

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
12/20/2016

SUBJECT:	SUBMITTED BY:
Contract for Elevator Inspection Services	Stan Popovich, AICP Director of Community Development

SYNOPSIS

A motion is requested to authorize execution of a twelve-month contract with Thompson Elevator Inspection Service, Inc. of Mount Prospect, Illinois for elevator inspection, testing, plan review, and variance review services in the estimated amount of \$33,680.

STRATEGIC PLAN ALIGNMENT

The goals for 2015-2017 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY17 budget provides \$35,000 in the General Fund (Page 5-17, Line 3) for this contract. This amount is completely reimbursed through elevator inspection fees passed along to the property/business owner.

RECOMMENDATION

Approval on the December 20, 2016 consent agenda.

BACKGROUND

The Village's current contract for elevator inspection services is set to expire on December 31, 2016. This contract will begin January 1, 2017. In accordance with the Village's Purchasing Policy, staff issued a Request for Proposal to firms qualified by the State of Illinois to provide elevator inspections, conduct pressure tests and perform reviews on behalf of the Village of Downers Grove. Three firms submitted proposals and a summary of the cost portion of their proposals is provided below.

Firm	Estimated Annual Cost
Thompson Elevator Inspection (current provider)	\$33,680
Elevator Inspection Services	\$17,652
ATIS Elevator Inspections	\$74,580

Staff recommends awarding the contract to Thompson Elevator Inspection Service based on its history of excellent customer service and exceptional qualifications. The firm is not raising its rates from its 2014 contract while continuing to perform plan reviews free of charge. Thompson also keeps the Village informed of important legislative issues and has provided critical, extensive assistance in preparing the submittals for our 2016 Illinois Elevator Safety Program Agreement renewal with the Office of the State Fire Marshal.

Thompson also provides specific appointment times for inspections. Thompson has been in business for over 35 years and specializes only in inspections. They perform Inspections for over 120 communities in DuPage, Cook, Kane, Lake, McHenry and Will Counties. Thompson's proposal clearly stated the qualifications of their inspectors, who all hold the needed certifications. Thompson has also indicated greater staffing levels & resources dedicated to the Village. Staff recommends renewal of the contract with the incumbent Thompson Elevator Inspection Service.

Elevator Inspection Services Inc. provided the lowest inspection fee; however, based on previous experience with the Village, staff does not recommend awarding the contract to the firm. EIS provided elevator inspection services for the Village from 2007-2010, but at a significantly higher rate than they are proposing now. There were also complaints regarding the frequency of new inspectors and failure to provide appointment times for inspections.

Staff believes Thompson provides the best service for this contract at a reasonable cost and recommends awarding the contract to Thompson.

ATTACHMENTS

Contract

Contractor Evaluation Form

VILLAGE OF **DOWNERS GROVE**

RFP-0-64-2016/TT
Elevator and Escalator Services

Due: December 5, 2016 – 2:00 PM

Deliver to:

Theresa H. Tarka
Purchasing Assistant
Village of Downers Grove
801 Burlington Avenue
Downers Grove, IL 60515
Phone: 630-434-5530
Fax: 630-434-5571

Submitted by:

Thompson Elevator Inspection Service, Inc
1302 East Thayer Street
Mt Prospect, Illinois 60056
Phone: 847-296-8211
Fax: 847-296-5424
Email: patty@thompstonelevator.com

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1. REQUEST FOR PROPOSAL (PROFESSIONAL SERVICES)

Village of Downers Grove



REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: Thompson Elevator Inspection Service, Inc.

Project Name: ELEVATOR & ESCALATOR SERVICES
Proposal No.: RFP-0-64-2016/TT
Proposal Due: December 5, 2016, 2p.m.
Pre-Proposal Conference: None

Required of Awarded Contractor:
Certificate of Insurance: Yes

Legal Advertisement Published: November 17, 2016
Date Issued: November 17, 2016
This document consists of 21 pages.

Return **original and one copy and one CD or flash drive** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

THERESA H. TARKA
PURCHASING ASSISTANT
VILLAGE OF DOWNERS GROVE
801 BURLINGTON AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5530
FAX: 630/434-5571
www.downers.us

Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Village Hall, 801 Burlington Avenue, Downers Grove, IL 60515.

SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.

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

The documents constituting component parts of this Contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP (Professional Services)
- V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, and 2 additional paper copies of the total proposal. Upon formal award of the proposal this RFP document shall become the Contract, the successful Proposer will receive a copy of the executed Contract.

Village of Downers Grove

I. REQUEST FOR PROPOSALS**1. GENERAL**

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to **December 5, 2016, 2 p.m.**
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, **ATTN: Theresa Tarka**, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.
- 1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax Proposals will not be accepted.
- 1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

2. PREPARATION OF PROPOSAL

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.
- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.
- 2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions

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necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

3.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature or name of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

4. RESERVED RIGHTS

4.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

II. TERMS AND CONDITIONS**5. VILLAGE ORDINANCES**

5.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

6. USE OF VILLAGE'S NAME

6.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

7. INDEMNITY AND HOLD HARMLESS AGREEMENT

7.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

8. NONDISCRIMINATION

Village of Downers Grove

- 8.1 Proposer shall, as a party to a public contract:
- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
 - (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.
- 8.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.
- 9. SEXUAL HARASSMENT POLICY**
- 9.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:
- 9.1.1 Notes the illegality of sexual harassment;
 - 9.1.2 Sets forth the State law definition of sexual harassment;
 - 9.1.3 Describes sexual harassment utilizing examples;
 - 9.1.4 Describes the Proposer's internal complaint process including penalties;
 - 9.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
 - 9.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.
- 10. EQUAL EMPLOYMENT OPPORTUNITY**
- 10.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:
- 10.1.1 That it will not discriminate against any employee or applicant for employment

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because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

- 10.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 10.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, or an unfavorable discharge from military services.
- 10.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 10.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the

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Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

11. DRUG FREE WORK PLACE

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

- 11.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 11.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 11.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 11.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 11.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 11.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- 11.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

12. PATRIOT ACT COMPLIANCE

- 12.1 The Proposer represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to

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the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

13. INSURANCE REQUIREMENTS

- 13.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this Contract and for which the Proposer may legally liable:
- 13.1.1 Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;
 - 13.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;
 - 13.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;
 - 13.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;
 - 13.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
 - 13.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
 - 13.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.
- 13.2 The Proposer shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).
- 13.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.

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14. CAMPAIGN DISCLOSURE

- 14.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.
- 14.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 14.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.
- 14.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

15. SUBLETTING OF CONTRACT

- 15.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Proposer from its obligation or change the terms of the Contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

16. TERM OF CONTRACT

- 16.1 The term of this Contract shall be as set forth in the Detail Specifications set forth in Section III below. This Contract is subject to the Village purchasing policy with regard to any extensions hereof.

17. TERMINATION OF CONTRACT

- 17.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for any other reason, and/or that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

18. BILLING & PAYMENT PROCEDURES

- 18.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any

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- bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.
- 18.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 18.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.
- 19. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE**
- 19.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.
- 20. STANDARD OF CARE**
- 20.1. Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.
- 20.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.
- 20.3 For Professional Service Agreements: Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contactor(s') failure to perform its work in accordance with contract documents.
- 21. GOVERNING LAW**
- 21.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.
- 22. SUCCESSORS AND ASSIGNS**
- 22.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and

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their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

23. WAIVER OF CONTRACT BREACH

23.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

24. AMENDMENT

24.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

25. NOT TO EXCEED CONTRACT

25.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the Contract.

26. SEVERABILITY OF INVALID PROVISIONS

26.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

27. NOTICE

27.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

28. COOPERATION WITH FOIA COMPLIANCE

28.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. (5 ILCS 140/1 et.seq.)

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III. DETAIL SPECIFICATIONS

The selected Proposer will provide semiannual mechanical and electrical inspections, necessary re-inspections, permit application reviews, and variance request reviews for all safety devices and equipment on passenger and freight elevators, dumb waiters, escalators, chairlifts, and other mechanical lifts in accordance with the terms and conditions set forth herein:

There are an estimated 380 elevators, including 4 new and 376 existing, as detailed below.

Reinspections - Type	Est. Number
passenger	308
escalators	4
freight	13
service	24
accessible lifts	23
dumb waiter	3
hoist	0
reciprocal conveyor	2
resident elevators	3
casket lift	1
material lift	2
First Inspections – Type	Est. Number
passenger	6

Following award of and during the contract, the Contractor shall file in advance of any and all deadlines all forms and paperwork required by the State of Illinois under 225 ILCS 312/ (Elevator Safety and Regulation Act), with hard copies to the Village's Community Development Department.

Prior to execution of any contract, a copy of the Contractor's Inspector's License(s) shall be on file with the Village's Community Development Department. Any and all licenses shall be maintained throughout the duration of the contract and any extensions of the contract.

The selected firm agrees to meet all requirements under the Elevator Safety and Regulation Act, all other relevant laws, ordinances and regulations, as well as any amendments to these laws, ordinances and regulations.

Relevant municipal codes - Village of Downers Grove Municipal Code, Section 7.1101;
2006 International Building Code Adoption:

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Section 3001.2 Referenced standards. The design, construction, installation, alteration, repair, and maintenance of elevators and conveying systems and their components shall conform to the State of Illinois Elevator Safety and Regulation Act and to the following state mandated elevator codes as determined by the office of the state fire marshal, division of elevator safety:

- Safety Code for Elevators and Escalators (ASME A17.1-2013/CSA, B44-2013);
- Performance-Based Safety Code for Elevators and Escalators (ASME A17.7-2007/CSA-B44.7-07);
- Guide for Inspection of Elevators, Escalators and Moving Walks (ASME A17.2-2012);
- Safety Code for Existing Elevators and Escalators (ASME A17.3-2005) but only as required under Section 35(h) and (i) of the Act and subsection (d) of this Section;
- Safety Standard for Platform Lifts and Stairway Chairlifts (ASME A18.1-2011);
- Standards for the Qualification of Elevator Inspectors (ASME QEI-1-2013);
- Safety Requirements for Personnel Hoists and Employee Elevators (ANSI A10.4-2004);
- Automated People Mover Standards (ASCE 21, Part 1-2005/2006, ASCE 21, Parts 2 through 4-2008).

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IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the Contract with the Village.)

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V. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award

PROPOSER:

Thompson Elevator Inspection Service, Inc.

Date: 11-29-16

Company Name

patty@thompsolelevator.com

1302 E Thayer St

Email Address

Street Address of Company

Patty Young

Mt. Prospect, IL 60056

Contact Name (Print)

City, State, Zip


847-917-6717

847-296-8211

13-Hour Telephone

Business Phone

847-296-5424

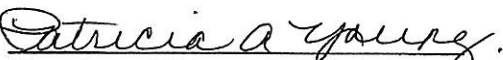

Signature of Officer, Partner or
Sole Proprietor

Fax

Catherine Thompson - President

Print Name & Title

ATTEST: If a Corporation


Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: Thompson Elevator Inspection Service, Inc
ADDRESS: 1302 E Thayer St
CITY: Mt. Prospect
STATE: Illinois
ZIP: 60056
PHONE: 847-296-8211 **FAX:** 847-296-5424
TAX ID #(TIN): 36-2842514

(If you are supplying a social security number, please give your full name.)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____
ADDRESS: _____
CITY: _____
STATE: _____ **ZIP:** _____

TYPE OF ENTITY (CIRCLE ONE):

- Individual
- Sole Proprietor
- Partnership
- Medical
- Charitable/Nonprofit
- Limited Liability Company –Individual/Sole Proprietor
- ~~Limited Liability Company Partnership~~
- Limited Liability Company-Corporation**
- Corporation
- Government Agency

SIGNATURE: *Catherine Thompson* **DATE:** 11-29-16

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Elevator & Escalator Services, Proposer Thompson Elevator Inspection Service, Inc hereby certifies
(Name of Project) (Name of Proposer)
the following:

1. Proposer is not barred from bidding this Contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: *Catherine Thompson*
Proposer's Authorized Agent

3 6 - 2 8 4 2 5 1 4

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number



Subscribed and sworn to before me
this 29 day of Nov., 2016.
Justin Stanonik
Notary Public

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 2 of 3)

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Proposer is a corporation organized and existing under the laws of the State of Illinois, which operates under the Legal name of Thompson Elevator Inspection Service, Inc., and the full names of its Officers are as follows:

President: Catherine Thompson

Secretary: Patty Young

Treasurer: Patty Young

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

(b) Partnership

Signatures and Addresses of All Members of Partnership:

The partnership does business under the legal name of: _____
which name is registered with the office of _____ in the State of _____.

(c) Sole Proprietor

The Proposer is a Sole Proprietor whose full name is: _____
and if operating under a trade name, said trade name is: _____
which name is registered with the office of _____ in the State of _____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? Yes

Insurer's Name Pekin Insurance

Agent Thomas J. Butera - Midland Insurance Agency, Inc.

Street Address 17W733 Butterfield Rd, Ste. A

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 3 of 3)

City, State, Zip Code Oakbrook Terrace, IL 60181

Telephone Number 630-627-4400

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: Thompson Elevator Inspection Service, Inc.

Print Name and Title of Authorizing Signature: Catherine Thompson - President

Signature: *Catherine Thompson*

Date: 11-29-16

Village of Downers Grove

Suspension or Debarment Certificate
--

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: Thompson Elevator Inspection Service, Inc.

Address: 1302 E Thayer St

City: Mt. Prospect, IL Zip Code: 60056

Telephone: (847) 296-8211 Fax Number: (847) 296-5424

E-mail Address: patty@thompsolelevator.com

Authorized Company Signature: 

(Print)Name: Catherine Thompson Title of Official: President

Date: 11-29-16

Village of Downers Grove

Campaign Disclosure Certificate

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Proposer/vendor has not contributed to any elected Village position within the last five (5) years.


Signature

Catherine Thompson - President
Print Name

Proposer/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

2. INTRODUCTION

COVER LETTER AND SERVICE PROVIDED



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

November 29, 2016

Village of Downers Grove
Theresa H Tarka – Purchasing Assistant
801 Burlington Ave
Downers Grove, IL 60515

RE: RFP-0-64-2016/TT – Elevator and Escalator Services
Due: December 5, 2016 – 2:00 PM

Dear Council:

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 to the Village of Downers Grove.

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.

Knowing we are all fiscally aware of the responsibility to the constituents your municipality represents, we offer competitive pricing to the building owners. We also offer to complete semi-annual inspections, reinspections (as needed), and permit inspections on all Village of Downers Grove owned conveyances at *no charge*.

Established in 1975, we are the longest established inspection service in the suburban Chicagoland region. Currently, our firm holds 120+ municipal inspection contracts in excellent standing in communities nearby. Unlike our competitors, we use a more stringent form, approved by the Illinois State Fire Marshal, for municipal code inspections. We welcome you to verify our consistent, reliable professional service, and to consider having our company be a 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 (ph: 847-296-8211/e: patty@thompstonelevator.com) at your convenience.

Respectfully submitted,

A handwritten signature in cursive script that reads "Catherine Thompson".

Catherine Thompson
President



THOMPSON

ELEVATOR INSPECTION SERVICE, INC.

Member NWBOCA, SBOC, SSBOC, ICC and NAESA

Provided to You By TEIS 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
- Certificate Printing at No Cost
- 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
- Variance Submittal Reviews

ELEVATOR INSPECTION FORM



Thompson Elevator Inspection Service, Inc.
 1302 E Thayer Street Mt Prospect, IL 60056
 Ph 847-296-8211/Fax 847-296-5424/ IL03849



Date: _____
 Code Edition: ASMEA17.1 _____ A17.3 _____
 V/T/C _____
 ID# _____ Convey # _____
 Inspection & Test Routine Periodic Acceptance
 Power _____ FL/PT _____
 Capacity _____ fpm _____ Em Ph _____
 Em Light _____

Address _____ Unit _____
 Bldg. Name _____ Make _____
 Bldg. Rep. _____ Speed _____
 Phone No. _____

OK	NG	NA	OK	NG	NA	OK	NG	NA
1. ELEVATOR INSIDE OF CAR								
1.1			2.24			3.25		
1.2			2.25			3.26		
1.3			2.26			3.27		
1.4			2.27			3.28		
1.5			2.28			3.29		
1.6			2.29			3.30		
1.7			2.30			3.31		
1.8			2.31			3.32		
1.9			2.32			3.33		
1.10			2.33			4. ELEVATOR OUTSIDE HOISTWAY		
1.11			2.34			4.1		
1.12			2.35			4.2		
1.13			2.36			4.3		
1.14			2.37			4.4		
1.15			2.38			4.5		
1.16			2.39			4.6		
1.17			2.40			4.7		
1.18			2.41			4.8		
1.19			2.42			4.9		
2. ELEVATOR MACHINE ROOM								
2.1			3.1			4.10		
2.2			3.2			4.11		
2.3			3.3			4.12		
2.4			3.4			4.13		
2.5			3.5			5. ELEVATOR PIT		
2.6			3.6			5.1		
2.7			3.7			5.2		
2.8			3.8			5.3		
2.9			3.9			5.4		
2.10			3.10			5.5		
2.11			3.11			5.6		
2.12			3.12			5.7		
2.13			3.13			5.8		
2.14			3.14			5.9		
2.15			3.15			5.10		
2.16			3.16			5.11		
2.17			3.17			5.12		
2.18			3.18			5.13		
2.19			3.19			5.14		
2.20			3.20			6. ELEVATOR REPAIR SERVICE		
2.21			3.21			PH 1 ONLY		
2.22			3.22			PH 1 & PH 2		
2.23			3.23					
			3.24					

COMMENTS:

OK-meets requirement NG-insert number to identify comment NA-not applicable (T) Traction Cars (*) installed under A17 1b-1989 and later editions

**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 _____

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.
 1302 E Thayer Street Mt Prospect, IL 60056
 Ph 847-296-8211/Fax 847-296-5424/ IL03849



Date: _____
 Code Edition: ASMEA17.1 _____ A17.3 _____
 V/T/C _____
 ID# _____ Convey # _____
 Inspection & Test Routine Periodic Acceptance
 Power _____
 Capacity _____ fpm

Address _____ Unit _____
 Bldg. Name _____ Make _____
 Bldg. Rep. _____ Speed _____
 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"/>	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"/>	8.2	Stop switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.3	Handrails	<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"/>	8.4	Drive machine and brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.5	Lighting	<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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	8.14	Code data plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.15	Balustrades	<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"/>	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"/>					
7.18	Outdoor protection	<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 _____

PLATFORM & STAIRWAY LIFT INSPECTION FORM



Thompson Elevator Inspection Service, Inc.
1302 E Thayer Street Mt Prospect, IL 60056
Ph 847-296-8211/Fax 847-296-5424/ IL03849

Date: _____
Code Edition: ASMEA 18.1 _____
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
102.21 INSIDE PLATFORM INSPECTIONS				102.23 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"/>
102.22 MACHINE INSPECTIONS				102.24 OUTSIDE RUNWAY INSPECTIONS			
a. Enclosure of Machine Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. Runway Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Guarding of Exposed Aux Eq	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Runway Door Locking Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Overhead Beam & Fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. Runway Enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Drive Machine Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
e. Traction Drive Machines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
f. Gears and Bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
g. Winding Drum Machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
h. Belt or Chain Drive Machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
i. Traction Sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
j. Secondary & Deflector Sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
k. Rope Fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
l. Slack Rope Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
m. Governor, Overspeed Device & Seal	<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.

<input type="checkbox"/> FAIL - RE-INSPECT IN _____ DAYS <input type="checkbox"/> 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 _____
---	---	---

2. INTRODUCTION
HISTORY AND OVERVIEW

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

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 (attached) 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.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

THOMPSON ELEVATOR CORPORATE DETAIL REPORT**CORPORATION FILE DETAIL REPORT**

File Number	50725375		
Entity Name	THOMPSON ELEVATOR INSPECTION SERVICE, INCORPORATED		
Status	ACTIVE		
Entity Type	CORPORATION	Type of Corp	DOMESTIC BCA
Incorporation Date (Domestic)	08/28/1975	State	ILLINOIS
Agent Name	CATHERINE THOMPSON	Agent Change Date	08/03/2010
Agent Street Address	1302 E THAYER	President Name & Address	CATHERINE THOMPSON 1302 E THAYER MT PROSPECT 60056
Agent City	MOUNT PROSPECT	Secretary Name & Address	SAME
Agent Zip	60056	Duration Date	PERPETUAL
Annual Report Filing Date	07/19/2016	For Year	2016

[Return to the Search Screen](#)[Purchase Certificate of Good Standing](#)

(One Certificate per Transaction)

BACK TO CYBERDRIVEILLINOIS.COM HOME PAGE

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

THOMPSON ELEVATOR COPORATE SEAL:

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

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

2. INTRODUCTION

AWARDS AND RECOGNITIONS

CERTIFICATE OF APPRECIATION



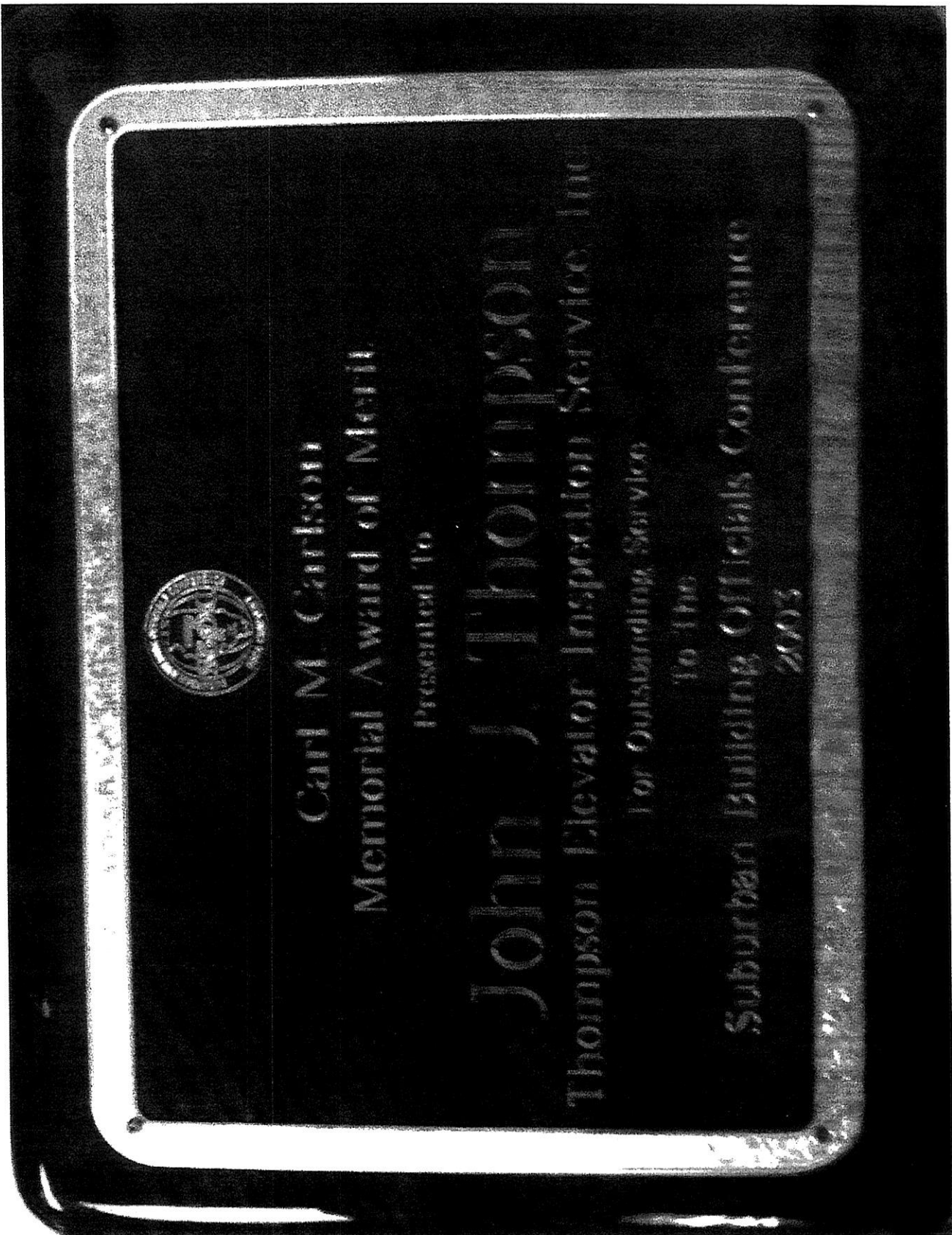
Presented to: **John Thompson, Sr.**
of **Thompson Elevator Inspection Service, Inc.**

FOR PRESENTING -

"CODE REQUIREMENTS FOR EXISTING ELEVATORS"


STEVE SKIBER, PROGRAMS DIRECTOR

Thursday, October 10, 2002



Carl M. Carlson
Memorial Award of Merit

Presented To

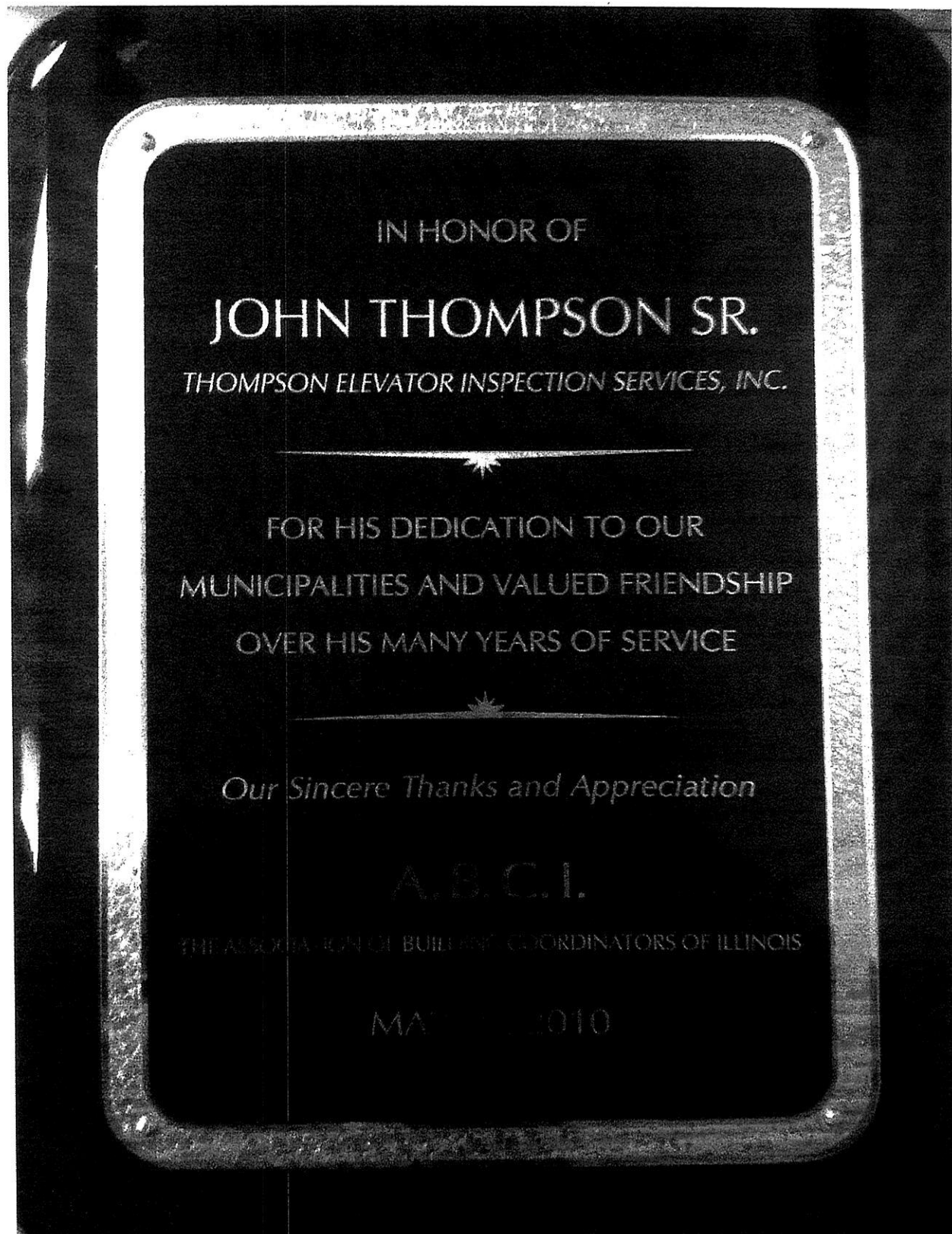
John J. Thompson
Thompson Elevator Inspection Service, Inc

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

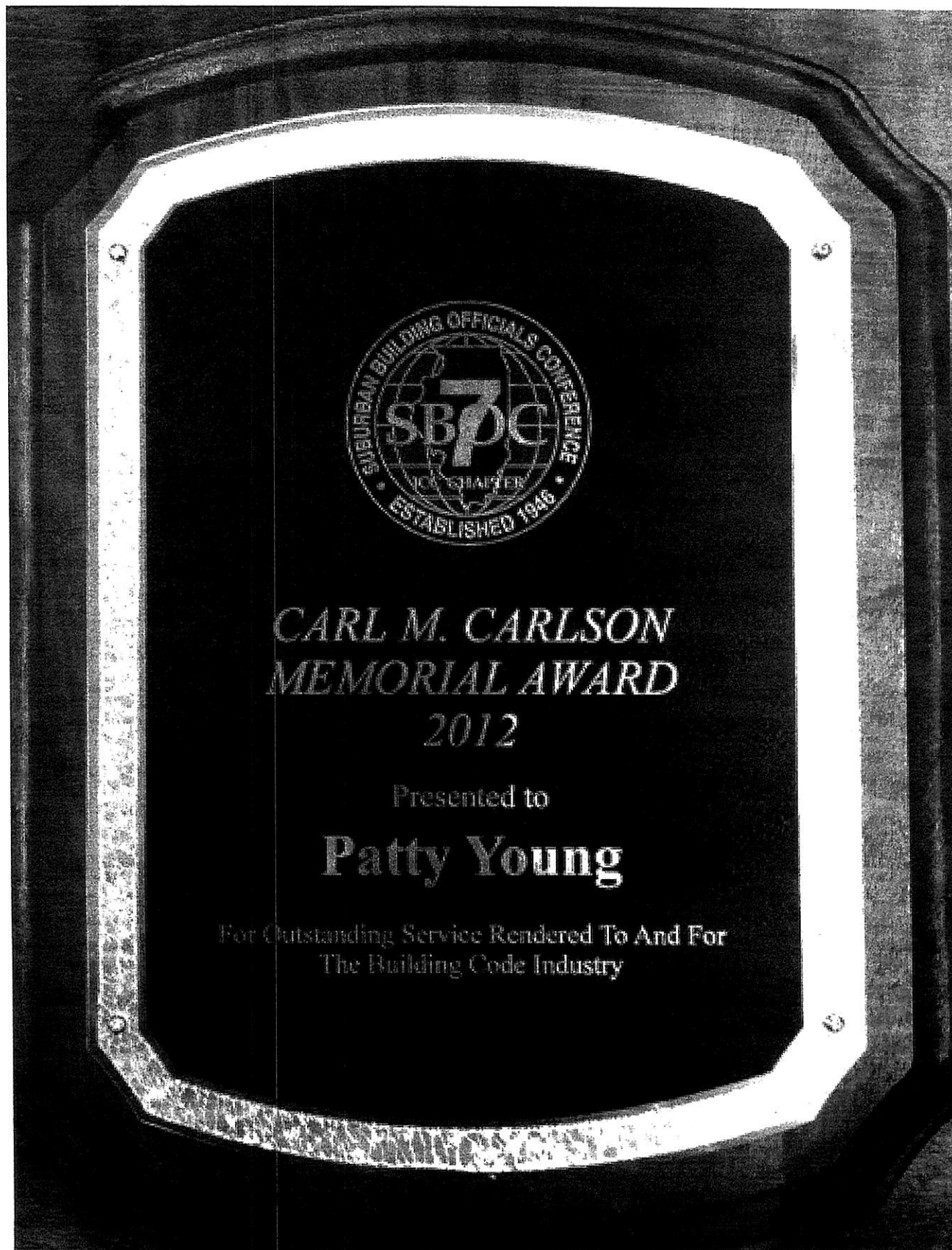


Our Sincere Thanks and Appreciation

A.B.C.I.

THE ASSOCIATION OF BUILDING COORDINATORS OF ILLINOIS

MAY 2010



Patty Young

From: IDHR.PublicContracts [IDHR.PublicContracts@Illinois.gov]
Sent: Friday, October 26, 2012 2:37 PM
To: Patty Young
Subject: Confirmation Letter - Attached is your company's Confirmation Letter indicating its eligibility and expiration date.

ILLINOIS DEPARTMENT OF
 **Human Rights**

Pat Quinn, Governor
 Rocco J. Claps, Director

IDHR #: 127672-00
 Date Eligible: 10/25/2012
 Expires on: 10/25/2017

Patty Young/Cathy Thompson
 Thompson Elevator Inspection Services Inc.
 1302 E. Thayer Street
 Mt. Prospect, IL 60056

CONFIRMATION OF EXISTING/RENEWAL REGISTRATION

The Illinois Department of Human Rights, Public Contracts Unit, acknowledges receipt of an Employer Report form (PC-1) filed by your organization.

Review of our records indicates that your organization previously registered with the Department of Human Rights and has been assigned the IDHR Number appearing above. This registration remains in effect until the expiration date appearing above. It is not necessary to submit a new form each time you bid on a state contract.

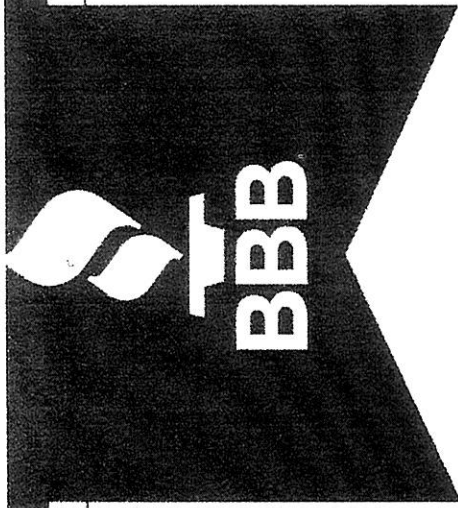
DO NOT LOSE THIS NOTICE. KEEP IT WITH OTHER IMPORTANT ORGANIZATIONAL DOCUMENTS. Also, please keep the following in mind:

1. The IDHR Bidder Eligibility Number is valid for all bids submitted to any agency of the State of Illinois or other contracting agency that has adopted our registration requirement.
2. An eligible bidder's registration remains in effect until the expiration date unless it is revoked by the Department upon finding that the eligible bidder has committed a civil rights violation.
3. An eligible bidder may relinquish its eligibility by notifying the Department in writing at the above address.
4. The Department must be notified in writing of any change to the eligible bidder's name, address, telephone number, or form of organization. Such changes may render the bidder's registration invalid and may require the filing of a new Employer Report Form with the Department. The Number is not transferable and becomes invalid upon dissolution of the business.

Should you have any questions concerning this notice, please contact the Public Contracts Unit at the above address or telephone at 312-814-2431.

IDHR PCU (01-2010)

100 West Randolph Street, Suite 10-100, Chicago, IL 60601, (312) 814-6200, TTY (866) 740-3953, Housing Line (800) 662-3942
 222 South College Street, Room 101, Springfield, IL 62704, (217) 785-5100
 2309 West Main Street, Marion, IL 62959 (618) 993-7463



COMPLAINT FREE
AWARD

THE BETTER BUSINESS BUREAU
SERVING CHICAGO AND NORTHERN ILLINOIS, INC.

Thompson Elevator
Inspection Service, Inc.

— 2015 —

Steve J. Bernas

Steve J. Bernas
President & CEO

Frank Laterza

Frank Laterza
Director of Business Relations

5

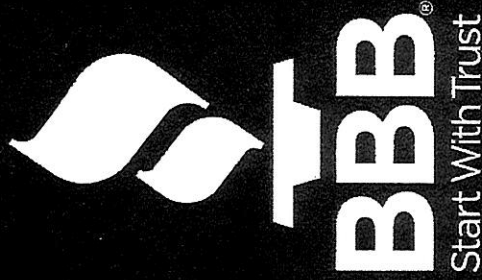
Congratulations!

CELEBRATING FIVE + YEARS
AS A BBB ACCREDITED
BUSINESS

**Thompson Elevator Inspection
Service, Inc.**

Thank you for your leadership!

*Your unwavering commitment to integrity and excellence
helps set your company apart and ensures that this
community stays savvy, smart and strong.*



3. CERTIFICATE OF INSURANCE

MIA**MIDLAND INSURANCE AGENCY**17 W 733 BUTTERFIELD ROAD
SUITE A
OAKBROOK TERRACE, IL 60181TEL. (630) 627-4400
FAX (630) 627-3020**CERTIFICATION**

February 8, 2013

To whom it may concern:

This is to certify that Pekin Insurance Company
is rated "A+" by A.M. Best Company.

Thank you.

Sincerely,



Thomas Butera

TO SERVE ALL YOUR NEEDS — COMMERCIAL • AUTO • HOME • LIFE • PENSION

MIA**MIDLAND INSURANCE AGENCY**17 W 733 BUTTERFIELD ROAD
SUITE A
OAKBROOK TERRACE, IL 60181TEL. (630) 627-4400
FAX (630) 627-3020**CERTIFICATION**

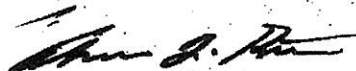
February 8, 2013

To whom it may concern:

This is to certify that Lloyd's of London
is rated "A+" by A.M. Best Company.

Thank you.

Sincerely,



Thomas Butera

TO SERVE ALL YOUR NEEDS — COMMERCIAL • AUTO • HOME • LIFE • PENSION

4. MANAGEMENT / EMPLOYEES

**LIST OF EMPLOYEES BY MANAGEMENT,
INSPECTOR AND OFFICE STAFF**

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

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	Thompson, Cathy	President
Management	Young, Patty	Office Manager

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 #	QEI Card #
Inspector	Ackerman, John	IL05093	C-5646
Inspector	Anderson, Sheldon	IL03847	E000339
Inspector	Bieda, Joe	IL02908	C-3241
Inspector	Davis, Walter	IL01956	C-1416
Inspector	Foley, Pete	IL04173	E0004193
Inspector	Griffin, Jim	IL02590	C-2894
Inspector	Hazucha, Mike	IL03649	E000129
Inspector	Hohmann, Chuck	IL01959	C-3574
Inspector	James, Ed	IL04887	C-5471
Inspector	Kelly, Doug	IL01958	C-1024
Inspector	Lubomski, Ed	IL04467	C-1124
Inspector	Ozenbaugh, Bill	IL03032	C-3995
Inspector	Parker, Daimon	IL04711	C-3804
Inspector	Pavilon, C.J.	IL03950	C-4094
Inspector	Rejman, Barry	IL04506	C-4383
Inspector	Rotermund, Dave	IL01966	C-1023
Inspector	Saldana, Steve	IL05170	C-5707
Inspector	Thompson, John Jr.	IL01957	C-712
Inspector	Vantucci, Jim	IL03353	C-3239

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	Bednarz, Madonna
Office	Black, Catherine
Office	Blatz, Karyn
Office	McGovern, Mary
Office	Perez, Lisa
Office	Phillips, Steven
Office	Stanonik, Justin
Office	Thompson, Jackie

4. MANAGEMENT / EMPLOYEES

RESUMES

5. PROFESSIONAL LICENSES

TEIS STATE LICENSE

LICENSED INSPECTION COMPANIES

10/31/2016

<u>License Type</u>	<u>Company</u>	<u>Company Address</u>	<u>Company Phone #</u>	<u>Company License</u>
---------------------	----------------	------------------------	------------------------	------------------------

	Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60055	(847) 296-8211	IL03849
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**STATE OF ILLINOIS
OFFICE OF THE STATE FIRE MARSHAL
DIVISION OF ELEVATOR SAFETY**



James R. Thompson Center • 100 West Randolph St., Suite 4-600 • Chicago, IL 60601

ELEVATOR INSPECTION CO LICENSE NO. IL03849

Expiration Date (11/21/2018)

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.

Matt Perez

Matt Perez
STATE FIRE MARSHAL

Robert Capuani

Robert Capuani
DIRECTOR OF ELEVATOR SAFETY

5. PROFESSIONAL LICENSES
INSPECTOR LICENSE LISTS

LICENSED INSPECTORS

10/31/2016

<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	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Barry Rejman	IL04506
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Charles Hohmann	IL01959
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Clemens Pavilon	IL03950
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Dainon Parker	IL04711
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	David Rotermund	IL01966
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Douglas Kelly	IL01958
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Edward James	IL04887
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Edward Lubomski	IL04467
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	James Griffin	IL02590
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	James Vantucci	IL03353
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Joe Bieda	IL02908
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	John Ackerman	IL05093
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	John Thompson	IL01957
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Michael Hazucha	IL03849
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Peter Foley, Jr.	IL04173
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Sheldon Anderson	IL03947
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Steven Saldana	IL05170
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	Walter Davis	IL01956
Thompson Elevator Inspection Service INC	1302 Thayer Street, Mt Prospect, IL 60056	(847) 296-8211	William Ozenbaugh	IL03032

JURISDICTION ONLINE

Copyright © 2007 Praesea, LLC.

10/31/2016 12:26:30 PM

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6. REFERENCES / CLIENTS
STATEMENT OF EXPERIENCE

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

Statement of Experience

Thompson Elevator Inspection Service, Inc's. client base is primarily municipality / governmental clients. We have 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.

Please find attached Letters of Recommendation to support the statement above.

6. REFERENCES / CLIENTS

MUNICIPALITIES LIST

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

LIST OF MUNICIPALITIES

MUNICIPALITY	MUNICIPALITY	MUNICIPALITY
Addison	Highwood	Prospect Heights
Algonquin	Hodgkins	Richton Park
Arlington Heights	Homewood	Riverdale
Aurora	Huntley	River Grove
Barrington	Indian Head Park	Riverside
Bedford Park	Itasca	Riverwoods
Bellwood	Justice	Rolling Meadows
Bensenville	Kenilworth	Romeoville
Berkeley	LaGrange	Round Lake
Bolingbrook	LaGrange Park	Round Lake Beach
Broadview	Lake Barrington	Schiller Park
Brookfield	Lake Villa	Shorewood
Burbank	Lake Zurich	South Elgin
Carpentersville	Libertyville	Streamwood
Cary	Lincolnwood	Tinley Park
Clarendon Hills	Lockport	University Park
Country Club Hills	Lombard	Vernon Hills
Countryside	Long Grove	Wadsworth
Crete	Marengo	Warrenville
Crystal Lake	Matteson	Wauconda
Deer Park	Maywood	Waukegan
Diamond	Mokena	West Dundee
Downers Grove	Montgomery	Wheeling
East Dundee	Mt. Prospect	Willowbrook
East Hazel Crest	Mundelein	Wilmette
Elgin	New Lenox	Woodstock
Elk Grove	Niles	Worth
Elmhurst	North Riverside	Zion
Elwood	Norridge	
Evergreen Park	North Chicago	
Fox Lake	Northbrook	
Fox River Grove	Northfield	
Frankfort	Northlake	
Gilberts	Oak Forest	
Glencoe	Oak Lawn	
Glenview	Olympia Fields	
Glenwood	Old Mill Creek	
Grayslake	Orland Hills	
Gurnee	Oswego	
Hampshire	Palatine	
Hanover Park	Palos Hills	
Hawthorn Woods	Park City	
Harwood Heights	Park Forest	
Hazel Crest	Park Ridge	
Hickory Hills	Plainfield	

6. REFERENCES / CLIENTS

LIST OF REFERENCES

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056
 Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

LIST OF REFERENCES

Client Name	Village of Arlington Heights
Address	33 S. Arlington Heights Rd, Arlington Heights, IL 60005
Contact Name	Valerie Gerstein – Permits, Inspections, and Licensing Coordinator
Contact Information	Phone: 847-368-5562 Email: vgerstein@vah.com
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	1977-2008, returned 2012-current

Client Name	City of Elgin
Address	150 Dexter Court, Elgin, Illinois 60120
Contact Name	Raoul Johnston – Building and Development Manager
Contact Information	Phone: 847-931-5947 Email: johnston_r@cityofelgin.org
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	1981

Client Name	Elk Grove Village
Address	901 Wellington Ave, Elk Grove Village, Illinois 60007
Contact Name	Mike Krol – Senior Permit Technician
Contact Information	Phone: 847-357-4231 Email: mkrol@elkgrove.org
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	2005

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: joe@glenview.il.us
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	1979

Client Name	Village of Lombard
Address	255 East Wilson Ave, Lombard, Illinois 60148
Contact Name	Keith Steiskal – Building Official
Contact Information	Phone: 630-620-5750 Email: Steiskalk@villageoflombard.org
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
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, semi-annual code inspections
Services Provided Since	1986

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

Client Name	Village of Oak Lawn
Address	9446 South Raymond Ave, Oak Lawn, Illinois 60453
Contact Name	Don McKenna – Planning and Zoning Administrator
Contact Information	Phone: 708-449-7800 Email: dmckenna@oaklawn-il.gov
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections, invoicing and collections
Services Provided Since	1977

Client Name	Village of Palatine
Address	200 E Wood St, Palatine, Illinois 60067
Contact Name	Harry Spila – Director of Community Services
Contact Information	Phone: 847-359-9027 Email: hspila@palatine.il.us
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	1975

Client Name	Village of Rolling Meadows
Address	3600 Kirchoff Rd, Rolling Meadows, Illinois 60008
Contact Name	Valerie Dehner – Community Development Director
Contact Information	Phone: 847-506-6030 ext. 5001
Description of Services	Plan reviews, new construction inspections, modernization inspections, semi-annual code inspections
Services Provided Since	1982

6. REFERENCES / CLIENTS

LETTERS OF RECOMMENDATION

**CITY OF PARK RIDGE**

505 BUTLER PLACE
PARK RIDGE, IL 60068
TEL: 847/318-5291
FAX: 847/318-6411
TDD: 847/318-5252

URL: <http://www.parkridge.us>

DEPARTMENT OF COMMUNITY
PRESERVATION AND DEVELOPMENT
OFFICE OF THE BUILDING ADMINISTRATOR

October 28, 2009

Re: Thompson Elevator

To Whom It May Concern,

Consider this letter to be documentation of my complete satisfaction for the plan review and inspection services that Thompson Elevator has offered the City of Park Ridge.

Even as a board member of Northwest Building Officials and Code Administrators, a few years back, Thompson Elevator assisted our chapter of over 200 municipal building officials in understanding the elevator industry as well as the legislative evolution that was occurring at that time.

As the City of Park Ridge Building Administrator, I have witnessed Thompson Elevator professionalism and completed dedication to the industry. A few years ago, Mr. Thompson personally attended a meeting I had with my City Officials concerning the new technology of Machine Room-less Elevators. He was a huge asset to the meeting. Just recently The City of Park Ridge had experienced a disable elevator that served a high-rise elderly home. This was the only elevator available for the tenants. Thompson Elevator not only rushed their review but also altered their inspection schedule to accommodate this occurrence.

I have had nothing but excellent customer service from Thompson Elevator since my entry in this industry 14 years ago. Please contact me should you have any questions at 847-318-5322.

Respectfully,

A handwritten signature in cursive script that reads 'Steven L. Cutaia'.

Steven L. Cutaia, M.C.P.
Building Administrator

Cc File



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

DEM/mn

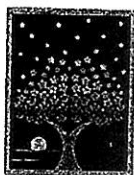
DAVE HEILMANN
VILLAGE PRESIDENT

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



**MUNDELEIN***Rooted in Our Past...
Reaching for Our Future*
1909-2009MECHANICS GROVE • HOLSOMB
ROCKEFELLER • AREA • 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

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 there staff to anyone desiring their professional services.

If you should have and 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 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



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

7. FEE PROPOSAL SHEET

THOMPSON ELEVATOR INSPECTION SERVICE, INC.

1302 E. Thayer Street Mt. Prospect, Illinois 60056

Phone: (847) 296-8211 Fax: (847) 296-5424 Email: info@thompstonelevator.com

Village of Downers Grove**SERVICES / SCHEDULE OF FEES**

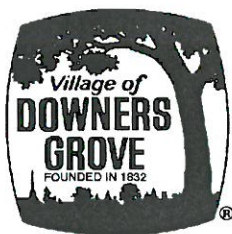
Applies to all Commercial and Residential Conveyances

Inspections are completed Monday through Friday, between 8 AM – 5 PM, by State / QEI Licensed Inspectors

TEIS proposes to complete semi-annual inspections, reinspections (as needed), and new construction inspections on all Village of Downers Grove owned conveyances at **no charge. Fees for remaining units in Village limits are as followed:

TYPE OF SERVICE:	FEE:	SERVICE PROVIDED BY TEIS:	ADDITIONAL NOTES:
Safety Inspection (2x a year)	\$30.00 per unit	<ul style="list-style-type: none"> • Schedules inspection with Building Owner, as applicable • Provides State approved forms • Provides insurance • Provides copies of all inspections to municipality 	<ul style="list-style-type: none"> • Upon semi-annual inspection cycle, TEIS will inspect automatically during time period • Building Owner signs and receives white copy
Safety Re-Inspection (as needed)	\$30.00 per unit	<ul style="list-style-type: none"> • Schedules inspector to return to building • Provides State approved forms • Provides insurance • Provides copies of all inspections to municipality 	<ul style="list-style-type: none"> • Re-inspection typically occurs 30 days after previously failed inspection • Building Owner signs and receives white copy • After 3 failed inspections, building is turned over to Village for further action
New Construction (NC) or Mod New Construction (Mod NC) Inspection/Reinspection	\$50.00 per unit	<ul style="list-style-type: none"> • Coordinates appointment with Elevator Company • Provides State approved forms • Provides insurance • Provides copies of all inspections to municipality 	<ul style="list-style-type: none"> • Elevator Company contacts TEIS to schedule appointment when work is complete
Architectural Plan Review (New or MOD Construction)	<u>No Charge</u>	<ul style="list-style-type: none"> • Review of architectural plans • Completed plan review returned to municipality, or appropriate party 	<ul style="list-style-type: none"> • TEIS will bill Elevator Company, or appropriate party, directly
Final Elevator Shop Drawings Plan Review (New or MOD Construction)	<u>No Charge</u>	<ul style="list-style-type: none"> • Review of elevator drawings • Completed plan review returned to municipality 	<ul style="list-style-type: none"> • TEIS will accept plans via email, as applicable • TEIS will return plans via email, as applicable
Safety Inspection Not Ready (Information Report)	<u>No Charge</u> – 1 time allowance	<ul style="list-style-type: none"> • Provides State approved forms • Provides insurance • Provides copies of all inspections to municipality 	<ul style="list-style-type: none"> • Inspection unable to be performed due to building and/or unit not being ready on day of inspection • If unit is broken upon arrival, a re-inspection is scheduled by TEIS for 30 days after initial inspection • If building is locked/vacant upon arrival, a re-inspection is scheduled at the discretion of the AHJ

** TEIS is willing and able to make changes, if needed, to meet Village procedures or goals/objectives



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