



HOFFMAN ESTATES

GROWING TO GREATNESS

October 9, 2024

**SUBJECT: Request for Proposals:
Elevator & Conveyance Device Inspection and Plan Review
VILLAGE OF HOFFMAN ESTATES**

CLARIFICATIONS AND RESPONSE TO QUESTIONS

To Whom It May Concern:

This letter is meant to clarify inquiries regarding the RFP for Elevator & Conveyance Device Inspection and Plan Review- Dec 2024 to Dec 2027. This is not considered an addendum, but an additional resource for your information and consideration.

Question # 1

In the RFP, it states "the following should be included in the RFP response:

2. Professional Licenses: Provide copies of required licenses from the State of Illinois. a. State Licensed Elevator Inspector for all inspectors b. Registration as a State Licensed Firm, assigned to the Village of Hoffman Estates c. National Association of Elevator Safety Authorities accredited (NAESA) Qualified Elevator Inspector Certification (Q.E.I.)"

Our inspectors are licensed in their home state. Are they able to take the Illinois exam and be awarded their state license upon award?

Can the business get registered as a State Licensed Firm in Illinois, assigned to the Village of Hoffman Estates?

Response:

All inquiries and questions regarding Illinois State Licensing for Elevator Inspectors and State Licensed Elevator Inspection Company should be directed to the Elevator Division of the Office of Illinois State Fire Marshall. [Elevator Safety \(illinois.gov\)](http://ElevatorSafety(illinois.gov)). Contact number- 312-814-1325. Registration forms and requirements are available at [Elevator Applications and Forms \(illinois.gov\)](http://ElevatorApplicationsandForms(illinois.gov))

The above clarifications have been made to assist you in preparing your proposal. Thank you for your consideration.

Sincerely,

Sanyokta Kapur

Sanyokta Kapur
Director of Building and Code Enforcement