VILLAGE OF LOMBARD REQUEST FOR BOARD OF TRUSTEES ACTION

For Inclusion on Board Agenda

X	Resolution or Ordinance (Blue) Recommendations of Boards, Cor Other Business (Pink)	Waiver of First Requested mmissions & Committees (Green)
TO:	PRESIDENT AND BOARD OF	TRUSTEES
FROM:	Scott Niehaus, Village Manager	
DATE:	December 9, 2025	(COW)(<u>B of T</u>) December 18, 2025
TITLE:		ve An Invoice for Fiscal Year 2025 Fire ons and Testing Services In An Amount Not To
SUBMITTED BY:	Tim Sexton, Director of Finance	
FISCAL IMPACT:	\$25,789 101.110.105.75350	
BACKGROUND/PO	OLICY IMPLICATIONS:	
Solutions for applicat application fee. After	tion processing and testing in 2025, reviewing practices of comparable fee), the Fire Department adopted t	level hiring process, the Village engaged IO In prior cycles, the Village charged candidates a communities (many of whom used IO Solutions his approach to broaden the applicant pool and
		anizational Solutions, Inc. (IO Solutions) is usag I the number of remote supervised testing session
RECOMMENDATION Staff recommends ap	ION: proval of the attached invoice in th	e amount of \$25,789.00.
Review (as necessary Village Attorney X_Finance Director X_		Date
Village Manager X_	,	Date

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



To:

Village President and Board of Trustees

Scott Niehaus, Village Manager

From:

Tim Sexton, Director of Finance

Date:

December 8, 2025

Subject:

Motion to Waive Bids and Approve An Invoice for Fiscal Year 2025 Fire

Department Entry Level Applications and Testing Services In An Amount Not

To Exceed \$25,789.

Summary

To increase participation in the Fire Department's entry-level hiring process, the Village engaged IO Solutions for application processing and testing in 2025. In prior cycles, the Village charged candidates an application fee. After reviewing practices of comparable communities (many of whom used IO Solutions and did not charge a fee), the Fire Department adopted this approach to broaden the applicant pool and streamline administration.

Results / Operational Benefits

- Applications increased from 24 (2024) to 202 (2025).
- IO Solutions' Remote Supervised Testing reduced staff time spent on testing logistics and administrative activities.
- The larger applicant pool improves competitiveness and supports stronger hiring outcomes.

Invoice (Attached)

The attached invoice for \$25,789.00 from Industrial/Organizational Solutions, Inc. (IO Solutions) is usage-based, driven by the number of applications received and the number of remote supervised testing sessions required.

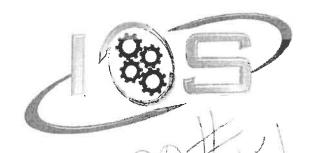
Recommendation

Staff recommends approval/payment processing of the attached invoice.

Attachment

1. IO Solutions Invoice – FD Entry-Level Application & Testing Services (2025)

Industrial/Organizational Solutions, Inc. 1520 Kensington Road; Suite 110 Oak Brook IL 60523 www.iosolutions.com



Invoice

Lombard FD
BILL TO: Attn. Kathleen Dunne

50 E St Charles Rd, Lombard, IL 60148

DATE 11/20/2025

INVOICE # C64607A

ORDER#

Job #4834/NS #327971

P.O. NO.

REP

AE

ITEM	DESCRIPTION	QTY/HRS	RATE	AMOUNT
Phase V Jo FST Form - A PUD SBSA - Form A P Si	FD Entry-Level Applications & Testing - 2025 Job Application Processing (50-candidate minimum) Firefighter Selection Tool - Form A (Online Version) Situation-Based Styles Assessment (SBSA: FF) - Form A (Online Version) IOS Remote Testing Fee (per session)	329 202 202 17	35.00 25.00 12.00 400.00	11,515.00 5,050.00 2,424.00 6,800.00
	Attn. ACH Clients!!! Please Update our New Bank Account Information Bank Name: Huntington Bank Account Number: 01060436875 Routing Number: 044000024			v ==
	A STATE OF THE PARTY OF THE PAR	Subtotal \$25,789.		

Payments/Credits

\$0.00

Please remit payment upon receipt

Total

\$25,789.00

Please remit payment to I/O Solutions, Inc., 1520 Kensington Road, Suite 110, Oak Brook IL 60523; Any questions regarding this invoice, please call 708-483-6379 or email: accounting@iosolutions.com