of the Agreement with the District, and the Scope of Services and shall be able to respond to any questions that may arise as to the day-to-day activities within the District.

### **3.2 Contractor's Project Manager**

Contractor shall designate a representative who will be responsible for overall supervision of the Contractor's work force under this Agreement and shall act as the single point of contact, on a daily basis, between the District and the Contractor. This individual shall maintain at all times a means of being contacted by the District (cellular phone) and shall respond to such calls within twenty (20) minutes of contact. This individual shall be responsible for maintaining the Contractor's schedule of activities and notifying the District of such daily schedule, for quality control of the Contractor's services. Contractor may change its representative by providing notice to the District of the newly designated representative and contact information for such representative.

## **4. SCHEDULED OPERATIONS**

### **4.1 Guard House Policies**

The officers on duty shall staff the front guard house for a period of twenty four (24) hours a day, seven (7) days/nights a week and assist residents and guests that enter and leave the District, as well as enforce the policies set forth by the District. The officers on duty shall be responsible for recording all visitors names, type and color of guest vehicles that enter the community along with vehicle license plate numbers, and scanning all provided identification into the computer access system. Any incidents shall be reported in a daily activity log.

#### **4.1.1 Criminal Activities**

If the Contractor becomes aware of any criminal activities within the District, the Contractor shall notify the Osceola County Sheriff's Department immediately and record the incident in the officer's daily log along with any reports from the sheriff's deputy. The Contractor shall also notify the District immediately.

4.1.2 Should the Contractor become aware of damage to the District within the area being serviced by the Contractor, the Contractor shall notify the District by adding the damages to the officer's daily log. Contractor should notify the District by phone and if necessary,

contact the Osceola County Sheriff's office to file a report for damages.

- 4.1.3 Contractor is required to provide all cleaning supplies needed for the maintenance of the interior of the guardhouse.
- 4.1.4 Contractor shall monitor the camera system while on duty. Any incidents involving damage shall be reported to the District.
- 4.1.5 Contractor is responsible for the cleanliness of the guardhouse facility. Any structural issues with the guardhouse shall be reported to the District.
- 4.1.6 In any case where police, fire, or ambulance are called or respond to an event occurring at the gatehouse, such event will be immediately reported to the District and the police report number reflected in the daily log.

#### **4.2 Patrol Area**

Not Applicable at this time.

### **5. SOFT GATE**

The Contractor understands that this is a "soft gate" community and agrees to familiarize itself with such policies necessary for the District to provide access to the public to the rights-of-way located within the boundary of the District.

- Submitting monthly written reports to the District's Board of Supervisors regarding any incidents and general monitoring updates; and
- Additional services and/or locations upon request by the District's Board of Supervisors.

### **6. BASIC SCOPE OF SERVICE**

**6.1 Personnel** - Contractor shall provide full time "uniformed" security officers and related services to the district as follows:

- (1) Officer on site 24 hours per day, 7 days a week, 365 days per year;
- (1) Officer in charge of the District; and
- On-Demand Support from the Contractor's central operations team.

#### **6.2 Remote Surveillance Services**

- Retaining and maintaining all surveillance recordings (including from CCTV cameras) for a minimum of 30 days (in compliance with the requirements of Florida law at all times); and
- Cooperating with the District's requests for records/data related to the Contractor's services (in compliance with the requirements of Florida law at all times).

#### **6.3 Emergency Services**

- Contractor will provide unrestricted access to ambulance, fire and police vehicles, and will take all necessary actions to assist with and report emergencies.

**6.4 Access Controls**

- Contractor will provide access control services to residents, guests and vendor.

**6.5 Reporting Requirements**

- Contractor shall provide the District the reports detailed below on the Contractor’s letterhead detailing incidents (FOR EACH INCIDENT) and general monitoring activities.
- Within forty-eight (48) hours of an incident: Contractor shall provide the District general incident reports that include timelines, a brief summary, identifying information about the individuals involved and any applicable photos and/or camera footage related to the incident.
- Within forty-eight (48) hours of an incident involving emergency services: Contractor shall provide the District emergency services reports including timelines, a brief summary, identifying information about the individuals involved and any applicable photos and/or camera footage related to the incident PLUS the case number, officers’ name(s) and ID number.
- Within forty-eight (48) hours of a damage incident: Contractor shall provide to the District a damage/maintenance report detailing the damage, including photos/camera footage, as applicable, timeline, brief summary and identifying information about the individuals involved.
- All reports are to be sent to the District’s Manager for review (unless directed differently by the District).
- Contractor shall provide a brief monthly written summary and overview of activities.

**Additionally, a formal agreement with the District is required to be entered into, containing the terms above and the following minimum requirements:**

***SAMPLE FORM OF AGREEMENT TO BE ENTERED INTO WITH THE DISTRICT***

**THIS AGREEMENT FOR SECURITY SERVICES** (the “Agreement”), effective as of the \_\_\_\_ day of \_\_\_\_\_, 2026 (the “Effective Date”), between the **WINDWARD COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government created under Chapter 190, *Florida Statutes*, whose mailing address is c/o Governmental Management Services - Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801 (the “District”), and \_\_\_\_\_ (the “Contractor”).

**W I T N E S S E T H:**

Subject to and upon the terms and conditions of this Agreement and in consideration of the mutual promises set forth herein and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the District and Contractor agree as follows:

1. DEFINITIONS.

(a) Agreement. The Agreement consists of: (i) this Agreement; and (ii) the Contractor's proposal, dated \_\_\_\_\_, attached hereto as Exhibit "A" (the "Proposal"). The Agreement represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representation, or agreements, either written or oral. The Agreement may be amended or modified only as set forth below in Paragraph 14. In the event of any conflict between the terms herein and term(s) in the Proposal, the terms herein shall prevail.

(b) Services. The term "Services" as used in this Agreement shall be construed to include all activities and services set forth in the Proposal, and all obligations of Contractor under this Agreement, including any addenda or special conditions.

2. SCOPE OF WORK.

(a) A description of the nature, scope, location and schedule of the Services to be performed by the Contractor under this Agreement shall be as described in the Proposal. The area to be included under this Agreement may be amended by the mutual consent of the District and the Contractor.

3. COMMENCEMENT OF SERVICES AND TERM. Contractor shall commence the Work on the Effective Date and shall perform same in accordance with the terms herein and as determined by the sole reasonable satisfaction of the District which shall be evidenced by the District's payment to the Contractor.

4. DISTRICT MANAGER.

(a) The District's authorized representative (herein referred to as the "District Manager") shall be the District Manager of the District, which is Governmental Management Services – Central Florida, LLC, whose mailing address is 219 E. Livingston Street, Orlando, Florida, 32801, Attention: Jason Showe; provided, however, that the District may, without liability to the Contractor, unilaterally amend this paragraph from time to time by designating a different person or organization to act as its representative and so advising the Contractor in writing, at which time the person or organization so designated shall be the District's representative for the purpose of this Agreement.

(b) All actions to be taken by, all approvals, notices, consent, directions and instruction to be given by, all notices and other matters to be delivered to, all determinations and decisions to be made by and, in general, all other action to be taken by, or given to, the District shall be taken, given, and made by, or delivered or given to the District Manager in the name of and on behalf of the District, provided, however, that the District (and not the District Manager or any other agents of the District) shall be solely obligated to the Contractor for all sums required to be paid by the District to the Contractor hereunder.

5. COMPENSATION, PAYMENTS AND INSPECTION RIGHTS PRIOR TO FINAL PAYMENT.

(a) The District agrees to pay the Contractor a monthly rate of \$\_\_\_\_\_ for the Services, after the Services are completed and have been inspected and approved by the District's authorized representative.

(b) Work Authorizations shall mean orders or directives issued by the District. Work Authorizations shall be issued for repairs or emergency services, changes to the scope of the area in which services are required, or for any services beyond those set forth in Paragraph 2. Services performed under a Work Authorization may be paid either on a lump sum basis, a unit price basis, or a time and material basis in the District's sole discretion. Contractor shall not be entitled to compensation for Services outside the scope of Paragraph 2 unless Contractor has obtained prior written authorization of District to perform the same.

(c) District retains the right to reduce any portion of Contractor's Scope of Services as set forth in Paragraph 2. Should this occur, a revised Scope of Services will be agreed upon in writing by both District and Contractor.

6. REPRESENTATIONS, WARRANTIES AND COVENANTS.

(a) Contractor hereby represents to District that: (i) it has the experience, qualifications and skill to perform the Services as set forth in this Agreement; (ii) it is duly licensed and permitted to observe and perform the terms, covenants, conditions and other provisions on its part to be observed or performed under this Agreement; (iii) has the necessary equipment, materials and inventory required to perform the Services as set forth in this Agreement; (iv) it has by careful examination satisfied itself as to: (a) the nature, location and character of the area in which the Services are to be performed including, without limitation, the surface conditions of the land and all structures and obstructions thereon, both natural and manmade, the surface water conditions of the area, and to the extent pertinent, all other conditions, and (b) all other matters or things which could in any manner affect the performance of the Services, and agrees to complete the Services in accordance with the terms herein and for the cost specified in the Proposal.

(b) The Contractor warrants to the District that all materials furnished under this Agreement shall be new unless otherwise specified, and that all Services shall be of good quality, free from faults and defects and in conformance with the Agreement documents.

7. EMPLOYEES; INDEPENDENT CONTRACTOR STATUS.

(a) All matters pertaining to the employment, supervision, compensation, insurance, promotion, and discharge of any employees of Contractor or of entities retained by Contractor are the sole responsibility of Contractor. Contractor shall fully comply with all applicable acts and regulations having to do with workman's compensation, social security, unemployment insurance, hours of labor, wages, working conditions and other employer-employee related subjects. Contractor shall enforce strict discipline and good order among its employees on the District's premises. Contractor shall comply with all requirements of the E-Verify System as set forth in Paragraph 18.

(b) Contractor is an independent contractor and not an employee of the District. It is further acknowledged that nothing herein shall be deemed to create or establish a partnership or joint venture between the District and Contractor. Contractor has no authority to enter into any contracts or contracts, whether oral or written, on behalf of the District.

8. COMPLIANCE WITH LAWS, REGULATIONS, RULES AND POLICIES.

(a) At all times, Contractor shall operate in accordance with all applicable laws, statutes, regulations, rules, ordinances, policies, permits and orders. Contractor is responsible for obtaining all permits or other approvals required for the Services.

(b) Contractor hereby covenants and agrees to comply with all of the laws, rules, ordinances and regulations of governmental authorities wherein the District's facilities are located, as said rules, etc. may specifically relate to Contractor or its Services provided hereunder, at Contractor's sole cost and expense, and Contractor will take such action as may be necessary to comply with any and all notices, orders or other requirements affecting the Services described herein as may be issued by any governmental agency having jurisdiction over Contractor, unless specifically instructed by the District that it intends to contest such orders or requirements and that Contractor shall not comply with the same. Contractor shall provide immediate notice to the District of any such orders or requirements upon receipt of same.

(c) The District is a local unit of special purpose government created in accordance with the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*. Contractor agrees to comply with all applicable requirements of the "Sunshine Law," and the "Public Records Law," set forth in Ch. 119, *Florida Statutes*, as it relates to the Services and Contractor's retention and maintenance of any and all records, data, footage under this Agreement. All records, data and footage acquired by the Contractor during its performance of the Services are the property of and owned by the District.

9. WORKPLACE ENVIRONMENT AND PUBLIC SAFETY.

(a) Contractor agrees to provide a safe and healthy workplace environment for its employees and agents and a safe and healthy environment for the public at all times. Contractor shall promptly correct any unsafe condition or health hazard in its control and shall immediately report any such condition to the District. In addition to all other requirements of this Agreement, Contractor shall comply with all federal, state and local laws and regulations related to health and safety. Further, Contractor acknowledges that all vehicles and equipment must be properly and safely operated and, where applicable, licensed and/or permitted, to operate on public roadways. Contractor acknowledges that it is responsible for public safety issues including but not limited to: proper work methods, use of protective equipment, safe maintenance, traffic control through work zones, and handling and use of materials, vehicles, and equipment.

(b) The Contractor agrees that it alone bears the responsibility for providing a safe and healthy workplace, and that nothing in this Agreement suggests that the District has undertaken or assumed any part of that responsibility.

(c) Contractor shall, prior to performing any of the Services, provide employees with training to perform their jobs safely, including instruction in proper work methods, use of protective equipment, and safe maintenance, handling and use of materials, vehicles, and equipment. Contractor will not ask or allow any employee to operate any vehicle or equipment until the employee has received all relevant and advisable training. Contractor shall assure that all employees are licensed and/or have all applicable permits, necessary to perform the Services.

(d) Contractor will furnish, at its expense, all safety and protective equipment required or advisable for the protection of employees.

10. PUBLIC RECORDS AND OWNERSHIP OF BOOKS AND RECORDS.

(a) Contractor understands and agrees that all documents of any kind relating to this Agreement may be public records and, accordingly, Contractor agrees to comply with all applicable provisions of Florida public records law, including but not limited to the provisions of Chapter 119, *Florida Statutes*. Contractor acknowledges and agrees that the public records

custodian of the District is the District Manager, which is currently Governmental Management Services - Central Florida, LLC (the "Public Records Custodian"). Contractor shall, to the extent applicable by law:

(i) Keep and maintain public records required by District to perform services;

(ii) Upon request by District, provide District with the requested public records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*;

(iii) Ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the Agreement term and following the Agreement term if the Contractor does not transfer the records to the Public Records Custodian of the District; and

(iv) Upon completion of the Agreement, transfer to District, at no cost, all public records in District's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTORS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT (407-841-5524), OR BY EMAIL AT [JSHOWE@GMSCFL.COM](mailto:JSHOWE@GMSCFL.COM), OR BY REGULAR MAIL AT 219 E. LIVINGSTON STREET, ORLANDO, FLORIDA 32801, ATTENTION: DISTRICT PUBLIC RECORDS CUSTODIAN.**

11. INSURANCE.

(a) Contractor shall, throughout the performance of its services pursuant to this Agreement, maintain at a minimum:

(i) Occurrence based comprehensive general liability insurance (including broad form contractual coverage), with a minimum limit of \$1,000,000 single limit per occurrence, protecting it and District from claims for bodily injury (including death), property damage, contractual liability, products liability and personal injury which may arise from or in connection with the performance of Contractor's services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees;

(ii) Occurrence based automobile liability insurance including bodily injury and property damage, including all vehicles owned, leased, hired and non-owned vehicles with limits of not less than \$50,000 combined single limit covering all work performed hereunder;

(iii) Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of \$100,000 per occurrence; and

(iv) Employers liability, with a minimum coverage level of \$1,000,000.

(b) All such insurance required in Paragraph 11(a) shall be with companies and on forms acceptable to District and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to District; the insurance required under Paragraph 11(a)(i) shall name the District as an additional insured. Certificates of insurance (and copies of all policies, if required by the District) shall be furnished to the District. In the event of any cancellation or reduction of coverage, Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to District whatsoever.

12. SOVEREIGN IMMUNITY. Nothing contained herein, or in the Agreement, or in the Terms and Conditions, shall cause or be construed as a waiver of the District's immunity or limitations on liability granted pursuant to section 768.28, *Florida Statutes*, or other law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which could otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

13. INDEMNIFICATION Contractor agrees to indemnify, save harmless and defend the District, its officers, directors, board members, employees, agents and assigns, from and against any and all liabilities, claims, penalties, forfeitures, suits, legal or administrative proceedings, demands, fines, punitive damages, losses, liabilities and interests, and any and all costs and expenses incident thereto (including costs of defense, settlement and reasonable attorneys' fees, which shall include fees incurred in any administrative, judicial or appellate proceeding) which the District, their officers, directors, board members, employees, agents and assigns, may hereafter incur, become responsible for or pay out to the extent arising out of (i) Contractor's (or its agents, employees or subcontractors) breach of any term or provision of this Agreement, or (ii) any negligent or intentional act or omission of Contractor, its agents, employees or subcontractors, related to or in the performance of this Agreement.

14. MODIFICATIONS, ADDITIONS OR DELETIONS TO THE SERVICES.

(a) A Work Authorization shall be in writing by the District, which shall consist of additions, deletions or other modifications to the Agreement.

(b) The District may, from time to time, without affecting the validity of the Agreement, or any term or condition thereof, issue Work Authorizations which may identify additional or revised Scope of Services, or other written instructions and orders, which shall be governed by the provisions of the Agreement. The Contractor shall comply with all such orders and instructions issued by the District. Upon receipt of any Work Authorization, the Contractor shall promptly proceed with the work, and the resultant decrease or increase in the amount to be paid the Contractor, if any, shall be governed by the provisions of Paragraph 5 in this Agreement.

15. PROTECTION OF PERSONS AND PROPERTY; MONITORING.

(a) In addition to all other requirements hereunder, the Contractor shall be responsible for initiating, maintaining and supervising safety precautions and programs in connection with the Services, and shall provide all protection to prevent injury to persons involved in any way in the Services and all other persons, including, without limitation, the employees, agents guests, visitors, invitees and licensees of the District and community residents, tenants, and the general public that may be affected thereby.

(b) All Services, whether performed by the Contractor, its Subcontractors, or anyone directly or indirectly employed by any of them, and all applicable equipment, machinery, materials, tools and like items used in the Services, shall be in compliance with, and conform to: (i) all applicable laws, ordinances, rules, regulations and orders of any public, quasi-public or other governmental authority; and (ii) all codes, rules, regulations and requirements of the District and its insurance carriers relating thereto. In the event of conflicting requirements, the more stringent shall govern.

(c) The Contractor shall at all times keep the general area in which the Services are to be performed, including but not limited to sidewalks, roadways, trails, rights-of-way, open spaces, and all such areas impacted by the Services, clean and free from accumulation of waste materials or rubbish (including, without limitation, hazardous waste), caused by performance of the Services, and shall continuously throughout performance of the Services, remove and dispose of all such materials. The District may require the Contractor to comply with such standards, means and methods of cleanup, removal or disposal as the District may make known to the Contractor. In the event the Contractor fails to keep the general area in which the Services are to be performed clean and free from such waste or rubbish, or to comply with such standards, means and methods, the District may take such action and offset any and all costs or expenses of whatever nature paid or incurred by the District in undertaking such action against any sums then or thereafter due to the Contractor.

(d) Contractor shall cooperate with and participate in, at no additional cost or charge, all programs, plans or routines for monitoring and reporting to District, as required in the sole discretion of the District, to ensure satisfactory performance of the Services provided hereunder.

#### 16. SUSPENSION OR TERMINATION.

(a) The District shall, in its sole discretion and without cause, have the right to suspend or terminate this Agreement upon thirty (30) days prior written notice to Contractor.

(b) If the Contractor should become insolvent, file any bankruptcy proceedings, make a general assignment for the benefit of creditors, suffer or allow appointment of a receiver, refuse, fail or be unable to make prompt payment to Subcontractors, disregard applicable laws, ordinances, governmental orders or regulations or the instructions of the District, or if the Contractor should otherwise be guilty of a violation of, or in default under, any provisions of the Agreement, then the District may, without prejudice to any other right or remedy available to the District and after giving the Contractor and its surety, if any, seven (7) days written notice, terminate the Contract and the employment of Contractor. In addition, without terminating this Contract as a whole, the District may, under any of the circumstances above, terminate any portion of this Contract (by reducing, in such a manner as District deems appropriate, the Scope of Service to be performed by the Contractor) and complete the portion of this Contract so terminated in such manner as the District may deem expedient.

17. SUBCONTRACTORS. If the Contractor desires to employ Subcontractors in connection with the performance of its Services under this Agreement:

(a) Nothing contained in the Agreement shall create any contractual relationship between the District and any Subcontractor. However, it is acknowledged that the District is an intended third-party beneficiary of the obligations of the Subcontractors related to the Services.

(b) Contractor shall coordinate the services of any Subcontractors and remain fully responsible under the terms of this Agreement; Contractor shall be and remain responsible for the quality, timeliness and coordinate of all Services furnished by the Contractor or its Subcontractors.

(c) All subcontracts shall be written. Each subcontract shall contain a reference to this Agreement and shall incorporate the terms and condition of this Agreement to the full extent applicable to the portion of the Services covered thereby. Each Subcontractor must agree, for the benefit of the District, to be bound by such terms and conditions to the full extent applicable to its portion of the Services.

18. COMPLIANCE WITH E-VERIFY SYSTEM

(a) The Contractor shall comply with and perform all applicable provisions and requirements of Section 448.095, *Florida Statutes* and Section 448.09(1), *Florida Statutes*. Accordingly, beginning on the Effective Date, to the extent required by Section 448.095, *Florida Statutes*, the Contractor shall enroll with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*.

(b) If the Contractor anticipates entering into agreements with a subcontractor for the work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request. In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

(c) By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

19. NOTICE.

(a) Notices required or permitted to be given under this Agreement shall be in writing, may be delivered personally or by mail, overnight delivery service, or courier service, and shall be given when received by the addressee. Notices shall be addressed as follows:

If to District: Windward Community Development District  
c/o Governmental Management Services – Central  
Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801  
Attention: Jason Showe, District Manager

Telephone: (407) 841-5524

Copy to: Latham, Luna, Eden & Beaudine, LLP  
201 S. Orange Ave., Suite 1400  
Orlando, Florida 32801  
Attention: Kristen Trucco, District Counsel  
Telephone: (407) 481-5806

If to Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Notwithstanding the foregoing, any notice sent to the last designated address of the party to whom a notice may be or is required to be delivered under this Agreement shall not be deemed ineffective if actual delivery cannot be made due to a change of address of the party to whom the notice is directed or the failure or refusal of such party to accept delivery of the notice. Parties may change notice address by delivering written notice by mail, overnight delivery service, or courier service to the other party and such change shall become effective when received by the addressee.

20. ATTORNEYS' FEES. If either party hereto institutes an action or proceeding for a declaration of the rights of the parties the Agreement, for injunctive relief, for an alleged breach or default of, or any other action arising out of, the Agreement, or in the event any party hereto is in default of its obligations pursuant hereto, whether or not suit is filed or prosecuted to final judgment, the non-defaulting or prevailing party shall be entitled to its actual attorneys' fees and to any court costs and expenses incurred, in addition to any other damages or relief awarded.

21. GOVERNING LAW AND JURISDICTION. This Agreement shall be interpreted and enforced under the laws of the State of Florida. The parties will comply with the terms of the Agreement only to the extent they are enforceable or permitted under Florida law. Any litigation arising under this Agreement shall occur in a court having jurisdiction in Osceola County, Florida. **THE PARTIES WAIVE TRIAL BY JURY AND AGREE TO SUBMIT TO PERSONAL JURISDICTION AND VENUE IN OSCEOLA COUNTY, FLORIDA.**

22. SEVERABILITY. In the event that any provision of this Agreement is judicially construed to be invalid by a court of competent jurisdiction, such provision shall then be construed in a manner allowing its validity, or if this leads to an impracticable result, shall be stricken, but in either event, all other provisions of the Agreement shall remain in full force and effect.

23. NO WAIVER. No failure by either party to insist upon the strict performance of any covenant, duty, contract or condition of this Agreement or to exercise any right or remedy upon a breach thereof shall constitute a waiver of any such breach or of such or any other covenant, contract, term or condition. Any party hereto, by written notice executed by such party, may, but shall be under no obligation to, waive any of its rights or any conditions to its obligations hereunder, or any duty, obligation, or covenant of any other party hereto. No waiver shall affect or alter this Agreement, but each and every covenant, contract, term and condition of this Agreement shall continue in full force and effect with respect to any other then-existing or subsequent breach thereof.

24. NO MODIFICATION. No modification, waiver, amendment, discharge or change of this Agreement shall be valid unless the same is in writing and signed by the parties against which

such enforcement is or may be sought. This instrument contains the entire contract made between the parties and may not be modified orally or in any manner other than by a contract in writing signed by all parties hereto or their respective successors in interest.

25. TIME IS OF THE ESSENCE. The time for delivery and/or completion of the work to be performed under the Agreement shall be of the essence of the Agreement.

26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the parties as an arm's length transaction. In addition to the representations and warranties contained herein, the Contractor acknowledges that prior to the execution of the Agreement it has thoroughly reviewed and inspected the Agreement documents, and satisfied itself regarding any error, inconsistency, discrepancy, ambiguity, omission, insufficiency of detail or explanation. Contractor further acknowledges that the parties have participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen and selected the language, and doubtful language will not be interpreted or construed against any Party.

27. COUNTERPARTS. This Agreement may be executed in any number of counterparts with the same effect as if all parties had signed the same document. All fully executed counterparts shall be construed together and shall constitute one and the same contract.

# THE WEISER LOG



The Weiser Security Services, Inc. Employee Newsletter

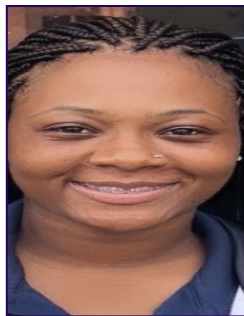
February 2026

## Weiser Celebrates Outstanding Officers and Employees of 2025



### **Officer Briuna Redmon, Company-Wide Security Officer of the Year, Nashville Branch**

We are excited to recognize Briuna Redmon, Second Shift Lead Security Officer, for her outstanding dedication and exceptional performance over the past year. Briuna exemplifies maturity beyond her years, reliability, and strong communication skills. These qualities have made her an invaluable part of our team.



Nashville Officer wins Weiser Security's Officer of the year!

Through her daily duties, Briuna demonstrated remarkable attentiveness and leadership. She identified a pattern of suspicious activity that ultimately uncovered a theft ring targeting high value items. Working closely with her security team, Briuna conducted thorough metal detector screenings and bag checks. This led to multiple items returned to her site. Her keen observation even exposed an attempt to smuggle stolen phones inside of chip bags. This is a testament to her sharp eye and commitment to doing what's right.

Her efforts have not gone unnoticed. Briuna has received formal recognition from Wieser and earned six cash bonus awards from her site for her role in protecting the company's assets. Briuna's drive to go above and beyond sets a standard for excellence. We congratulate her on these incredible achievements and thank her for her unwavering commitment to security and teamwork.

Every month, each of our 29 branches choose an Officer of the Month. Of those, each branch chooses an Officer of the Year that best represented the branch. For each region, a Regional Officer of the Year is chosen from the Branch Officers of the Year. Our Executive Team then selects one of the three Regional Officers of the Year to be the Company-Wide Officer of the Year. The Officer of the Year attends the year end celebration in New Orleans to receive his/her award.

### **Officer Lee Ann Bradford, Regional Officer of the Year, West Region, Houston North Branch**

Officer Lee Ann Bradford has given her time endlessly to Weiser and the site she supervises. She's stepped up in every capacity as an employee and as the Supervisor. She has been recognized by the Client over and over for keeping the site together and covered. She has helped with complete organization of her site. The client has said repeatedly that she is an excellent standard for all of the other security officers to follow and live up to. Also stating that this is the one site he never worries about, thanks to her. She has tirelessly worked to improve and update the day to day activities at her Houston, Tx site. Officer Bradford is responsible for meeting all the client needs and expectations. Her efforts have helped to foster an excellent client relationship.



**Officer Hector Perez, Regional Officer of the Year, Florida Region, Orlando Branch**

Officer Hector Perez is the site supervisor at a strategic site which staffs over 1400 hours of security services per week in Winter Garden, Florida. Officer Perez is always reliable and professional, especially when dealing with customers and the client. The client feels that Officer Perez works is a great asset to the organization because of his leadership abilities and ability to fit right in, while providing outstanding customer service skills. The client considers him to be one of their best assets. Officer Perez’s work has received several compliments from the customers and client employees. His work is the perfect example of what it means to be a skilled security supervisor. Officer Perez’s professionalism has helped make the site what it is today. His leadership and management has caught the attention of the client’s corporate procurement team. And a direct result of his performance the client has continued to include Weiser Security in their national security bids. Officer Perez has honed his skills to pay attention to detail and his steadfast devotion to duty is a credit to Weiser Security Services and his fellow officers.



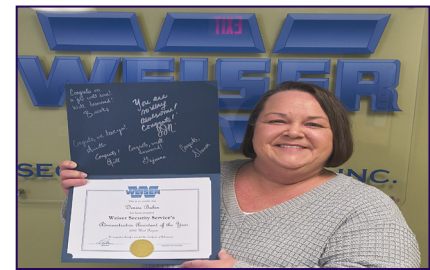
Orlando Officer Hector Perez wins Regional Officer of the Year for the Florida Region.



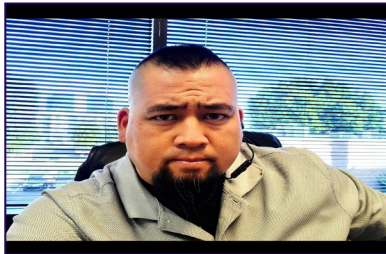
Cordell Davis, Huntsville, wins Regional Administrative Assistant of the Year for the Central Region!



Meggin Rosario, West Palm Beach, wins 2025 Administrative Assistant of the Year, company wide!



Denise Babin, Baton Rouge, wins Regional Administrative Assistant of the Year for the West Region!



Curt Holloway, Phoenix, wins Account Manager of the Year for the Central Region!



Obea Theophile, New Orleans, wins 2025 Account Manager of the Year!



Joshua Croskey, Pittsburgh, wins Account Manager of the Year for the Florida Region!

**2025 Weiser Security Officer of the Year by Branch**

Atlanta- Leawanda Hackney	Houston South- Tom Veliz	Orlando- Hector “Tony” Perez
Baton Rouge- Michelle Strength	Huntsville- Janice Upshaw	Phoenix- Kameron Owens
Birmingham- David Wilkinson	Jacksonville- Nathan Heatherington	Pittsburgh- James Smith
Charlotte- Leonard Recor	Lake Charles- Donna Holmes	Shreveport- Aquino Johnson
Chicago- Luka Varda	Las Vegas- Gregory Wilkinson	Tampa- Ramon Aquino Perez
Dallas- Robert Baird	Los Angeles- John Ervin	West Palm Beach- Benita Graham
Fort Myers- Gabriel Green	Miami- Eugene Morgan	Greensboro- Nayyar Hussain
Fort Worth- Christine Estes	Mobile- Ronald Ricks	
Houston North- Lee Ann Bradford	New Orleans- Suzette Jackson	



Weiser Security Services is proud to announce the winners of our annual awards for 2025. These winners are representatives of all Weiser employees who have contributed to another successful year.



**Tommy Summerville**, Vice President (right) was awarded **Salesperson of the Year** for the 10th year straight. He is a 12 time recipient of this award. This year, he started over 14,000 hpw. He was presented by Jeff Clark, VP of Sales.



**Jeanette North, Baton Rouge**, was promoted from Managing Director to **Senior Managing Director**

**The Support Center Employee of the Year** was awarded to **Keisa Davis** for her fun spirit, party planning abilities and overall positive attitude! Presented by Mike Rodriguez, Chief Financial Officer.



Branch Manager **Bryan Ream**, Dallas, was presented the **Earl A. Weiser Award for Service Excellence** by Mickey Weiser, CEO (right).

Congratulations to **John Elzner** (left), Houston, on his retirement after a loyal 39 Years! You will be missed!



Orlando Branch Manager **Ed Newman** was awarded for **Payroll Excellence** Presented by Mike Rodriguez, Chief Financial Officer.



Branch Manager **Sean Jones** (left), Fort Worth, was presented the **Fast Track Service Award**. Presented by Len Kline, COO

**Tamara Hennen**, Miami & West Palm Beach, was awarded the **Fast Track Sales Award**. Presented by Jeff Clark, VP of Sales.



Mobile Branch Manager **Don Hatcher** was promoted from Managing Director to **Senior Managing Director**.

**Robert Schmidt** (Nashville/Huntsville) was promoted from Assistant Vice President - Business Development Consultant to **Vice President - Business Development Consultant**  
**Lake Charles Branch** won the **Fastest Growth Award**  
**Atlanta Branch, Shawn Thompkins**, won the award for **Staffing Excellence**

**Congratulations to all of our 2025 Winners!**

## Earl's Elite, named for our founder, Earl A. Weiser, recognized the best of the best in Operations & Business Development



The Earl's Elite: Operations was presented to Jeff Dahlke (Pittsburgh), Tom Harwood (Chicago) & Bryan Ream (Dallas). Presented by Michael B. Weiser, Vice President.



The Earl's Elite: Sales was presented to Tommy Summerville (Baton Rouge/Lake Charles/New Orleans/Shreveport) (7X), Lisa George (Fort Worth/Dallas), Robert Schmidt (Huntsville/Nashville) (6X), Reed Hailey (Birmingham/Mobile) (4X), & Leanna Pontow (Jacksonville/Orlando) (6x). Presented by Jeff Clark (VP of Sales).

### Security Officers of the Month (October - February)

<u>Atlanta</u>	Eric White Della Sharpe-Craig Yolanda Biggers Earnest Diamond Freddie Nix	Tyler Woolard Ann Reyes LaKeisha Bell Alina Montes Jose Herrada Hernandez	Gabriel Aguilar Lorenzo Rankin Gerardo Tobar	Preston Strayer
<u>Baton Rouge</u>	Derrick Crumwell Michelle Strength Rolanda Herring Felecia Hayes Erica Clovis	<u>Houston North</u> Erica Cook Lee Ann Bradford Sharon Nelms Keshundear Gardner	<u>Miami</u> Roody Jean Toussaint Eugene Morgan Henry Beriguet Cordell Westberry Herbert Forbes	<u>Raleigh</u> Bret Brinson Lynn Shaw Shaukat Ali Maurice Gray Thomas Mikels
<u>Birmingham</u>	Kenneth Traylor Auburn Lash Nenia Rochester Kristy King Debra Planer	<u>Houston South</u> Evan Ramirez Rosalyn Branch Luis Hernandez Clarence Hulin	<u>Mobile</u> Jessica Odell Jimmie McGehee Ronald Ricks Robert Hensley Mindy Johnson	<u>Shreveport</u> Devin Stratman Aquino Johnson Brittany Williams Candice Hulin Tammie Waller
<u>Charlotte</u>	Leonard Recor Cody Fee Travis Stiles Leo Pegues Terrie Childs	<u>Huntsville</u> Maria Hensley Patrick Lawson Cyrus Smith James Anthony Clemens Kevin Gill	<u>Nashville</u> Clayton Raska Kayti Sizemore Dawn McNeil Cat "Caryn" Henneberry Mike Alobaidi	<u>Tampa</u> Arthur Reed Edward Roosa Peter Hussey Paul Plumley Todd Redmond
<u>Chicago</u>	James A Adkins Sharon E Holman Rickey Clay Kentrail Patterson	<u>Jacksonville</u> Alice Agent Danilo Fernand Joi Shaw Laneisha Moody Spencer Nelson	<u>New Orleans</u> Nicole Theophile Shanise Batiste Lionel Wilson Paul Weiss Tamatha Mott	<u>West Palm Beach</u> Wayne Cameron Nicola Madison Jada Kelly Rashed Ali Neysha Pierre-Louis
<u>Dallas</u>	Robert Torres Willie Lewis Jr. Sherlina Yarberrry Terry Bobbit DaMya White	<u>Lake Charles</u> Donna Holmes Mike Murrell Frank Chatman Amy Benoit John Charles Jr.	<u>Orlando</u> Hector "Tony" Perez Dania Bateau Theresa Marr Frederick Starks Jerri Patterson	<u>Constellium</u> John Kirian Zachary Franks Brett Bennett Tonya Borden Morgan Cheek
<u>Fort Myers</u>	Gabriel Green Audrey Heath David Hartigan Justin Cotton Courtland McLean	<u>Las Vegas</u> Gregory Wilkinson Jaivon Bellamy Joseph Phillips Ralph Montencino Kariss Louis	<u>Phoenix</u> Kameron Owens Ray Clinton Ghassan Nawfal Caprice Long	<u>Greensboro</u> Jordan Kasey Jerry Gibbons Theresa Dirocco John Atkinson John Kirian
<u>Fort Worth</u>	Juan Garcia Brandon Briseno-Seaver	<u>Los Angeles</u> Juan Garcia Brandon Briseno-Seaver	<u>Pittsburgh</u> Eric Coon Jose Rivera James Mannon Alison Glover	<u>Constellium</u> Shemiyah Kelly Timoll Walcott Patrick Corriolan Alfonso Perez



## Anniversaries October 2025 - February 2026

### 39 Years

John Elzner, Houston

### 36 Years

James Shallerhorn, New Orleans

### 27 Years

Kevin Watson, Houston S

### 26 Years

Courtney Leonard, Houston N

### 25 Years

Willie P Griffin, Birmingham  
Joann Curry, Miami  
Valerie Victoria Ruffin, New Orleans

### 24 Years

Rosa Harris, Houston S  
Edward Barnhill, Charlotte  
Michelle Sawn Hudson, Tampa  
Glenn H Delk Jr, West Palm Beach

### 22 Years

Donald Williams, Fort Worth  
Paul Terrell, Baton Rouge  
Enock Manono, Fort Worth  
Betty Crowder, Perkins, Huntsville

### 21 Years

Gregory Stanga, Baton Rouge  
Alfred Bickham, Baton Rouge  
Larry D Jackson, Houston N  
Kelan Paul Bentley, New Orleans

### 20 Years

Eddie Shedwick, Dallas  
Felipe Escamillia, Houston N  
Kimberly Hawkins, Baton Rouge  
Armeena D Stewart, New Orleans  
Mary Williams, Orlando

### 19 Years

David Jerome Williams, Dallas  
Evans Onsare, Fort Worth  
Jayson Redman, Los Angeles  
Ricky Pope, Huntsville  
Robin L Tai, New Orleans  
Sabrina Ackers, New Orleans

### 18 Years

Esmet Oscar, Fort Myers  
Denis Jean Louis, Fort Myers  
Herbert Forbes, Miami  
Anthony McClellan, New Orleans  
Harold Wilson, Birmingham

Melvina Mikes, Las Vegas  
Sheryl Brown, Baton Rouge  
Louie Lee, Los Angeles  
Andre L Williams, Miami

### 17 Years

Byron Jenkins, Birmingham  
Ahmeed Mushtaq, Greensboro  
Rafael Rodriguez, Los Angeles  
Robert McGlown, Birmingham  
Clauzell Stokes, Mobile  
Melva Davis, Houston N  
Keith McCullough, Houston S  
Yvonne Williams Kimbrough, Mobile

### 16 Years

Dianne Jackson, Charlotte  
Phillippia M Tanner, Dallas  
Mickenson Chery, Miami  
Robert Turner, Baton Rouge  
Antonette Green, Dallas  
Jonathan Gonzalez, Houston S  
Gerard Desauguste, Orlando  
Tommy Deleon, Fort Myers  
Mark P Goddard, Fort Worth

### 15 Years

Paula Williams, Dallas  
Troy Ellis, Lake Charles  
Ray Craig, Phoenix  
Anthony Gottschalk, Baton Rouge  
Raymond Letchworth, Dallas  
Ben Norwood, Baton Rouge  
George R Leslie IV, New Orleans

### 14 Years

Shelita Bell, Baton Rouge  
Neil R Parrish, Birmingham  
Anthony Kamson, Phoenix  
John W Rachal, Houston N  
Leslie Benney, Fort Myers  
Charnesia S Kendrick, Houston N  
Melodie L Childers, Houston N  
Dave J Jones Jr, Houston S  
Jason Lynn Kline, Lake Charles  
Waylon A Francis, Dallas  
Gary Harvell, Huntsville  
Warren J Brice II, New Orleans  
Paul G Weiss, New Orleans

### 13 Years

David Pachucki, Orlando  
Bobby Hooker, Baton Rouge  
Annette William, Baton Rouge  
Nayyar Pervez Hussain, Greensboro  
Maria Hernandez, Miami  
Frederick Starks, Orlando  
Marlon J Samuels, Tampa

Curtis T Robinson, Huntsville  
Dlynn S Pearly, New Orleans  
Donald Colozzo, Orlando  
Paul Joseph Barefoot, Charlotte  
Doris Betts, Fort Worth  
Richard Istre, Lake Charles  
Michael McCloud, Lake Charles  
Pamela Richard, Lake Charles  
Marcia Green, Lake Charles  
Larry Irvin, Mobile

### 12 Years

Eric Talbot, Dallas  
Nuha Salih Khogali, Fort Worth  
Grayson Debra, Mobile  
Jimmie Furniss, Birmingham  
Calvin Sylvester, Lake Charles  
Gerald Grauel, Birmingham  
Patricia Miller, Orlando  
Craig Stuart, New Orleans  
David E Wilkinson, Birmingham

### 11 Years

Leanna Pontow, Charlotte  
Joseph Puorro, Orlando  
Lucinda Olvera, Orlando  
Ronald Edwards, Fort Myers  
Willie Sampson, Jacksonville  
Ronald Ledford, Orlando  
Meggin A Rosario, West Palm Beach  
David E Delong, Birmingham  
Tony Glenn Hughes, Dallas  
Alburn Joseph Kash, Birmingham  
Byron Brown, Huntsville  
Adrienne Monique Green, New Orleans  
Jerrell L Knox, West Palm Beach  
Franklin Carl Phillips, Atlanta  
Nichole Latrice Pritchard, Birmingham  
Kyle A Fisher, Houston N  
Jacqueline Benton, Houston S  
Kevin Tisino, Houston S  
Lawrence Curtis, Orlando

### Number of Employees Reaching 1-10 Year Anniversaries in Octo- ber 2025 - February 2026:

1,409

*The Weiser Log* is published by Weiser Security Services, Inc.  
3939 Tulane Avenue, New Orleans, LA 70119  
phone: 504.949.7558 • fax: 504.943.3752  
editor: Shannon McConnell, email: smcconnell@weisersecurity.com  
**SUBMISSIONS ENCOURAGED**

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WSSI is an equal opportunity and affirmative action employer.

Weiser Security is now on Facebook, Twitter and Linked In.



**CLIENTPOINT DOWNLOAD RECEIPT**

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**DOWNLOADED: 03-30-2026**

**CLIENTPOINT ID: 1251989**

# SECTION IV

Begin forwarded message:

**From:** Manny Trinidad <[manager@fsohoa.org](mailto:manager@fsohoa.org)>

**Subject:** FSO- Shared Controller 15- Replacement Needed- HOA Inquiry to Split the Cost 7-1-26

**Date:** July 1, 2026 at 1:54:18 PM EDT

**To:** Jason Showe <[jshowe@gmscfl.com](mailto:jshowe@gmscfl.com)>, Jarett Wright <[jwright@gmscfl.com](mailto:jwright@gmscfl.com)>

**Cc:** Monica Huerta <[assistantmanager@fsohoa.org](mailto:assistantmanager@fsohoa.org)>

Hey Jason,

I was just informed by ULS that the shared controller # 15 need to be replaced.

The HOA wanted me to inquire with the CDD about splitting the cost for this shared controller.

If we do not change it, it will affect both the HOA and CDD capability to use that controller, and several zones would be affected.

- **Controller 15** has 22 CDD zones & 138 HOA zones.

Please let me know what the CDD Board thinks about this request to split the cost of shared controller 15 that is currently malfunctioning.

Any questions, please do not hesitate to email me. **(see attachment)**

**Manny Trinidad**

Property Manager | Castle Group

Four Seasons Orlando "Proudly Managed by the Castle Group" 7813 Four Seasons Blvd, Kissimmee, FL 34747

[mtrinidad@castlegroup.com](mailto:mtrinidad@castlegroup.com) | [www.castlegroup.com](http://www.castlegroup.com)

P: 954-792-6000

# SECTION V

# SECTION 1



150 3rd St. Suite 104 SW • Winter Haven, FL 33880 • (863) 419-6071

**Project:** Four Seasons CDD,  
**Contact:** Tim - tpeltier.wvcdd@gmail.com  
Jason - jshowe@gmscfl.com  
Jarett - JWright@gmscfl.com  
**Proposal Date:** July 6th, 2026

## PRESSURE WASH PROPOSAL

Thank you for the opportunity to provide a proposal for the Four Seasons CDD Guard Shack maintenance. We appreciate the opportunity to be considered and have included pricing for both a bi-annual and quarterly pressure washing program to help keep the guard shack clean, well-maintained, and presenting a positive first impression for residents and visitors year-round. We look forward to the opportunity to work with Four Seasons CDD.

### SCOPE OF WORK

Pressure wash all exterior surfaces of the guard shack to remove dirt, mildew, algae, cobwebs, and other surface contaminants.

Use professional cleaning products and take appropriate measures to protect surrounding landscaping and vegetation throughout the cleaning process.

Service includes minor paint touch-ups as needed after cleaning to maintain the appearance of the guard shack. Minor touch-ups do not include major surface preparation, repairs, repainting of large areas, or restoration. Any major repairs or additional painting will be quoted separately.

Scope	Amount
Pressure Wash Bi-Annual	\$300.00
Pressure Wash Quarterly	\$275.00

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion (United Nations 1994).

There are a number of reasons why the number of children in the world is increasing. One of the main reasons is that the number of children who are surviving to adulthood is increasing. This is due to a number of factors, including improved medical care, better nutrition, and a decrease in child mortality. Another reason is that the number of children who are being born is increasing. This is due to a number of factors, including a decrease in the age at which women are having children, and an increase in the number of children who are being born to women who are already having children.

The increase in the number of children in the world is a cause for concern. This is because children are the most vulnerable members of society, and they are often the most affected by poverty and social inequality.

There are a number of ways in which we can help to reduce the number of children in the world. One of the most important ways is to improve the health and education of women. This will help to reduce the number of children who are born, and it will also help to ensure that the children who are born are healthy and educated.

Another way to help reduce the number of children in the world is to improve the economic situation of the world's poor. This will help to reduce the number of children who are born, and it will also help to ensure that the children who are born are able to live a better life.

There are a number of other ways in which we can help to reduce the number of children in the world. These include providing access to family planning services, and promoting the use of contraceptives.

The number of children in the world is a complex issue, and it is one that requires the attention of the world's leaders. We must work together to find ways to reduce the number of children in the world, and to ensure that the children who are born are able to live a better life.

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# Pressure Wash This Inc.

**JUNE 25<sup>th</sup> 2026**

## **Pressure Wash This Inc.**

1902 Lee Wood Court

St. Cloud, Florida 34772

(407) 709-4536 Mobile

STEVE GROOMS

OUR SERVICES: PRESSURE WASH AND TREAT / SOFT WASH AND TREAT

PRESSURE WASH AND TREAT: ALL CONCRETE WILL BE CLEANED USING LARGE ROTARY SURFACE CLEANERS THEN RINSED WITH CLEAN WATER. A POST TREATMENT WILL BE REQUIRED AND IS INCLUDED IN THE BID. THIS WILL KILL ALL THE MOLD/MILDEW AND SANITIZE THE CONCRETE AND SLOW DOWN THE PROCESS OF IT RETURNING.

SOFT WASH AND TREAT: WITH OUR SOFT WASH SYSTEM WILL SAFELY CLEAN BUILDINGS, VINYL FENCES, MONUMENTS ETC USING CHEMICALS AND LOW PRESSURE SO NO DAMAGE.

BID FOR: WINWARD CDD

SERVICE REQUESTED: PRESSURE WASH AND TREAT / SOFT WASH AND TREAT

PRESSURE WASH AND TREAT SIDEWALK ON SANDY CREEK TRAIL \$200.00

PRESSURE WASH AND TREAT SECTIONS OF SIDEWALK ON HAPSON BAY PL AND ANTILLES CLUB DR \$400.00

SOFT WASH AND TREAT PERGULO ON ANTILLES CLUB DR \$100.00

SOFT WASH AND TREAT FRONT ENTRANCE GUARD SHACK \$225.00

PRESSURE WASH AND TREAT FRONT BOTH FRONT ENTRANCE MONUMENTS \$250.00

TOTAL PRICE: \$1,175.00

# SECTION 2

**M.E.S.**

**M.E.S. PROFESSIONAL, INC.**

10700 Fairhaven Way ~ Orlando, FL 32825

Phone 407-307-5592 ~ Email mesprofessional@hotmail.com

June 28, 2026

**Via Email** – rszozdajr@gmscfl.com

Mr. Robert J. Szozda, Jr.  
Assistant Field Manager  
GMS - Central Florida  
219 E. Livingston St.  
Orlando, Florida, 32801

***Re: Exterior Work at Winward CDD, Kissimmee***

Dear Robbie:

This is a proposal for repairs to the pergola at the Winward CDD, consisting of:

- The damage to the pergola is due to lack of maintenance. The bottom trimming of the columns are made of foam material and if it is your intent to replace them with the same material, one of the trim will have to be removed to be used as a model for fabrication. Once we obtain a price quote we will be able to determine the cost.

Second option:

- Replace the bottom trimming with AZEK trim boards with a 1 inch thickness.
- Three of the top horizontal slats (1, 2 and 24) are damaged and will either need to be repaired or replaced. There are others that will need to be sanded because they are showing signs of damage due to humidity.
- Caulk where needed and paint the entire structure with satin paint.

Our cost to perform this preparation and scope of work, consisting of labor and materials, will be \$5,460.00. Please note that once the bottom trimming is removed for replacement, we will be in a better position to determine if any of the columns are damaged and will inform you.

Please also note that this proposal is valid for thirty (30) days. Please let me know if you have any questions.

Very truly yours,

**M.E.S. PROFESSIONAL, INC.**

*/s/ Enrique Sierra*

Enrique Sierra

cc: Mr. Jarett Wright (via email: jwright@gmscfl.com)

Mr. Robert Szozda, Jr.  
GMS – Central Florida  
June 28, 2026  
Page 2

**Work Authorization**

The following is to obtain written authorization to perform the scope of services proposed above and provide terms and conditions for completion of those services and submittal of payment. Payment of services rendered will be based on the stated proposal above and made a part of this authorization. If M.E.S. is required to modify the scope of services, either by request or by our determination that additional services are required, we will provide you with a "Change Order" for the scope and cost revision.

**Work authorized by:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

# SECTION VIII

*to be provided under  
separate cover*