



DARIEN POLICE



GREG THOMAS Chief of Police
JASON NORTON Deputy Chief – Support Services
AUSTIN JUMP Deputy Chief – Operations

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

POLICE COMMITTEE
September 21, 2026
Regular Meeting
6:00 P.M.
Police Department Training Room
1710 Plainfield Road

1. Call to Order
2. Public Comment and Communications
3. Approval of minutes from the August 17, 2026 meeting
4. Consideration of a motion to purchase ammunition
5. Consideration of a motion to hire an architect to assess the police department building
6. Darien Police Monthly Report
7. Next Meeting Date – September 21, 2026
8. Adjournment



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POLICE COMMITTEE

August 17, 2026

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 Alderman Joseph Kenny, Alderman Eric Gustafson, Alderman Ralph Stompanato and Chief Greg Thomas.

2. Public Comment and Communications

Darien resident Jessie (Last Name Unknown) was in attendance and made the following public comments:

- Testing for Public Safety is the best proposal for the Police Officer testing in her opinion.
- She also asked several questions about the monthly police report. Chief Thomas responded to her questions.
- She asked questions about Urban SDK including how the software extracts data from vehicles and who has access to it. Chief Thomas responded to her questions.

3. Approval of the minutes from the July 20, 2026 meeting

Alderman Stompanto motioned to approve the minutes seconded by Alderman Gustafson. The minutes were approved.

4. Consideration of a motion to purchase professional consulting services to establish an initial police officer eligibility list.

Chief Thomas explained that Testing for Public Safety (TPS) was not chosen to conduct the police testing because they do not provide written testing. They use a national test that is not what the department wants to use. The current eligibility list is almost depleted so the police department is asking for funds to start the process of establishing a new list. A discussion ensued about the bidding process and what vendors participated. The national testing process was also discussed. The differences between the lateral and initial officer hiring process was also discussed.

Alderman Stompanato motioned to approve seconded by Alderman Gustafson. The motion was approved.

5. **An ordinance authorizing the sale or disposal of surplus property**

Chief Thomas advised that the 2020 Tahoe that is on the list is the current K9 unit vehicle. The department has purchased a new vehicle to replace it which is being upfitted for the K9 unit. He also mentioned why the other items are currently on the list.

Alderman Gustafson motioned to approve seconded by Alderman Stompanato. The motion was approved.

6. **Darien Police Monthly Report**

Chief Thomas informed the committee that due to the high volume of questions regarding Urban SDK software and ALPR cameras, the police department created a transparency portal on the City of Darien web site.

7. **Next Meeting Date – Monday September 21, 2026**

8. **Adjournment**

The meeting was adjourned at 6:41 p.m.

Approved: _____
Date

Alderman: _____
Eric Gustafson

Chairman: _____
Joseph Kenny

Alderman: _____
Ralph Stompanato

AGENDA MEMO
Police Committee
September 21, 2026

ISSUE STATEMENT

Consideration of a motion to purchase ammunition from Kiesler's Police Supply in the amount of \$20,523.53

BACKGROUND/HISTORY

The police department is requesting to order ammunition requested under the FYE27 budget, line item 01-40-4217. Sgt. Rumick handles purchases for the firearms program and training. Kiesler Police Supply has the state contract for ammunition and therefore the sole source for our purchase.

Proposals/Bids:

Description		Qty.	Cost
9MM	SPEER LAWMAN 147 GRAIN TOTAL METAL JACKET 1000 RDS/CASE	60	\$12,757.80
223REM	FEDERAL AMERICAN EAGLE 55 GRAIN FULL METAL JACKET BOATTAIL 500RDS/CASE	28	\$5,575.64
223REM	SPEER GOLD DOT DUTY RIFLE 75 GRAIN SOFT POINT 500RDS/CASE	12	\$3,847.56
40S&W	SPEER GOLD DOT 180 GRAIN HOLLOW POINT 1,000RDS/CASE	1	\$466.88
9MM	SPEER GOLD DOT 147 GRAIN HOLLOW POINT 1,000RDS/CASE	5	\$2,075.65
DEPARTMENT CREDIT			-\$4,200.00
		TOTAL	\$20,523.53

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of a motion authorizing the purchase of ammunition from Kiesler's Police Supply in the amount of \$20,523.53.

ALTERNATE CONSIDERATION

As recommended by Staff

DECISION MODE

This item will be placed on the October 5th, 2026 agenda for formal Council consideration and approval.



Sales Quote

KIESLER POLICE SUPPLY, INC.
2802 SABLE MILL RD
JEFFERSONVILLE, IN 47130

Bill-to Customer

DARIEN POLICE DEPARTMENT
1710 PLAINFIELD ROAD
ATTN: ROSE GONZALEZ
DARIEN, IL 60561

Ship-to Address

Your Reference

Bill-to Customer No. L03762

Tax Registration No.

Salesperson

RYAN

Email

Home Page

Phone No.

No. Q178339

Document Date August 18, 2026

Due Date September 17, 2026

Payment Terms

Payment Method

Tax Identification Type Legal Entity

Shipment Method Standard

Douglas Rumick <drumick@darienil.gov>

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
KIESLER NOTE	PLEASE APPLY DEPT CREDIT	35	EACH	-120.00	-4,200.00
SPEER53620	SPEER LAWMAN 9MM 147 GRAIN TOTAL METAL JACKET FLAT NOSE, 1000RDS/CASE, 50RDS/BOX	60	CASE	212.63	12,757.80
FEDEAE223	FEDERAL AMERICAN EAGLE 223REM 55 GRAIN FULL METAL JACKET BOATTAIL 500RDS/CASE, 20RDS/BOX	28	CASE	199.13	5,575.64
SPEER24475	SPEER GOLD DOT DUTY RIFLE 223REM 75 GRAIN SOFT POINT, 500RDS/CASE, 20RDS/BOX	12	CASE	320.63	3,847.56
SPEER53962	SPEER GOLD DOT 40S&W 180 GRAIN HOLLOW POINT 1000RDS/CASE 50RDS/BOX	1	CASE	466.88	466.88
SPEER53619	SPEER GOLD DOT 9MM 147 GRAIN HOLLOW POINT 1000RDS/CASE, 50RDS/BOX	5	CASE	415.13	2,075.65
FORMAT RYAN	QUOTED BY RYAN DOLD KIESLER POLICE SUPPLY 2802 SABLE MILL RD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS RDOLD@KIESLER.COM	1	EACH	0.00	0.00
Amount Subject to Sales Tax		0.00	Subtotal		20,523.53
Amount Exempt from Sales Tax		0.00	Total Tax		0.00
			Total \$ Incl. Tax		0.00
			Tax Amount		0.00



KIESLER POLICE SUPPLY, INC. FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



INTEROFFICE MEMORANDUM



September 11, 2026

TO: Chief Thomas
FROM: Detective Sergeant Rumick # 304
SUBJECT: Ammo Purchase

Chief,

I am requesting authorization to purchase department ammunition from Kiesler's Police Supply in the amount of \$24,453.58. The quantities and pricing for this purchase are based on the current State bid.

Additionally, I am requesting authorization to trade in 35,000 rounds of .40 caliber practice ammunition from the Department's current inventory of approximately 41,000 rounds. Kiesler's Police Supply has agreed to accept the ammunition at a rate of \$120 per case, resulting in a total trade-in credit of \$4,200 to be applied toward the ammunition purchase.

The recommendation to reduce the Department's .40 caliber ammunition inventory is based on the limited number of officers who currently carry firearms chambered in .40 caliber compared to the amount of ammunition presently in stock. Maintaining approximately 6,000 rounds will provide an adequate supply for the remaining .40 caliber users while reducing excess inventory.

This recommendation also takes into consideration the Department's anticipated transition toward 9mm as the standard duty caliber. Trading a portion of the existing .40 caliber inventory at this time allows the Department to recover value from ammunition that is expected to have decreasing operational need and apply that value toward ammunition that better supports the Department's current and future requirements.

DN 2 304

Det. Sgt. Rumick # 304

AGENDA MEMO
Police Committee
September 21, 2026

ISSUE STATEMENT

A motion authorizing the expenditure of budgeted funds not to exceed \$10,000 to enter into an agreement with Williams Architects to conduct an architectural needs assessment and space planning for the Darien Police Department building.

BACKGROUND/HISTORY

The police department building was built in 1995 and is now over 30 years old. Many processes, tasks, and expectations of the agency's operations have changed over the years, and so have the needs of the building. The purpose of this request is to have a professional review the building's needs, workflow, and evolution for the present and future. This will be conducted by evaluating the building's current systems and whether or not there are any major issues or if there is a need for repair/replacement. This will be coupled with staff interviews to help understand their current challenges related to workspace and the potential to improve space utilization needs. After the review, recommendations, associated expected costs, and phased rollout will be provided.

Williams Architects had the lowest qualifying bid for all of the services that we required.

Item	FYE27 Budget	Actual Cost
Capital Purchases	\$25,000 – Line 40-4815	\$10,000

Proposals/Bids

Williams Architects	\$9,850
Studio GC Architects & Interiors	\$19,500
Kluber Architects & Engineers	\$19,500

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of a motion authorizing an agreement with Williams Architects to conduct an architectural needs assessment and space planning for the Darien Police Department building. Staff further recommends that the funds for such an agreement come from account 01-40-4815.

ALTERNATE CONSIDERATION

As recommended by Staff.

DECISION MODE

This item will be placed on the October 5, 2026, agenda for formal Council consideration and approval.

Architect Darien PD Bids		Williams Architects - Andy Dogan		Studio GC - Craig Meadows		Kluber Architects - Kelsey Skager	
		Fees	Anticipated Costs	Fees	Anticipated Costs	Fees	Anticipated Costs
Phase 1 Needs Assessment (1 -major issues or systems for repair or replacement w/ remaining life estimates, 2 -Operational Review - staff discussions challenges w/ current space and areas of improvement, 3 - Needs Assessment and Recommendations - written recommendation based on data gathered)			Phase 1 Facility Assessment (Replace timeframe for building finishes, materials and equipment - budget forecasting)	\$ 5,500.00	\$ 5,500.00	Design Phase - Evaluation: Meeting for project, goal setting, flow concerns, site review, life expectancy, industry standards, and review info by PD	\$ 6,500.00 \$ 6,500.00
Phase 2 Space Planning (1 - Concept planning - reconfigure or renovation from identified needs w/ cost ranges identified, 2 - Refine/Development concepts and costs - one or two preferred concepts w/ phases and expected costs)			Phase 2 Space Needs Assessment (Overlaps Phase 1. Analysis of existing workflows and staff operations - determine any deficiencies for future needs, compare peer departments, flows, programs and processes)	\$ 6,500.00	\$ 6,500.00	Design Phase - Space Needs Analysis: interviews w/ staff, identify current, 10 and 20 year needs, space plans, concept plan, project phasing and presentation of findings	\$ 9,500.00 \$ 9,500.00
Final Presentation (floor plans and 3D concept			Phase 3 Master Planning (Future layout of building, phased construction plan as per budget and operations)	\$ 7,500.00	\$ 7,500.00	Design Phase - Cost and Schedule: estimate probable costs of construction, develop schedule for improvments and	\$ 3,500.00 \$ 3,500.00
Subtotal for all above		\$	9,350.00		\$ 19,500.00	\$ 19,500.00	\$ 19,500.00
Additional Services (mileage to and from and hourly for work not included	Extra	Not to exceed \$500 w/o prior approval		Included		Included	
Detailed Review of Existing Systems	Extra			Included		Included	
Detailed Design, Finish Selections and Construction Documents	Extra			Included		Included	
Subtotal for all above		\$	500.00				
		\$	9,850.00		\$ 19,500.00		\$ 19,500.00



7 August 2026 (UPDATED)

Deputy Chief Jason Norton
City of Darien Police Department
1710 Plainfield Road
Darien, IL 60561

Re: City of Darien Police Department
Letter of Proposal for Needs Assessment and Master Planning Services
Williams Architects Project No. 2026-TBD

Dear Deputy Chief Norton:

Williams Architects (WA) is pleased to present this Letter of Proposed Agreement for Needs Assessment and Master Planning services for the City of Darien Police Department. Our team truly looks forward to the opportunity to work with the City of Darien Police Department on this very important project for your community. The following is our initial understanding of the scope of the project and the services required to meet your expectations.

PROJECT BACKGROUND / UNDERSTANDING

The City of Darien Police Department wishes to conduct a Needs Assessment and Master Plan to understand the existing condition, estimated remaining service life, and functionality of its existing facility at 1710 Plainfield Road. The facility currently serves the entire City, housing 36 sworn officers and 12 non-sworn staff. Through this process, we will identify potential remodeling, relocation, and replacement items needed to best serve the City of Darien Police Department, followed by preliminary concept directions and options for re-organization and/or re-design of selected elements of the building, and associated cost estimates. The outcome of this process should result in a recommended scope of work with associated costs that will allow the City of Darien Police Department to move immediately into basic architectural services for the suggested improvements, either in a single project or a phased series of projects depending on funding availability.

SCOPE OF SERVICES

Our Master Planning process is organized into distinct phases. The first phase of the process involves several steps and tasks that are required to define the Department's space and building needs over the next twenty years. This phase will give the Department information needed to evaluate the feasibility of and limitations regarding remodeling and expanding the existing building.

The second phase builds upon the recommendations developed in the first phase to develop concept alternatives and associated costs and a preferred, phased solution for an updated Department facility.

Phase 1 – Needs Assessment includes the following services:

- **Condition Assessment**
 - o In this exercise we seek to understand any major issues or systems that may require repair or replacement prior to conducting any interior reconfiguration/renovation or expansion, or that will affect the scope of a potential project. Estimated remaining service life of major systems and components based on industry standards will be identified during this phase. We will perform a visual investigation into potential causes of recent flooding/water infiltration that have occurred in the past two years and identify potential solutions and/or follow-up steps as part of this exercise.

- **Operational Review / Staff Discussion**
 - o WA staff shall meet with the Chief, Deputy Chief, and other sworn officers and non-sworn staff to discuss current challenges related to the existing space and tour the building to identify current areas of functional inefficiencies and opportunities for improved space utilization.
- **Needs Assessment and Recommendations**
 - o Building upon all the data compiled to this point, WA prepares written recommendations and descriptions of new and/or renovated components and spaces and associated required areas. Current and emerging trends and best practices in public safety are discussed and analyzed relative to these recommendations.
- Phase 1 services culminate in an optional presentation/update to the City Council summarizing all these findings to ensure that there is consensus prior to moving into concept plans.

Phase 2 – Space Planning includes the following services:

- **Concept Planning:**
 - o Building upon all the data developed in Phase 1, WA shall identify conceptual alternatives for reconfiguration or renovation of areas the building to address items identified in the Needs Assessment. Plans are developed at a diagrammatic level indicating areas of reconfiguration and remodeling. WA will identify applicable zoning/building regulations that may affect any potential alterations to the facility at this time. Preliminary cost ranges are developed at this time to assist the Department in understanding capital costs and discussing potential prioritization/phasing of improvements should recommended improvements exceed available/likely funding.
- **Refinement/Development of Preferred Concept(s) and Costs:**
 - o Based on your input, WA shall refine concepts to one or two preferred concepts with associated cost estimates, with potential project phasing as required. Three-dimensional grayscale plan graphics with furniture will be created to illustrate concepts. Costs will include expected replacement/refurbishment costs of major building systems and components based on typical expected service life for the type of systems and components installed.
- **Final Presentation and Report:**
 - o WA shall deliver an in-person presentation to the City Council of findings, concepts, costs, phasing, and potential next steps/project schedule.
 - The deliverables will include the following graphics:
 - Floor plans (including furniture and shelving) for the preferred concept.
 - A three-dimensional concept view of the floor plan (including furniture) for the preferred concept.
 - Up to three (3) three-dimensional interior renderings of proposed new or remodeled spaces.
 - o WA shall prepare a draft written report presenting all findings for initial review by the Department.
 - o Following review of the draft report by Department staff and Board, WA shall prepare a final written report for public release presenting all findings, concepts, costs, phasing, and potential next steps/project schedule.

SCHEDULE

We are available to start this project immediately upon your authorization to proceed in 2025. We anticipate the entire process to take four to five months depending on the level of City Council engagement and presentation required.

PROPOSED FEES

We propose to provide the above-mentioned services for a fixed fee of **NINE THOUSAND THREE HUNDRED FIFTY DOLLARS (\$9,350.00)**, plus reimbursable expenses as described below.

Implementation fees for projects recommended by the Needs Assessment and Master Plan will vary depending on scope and complexity of each project but will generally be between seven and nine and one-half percent of estimated construction cost.

If the Needs Assessment and Master Plan scope of work should substantially increase beyond the scope described herein during our efforts, we will negotiate a fee adjustment to the mutual satisfaction of the City of Darien Police Department and Williams Architects.

ADDITIONAL SERVICES

Any Additional Services requested in writing by the City of Darien Police Department for work not included in this Proposal shall be provided on an hourly basis at our current hourly rates, or at a mutually agreed-upon fixed fee. (It is very unlikely that any additional services are incurred during a Master Planning exercise unless additional engineering or forensic evaluation becomes advisable)

REIMBURSABLE EXPENSES

In addition to our professional services listed above, we shall also invoice the Owner for our reimbursable expenses at our direct cost. Reimbursable expenses include mileage to and from the project site, project-related expenses such as printing & photocopying, postage / messenger / FedEx, project related supplies, etc. We anticipate that most of the documents created in conjunction with our scope of work will be transmitted electronically. Our reimbursable expenses shall not exceed FIVE HUNDRED DOLLARS (\$500.00) without prior Owner approval.

EXCLUDED SERVICES

The following services are not included in this proposal, and can be provided at additional cost upon request by the Department:

- **Detailed engineering review of existing systems** – in conjunction with a local engineering firm, WA conducts a detailed condition assessment of existing mechanical, electrical, plumbing, and fire protection systems. Most of our clients find that a cursory assessment that identifies major needs, remaining service life, and associated costs (which is included in this Scope of Services) is sufficient for purposes of an overall needs assessment.
- **Detailed design, finish selections, construction documents and specifications** – design selections, construction documents and specifications for the improvements proposed by this Scope of Work that are generally considered part of the Architect's Basic Services to implement any given project are not included in this proposal.

PROPOSAL QUALIFICATIONS

This proposal is based on the following assumptions and qualifications:

1. The Department shall provide all available existing conditions drawings for our use in developing the Needs Assessment and Master Plan.
2. We will attend up to **two (2)** City Council / Committee meetings throughout the course of this Scope of Work to provide the Board with progress updates as mutually agreed. Additional meetings with the Council beyond the defined limits will be invoiced on a per meeting basis. Meetings with the Police Department to review progress and gather information shall not be limited.

GENERAL TERMS AND CONDITIONS

1. Invoices shall be sent monthly with payment due 30 days from invoice date. Unpaid balances shall incur an interest charge in accordance with the Illinois Prompt Payment Act.
2. This Agreement represents the entire and integrated agreement between the Owner and Architect and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.
3. This Agreement may be terminated by either party upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

4. Failure of the Owner to make payments to the Architect in accordance with this Agreement shall be considered substantial nonperformance and cause of termination.
5. Duties, responsibilities, and limitations of authority of the Architect shall not be restricted, modified or extended without a written Amendment to this Agreement signed by the Owner and Architect.
6. Preliminary estimates of Construction Cost prepared and/or reviewed by the Architect represent the Architect's best judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices for work described and recommended during this Scope of Work will not vary from the Owner's Project Budget or from any estimate of Construction Cost or evaluation prepared or agreed to by the Architect.
7. Architect makes no warranties, express or implied. Nothing contained in the Agreement shall require the Architect to exercise professional skill and judgment greater than that which can be reasonably expected from other architects performing similar services to those required hereunder. This limitation shall also apply to any certification or representation made by Architect as an accommodation upon request of Owner. The Architect shall not make, nor shall Architect be required to make any certification or representation which seeks knowledge, services or responsibilities beyond the services set forth herein.
8. This Agreement shall be governed by the law of the State of Illinois. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against either the Owner or the Architect.

CONCLUSION

If the City of Darien Police Department agrees with the terms and conditions of this Letter of Proposed Agreement, please sign and date below, and return a copy to our office. Upon receipt of this signed Letter of Proposed Agreement, we will be ready to commence with the defined services herein.

We again wish to express our appreciation to the City of Darien Police Department for considering Williams Architects for this effort and look forward to working together as a team to make the project a success for the Department and the community it serves.

Cordially,



Andrew R. Dogan, AIA, NCARB, LEED AP
Chief Operating Officer / Managing Principal

ACCEPTANCE:

The City of Darien Police Department hereby accepts the terms and conditions of this Letter of Proposed Agreement and authorizes Williams Architects and its consultants to begin services immediately.

Printed Name and Title
City of Darien Police Department Authorized Representative

Authorized Signature
City of Darien Police Department

Date

Williams Architects

Architectural Services Proposal

DATE: 7/29/2026 - REVISED

TO: Deputy Chief Jason Norton
City of Darien Police Department
1710 Plainfield Road
Darien IL 60561

FROM: Craig S. Meadows, AIA Principal

RE: Space and Facility Needs Assessment

Scope of Architectural Services:

Studio GC shall provide the following project-specific scope of services for the City of Darien Police Department under an executed B101 between the District and Studio GC.

Phase 1: Facility Assessment

Time Frame: 8 weeks

Scope: A facility assessment intends to determine the replacement timeframe for building finishes, materials, and equipment. This effort will allow for more accurate budget forecasting. Additionally, it allows for a better alignment of phased renovations to incorporate upcoming or deferred replacement of critical equipment or features. It will enable the renovations to be sufficiently encompassing to assure that potential future work will maintain recent renovations. **This includes a initial investigation, no demolition or excavation, into the reasoning for the water leaks in the basement.**

Phase 2: Space Needs Assessment

Time Frame: 4 weeks (overlapping Phase 1)

Scope: A space needs analysis is critical to understanding the scope and expanse of all future architectural work. It comprises a few critical efforts:

Analysis of Existing Workflows and Staff Operations: Studio GC will work with Darien PD to understand your operational flows, staffing counts, shifts, and employment structures. This analysis will also incorporate a critical review of these operations in the existing building to determine any deficiencies that will need to be addressed in future

design efforts. This effort is accomplished through interviews with leadership and critical staff who are familiar with the process and needs of the department.

Comparison to Peer Police Departments: This analysis will allow the Darien PD and staff to understand how they compare to other similarly sized police departments. In particular, we will also review the facility space allocation and operational workflows of these peer departments. The analysis will not only include physical space comparisons but also operational flows, programs, and processes. This will allow the PD to determine if space needs to be allocated to future programmatic needs.

Initial Space Needs Report and Adjacency Studies: This effort will culminate in a list of required spaces, sizes associated with those spaces, and a determination of location to optimize operational flow.

Phase 3: Master Planning

Time Frame: 8 weeks (overlapping Phase 1)

Scope: Through his effort, Studio GC and the Darien Police Department will determine the future layout of the building. The intent would be to design the complete facility renovation for the foreseeable future to address the needs identified in the previous assessments. This process will determine not only the future layout of the building but also the extent and scope of work. This will allow projects to be phased and constructed as determined by budget and operations. The process is collaborative and will occur at meetings that occur on alternating weeks. Darien PD will be a part of the process, reviewing the options created, assessing the design direction, and providing approvals as the process progresses. The team at Studio GC project strongly believes that each of our projects is a reaction to the needs of each client. While there are many similarities between the operations and flows of Police Departments, implementing the variations is critical to the operation's success.

ITEMS PROVIDED BY OTHERS:

- Building Plans as available.

Compensation

Compensation will be a lump sum fee as follows:

Fee Structure:

Phase 1:	\$5,500
Phase 2:	\$6,500
Phase 3:	\$7,500



223 West Jackson Boulevard
Suite 1200
Chicago, IL 60606
Phone: (312) 253-3400

Total Project Cost: \$19,500

Compensation Reimbursable expenses will be invoiced at one and one-tenth (1.10) the cost billed to the Architect and shall be limited to plotting and printing costs.

Schedule

We can proceed with these assignments as soon as authorized to do so. If these terms are generally acceptable, please sign below and we will prepare the contracts. If you wish to discuss the scope of services in more detail, we are available to do so at your convenience. It is anticipated with regular meetings that the scope of work will take approximately 12 weeks as some of the scopes will overlap.

If acceptable, please sign both originals and forward one fully executed original of this document to our office. Retain the other copy for your contract file.

OWNER: _____

PRINT NAME: _____

DATE: _____

ACCOUNT MANAGER: _____

PRINT NAME: Craig S. Meadows AIA

DATE: July 29, 2026

cc: Vicki Luczynski, StudioGC

August 5, 2026

Jason Norton
Deputy Chief
Darien Police Department
1710 Plainfield Road
Darien, IL 60561

Re: Space Needs Analysis for Darien Police Department – ‘Project’
Kluber, Inc. Proposal No. 260731.01

Thank you for the opportunity to present this Proposal for Professional Services for the above referenced Project. It is our understanding that the City of Darien (‘Owner’) desires to engage Kluber, Inc. (‘Architect’) to provide usual and customary architectural and engineering Services (Space Needs Analysis) for the Police Department located at 1710 Plainfield Road, Darien (herein referred to as ‘Project’).

OVERVIEW OF PROJECT SCOPE

The Project consists of performing a comprehensive Space Needs Analysis for the Police Department. The current facility is approximately 31 years old and is approximately 35,000 square feet.

The City is seeking a holistic, long-term plan to address inefficient building flow, outdated locker room configurations, inadequate storage, and a lack of clear, long-term planning. The department’s goal is to receive an assessment that provides phased recommendations by fiscal year, supports budget planning, and establishes a consistent architectural vision. It is also our understanding that an increase in the overall building footprint is not anticipated.

INITIAL INFORMATION

- The Owner’s budget for the Cost of the Work (CoW) has not been determined. Kluber as part of this Phase will assist the Owner in the preparation of the budget. The Cost of the Work is the total cost to construct all elements of the Project designed or specified by Kluber, Inc.; it does not include A/E fees, land acquisition costs, permit fees, utility service connection or activation fees, financing costs, contingencies for changes in the Work, or other soft costs that are the responsibility of the Owner.
- The anticipated Project schedule is to be determined as mutually agreed.
- The Owner’s representative for the Project will be Jason Norton.
- Kluber, Inc.’s representative for the Project will be Clayton Haldeman.

Assumptions/Exclusions include the following:

- A. The existing drawings provided by the Owner align with the as-built conditions with some minor adjustments that have occurred over the years.

The foregoing is based on our on-site meeting on September 29, 2025, and our virtual meeting on July 22, 2026.

SERVICES

Kluber, Inc. proposes to provide usual and customary architectural and engineering Services for the Project as set forth in the standardized *AIA B105 - 2017 Standard Short Form of Agreement Between Owner and Architect*, and in accordance with the general understandings applicable to our relationship with you, with limitations as follows:

Design Phase - Evaluation:

- Conduct a kick-off meeting with Owner to discuss the Project in detail.
 - Identify and document the goals and objectives for the project.
 - Identify Owner areas of concern limiting operational efficiency.
 - Review site circulation and flow concerns.
 - Identify site constraints that limit development or alteration.
- Conduct a non-invasive site review to become familiar with the existing conditions.
 - Intent to prepare a high-level assessment of the various architectural and engineering systems for the purposes of establishing expected life based on industry standards.
- Review available information furnished by the Owner.
 - Obtain and review Owner's vehicle, equipment and furniture asset list for the Police Department prepared by Owner.
 - Obtain and review Owner's current and projected staffing lists for each department relating to this analysis.

Kluber Deliverables:

- None.

Design Phase - Space Needs Analysis:

- Conduct interviews/meetings with departmental staff, Owner Administration to confirm the current and future space needs for each department. Interviews/meetings attendance and locations will be determined by the Owner.
- Programming: Prepare a tabular spreadsheet that identifies the current, 10 and 20 year space needs for the project.
- Prepare preliminary space plan/s indicating spatial adjacencies and including vehicle and equipment placement locations based on information received from meetings and interviews.
- Prepare a concept plan that includes structure placement, facility development diagrams, development phasing (where applicable), access and circulation of vehicles and pedestrians, parking facilities.
- Conduct meetings with Owner as required to present findings. Meetings will generally occur as conference calls with in-person meetings as required.

Kluber Deliverables:

- Draft report of findings including:
 - Space needs spreadsheet.
 - Site development blocking plans.
 - Preliminary space plans showing areas of proposed improvements.

Design Phase - Cost and Schedule:

- Prepare preliminary estimates of probable construction cost on a cost per square foot basis based on each use type.
- Prepare a development schedule for the proposed improvements. The proposed development schedule shall consider a phased development approach (where applicable).

Kluber Deliverables:

- Final report/presentation of findings to Owner Board.
 - Cost estimates with anticipated Cost of the Work and Total Project Costs.
 - Development schedule

Subsequent Services Phases:

Schematic Design Phase:

Future Proposal



Design Development Phase:
Future Proposal

Construction Document Phase:
Future Proposal

Procurement Phase:
Future Proposal

Construction Administration Phase:
Future Proposal

SUPPLEMENTAL AND ADDITIONAL SERVICES

Supplemental Services are not included in the Services described above, but may be required for the Project or specifically requested by the Owner. The list below indicates Supplemental Services that will be provided by Kluber, Owner, To Be Determined (TBD) or Not Provided for the Project.

- Kluber assumed that Civil Engineering will not be required for the Space Needs Analysis and are not included these fees as noted below.

Additional Services are not included in the Services described above, but may be required for the Project. The list below indicates Additional Services that may arise at no fault of the Architect and approved by the Owner are as follows.

1. Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity.

COMPENSATION

Kluber, Inc. proposes to provide the Services described above for the Stipulated Sum noted below.

Kluber, Inc. proposes to provide the Supplementary and Additional Services described above for the fees scheduled below.

Compensation for Services, Supplementary and Additional Services does not include the services of other independent professionals, associates, or other consultants. If they are required, our fee will be increased by the direct costs of those services multiplied by a factor of 1.15 for overhead, coordination and management of the delivery of those services.

Our billing for Services will be based on progress of the work performed and is outlined as follows:

<u>Services:</u>	
Evaluation Phase.....	\$6,500.00
Space Needs Analysis Phase	\$9,500.00
Cost & Schedule Phase.....	<u>\$3,500.00</u>
Total Services Fee:.....	\$19,500.00
Estimated Reimbursable Expenses:.....	<u>\$250.00</u>
Total Services + Estimated Reimbursable Expenses:.....	\$19,750.00

Supplemental, Additional Services and Subsequent Services:

As requested	At Hourly Rates listed below
Supplemental Services.....	TBD
Additional Services	At Hourly Rates listed below
Schematic Design Phase	TBD



Design Development Phase	TBD
Construction Documents Phase	TBD
Procurement Phase.....	TBD
Construction Administration Phase	TBD

Reimbursable Expenses (not included in fees noted above) incurred in connection with our Services and Supplementary Services, and our consultants, will be charged on the basis of cost, without additional markup. Anticipated reimbursable expenses for this project include expedited courier services, printing and plotting, document reproduction, premiums for professional liability insurance in excess of usual and customary coverage and models, renderings or professional photography, and are anticipated not to exceed \$250.00.

Changes in services, when authorized, will be charged on an hourly rate as scheduled hereafter and amended annually in accordance with our hourly rate schedule (2026):

Kluber Architects + Engineers Staff	Hourly Rate
Senior Project Manager	\$220.00
Project Manager	\$194.00
Director of Mechanical Engineering	\$248.00
Senior Mechanical Engineer	\$184.00
Senior Mechanical Designer	\$170.00
Project Mechanical Engineer	\$155.00
Project Mechanical Designer	\$140.00
Mechanical Engineer.....	\$127.00
Mechanical Designer	\$120.00
Junior Mechanical Designer.....	\$115.00
Director of Electrical Engineering	\$248.00
Senior Electrical Engineer	\$184.00
Senior Electrical Designer.....	\$170.00
Project Electrical Engineer	\$155.00
Project Electrical Designer	\$140.00
Electrical Engineer	\$127.00
Electrical Designer.....	\$120.00
Junior Electrical Designer.....	\$115.00
Director of Structural Engineering	\$248.00
Senior Structural Engineer.....	\$184.00
Senior Structural Designer	\$170.00
Project Structural Engineer.....	\$155.00
Project Structural Designer	\$140.00
Structural Engineer	\$127.00
Structural Designer.....	\$120.00
Junior Structural Designer.....	\$115.00
Director of Architecture	\$225.00
Senior Architect.....	\$175.00
Senior Architectural Designer	\$160.00
Project Architect	\$145.00
Project Architectural Designer.....	\$130.00
Architect.....	\$120.00
Architectural Designer	\$110.00
Junior Architectural Designer	\$100.00
Senior Project Coordinator.....	\$125.00
Project Coordinator	\$100.00
Technology Director	\$200.00
Technology Coordinator	\$165.00
Director of Business Development.....	\$170.00



Senior Marketing Coordinator.....	\$125.00
Marketing Coordinator.....	\$100.00
Mark-up for hourly Projects (indirect costs, OH & P).....	20.0%
Hourly rates for dispute resolution or legal proceedings are 2.0 times the rates noted above.	

Limitation of Liability: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of Kluber, Inc.'s officers, directors, partners, employees, agents, and Kluber's Consultants, and any of them to Owner/Client and anyone claiming by, through, or under Owner/Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or the Subagreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of Kluber's officers, directors, partners, employees, agents, or Kluber's Consultants, or any of them shall not exceed the total amount of two times fee, excluding reimbursable expenses, up to the and not exceeding the insurance policy limits. The services provided herein are governed solely with regards to permanent building codes only, compliance with OSHA regulations is specifically excluded.

INSURANCE

Kluber, Inc. will maintain its standard insurance as noted below until termination of this Agreement. If the Owner requirements are above the types and limits the Architect normally maintains, the Owner shall pay the Architect as a reimbursable expense.

- Commercial General Liability: \$2,000,000.00 for each occurrence, \$4,000,000.00 in the aggregate for bodily injury and property damage.
- Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect: \$1,000,000.00 per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.
- Workers' Compensation: At statutory limits.
- Employers' Liability: \$1,000,000.00 for each employee, and \$1,000,000.00 policy limit.
- Professional Liability: \$2,000,000.00 per claim, \$5,000,000.00 in the aggregate covering negligent acts, errors and omissions in the performance of professional services.

COPYRIGHTS AND LICENSES

1. The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.
2. The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.
3. The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause, the license granted shall terminate.
4. In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses



arise from the Owner's use of the Instruments of Service. The terms shall not apply if the Owner rightfully terminates this Agreement for cause.

5. No other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.
6. These provisions shall survive the termination of this Agreement.

CLAIMS AND DISPUTES

- A. The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work.
- B. To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.
- C. The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement.
- D. Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.
- E. The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.
- F. The parties shall share the mediator's fee and any filing fees equally. Mediation shall be held in the place where the Project is located unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.
- G. If the parties do not resolve a dispute through mediation, the method of binding dispute resolution shall be litigation in the Circuit Court for the Sixteenth Judicial Circuit, Kane County, Illinois. The prevailing party shall be entitled to recover its costs, including expert witness fees and reasonable attorney fees.

TIMING

All services contemplated within this proposal shall be completed within 2 months after the acceptance date. Services performed after closure of that window will be billed hourly in accordance with the rates set forth above. This proposal is valid for a period of up to 45 days from the date noted on this proposal.

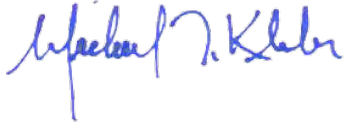
FINAL NOTE

If this proposal satisfactorily sets forth your understanding of our agreement, we would appreciate your authorization to proceed with this Work. We are available to discuss any aspect of this proposal with you at your convenience.



Kluber, Inc. appreciates the interest expressed in our firm and we look forward to serving your needs in the future.

Sincerely,



Michael T. Kluber, P.E.
President
Kluber, Inc.

Accepted (Signature)

Date

By (printed name and title)

Confidentiality Notice: The contents of this proposal are confidential and may not be distributed to persons other than the Owner.

