



Statement of Work

Client: Lexington-Fayette Urban County Government Police Department

Project Title: 2026 Written Exams, and Assessment Centers

The purpose of this document is to describe the components of the project that will be performed and to document the associated costs. The tables on the following pages will describe the anticipated project steps and associated costs. Should any component of the project need to be modified, IOS will contact the client and explain the required modification and any associated pricing change. Any future change in the proposed project must be mutually acceptable to the client and IOS. The client will be responsible for providing a suitable facility for the assessment administration.

I/O Solutions will submit invoices upon completion of each line item (invoicing will not begin until after July 1, 2026). Project expenses (e.g., travel-related costs) will be billed as incurred, and may exceed the estimated costs, in some cases. IOS will work with the client to minimize these costs in any way possible.

Police Sergeant:

Police Sergeant (Estimated 70 candidates for WE and 30 for AC)

Project Step	Consultant Hrs.	Consulting Assoc. Hrs.	Tech. Wrtr. Hrs	Admin. Hrs.	Cost
Written Examination	13	4	59	0	\$8,910
Work with SMEs to develop an examination plan that is linked to the job analysis, and select appropriate knowledge sources.	1				
Draft 125 multiple choice questions based on exam plan.	2		45		
Review questions with SMEs to assess job-relatedness and difficulty. Identify final 100 questions and establish appropriate cut-off score.	3		6		
Administer examination on-site.	4				
Score exam.	2	2			
Assist in designing/coordinating appeals process and respond to candidate appeals.	1	2	8		
Project Expenses					\$910
Consultant travel-related costs			\$910		
Assessment Center Development	84	25	0	4	\$23,320
Design three assessment center exercises based on input from SMEs, including candidate preparation materials, scripts, and rating criteria/guidelines.	32				
Review exercises with SMEs to refine exercise details and ensure accuracy of criteria.	3	1			
Develop efficient assessment schedule and coordinate needs for assessment site.	3				
Recruit assessors and coordinate travel logistics (estimated 7 assessors to create 3 panels)		12			
Administer the assessment center (estimated 30 candidates: 3 days, 2 staff)	24				
Compile assessment scores and conduct quality controls.	2	2		2	
Develop candidate feedback reports.	2	10		2	
Conduct candidate feedback sessions.	18				
Candidate Orientation Presentation	6	0	0	0	\$1,440
Prepare and deliver a candidate preparation/orientation presentation.	6				
Project Expenses					\$13,704
Consultant travel-related costs			\$4,600		
Assessor travel-related cost			\$8,754		
Administrative costs (shipping, freight, printing)			\$350		
TOTAL PROJECT INVESTMENT					\$48,284

Schedule of Hourly Rates - IOS 2026

Category	Rate
Consultant/Industrial Psychologist	\$240/hour
Consulting Associate	\$120/hour
Technical Writer	\$90/hour
Administrative Assistant	\$40/hour

Police Lieutenant:

Police Lieutenant (Estimated 25 candidates for WE and 15 for AC)

Project Step	Consultant Hrs.	Consulting Assoc. Hrs.	Tech. Wrtr. Hrs	Admin. Hrs.	Cost
Written Examination	13	3	55	0	\$8,430
Work with SMEs to develop an examination plan that is linked to the job analysis, and select appropriate knowledge sources.	1				
Draft 125 multiple choice questions based on exam plan.	2		45		
Review questions with SMEs to assess job-relatedness and difficulty. Identify final 100 questions and establish appropriate cut-off score.	3		6		
Administer examination on-site.	4				
Score exam.	2	2			
Assist in designing/coordinating appeals process and respond to candidate appeals.	1	1	4		
Project Expenses					\$910
Consultant travel-related costs			\$910		
Assessment Center Development	69	21	0	2	\$19,160
Design three assessment center exercises based on input from SMEs, including candidate preparation materials, scripts, and rating criteria/guidelines.	32				
Review exercises with SMEs to refine exercise details and ensure accuracy of criteria.	3	1			
Develop efficient assessment schedule and coordinate needs for assessment site.	3				
Recruit assessors and coordinate travel logistics (estimated 7 assessors to create 3 panels)		12			
Administer the assessment center (estimated 15 candidates: 2 days, 1 staff)	20				
Compile assessment scores and conduct quality controls.	1	2		1	
Develop candidate feedback reports.	2	6		1	
Conduct candidate feedback sessions.	8				
Candidate Orientation Presentation	6	0	0	0	\$1,440
Prepare and deliver a candidate preparation/orientation presentation.	6				
Project Expenses					\$11,369
Consultant travel-related costs			\$3,800		
Assessor travel-related cost			\$7,319		
Administrative costs (shipping, freight, printing)			\$250		
TOTAL PROJECT INVESTMENT					\$31,969

Schedule of Hourly Rates - IOS 2026

Category	Rate
Consultant/Industrial Psychologist	\$240/hour
Consulting Associate	\$120/hour
Technical Writer	\$90/hour
Administrative Assistant	\$40/hour

Authorizations:

Acceptance by Client:

I acknowledge that I have reviewed this Statement of Work and hereby authorize I/O Solutions and its representatives to commence work on the project components as described herein.

Signature of Authorized Agent

Title of Authorized Agent

Date

Acceptance by IOS:

IOS agrees to conduct the work outlined herein according to a timeline that is mutually agreeable to both parties.



Signature of Authorized Agent

Manager, Consulting Services
Title of Authorized Agent

3/3/26
Date