



Comprehensive Options  
for Police Selection

# C.O.P.S. and F.I.R.E.

## Personnel Testing Service

Specializing in Law Enforcement and Fire Service Testing Options



Firefighter Individual  
Readiness Evaluations

Attn: Jennifer Hess, Village Clerk  
Village of Grayslake  
10 South Seymour  
Grayslake, IL 60030

August 4, 2022

Dear Ms. Hess,

Enclosed are duplicate copies of the service agreement for the testing procedure(s) that you requested. Please confirm the date, time, and location for each event. If none are indicated, fill in with the information per our discussion. Sign each copy and return one to our office by mail, fax (fax #847-885-1757) or e-mail to [copsandfiretest@aol.com](mailto:copsandfiretest@aol.com). The second copy is for your records. ***Any testing procedure(s) listed on the contract may not be conducted without an authorized signature and the return of this agreement.***


Additional material enclosed:

- None at this time

Prompt return of the contract will reserve the date(s) stipulated in the Service Agreement. If you could please sign, date, and return the contract at your earliest convenience, it would be greatly appreciated. If you have any questions regarding the testing process, please contact my office for assistance.

Thank you for selecting COPS and FIRE Personnel Testing Service to provide your testing needs.

Sincerely,

  
John Sidbeck  
President



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### Service Agreement for Public Safety Pre-employment Testing

Client: Grayslake, Illinois

Service Requested: Entrance Level Law Enforcement Written Exam

**Any testing procedure(s) listed on the contract may not be conducted without an authorized signature and the return of this agreement.**

This agreement is entered into by and between C.O.P.S. and F.I.R.E. Personnel Testing Service hereinafter referred to as "COPS and FIRE", and above indicated Client hereinafter referred to as "Client".

**RECITALS:** COPS and FIRE is in the business of providing law enforcement and fire service pre-employment recruiting and testing options and related support services. The Client is in the process of seeking individuals to apply for law enforcement or fire service employment opportunities and desires to use the services provided by COPS and FIRE, on their behalf. The requested procedures will assist the Client in recruiting and hiring suitable candidates for employment opportunities in the law enforcement and/or fire service fields.

**IT IS THEREFORE AGREED:**

COPS and FIRE will conduct the following pre-employment testing procedures.

To this regard COPS and FIRE will –

- Conduct the Law Enforcement Entrance Level Written Exam on October 15, 2022 at 9:00 a.m.  
Location: Grayslake North High School  
Fee: \$39.00 Per Applicant With A \$975.00 Minimum Fee

COPS and FIRE will provide the materials and personnel unless otherwise noted, to conduct and score the exams, and provide the Client with written documentation supporting each examination. There will be a \$250 cancellation/changing fee once a date has been contracted and community will be responsible for any additional expenses.

The Client hereby undertakes to indemnify, hold harmless, save and protect COPS and FIRE from any and all liability, loss or damage, including reasonable attorney's fees, COPS and FIRE may suffer as a result of claims, demands, costs, or judgments against it arising from any act or omission, except those deemed willful or wanton of COPS and FIRE or its employees, related to the conduct and administration of the examination(s) specified above.

COPS and FIRE represents that it is familiar with the requirements of applicable federal, state, and local anti-discrimination laws, rules, regulations, or guidelines, including the American with Disabilities Act, and will make every reasonable effort to comply therewith.

Upon completion of the examination(s) COPS and FIRE will provide the Client with a billing statement detailing the amount owed to COPS and FIRE for its services. Client agrees to provide payment for those services within forty-five days of the receipt of said statement.

Signing of this contract indicates the Client's agreement to the terms of COPS and FIRE as stated herein.

Signatures of offer and acceptance:

COPS and FIRE Personnel Testing: John Sidbeck Date: 8-4-22  
 Contact: [Signature] Grayslake, Illinois  
 Phone: 847-223-8515 Email: Zsmith@villageofgrayslake.com Date: 8/4/22