LONE OAK SECURITY

Security Services Agreement

Lobby and night patrol security for Westchase Medical Plaza, from June 1, 2027.

SERVICE AGREEMENT # LOS-SA-27-061

DATE May 3, 2027

EFFECTIVE DATE Jun 1, 2027

PROVIDER

Lone Oak Security Services
Raymond Ellis
+1 713 555 0147
ops@loneoak.example

CLIENT

Westchase Medical Plaza
Patricia Nguyen
+1 713 555 0171
pnguyen@westchasemp.example



Coverage at a glance

Two posts, staffed by registered officers, around the clock.

POSTS
2
Lobby and patrol

HOURS A WEEK
252
168 lobby + 84 patrol

TERM
12 months
From Jun 1, 2027

OFFICERS
Registered
With Texas DPS

SUPERVISOR
2 visits
Every week

CONTRACT VALUE
$487,358.82
Including tax

Post orders summary

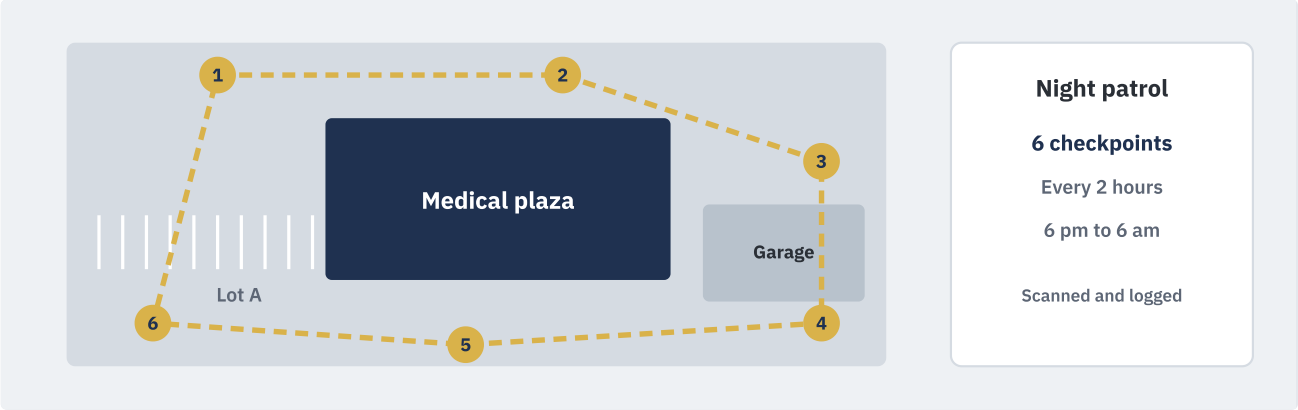
The full post orders are written with the property manager before the start date.

POST	HOURS	MAIN DUTIES
1, Lobby	24/7	Visitor sign-in, access control after hours, patient escorts to cars on request
2, Patrol	6 pm to 6 am	Patrol of lots and garage every 2 hours, lock-up checks, vehicle presence
Supervisor	2 visits a week	Officer checks, post order review, monthly meeting with the client

Made with ExtraflowDoc extraflowdoc.com

Night patrol route

The patrol officer scans each checkpoint on every round. The scans and any incidents appear in the daily report the next morning.



When something happens

STEP 1

Observe

Assess the situation from a safe position.

STEP 2

Call

Call 911 for emergencies, then the supervisor.

STEP 3

Notify

Text the property manager within 15 minutes.

STEP 4

Report

A written incident report before the shift ends.

Made with ExtraflowDoc extraflowdoc.com

Fees

Hourly rates are fixed for the 12-month term. Hours are billed as worked.

#	ITEM	QTY	PRICE	DISC.	TAX	TOTAL
	Posts					
1	**Post 1, lobby officer, unarmed, 24 hours a day, 7 days a week** Code: P1-LOBBY Per week: 168 hours	8,736 hours	$32.00	–	8.25%	$302,615.04
2	**Post 2, patrol officer with marked vehicle, 6 pm to 6 am nightly** Code: P2-PATROL Per week: 84 hours	4,368 hours	$38.00	–	8.25%	$179,677.68
					Subtotal: Posts	**$482,292.72**
	Supervision					
3	**Field supervisor site visit and officer check, twice a week** Code: SV-VISIT	104 hours	$45.00	–	8.25%	$5,066.10
					Subtotal: Supervision	**$5,066.10**

Subtotal	$450,216.00
Texas sales tax 8.25% (Houston)	$37,142.82
Contract value	**$487,358.82**

Made with ExtraflowDoc extraflowdoc.com

Other rates

SERVICE	RATE
Holiday hours (7 named holidays)	1.5 × post rate
Extra officer, booked 48 hours ahead	$34 an hour, 4-hour minimum
Extra officer, same day	$42 an hour, 4-hour minimum

Invoicing

Invoiced every two weeks for hours worked, with sign-in records. Payment net 30.

MILESTONE	DUE	SHARE	AMOUNT
1. Every 2 weeks Hours worked at both posts and supervisor visits	Net 30	100%	$487,358.82
Contract value		**100%**	**$487,358.82**

Officer standards

BEFORE POSTING

- ☐ Texas DPS security officer registration, current
- ☐ Background check and drug screen
- ☐ 8 hours of site training on post orders

ON EVERY SHIFT

- ☐ Full uniform, radio and body camera
- ☐ Daily activity report by 7 am
- ☐ No phones on post except for duty

Made with ExtraflowDoc

extraflowdoc.com

Terms

1. Term

1.1 This agreement runs for 12 months from June 1, 2027 and renews for 12 months unless either party gives 60 days' written notice.

2. Staffing

2.1 The Provider keeps every post staffed. If an officer is absent, a trained relief officer covers the post within 1 hour. Unstaffed hours are not billed.

3. Removal of an officer

3.1 The Client may ask for any officer to be removed from the site, and the Provider will replace that officer within 2 shifts.

4. Insurance

4.1 The Provider keeps general liability insurance of $2,000,000 per occurrence, workers' compensation and automobile insurance for the patrol vehicle, naming the Client as additional insured.

5. Limits

5.1 Officers observe, deter and report. They are not law enforcement and do not detain anyone except as the law allows any person to do.

6. Hiring officers

6.1 The Client will not hire the Provider's officers assigned to the site during the term or for 6 months after without the Provider's consent.

Signed

Service starts on the effective date, Jun 1, 2027, once both parties have signed.

CUSTOMER

_____
SIGNATURE

Westchase Medical Plaza
Name: _____

Date: ____ / ____ / _____

SUPPLIER

_____
SIGNATURE

Lone Oak Security Services
Name: _____

Date: ____ / ____ / _____

Made with ExtraflowDoc extraflowdoc.com