



The City of Dryden

Contract Policing Proposal

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Municipal Policing Bureau

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Executive Summary

The Ontario Provincial Police (OPP) has over 100 years of experience in providing effective community-based policing throughout Ontario. The OPP has provided municipal policing services under contract for over 70 years and currently maintains contracts with more than 140 communities across Ontario.

The City of Dryden requested a costing for OPP municipal policing. This contract will be for a defined number of contractual hours of service as represented by uniform Full Time Equivalent (*FTE), plus civilian FTEs. It is based on hours of service and reflects the integrated service delivery model, whereby service can be provided from any detachment uniform position. The contract term will be 3+ years, meaning it will cover the remaining days and months in the year the contract takes effect, plus three calendar years thereafter. The contract is intended to be a transition contract after which time the municipality will be integrated into the OPP Billing Model. The OPP Billing Model is based on the municipality paying an amount equal to the sum of the municipality's allocated portion of the OPP's total municipal policing base and calls for service costs, and the costs for overtime, cleaning/caretaker, accommodation, court security and offender transport as applicable.

This proposal is based on the level of policing services required to provide adequate and effective policing as set out in *Regulation 3/99 of the PSA, Adequacy and Effectiveness of Police Services*.

Based on this information, the City of Dryden requires both proactive and reactive policing, 24 hours a day, seven days a week. The Dryden OPP Detachment will be the Administration/Operations Centre. The resources identified will be deployed to the City primarily from this facility.

	Position	(1) FTE Contract Resources
-	Detachment Commander (Inspector)	0.44
-	Staff Sergeant - Detachment Manager	0.45
-	Sergeant	3.00
-	Constable	22.00
-	(2) Uniform Position (Subject to Review)	2.00
	Total Uniforms	27.89
-	Court Officer - Administration (Full-Time)	1.00
-	Court Officer - Security (Full-Time)	2.00
-	Detachment Admin Clerk (Full-Time)	2.00
-	Caretaker (Full-Time)	1.00
	Total Civilians	6.00

(1) "Full-Time Equivalent" (FTE) does not refer to an officer exclusively dedicated to the Agreement. It is a unit of hours of police services per annum. The number of hours for an FTE is subject to change from year to year, and will reflect the latest availability factor, currently at 1,417 hours per year. The availability factor for the billing year will be specified in the Annual Billing Statement for that year.

(2) The following position(s) are subject to a Rank Level Determination process: Chief and Inspector. The municipality will be billed for .44 of an Inspector and .45 of a Staff Sergeant position which represents the City of Dryden's proportion based on workload. If the 2 RLD positions are factored into the above as Sgt's (which they have been costed at)(not shown), the numbers change to .46 Inspector and .47 Staff Sgt. Following the RLD process, the Billing Statement will be updated to reflect the actual position(s) achieved.

This proposal reflects the integrated policing concept, incorporating a policing services contract for the City of Dryden, along with other municipal and provincial policing responsibilities under one administration.

The Dryden Detachment Commander would be responsible to oversee all aspects of service delivery. The OPP contract complement identified in this proposal would be assigned to the policing needs of the City of Dryden. Administrative and support resources would be shared and costed accordingly (e.g. Detachment Commander). The detachment management including Staff Sergeant(s) and Sergeant / Platoon Leaders as applicable would provide assistance and supervision to the identified complement.

The OPP is committed to ensuring, where applicable and appropriate, the seamless transfer of police records (electronic and paper) from an amalgamated Police Service. A mandatory pre-screening process will be conducted to determine the current state of record keeping and storage for all electronic and paper records for your Police Service (outside of Niche RMS). The purpose is to determine compliance with Adequacy and Effectiveness Standards/Police Service Guidelines, and to make recommendations that specifically identify actions to be completed prior to the amalgamation. Depending on the scope/complexity of the work identified for completion, additional resources may need to be assigned/secured by the Police Service or the Municipality. The municipality is responsible for the proper storage of electronic and physical records for the applicable retention period. If the municipality cannot provide suitable storage, the OPP will assist the Municipality in identifying an alternative storage solution. Any costs associated with the storage of records are the responsibility of the municipality.

This proposal is based on the premise that all amalgamating employees will report to, and deploy from the Dryden OPP Detachment. Additional one-time cost for alterations or modifications of the Dryden OPP Detachment facility will be incurred in order to accommodate the amalgamated members. The one-time costs will be included in the OPP Contract Proposal Initial costs page where possible; however additional costs may be incurred. The City of Dryden is responsible for all alteration and modification costs. In addition, the municipality will be billed Accommodation and Cleaning costs based on a per officer cost, and such costs will be included in the OPP Contract Proposal Costing Summary.

The contract costs include a comprehensive range of services that are made available to the City of Dryden. For example, expenses relating to contract negotiations, arbitration, grievances, civil litigation, tendering/purchasing, information technology, fleet and telecommunications are included in the contract cost. These services often require considerable internal and external expertise and the high costs normally associated with such services are defrayed through the contract for OPP service.

NOTE: The most recently approved costing formula shall apply in the calendar year following its approval.

OPP salary costs are comprised of two components: base salary and the Provincial Responsibility Incentive. The rates are based on weighted average rates of all OPP municipal detachment staff by rank, level and classification. These costs are subject to annual reconciliation if necessary, due to delays in collective agreement ratifications. Overtime is estimated at the provincial average. The provincial average is recalculated and updated annually as part of the cost-recovery formula, and it, too, is reconciled to actual usage during year-end adjustment process.

The City of Dryden will be required to establish a Police Services Board, as mandated by Section 10 of the *Police Services Act* that will generally determine objectives and priorities for policing service within the community, after consultation with the Detachment Commander. The Commissioner is committed to ensuring that the Detachment Commander of the Dryden OPP Detachment responds appropriately to the Board's advice and priorities in a manner consistent with the Board's identified concerns, expectations and needs.

Generally, all existing community service programs and community policing committees are maintained, in consultation with the Police Services Board.

Any new community service programs considered may be implemented after consultation with the City of Dryden Council, the City of Dryden Police Services Board and the Dryden Detachment Commander.

When a municipality chooses to receive police services from the OPP under contract, the OPP will ensure that the required resource levels are met. The shared infrastructure of the OPP broadens local access to resources, expertise, solutions, training and management without duplicating services. In this case, the City of Dryden will continue to benefit as additional staff are readily available from within the Dryden OPP Detachment as well as other detachments and regions, should the need arise.

It is long-standing OPP policy and practice to be accountable to the communities we serve. The Commander of the Dryden OPP Detachment, or designee, will report to the Police Services Board on a regular basis, as per the direction of the Board. The OPP is experienced in being accountable to the municipalities we serve. With over 100 contracts currently in place, there is great emphasis placed on OPP accountability to Police

Services Boards.

The Dryden Detachment will only accept Criminal Record and/or Vulnerable Sector check requests from residents of the City of Dryden. Such checks will be conducted on, and for the person making the request. The OPP does not conduct criminal record checks on behalf of any third party.

If the City of Dryden chooses to accept an OPP contract for its policing service, the Dryden OPP Detachment Commander will assign resources, focusing on meeting the City's unique policing needs.

Value for the City of Dryden:

- Assurance of adequacy and effectiveness of police services;
- Dedication to resolving community issues through local involvement and community policing committees;
- Availability of additional staffing support from neighbouring detachments, regional headquarters and general headquarters;
- Seamless access to comprehensive police services and infrastructure; and
- Work with the Detachment Commander in determining the local policing priorities and objectives through the City of Dryden Police Services Board.

The estimated policing cost for 2021, associated to this proposal, not including the two Rank Level Determination positions, based on the Uniform and Civilian **2021 Salary schedules** is **\$5,205,413**. This **does not** include the related initial start-up costs of **\$710,775** as listed on the OPP Contract Proposal Initial Costs. The total estimated cost for 2021 including initial start-up costs is **\$5,916,188**. Should the Chief and Inspector choose not to apply to the OPP, the total constable count will remain at 22.

Should the Chief and Inspector choose to transition to the OPP, this will be at an additional cost of **\$486,471** for a Total Estimated Policing Cost Including Officers Subject to Rank Level Determination of **\$6,402,659**.

Salary, benefits, overtime, statutory holiday payouts and shift premiums are reconciled at year-end to reflect the actual costs. The total number of Uniform FTE hours is also reconciled to the minimum number of contractual hours. A breakdown of the costs has been included, as well as the salary and cost schedule for the year 2021.

Please Note:

Not included in this proposal are:

- **The cost of maintaining the Police Services Board**
- **Any applicable costs associated with the storage of electronic and physical records**
- **Any applicable revenues accruing to the municipality as a result of police activity**
- **Office space for court staff at court house (leased) with possible renovations**

(Note - This proposal expires six months from the date of presentation to Council. At that time the costs and service levels identified in the proposal will be subject to review and revision where necessary.)

2021 OPP Cost Schedule for Amalgamating Police Services
(Based on 2020 OPP Municipal Cost-Recovery Formula^①)

The following categories are taken into consideration when preparing the costing proposal:

<u>Item</u>	<u>2021 Estimates</u>	
Uniformed Staff Salaries ^②	Inspector	\$ 163,514
	Staff Sergeant (Detachment Commander)	\$ 146,750
	Staff Sergeant (Detachment Manager)	\$ 136,731
	Sergeant	\$ 122,479
	Constable	\$ 104,552
	Part-time Constable	\$ 83,335
Overtime Rate (Prov. Average) ^②	5.41% of uniformed staff salaries	
Shift Premium ^②	per uniformed member - Sergeant and below	\$ 1,033
Statutory Holiday Payout ^②	per uniformed member (excluding part-time)	\$ 3,873
Civilian Staff Salaries ^②	Court Officer	\$ 67,187
	Detachment Administrative Clerk	\$ 66,104
Benefit Rates ^② (2020-21)	30.37% uniformed staff - non-commissioned	
	25.86% uniformed staff - commissioned	
	29.53% civilian staff (part-time 20.90%)	
	2% overtime payments	
Support Salaries and Benefits (Cost per uniformed member)	Communication Operators	\$ 6,940
	Prisoner Guards	\$ 1,853
	Operational Support	\$ 5,129
	RHQ Municipal Support	\$ 2,647
	Telephone Support	\$ 120
	Office Automation Support	\$ 673
	Mobile and Portable Radio Support	\$ 264
	Communication Centre	\$ 165
	Operational Support	\$ 742
	RHQ Municipal Support	\$ 148
Other Direct Operating Expenses (ODOE) (Cost per uniformed member, unless otherwise stated)	Telephone	\$ 1,456
	Mobile Radio Equipment Maintenance	\$ 39
	Office Automation – Uniform	\$ 2,603
	– Civilian	\$ 1,803
	Vehicle Usage ^③	\$ 5,551
	Detachment Supplies & Equipment	\$ 502
	Accommodation & Cleaning Services	\$ 1,231
	Uniforms & Equipment	\$ 2,102
	Uniforms & Equipment - Court Officer	\$ 925

^① **Municipal Cost-Recovery Formula is reviewed and updated annually. A revised cost recovery formula shall be applied in the calendar year following the review and costs shall be adjusted accordingly. The current cost recovery formula, the 2020 Municipal Cost-Recovery Formula, has been used to project costs for 2021.**

^② **Salary rates are based on weighted average rates of all OPP municipal detachment staff by rank, level and classification. The 2021 salaries include general salary rate increases set in 2019-2022 OPPA Uniform and Civilian Collective Agreement, 1.00% in January 2021 and 0.97% in July 2021 for Uniform and 1.00% in January 2021 for Civilian. Benefit rates are the most recent rates set by the Treasury Board Secretariat, (2020-21). The statutory holiday payouts and shift premiums will be reconciled to the 2021 provincial average. Overtime is reconciled to actual costs allocated to the municipality.**

^③ **Vehicle Usage cost is calculated without depreciation of \$2,743, as initial start-up costs in the contract proposal includes the purchase cost of vehicles. Depreciation will not be billed for the duration of the contract.**

OPP Annual Billing Statement Estimate

City of Dryden

Estimated Policing Costs for the period January 01, 2021 to December 31, 2021

Costs in accordance with the 2021 OPP Cost Schedule for Amalgamating Police Services (updated annually)

Salaries and Benefits

		FTEs	\$/FTE	\$Total
Uniform Members	(Note 1)			
Inspector		0.44	163,514	72,430
Staff Sergeant		0.45	136,731	61,040
Sergeant		3.00	122,479	367,438
Constable.		22.00	104,552	2,300,141
Total Uniform Salaries	(Note 2)	25.89		2,801,049
Overtime	(Note 3)			151,537
Statutory Holiday Payout			3,873	100,281
Shift Premiums	(Note 4)		1,033	25,821
Benefits	(Note 5)			850,443
Total Uniform Salaries & Benefits	(Note 2)			\$3,929,131
Detachment Civilian Members	(Note 1)			
Court Officer - Court Security.	Full-time	2.00	67,187	134,375
Court Officer - Administration.	Full-time	1.00	67,187	67,187
Detachment Administrative Clerk	Full-time	2.00	66,104	132,208
Caretaker	Full-time	1.00	57,240	57,240
Total Detachment Civilian Salaries		6.00		391,011
Civilian Benefits - Full-Time Salaries	(Note 5)		29.53%	115,465
Total Detachment Civilian Salaries & Benefits				\$506,476
Support Costs - Salaries and Benefits				
Communication Operators			6,940	179,672
Prisoner Guards			1,853	47,973
Operational Support			5,129	132,787
RHQ Municipal Support			2,647	68,529
Telephone Support			120	3,107
Office Automation Support			673	17,423.56
Mobile and Portable Radio Support			264	6,835
Total Support Staff Salaries and Benefits Costs	(Note 2)			\$456,326
Total Salaries & Benefits	(Note 2)			\$ 4,891,933
Other Direct Operating Expenses				
Communication Centre			165	4,272
Operational Support			742	19,210
RHQ Municipal Support			148	3,832
Telephone			1,456	37,695
Mobile Radio Equipment Repairs & Maintenance			39	1,010
Office Automation - Uniform			2,603	67,390
Office Automation - Civilian	(Note 6)		1,803	5,409
Vehicle Usage			5,551	143,720
Detachment Supplies & Equipment			502	12,996
Accommodation			621	16,077
Uniform & Equipment	(Note 7)		2,102	54,419
Uniform & Equipment - Court Officer	(Note 7)		925	2,775
Total Other Direct Operating Expenses	(Note 2)			\$368,805
Sub-total Estimated Gross Annual Policing Costs				5,260,738
Uniform & Equipment Year-One Adjustment	(Note 7)			(55,325)
Estimated Annual Policing Costs (see note)				\$ 5,205,413
Uniform, Equipment and Vehicle Initial Costs	(Note 8)			710,775
Total Estimated Policing Costs Including Initial Costs (see note)				\$ 5,916,188
Two Uniform Officers (Subject to Rank Level Determination)	(Note 9)			486,471
Total Estimated Policing Costs Including Officers Subject to Rank Level Determination				\$ 6,402,659

OPP Annual Billing Statement Estimate

City of Dryden

Estimated Policing Costs for the period January 01, 2021 to December 31, 2021

Costs in accordance with the 2021 OPP Cost Schedule for Amalgamating Police Services (updated annually)

NOTES TO STATEMENT

This 2021 annual cost estimate is calculated based on costs detailed in the 2021 OPP Cost Schedule for Amalgamating Police Services. The OPP Cost Schedule is updated annually and each year's estimate of annual municipal police service costs is based on the most recent schedule in effect.

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2021 salaries were estimated based on the 2021 rates set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.00% in January 2021 and 0.97% in July 2021 for Uniform, and 1.00% in January 2021 for Civilian. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat (2020-21). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Salaries, benefits, support costs, other direct operating expenses and initial costs related to two senior Dryden Police Service officers, subject to the Rank Level Determination process, are excluded.
- 3) Overtime is calculated for uniform members based on a provincial rate of 5.41% of uniform salaries. Overtime is reconciled to actual costs allocated to the municipality.
- 4) Shift Premium is calculated at \$1,033 per Sergeant, Constable and Uniform Position (rank to be determined - Calculated in separate cost summary) and reconciled to actuals.
- 5) The benefit rates are 25.86% for commissioned uniformed officers, 30.37% of salaries for uniformed officers, 29.53% for civilian staff and 2.00% for overtime payments.
- 6) Office Automation - Civilian include costs for two Detachment Administrative Clerks and one Court Officer - Administration.
- 7) The first year of the contract the municipality will be required to pay for the Inspector/Staff Sergeant portion of Uniform and Equipment costs, in the amount \$1,869. A reduction of \$55,325 will be applied based on the number of amalgamating officers as initial costs are charged for the first year of the contract.
- 8) Uniform, Equipment and Vehicle Initials Costs as detailed on the attached *OPP Contract Proposal Initial Costs* do not include costs associated with two officers subject to rank level determination or costs for required systems upgrades and other detachment related facility areas.
- 9) Two senior Dryden Police Service officers are subject to the OPP rank level determination (RLD) process. Refer to the *OPP 2021 Estimated Cost - Two Uniform Officers (Subject to Rank Level Determination)* summary for cost details. This amount is subject to change. The municipality will be billed based on the finalized OPP rank classification for these officers.

**OPP Contract Proposal Initial Costs
City of Dryden**

<u>Uniform, Equipment and Vehicle (see Note)</u>	<u>Quantity</u>	<u>Unit price</u>	<u>Total price</u>
Uniform and equipment - non-commissioned	25	\$ 4,281	\$ 107,032
Uniform and equipment - court officer	3	\$ 3,489	\$ 10,467
Uniform and equipment - civilian caretaker	1	\$ 716	\$ 716
Use of force equipment and training - uniform members	25	\$ 1,999	\$ 49,963
Taser (includes cartridge, training and magazine)	13	\$ 2,217	\$ 28,824
Taser training	25	\$ 283	\$ 7,083
Non-firearms use of force equipment costs - court officer - 1 baton 26 & 1 set handcuffs	3	\$ 186	\$ 558
C8a2 close quarter battle carbine per vehicle	8	\$ 2,185	\$ 17,480
Patrol vehicle	8	\$ 43,490	\$ 347,920
Mobile radio package opp-2 with repeater incl. initial installation	8	\$ 13,101	\$ 104,808
Portable radio	25	\$ 863	\$ 21,575
Decatur genesis ii select dual antenna radar moving radar	2	\$ 3,051	\$ 6,102
Kustom falcon hr stationary handheld radar	3	\$ 1,285	\$ 3,854
Dräger 6810 glc alcohol screening device	8	\$ 549	\$ 4,392
Total Uniform, Equipment and Vehicle Costs (see Note)			\$ 710,775

Note - costs do not include initial costs for two uniform officers subject to rank level determination, see separate schedule, *OPP Initial Costs - Two Uniform Officers (Subject to Rank Level Determination)*.

ADDITIONAL COSTS:

The costs associated with required systems upgrades and other detachment related facility areas are NOT listed above. These expenditures will be invoiced separately.

Examples of additional initial costs not included in this proposal include, but are not limited to items such as:

- Building Renovations
- Parking Lot Upgrades
- Duress System
- Gun Lockers
- Long Gun Vault

OPP Estimated Cost - Two Uniform Officers (Subject to Rank Level Determination)

City of Dryden

Estimated Policing Costs for the period January 01, 2021 to December 31, 2021

Costs in accordance with the 2021 OPP Cost Schedule for Amalgamating Police Services (updated annually)

Salaries and Benefits

		FTEs	\$/FTE	\$Total
Uniform Members	(Note 1)			
Inspector		0.02	163,514	2,786
Staff Sergeant		0.02	136,731	2,610
Uniform Position (Rank to be determined)	(Note 2)	2.00	122,479	244,958
Total Uniform Salaries	(Note 3)	2.04		250,355
Overtime	(Note 4)			13,544
Statutory Holiday Payout			3,873	7,887
Shift Premiums	(Note 5)		1,033	2,066
Benefits	(Note 6)			76,178
Total Uniform Salaries & Benefits				\$350,030
Support Costs - Salaries and Benefits				
Communication Operators			6,940	14,131
Prisoner Guards			1,853	3,773
Operational Support			5,129	10,443
RHQ Municipal Support			2,647	5,390
Telephone Support			120	244
Office Automation Support			673	1,370
Mobile and Portable Radio Support			264	538
Total Support Staff Salaries and Benefits Costs				\$35,889
Total Salaries & Benefit				\$385,918
Other Direct Operating Expenses				
Communication Centre			165	336
Operational Support			742	1,511
RHQ Municipal Support			148	301
Telephone			1,456	2,965
Mobile Radio Equipment Repairs & Maintenance			39	79
Office Automation - Uniform			2,603	5,300
Vehicle Usage			5,551	11,303
Detachment Supplies & Equipment			502	1,022
Accommodation			621	1,264
Uniform & Equipment	(Note 7)		2,102	4,280
Total Other Direct Operating Expenses				\$28,362
Sub-total Estimated Gross Policing Costs				414,280
Uniform & Equipment Year-One Adjustment	(Note 7)			(4,204)
Estimated Annual Policing Costs				\$ 410,076
Uniform, Equipment and Vehicle Initial Costs	(Note 8)			76,394
Total Estimated Policing Costs Including Initial Costs				\$ 486,471

**OPP Estimated Cost - Two Uniform Officers (Subject to Rank Level Determination)
City of Dryden**

Estimated Policing Costs for the period January 01, 2021 to December 31, 2021

Costs in accordance with the 2021 OPP Cost Schedule for Amalgamating Police Services (updated annually)

NOTES

This 2021 annual cost estimate is calculated based on costs detailed in the 2021 OPP Cost Schedule for Amalgamating Police Services. The OPP Cost Schedule is updated annually and each year's estimate of annual municipal police service costs is based on the most recent schedule in effect.

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2021 salaries were estimated based on the 2021 rates set in the 2019 to 2022 OPPA Uniform Collective Agreements with an estimated overall general salary rate increase of 1.00% in January 2021 and 0.97% in July 2021. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat (2020-21). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Amalgamating staff subject to the Rank Level Determination process are indicated as "Uniform Position (Rank to be determined)", for the purposes of this costing estimate, the Sergeant salary rate has been applied. This amount is subject to change. The municipality will be billed based on the finalized OPP rank classification.
- 3) Uniform FTEs includes a portion of the Inspector and Staff Sergeant FTEs, allocated for supervision of two uniform officers.
- 4) Overtime is calculated for uniform members based on a provincial rate of 5.41% of uniform salaries. Overtime is reconciled to actual costs allocated to the municipality.
- 5) Shift Premium is calculated at \$1,033 per Sergeant, Constable and Uniform Position (rank to be determined) and reconciled to actuals.
- 6) The benefit rates are 25.86% for commissioned uniformed officers, 30.37% of salaries for uniformed officers, and 2.00% for overtime payments.
- 7) The first year of the contract the municipality will be required to pay for the Inspector/Staff Sergeant portion of Uniform and Equipment costs, in the amount \$76. A reduction of \$4,204 will be applied based on the number of amalgamating officers as initial costs are charged for the first year of the contract.
- 8) Uniform, Equipment and Vehicle Initials Costs as detailed on the attached *OPP Contract Proposal Initial Costs - Two Uniform Officers*, does not include costs associated with required systems upgrades and other detachment related facility areas. These expenditures would be invoiced separately.

OPP Contract Proposal Initial Costs - Two Uniform Officers (subject to rank level determination)
City of Dryden

Uniform, Equipment and Vehicle	Quantity	Unit price	Total price
Uniform and equipment - non-commissioned	2	\$ 4,281	\$ 8,563
Use of force equipment and training - uniform members	2	\$ 1,999	\$ 3,997
Taser (includes cartridge, training and magazine)	1	\$ 2,217	\$ 2,217
Taser training	2	\$ 283	\$ 567
C8a2 close quarter battle carbine per vehicle	1	\$ 2,185	\$ 2,185
Patrol vehicle	1	\$ 43,490	\$ 43,490
Mobile radio package opp-2 with repeater incl. initial installation	1	\$ 13,101	\$ 13,101
Portable radio	2	\$ 863	\$ 1,726
Dräger 6810 glc alcohol screening device	1	\$ 549	\$ <u>549</u>
Total Uniform, Equipment and Vehicle Costs			\$ <u>76,394</u>

OPP Contacts

Please forward any questions or concerns to Staff Sergeant Ed Chwastyk, Detachment Commander, Dryden Detachment, or Sergeant Katherine Ross, Municipal Policing Specialist, Municipal Policing Bureau, OPP General Headquarters.

Staff Sergeant Ed Chwastyk (807) 937-5577

Sergeant Katherine Ross (705) 345-4318

Appendix "A"
Proposed Level of
Service

Proposed Level of Service

	Position	(1) FTE Contract Resources
-	Detachment Commander (Inspector)	0.44
-	Staff Sergeant - Detachment Manager	0.45
-	Sergeant	3.00
-	Constable	22.00
-	(2) Uniform Position (Subject to Review)	2.00
	Total Uniforms	27.89
-	Court Officer - Administration (Full-Time)	1.00
-	Court Officer - Security (Full-Time)	2.00
-	Detachment Admin Clerk (Full-Time)	2.00
-	Caretaker (Full-Time)	1.00
	Total Civilians	6.00

(1) "Full-Time Equivalent" (FTE) does not refer to an officer exclusively dedicated to the Agreement. It is a unit of hours of police services per annum. The number of hours for an FTE is subject to change from year to year, and will reflect the latest availability factor, currently at 1,417 hours per year. The availability factor for the billing year will be specified in the Annual Billing Statement for that year.

(2) The following position(s) are subject to a Rank Level Determination process: Chief and Inspector. The municipality will be billed for .44 of an Inspector and .45 of a Staff Sergeant position which represents the City of Dryden's proportion based on workload. If the 2 RLD positions are factored into the above as Sgt's (which they have been costed at)(not shown), the numbers change to .46 Inspector and .47 Staff Sgt. Following the RLD process, the Billing Statement will be updated to reflect the actual position(s) achieved.