



***The Municipality of
Wawa***

Contract Policing Proposal

***Prepared by:
Ontario Provincial Police
Contract Policing Section***

Revised May 4, 2010

Table of Contents



Executive Summary3

Chart of Services.....6

OPP Cost Schedule for 2010.....7

Costing Summary8

OPP Contacts 10

Executive Summary

The Ontario Provincial Police (OPP) has **100** years of experience in providing effective community-based policing and protection throughout Ontario. The OPP has provided municipal policing services under contract for over **60** years and currently maintains contracts with more than **130** communities across Ontario.

The Municipality of Wawa requested a costing for OPP municipal policing. This proposal is based on the level of policing services required to provide adequate and effective policing as set out in *Regulation 3/99 of the Police Services Act, Adequacy and Effectiveness of Police Services* and includes an analysis of the workload generated in the municipality during the past three (3) years. This allows the OPP to compare local occurrences and incidents with provincial averages to accurately determine the number of officers required.

Based on this information, the Municipality of Wawa requires both pro-active and re-active policing, 24 hours a day, seven days a week.

The Superior East OPP Detachment currently located at 34 Pinewood Drive in Wawa will remain as the Administration/Operations Centre. The resources identified below may be deployed to service the contract in the Municipality of Wawa from any of the Superior East Detachment offices in addition to a municipal/satellite office located within the Municipality of Wawa.

Position	FTE* Contract Resources
Inspector	0.00
Staff Sergeant (Detachment Commander)	0.13
Sergeant	1.00
Constables	8.00
Total Uniform	9.13
Clerical Support (OAG8)	0.50
Caretaker	0.00
Total Civilian	0.50

*"Full-Time Equivalent" (FTE) means a unit of at least 1467 hours of policing services per annum to be delivered to the municipality by officers assigned to the detachment, and does not refer to an officer exclusively dedicated to this Agreement

This proposal reflects the integrated policing concept, incorporating a policing service contract for the Municipality of Wawa with OPP highway patrol services and provincial responsibilities under one administration.

The Superior East Detachment Commander would be responsible to oversee all aspects of service delivery. The OPP contract complement identified in this proposal would be assigned to the policing needs of the Municipality of Wawa. Administrative and support resources would be shared and costed accordingly. The Detachment Commander and Sergeant-Team Leaders would provide assistance and supervision to the identified complement.

In order to provide a location for the police and public to interact, and to facilitate the delivery of policing services in a community, the OPP encourages the establishment of Community Policing Offices (CPOs). Where such offices do exist they are usually equipped with telephone and NICHE capabilities for use by officers assigned to the municipality. Any decision on the establishment of a CPO in the Municipality of Wawa rests entirely with Municipal Council and any associated costs will be the responsibility of the Municipality. It is recommended that any existing Community Policing Offices located within the Municipality be maintained.

The contract costs include a comprehensive range of services that are made available to the Municipality of Wawa. For example, expenses relating to contract negotiations, arbitration, grievances, civil litigation, tendering/purchasing, information technology, fleet and telecommunications are included in the overall costing formula. These services often require considerable internal and external expertise and the high costs normally associated to such services are defrayed through the contract for OPP service. * **NOTE:** The most recently approved costing formula shall apply in the calendar year following its approval.

OPP salary costs are comprised of two components: base salary and a Provincial Responsibility Incentive. The base salary costs outlined in this proposal are calculated using the top pay level of each rank, but the provincial responsibility incentive is incorporated using the average cost for all seniority levels. These costs are adjusted annually to reflect actual costs for those officers not at the maximum levels in their salary grid. Overtime is estimated at the provincial average of 8.8% and this, too, will be reconciled to actual usage at year-end.

In consultation with the Police Services Board, it is the intent that all existing community service programs and community policing committees will be maintained. Any new community service programs considered may be implemented after consultation with the Municipality of Wawa Council, the Municipality of Wawa Police Services Board and the Superior East Detachment Commander.

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

The Municipality of Wawa will be required to maintain a Police Services Board, as mandated by Section 10 of the *Police Services Act* that will have control over the priorities and objectives of the policing service within the community. ***The Commissioner is committed to ensuring that the Detachment Commander of the Superior East OPP Detachment responds appropriately to the Board's advice and priorities in a manner consistent with the Board's identified concerns, expectations and needs.***

It is long-standing OPP policy and practice to be accountable to the communities we serve. The Commander of the Superior East OPP Detachment, or designee, will report to the Police Services Board on a regular basis, as per the direction of the Board. The OPP is experienced in being accountable to the municipalities we serve. With 112 contracts currently in place and future contracts pending, there is great emphasis placed on OPP accountability to Police Services Boards.

Future growth and/or increased workload in the Municipality of Wawa may necessitate additions to the proposed complement during the five-year term of the contract. Any required increase in complement would be negotiated between the Municipality and the OPP, prior to any changes to the contract.

Advantages to the Municipality of Wawa:

- Assurance of adequacy and effectiveness of police services;
- Dedication to resolving community issues through local involvement and community policing committees;
- Availability of additional staffing support from neighbouring detachments, regional headquarters (RHQ) and general headquarters (GHQ);
- Seamless access to a comprehensive infrastructure and specialized services (refer to Municipal Policing Framework for description of support and services available); and
- Generally determine the policing priorities and objectives through the Municipality of Wawa Police Services Board.

The OPP is required to provide provincial level emergency response that can be mobilized in times of emergency, disaster or a specialized investigative need. The OPP meets such emergent needs, on an on-call, as-needed basis, by deploying small numbers of officers from multiple locations and assignments, both provincial and municipal. In so doing, the OPP ensures that appropriate levels of service remain in place. Municipalities are compensated for the contract resources mobilized in cases where there is a provincial obligation to respond.

If the Municipality of Wawa chooses to accept an OPP contract for its policing service, the Superior East OPP Detachment will assign resources, focusing on meeting the Municipality's unique policing needs.

The estimated policing cost for 2010 associated to this proposal* based on the Uniform and Civilian **2010 Salary schedules** is, **\$1,317,847**. This **does not** include the related initial costs.

Salary, overtime and contractual payouts are reconciled at year-end to reflect the actual cost. A breakdown of the costs has been included, as well as the salary and cost schedule for the year 2010.

Please Note:

Not included in this proposal* are:

- **The cost of maintaining the Police Services Board**
- **The costs associated to establishing and maintaining Community Policing Office(s)**
- **Any applicable revenues accruing to the municipality as a result of police activity**

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

A complete description of services provided by the OPP and civilian governance issues is included in the accompanying document entitled "OPP Municipal Policing Framework - Supplement to OPP Proposal." The services described are included in the overall OPP costing formula.

**Services offered by your OPP Service to
The Municipality of Wawa**

Service	Provided By:		Infrastructure Support From:	
	Detachment	Region	Region	General Headquarters
24 hour Proactive and Reactive Policing	✓	✓		
Accommodations	✓	✓		✓
Administrative Support Services	✓	✓		✓
Auto Theft				✓
Auxiliary Policing program				✓
Aviation Services				✓
Behavioral Sciences				✓
Breathalyzer/Intoxilyzer Technicians	✓	✓		
Business Planning	✓	✓		✓
By-law Enforcement	✓			
Canine		✓		✓
Child Pornography Investigation				✓
Communications		✓		✓
Community Policing	✓	✓		✓
Complaint Investigation	✓	✓		✓
Court Case Management	✓			
Crime Prevention	✓	✓		✓
Crime Stoppers Program	✓	✓		✓
Criminal Investigation	✓	✓		✓
Differential Response	✓	✓		
Drug Enforcement	✓	✓		✓
Emergency Response	✓	✓		✓
Employee Counseling		✓		✓
Explosives Disposal		✓		✓
Forensic Identification		✓		✓
Front Line Supervision	✓	✓		
Hate Crimes/Extremism				✓
Hostage Negotiation		✓		✓
Human Resources Services	✓	✓		✓
Illegal Gaming				✓
Incident Command	✓	✓		✓
Intelligence Section				✓
Major Case Management				✓
Marine/Snowmobile/ATV	✓	✓		
Media Relations	✓	✓		✓
R.I.D.E.	✓	✓		
Search & Rescue		✓		
Sex Offender Registry				✓
Scenes of Crime Officers	✓			
Surveillance (Electronic & Physical)				✓
Tactics and Rescue				✓
Technical Traffic Collision Investigation	✓	✓		
Threat Assessment				✓
Traffic	✓	✓		✓
Training		✓		✓
Underwater Search and Recovery		✓		
VICLAS (Violent Crime Linkage Analysis)				✓
Victims Assistance (VCARS)	✓	✓		✓
VIP Security				✓

OPP Cost Schedule for Municipal Policing for the Year 2010 (Based on 2008 costing formula*)

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

<u>Item</u>	<u>2010 Estimates</u>
Uniformed Staff Salaries** (Based on 2010 salary rates)	Inspector - \$124,056 Staff Sergeant - \$ 113,802 (Detachment Commander) Staff Sergeant - \$ 105,869 (Program Manager) Sergeant - \$ 93,951 Constable - \$ 83,622 Part-time - \$ 63,564
Civilian Salaries (Based on 2010 salary rates)	Court Officer (formerly OAG 10) - \$ 54,509 Detachment Administrative Clerk - \$ 52,776 Caretaker C0001 - \$ 44,689
Benefits	25.0 % civilian staff 23.7 % uniformed staff 17.46 % for part-time uniform staff 2% overtime payments
Overtime Hours**	8.8% of uniformed staff salaries
Shift Premium	\$458 per uniformed member
Contractual Payouts (Vacation & Stats)**	\$2,512 per uniformed member
OSS Payroll and Benefit	\$394 per new FTE
Communications Support	\$4,784 per uniformed member (Inclusive of Benefits)
Prisoner Guards/Expenses	\$1,199 per uniformed member (Inclusive of Benefits)
Communication Centre	\$220 per uniformed member
Operational Support	\$1,449 per uniformed member (Training, Recruiting, Contract Policing)
Vehicle Usage	\$9,707 per uniformed member
Telephone	\$1,348 per uniformed member
Office Supplies & Equipment	\$440 per uniformed member
Accommodation	\$457 per uniformed member
Uniforms & Equipment	\$1,202 per uniformed member
Cleaning Contract	\$183 per uniformed member
Mobile Radio Maintenance	\$732 per uniformed member
Office Automation	\$2,503 per uniformed member \$1,351 per civilian member
RHQ Municipal Support	\$1,657 per uniformed member
OSS Financial Services Fee	1.15% of total ODOE

** The 2008 costing formula has been used to project ongoing costs for 2009 and throughout the term of this Agreement.*

** Note, that upon approval of an updated costing formula, the new costing formula shall be applied in the following calendar year and costs shall be adjusted accordingly.*

*** Municipalities are billed for actual costs at year-end.*

O.P.P. COSTING SUMMARY - The Municipality of Wawa
Estimated Policing Costs for the period
January 01, 2010 to December 31, 2010

Salaries and Benefits

Uniform Members	<u>Positions</u>	<u>\$</u>	
Inspector	-	-	
Staff Sergeant-Detachment Commander . .	0.13	14,794	
Staff Sergeant	-	-	
Sergeant	1.00	93,951	
Constables	8.00	668,976	
Total Uniform Salaries			777,721
Overtime (Provincial Average)			68,439
Contractual Payout (Vacation & Statutory Holidays)			22,935
Shift Premium			4,122
Benefits (23.7% of Salaries; 2% of Overtime)			185,689
<i>Total Uniform Salaries & Benefits</i>			1,058,906
Civilian Members	<u>Positions</u>	<u>\$</u>	
Court Officer	-	-	
Detachment Administrative Clerk.	0.50	26,388	
Detachment Clerk - Typist	-	-	
Caretaker	-	-	
Communication Operators		43,678	
Prisoner Guards		10,947	
Total Civilian Salaries			81,013
Benefits (25.0% of Salaries; 17.46% Part-Time)			6,597
<i>Total Civilian Salaries & Benefits</i>			87,610
OSS Pay and Benefit Charge			3,743
Total Salaries & Benefits			1,150,259

Other Direct Operating Expenses

Communication Centre	2,009	
Operational Support	13,229	
RHQ Municipal Support	15,128	
Vehicle Usage	88,625	
Telephone	12,307	
Office Supplies & Equipment	4,017	
Accommodation	-	
Uniform & Equipment	156	
Cleaning Contract	-	
Mobile Radio Equipment Maintenance	6,683	
Office Automation - Uniform	22,852	
Office Automation - Civilian	676	
<i>Total Other Direct Operating Expenses</i>		165,683
OSS Financial Services Fee		1,905
2010 Total Estimated Gross Policing Cost		\$ 1,317,847

O.P.P. COSTING SUMMARY - The Municipality of Wawa
Estimated Policing Costs for the period
January 01, 2010 to December 31, 2010

Notes:

- 1) The estimated policing cost for 2010 associated to this proposal, based on the Uniform and Civilian 2010 Salary schedules, is **\$1,317,847**. This does not include any related initial costs.
- 2) Accommodation and cleaning services are provided by the municipality.
- 3) Uniform and equipment costs are excluded for the one (1) additional Sergeant and the eight (8) Constable positions (first year only). In future years, the uniform and equipment maintenance costs will be calculated at \$1,202 per uniform officer.

INITIAL, START UP COSTS

<u>Qty</u>	<u>Description</u>	<u>Cost/Unit</u>	<u>Total</u>
9	Firearm (including Use of Force Equipment)	1,188	\$ 10,692
9	Uniform and Equipment	3,329	\$ 29,961
9	Portable Radio	1,494	\$ 13,446
3	Fleetnet Mobile Radio System	11,969	\$ 35,907
3	C8A2 Close Quarter Battle Carbine (per vehicle).	2,100	\$ 6,300
3	Stinger Spike Belt	755	\$ 2,265
3	Dräger 7410 GLC (Alcohol Screening Device)	1,295	\$ 3,885
1	Remington 870 Shot Gun.	800	\$ 800
2	Handcuffs oversized.	46	\$ 92
2	Handcuffs (hinged).	37	\$ 74
1	Leg Irons.	47	\$ 47
1	Chain Waist Belt.	58	\$ 58
12	Gun Lockers (initial order).	200	\$ 2,400
1	Decatur Genesis II Select Radar Unit	2,000	\$ 2,000
1	Decatur Genesis VPD (Handheld).	1,800	\$ 1,800
1	Taser	1,227	\$ 1,227
1	OPP Satellite Server.	640	\$ 640
1	OPP Small Network Printer (up to 15 users).	495	\$ 495
1	Desktop Computer Configurations	785	\$ 785

TOTAL INITIAL, START UP COSTS	\$ 112,874
--------------------------------------	-------------------

CAPITAL COSTS

CAPITAL COSTS associated with a new building facility, telephone system and other expenditures related to the facility are NOT included in this estimate. These expenditures will be determined at a later date and will be charged to the municipality.

O.P.P. Contacts

Please forward any questions or concerns to Staff Sergeant Dan Dawson, Detachment Commander, Superior East Detachment or Sergeant Carlo Berardi, Contract Policing Analyst, OPP General Headquarters.

Staff Sergeant Dan Dawson	(705) 856-2234
Sergeant Carlo Berardi	(705) 475-2600

Detailed descriptions of all OPP support and specialized services that are available have been included under separate cover in the document entitled “OPP Municipal Policing Framework”.