



DARIEN POLICE



JOSEPH MARCHESE
Mayor

GREG THOMAS
Chief of Police

JASON NORTON
Deputy Chief

1710 Plainfield Road
Darien, Illinois 60561-5044
Administration 630.971.3999
FAX 630.971.4326
Police Response 9-1-1
www.darien.il.us

POLICE COMMITTEE
August 21, 2023
6:00 P.M.
Police Department Training Room
1710 Plainfield Road

1. Call to Order
2. Public Comment and Communications
3. Approval of Meeting Minutes from June 19, 2023
4. Agenda Memo – A motion to approve the expenditure of budgeted funds to purchase professional consulting services from Testing for Public Safety, LLC to establish a sergeant promotional eligibility list in the amount of \$10,100.
5. Agenda Memo – A resolution authorizing the purchase of (1) DJI Matrice 30T (with Care Enterprise Plus) drone and (4) battery packs from Aerial Influence, LLC using Department of Justice (DOJ) award money in the amount of \$10,295.
6. Next Meeting Date – September 18, 2023
7. Adjournment



DARIEN POLICE



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Chief of Police

JASON NORTON
Deputy Chief – Operations Commander

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POLICE COMMITTEE
June 19, 2023
Regular Meeting Minutes
Police Department Training Room
1710 Plainfield Road

1. Call to Order

The meeting was called to order at 6:00 p.m. in attendance were Chairman Joe Kenny, Alderman Ralph Stompanato, Alderman Eric Gustafson and Chief Greg Thomas.

2. Public Comment and Communications

There were no communications presented

3. Approval of Meeting Minutes from the May 15, 2023 meeting

Alderman Stompanato motioned to approve the minutes seconded by Alderman Gustafson. The committee unanimously approved the minutes.

4. 2022 Annual Report

Chief Thomas advised that he would present the 2022 Annual Report at the City Council meeting tonight. He asked the committee if they wanted him to give the presentation now or wait until the City Council meeting. Chairman Kenny raised a question regarding the difference between Part A and B crimes. Chief explained how the federal government established the crime categories. Chairman Kenny asked a question about how the department destroys drugs in evidence. Chief advised the evidence officers' burn drugs in the incinerator or send them away for destruction. The method of destruction depends on the type of drug. A discussion ensued about different categories of crimes. Also about the legal way to transport cannabis.

5. Discussion on Fines and Sentences

In June Alderman Gustafson sent a question to chief about what level of control the city has over establishing fines and sentences. Whether or not Darien can strengthen their fines and sentences. Chief explained that the City has direct control of ordinance violations; however, there are no criminal sentences for any ordinance violations. If there is a violation of a state statute then the City has very little control of these. The committee discussed the differences between DuPage and Cook county sentences.

6. **DUMEG Annual Dues**

Chief explained that this is the annual renewal fee for our participation with DUMEG. DUMEG's primary function is drug enforcement. They have helped with numerous investigations. Alderman Gustafson motioned to approve seconded by Alderman Stompanato. The committee unanimously approved the motion.

7. **All Traffic Solutions Suite 36 month Renewal**

Chief advised this is a request to renew the software for the radar signs. Alderman Stompanato motioned to approve seconded by Alderman Gustafson. The committee unanimously approved the motion.

8. **MERIT Annual Renewal**

Chief noted that this item is an error. City Council approved this item at the last City Council meeting. No action is needed.

9. **2023 Ammunition Purchase**

Chief informed the committee that the state requires a firearm qualification twice a year for each officer. The department needs to replenish the ammunition supply yearly. It is very expensive and in short supply. Alderman Gustafson motioned to approve the motion seconded by Alderman Stompanato. The committee unanimously approved the motion.

10. **Axon Pro Bundle Licenses**

Chief advised that this software allows supervisors to view up to (4) videos at one time. This feature decreases the amount of time supervisors spend reviewing videos. The department will purchase this software using Equitable Sharing Funds
Alderman Stompanato motioned to approve seconded by Alderman Gustafson. The committee unanimously approved the resolution.

11. **Axon Rapid Respond Licenses**

Chief explained that this software allows the dispatch center access to each officer's GPS location. This feature increases officer safety. The department will purchase this software using Equitable Sharing funds.
Alderman Gustafson motioned to approve seconded by Alderman Stompanato. The committee unanimously approved the resolution.

12. **License Plate Reader Poles and Installation**

Chief advised that City Council approved the purchase of License Plate recognition cameras and software almost three years ago. It has taken a much longer time to get the cameras installed partly due to permitting issues with the DuPage County Department of Transportation. The department has renegotiated the contract with Vigilant/Motorola Solutions. The technology has improved and we are now getting a better system with more camera locations for less money. Some of the new cameras will need to be mounted on poles that we need to install and the department is asking for approval of the installation of poles to mount the license plate reader cameras. The cost for this project will not exceed \$53,000 and cannabis funds will be used for the purchase. A discussion ensued about the benefits of ALPRs.
Alderman Gustafson motioned to approve seconded by Alderman Stompanato. The committee unanimously approved the resolution.

13. **Next Meeting Date – July 17, 2023**

14. **Adjournment**

Alderman Stompanato motioned to adjourn seconded by Alderman Gustafson. The

meeting was adjourned a 6:45 p.m.

Approved: _____
Date

Alderman: _____
Eric Gustafson

Chairman: _____
Joseph Kenny

Alderman: _____
Ralph Stompanato

AGENDA MEMO
City Council
August 21st, 2023

ISSUE STATEMENT

A motion to approve the expenditure of budgeted funds to purchase professional consulting services from Testing for Public Safety, LLC (TPS, LLC) to establish a sergeant promotional eligibility list in the amount of \$10,100.

BACKGROUND/HISTORY

The current eligibility list for promotion from officer to sergeant will expire December 16, 2023. We have promoted one officer from the current eligibility list. The Fire and Police Commission, Rules and Regulations, established the eligibility list to expire after three years. In order to have a list of eligible officers for promotion we need to establish a list. The establishing of a list of qualified officers for the potential need for promotion to sergeant is needed in case of retirement of any of the current supervisors over the next three years. To conduct a valid defensible list an outside agency is required to conduct a written examination and structured oral interview. Those two weighted tests in combination with weighted merit rating and seniority points will establish a list.

TPS, LLC submitted the lowest qualified bid of the (4) vendors that we contacted. Although Police Consultants Inc. had the lowest bid, they did not answer the quote in the manner that we requested. Instead of a formal bid document, they provided a handwritten description of what they provided for another agency and literature from their website. Their oral examination process is a group session format instead of individually with each candidate. Staff does not recommend this style of testing. We also requested a quote from Stanard and Associates and they declined to provide a bid.

Item	FYE21 Budget	Actual Cost
Boards & Commissions Professional Consulting Services	\$11,000 – Line 01-40-4205	\$10,100.00

Proposals/Bids

Testing for Public Safety, LLC (TPS, LLC)	\$10,100
IO Solutions, Inc.	\$26,545
Police Consultants, Inc.	\$7,015 (Incomplete Bid)

STAFF/COMMITTEE RECOMMENDATION

Staff recommends a motion to approve the expenditure of budgeted funds to purchase professional consulting services from Testing for Public Safety, LLC (TPS, LLC) in the amount of \$10,100.

ALTERNATE CONSIDERATION

As recommended by staff.

DECISION MODE

This item will be placed on the September 5th, 2023 City Council agenda for formal approval.

2023 Sergeant Promotional Testing Quote Comparison

	Testing for Public Safety		IO Solutions		Police Consultants, Inc.
Conduct a Job Analysis to Determine Job Duties for Validation		No Cost			
Orientation Meeting with Promotional Candidates	\$ 800.00	Optional	\$ 920.00		
Expert Panel Review				\$ 1,000.00	
Promotion Written Exam	\$ 3,600.00		\$ 8,605.00	\$ 3,280.00	
Use of Department Documents	\$ 500.00	Optional			
Local Validation				\$ 1,000.00	
Conduct a Review Session Immediately Following the Exam		No Cost			
Travel Fee per Trip for TPS Personnel	\$ 200.00	Per trip		?	Judge mileage @ \$1.00 per mile
\$150 per Overnight Stay for TPS Personnel	\$ 150.00	Per Trip			
Oral Interview Structured Assessment Center for Sergeant	\$ 3,600.00		\$ 13,845.00		
Board Training, test materials, scoring and interview monitor	\$ 500.00			\$ 360.00	\$120/hour 3 hours quoted
TPS Monitor for Additional Days	\$ 400.00	per day		\$ 1,050.00	3 judges @ \$350
Travel Fee per Trip for TPS Personnel	\$ 200.00	Per trip			
\$150 per Overnight Stay for TPS Personnel	\$ 150.00	Per Trip			
Project Expenses (IO Solutions)			\$ 3,175.00		
Assessor per diem (9 assessors @ \$300 for 1 day) \$2,700					
Actor cost (1 actor for 1 day) \$400					
Administrative costs (shipping, freight, printing) \$75				\$ 325.00	Computer Reports @ \$25 per car
	\$ 10,100.00		\$ 26,545.00	\$ 7,015.00	

(3) Assessors Compensated \$500 day - Paid Directly to Assessors \$ 1,500.00



Testing for Public Safety, LLC (dba IPSP)

5948 North College Avenue, 2nd floor, Indianapolis, IN 46220

Phone: (317) 259 - 4285 Fax: (317) 377 - 4544

Company Summary

Testing for Public Safety, LLC (previously The Institute for Public Safety Personnel, Inc.) is a Midwest consulting firm located in Indianapolis, which specializes in the development and administration of entry-level and promotion testing. Our focus has been to create written exams, structured interviews, and assessment exercises for the law enforcement and firefighting fields. We have vast experience in providing services to hundreds of public safety departments, large and small.

The mission of Testing for Public Safety, LLC is to create job-relevant, valid, fair testing processes to allow police and fire departments to make the best employment decisions. We strive to ensure that promotion testing is viewed positively by all involved, from top ranking personnel to the candidates themselves. In fact, union representatives that have observed all aspects of testing have also confirmed the fairness of our promotion processes. Another important quality of fairness that we take seriously is ensuring that members of diverse backgrounds view the testing as free from bias, and that all have an opportunity to perform well.

Testing for Public Safety, LLC differs from our competitors in a variety of ways, from our approach to written test questions to our procedures to administer interviews/assessment exercises.

- Test Questions: Promotion testing is job-relevant and valid if it reflects critical aspects of the next higher rank. However, test questions should not simply cover topics that are important; questions should also reflect the way in which the department conducts its operations. Additionally, questions that are trivial or based on rote memorization are not perceived as being meaningful. Our approach to test-writing is to cover more operational details that reflect “how to” perform important aspects of the job, rather than pure definitions, the names of theorists, or the numbering system of policies.
- Realistic portrayal of interview questions/assessment exercises: We strive to ensure that interview questions and assessment exercises realistically portray a simulation of the job in question. At TPS, we listen to the Subject Matter Experts of a department to find out what issues and situations really matter for their department. We provide guidance and structure during the development phases to ensure that deadlines are met, but allow the SME’s to direct the topics, content, and scoring dimensions to be covered.
- Consistency in administration and scoring of interview/assessment exercises: Every candidate testing within each rank answers the same questions and exercises, in the same order. No candidates receive additional “help” with follow-up questions or guidance. The consistency in scoring is evidenced by the strong level of statistical reliability (inter-rater correlations) that results from the structured procedures and behaviorally anchored rating scales. This reliability of scoring is essential; a testing device that is not reliable cannot be valid.

Testing for Public Safety, LLC is in full compliance with standards set by the American Psychological Association (APA) and the Society for Industrial and Organizational Psychology (SIOP) for the evaluation, development, and use of testing instruments. All TPS services are provided by a staff that is mindful of the need to adhere to the highest standards of professional and ethical conduct.

AGREEMENT

THIS AGREEMENT for professional services, dated this **30th** of **June 2023**, by and between the *Testing for Public Safety, LLC* (hereinafter “TPS, LLC”) and the **Darien Police Department** (hereinafter “Department”):

A. Basic Services

1. Effective **June 30, 2023**, and continuing through **June 23, 2024**, TPS shall, pursuant to the terms and conditions set forth herein, provide the Department with the professional consulting services set forth in **Exhibit A** attached hereto and made a part hereof.

B. Operation

1. The relationship between TPS and the Department shall be that of an independent contractor providing professional services.

2. TPS shall furnish, or make contact with other individuals or entities to furnish such professional, technical, or clerical services as are needed for the administration of the TPS programs. TPS shall provide for all salaries and the employer’s share of social security, worker’s compensation, and all other taxes imposed on an employer with reference to any personnel employed by TPS in relation to the performance of the terms of this Agreement.

3. All test materials developed and administered by TPS are the property of TPS, LLC. This Agreement provides for a one-time usage of test materials specifically developed for the purpose of executing this Agreement. Department agrees to respect the copyright of all TPS materials and agrees not to duplicate said materials without the expressed written consent of the Director of TPS, LLC.

4. All records kept by TPS concerning the designated programs herein shall be the property of TPS provided that the Department shall have the right to access and review the information contained in such records.

5. In the event an applicant or incumbent requires a reasonable accommodation in the administration of any test by TPS the Department agrees to pay a reasonable additional fee therefore.

6. The total cost to the Department for services of TPS as provided for in this Agreement shall be in the amount set forth in **Exhibit A**. Such amount shall be remitted to TPS within thirty (30) days after completion of the agreed services. The services rendered by TPS under this Agreement shall be considered as “professional services”. Upon request, TPS shall provide a fully itemized statement concerning the services rendered under this Agreement.

C. Additional Services

1. The Department may, from time to time, require changes in the scope of the services of TPS to be performed under this Agreement. Such changes, including any increases or decreases in the amount of compensation to TPS which are mutually agreed upon by the parties hereto, and approved by all other necessary and proper authorities, shall be incorporated in written amendments to this Agreement.

2. TPS further agrees that its personnel will appear, if necessary, to testify on behalf of the Department with regard to any legal challenge involving TPS programs, and that TPS personnel shall make such appearance without compensation other than out-of-pocket expenses.

D. Miscellaneous

1. If TPS fails to fulfill in a timely and proper manner the obligations pursuant to this Agreement, the Department shall thereupon have the right to terminate this Agreement by giving written notice to TPS at least thirty (30) days prior to the effective date of such termination. In the event of termination, neither party hereto shall be relieved of liability to the other for damages sustained by virtue of any breach of this Agreement, and the Department may withhold payment to TPS for the purpose of setoff until such time as the exact amount of damages due the Department can be determined.
2. If the Department shall fail to fulfill in a timely and proper manner the obligations pursuant to this Agreement, TPS shall thereupon have the right to terminate this Agreement. Said notice shall be given to the Department at least thirty (30) days prior to the effective date of such termination. In the event of termination, neither party hereto shall be relieved of liability to the other for damages sustained by virtue of any breach of this Agreement.
3. TPS shall indemnify and hold harmless the Department from any and all loss, damage, injury or liability caused by the negligence of TPS or its employees or agents in performing its obligations provided in this Agreement.
4. TPS shall not be held liable and the Department shall hold TPS harmless from any and all loss, damage, injury or liability caused by the negligence of the Department or its employees or agents in disregarding or ignoring any professional opinion, diagnosis or recommendation of TPS or its employees or agents while TPS is performing its obligations provided in this Agreement.
5. TPS certifies and warrants that it has the capacity to perform the services as required by the Department with high professional quality, ability and expertise and further certifies and warrants that it has the capacity and authority to enter into this Agreement.
6. TPS and its employees, agents and representatives, in the performance of this Agreement, agree not to discriminate against any employee or applicant for employment with respect to his or her tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, sex, religion, national origin, ancestry, disability, or Vietnam Era veteran status.
7. This Agreement shall be binding upon and shall inure to the benefit of TPS its partners, successors, assigns, legal and personal, representatives, and administrators.
8. At the expiration of the initial term hereof, or upon earlier termination of this Agreement pursuant to Section D, 4, the parties shall review the compensation paid by Department and the services rendered by TPS through the date of such termination to determine whether Department is entitled to any reimbursement or whether TPS is entitled to additional compensation, and any necessary adjustments shall be made.
9. Nothing herein shall be construed as creating any personal liability on the part of any officer, director, agent, or employee of any public body which may be a party hereto.
10. This Agreement represents the entire understanding between and among the parties hereto. This Agreement may not be changed, altered, or amended; modification of this Agreement must be in writing, executed by the parties hereto, refer to this Agreement by date, and must be executed on a form entitled "Supplemental Agreement" approved by all parties hereto.



Exhibit A

Agreement with Darien Police Department For a Police Sergeant Promotion Process

Process Steps:

- I. Establish Job Relevance
 - A. Develop consolidated job descriptions via survey
 - B. Select source materials with guidance of Development Committee
- II. Train and Inform Candidates about Process
 - A. Provide candidates with descriptive process booklets
 - B. (Optional) Orientation session with additional preparation tips
- III. Write and Validate Written Test Questions
 - A. Write test questions on all reading materials
 - B. Validate test questions via committee review before or after exam
- IV. Administer Written Test
 - A. Provide test booklets
 - B. Administer test site
 - C. Provide all testing material
- V. Conduct an Appeal/Review Session immediately after the written exam
 - A. Provide candidates with a copy of their own answer sheet and an answer key
 - B. Receive written appeals on test questions
 - C. Meet with committee afterwards to review appeals
- VI. Develop Structured Interview/Assessment Center Materials
 - A. Meet with the committee to identify assessment goals
 - B. Develop structured questions and scoring guidelines
 - C. Validate material either before or after test administration
- VII. Administer Interviews and Assessment Centers
 - A. Train oral interview board
 - B. Monitor the interview and assessment exercises to guide candidates through the process
- VIII. Score Results
 - A. Compute all scoring
 - B. Generate results lists
 - C. Combine results with other process components (seniority, etc.)
- IX. Provide Individual Feedback
 - A. Provide candidates with individual scores and rank order standing
- X. Derive Final List
 - A. Provide Department with final scores and rank order list



Testing for Public Safety, LLC (dba IPSP)

Project Costs:

- I. Conduct a job analysis to determine job duties/responsibilities for validation **NO COST**

- II. Orientation Meeting with Promotion Candidates (Optional)
 \$800.00 per day to provide a session of candidate training. Each session is scheduled for two to three hours. Candidate training provides a thorough description of the written exam, oral interview, and assessment exercises. Specifically, candidates will review the scoring procedures, and receive tips on how to prepare for the process.

- III. Promotion Written Exam
\$3,600.00 to provide one (1) written exam per rank level with no more than twenty (20) candidates per rank.
 - A. **Additional \$500.00** if Department chooses local documents (i.e., Standard Operating Procedures, Rules and Procedures, Union Contract) for test questions.
 - B. Cost assumes that Department or candidates will purchase source materials.
 - C. Department will provide test site.
 - D. Cost for additional candidates over twenty (20) is \$50.00 per candidate.
 - E. Cost includes one (1) day of test administration.
 - F. Cost includes all test materials and scoring.
 - G. **(Optional)** Department may elect to have the exam scored via computer on-site at a cost of \$1,000.00.

- IV. Conduct a Review Session immediately following the exam **NO COST**
 Candidates will have the opportunity to review their test booklet, a photocopy of their own answer sheet, and an answer key listing the correct answer and book page number. They may write appeals on questions if they disagree with the answer listed in the key.

- V. Promotion Oral Interview/Assessment Center Exercises
\$3,600.00 to provide oral interview/assessment center **per rank level** with no more than twenty (20) candidates.
 - A. **Additional \$500** for board training, all test materials, scoring and interview monitor for first day. If assessments continue for multiple days, TPS monitor provided @ \$400.00 per day (after first day).
 - B. Department will provide test site.
 - C. Cost for additional candidates over twenty (20) is \$50.00 per candidate.
 - D. TPS will assist in identifying and securing assessors, in addition to all notifications and travel assistance **at no cost. However Department will directly compensate outside board of three (3) administrative level officers.** Current established rate is \$500.00 per rater for each day of assessments (\$1,500 per day). For those raters who travel from a distance and require accommodations, Department will also reimburse them for hotel accommodations. (TPS will attempt to identify raters who do not require accommodations when possible.)

- VI. Compute candidate seniority scores based on hire dates provided by department, combine all scores, and provide feedback for candidates – NO CHARGE

- VII. \$200.00 travel fee per trip for TPS personnel
- VIII. \$150.00 per overnight stay for TPS personnel.

IN WITNESS WHEREOF, the parties have executed this Agreement.

TESTING FOR PUBLIC SAFETY, LLC

DARIEN POLICE DEPARTMENT

By: _____

By: _____

Date: _____

Date: _____



Darien Police Department Sergeant Promotion Process 2017

Statistical Analysis

Written Exam:

The reading list included topics covering management and supervision, constitutional law for police, leadership, and the Darien Police Department Policy and Procedures. For this test, the average is 79.52% with a standard deviation of 9.58 and reliability estimate (alpha) of .9217. Overall, your candidates performed quite well on the exam, with a range of 65.269% - 92.814% - only two out of ten candidates scored below the 70% cutoff.

The reliability of the promotion written test is best measured by its internal consistency. This is a measure of the extent to which the various parts of the written test show consistent results. Consistency in the written test would suggest that the test consistently measured an underlying component (i.e., knowledge about the technical matters described in the reading materials).

For the promotion written test, the reliability of the test was measured by using the Kuder-Richardson formula or alpha. The obtained alpha for the written test was .9217. This result is confirmation for the reliability of the written test. That is, it appears from this analysis that the test was a reliable indication of specific skills and abilities. In essence, it appears that if this test was administered to candidates on a second occasion that their obtained scores would be similar in nature to the scores that the candidates obtained during the first test administration. Further, it also appears that the written test was a stable estimate of underlying skills and abilities.

Structured interview with assessment exercises:

The interview with assessment exercises included problem analysis scenario questions, a tactical exercise, and a writing exercise. For this test, the range of scores was 62.626% to 85.522% with an average of 71.142%.

A few statistical analyses were conducted to determine reliability measures.

First, we reviewed the correlations of scores between the three raters. This analysis indicated that there was excellent consistency among the board members, with overall correlation ranging from .947** to .963** (significant at the 0.01 level (2-tailed)).

Second, the reliability of the assessment center was evaluated by assessing its internal reliability or consistency between ratings. The results for the combined assessment ratings yielded a reliability estimate (alpha) of .898. The general rule of thumb is that an alpha of . 70 and above is good, . 80 and above is better, and . 90 and above is best. Both of these statistical evaluations provide strong support for the reliability of the assessment exercises.



Darien Police Department Sergeant Promotion Process 2017

Additional Validation and Feedback from Candidates

One excellent measure of face validity is the acceptance of the test by the subjects who participated as candidates. In essence, did the candidates feel that the tests measured skills and abilities that were relevant and valuable?

First, candidates had the opportunity to challenge any written test items that they considered incorrect. This review session took place immediately after the exam administration. Only one question out of 167 test questions required re-scoring on the basis of appeal. This successfully appealed question was based on inconsistencies contained within the department's policies. These review procedures help to ensure the accuracy of test questions and relevancy to the Department's procedures.

Second, the eight candidates who completed all test phases responded to a survey at the conclusion of the testing process. The survey included three questions that candidates were asked to complete. The three questions and the results of this survey are presented below:

QUESTIONS	2017 (8 candidates)
<i>1. Were you treated in a courteous fashion by the members of the interview board and by the session monitor?</i>	100
<i>2. Do you feel that the assessment center structured interview that you completed today was an accurate reflection of the job duties performed at the rank that you are seeking?</i>	100
<i>4. Overall, do you feel that the current promotion process is a fair reflection of a candidate's potential job skills?</i>	100

All of the statistical evaluation data effectively support the validation of 2017 Darien Police Department promotion process. Additionally, the candidates' exit survey responses were extremely positive and supportive of the testing.

Darien, IL Custom Sergeant Exam and Assessment

Estimate based on 10-12 candidates

Project Step	Consultant Hrs.	Consulting Assoc. Hrs.	Tech. Wrtr. Hrs	Admin. Hrs.	Cost
Written Job Knowledge Examination	8	19	50	2	\$8,605
Work with SMEs to develop an examination plan that is linked to the job description, and select appropriate knowledge sources.	4				
Draft 125 multiple choice questions based on exam plan.	4		50		
Review questions with SMEs to assess job-relatedness and difficulty. Identify final 100 questions and establish appropriate cut-off score.		8			
Administer exam on-site.		5			
Score exam.		1		2	
Assist in designing/coordinating appeals process and respond to candidate appeals.		5			
Assessment Center Development	46	27	0	4	\$13,845
Design three assessment center exercises based on input from SMEs, including candidate preparation materials, scripts, and rating criteria/guidelines.	33	6			
Review exercises with SMEs to refine exercise details and ensure accuracy of criteria.	3				
Recruit assessors (estimated 6-9 assessors to create 3 panels)		6			
Develop efficient assessment schedule and coordinate needs for assessment site.	1				
Administer the assessment center (estimated 10 candidates: 1 day, 2 staff)	8	8			
Compile assessment scores and conduct quality controls.	1	3			
Develop candidate feedback reports.		4		4	
Candidate Orientation Presentation	4	0	0	0	\$920
Prepare and deliver a candidate preparation/orientation presentation.	4				
Project Expenses					\$3,175
Assessor per diem (9 assessors @ \$300 for 1 day)		\$2,700			
Actor cost (1 actor for 1 day)		\$400			
Administrative costs (shipping, freight, printing)		\$75			
TOTAL PROJECT INVESTMENT					\$26,545

Schedule of Hourly Rates - IOS 2023

Category	Rate
Consultant/Industrial Psychologist	\$230/hour
Consulting Associate	\$115/hour
Technical Writer	\$90/hour
Administrative Assistant	\$40/hour

Project Notes

Client will be responsible for providing a suitable site at which to conduct exams and assessment and for lunch/refreshments on the day of the assessment.



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Law Enforcement Promotions

For over 3 decades, the staff of PCI have offered a full range of promotional testing and consulting services to law enforcement. These include:

Performance evaluation systems

Rules and procedures review

Validation studies

Federal & state guidelines compliance

Custom test construction

National law enforcement accreditation assistance

PCI offers full service promotional examination and interview techniques.

Our research strength has resulted in the award of government grants to study special law enforcement problems. PCI's technical excellence is combined with the practical experience gained by working with hundreds of law enforcement agencies in 29 states. Our position as advisors to both state and national organizations, as well as prominent law firms, keeps the real needs of our clients in focus. Our broad courtroom experience helps prevent the needless exposure of our clients to preventable legal action.

Accurate Promotional Procedures

The success of your promotional process demands more than just a good written test. The proper approach begins with up to date rules and procedures that are fair and legally defensible. Acceptance by your employees is ensured by realistic ratings systems and objective interview procedures that are technically accurate and help assure your credibility.

The PCI team is equipped to deal with your agency's specific needs to assure that your promotional system is properly balanced. Each component in the process should complement the total promotional procedure. Specific issues such as passing points

and weights assigned to the various components can present problems if not properly engineered. Analysis of your department's promotional program is part of our regular service.

PCI clients have come to expect this level of service as a consulting standard.

Written Examinations

PCI can construct and validate your own test "from scratch" or you can rely on our prevalidated job knowledge multiple choice modules. Each module is based upon a separate recognized and recent text which is quickly available from book publishers.

PCI examinations are pre-tested in the field. They are regularly updated to ensure fairness and acceptance by your candidates. PCI's general job-knowledge tests are designed for the widest possible application to law enforcement organizations nationwide. Most examinations contain between 100 and 200 items that require from 2 to 3 hours to administer.

Using Our Services

Interested departments and commissions should contact us in sufficient advance to allow for rules and procedures changes. Your job descriptions and organizational charts will be requested to assure that the proper test is selected for your department. Consultation with command level sworn personnel allows a study list to be generated based upon the modules related to your department practices.

Most departments prefer to have the written examination administered by one of the PCI agents from your area. This is done in order to maintain the highest level of test security.

PCI's test questions will not be found in book stores or popular test study guides. To avoid compromising security, the examinations are not normally pre-reviewed by user agencies. References and study lists assure that you are receiving a proper test that applies to your organization. On-site pre-inspections of the examination can be arranged for special circumstances.

If it is normal practice for candidates to review their results, the breakdown of the total examination into subject area scores for each candidate will be especially useful.

PCI promotional examinations are scored and evaluated by our in-house computer and optical scanning system for accuracy and speed. Normally, you will have test results in 72 hours. You will also receive a series of reports of each candidate's performance and a statistical report on the overall performance of the total group.

Custom Services

Most agencies will opt to maximize accuracy and increase the fairness and legal defensibility of their written promotional process. This is especially desirable when full scientific validation is not practical. The following procedures are highly recommended when any controversy is possible. These Procedures require advance notice to employees participation in your promotional process.

Expert Panel Review: A PCI consultant superintends an on-site panel comprised of your own staff ranking officers. Guided by recognized scientific procedures, each item is evaluated against local practices. Specific questions are removed from the test that are judged inappropriate. This is normally performed at the time the candidates are being tested to assure security. The expert panel review results in the defensible elimination of improper questions from the test prior to scoring.

After-Test Item Analysis: This objective statistical procedure requires a minimum of 30 candidates. It is a computer based process which is performed after the test is administered, but before scoring. Item analysis can be used in conjunction with an expert panel review or by itself. Recognized mathematical formulas eliminate improper questions and calculate the index of reliability of the test for your organization. These statistics are useful for review procedures and as a defense to challenges of unfairness.

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(index.html)

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[ASSESSMENTS \(POLICE_ASSESSMENTS.HTML\)](#) [FEE SCHEDULE \(POLICE_FEE.HTML\)](#) [CONTACT US \(POLICE_CONTACT.HTML\)](#)

Fee Schedule

Entrance Examinations

Patrol Officer - \$35.00 per candidate

Deputy Sheriff - \$35.00 per candidate

Corrections Deputy - \$35.00 per candidate

Civilian Jailer - \$35.00 per candidate

\$1,500 minimum charge for the first 20 candidates, additional candidates at \$35.00

Promotional Examinations

Police Promotional Positions - \$2,500 initial administrative cost, \$60 per candidate

Expert Panel Review Validation Package - \$1,000 per rank

Entrance and Promotional Administration Fees

Within 40 miles of Aurora facility - \$125.00

Beyond 40 miles of Aurora facility - \$200.00

Travel at \$1.00/mile plus travel accommodations (when needed)

Multiple Interview Assessments (MIA)

Interview Training & Certification Program - \$1,500.00

Individual Candidate Computerized Interview Reports - \$25.00

On-Site Interview Monitoring (Optional) - \$120.00/hour


PCI supplied pre-trained, sworn judges (optional, 3 required) - \$350.00 (per judge per day)

Other On-Site Consulting (per day) - \$1200.00

Individual Psychological Assessments

Entry Level Psychological Assessment - \$500.00 per candidate

[Return to Police Summary Page \(police_index.html\)](#)

 (630) 556-3625

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Website Design by TurnKey Digital
(<http://www.turnkeydigital.com>)

Referred by Deerfield PD



Police Consultants, Inc.

100 E. First St. / P.O. Box 313 / Big Rock, IL 60511 / (630) 556-3625 / Fax (630) 556-4110

7-26-23 via fax

Written Examination

Base Fee:	2500
13 candidates @ 60:	780
Local validation:	1000

Oral Examination

3 judges @ 350:	1050
moderator fee @ 120/hr	360
computer reports @ 25	325
judge mileage @ 1.00/mi.	?

Legal review of process: complimentary

Regards,

David E. Christensen
Technical Director.

Police Consultants, Inc.

100 E First St./P.O. 313/Big Rock, Illinois 60511/630-556-3625/Fax 630-556-4110

NATIONAL FEE SCHEDULE

WRITTEN EXAMINATIONS

ENTRANCE EXAMINATIONS

- | | |
|----------------------|-------------------------|
| ◆ Patrol Officer | \$35.00 per candidate** |
| ◆ Deputy Sheriff | \$35.00 per candidate** |
| ◆ Corrections Deputy | \$35.00 per candidate** |
| ◆ Civilian Jailer | \$35.00 per candidate** |

**\$1,500 minimum charge for the first 20 candidates, additional candidates at \$35.00

PROMOTIONAL EXAMINATIONS

- | | |
|---|--|
| ◆ Police Promotional Positions | \$2,500.00 initial administrative cost
\$60.00 each candidate |
| ◆ Expert Panel Review
Validation Package | \$1,000.00 per rank |

TEST ADMINISTRATION FEES

- | | |
|---|----------|
| - Within 40 miles of Aurora facility | \$125.00 |
| - Beyond 40 miles of Aurora facility | \$200.00 |
| - Travel @ \$1.00/mile plus travel accommodations (when needed) | |

MULTIPLE INTERVIEW ASSESSMENTS (MIA)

- | | |
|---|---------------------------------|
| ◆ Interview Training & Certification Program | \$1500.00 |
| ◆ Individual Candidate Computerized Interview Reports | \$25.00 |
| ◆ On-Site Interview Monitoring (Optional) | \$120.00/hr |
| ◆ Other On-Site Consulting (per day) | \$1200.00 |
| ◆ PCI supplied pre-trained, sworn judges (optional, 3 required) | \$350.00
(per judge per day) |

INDIVIDUAL PSYCHOLOGICAL ASSESSMENTS

- | | |
|--|------------------------|
| ◆ Entry Level Psychological Assessment | \$500.00 per candidate |
|--|------------------------|

AGENDA MEMO

Police Committee

August 21, 2023

ISSUE STATEMENT

A resolution authorizing the purchase of (1) DJI Matrice 30T (with Care Enterprise Plus) drone and (4) battery packs from Aerial Influence, LLC using Department of Justice award money in the amount of \$10,295

BACKGROUND/HISTORY

The Darien Police Department would like to start a small Unmanned Aerial System (sUAS) program. The use of sUAS's has become increasingly popular in recent years as technology advances and have become a vital tool for law enforcement agencies. They offer numerous benefits in emergencies such as locating missing or wanted suspects, canvassing a large area for evidence and documenting vehicle accident scenes. They are also useful to conduct over watch during high-risk engagements allowing officers to observe from a safe position.

The Metropolitan Emergency Response and Investigative Team (MERIT) currently uses the DJI Matrice 30T. The commander of the DuPage MERIT sUAS Team advised that this is the drone to purchase. All members of the DuPage Drone Team would be using the same device.

The Darien Police Department is a proud participant in the United States Department of Justice and the United States Department of Treasury Equitable Sharing Program for State and Local Law Enforcement Agencies. For the last two years, the Darien Police Department participated in federal task forces whose goal is to stem the flow of illegal narcotics into the Chicago metropolitan area which is one of the major hubs for illegal narcotics coming into the United States. It is the goal of this program to not only cut off the flow of illegal narcotics into the area, but to take away and use the tools, proceeds and property derived from any criminal activity against the offenders. These seized tools, proceeds and property are ultimately a deterrent to criminal activity and an enhancement to law enforcement. Under the Guidelines of the Equitable Sharing Program, the funds received cannot be used to replace or supplant the police department's regularly budgeted monies but augment the police budget. These seized monies may only be used by the police departments in order to augment the police budget. This purchase meets the Guidelines of the Equitable Sharing Program and will provide an important tool for the police department that otherwise would not be available without participation in the Equitable Sharing Program. The cash balance of this fund is \$277,226.77 as of July 31, 2023.

PROPOSALS/BIDS

Aerial Influence, LLC	\$10, 295
Advexure.com	\$10,783.68
Drone Nerds Inc.	\$11,430

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of the resolution authorizing the purchase of (1) DJI Matrice 30T (with Care Enterprise Plus) drone and (4) battery packs from Aerial Influence, LLC using Department of Justice award money in the amount of \$10,295.

ALTERNATE CONSIDERATION

As recommended by the Committee.

DECISION MODE

This item will be placed on the September 5, 2023 City Council agenda for formal consideration.

ESTIMATE

AERIAL INFLUENCE™

Aerial Influence LLC
40W020 Hughes Road, Elburn, IL 60119, UNITED STATES
Tax ID: 81-1197808
contact@aerialinfluence.com; Website:
www.aerialinfluence.com

Estimate No#: 0992
Estimate Date: Aug 14, 2023

\$10,295.00
ESTIMATED AMOUNT

BILL TO

rgonzalez@darienil.gov

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	DJI M30T (standard) Matrice 30T with Thermal camera, hard case, charging station, smart controller and 1 year of DJI Care Enterprise.	1	\$8,979.00	\$8,979.00
2	M30 Battery	4	\$329.00	\$1,316.00
			Subtotal	\$10,295.00
			TOTAL	\$10,295.00 USD

NOTES TO CUSTOMER

Please contact us with any questions or comments.

Thank you,

The Aerial Influence Team

TERMS AND CONDITIONS

Terms and Conditions attached.

ATTACHMENTS

ai_TermsConditions.pdf

**Advexure Unmanned Systems**9281 Irvine Blvd
Irvine, CA 92618 USA

Tax ID: 47-4174938 | CAGE: 8FF59

www.advexure.com | (855) 625-2055

PUBLIC SAFETY UAS | TRAINING | CONSULTING | SERVICE

BILLING
City of Darien Accounts Payable 1710 Plainfield Road Darien, IL 60561 PHONE: 630-971-3999 EMAIL: rgonzalez@darienil.gov

SHIPPING
Darien Police Department Rosemary Gonzalez 1710 Plainfield Road Darien, IL 60561

SALES QUOTE

QUOTE #	54798
ISSUED	8/9/2023
EXPIRES	30 Days
TERMS	Net 30

QTY	SKU	ITEM / DESCRIPTION	UNIT PRICE	AMOUNT
1	DJI-M30TCP	DJI Matrice 30T Combo w/ Care Enterprise (Plus) Includes: (1) Matrice 30T Aircraft, (1) DJI RC Plus Remote Controller, (2) TB30 Flight Batteries, (1) BS30 Battery Station, (3) Pairs of 1671 Propellers, (1) USB-C Cable, (1) USB-C to USB-C Cable, (1) Carrying Case, (1) Screws and Tools	10,114.00	10,114.00T
2	DJI-M30TB30	DJI Matrice 30 TB30 Intelligent Flight Battery	329.00	658.00T
1	ADV-ASPF	ADVEXURE PUBLIC SAFETY FLEET SERVICES Aircraft Setup, Prep and Firmware Update Service COMPLIMENTARY: Aircraft will be fully setup, configured and tested prior to fulfillment. Complimentary full tech check by Advexure's manufacturer certified technicians prior to fulfillment which includes a complete airworthiness checkover, firmware updates, and ease of operation prep so your system is fully ready to fly upon arrival.	0.00	0.00
1	ADV-ELPS	Advexure Enterprise Lifetime Premium Support COMPLIMENTARY: As one of the longest serving and most reputable UAV/drone dealers and distributors in North America, Advexure's enterprise solutions division commits itself to seven days a week, 365 days a year dedicated enterprise level support available near 24 hours a day by phone, email and live chat.	0.00	0.00
		FREE Standard Shipping	0.00	0.00
		Sourcewell Contract Pricing - Unmanned Vehicle Systems Contract #011223-ADX Contract Period: 03/21/2023 - 03/24/2027 Account Name: City of Darien Account #: 110530	-646.32	-646.32
		AVAILABILITY: In Stock & Ready to Ship		

YOUR ADVEXURE POINT OF CONTACTCody Thomas, VP Business Development
Email: cthomas@advexure.com | Direct: (530) 774-6909

Subtotal	\$10,125.68
Sales Tax (0.0%)	\$0.00
TOTAL	\$10,125.68

WE LOOK FORWARD TO SERVING YOUAddtl (2) Batteries 658.00
TOTAL \$10,783.68

The contents of this quotation and any attachments are CONFIDENTIAL for the client listed and may contain sensitive and proprietary information from Advexure LLC. The information may also be legally privileged. Any use, disclosure, reproduction, or dissemination of this transmission is strictly prohibited without prior written consent.

Estimate



Drone Nerds Inc.
 5553 Anglers Ave.
 Suite #109
 Ft. Lauderdale FL 33312
 United States
 P: 786-708-7807
 www.DroneNerds.com

Order #	EST402667879
PO Ref.	
Order Date	8/9/2023
Customer	Darien Police Department
Currency	US Dollar

Contact:
 Darien Police Department
rgonzalez@darienil.gov
 other: (630) 971-3999

Bill To:
 Rosemary Gonzalez
 Darien Police Department
 1710 Plainfield Road
 Darien IL 60561
 United States

Ship To:
 Rosemary Gonzalez
 Darien Police Department
 1710 Plainfield Road
 Darien IL 60561
 United States

Qty	Item / Description	Unit Price	Amount
1	M30TKIT-CAREPLUS DJI Matrice 30T M30T Complete Kit (2 TB30 Batteries, Care Plus) DJI Matrice 30T M30T Complete Kit (2 TB30 Batteries, Care Plus) What's Included (1) Matrice 30T Aircraft (1) DJI RC Plus Remote Controller (2) TB30 Flight Batteries (1) BS30 Battery Station (3) Pairs of 1671 Propellers (Two installed on aircraft, one spare pair) (1) USB-C Cable (1) USB-C to USB-C Cable (1) Carrying Case (1) Screws and Tools (1) DJI Care Enterprise: Plus Item ID:9533	10,114.00	10,114.00
2	CP.EN.00000369.02 DJI MATRICE 30 SERIES TB30 Intelligent Flight Battery DJI MATRICE 30 SERIES TB30 Intelligent Flight Battery Item ID:11065	329.00	658.00
3		Subtotal	10,772.00
		Discount Total	0.00
		S & H	0.00
		Tax Total (0%)	0.00
		Total	10,772.00

Additional Details:

Free Shipping

(2) Addtl. Batteries 658.00
TOTAL 11,430.00

Estimate



Drone Nerds adhere to all manufacturers pricing policies in order to maintain our authorized dealer status. As a result we are able to provide the highest level of manufacture authorized service and support.