

Village of Oak Park

RFP- Elevator Inspection & Plan Review Services
Due: October 6, 2025 – 4:00PM

Submitted by:



Thompson Elevator Inspection Service, Inc.
830 E Rand Rd, Unit 10
Mount Prospect, Illinois 60056
Phone: 847-296-8211
Email: patty@thompsolelevator.com
www.thompsolelevator.com

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1. INTRODUCTION

COVER LETTER AND SERVICES PROVIDED



THOMPSON

Elevator Inspection Service, Inc.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

October 2, 2025

Village of Oak Park
Development Customer Services Department
123 Madison St
Oak Park, IL 60302

RFP- Elevator Inspection & Plan Review Services
Due: October 6, 2025 – 4:00PM

Dear Board Members:

Thompson Elevator Inspection Service, Inc. (TEIS) recognizes the need to use your time efficiently; therefore, the following highlights the premier, elite services which our company can continue to offer your municipality.

As long standing members of the Suburban Building Officials, Northwest Building Officials and South Suburban Building Officials, we continue to advocate on the behalf of code enforcement representing the International Building Code, as well as the ASME Elevator Code, the Illinois Accessibility Code, the National Electric Code and the NFPA Codes, as applicable. In addition, we attend all Illinois Elevator Safety Board meetings locally, as well as in Springfield, sharing with you issues/concerns that arise. We are considered a stakeholder with the Illinois State Fire Marshal as it pertains to the Elevator Safety Act. Thompson Elevator is authorized to conduct business in the State of Illinois and is committed to complying with all OSHA, Federal, State of Illinois, and Village of Oak Park Safety Standards. Thompson Elevator is able to perform all tasks described in the RFP based on financial resources.

Knowing we are all fiscally aware of the responsibility to the constituents your municipality represents, we offer competitive pricing to the building owners.

Established in 1975, we are the longest established inspection service in the suburban Chicagoland region. Currently, our firm holds over 120 municipal inspection contracts in excellent standing in communities nearby. We welcome you to verify our consistent, reliable professional service and consider having our company continue to be part of your code enforcement team.

Thank you for the opportunity. We appreciate your time invested in making the right choice for the community's conveyance safety. Should you have any questions before, during or after your review and evaluation, please contact Patty Young at our office (phone: 847-296-8211 / email: patty@thompstonelevator.com) at your convenience.

Respectfully submitted,

Patty Young
President



THOMPSON

Elevator Inspection Service, Inc.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

Provided to You By Thompson Elevator at No Cost:

- Informational Handouts to Building Owners Making Them Aware of Upcoming Changes and/or Upgrades
- Technical Services Regarding New Constructions, Alterations, Modernizations, and/or Upgrades To:
 - Community Development
 - Fire Departments
 - Fire Alarm Companies
 - Electricians
 - General Contractors
 - Architects
- Write Municipal Variance Letters for OSFM and Building Owner Distribution
- Local Program Agreement Renewal Document Assistance
- Audit of All Conveyances in Municipality
- 24 Hour Emergency Contact
- Customized Inspection Scheduling
- Customized Code Inspection Programs
- Customized Monthly Reports
- IBC Building Code Review
- Accident Follow Up For Municipality With:
 - Building Owner
 - OSFM
- Notification to Municipality When an Elevator is Shut Down Due To Failed Category Test
- Pick Up and Return Plans When Notified

Additional Services:

- Safety Training
- Entrapment Rescue Training
- Witnessing Safety Tests
- Equipment Audits

1. INTRODUCTION
HISTORY AND OVERVIEW



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

History and Overview of the Company

The founder, John J. Thompson, had been in the elevator business since 1960. His work experience began as a mechanic in construction, service, and maintenance for Goetz, Trimon, Gallagher & Speck Elevator Company. He used his knowledge and expertise that he gained to become an instructor for the NEIEP Elevator Education School from 1970 to 1974.

Before starting Thompson Elevator Inspection Service, he continued working in the industry for Armor Elevator as a superintendent and mechanic in construction, service, and maintenance for eight years, and was also a volunteer fireman for the Village of Mt. Prospect from 1972 to 1980.

In 1975 the business was started to provide safety inspections of passenger, freight, escalators, wheelchair lifts, dumbwaiters, and material lifts for municipalities, school districts, and individual buildings in the Chicago metropolitan area.

Many of our inspectors worked directly with the company's founder in their early years within the elevator industry as helpers, mechanics, and/or adjustors training to be inspectors. *Our inspectors have over 800 years of work in the industry combined with an average of 31 years per inspector.*

Our inspectors are QEI certified and State licensed to be part of our inspection team. Each new inspector undergoes training with many different field inspectors before being assigned inspections.

Since 1975, Thompson Elevator Inspection Service has provided the following services to our clients:

- New construction (or renovated/modernization work) plan reviews
- New construction (or renovated/modernization work) inspection
- Annual/Semi-annual code inspections
- Certification
- Provide technical and legislative update workshops
- Offer fire rescue/entrapment classes to local Fire Department

Our company's inspection program would follow the current codes provided by your community and the State of Illinois, and provide all State approved inspection forms for code inspection for any of the following types of commercial and residential equipment that your community has and might install in the future:

Elevators	Dock Lifts	Scissors Lift	Casket Lifts
Escalators	Freights	Vertical Platform Lifts	Wheelchair Lifts
Dumbwaiters	Material Lifts		

The office staff supports the following people/organizations: the client, the building owners, the public, the fire department, architects, engineers, general contractors, smoke/alarm contractors, electricians, plumbers, and elevator companies. This support ranges from answering basic questions such as "how to register an elevator", to code questions as to "where does it say this", to technical questions for a new construction or modernization projects. Our staff works with each of these people to address their issues/concerns. These non-fee services of support are the customer service and common courtesy our founder instilled in his employees.



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.
Member NWBOCA, SBOC, SSBoc, ICC and NAESA

THOMPSON ELEVATOR CORPORATE DETAIL REPORT



ILLINOIS SECRETARY of STATE
ALEXI GIANNOULIAS

Search ilsos.gov...



Driver's Licenses & ID Cards

Vehicles, Plates & Titles

Business Services

More Services

Business Entity Search

Entity Information

Entity Name	THOMPSON ELEVATOR INSPECTION SERVICE, INCORPORATED		
File Number	50725375	Status	ACTIVE
Entity Type	CORPORATION	Type of Corp	DOMESTIC BCA
Incorporation Date (Domestic)	08-28-1975	State	ILLINOIS
Duration Date	PERPETUAL		
Annual Report Filing Date	07-17-2025	Annual Report Year	2025
Agent Information	CYNTHIA E GARCIA 1S280 SUMMIT AVE STE C2 OAKBROOK TERRACE ,IL 60181-3948	Agent Change Date	02-19-2025



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.
Member NWBOCA, SBOC, SSBOC, ICC and NAESA

Attestation of Knowledge of State of Illinois, Office of the State Fire Marshal's Requirements:

Thompson Elevator Inspection Service attests to the knowledge of all State of Illinois Elevator Safety and Regulation Act(s); the City/Village Code, as may be amended from time to time; American Society of Mechanical Engineers Safety Code for Elevators, Dumbwaiters, Escalators and Moving Walkways; Safety Standard for Platform Lifts and Stairway Chairlifts; Safety Code for Existing Elevators and Escalators.

In addition,

- Key personnel attend all Illinois Elevator Safety Board meetings both in Springfield, Illinois and Chicago, Illinois
- TEIS works with the Illinois Code Council (ICC)
- Follows legislation of House and Senate bills affecting the Illinois Elevator Safety Act
- As applicable, TEIS works with appropriate lobbyists and legislatures regarding confirmation, creation, clarification and implementation of proposed bills and amendments to the Act
- Through the process of continuing education for annual QEI (Qualified Elevator Inspector) certification renewal, inspectors and key personnel are updated on the elevator codes through continuing education internal code workshops and through informal code discussions throughout the year



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.
Member NWBOCA, SBOC, SSBOC, ICC and NAESA

THOMPSON ELEVATOR CORPORATE SEAL



☐ New ☐ Full Mod ☐ R/R Mod
☐ Commercial ☐ Residential

ELEVATOR INSPECTION FORM



Thompson Elevator Inspection Service, Inc. (IL03849)
830 E. Rand Rd Unit 10 Mt Prospect, IL 60056
847-296-8211 | info@thompsolelevator.com



Date: _____

Code Edition: ASMEA17.1 _____ A17.3 _____

V/T/C _____

ID # _____ Convey # _____

Address _____ Unit _____ Inspection & Test ☐ Routine ☐ Periodic ☐ Acceptance
Bldg. Name _____ Make _____ Power _____ FL/PT _____
Bldg. Rep. _____ Speed _____ fpm Capacity _____ Em Ph _____
Phone No. _____ Em Light _____

	OK	NG	NA		OK	NG	NA		OK	NG	NA							
1. ELEVATOR-INSIDE OF CAR																		
1.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.24	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) AC drives from a DC source	3.25	<input type="checkbox"/>	<input type="checkbox"/>	(T) Car, overhead, & deflector sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Traction sheaves	3.26	<input type="checkbox"/>	<input type="checkbox"/>	(T) Broken rope, chain, or tape switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Secondary & deflector sheaves	3.27	<input type="checkbox"/>	<input type="checkbox"/>	Crosshead data plate & rope data tags	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Rope fastenings	3.28	<input type="checkbox"/>	<input type="checkbox"/>	Counterweight & counterweight buffer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Terminal stopping devices	3.29	<input type="checkbox"/>	<input type="checkbox"/>	Counterweight safeties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.29	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Car & counterweight safeties	3.30	<input type="checkbox"/>	<input type="checkbox"/>	Speed test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic power unit	3.31	<input type="checkbox"/>	<input type="checkbox"/>	Slack rope device-roped hydr elevs (*)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.31	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Relief valves	3.32	<input type="checkbox"/>	<input type="checkbox"/>	Traveling sheave-roped hydr elevs (*)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.32	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Control valve	3.33	<input type="checkbox"/>	<input type="checkbox"/>	(T) Compensating ropes & chains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tanks	4. ELEVATOR-OUTSIDE HOISTWAY									
1.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.34	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flexible hydr hose & fitting assemblies	4.1	<input type="checkbox"/>	<input type="checkbox"/>	Car platform guard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.35	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supply line & shutoff valve	4.2	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic cylinders	4.3	<input type="checkbox"/>	<input type="checkbox"/>	Vision panels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.37	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pressure switch	4.4	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway door locking devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.38	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roped water hydraulic elevators	4.5	<input type="checkbox"/>	<input type="checkbox"/>	Access to hoistway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.39	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Low oil protection	4.6	<input type="checkbox"/>	<input type="checkbox"/>	Power closing of hoistway doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.40	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inspection control	4.7	<input type="checkbox"/>	<input type="checkbox"/>	Sequence operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.41	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintenance records	4.8	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1.19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.42	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Static control	4.9	<input type="checkbox"/>	<input type="checkbox"/>	Elevator Parking devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2. ELEVATOR-MACHINE ROOM				3. ELEVATOR-TOP OF CAR														
2.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top-of-car stop switch	4.10	<input type="checkbox"/>	<input type="checkbox"/>	Emergency doors in blind hoistways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Car top light & outlet	4.11	<input type="checkbox"/>	<input type="checkbox"/>	(T) Separate counterweight hoistway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top-of-car operating device	4.12	<input type="checkbox"/>	<input type="checkbox"/>	Standby power selection switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Normal terminal stopping devices	4.13	<input type="checkbox"/>	<input type="checkbox"/>	Inspection control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clearance, refuge space standard railing	5. ELEVATOR-PIT									
2.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Final & emerg terminal stopping devices	5.1	<input type="checkbox"/>	<input type="checkbox"/>	Pit access, lighting, stop switch, & condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Car leveling & anticreep devices	5.2	<input type="checkbox"/>	<input type="checkbox"/>	Bottom clearance, runby & min. refuge space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top emergency exit	5.3	<input type="checkbox"/>	<input type="checkbox"/>	(T) Final & emergency terminal stopping devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & emerg identification numbering	5.4	<input type="checkbox"/>	<input type="checkbox"/>	Normal terminal stopping devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway construction	5.5	<input type="checkbox"/>	<input type="checkbox"/>	Traveling cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway smoke control	5.6	<input type="checkbox"/>	<input type="checkbox"/>	Governor-rope tension devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pipes, wiring & ducts	5.7	<input type="checkbox"/>	<input type="checkbox"/>	Car Frame & platform	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windows, projections, recesses, & setbacks	5.8	<input type="checkbox"/>	<input type="checkbox"/>	Car safeties & guiding memb-incl roped-hydr elev(*)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hoistway clearances	5.9	<input type="checkbox"/>	<input type="checkbox"/>	(T) Buffers & emerg terminal speed limiting devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Multiple hoistways	5.10	<input type="checkbox"/>	<input type="checkbox"/>	(T) Compensating chains, ropes & sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Traveling cables & junction boxes	5.11	<input type="checkbox"/>	<input type="checkbox"/>	Plunger & cylinder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Door & gate equipment	5.12	<input type="checkbox"/>	<input type="checkbox"/>	Car buffer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Car frame & stiles	5.13	<input type="checkbox"/>	<input type="checkbox"/>	Guiding members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Guide rails fastening & equipment	5.14	<input type="checkbox"/>	<input type="checkbox"/>	Supply piping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Governor rope	6. ELEVATOR-FIRE SERVICE									
2.21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Governor releasing carrier	PH 1 ONLY									
2.22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wire rope fastening & hitch plate	PH 1 & PH 2									
2.23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suspension rope	FAID Date: / /									
				3.24	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(T) Top counterweight clearance	7. ELEVATOR TACTILE IDENTIFICATION									
												(410 ILCS 30/1)						

COMMENTS:

OK-meets requirement NG-insert number to identify comment NA-not applicable (T) Traction Cars (*) installed under A17 lbs-1989 and later editions

***IMPORTANT* IL Rules (41)(II)(1000)Sec 1000.60-Effective 5-25-21, FAID initial testing implemented – contact your elevator maintenance company to ensure compliancy**

THIS IS THE OFFICIAL INSPECTION FORM APPROVED BY THE ELEVATOR SAFETY REVIEW BOARD, THE OFFICE OF THE STATE FIRE MARSHAL (OSFM). THE ELEVATOR SAFETY AND REGULATION ACT (225 ILCS 312) MANDATES EACH CONVEYANCE BE INSPECTED ANNUALLY.

☐ **FAIL - RE-INSPECT IN _____ DAYS**
☐ **PASS - CONDITION GOOD - Approved for Certificate**

Conveyance must be registered with OSFM prior to issuance of certificate of operation.

Elevator Co / Building Representative

Elev Co Lic # IL _____

Elev Mech Lic # IL _____

Inspector's Signature

Inspector QEI# _____

Inspector's Lic # IL _____

☐ New ☐ Full Mod ☐ R/R Mod
☐ Commercial ☐ Residential

PLATFORM & STAIRWAY LIFT INSPECTION FORM



Thompson Elevator Inspection Service, Inc.
 830 E. Rand Rd Unit 10 Mt Prospect, IL 60056
 Ph 847-296-8211/Fax 847-296-5424/ IL03849



Date: _____
 Code Edition: ASME A18.1 _____
 V/T/C _____
 ID # _____ Convey # _____

Address _____ Unit _____ Inspection & Test ☐ Routine ☐ Periodic ☐ Acceptance
 Bldg. Name _____ Make _____ Power _____ FL/PT _____
 Bldg. Rep. _____ Speed _____ fpm Capacity _____ Em Ph _____
 Phone No. _____ Em Light _____

	OK	NG	NA		OK	NG	NA
10.2.2.1 INSIDE PLATFORM INSPECTIONS				10.2.2.3 INSIDE RUNWAY			
a. Stop Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. Platform/Overhead/Deflector Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Operating Control Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Normal Terminal Stopping Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Floor and Landing Sill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. Final Terminal Stopping Switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	d. Broken Rope, Chain, or Tape Switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Emergency Signal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	e. Counterweight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Door or Gate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	f. Head Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	g. Slack Rope Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	h. Traveling Sheave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Signals and Operating Symbols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	i. Platform Safeties & Guiding Members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Rated Load / Platform FL Area / Data Plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	j. Runway Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	k. Pipes, Wiring, & Ducts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.2.2.2 MACHINE INSPECTIONS				l. Runway Clearances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Enclosure of Machine Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	m. Traveling Cables & Junction Boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Guarding of Exposed Aux Eq	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	n. Door & Gate Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Overhead Beam & Fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	o. Platform Frame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Drive Machine Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	p. Guide Rails Fastenings & Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Traction Drive Machines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	q. Governor Rope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Gears and Bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	r. Governor Releasing Carrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Winding Drum Machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	s. Wire Rope Fastenings & Hitch Plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Belt or Chain Drive Machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	t. Suspension Rope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Traction Sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	u. Compensation Ropes & Chains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Secondary & Deflector Sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10.2.2.4 OUTSIDE RUNWAY INSPECTIONS			
k. Rope Fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. Runway Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Slack Rope Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Runway Door Locking Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Governor, Overspeed Device & Seal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. Runway Enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Platform Safeties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
o. Hydraulic Power Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
p. Control Valves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
q. Hydraulic Cylinders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

COMMENTS:

OK-meets requirement NG-insert number to identify comment NA-not applicable

THIS IS THE OFFICIAL INSPECTION FORM APPROVED BY THE OFFICE OF THE STATE FIRE MARSHAL, DIVISION OF ELEVATOR SAFETY. THE ELEVATOR SAFETY ACT PA 92-0873/120 MANDATES EACH CONVEYANCE BE INSPECTED ANNUALLY.

☐ **FAIL** - RE-INSPECT IN _____ DAYS
☐ **PASS** - CONDITION GOOD-
 Approved for Certificate

Elevator Co / Building Representative _____

Inspector's Signature _____

Elev Co Lic # IL _____

Inspector QEI# _____

Elev Mech Lic # IL _____

Inspector's Lic # IL _____

2015 Upgrades due Jan 1, 2015— contact your elevator maintenance company to ensure you are code compliant. Details go to OSFM website (www.sfm.illinois.gov)
 Note: Per the IL Elevator Safety Act (225 ILCS 312/95), the certificate of operation or copy thereof, must be clearly displayed in the conveyance for the benefit of code enforcement staff

ESCALATOR INSPECTION FORM



Thompson Elevator Inspection Service, Inc.
830 E. Rand Rd Unit 10 Mt Prospect, IL 60056
Ph 847-296-8211/Fax 847-296-5424/ IL03849



Date: _____
Code Edition: ASMEA 17.1 _____ A17.3 _____
V/T/C _____
ID # _____ Convey # _____

Address _____ Unit _____ Inspection & Test ☐ Routine ☐ Periodic ☐ Acceptance
Bldg. Name _____ Make _____ Power _____
Bldg. Rep. _____ Speed _____ fpm Capacity _____
Phone No. _____

7. ESCALATOR - EXTERNAL	OK NG NA	8. ESCALATOR - INTERNAL	OK NG NA
7.1 General fire protection	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.1 Machinery space access, lighting, receptacle, and condition	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.2 Geometry	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.2 Stop switch	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.3 Handrails	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.3 Controller and wiring	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.4 Entrance and egress ends	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.4 Drive machine and brake	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.5 Lighting	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.5 Speed governor	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.6 Caution signs	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.6 Broken drive chain and disconnected motor safety device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.7 Combplate and comb step impact device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.7 Reversal stop switch	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.8 Deck barricades and antislid devices	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.8 Broken step chain device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.9 Steps and upthrust device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.9 Step upthrust device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.10 Operating and safety devices	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.10 Missing step device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.11 Skirt obstruction device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.11 Step level device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.12 Egress restriction (rolling shutter) device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.12 Steps, step chains, and trusses	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.13 Egress Restriction (rolling shutter) device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.13 Handrail systems and safety devices	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.14 Speed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.14 Code data plate	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.15 Balustrades	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.15 Response to smoke detectors	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.16 Ceiling intersection guards	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.16 Step lateral displacement device	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.17 Step/skirt clearances, panels, and performance index	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
7.18 Outdoor protection	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

COMMENTS: _____ OK-meets requirement NG-insert number to identify comment NA-not applicable

THIS IS THE OFFICIAL INSPECTION FORM APPROVED BY THE OFFICE OF THE STATE FIRE MARSHAL, DIVISION OF ELEVATOR SAFETY. THE ELEVATOR SAFETY ACT PA 92-0873/120 MANDATES EACH CONVEYANCE BE INSPECTED ANNUALLY.

☐ FAIL - RE-INSPECT IN _____ DAYS
☐ PASS - CONDITION GOOD-
Approved for Certificate

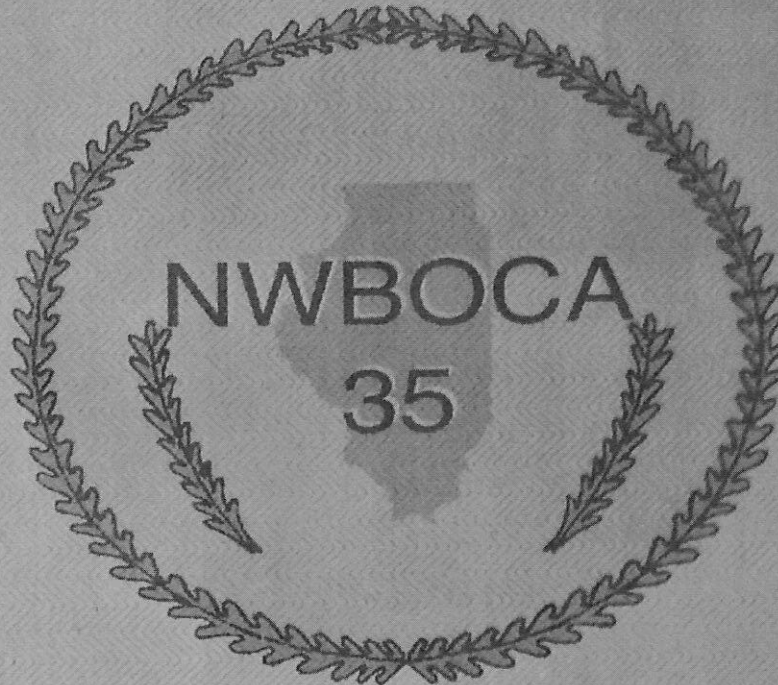
Elevator Co / Building Representative
Elev Co Lic # IL _____
Elev Mech Lic # IL _____

Inspector's Signature
Inspector QEI# _____
Inspector's Lic # IL _____

1. INTRODUCTION

AWARDS AND RECOGNITIONS


CERTIFICATE OF APPRECIATION



Presented to: John Thompson, Sr.
of Thompson Elevator Inspection Service, Inc.

FOR PRESENTING –

“CODE REQUIREMENTS FOR EXISTING ELEVATORS”


STEVE SKIBER, PROGRAMS DIRECTOR

Thursday, October 10, 2002



Carl M. Carlson
Memorial Award of Merit

Presented To

John J. Thompson
Thompson Elevator Inspection Service, Inc.

For Outstanding Service

To The

Suburban Building Officials Conference

2003

IN HONOR OF

JOHN THOMPSON SR.

THOMPSON ELEVATOR INSPECTION SERVICES, INC.

FOR HIS DEDICATION TO OUR
MUNICIPALITIES AND VALUED FRIENDSHIP
OVER HIS MANY YEARS OF SERVICE

Our Sincere Thanks and Appreciation

A.B.C.I.

THE ASSOCIATION OF BUILDING COORDINATORS OF ILLINOIS

MAY 19, 2010



*CARL M. CARLSON
MEMORIAL AWARD
2012*

Presented to

Patty Young

For Outstanding Service Rendered To And For
The Building Code Industry

2. CERTIFICATE OF INSURANCE



THOMELE-01

BMACH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/24/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Belmont Insurance Brokerage, Inc. 123 N Wacker Drive, Suite 1025 Chicago, IL 60606	CONTACT NAME: Celia Satter	
	PHONE (A/C, No, Ext): (312) 636-0370 FAX (A/C, No):	
	E-MAIL ADDRESS: col@trustbelmont.com	
INSURED Thompson Elevator Inspection Service, Inc 830 E Rand Rd Ste 10 Mount Prospect, IL 60056-2560	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Great American Insurance Company	16691
	INSURER B: Selective Insurance Company Of America	12572
	INSURER C: Everspan Indemnity Insurance Co	16882
	INSURER D: Insurance Company Of The West	27847
	INSURER E: Underwriters At Lloyds	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GLP529236200	7/8/2025	7/8/2026	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			S 2727296	7/8/2025	7/8/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			SP2EVE00007700	7/8/2025	7/8/2026	EACH OCCURRENCE \$ 5,000,000
							AGGREGATE \$ 5,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WIL 5085009	7/8/2025	7/8/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Professional			HPL25-0244	7/7/2025	7/7/2026	Each Occ/Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Sample

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

3. MANAGEMENT / EMPLOYEES

LIST OF EMPLOYEES BY POSITION



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

List of Employees by Management, Inspector, and Office Staff

Management Responsibilities: Key persons for day-to-day operations; overseeing employees and departments; key persons for technical questions and trouble-shooting with clients, building owners, elevator companies, general contractors, architects, fire/smoke alarm companies, electricians, fire departments.

Employee	Name	Position
Management	Young, Patty	President

Inspector Responsibilities: Provide routine code and new construction mod/upgrade inspections, witnessing of test. As applicable, conduct plan reviews, field technical questions for clients, building owners, elevator companies, general contractors, architects, fire/smoke alarm companies, electricians, fire departments.

Employee	Name	OSFM State License #	OEI License #
Inspector	Ackerman, John	IL05093	C-5646
Inspector	Baehr, Rich	IL07187	C-6371
Inspector	Bieda, Joe	IL02908	C-3241
Inspector	Chmielewski, Ed	IL03319	C-1373
Inspector	Davis, Walter	IL01956	C-1416
Inspector	Gonzales, Paul	IL06744	C-7128
Inspector	Guffey, Ken	IL07194	E00603
Inspector	Hudgins, Scott	IL06411	C-4431
Inspector	Jaeger, Tim	IL06145	C-6574
Inspector	Kelly, Doug	IL01958	C-1024
Inspector	Kelly, Sean	IL05367	C-5928
Inspector	Krisik, Rick	IL06278	C-6651
Inspector	Krisik, Ron	IL05635	C-6177
Inspector	Murray, Dan	IL07155	C-7409
Inspector	Ozenbaugh, Bill	IL03032	C-3995
Inspector	Phillips, Steve	IL06832	C-7190
Inspector	Rotermund, Dan	IL06063	C-6513
Inspector	Rotermund, Dave	IL01966	C-1023
Inspector	Samars, Mark	IL06698	C-6055
Inspector	Samars, Mike	IL06779	E001406
Inspector	Thompson, John Jr.	IL01957	C-712
Inspector	Wilhoite, Aaron	IL06964	C-5936

Office Responsibilities: Provide support for appointment scheduling (permit work, testing, and special request), re-inspection coordination, accounting activities, inspection history questions/research, certificate issuance questions, inspection ticket preparation and distribution. Work daily with clients, building owners, elevator companies, general contractors, architects, fire/smoke alarm companies, electricians, and fire departments. In addition, general office support.

Employee	Name
Office	Black, Catherine
Office	Blatz, Karyn
Office	Drufke, Jenn
Office	Kelly, Michelle
Office	Kowalczyk, Eileen
Office	McGovern, Mary
Office	Perez, Lisa
Office	Stanonik, Justin

4. PROFESSIONAL LICENSES

TEIS STATE LICENSE



STATE OF ILLINOIS
OFFICE OF THE STATE FIRE MARSHAL
DIVISION OF ELEVATOR SAFETY

555 West Monroe Street Suite 1300-N • Chicago, IL 60661



ELEVATOR INSPECTION CO LICENSE NO. IL03849

Expiration Date (11/21/2026)

This is to certify that Thompson Elevator Inspection Service INC has met all the requirements and is duly authorized to perform such work as set forth by the Elevator Safety Review Board in this state under this license issued this day 11/21/2008.

James A Rivera
State Fire Marshal

Robert Capuani
Director of Elevator Safety

4. PROFESSIONAL LICENSES
INSPECTOR LICENSE LISTS

LICENSED INSPECTORS

9/3/2025

<u>Inspection Company</u>	<u>Inspection Company Address</u>	<u>Inspection Company Phone #</u>	<u>Inspector Name</u>	<u>Inspector License #</u>
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Aaron Wilhoite	IL06964
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Daniel Rotermund	IL06063
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	David Rotermund	IL01986
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Douglas Kelly	IL01958
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Edward Chmielewski	IL03319
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Jack Michael Thompson	IL06365
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Joe Bleda	IL02908
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	John Ackerman	IL05093
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	John Thompson	IL01957
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Kenneth Guffey	IL07194
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Mark Lyons	IL05547
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Mark Samars	IL06668
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Michael Hazucha	IL03649
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Michael Samars	IL06779
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Paul Gonzales	IL06744
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Richard Baehr	IL07187
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Richard Krisik	IL06278
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Ronald Krisik	IL05635
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Scott Hudgins	IL06411
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Sean Kelly	IL05367
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Sheldon Anderson	IL03847
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Steven Phillips	IL06832
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Timothy Jaeger	IL06145
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	Walter Davis	IL01956
Thompson Elevator Inspection Service INC	830 E Rand Rd Ste 10, Mt Prospect, IL 60056-2560	(847) 296-8211	William Ozenbaugh	IL03032

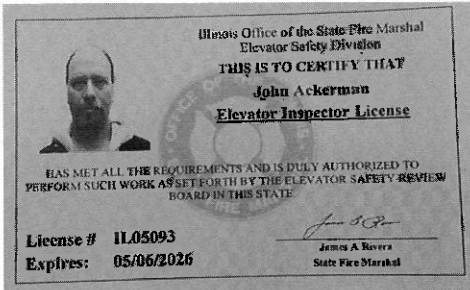
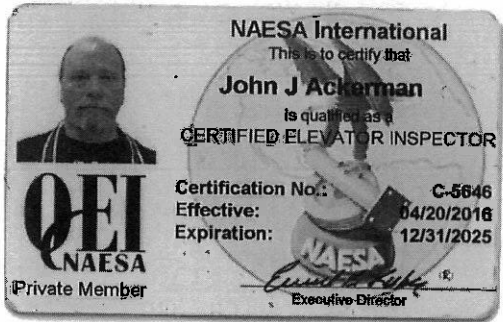
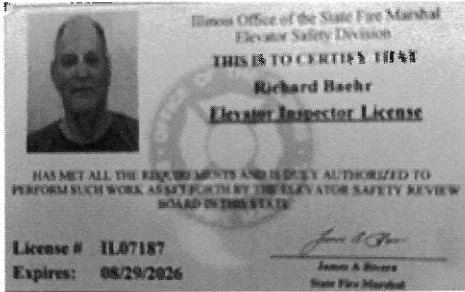
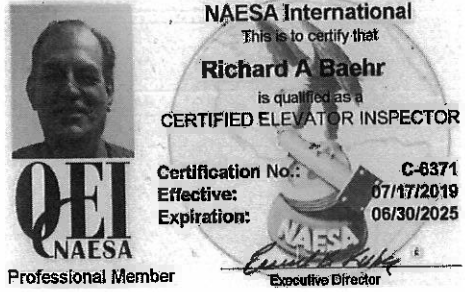


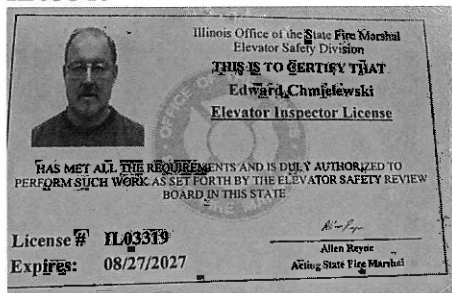
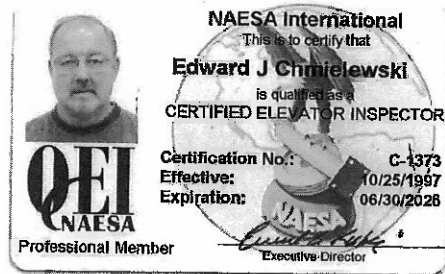


THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBoc, ICC and NAESA

INSPECTOR LICENSE LIST

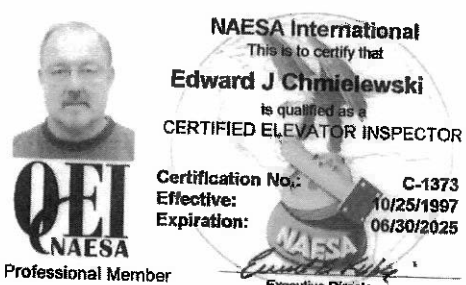

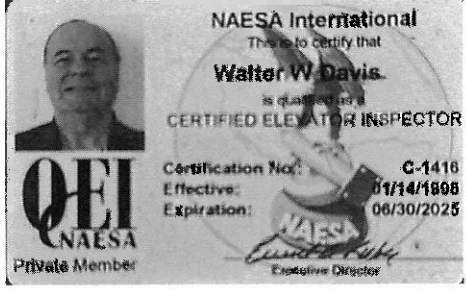

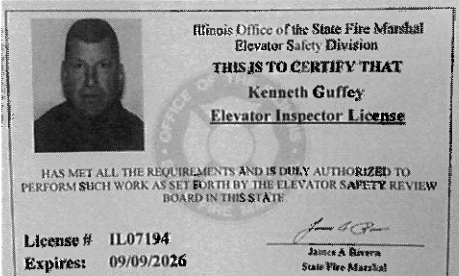

Employee	OSFM State Licence #	QEI License #
John Ackerman, Inspector	IL05093 	C-5646 
Rich Baehr, Inspector	IL07187 	C-6371 
Joe Bieda, Inspector	IL02908 	C-3241 
Ed Chmielewski, Inspector	IL03319 	C-1373 



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBoc, ICC and NAESA

<p>Ed Chmielewski, Inspector</p>	<p>IL03319</p> 	<p>C-1373</p> 
<p>Walter Davis, Inspector</p>	<p>IL01956</p> 	<p>C-1416</p> 
<p>Paul Gonzales, Inspector</p>	<p>IL06744</p> 	<p>C-7128</p> 
<p>Ken Guffey, Inspector</p>	<p>IL07194</p> 	<p>E000603</p> 
<p>Mike Hazucha, Inspector</p>	<p>IL03649</p> 	<p>C-6751</p> 



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

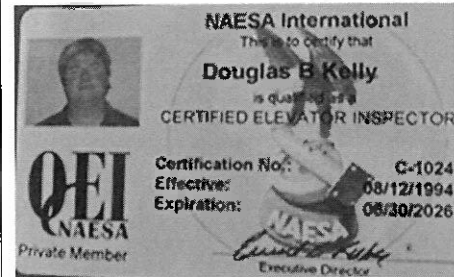
Member NWBOCA, SBOC, SSBQC, ICC and NAESA

Douglas Kelly,
Inspector

IL01958



C-1024

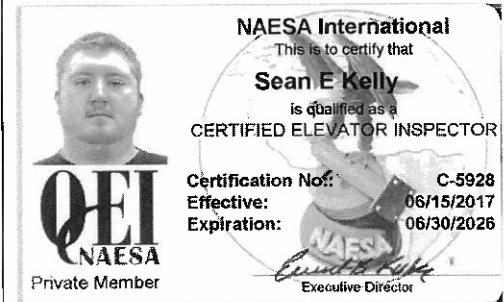


Sean Kelly,
Inspector

IL05367

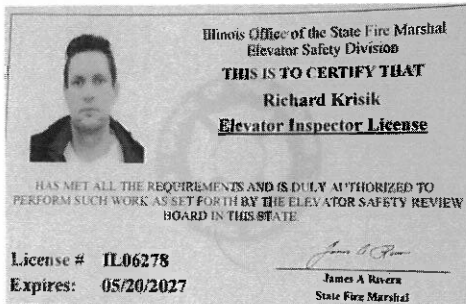


C-5928

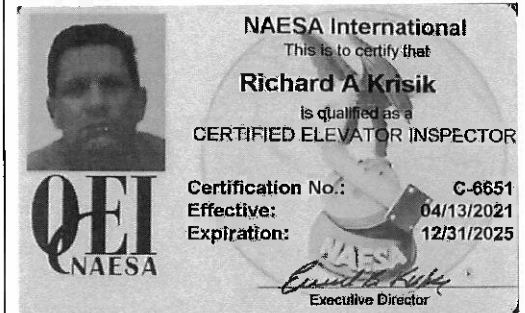


Rick Krisik,
Inspector

IL06278

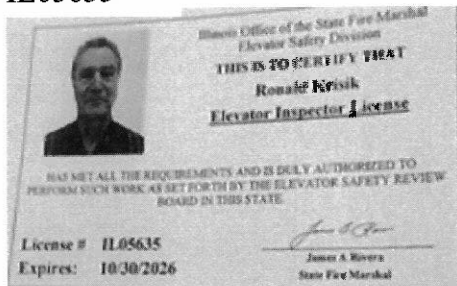


C-6651



Ron Krisik,
Inspector

IL05635



C-6177

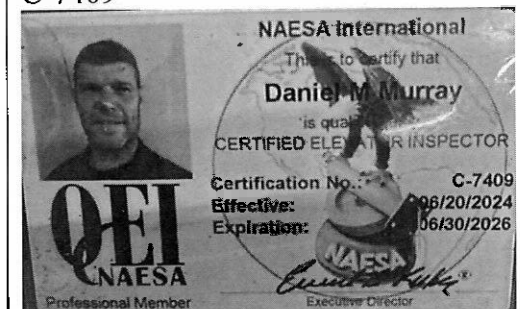


Dan Murray,
Inspector

IL07155



C-7409




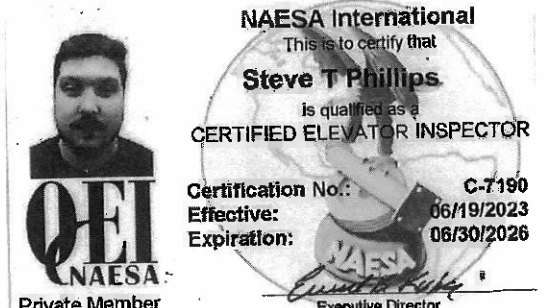

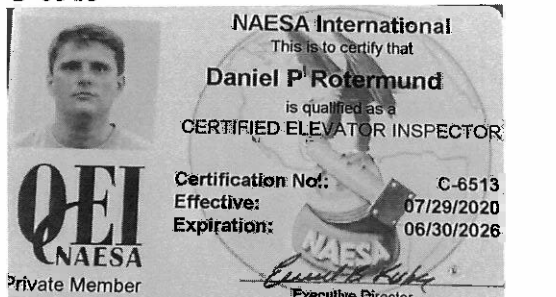

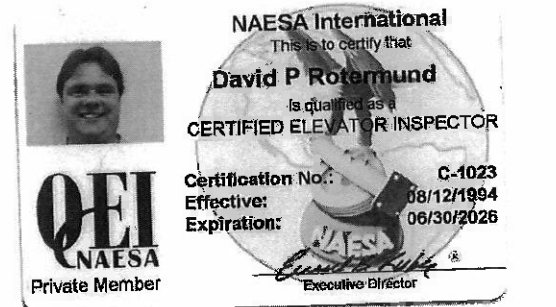
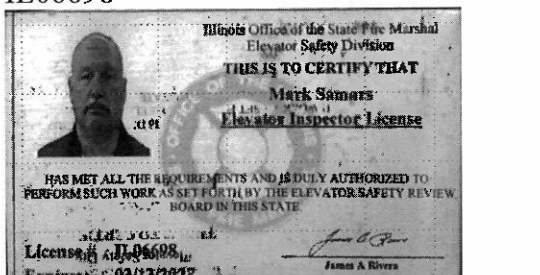
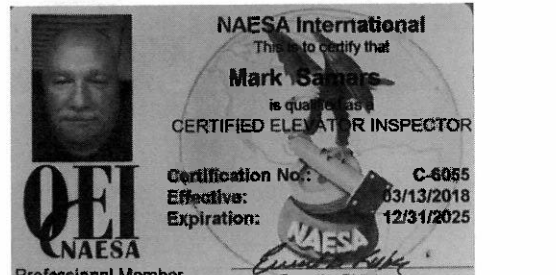




THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBoc, ICC and NAESA

<p>William Ozenbaugh, Inspector</p>	<p>IL03032</p>  <p>License # IL03032 Expires: 04/24/2027</p>	<p>C-3995</p>  <p>Private Member</p>
<p>Steve Phillips, Inspector</p>	<p>IL06832</p>  <p>License # IL06832 Expires: 09/07/2027</p>	<p>C-7190</p>  <p>Private Member</p>
<p>Dan Rotermund, Inspector</p>	<p>IL06063</p>  <p>License # IL06063 Expires: 08/25/2026</p>	<p>C-6513</p>  <p>Private Member</p>
<p>David Rotermund, Inspector</p>	<p>IL01966</p>  <p>License # IL01966 Expires: 02/26/2027</p>	<p>C-1023</p>  <p>Private Member</p>
<p>Mark Samars, Inspector</p>	<p>IL06698</p>  <p>License # IL06698 Expires: 03/13/2027</p>	<p>C-6055</p>  <p>Professional Member</p>



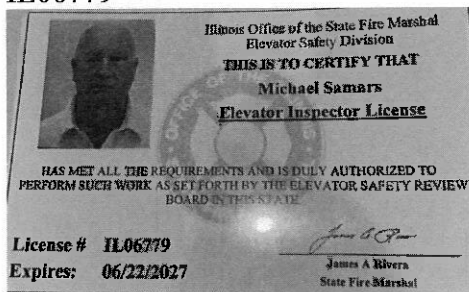
THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

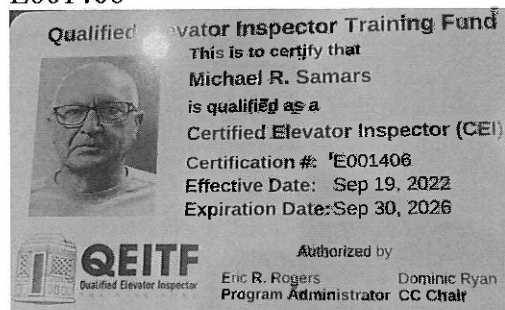
Member NWBOCA, SBOC, SSBoc, ICC and NAESA

Mike Samars,
Inspector

IL06779



E001406

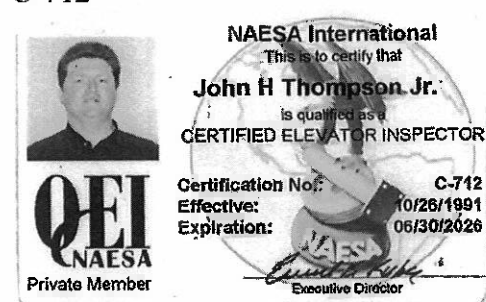


John Thompson,
Inspector

IL01957

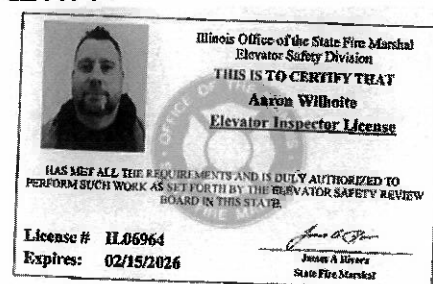


C-712



Aaron Wilhoite,
Inspector

IL06964



C-5936



5. REFERENCES / CLIENTS

STATEMENT OF EXPERIENCE



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

Statement of Experience

Thompson Elevator Inspection Service, Inc.'s client base is primarily municipality / governmental clients and has served these client types since 1975. As an early pioneer of third-party conveyance inspections to municipality clients, our company completes the code enforcement for building developments for a building's infrastructure to ensure complete safety to the building owners, citizens and users of the building in its entirety.

In addition to the subsequent Thompson municipal clients operating Elevator Inspection Programs, we also provide residential elevator plan review services for the building departments of the following municipalities:

Barrington Hills	North Barrington
Geneva	South Barrington
Hinsdale	St. Charles
Lakewood	Winnetka

Lastly, Thompson has an agreement with the Village of Lake Bluff to provide inclined elevator (tram) plan review services. This agreement has been in place since 2016.

Please find enclosed Reference List and Letters of Recommendation to support the statement above.

5. REFERENCES / CLIENTS

MUNICIPALITIES LIST



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBoc, ICC and NAESA

LIST OF MUNICIPAL CLIENTS

MUNICIPALITY	CONTACT	CONTRACT YEARS
Village of Addison	Michael Crandall	1981-current
Village of Algonquin	Michael Wehrmann	1989-current
Village of Antioch	Scott T. Gartner	2020-current
City of Aurora	John P. Curley	1985-current
Village of Barrington	Karen Darch	1989-current
Village of Bartlett	John Komorowski	1994-2010, returned 2018-current
Village of Beach Park	Marc Huber	2022-current
Fire Dept of Bedford Park	Mark Murray	2002-current
Village of Bellwood	John Reitz	1993-current
Village of Bensenville	Ron Herff	2011-current
Village of Berkeley	Justyn Miller	2001-current
Village of Bolingbrook	Steven Touloumis	1976-current
Village of Broadview	David Upshaw	2000-current
Village of Brookfield	Timothy C. Wiberg	1990-current
Village of Burbank	David Ricchiuto	1983-current
Village of Carpentersville	Benjamin A. Mason	1977-current
Village of Cary	Erik Morimoto	1994-current
Village of Clarendon Hills	Zachery Creer	1987-current
Village of Country Club Hills	Aaron Jones	1997-current
City of Countryside	Kevin Wagner	2007-current
Village of Crete	Michael Smith	2001-current
Village of Crystal Lake	Mike Magnussen	1980-current
Village of Deer Park	Kenneth Garrett	2011-current
Village of Downers Grove	Stanley J Popovich	2010-current
Village of East Dundee	Chris Ranieri	1987-current
Village of East Hazel Crest	Thomas A. Brown	1982-current
Village of Elgin	Matthew Falco	1988-current
Village of Elk Grove Village	Jared Polony	2005-current
City of Elmhurst	Bruce Dubiel	1978-current
Village of Elwood	Julie Friebele	2008-current
Village of Evergreen Park	Edward R Clohessy	1979-current
Village of Fox Lake	Donny Schmit	1976-current
Village of Fox River Grove	Derek Soderholm	2005-current
Village of Frankfort	Adam Nielsen	1987-current
Village of Gilberts	Brian Bourdeau	2008-current
Village of Glencoe	Taylor Baxter	1999-current
Village of Glenview	Joseph Footlik	1979-current
Village of Grayslake	Jarret Brutlag	1989-current
Village of Gurnee	David Ziegler	1976-current
Village of Hampshire	Jay R Hedges	2011-current
Village of Hanover Park	Eric Fors	1984-current
Village of Harwood Heights	Jo Ann Krupa	1976-current
Village of Hawthorn Woods	Chris Heinen	1981-current
Village of Hazel Crest	Tyrone Jarrett, Sr.	2011-current
City of Hickory Hills	John G. Moirano	1976-current
City of Highwood	Marc Facchini	1993-current
Village of Hodgkins	Matt Struve	1984-current



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBoc, ICC and NAESA

Village of Hoffman Estates	Eric Palm	1978-2014, returned 2019-current
Village of Homewood	Robert Grabowski	2007-current
Village of Huntley	Charles Nordman	1981-current
Village of Itasca	Michael D'Onofrio	1992-current
Village of Justice	Edward Shilka	1990-current
Village of Kenilworth	Patrick Brennan	1985-current
Village of La Grange	Jason Zorena	1981-current
Village of La Grange Park	Dean J. Maggos	2006-current
Village of Lake Barrington	Sharon Peterson	2000-current
Village of Lake Villa	Michael Strong	2004-current
Village of Lake Zurich	Sarosh Saher	1975-current
Village of Libertyville	David Fischer	1983-current
Village of Lincolnwood	Scott Mangum	2010-current
Village of Lindenhurst	Kevin Klahs	2017-current
City of Lockport	Ben Benson	2013-current
Village of Lombard	Keith Steiskal	1989-current
Village of Long Grove	William Balling	1975-current
Village of Lyons	John Pierce	1985-2013, returned 2018-current
Village of Marengo	Chad Roscoe	2005-current
Village of Matteson	Ernest Roberts	1980-current
Village of Maywood	Walter Duncan	1997-current
Village of Mokena	Krzysztof Kociolek	1990-current
Village of Montgomery	Michael E. Klupar	1991-current
Village of Mount Prospect	William M. Schroeder	1986-current
Village of Mundelein	George Sellas	1985-current
Village of New Lenox	David Myers	1998-current
Village of Norridge	JoAnna Skupien	1979-current
Village of North Chicago	Taylor Wegrzyn	2001-current
Village of North Riverside	Susan Scarpiniti	1975-current
Village of Northbrook	Amy McEwan	1985-current
Village of Northfield	John Rikje	1992-current
Village of Northlake	Brenda Martinez	2004-current
Village of Oak Forest	Mike Forbes	2000-current
Village of Oak Lawn	Tony Lantz	1977-current
Village of Oak Park	Lisa Shelley	2000-2015, returned 2017-current
Village of Old Mill Creek	Tim Smith	2010-current
Village of Olympia Fields	John M. McDonnell	1994-current
Village of Orland Hills	Brian O'Neill	1988-current
Village of Oswego	Jay Hoover	1992-current
Village of Palatine	Reid T. Ottesen	1979-current
City of Palos Hills	Tom Lesnicki	1990-current
City of Park City	Steve Pannell	2010-current
Village of Park Forest	Jerry Martin	1979-current
Village of Pingree Grove	Pat Doherty	2019-current
City of Plainfield	Lonnie Spires	2004-current
City of Prospect Heights	Joseph F. Wade	1976-current
Village of Richton Park	Regan Stockstell	2000-current
Village of River Grove	Donald B. Guerin	2004-current
Village of Riverdale	John Bruce	2010-current



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ELEVATOR INSPECTION SERVICE, INC.

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Village of Riverside	Jessica Frances	1989-current
Village of Riverwoods	Kristine Ford	1980-current
Village of Rolling Meadows	Glen Cole	1982-current
Village of Romeoville	Anthony Novak	1984-current
Village of Round Lake	Brandy Schroff	2005-current
Village of Round Lake Beach	Mark Rooney	1993-current
Village of Schiller Park	Brett Kryska	1978-current
Village of Shorewood	John Komorowski	2005-current
Village of South Elgin	Steven Ward	1978-current
Village of Streamwood	Billie Roth	1978-current
Village of Tinley Park	Michael Coleman	1984-current
Village of University Park	Brian D. Chellios	1981-current
Village of Vernon Hills	Andrew Jennings	2001-current
Village of Wadsworth	Pat Dipersio	2007-current
City of Warrenville	Michelle Lilley	1991-current
Village of Wauconda	Gregory J. Anderson	1986-current
City of Waukegan	Michael Purtell	1998-current
Village of West Dundee	Thomas Moszczynski	1980-current
Village of Westmont	Stephen May	1995-2014, returned 2018-current
Village of Wheeling	Ross Klicker	2001-current
Village of Willow Springs	Ryan Grace	2019-current
Village of Willowbrook	Michael Krol	1977-current
Village of Wilmette	Lisa C Roberts	1984-current
Village of Wood Dale	Staci Springer	1982-2012, returned 2017-current
City of Woodstock	Joe Napolitano	1985-current
Village of Worth	Bruce Zartler	2008-current
City of Zion	Billy McKinney	1975-current

5. REFERENCES / CLIENTS

REFERENCE LIST



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

LIST OF REFERENCES

Client Name	Village of Bolingbrook
Address	375 West Briarcliff Rd, Bolingbrook, IL 60440
Contact Name	Steve Touloumis – Building Commissioner
Contact Information	Phone: 630-226-8471 Email: stouloumis@bolingbrook.com
Description of Services	Plan reviews, new construction inspections, modernization inspections, approximately 175 code inspections completed annually. All services completed 100% by TEIS.
Services Provided Since	1976-current

Client Name	Village of Glenview
Address	2500 E Lake Ave, Glenview, Illinois 60026
Contact Name	Joe Footlik – Inspectional Services Manager
Contact Information	Phone: 847-904-4321 Email: joef@glenview.il.us
Description of Services	Plan reviews, new construction inspections, modernization inspections, approximately 400 code inspections completed annually. All services completed 100% by TEIS.
Services Provided Since	1979

Client Name	Village of Lombard
Address	255 E Wilson Ave, Lombard, Illinois 60148
Contact Name	Keith Steiskal – Building Commissioner
Contact Information	Phone: 630-620-5763 Email: SteiskalK@villageoflombard.org
Description of Services	Plan reviews, new construction inspections, modernization inspections, approximately 350 code inspections completed annually. All services completed 100% by TEIS.
Services Provided Since	1989

Client Name	Village of Mount Prospect
Address	50 S Emerson, Mount Prospect, Illinois 60056
Contact Name	William Schroeder – Building Commissioner
Contact Information	Phone: 847-818-5289 Email: wschroed@mountprospect.org
Description of Services	Plan reviews, new construction inspections, modernization inspections, approximately 215 code inspections completed annually. All services completed 100% by TEIS.
Services Provided Since	1986

Client Name	Village of Northbrook
Address	1225 Cedar Lane, Northbrook, IL 60062
Contact Name	Nick Desario - Assistant Director Development & Planning Services
Contact Information	Phone: 847-664-4053 Email: Nick.Desario@northbrook.il.us
Description of Services	Plan reviews, new construction inspections, modernization inspections, approximately 300 code inspections completed annually. All services completed 100% by TEIS.
Services Provided Since	1985

5. REFERENCES / CLIENTS

LETTERS OF RECOMMENDATION



Village of Algonquin

The Gem of the Fox River Valley

March 20, 2017

Thompson Elevator Inspection Service Inc
1302 E Thayer St
Mt. Prospect, IL 60056

Greetings:

The Village of Algonquin has been using Thompson Elevator Inspection Service Inc for over 20 years to provide elevator plan review, inspections and consulting. We have always found them to be honest, knowledgeable, friendly and timely. Their staff is always available and willing to answer any questions we may have, and are able to fully explain the answer given. They also stay up-to-date with all the latest from the state fire marshal's office and notify us of any changes.

We therefore highly recommend Thompson Elevator Inspection Service Inc. for plan review and inspection of elevators and other conveyances.

Sincerely,

Thomas Jacobs
Assistant Building Commissioner
Village of Algonquin Community Development
2200 Harnish Dr
Algonquin, IL 60102
847-658-2700 option 3 CDD office
847-658-5916 direct office
847-658-2631 CDD fax
tjacobs@algonquin.org
www.algonquin.org
www.iccsafe.org
www.nwbo35.org





12 S. Center St.
Bensenville, IL 60006

Office: 630.766.8200
Fax: 630.594-1105

www.bensenville.il.us

VILLAGE BOARD

Board of Trustees

Rosa Carmona
Frank DeSimone
Annie Jaworska
David Majeski
Martin O'Connell
Henry Wesseler

Village Clerk

Ilsa Rivera-Trujillo

Village Manager

Ivan R. Summers

March 17, 2017

Patty Young
Thompson Elevator Inspection Service, Inc.
1302 E Thayer St
Mt Prospect, Illinois 60056

Dear Patty,

It is my pleasure to write this letter and express my appreciation for Thompson Elevator Inspection Service. In my 10 years as Director of Community and Economic Development, I have observed the work you do in Bensenville and I have come to know your company is a highly professional service provider.

I know that you interact with our local inspectors regularly and their comments about your service are always positive, highlighting your customer service and timely response to inquiries.

Your field inspectors are knowledgeable and professional. We recently went through a process of upgrading pit ladders to comply with code amendments. Thompson Elevator inspectors were invaluable with their explanation of the new requirements and assistance to the property owners in gaining compliance. The procedure seemed daunting but your staff made it a positive experience.

I appreciate the service Thompson Elevator provides for the Village of Bensenville and look forward to continuing our relationship for many years to come.

Sincerely,

Scott R. Viger, AICP
Director / Community &
Economic Development



1 N. Prospect Avenue
Clarendon Hills, Illinois 60514
630.286.5410

LETTER OF RECOMMENDATION

March 17, 2017

To Whom It May Concern,

The Village of Clarendon Hills has had a long running relationship with Thompson Elevator Inspection Services. Thompson's experience and knowledge of elevators and their safety requirements makes them a valuable member of the Village's plan review and inspection services team. The Village takes pride in knowing that Thompson's accomplishments, certification and reputation un-paralleled in their field.

The Village of Clarendon Hills and I continue to have a solid relationship with Thompson Elevator Inspection Services. Thompson is easy to work with and is consistent in their enforcement and management of the Village's and State elevator codes and standards. Knowing they are ensuring the residents and users of elevators within the Village with the highest level of safety is of great value.

I highly recommend Thompson Elevator Inspection Services.

Sincerely,

VILLAGE OF CLARENDON HILLS

Dan Ungerleider, AICP
Community Development Director



Sean R. McDermott
MAYOR

Susan Burdett
CLERK

Caryn Stancik
TREASURER

ALDERMEN
Mark G. Benson
John Finn
James N. Jasinski
Thomas A. Mikolyzk
Scott Musillami
John Von Drasek

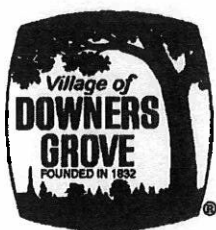
Ms. Patty Young
Thompson Elevator Inspection Service, Inc.
1302 E. Thayer St.
Mt. Prospect, IL 60056

Dear Ms. Young:

The City of Countryside has worked with Thompson Elevator Inspection Service for over 10 years, and we are pleased with the work performed by Thompson Elevator Inspection Service. I would recommend them to other municipalities and would be more than happy to be listed as a reference. If you need more information or have additional questions, please feel free contact me at 708-485-2595.

Sincerely,

Sharon L. Peterson
Assistant City Administrator



Village of Downers Grove

Consultant Evaluation

Contractor: Thompson Elevator Inspections, Inc.

Project: Elevator Reviews and Inspections

Primary Contact: Patty Thompson Phone: 847-296-8211

Time Period: January 2017 – December 2019

On Schedule (allowing for uncontrollable circumstances) ☒ Yes ☐ No

Provide details if early or late completion:

Change Orders (attach information if needed): None

Difficulties / Positives: Thompson has continued to provide timely and accurate elevator permit reviews and inspections throughout the duration of the contract period. At no additional cost, they have assisted the Village in maintaining and renewing our Elevator Safety Program with the Office of the State Fire Marshall. Thompson has kept the Village informed of relevant legislative action and regulation changes affecting elevators. They have made sure the Village is current with state reporting requirements. They have been very helpful and timely in answering Village questions concerning all elevator related topics. Thompson has provided quick applicant follow-up and has provided exceptional customer service.

Interaction with public:

☒ Excellent ☐ Good ☐ Average ☐ Poor

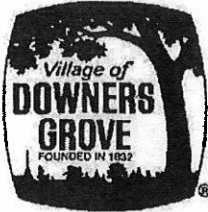
(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

☒ Well Satisfied ☐ Satisfied ☐ Not Satisfied

Reviewers: Stan Popovich, AICP

Date: 11/25/2019



Village of Downers Grove Consultant Evaluation

Consultant: Thompson Elevator Inspections Inc.

Project: Elevator Reviews and Inspections

Primary Contact: Patty Young Phone: 847-296-8211

Time Period: 12/2013-12/2016

On Schedule (allowing for uncontrollable circumstances) ☒ yes ☐ no

Provide details if early or late completion: _____

Amendments (attach information if needed): None

Difficulties / Positives: Thompson has provided timely and accurate reviews and inspections throughout the contract period. At no additional cost they have assisted the Village in maintaining and renewing its Elevator Safety Program with the Office of the State Fire Marshal. They have kept the Village informed on any relevant legislative action/regulatory changes affecting elevators. They were instrumental in creating a process for handling the unexpected increase in workload due to state required elevator upgrade requirements. They have made sure that VODG was current with state reporting requirements. Their billings have been timely and accurate. They are extremely good at follow-up and good at understanding and implementing the Village's enforcement and customer service approaches.

Interaction with public:

☒ excellent ☐ good ☐ average ☐ poor

(Attach information on any complaints or compliments)

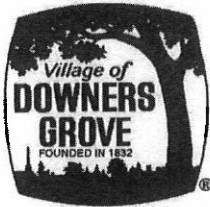
General Level of Satisfaction with work:

☒ Well Satisfied ☐ Satisfied ☐ Not Satisfied

Should the Village contract with this vendor in the future? ☒ Yes ☐ No

Reviewers: Stan Popovich, AICP

Date: 12/01/2016



Village of Downers Grove

Consultant Evaluation

Consultant: Thompson Elevator Inspections Inc.

Project: Elevator Reviews and Inspections

Primary Contact: Patty Young Phone: 847-296-8211

Time Period: 12/2011-12/2013

On Schedule (allowing for uncontrollable circumstances) ☒ yes ☐ no

Provide details if early or late completion: _____

Amendments (attach information if needed): None

Difficulties / Positives: Thompson has provided timely and accurate reviews and inspections throughout the contract period. They have kept the Village informed on any relevant legislative action/regulatory changes affecting elevators. They have made sure that VODG was current with state reporting requirements. Their billings have been timely and accurate. They are extremely good at follow-up and good at understanding and implementing the Village's enforcement and customer service approaches.

Interaction with public:

☒ excellent ☐ good ☐ average ☐ poor

(Attach information on any complaints or compliments)

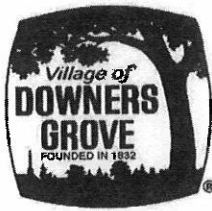
General Level of Satisfaction with work:

☒ Well Satisfied ☐ Satisfied ☐ Not Satisfied

Should the Village contract with this vendor in the future? ☒ Yes ☐ No

Reviewers: Tom Dabareiner

Date: 10/30/2013



Village of Downers Grove

Consultant Evaluation

Consultant: Thompson Elevator Inspections

Project: Elevator Inspections

Primary Contact: Patty Young Phone: 847-296-8211

Time Period: January 2011-November 2011

On Schedule (allowing for uncontrollable circumstances) ☒ yes ☐ no

Provide details if early or late completion: _____

Amendments (attach information if needed): None

Difficulties / Positives: Thompson has improved customer relations and improved the pass rate for elevators in Downers Grove, at a lower price (more than fully reimbursed) than the prior inspection firm. Thompson has kept the Village informed as to any legislative changes or requirements.

Interaction with public:

☒ excellent ☐ good ☐ average ☐ poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

☒ Well Satisfied ☐ Satisfied ☐ Not Satisfied

Should the Village contract with this vendor in the future? ☒ Yes ☐ No

Reviewers: Tom Dabareiner

Date: 11/22/2011



Date: March 31, 2017

LETTER OF RECOMMENDATION

To Whom It May Concern:

As the Building and Development Manager for the City of Elgin, I have worked with Thompson Elevator Inspection Services for in excess of 15 years. Although my personal experience with Thompson Elevator Inspection Services has been for this timeframe, the City of Elgin has had the privilege of over 25 years of reliable and trustworthy service from them.

Thompson Elevator Inspection Services experience and knowledge of elevators and their safety requirements is evident due to the life long career in the elevator industry that the Thompson family has had. The success of their inspection business is due to the responsiveness, professional service and integrity that they have provided to many local communities. The certifications and professional accomplishments that they have earned clearly indicate that their reputation in the industry is unmatched.

The City of Elgin continues to have a great working relationship with Thompson Elevator Inspection Services. They handle the city's inspection program in a manner that alleviates any concerns on my part. They ensure that the elevators operating within the City of Elgin are at the highest level of safety.

I would highly recommend Thompson Elevator Inspection Services to any municipality for their elevator inspection program.

Sincerely,

Raoul Johnston C.B.O., C.B.C.O.
Building and Development Manager
Community Development
847-931-5947



CITY OF ELMHURST
209 NORTH YORK STREET
ELMHURST, ILLINOIS 60126-2759
(630) 530-3000
www.elmhurst.org

STEVEN M. MORLEY
MAYOR
PATTY SPENCER
CITY CLERK
ELAINE LIBOVICZ
CITY TREASURER
JAMES A. GRABOWSKI
CITY MANAGER

March 28, 2017

LETTER OF RECOMMENDATION

To Whom It May Concern:

As the Building Commissioner for the City of Elmhurst, I have had an excellent working relationship with Thompson Elevator Inspection Services for over twenty years. They are the City's Third Party Inspection Company and they do a commendable job.

Not only do they provide inspections, they also perform all the plan reviews for new elevator installations, remodels, modifications and repair. They are well versed on all elevator codes and stay current with new codes and requirements. They are the liaison for us with the Office of the State Fire Marshal – Elevator Safety Division.

They work with us to resolve issues that arise because of a failed inspection or some extenuating circumstances. Last but not least, they assist us with Code Amendments pertaining to Chapter 30, Elevators and Conveying Systems in the International Building Code.

I have only good things to say about Thompson Elevator's staff. Their experience, knowledge, professionalism, integrity and helpfulness, are second to none.

I highly recommend Thompson Elevator Service to anyone.

Respectfully submitted,

Bruce B. Dubiel, LA/CBO/CFM
Building Commissioner
City of Elmhurst

Kristina M. Kovarik, Mayor



The Village of Gurnee

www.gurnee.il.us

325 North O'Plaine Road, Gurnee, Illinois 60031-2636
Administration 847-599-7500
Building & Engineering 847-599-7550
Fax 847-623-9475

March 23, 2017

To Whom It May Concern:

Please accept this as our letter of recommendation for Thompson Elevator on the behalf of the Village of Gurnee. Thompson Elevator has been our conveyance inspector for 30+ years. During this time, their attention to detail and service has gone far and above expectations. Inspections are done in a courteous fashion, while trying to assist building owners and our Village in meeting all mandated requirements. Plan reviews are performed in the same manner. Communication has always been outstanding, in both response time, and explaining in detail what needs to be accomplished. In today's world, Thompson Elevator is a company that has withstood the test of time and has defined the meaning of customer service. I cannot tell you how pleased we are having them as our elevator inspector for the Village of Gurnee and would highly recommend their company.

Thank you for your time,

A handwritten signature in black ink, appearing to read "Connie S. Dinsmore".

Connie S. Dinsmore
Permit Coordinator



Village of Hanover Park Administration

Municipal Building
2121 Lake Street
Hanover Park, IL 60133-4398

630-823-5600
FAX 630-823-5788
www.hpil.org

PRESIDENT
RODNEY S. CRAIG
VILLAGE CLERK
ERA CORRAL SEPULVEDA

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JON KUNKEL
HERB PORTER
RICK ROBERTS
SHARMIN SHAJIAHAN

VILLAGE MANAGER
JULIANA A. MALLER

March 22, 2017

Patty Young
Thompson Elevator Inspection Service, Inc.
1302 E Thayer St
Mt Prospect, Illinois 60056
patty@thompstonelevator.com

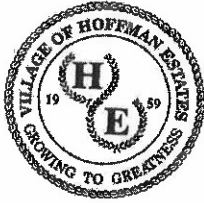
Dear Patty,

Thank you for your email to verify that the Village of Hanover Park is satisfied with the services that Thompson Elevator is providing. The Village has had a longtime relationship with your company. Your team does bi-annual inspections of all the elevators and devices located in the Village. Your company takes care of scheduling and doing the inspections along with the necessary follow through to make sure that any violations or deficiencies are corrected. The Village is provided pre-printed certificates for each location. This reduces the amount of work that needs to be done by our staff and insures the safety of the public.

I have been familiar with Thompson Elevator since 1987 and have never had any problems or concerns with your company. You have built and maintained a company of inspectors that are experts in the field of elevators. I appreciate the services you are providing and look forward to continuing our working relationship.

Sincerely,

Tom Hatzold, Chief of Inspectional Services



HOFFMAN ESTATES

CODE ENFORCEMENT DIVISION

October 26, 2009

Thompson Elevator Inspection Service, Inc.
1302 E. Thayer St.
Mount Prospect, IL 60056

To Whom It May Concern:

Please accept this letter as my recommendation of Thompson Elevator Inspection Service, Inc. as they have been the third party inspector for Hoffman Estates for over 30 years for all conveyance units. I have worked directly with John Thompson Sr. for the last 12 years and have found John, along with Thompson Elevator Inspection Service to be extremely professional accurate and courteous. The plan reviews and inspections are completed in a timely manner with all paperwork being submitted in a legible and organized format.

Thompson Elevator Inspection Service is licensed with the State of Illinois, Office of the State Fire Marshal, Elevator Safety Division and employs QEI certified inspectors, licensed by the State of Illinois. John's staff, both in the field and office is very easy to work with. They are full time and are available for questions without having to leave voice mails and then wait for a return call. Many times I have been able to contact either John Sr. or Jr. directly and have a conveyance question answered along with an explanation of the requirements.

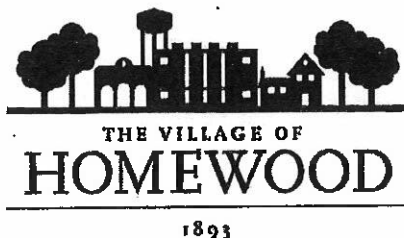
Thompson Elevator Inspection Service is built on a platform of professionalism, knowledge, experience, integrity, and a true concern for the safety of all (public and fire). The Village has had an excellent working relationship with the company throughout the many years.

If you should have any questions and would to contact me directly, please feel free to call me at 847-781-2637.

Sincerely,

Don Plass, C.B.O., M.C.P., LEED AP
Director of Code Enforcement

DP/sw



March 17, 2017

Village Hall

2020 Chestnut Road
Homewood, IL 60430
Phone 708-798-3000
Fax 708-798-4680

Village Manager's Office

Phone 708-206-3377
Fax 708-206-3496

**Community Development
and Building Department**

Phone 708-206-3385
Fax 708-206-3947

Finance Department

Phone 708-798-3000
Fax 708-798-4680

Fire Department

17950 Dixie Highway
Homewood, IL 60430
Phone 708-206-3400
Fax 708-206-3498

Police Department

17950 Dixie Highway
Homewood, IL 60430
Phone 708-206-3420
Fax 708-206-3497

Public Works Department

17755 Ashland Avenue
Homewood, IL 60430
Phone 708-206-3470
Fax 708-206-3499

To Whom It May Concern:

It is my pleasure to write this letter of recommendation for Thompson Elevator Inspection Service on behalf of the Village of Homewood. I am the Building Inspector and responsible for ensuring the safety of elevators within our community.

The Village has contracted with Thompson Elevator Inspection Service to coordinate an elevator inspection program since 2007. Their services to our municipality include semi-annual elevator safety inspections, plan reviews for new and modifications to existing elevators, and inspections of new and modified elevators. Over the 10 years working with them, I have been impressed by Thompson's attention to detail in managing the Village's inventory of elevators and inspection schedule. Their inspections, reporting and billing are accurate and timely, and their staff is organized and responsive to any concerns. Thompson keeps us abreast of regulatory changes impacting elevators and takes charge in ensuring that the Village remains in compliance with the State Fire Marshal's office under the terms of the Illinois Elevator Safety Program Agreement allowing us to maintain a local program.

It is satisfying to work with a company that does what they say they will do and does it in a quality manner. We appreciate our relationship with Thompson Elevator Inspection Service and highly recommend them to other municipalities.

Sincerely,

Jerry Maicach
Building Inspector

Village of



MAYWOOD

40 MADISON STREET • MAYWOOD, ILLINOIS 60153 • (708) 450-4405

COMMUNITY DEVELOPMENT

October 30, 2009

Thompson Elevator Service Inc.
Attn: John Thompson Sr.
1302 E. Thayer Street
Mount Prospect, Illinois 60056

To Whom it may concern:

Please be advised that during my entire career with the Village of Maywood, spanning some 29 years, Thompson Elevator Service, Inc. has provided elevator inspection: plan review, installation inspections, code interpretations, complaint inspections and administration of our bi-annual elevator inspection safety program.

During this period we have found their services to be professionally administered, their reports understandable, plan reviews timely and access to the inspectors for questions and code interpretations welcoming.

We would strongly recommend the company and their staff to anyone desiring their professional services.

If you should have any questions or comments regarding this referral, please feel free to contact me at 708 450-4411 or e-mail at athomas@maywood-il.org.

Thank You,


A. J. Thomas
Coordinator of Compliance
Community Development Dept.



Village Board

Matt Brolley
Village President

Tiffany Francis
Village Clerk

Trustees:
Stan Bond
Peter Heinz
Steve Jungermann
Denny Lee
Doug Marecek
Theresa Sperling

Staff

Jeff Zoephel
Village
Administrator

Daniel Meyers
Chief of Police

Todd Hoppenstedt
Dir. of Public Works

Justin VanVooren
Director of Finance

Richard Young
Dir. of Community
Development

March 23, 2017

To: Whom It May Concern
Re: Letter of Recommendation

Please treat this as a recommendation letter for the vendor that we use here at the Village for our elevator inspections, Thompson Elevator Inspection Services, Inc. As the Building Inspections Supervisor of the Village of Montgomery, I know how important it is to have a reliable company to use.

They are extremely professional when it comes to providing services to the Village. There has not been a day when we had to complain about their professionalism. I have been employed by the Village of Montgomery since 2004 and they have been providing service to the Village even before I came on board.

In short, it is my pleasure to recommend Thompson Elevator Inspection Service, Inc. to you. I am extremely satisfied with the way they conduct their business and hope that you have the same pleasant experience with them.

Feel free to contact me if you have any further questions about Thompson Elevator Inspection Services, Inc.

Mike Klupar, CBI | Building Inspections Supervisor
Village of Montgomery

Klupar@ci.montgomery.il.us

331-212-9024



MUNDELEIN
*Rooted in Our Past...
Reaching for Our Future*
1909-2009
MECHANICS GROVE • BLOOMING
ROCKFELLER • ARLA • MUNDELEIN

VILLAGE OF MUNDELEIN BUILDING DEPARTMENT

Peter J. Schubkegel, Director

October 21, 2009

LETTER OF RECOMMENDATION

To Whom It May Concern:

As the Building Commissioner for the Village of Mundelein, I have worked with Thompson Elevator Inspection Service for over fifteen years. Although my personal experience with Thompson Elevator Inspection Service has only been 15 years, the Village of Mundelein has had the privilege of close to twenty-five years of reliable and trustworthy service from them.

Thompson Elevator Inspection Service experience and knowledge of elevators and their safety requirements can be measured not only by the successful inspection business, the life long career in the elevator profession that Thompson family has had, the integrity and professional service they provides to many local Municipalities, but also by the professional accomplishments and certifications they have earned over the years. Thompson's reputation in the industry is un-paralleled.

The Village of Mundelein and I continue to have a great relationship with Thompson Elevator Inspection Company. Knowing that they are ensuring the residents and users of elevators within the Village of Mundelein with the highest level of safety is very comforting.

In today's market place, when we are all asked to do more with less, having Thompson Elevators Inspection Service handle the Village's inspection program is especially important. It's virtually effortless.

I would highly recommend Thompson Elevator Inspection Service to anyone.

Sincerely,

Peter J. Schubkegel
Building Commissioner
Village of Mundelein

PJS/pab

The Village of Northfield

March 22, 2017

LETTER OF RECOMMENDATION

To whom it may concern:

As the Building Commissioner for the Village of Northfield, I have had the privilege of working with Thompson Elevator Inspection Service, Inc. for our annual commercial elevator inspections for over twenty years. I feel they are a very reliable, dependable and trustworthy service.

Thompson Elevator Inspection Service, Inc. knowledge of elevators, experience and safety requirements can be measured not only by the successful inspection business, but by the life long career in the elevator profession the Thompson family has had. The integrity and professional service they provide to the Village of Northfield and many other local Municipalities, along with the professional accomplishments and certifications they have earned over the years, has made Thompson's reputation in the industry incomparable to other elevator companies.

The Village of Northfield and I continue to have a great relationship with Thompson Elevator Inspection Service, Inc. Knowing that they are ensuring the residents and commercial building owners within the Village with the highest level of safety is very reassuring.

In today's market place, where we are all asked to do more with less, having Thompson Elevator Inspection Service, Inc. handle the Village's elevator inspection program is especially important. It is virtually effortless.

I would highly recommend Thompson Elevator Inspection Service, Inc. to anyone.

If you have any questions or comments, please contact me at (847) 784-3552 or rjohnson@northfieldil.org.

Sincerely,



Ronald G. Johnson
Building Commissioner

RGJ/cas



Village of Northfield · 361 Happ Road, Northfield, IL 60093 · (847) 446-9200 · www.northfieldil.org



THE VILLAGE OF
OAK LAWN

**DEPARTMENT OF COMMUNITY DEVELOPMENT
AND GROWTH MANAGEMENT**

Divisions of: Engineering & Transportation
Planning, Building & Zoning
Property Maintenance, Health & Environmental Services

March 21, 2017

To Whom It May Concern;

The Village of Oak Lawn has worked with Thompson Elevator Inspection Service for approximately 35 years. I personally have had the honor of working with the Thompson team for over 20 years. Thompson performs all elevator plan reviews and inspections for our Village. In the recently down turn of the economy Oak Lawn turned to Thompson not only for their inspection services but to assist in the semi-annual billing process. Their staff has always proven themselves to be helpful and accommodating, the plan reviewers and inspectors are knowledgeable and supportive. I have enjoyed working with Thompson Elevator Inspection Service and it would be an honor to recommend them to any community seeking an elevator consultant.

Sincerely,

Donald E. McKenna
Building & Zoning Administrator
Village of Oak Lawn



THE VILLAGE OF
OAK LAWN

9446 SOUTH RAYMOND AVENUE, OAK LAWN, ILLINOIS 60453
TELEPHONE: (708) 636-4400 | FACSIMILE: (708) 636-8606 | WWW.OAKLAWN-IL.GOV

October 21, 2009

To Whom It May Concern;

Thompson Elevator Inspection Service has been inspecting elevators for the Village of Oak Lawn for over 30 years. I have had the privilege of working with Thompson Elevator Inspection Service for the last 15 years. During that time, John Thompson has proven to be a very dependable and professional consultant. He is a staunch advocate for elevator safety. John has been very active in monitoring and creating new legislation in the elevator field. He does an outstanding job keeping our community up to date and aware of all the new code changes. The office staff has proven themselves knowledgeable, helpful and always available for questions. Plan reviews are performed in a proficient and timely manner. The inspectors are courteous and professional. Thompson Elevator Inspection Service has earned the respect of this Office and it would be an honor to recommend them to any Community seeking an elevator inspection service.

Yours truly,

Donald E. McKenna
Building & Zoning Administrator
Village of Oak Lawn

DAVE HEILMANN
VILLAGE PRESIDENT

JANE M. QUINLAN, CMC
VILLAGE CLERK

LARRY R. DEETJEN
VILLAGE MANAGER

VILLAGE TRUSTEES:
THOMAS M. DUHIG
JERRY HURCKES
ALEX G. OLEJNICZAK
THOMAS E. PHELAN
CAROL R. QUINLAN
ROBERT J. STREIT

DEM/mn



VILLAGE OF OLYMPIA FIELDS

20040 Governors Highway
Olympia Fields, IL 60461
Phone (708) 503-8000 • Fax (708) 503-8002

VILLAGE PRESIDENT
Debbie Meyers-Martin

Mr. John McDonnell
Building Commissioner
Village of Olympia Fields
20040 Governors Highway
Olympia Fields, IL 60461

BOARD OF TRUSTEES

March 24, 2017

Carolyn Gibson
PUBLIC SAFETY

Howard O. Robinson
HUMAN RESOURCES

Thompson Elevator Inspection Service, Inc.
1302 E. Thayer Street
Mt. Prospect, IL 60056

Cassandra J. Matz
PUBLIC WORKS

Arthur Byrd
FINANCE

Willett Hudson
BUILDING

To whom it may concern,

Willis Pennington Jr.
PLANNING/ZONING

I am writing to recommend the services of Thompson Elevator Inspection Service, Inc. I have been using Thompson Elevator Inspection Service for our Elevator Inspections for the Village of Olympia Fields for the past ten (10) years, and have always been completely satisfied. They do an excellent job, are always punctual, and they follow-up with problems that arise.

VILLAGE ADMINISTRATOR
David A. Mekarski, AICP

I'm happy to recommend the services of Thompson Elevator. If you have any questions, feel free to contact me.

DIRECTOR OF FINANCE
AND ADMINISTRATION
Cynthia Saenz

CHIEF OF POLICE
John A. Krull

Sincerely,



DIRECTOR OF PUBLIC WORKS
James Landini

John McDonnell C.B.O.
Building Commissioner
Village of Olympia Fields
jmcdonnell@olympia-files.com
(708) 503-8000

BUILDING COMMISSIONER
John M. McDonnell

OFFICE HOURS:

8 a.m. – 3 p.m. Mon.-Tues.-Wed.-Fri.

8 a.m. – 6 p.m. Thursday



COMMUNITY SERVICES

150 WEST WILSON STREET • PALATINE, IL 60067-0926

Telephone (847) 359-9042 • Fax (847) 776-4733

www.palatine.il.us

March 23, 2017

RE: Letter of Recommendation for Thompson Elevator Inspection Services

To Whom It May Concern,

The Village of Palatine has had the pleasure of working with Thompson Elevator Inspection Services for 18+ years. Throughout those 18+ years they have been a key contributor to the success of our elevator inspection program. Their expertise and professionalism have made them a valuable partner for the Village of Palatine. I have found their staff to be friendly and courteous. They regularly go the extra mile for us and our customers. I can always rely on them to be knowledgeable with the latest codes and regulations. I have no hesitation in highly recommending Thompson Elevator Inspection Services. Based on our experiences with them I can confidently say they provide the best elevator inspection services in the greater Chicagoland area. I am pleased to be able to offer this letter of recommendation.

It has been a pleasure working with Thompson Elevator Inspections Services all these years. I am happy to furnish more details if you would like additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Harry Spila', is written over a horizontal line.

Harry Spila AIA, CBO, LEED AP
Director of Community Services



Michael P. Collins
VILLAGE PRESIDENT

Michelle Gibas
VILLAGE CLERK

TRUSTEES

Margie Bonuchi
Bill Lamb
Edward O'Rourke
Garrett M. Peck
Thomas Ruane
Brian Wojowski

3/22/17

To Whom It May Concern:

I am writing to recommend the services of Thompson Elevator. The Village of Plainfield has used Thompson Elevator for over ten years. They are a third party company that the Village depends upon to conduct all elevator inspections as well as permits. We are satisfied with their work and more importantly their communication practices. Staff, namely Patty, is able to clearly communicate via phone and email with promptness and accuracy. She sees to it that the projects in our Village are completed to satisfaction, code compliance and most importantly safety.

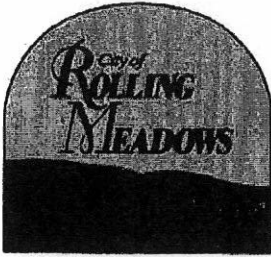
I'm happy to recommend the services of Thompson Elevator. If you have any questions, feel free to contact me.

Kindly,

Ken Goska

Building Official
Village of Plainfield Building Department
14400 S. Coil Plus Drive
Plainfield, IL 60544
815-439-2937 - office
815-609-6114 - fax

Village of Plainfield Building Department
14400 Coil Plus Drive Plainfield, IL 60544
Phone (815) 439-2827 Fax (815) 609-6114
www.plainfield-il.org



"PROGRESS THRU PARTICIPATION"

Community Development Department

3600 Kirchoff Road Rolling Meadows, Illinois 60008 847-506-6030 Fax: 847-483-0365

March 20, 2017

LETTER OF RECOMMENDATION

To whom it may concern:

Thompson Elevator Inspection Services serves as the contractual elevator service for the City of Rolling Meadows. From conducting the City's bi-annual elevator inspections, to elevator plan reviews, to answering any and all elevator questions that this department may have, Thompson does it all. I consider "Thompson" an expert in this particular field and it is extremely comforting to have them working on behalf of the City, its businesses and residents. I find "Thompson," (all inclusive), to be extraordinarily responsive to all of the City's needs.

As Community Development Director for the City of Rolling Meadows for the past ten years, I have had the opportunity and pleasure to work with Thompson Elevator Inspection Services during this time. I understand however that the relationship with the City precedes my tenure by several years and was begun in the 1980's. This longstanding relationship in and of itself is testament to the level of confidence, reliance and security we have with Thompson Elevator Inspection Services. Their professionalism, integrity and attention to protecting the City's interests is unparalleled.

I would highly recommend Thompson Elevator Inspection services to anyone.

Sincerely,

Valerie J. Dehner

Director

City of Rolling Meadows



April 5, 2017

To Whom It May Concern,

As the Chief Code Official for the City of Warrenville, I enjoy a fantastic working relationship with the staff at Thompson Elevator. I know that I can depend on quick responses to questions or concerns that I might bring up on behalf of the several building owners and managers serving our residents and business community. Their reviews and inspections are completed in a timely manner and returned in a uniform and organized style that helps us to issue elevator permits and certificates efficiently.

As a building official that has served at least three other Chicago suburban communities, I can also say that Thompson is consistent in their service to their clients. I highly recommend Thompson Elevator Inspection Services.

Dale Engebretson, MCP
Chief Code Official
City of Warrenville

City of Zion



Al Hill
MAYOR

2828 Sheridan Road
Zion, Illinois 60099

(847) 746-4000
(847) 746-7167 FAX
www.cityofzion.com

Commissioners
Lloyd E. DeTienne
Mike McDowell
Billy McKinney
Richard J. Frierson

"Historic Past - Dynamic Future"

April 10, 2017

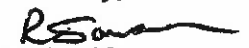
RE: Recommendation

To Whom It May Concern,

The City of Zion has contracted Thompson Elevator Inspection Service, Inc. for several years. They have provided a reliable inspection and plan review service.

I would recommend Thompson Elevator Inspection Service, Inc.

Sincerely,


Richard Ianson
Director of Building
City of Zion

6. VILLAGE OF OAK PARK REQUIRED DOCUMENTS



REQUEST FOR PROPOSALS (RFP)

Elevator Inspection & Plan Review Services for Development Services Department

Issued: Wednesday, September 10, 2025

Due: Monday, October 6, 2025, at 4:00 PM

The Village of Oak Park ("Village"), Illinois will receive proposals for Elevator Inspections and Plan Review Services via e-mail at Development@oak-park.us. **Proposals will be accepted until 4:00 p.m. Central Standard Time, Wednesday, September 19, 2025.** The Village reserves the right to divide the services described in this Request for Proposal between two qualified vendors.

The Village reserves the right to accept or reject any and all proposals or to waive technicalities, or to accept any item of any proposal. Information is available from Development Services by emailing Development@oak-park.us and the subject line should be **"RFP 2026 DS -Elevator Inspections and Plan Review Services"**. Upon formal award to the successful contractor, a written agreement will be executed in substantially the form attached hereto. The Village reserves the right to accept or reject any and all proposals or to waive technicalities, or to accept any item of any proposal.

REQUEST FOR PROPOSALS
INSTRUCTIONS AND
SPECIFICATIONS FOR:

Village of Oak Park
Elevator Inspection & Plan Review Services

Proposal Number: 25-0910
Issuance Date: Wednesday September 10, 2025

SECTION I
GENERAL REQUIREMENTS

The Village of Oak Park ("Village") will receive proposals from State of Illinois licensed and Qualified Elevator Inspector (QEI) elevator inspection companies for services during the calendar year 2025. Proposals will be accepted Development Services by emailing Development@oak-park.us and the subject line should be **"RFP 2026 Elevator Inspections and Plan Review Services"** no later than **Monday, October 6, 2025, 4:00PM**. Proposals will be reviewed and the results of the review will be presented to the Village Board of Trustees.

The Village reserves the right to accept or reject any and all proposals or to waive technicalities, or to accept any item of any proposal. Information is available from Development Services Department at Development@oak-park.us

The Board of Trustees reserves the right to accept or reject any and all proposals or to waive technicalities, or to accept any item of any proposal.

Submission of Proposals

The proposal shall be submitted on the proposal form included herewith in the form of a hard copy or electronic version. The proposal shall be submitted in a sealed envelope marked **RFP 2026 Elevator Inspections and Plan Review Services** and shall bear the return address of the contractor, and shall be addressed as follows:

There is no pre –submittal conference currently scheduled. All additional questions and other inquiries shall be submitted via e-mail no later than **Friday September 19, 2025, 4:00PM** directed to Development Services at Development@oak-park.us. Responses will be provided to the known list of RFP recipients on our Village website, as well as, on Demandstar.com.

SECTION II PROPOSAL INSTRUCTIONS, TERMS AND CONDITIONS

Preparation and Submission of Proposal:

All proposals must be delivered to the Village of Oak Park by the specific time indicated on the cover page. Proposals arriving after the specified time will not be accepted. Mailed proposals that are received by the Village after the specified hour will not be accepted regardless of the post-marked time on the envelope. Proposals must be signed by an officer of the company who is authorized to enter into agreements on behalf of the company. Proposals shall be sealed in an envelope and marked as stated on the cover page.

Contract Term

The initial contract term shall be from the date of award to December 31, 2028. The Village has the right to renew the contract on an annual basis for two (2) optional one-year terms (January 1 to December 31) as set forth below. The Contractor shall begin performing the services within fourteen (14) days of a notice to proceed from the Director of the Development Services Department, or their designee.

Contract Renewal

The Village shall have the right to renew the contract for two (2) additional one (1) year terms with all terms and conditions other than price, remaining the same. The Village shall allow the Contractor to increase or decrease the contract price for each annual renewal provided that the annual price adjustment shall equal the change in the latest published Index (as defined below) as compared to the Index for the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Statistics, (US DOL/BLS) Revised Consumer Price Index for all Urban Wage Earners for Chicago, Illinois – Gary, Indiana – Kenosha, Wisconsin (all items, 1982-1984 = 100). However, the maximum increase in cost shall be capped at five percent (5%) of the previous year's cost.

The Contractor must propose an annual cost adjustment pursuant to the terms of this section with supporting documentation in writing to the Village 100 days before the expiration of the applicable term. If the Village rejects the proposed price change, it will have the option not to renew the contract.

Recertification

If the Village renews the contract for an additional one-year term, the Contractor will provide the Village with a renewed certification in the form in Section V indicating that it continues to be eligible to contract with units of local government. If a contractor or subcontractor is not able to certify that it continues to meet all requirements, it shall provide a detailed explanation of the circumstances leading to the change in certification status.

Award of Agreement

The Agreement will be awarded in whole or in part to the responsible Contractor or Contractors whose proposals, conforming to the request for proposals, will be most advantageous to the Village; price and other factors considered.

Costs of Preparation

The Village will not be responsible for any expenses incurred in preparing and submitting a Proposal or entering into the applicable Agreement.

Taxes not Applicable

The Village of Oak Park as an Illinois municipality pays neither Illinois Sales Tax nor Federal Excise Tax (State Tax Exemption Identification Number E9998-1823-06). Contractors should exclude these taxes from their prices.

Withdrawal of Proposals

Any Contractor may withdraw its proposal at any time prior to the time specified in the advertisement as the closing time for the receipt of proposals by signing a request, therefore. No Contractor may withdraw or cancel its proposal for a period of sixty (60) calendar days after the advertised closing time for the receipt of proposals. The successful Contractor may not withdraw or cancel its proposal after having been notified that the proposal was accepted by the Village Board of Trustees.

Investigation of Contractors

The Village will make such investigations as are necessary to determine the ability of the Contractor to fulfill the proposal requirements. If requested, the Contractor should be prepared to present evidence to the Village of Oak Park of ability and possession of necessary facilities and financial resources to comply with the terms of the attached specifications and proposals. In addition, the Contractor shall furnish the Village with any information the Village may request and shall be prepared to show completed work of a similar nature to that included in its proposal. The Village reserves the right to visit and inspect the premises and operation of any Contractor.

Rejection of Contractor

The Village will reject any proposal from any person, firm or corporation that appears to be in default or arrears on any debt, agreement or the payment of any taxes. The Village will reject any proposal from a Contractor that failed to satisfactorily complete work for the Village under any previous agreement.

Conditions

Contractors are advised to become familiar with all conditions, instructions and specifications governing the work. Contractors shall be presumed to have investigated the work site, conditions and scope of the work before submitting a proposal.

Compliance with Applicable Laws

The Contractor will strictly comply with all ordinances of the Village of Oak Park and Village Code and laws of the State of Illinois.

Governing Law

All agreements entered into by the Village of Oak Park are governed by the laws of the State of Illinois without regard to conflicts of law. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

Subcontracting

No agreement awarded by the Village shall be assigned or any part subcontracted without the prior written consent of the Village. In no case shall such consent relieve the Contractor from its obligations or change the terms of the Agreement.

Interpretation of Agreement Documents

Any Contractor with a question about this Request for Proposals may request an interpretation thereof from the Village. If the Village changes the Request for Proposals, either by clarifying it or by changing the specifications, the Village will issue a written addendum and will mail a copy of the addendum to all prospective Contractors. The Village will not assume responsibility for receipt of such addendum. In all cases, it will be the Contractor's responsibility to obtain all addenda issued. Contractors will provide written acknowledgment of receipt of each addendum issued with the proposal submission.

Minority Business and Women Business Enterprise Requirements

The Village of Oak Park, in an effort to reaffirm its policy of non-discrimination, encourages the efforts of Contractors and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, sexual orientation, national origin, age, disabled unrelated to ability to perform the job or protected veteran's status.

Agreement

The selected Contractor shall enter into an Agreement with the Village to complete the Project in a form substantially similar to the Agreement attached hereto. The Agreement shall be executed by the Contractor and returned within seven (7) calendar days after the Agreement has been served upon the Contractor. The Contractor shall execute three copies of the Agreement. One fully executed copy will be returned to the Contractor.

Fees and Cost

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys' fees and costs.

Dispute Resolution

The Village of Oak Park does not agree to the mandatory arbitration of any dispute.

Hold Harmless

See attached form Agreement.

Insurance

See attached form Agreement.

Termination of Agreement

See attached form

Agreement. References:

Contractors shall furnish a minimum of four (4) references from projects similar in scope within the last two (2) years.

CONTRACTOR REFERENCES

Contractor Name: Thompson Elevator Inspection Service, Inc

	Name	Address	Contact Person & Phone #
1.	City of Elgin	250 Dexter Ct, Elgin, IL 60120	Matt Falco- 847-931-5926
2.	Village of Glenview	2500 E Lake Ave, Glenview, IL 60023	Joe Footlik- 847-904-4321
3.	Village of Lombard	255 E Wilson Ave, Lombard, IL 60148	Keith Steiskal- 630-620-5763
4.	Village of Mount Prospect	50 S Emerson, Mt Prospect, IL 60056	Bill Schroeder- 847-818-5289

State the number of years in this business 50.

State the number of current personnel on your staff that are licensed to perform the work required in the proposal and agreement.

SECTION III DETAILED SPECIFICATIONS

Scope of Work

The Village is seeking proposals from State of Illinois licensed and qualified elevator inspectors (QEI) elevator inspection companies to provide mechanical and electrical inspection as well as plan review of all existing and new safety devices and equipment related to passenger and freight elevators, escalators, dumbwaiters, or any conveyance device that is listed under the authority of the rules, regulations and laws of the State of Illinois ("Elevators"), located within the Village. Inspections shall be conducted to ensure compliance with the requirements of the State of Illinois Elevator Safety Act within the time limitations of the Act and subject to the rules and policies of the State of Illinois State Fire Marshal's Office.

Duties and responsibilities shall include inspections in accordance with the State of Illinois Elevator Safety Act (225 ILCS 312/1 *et seq.*), the Oak Park Village Code and applicable Village ordinances relating to the operation of elevators. Addresses of elevator locations will be provided by the Development Services Department, Permit and Development Division. In addition, plan reviews for new and upgraded Elevators shall be conducted for compliance with the State and Village Code. Correction Orders shall be issued to responsible parties stating elevator safety violations and required corrective work. When applicable, declaration and postings shall be made identifying elevators to be out of service when inspections reveal serious code violations making continued service hazardous. The selected contractor shall schedule all initial and follow up inspections with the responsible agent or representative of the building owners or occupants. The selected contractor shall be available to pick up and return plans when notified. The selected contractor shall provide invoices to the Village as set forth herein.

Village Information

There are approximately 364 elevators located within the Village. These elevators range from simple scissor lifts to high rise elevators. There are approximately (20+/-) plan reviews conducted each year.

Current Inspection Practices

The Village currently contracts with Thompson Elevator Inspection Service, Inc., of Mt. Prospect, Illinois, to provide inspections on existing elevators, plan reviews and inspections on new elevators. Inspection reports are provided to the Department of Development Services Department, Permit & Development Division at the conclusion of the inspection service.

Work Rules and Procedures

a. Vendor to Provide and Maintain Valid Federal, State and Local Licensure.

The selected contractor shall maintain all required certificates and/or licensures required by any federal, state, county or municipal authority as applicable. All such required documents shall remain current, valid and effective throughout the time period of the awarded contract.

b. **Contractor to Supply Labor and Materials.** The selected contractor shall supply all required supervision, skilled labor, transportation, materials, apparatus and tools necessary to assure accurate and concise inspections and or plan reviews of all components and devices addressed under the scope of the laws or rules pertaining to the Elevator Safety Act of the State of Illinois, the Oak Park Village Code and applicable Village ordinances. The selected contractor shall provide all necessary and or required safety equipment for all personnel as well as for the protection of other persons. The Village shall not be responsible for site safety. The selected contractor shall solely and exclusively be responsible for the means, methods, technologies required to perform the duties assigned as well as the safe environment in and around the area the contractor is performing said tasks.

c. **Selected Contractor to Coordinate / Schedule Inspections** within a 30-day window of the request. The selected contractor shall arrange, coordinate and schedule inspections with all building owners, owner's representatives and/or responsible agents, companies or service organizations that represent the owners/operators of such devices that require inspection. All inspections shall be conducted during normal business hours or that which is deemed reasonable and convenient to all parties.

- (1) The Development Services Department's- Permit & Development Division shall provide the selected contractor with all known to be current contact information pertaining to the building or buildings in which the conveyance devices are located on an annual basis. The selected contractor shall work with the Department to maintain updated contact information.
- (2) The selected contractor shall pre-arrange access to all pertinent rooms and areas of concern ahead of determined inspection date and time. Neither the selected contractor nor its employees, associated employees, or approved subcontractors shall have access to any key boxes as designated for Fire Department use only (i/e lock boxes that provide access to buildings for emergency response personnel).
- (3) The selected contractor shall provide a copy of inspection report(s) to building owner/ representative at the time of completion of the inspection.

d. **Selected Contractor Report.** The selected contractor shall provide the Development Services Department's Permit & Development Division with a report of pass / fail inspections and a report summarizing all the actions that took place during each monthly time period. The reports shall include the total number of inspections and re-inspections required at each address for each unit being inspected. The Village will internally handle invoicing for all inspections. The report shall be provided monthly, during said contractual agreement.

e. **Inspections to be conducted** - The selected contractor is required to perform its inspections in accordance with the Elevator Safety and Regulation Act; the Oak Park Village Code as may be amended from time to time; applicable Village ordinances; American Society of Mechanical Engineers Safety Code for Elevators and Escalators; Safety Standard for Platform Lifts and Stairway Chairlifts; Safety Code for Existing Elevators and Escalators;

Performance-Based Safety Code for Elevators and Escalators; and the Codes of any other agency so referenced by State of Illinois Authority for the safe operation of such devices.

The contractor shall provide the required elevator certificate upon passing the inspection and receiving payment for the inspection(s). The certificate format shall be reviewed and approved by the Chief Building Official.

An initial inspection and one follow-up inspection to assure compliance with any noncompliance found at the time of the initial inspection shall be included in the selected contractor's fee.

f. Equipment Installations/Plan Reviews, the selected contractor shall be responsible for the review of all pertinent plans and construction documents that relate to renovations or installations of any associated equipment that falls under the scope of the laws or rules pertaining to the Elevator Safety Act of the State of Illinois and the codes adopted by the municipality. All such review commentary and or results shall be conveyed to the Department designee in an expedited, timely yet accurate manner.

g. Equipment Repair and Maintenance, the repair, replacement, alterations or any other work as may be necessary as outlined or depicted within the inspection report shall be the sole responsibility of the building owner.

h. Subcontractors Use of subcontractor(s) performing work on or within the terms of this contract must be approved in written form by the Village prior to work being performed. Should the Village authorize the use of a subcontractor, such subcontractor shall be held to the same terms and conditions of the contract as the selected contractor.

j. Inability to Perform. In the event the selected contractor is unable to perform assigned task in time frame prescribed, the Village reserves the right to hire another Vendor to complete the task on said property as well as any other future properties. Any charges over and above awarded contract prices will be deducted from the awarded Vendor's next invoice.

k. Nonexclusive Contract. This applicable agreement with the Village shall be nonexclusive. The Village reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be construed as being consistent with the terms of the contract and shall not be cause for the selected contractor to cease performance of work, as directed.

l. Prevailing Wage. The Vendor shall comply with the State of Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) as applicable.

m. No Conflict of Duties. The selected contractor shall not allow any of its employees or authorized subcontractors to perform any services to correct any non-compliance as set forth in any report. The selected contractor or its employees or authorized subcontractors shall not conduct any work, installation, maintenance or repair on any device within the jurisdiction of the Village while under contract with the Village.

n. Consequences of Termination. In the event of termination, the selected contractor shall deliver to the Village copies of all reports, documents and other work performed by the selected contractor under the applicable agreement, and upon receipt thereof, the Village shall pay the selected contractor for services performed to the date of termination.

o. Independent Contractor. The selected contractor shall be an independent contractor. The selected contractor shall maintain complete control over all of its employees and operations. Neither the selected contractor, nor any person employed by the contractor may represent, act, or purport to act as the agent, representative or employee of the Village.

Neither the Vendor nor the Village is granted any right or authority to assume or create any obligation on behalf of the others.

Alterations, Omissions and Extra Work

The Village reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work as may be deemed necessary.

Method of Payment

The Village will pay monthly all undisputed invoices within 30 days of approval as provided in the Local Government Prompt Payment Act, 50 ILCS505/4. The maximum interest rate for any payment not made within 30 days of approval is 1%.

Inspection fees shall be waived for all Village of Oak Park owned elevators/lifts (+/-10).

The selected contractor shall bill and collect payments directly from the customer/elevator owner. A monthly accounts receivable report shall be sent to the Village's Chief Building Official on a monthly basis.

Workers

The contractor shall employ competent laborers and shall replace, at the request of the Director of Development Services, any incompetent, unfaithful, abusive or disorderly workers in their employment. Only expert workers in their respective branches of work shall be employed where special skill is required. Inappropriate behavior or examples of unproductive work effort will not be tolerated. The Village has the right to require a contractor's employee to be immediately removed from the service with the Village if the above behavior is exhibited.

Time of Work

Contractor(s) shall only work on weekdays (Monday through Friday), from 8:30 a.m. to 5:00 p.m. No work will be allowed on weekends or on legal holidays as recognized by the Village, except as authorized by the Director of the Development Services Department.

Dispute Resolution

All disputes, including collection disputes, shall be brought to the Circuit Court of Cook County, Illinois. This agreement shall be interpreted in accordance with the laws of the State of Illinois. In any dispute resolution process, each party shall bear its own costs, including attorney's fees. Any purported agreement between the parties that states terms contrary to this paragraph will be deemed per se invalid.

SECTION VI
RFP SUBMITTAL REQUIREMENTS

At a minimum, the following submittal requirements shall be included in the response to the RFP:

- a. Cover Letter. Cover letter signed by an authorized representative of the contractor committing the contractor to provide the services as described in the RFP in accordance with the terms and conditions of this RFP and any contract awarded pursuant to the RFP process. The cover letter must include the items listed below:
 1. The number of years the contractor has been in business.
 2. An overview of the experience and background of the contractor.
 3. The legal name of the entity, its principal place of business, its legal form (corporation, partnership, limited liability company, etc.), the name of all principals and/or owners and/or partners, and authority to do business in Illinois.
 4. The name and telephone number of the principal contact.
 5. A commitment to comply with all OSHA and other federal, state, and city safety standards.
- b. Professional Licenses. Contractor shall provide evidence and copies of any and all required licenses from the State of Illinois. All documents shall be kept current and valid. At Contractor's sole expense, it shall procure all necessary licenses, certifications and permits needed to conduct the required work.

SECTION V
PROPOSAL FORM
(Pricing)

The undersigned contractor agrees to all terms and conditions of the preceding specifications in the attached Personal Services Agreement and will furnish all the insurance documentation and security deposits as stipulated. The unit prices listed below is for 2025 only.

2026 Service

Annual Inspection Cost per inspection <u>and one re-inspection</u>	\$	150.00
Each additional re-inspection	\$	75.00
Certificate Issuance (to be included on PASSING inspection invoice)	\$	25.00

Note - The fee for the required annual inspection shall include that inspection and one re-inspection required to assure compliance with that initial report. A re-inspection fee can only be charged to an additional re-inspection for the same non-compliance or a missed inspection that was not cancelled by the building owner or their representative a minimum of 24 hours in advance of the pre-arranged inspection time.

Existing Construction Inspection per inspection	\$ 150.00 per hour
Existing Construction Re-Inspection per inspection	\$ 150.00 per hour
Plan Reviews-New	\$ 300.00 per unit
Plan Reviews Renovated/Modernization	\$ 300.00 per unit

***Please note TEIS is willing and able to invoice permit services to permit applicant directly**
Note -The fee for reviews shall include the initial review and one (1) re-review if necessary. A re- review fee can only be charged for the same non-compliance or a missed correction on the second review.

<p>missed correction on the second review.</p> <p><i>Per hour Consulting Rate</i> \$</p> <hr style="width: 20%; margin-left: 0;"/>	<p>Routine Technical Questions- NO CHARGE</p> <p>Projects Requiring Extensive Time- \$75.00/hour</p>
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SIGNATURE PAGE

Proposal Signature:

Patricia A. Young

State of Illinois)

County of Cook)

Patty Young

(Type Name of Individual Signing)

Patty Young being first duly sworn on oath deposes and says that the contractor on the above proposal is organized as indicated below and that all statements herein made on behalf of such contractor and that their deponent is authorized to make them, and also deposes and says that deponent has examined and carefully prepared their proposal from the Agreement Specifications and has checked the same in detail before submitting this Proposal; that the statements contained herein are true and correct.

Signature of contractor authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of contractor shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated: October / 2 /2025

Thompson Elevator Inspection Service, Inc.

Organization Name
(Seal - If

Corporation) By:

Patricia A. Young

Authorized Signature

830 E Rand Rd. Unit 10, Mt. Prospect, IL 60056

Address

847-296-8211

Telephone

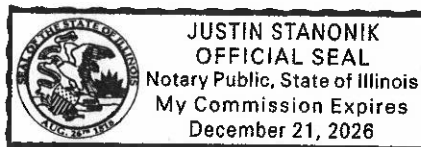
Subscribed and sworn to before me this 2nd day of October, 2025.

[Signature]

in the State of Illinois
My Commission

Notary Public

Expires on 12/21/2026



PROPOSAL FORM continued

Complete Applicable Paragraph Below

(a) Corporation

The contractor is a corporation, which operates under the legal name of Thompson Elevator Inspection Service, Inc. and is organized and existing under the laws of the State of Illinois. The full names of its Officers are;

President Patricia Young

Secretary Michelle Kelly

Treasurer Kathleen Rotermund

The corporation does have a corporate seal. (In the event that this proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

(b) Partnership

Names, Signatures, and Addresses of all Partners

N/A



The partnership does business under the legal name of _____, which name is

is registered with the office of _____ in the county of _____.

(c) Sole Proprietor

The contractor is a Sole Proprietor whose full name is

N/A. If the contractor is operating under

a trade name, said trade name is _____,

which name is registered with the office of _____

in the county of _____.

Signed: _____
Sole Proprietor

In compliance with the above, the undersigned offers and agrees, if his/her proposal is accepted within ninety (90) calendar days from date of opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

MUNICIPAL QUALIFICATION REFERENCE SHEET

<u>MUNICIPALITY</u>	City of Elgin
<u>ADDRESS</u>	150 Dexter Cr
	Elgin, IL 60120
<u>CONTACT</u>	Matt Falco
<u>PHONE</u>	847-368-5562
<u>WORK PERFORMED</u>	Plan reviews, new construction inspections, modernization inspections, code inspections

<u>MUNICIPALITY</u>	Village of Glenview
<u>ADDRESS</u>	2500 E Lake Ave
	Glenview, IL 60026
<u>CONTACT</u>	Joe Footlik
<u>PHONE</u>	847-904-4321
<u>WORK PERFORMED</u>	Plan reviews, new construction inspections, modernization inspections, code inspections

<u>MUNICIPALITY</u>	Village of Lombard
<u>ADDRESS</u>	255 E Wilson Ave
	Lombard, IL 60148
<u>CONTACT</u>	Keith Steiskal
<u>PHONE</u>	630-620-5763
<u>WORK PERFORMED</u>	Plan reviews, new construction inspections, modernization inspections, code inspections

<u>MUNICIPALITY</u>	Village of Mount Prospect
<u>ADDRESS</u>	50 S Emerson
	Mt Prospect, IL 60056
<u>CONTACT</u>	Bill Schroeder
<u>PHONE</u>	847-818-5289
<u>WORK PERFORMED</u>	Plan reviews, new construction inspections, modernization inspections, code inspections

SECTION VI
CONTRACTOR
CERTIFICATION

Thompson Elevator

Inspection Service, Inc., as part of its proposal on agreement for 2020 Elevator Inspections and Plan Review for the Village of Oak Park Village Hall, hereby certifies that said contractor selected is not barred from proposing on the aforementioned agreement as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code.

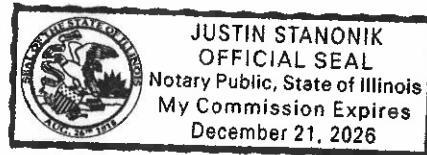
Patricia A. Young

(Authorized Agent of contractor selected)

Subscribed and sworn to before me this 2nd day of October, 2025

Justin Stanonik
Notary Public's Signature

- Notary Public Seal -



SECTION VII
TAX COMPLIANCE AFFIDAVIT

Patty Young, being first duly sworn, deposes
and says:

that he/she is President of
(partner, officer, owner, etc.)

Thompson Elevator Inspection Service, Inc.
(contractor selected)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

Patricia A. Young

By:
Its: President

Thompson Elevator Inspection Service, Inc.
(name of contractor if the contractor is an
individual)
(name of partner if the contractor is a partnership)
(name of officer if the contractor is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this 2nd day of October, 2025.

[Signature]
Notary Public's Signature

- Notary Public Seal -

Minority Business and Women Business Enterprises Requirements

The Village in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of contractors and subcontractors in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, sexual orientation, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the proposal document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village will result in disqualification of your proposal.

SECTION VII ORGANIZATION
OF PROPOSING FIRM

Please fill out the applicable section:

A. Corporation:

The Contractor is a corporation, legally named Thompson Elevator Inspection Service, Inc. and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President Patty Young

Secretary Michelle Kelly

Treasurer Kathleen Rotermund

Registered Agent Name and Address: CYNTHIA E GARCIA, 1S280 SUMMIT AVE STE C2
OAKBROOK TERRACE, IL 60181

The corporation has a corporate seal. (In the event that this Proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Contractor is a Sole Proprietor. If the Contractor does business under an Assumed Name, the

Assumed Name is N/A, which is registered with the Cook County Clerk. The Contractor is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Contractor is a Partnership which operates under the name N/A

The following are the names, addresses and signatures of all partners:

Signature

Signature

(Attach additional sheets if necessary.) If so, check here ____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

a description of the affiliation: N/A

Signature of Owner

SECTION VIII
COMPLIANCE
AFFIDAVIT

Compliance Affidavit

I, Patty Young being first duly sworn on oath depose and state as follows: (Print Name)

1. I am the (title) President of the Proposing Firm ("Firm") and am authorized to make the statements contained in this affidavit on behalf of the Firm.
2. The Firm is organized as indicated on Exhibit A to this Affidavit, entitled "Organization of Proposing Firm," which Exhibit is incorporated into this Affidavit as if fully set forth herein.
3. I have examined and carefully prepared this proposal based on the Request for Proposals and verified the facts contained in the proposal in detail before submitting it.
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option.
5. Neither the Firm nor its affiliates¹ are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to bid rigging and bid rotating, or Section 2-6-12 of the Oak Park Village Code related to "Proposing Requirements".
6. Neither the Firm nor its affiliates is barred from contracting with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the Village of Oak Park to recover all amounts paid to the Firm under the contract in a civil action.
7. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference.
8. All statements made in this Affidavit are true and correct.

Signature: *Patty Young* Printed Name: Patty Young

Thompson Elevator
Name of Business: Inspection Service, Inc. You're Title: President

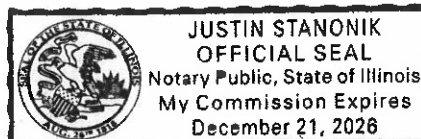
Business Address: 830 E. Rand Rd

(Unit Number, Suite #) Unit 10 (City, State & Zip): Mt. Prospect, IL 60056

Telephone: 847-296-8211 Fax: N/A Web Address: www.thompstonelevator.com

Subscribed to and sworn before me this 2nd day of October, 2025.

Justin Stanonik
Notary Public



¹ Affiliates means: (i) any subsidiary or parent of the bidding or contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the bidding or contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the bidding or contracting business entity.

Signature: Patricia A. Young

Name and address of Business: Thompson Elevator Inspection Service, Inc.
830 E Rand Rd. Unit 10, Mt. Prospect, IL 60056

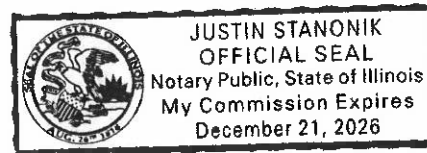
Telephone 847-296-8211

E-Mail patty@thompstonelevator.com

Subscribed to and sworn before me this 2nd day of October, 2025

Justin Stanonik
Notary Public

- Notary Public Seal -



SECTION IX
M/W/DBE STATUS AND EEO REPORT

Please fill out their form completely. Failure to respond truthfully to any questions on their form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of proposal. An incomplete form will disqualify your proposal.

1. Vendor Name: Thompson Elevator Inspection Service, Inc.
2. Check here if your firm is:
- | | |
|---------------|-------------|
| <u> </u> | MBE |
| <u> X </u> | WBE |
| <u> </u> | Non MBE/WBE |

(Copies of all certification letters must be included)

3. What is the size of the firm's current stable workforce?
- | | |
|---------------|-------------------------------|
| <u> 24 </u> | Number of full-time employees |
| <u> 10 </u> | Number of part-time employees |

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. An incomplete form will disqualify your Bid. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report.

Contractor Name Thompson Elevator Inspection Service, Inc.

Total Employees 33

Job Categories	Total Employees	Total Males	Total Females	Males				Female				Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers	1		1									
Professionals												
Technicians	22	22			1							
Sales Workers												
Office & Clerical	11	1	10									
Semi-Skilled												
Laborers												
Service Workers												
TOTAL	34	23	11									
Management Trainees												
Apprentices												

This completed and notarized report must accompany your Bid. It should be attached to your Affidavit of Compliance. Failure to include it with your Bid will be disqualify you from consideration.

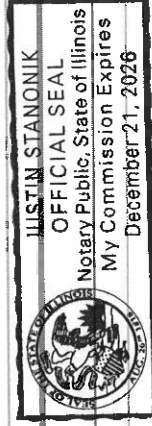
Patty Young being first duly sworn, deposes and says that he/she is the President
(Name of Person Making Affidavit) (Title or Officer)

of Thompson Elevator and that the above EEO Report information is true and accurate and is submitted with the intent that it

Inspection Service, Inc.

be relied upon. Subscribed and sworn to before me this 2nd day of October 2025

[Signature]



10/2/2025

[Signature]

(Signature) (Date)

SECTION X
NO PROPOSAL
EXPLANATION

If your firm does not wish to propose on the attached specifications, the Village of Oak Park would be interested in any explanation or comment you may have as to what prevented your firm from submitting a Proposal.

Thank you.

RFP Name: Village of Oak Park Village Proposal RFP-DCS-2026-Elevator-Inspections and Plan Review Services.

Comments: N/A

Signed: _____

Phone: _____



PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into this day of _____, 2025, between the Village of Oak Park, an Illinois home rule municipal corporation (hereinafter referred to as the "Village"), and a _____ (hereinafter referred to as the "Contractor").

RECITALS

WHEREAS, the Village intends to have elevator inspection services performed by the Contractor pursuant to the Village's Request for Proposals (hereinafter referred to as "RFP"), attached hereto and incorporated herein by reference, and the Contractor's Proposal, attached hereto and incorporated herein by reference; and

WHEREAS, the Contractor has represented to the Village that it has the necessary expertise to perform such services for the Village; and

WHEREAS, the Contractor has expressed its willingness to furnish its services subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties agree as follows:

1. RECITALS INCORPORATED.

1.1. The above recitals are incorporated herein as though fully set forth.

2. SERVICES OF CONTRACTOR AND TERM OF AGREEMENT.

2.1. Contractor shall provide the services set forth in the Contractor's Proposal (hereinafter referred to as the "Services") after receiving written authorization by the Village. The Village shall approve the use of subcontractors by Contractor to perform any of the Services that are the subject of this Agreement.

2.2. Contractor shall submit to the Village all reports, documents, data, and information set forth in the Village's RFP in a format customarily used in the industry. The Village shall have the right to require such corrections as may be reasonably necessary to make any required submittal conform to this Agreement. Contractor shall be responsible for any delay in the Services to be provided pursuant to this Agreement due to Contractor's failure to provide any required submittal in conformance with this Agreement.

2.3. In case of a conflict between the provisions of Contractor's Proposal and the Village's RFR and/or this Agreement, this Agreement and the Village's RFP shall control to the extent of such conflict.

2.4. Village Authorized Representative. The Director of the of the Development Services Department or the Director's designee shall be deemed the Village's authorized representative for purposes of this Agreement, unless applicable law requires action by the Corporate Authorities, and shall have the power and authority to make or grant or do those things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the Village and with the effect of binding the Village as limited by this Agreement. Contractor is entitled to rely on the full power and authority of the person executing this Agreement on behalf of the Village as having been properly and legally given by the Village. The Village shall have the right to change its authorized representative by providing Contractor with written notice of such change which notice shall be sent in accordance with Section 18 of this Agreement.

2.5. Contractor's Authorized Representative. In connection with the foregoing and other actions to be taken under this Agreement, Contractor hereby designates

_____ as its authorized representative who shall have the power and authority to make or grant or do all things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the Contractor and with the effect of binding Contractor. The Village is entitled to rely on the full power and authority of the person executing this Agreement on behalf of the Contractor as having been properly and legally given by Contractor. Contractor shall have the right to change its authorized representative by providing the Village with written notice of such change which notice shall be sent in accordance with Section 18 of this Agreement.

2.6 The Contractor shall be an independent contractor to the Village. The Contractor shall solely be responsible for the payment of all salaries, benefits and costs of supplying personnel for the Services.

3. COMPENSATION FOR SERVICES.

3.1. The Village shall compensate Contractor for the Services as set forth pursuant to the Contractor's Qualifications in an amount not to exceed \$ 65,000 . Contractor shall be paid not more frequently than once each month ("Progress Payments"). Payments shall be made within thirty (30) days of receipt by the Village of a pay request/invoice from the Contractor. Payments shall be due and owing by the Village in accordance with the terms and provisions of the Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq.*, except as set forth herein.

3.2. The Village may, at any time, by written order, make changes regarding the general scope of this Agreement in the Services to be performed by Contractor. If such changes cause an increase or decrease in the amount to be paid to Contractor or time required for performance of any Services under this Agreement, whether or not changed by any order, an equitable adjustment shall be made, and this Agreement shall be modified in writing accordingly. No service for which additional compensation will be charged by Contractor shall be furnished without the written authorization of the Village.

3.3. Contractor shall, as a condition precedent to its right to receive a progress payment, submit to the Village an invoice accompanied by such receipts, vouchers, and other documents as may be necessary to establish costs incurred for all labor, material, and other things covered by the invoice and the absence of any interest, whether in the nature of a lien or otherwise, of any party in any property, work, or fund with respect to the Services performed under this Agreement. In addition to the foregoing, such invoice shall include: (a) employee classifications, rates per hour, and hours worked by each classification, and, if the Services are to be performed in separate phases, for each phase; (b) total amount billed in the current period and total amount billed to date, and, if the Services are to be performed in separate phases, for each phase; and (c) the estimated percent completion, and, if the Services are to be performed in separate phases, for each phase.

3.4. Notwithstanding any other provision of this Agreement and without prejudice to any of the Village's rights or remedies, the Village shall have the right at any time or times to withhold from any payment such amount as may reasonably appear necessary to compensate the Village for any actual or prospective loss due to: (1) services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Agreement; (3) claims of subcontractors, suppliers, or other persons performing Contractor's Services; (4) delay in the progress or completion of the Services; (5) inability of Contractor to complete the Services; (6) failure of Contractor to properly complete or document any pay request; (7) any other failure of Contractor to perform any of its obligations under this Agreement; or (8) the cost to the Village, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of the Village's remedies set forth in this Agreement. The Village must notify Contractor of cause for withholding within fourteen (14) days of the Village's receipt of an invoice.

3.5. The Village shall be entitled to retain any and all amounts withheld pursuant to this Agreement until Contractor shall have either performed the obligations in question or furnished security for such performance satisfactory to the Village. The Village shall be entitled to apply any money withheld or any other money due Contractor under this Agreement to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees, and administrative expenses incurred, suffered, or sustained by the Village and chargeable to Contractor under this Agreement.

4. TERM AND TERMINATION.

4.1. This Agreement shall be for a one (1) year term beginning 12:01 a.m. on **January 1, 2026** through 11:59 p.m. on **December 31, 2028**. The term of this Contract may be extended in writing for two (2) additional one (1) year terms at the Village's option. The Village will allow Contractor to increase or decrease the Contract Price for each annual renewal provided that the annual price adjustment shall equal the change in the latest published Index (as defined below) as compared to the index for the previous year. The index shall be the United States Department of Labor, Bureau of Labor Statistics, (US OOL/BLS) Revised Consumer Price Index for all Urban Wage Earners and Clerical Workers for Chicago, Illinois - Gary, Indiana - Kenosha, Wisconsin (all Items, 1982-1984 = 100). However, the maximum increase in the Contract Price shall be capped at five percent (5%) of the previous year's cost. Contractor must propose an annual cost adjustment to the Contract Price pursuant to the terms of this Section with supporting documentation in writing to the Village One Hundred (100) days before the expiration of the current term.

4.2. This Agreement may be terminated, in whole or in part, by either party if the other party substantially fails to fulfill its obligations under this Agreement through no fault of the terminating party. The Village may terminate this Agreement, in whole or in part, for its convenience. No such termination may be affected unless the terminating party gives the other party not less than ten (10) calendar day's written notice pursuant to Section 18 below of its intent to terminate.

4.3. If this Agreement is terminated by either party, Contractor shall be paid for Services performed to the effective date of termination, including reimbursable expenses. In the event of termination, the Village shall receive reproducible copies of drawings, specifications and other documents completed by Contractor pursuant to this Agreement.

5. INDEMNIFICATION.

5.1. Contractor shall, without regard to the availability or unavailability of any insurance, either of the Village or Contractor, indemnify, save harmless, and defend the Village, its officers, officials, employees, agents, and volunteers against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including reasonable attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with the Contractor's performance of, or failure to perform, the Services or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, but only to the extent caused by the negligence of Contractor or its subcontractors or their respective employees.

6. INSURANCE.

6.1. Contractor shall at Contractor's expense secure and maintain in effect throughout the duration of this Agreement, insurance of the following kinds and limits set forth

in this Section 6. Contractor shall furnish Certificates of Insurance to the Village before starting work or within ten (10) days after the notice of award of the Agreement, which ever date is reached first. All insurance policies, except professional liability insurance, shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of at least A according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance: "Should any of the above-described policies be canceled before the expiration date, the issuing company shall mail fifteen (15) days' written notice to the certificate holder named to the left." The Contractor shall require any of its subcontractors to secure and maintain insurance as set forth in this Section 6 and indemnify, hold harmless and defend the Village, its officers, officials, employees, agents, and volunteers as set forth in this Agreement.

6.2. The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

(A) Commercial General Liability:

- i. Coverage to include, Broad Form Property Damage, Contractual and Personal Injury.
- ii. Limits:

General Aggregate	\$ 2,000,000.00
Each Occurrence	\$ 2,000,000.00
Personal Injury	\$ 2,000,000.00
- iii. Coverage for all claims arising out of the Contractor's operations or premises, anyone directly or indirectly employed by the Contractor.

(B) Professional Liability:

- i. Per Claim/Aggregate \$2,000,000.00
- ii. Coverage for all claims arising out of the Contractor's operations or premises, anyone directly or indirectly employed by the Contractor, and the Contractor's obligations under the indemnification provisions of this Agreement to the extent same are covered.

(C) Workers' Compensation:

- i. Workers' compensation shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who provide Services, and in case work is sublet, Contractor shall require each subcontractor similarly to provide workers' compensation insurance. In case employees engaged in hazardous work under this Agreement are not protected under the Workers' Compensation Act, Contractor shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(D) Comprehensive Automobile Liability:

i. Comprehensive Automobile Liability coverage shall include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.

ii. Limits:

Combined Single Limit \$1,000,000.00

(E) Umbrella:

i. Limits:

Each Occurrence/Aggregate \$5,000,000.00

(F) The Village, its officers, officials, employees, agents, and volunteers shall be named as additional insureds on all insurance policies set forth herein except workers' compensation and professional liability/malpractice. The Contractor shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, officials, employees, agents, and volunteers.

6.3. The Village and Contractor agree to waive against each other all claims for special, incidental, indirect, or consequential damage arising out of, resulting from, or in any way related to the Services.

6.4. Contractor understands and agrees that, except as to professional liability, any insurance protection required by this Agreement or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village, its officers, officials, employees, agents and volunteers as herein provided. Contractor waives and shall have its insurers waive, its rights of subrogation against the Village, its officers, officials, employees, agents and volunteers.

7. SUCCESSORS AND ASSIGNS.

7.1. The Village and Contractor each bind themselves and their partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party in respect to all covenants of this Agreement. Except as above, neither the Village nor Contractor shall assign, sublet or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body that may not be a party hereto, nor shall it be construed as giving any right or benefits hereunder to anyone other than the Village and Contractor.

8. FORCE MAJEURE.

8.1. Neither the Contractor nor the Village shall be responsible for any delay caused by any contingency beyond their control, including, but not limited to: acts of nature, war or insurrection, strikes or lockouts, walkouts, fires, natural calamities, riots or demands or requirements of governmental agencies.

9. AMENDMENTS AND MODIFICATIONS.

9.1. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representative of the Village and the authorized representative of Contractor.

10. STANDARD OF CARE.

10.1. Contractor is responsible for the quality, technical accuracy, timely completion, and coordination of all Services furnished or required under this Agreement and shall endeavor to perform such Services with the same skill and judgment which can be reasonably expected from similarly situated professionals.

10.2. Contractor shall promptly make revisions or corrections regarding its Services resulting from its errors, omissions, or negligent acts without additional compensation. The Village's acceptance of any of Contractor's Services shall not relieve Contractor of its responsibility to subsequently correct any such errors or omissions, provided the Village notifies Contractor thereof within one (1) year of completion of Contractor's Services.

10.3. Contractor shall respond to the Village's notice of any errors and/or omissions within seven (7) days of written confirmation by Contractor of the Village's notice. Such confirmation may be in the form of a facsimile confirmation receipt by the Village, or by actual hand delivery of written notice by the Village to Contractor.

10.4. Contractor shall comply with all federal, state, and local statutes, regulations, rules, ordinances, judicial decisions, and administrative rulings applicable to its performance under this Agreement.

10.5. Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, and other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including, but not limited to, the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on

race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, or unfavorable discharge from military service or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* The Contractor shall also comply with all conditions of any federal, state, or local grant received by the Village or Contractor with respect to this Agreement.

10.6. Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors', performance of, or failure to perform, the Services required pursuant to this Agreement or any part thereof.

11. DOCUMENTS AND BOOKS AND RECORDS.

11.1. Reports, examinations, information, observations, calculations, notes and any other reports, documents, data or information, in any form, prepared, collected, or received by the Contractor in connection with any or all of the Services to be provided pursuant to this Agreement ("Documents") shall be and remain the property of the Village upon completion of the Services and payment to Contractor all amounts then due under this Agreement. At the Village's request, or upon termination of this Agreement, the Documents shall be delivered promptly to the Village. Contractor shall have the right to retain copies of the Documents for its files. Contractor shall maintain files of all Documents unless the Village shall consent in writing to the destruction of the Documents, as required herein.

11.2. Contractor's Documents and records pursuant to this Agreement shall be maintained and made available during performance of the Services under this Agreement and for three (3) years after completion of any Services. Contractor shall give notice to the Village of any Documents to be disposed of or destroyed and the intended date after said period, which shall be at least ninety (90) days after the effective date of such notice of disposal or destruction. The Village shall have ninety (90) days after receipt of any such notice to give notice to Contractor not to dispose of or destroy said Documents and to require Contractor to deliver same to the Village, at the Village's expense. Contractor and any subcontractors shall maintain for a minimum of three (3) years after the completion of this Agreement, or for three (3) years after the termination of this Agreement, whichever comes later, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement. All books, records and supporting documents related to this Agreement shall be available for review and audit by the Village and the federal funding entity, if applicable, and Contractor agrees to cooperate fully with any audit conducted by the Village and to provide full access to all materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the Village for recovery of any funds paid by the Village under this Agreement for which adequate books, records and supporting documentation are not available to support their purported disbursement. Contractor shall make the Documents available for

the Village's review, inspection and audit during the entire term of this Agreement and three

(3) years after completion of the Services as set forth herein and shall fully cooperate in responding to any information request pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* by providing any and all responsive documents to the Village.

11.3. Contractor shall have the right to include among Contractor's promotional and professional materials those drawings, renderings, other design documents and other work products that are prepared by Contractor pursuant to this Agreement (collectively "Work Products"). The Village shall provide professional credit to Contractor in the Village's development, promotional and other materials which include Contractor's Work Products.

11.4. Contractor shall furnish all records related to this Agreement and any documentation related to the Village required under an Illinois Freedom of Information Act (5 ILCS 140/1 *et. seq.*) ("FOIA") request within five (5) business days after the Village issues notice of such request to Contractor. Contractor shall not apply any costs or charge any fees to the Village regarding the procurement of records required pursuant to a FOIA request. Contractor agrees to defend, indemnify, and hold harmless the Village, and its officers, officials, employees, agents, and volunteers, and agrees to pay all reasonable costs connected therewith (including, but not limited to reasonable attorney's and witness fees, filing fees, and any other expenses) for the Village to defend any and all causes, actions, causes of action, disputes, prosecutions, or conflicts arising from the Contractor's actual or alleged violation of the FOIA, or the Contractor's failure to furnish all documentation related to a request within five (5) days after the Village issues notice of a request. Furthermore, should the Contractor request that the Village utilize a lawful exemption under FOIA in relation to any FOIA request thereby denying that request, Contractor shall pay all costs connected therewith (such as reasonable attorney's and witness fees, filing fees, and any other expenses) to defend the denial of the request. The defense shall include, but not be limited to, challenged or appealed denials of FOIA requests to either the Illinois Attorney General or a court of competent jurisdiction. Contractor shall defend, indemnify, and hold harmless the Village, and its officers, officials, employees, agents, and volunteers, and shall pay all costs connected therewith (such as reasonable attorney's and witness fees, filing fees and any other expenses) to defend any denial of a FOIA request by the Contractor's request to utilize a lawful exemption to the Village.

12. SAVINGS CLAUSE.

12.1. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

13. NON-WAIVER OF RIGHTS.

13.1. No failure of either party to exercise any power given to it hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no

custom or practice of the parties at variance with the terms hereof, nor any payment under this agreement shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

13.2. This Agreement shall not prohibit Contractor from providing services to any other public or private entity or person. In the event that Contractor provides Services to a public or private entity or person, the Village, at its sole discretion, may determine that such Services conflict with a service to be provided to the Village by Contractor, and the Village may select another Contractor to provide such Services as the Village deems appropriate.

14. THE VILLAGE'S REMEDIES.

14.1. If it should appear at any time prior to payment for Services provided pursuant to this Agreement that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Services to be provided pursuant to this Agreement with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has attempted to assign this Agreement or Contractor's rights under this Agreement, either in whole or in part, or has falsely made any representation or warranty, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Agreement or has failed to pay its debts as they come due ("Event of Default"), and has failed to cure, or has reasonably commenced to cure any such Event of Default within fifteen business days after Contractor's receipt of written notice of such Event of Default, then the Village shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

14.1.1. The Village may require Contractor, within such reasonable time as may be fixed by the Village, to complete or correct all or any part of the Services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete and to take any or all other action necessary to bring Contractor and the Services into compliance with this Agreement.

14.1.2. The Village may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Services or part thereof and make an equitable reduction.

14.1.3. The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement except for amounts due for Services properly performed prior to termination.

14.1.4. The Village may withhold any payment from Contractor, whether or not previously approved, or may recover from Contractor any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default or as a result of actions taken by the Village in response to any Event of Default; or

14.1.5. The Village may recover any damages suffered by the Village as a result of Contractor's Event of Default.

14.2. In addition to the above, if Contractor fails to complete any required Services pursuant to this Agreement, the Village shall be entitled to liquidated damages in the amount of five hundred dollars (\$500.00) per day for each day the Services remains uncompleted. This amount is not a penalty, and the parties agree to said amount given the difficulties associated with determining or calculating damages to the Village in the event the required Services are not completed on time.

15. NO COLLUSION.

15.1. Contractor hereby represents and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax, as set forth in 65 ILCS 5/11-42.1-1; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* Contractor hereby represents that the only persons, firms, or corporations interested in this Agreement are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has in procuring this Agreement, colluded with any other person, firm, or corporation, then Contractor shall be liable to the Village for all loss or damage that the Village may suffer thereby, and this Agreement shall, at the Village's option, be null and void and subject to termination by the Village.

16. ENTIRE AGREEMENT.

16.1. This Agreement sets forth all the covenants, conditions and promises between the parties, and it supersedes all prior negotiations, statements or agreements, either written or oral, with regard to its subject matter. There are no covenants, promises, agreements, conditions or understandings between the parties, either oral or written, other than those contained in this Agreement.

17. GOVERNING LAW AND VENUE.

17.1. This Agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance.

17.2. Venue for any action pursuant to this Agreement shall be in the Circuit Court of Cook County, Illinois.

18. NOTICE.

18.1. Any notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, by personal service, email or facsimile transmission to the persons and addresses indicated below or to such other addresses as either party hereto shall notify the other party of in writing pursuant to the provisions of this subsection:

If to the Village:

Contractor: Village Manager
Village of Oak
Park 123 Madison
Street
Oak Park, Illinois 60302
Fax: (708) 383-5101
Email: villagemanager@oak-park.us

If to the

Fax: _____
Email: _____

18.2. Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

18.3. Notice by email or facsimile transmission shall be effective as of date and time of facsimile transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 a.m. to 5:00 p.m. Chicago time). In the event email or facsimile notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

19. BINDING AUTHORITY.

19.1. The individuals executing this Agreement on behalf of the Contractor and the Village represent that they have the legal power, right, and actual authority to bind their respective parties to the terms and conditions of this Agreement.

20. HEADINGS AND TITLES.

20.1. The headings and titles of any provisions of this Agreement are for convenience or reference only and are not to be considered in construing this Agreement.

21. COUNTERPARTS.

21.1. This Agreement shall be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement.

21.2. A facsimile or pdf/email copy of this Agreement and any signatures thereon will be considered for all purposes as an original.

22. EFFECTIVE DATE.

22.1. As used in this Agreement, the Effective Date of this Agreement shall be the date that the Village Manager for the Village of Oak Park executes this Agreement as set forth below.

23. AUTHORIZATIONS.

23.1. The Contractor's authorized representatives who have executed this Agreement warrant that they have been lawfully authorized by the Contractor's board of directors or its by-laws to execute this Agreement on its behalf. The Village Manager and Village Clerk warrant that they have been lawfully authorized to execute this Agreement. The Contractor and the Village shall deliver upon request to each other copies of all articles of incorporation, bylaws, resolutions, ordinances or other documents which evidence their legal authority to execute this Agreement on behalf of their respective parties.

24. EQUAL OPPORTUNITY EMPLOYER.

24.1. The Consultant is an equal opportunity employer, and the requirements of 44 Ill. Adm. Code 750 APPENDIX A and Chapter 13 ("Human Rights") of the Oak Park Village Code are incorporated herein as though fully set forth.

**[REMAINDER OF PAGE INTENTIONALLY
LEFT BLANK- SIGNATURE PAGE
FOLLOWS]**

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives on the dates set forth below.

VILLAGE OF OAK PARK

By: Kevin Jackson
Its: Village Manager

Date: _____, 2025

**ATTE
ST**

By: Christina Waters
Its: Village Clerk

Date: _____, 2025

CONTRACTOR

Patty Young
By: Patty Young
Its: President

Date: October 2, 2025

ATTEST

Michelle Kelly
By: Michelle Kelly
Its: Secretary

Date: October 2, 2025



The Village of Oak Park
Village Hall
123 Madison Street
Oak Park, Illinois 60302-4272

P: 708.383.6400
F: 708.383.9584
www.oak-park.us
village@oak-park.us

Addendum

Addendum Number:	1
Addendum Date:	09/23/2025
Project Name:	Elevator Inspection & Plan Review Services
Project Number:	25-0910
Prepared By:	Sean Lintow Sr, Chief Building Official/ Permits and Development Manager
To:	All bidders of record

This addendum amends the original RFP. Where any part of the RFP is amended, the unaltered provisions are to remain in effect.

Proposers must acknowledge receipt of any and all addenda as required by the General Requirements of the RFP and in Section 4 of this document. The acknowledgement page should be signed and included in the proposal document.

All requirements of the Contract Documents remain unchanged.

Part 1 – Amendments to the RFP

1. None

Part 2 – Attachments

1. None

Part 3 – Questions & Answers

The due date is listed on the header of the bid document is October 6, 2025, but in the first paragraph Wednesday, September 19, 2025, is specified. Could you please confirm what the definitive due date is. Proposals are due October 6th, 2025 no later than 4:00pm.

Would you kindly provide a list of the equipment that will be inspected under this solicitation's scope of work.

2C	<u>Hyd-Elev</u>	<u>Trac-Elev</u>	<u>DW</u>	<u>Escalator</u>	<u>WCL / VPL</u>	<u>Lift</u>	<u>Sidewalk / People Mover</u>	<u>Other</u>	<u>Total Units</u>
	168	122	4	6	38	12	0	1	351

Who are the service providers the selected vendor will have to coordinate inspections with? Coordinate with all building owners, owner's representatives and/or responsible agents, companies or service organizations that represent the owners/operators.

Will work outside regular business hours be authorized an overtime surcharge? No, this is scheduled during regular business hours.

The fee schedule lists a security deposit, could you please specify what that is referring to and the cost? No security deposit is required.

How much are the annual jurisdictional certificate fees per device, and will those be billed separately from the cost of the inspection? \$75 per conveyance, there is no separate billing for inspections.

Please confirm whether Village of Oak Park buildings annual inspections would be performed at no charge? Correct, there will be no additional charge for Village of Oak Park buildings annual inspections.

When will the contract be awarded? The contract is expected to be awarded within 4 weeks following the RFP deadline.

How will we be notified of who was awarded the RFP? All vendors will be notified via email, and the selected vendor will be published in accordance with the Village's procurement policy.

Part 4 – Acknowledgement

I acknowledge the receipt of this addendum for the referenced project by signing the acknowledgement and returning it with the proposal. This acknowledgement must be signed and included with proposal.

Addendum Number:	1
Date:	9/23/25
Name:	Patty Young
Signature:	
Company:	Thompson Elevator Inspection Service, Inc.

End of Addendum