

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) Waiver of First Requested
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : December 8, 2025

BOT Date: December 18, 2025

SUBJECT: Purchase Order Increase Request for Building and Inspection
Consultant Services –B & F Construction Code Services, Inc. &
SAFEbuilt Illinois, LLC

SUBMITTED BY: Keith Steiskal, Director of Building *-KS*

BACKGROUND/POLICY IMPLICATIONS:

The Community Development Department transmits for your consideration a request to increase the purchase order spending for contractual services agreements with B & F Construction Code Services, Inc. and SAFEbuilt Illinois, LLC in the amount of \$50,000 for the 2025 calendar year. We have had to increase the need for utilization of these third-party services due to an inspector vacancy within the department and to meet the demand of increased inspection and permit review requests.

A portion of these funds are accounted for in the reduced payroll expense of the inspector position that is currently vacant and additional permit revenue.

Please place this item on the December 18, 2025, Village Board agenda for approval.

Fiscal Impact/Funding Source:
Review (as necessary)

Finance Director _____ Date _____
Village Manager *Scott Niehaus* _____ Date *12/8/25*