

Parabellum Parking Agreement

Parabellum security may enforce all parking-related ordinances on your property, including the following:

- Overtime Parking
- Facing Traffic
- Double parked or over the line
- Bus / Tax / Recreational Vehicles / Trailers
- Double Parked
- No Parking
- Tow Zone
- Yellow Zone
- Loading Zone
- 72 Hour Violation
- Fire Hydrant
- Handicapped
- Permit parking- No permit visible / unregistered guest
- Improper Parking
- Red Zones / No Standing / Stopping
- Towing and Private Party Impound
- Others, as requested

The first time an individual vehicle is in violation of overtime parking, or parking on the same street more than once per day, the vehicle may receive a warning ticket, along with literature explaining parking rules. Some discretion may be allowed in administering handicap parking when a violator has improperly displayed a permit.

Improperly written, voided, or warning Citations will be submitted, clearly marked as voided or warning.

Missing or damaged signs relevant to parking, observed in the field by the parking enforcement officer, are to be documented on forms, and forwarded to the property manager.

SERVICES AND RESPONSIBILITIES

A. Court Appearance: Parabellum will be responsible for its employees appearing in court on time, and prepared to testify on parking-related cases in a professional manner.

B. Complaints: The line of contact for complaints received from citizens will be as follows:

1. Parabellum Security
2. Property Management

Parabellum will promptly and courteously respond to all complaints, and will thoroughly investigate them. If the Property Manager receives a complaint concerning the Parabellum parking enforcement, Parabellum shall be notified within 48 hours of receiving such complaint.

The Property Manager, or designee, will be the point of contact for complaints and follow-up.

The property manager and Parabellum will cooperate to resolve complaints in the best interest of the community, and in such a way as to represent the property owner in a positive light. All complaint reports are to be documented, and provided to all parties for review.

C. On an on-going basis, the Parabellum will introduce themselves, and the clients Parking Program, to visitors and property owners that establish along patrol routes.

VEHICLES

Parabellum will supply, maintain, and insure a vehicle for parking enforcement patrols. Any vehicle used for parking enforcement purposes will be approved vehicles that will be operated at all times in compliance with all state and local motor vehicle laws.

All vehicles used by Parabellum will be clearly identifiable as performing parking enforcement. Vehicle markings will not resemble Local City Police vehicles, but will have markings to indicate security patrol.

All vehicles used by Parabellum will have amber blinking or flashing lights installed on the vehicle's roof. These lights will be used when patrolling to alert other vehicles to the slower moving enforcement vehicle.

Foot enforcement and/or bike enforcement personnel may be used as a supplement, or alternative, to the motorized enforcement vehicle. This alternative may be used during periods of dry weather, as long as adequate coverage is maintained, and all state and local pedestrian and bicycle laws are adhered to. Adequate coverage includes patrolling all zones as agreed upon.

RECORDS AND REPORTS

A. Parabellum is responsible for all employment-related record keeping. Upon request by Client will provide personnel and training information for each employee assigned to Parking Enforcement Officer duties.

B. Parking Enforcement Officer will maintain a daily log of significant conversations, all complaints, and any unusual circumstances that occur while performing Parking Enforcement Officer duties. The information will be documented by day, date, hour, and location. The logs will be brought current at the end of each shift. In addition, each Parking Enforcement Officer will include the following in the daily activity log: Number of citations, by type of violation Number of warnings Number of parking-related service requests from citizens. Times of service, Difficult customer service situations will be documented in writing.

C. Parabellum will maintain personnel files on Parking Enforcement Officers that contain the following information: Completed application form Completed background investigation and testing process Training, including date received Complaints received against Parking Enforcement Officer, including disposition.

D. Parabellum will retain records as listed above for at least three (2) years following the expiration or termination of the Contract, or deliver the records to the Client. Parabellum will keep all records in its regular business office, and will keep the records in an orderly manner as may be instructed by law enforcement to assure easy access and reference to the records. Parabellum will make all records available for inspection and copying to the client during business hours.

E. Parabellum will prepare, transmit, and maintain the following reports. At its discretion additions or deletions to this list of reports. Monthly summary of activities showing total work hours, patrol and non-patrol; customer service hours; and records of court time. This summary will also include a cumulative total of non-enforcement hours due to circumstances. Monthly summary of ticket activity including the number of tickets by infraction type, by district or specific location.

F. The Parking Enforcement Officer will have the ability to void tickets if it is in the best interest of justice.

G. Written reports on all complaint phone calls or on-street complaints regarding the Parking Enforcement Officer performing work for the Client. Reports will include names of parties involved, phone numbers, addresses (if known), the nature of complaint and action taken.

H. Monthly reports containing the above data are to be furnished to the Client no later than the 15th of the following month.

ROUTES Parabellum will be responsible for proposing patrol routes and schedules. Parabellum may alternate the Enforcement Officer's patrol routes, to eliminate predictability.

SUPPLIES Parabellum is responsible for furnishing all supplies for both office and fieldwork, excluding Citations and or Citation rain sleeves or informational brochures as related to the Client.

LENGTH OF CONTRACT This Appendix shall take effect on the last date signed by each party. This Appendix shall renew automatically, unless adjustments are required by either party. Should adjustments be required, notice must be given 90 days prior to renewal, at which time both parties may agree to the changes, or Client may decide to reopen the bidding process.

By authorized signature hereunder, each party acknowledges they voluntarily enter into this Agreement.

Client: _____ Title: _____

Site Name / DBA: _____

Site Address: _____

Signature- _____ Date: _____

By Justin vanderpool, _____ Owner Parabellum

Parabellum
PPO#
17451 Bastanchury Road # 204-25
Yorba Linda, CA 92886 USA