



Building & Property Standards

Bulletin 013**Version 042511****Contractor Registration Requirements****Purpose:**

The purpose of this bulletin is to inform permit applicants of requirements for contractor registration with the Village of Oak Park.

Applicability:

The Village of Oak Park Building & Property Standards Department requires that contractors who are performing work that requires a construction permit be properly registered before they can obtain a permit for the work. Registration requirements vary depending on the type and scope of work a contractor is doing. This handout should not be misconstrued to override or change any Federal, State of Illinois, Cook County, or Village of Oak Park legal requirements. As these requirements are subject to change, please check the Department's web page for the current version of this Bulletin.

Insurance:

All contractors, with the exception of State of Illinois Plumbing Contractors, are required to provide a certificate of commercial general liability insurance **OR** a surety bond, minimum of \$10,000, listing the Village of Oak Park, 123 Madison Street, Oak Park, IL 60302 as the certificate holder. Faxed copies of the certificate will be accepted. Bonds must be original.

All contractors applying for a Right-of-Way Opening permit, must provide a certificate of general liability insurance, minimum \$200,000, **OR** a surety bond, minimum \$50,000 naming the Village of Oak Park, 123 Madison Street, Oak Park, IL 60302 as 'additional insured'. Faxed copies of the certificate will be accepted. Bonds must be original.

Licenses:

The following licenses are required to be current for a contractor performing scopes of work regulated by the license. Contractors must submit a copy of their State of Illinois or other local municipal license as proof they are current. Contractors who are not required to carry a State of Illinois or other local municipal license will be required to obtain a Village of Oak Park Contractor's License. The license descriptions will be followed by (IL) for State of Illinois license, (OM) for other local municipal licenses, or (OP) for a Village of Oak Park license. State licenses will also include a reference number to the Illinois Compiled Statute (ILCS) that mandates the license requirements. The description will be followed with a list of {Permit Application Types} that a contractor with that license type will be eligible to apply for.

Alarm Installer's License (IL) [225 ILCS 447] –Generally burglar/fire alarm systems. Note that licensed Electrical Contractors may also install fire alarm systems as included in the State of Illinois Statute. {Fire System, Electrical}

Asbestos Abatement License (IL) [225 ILCS 207]– Generally, asbestos removal. {Building}

Boiler & Pressure Vessel Repair License (IL) [225 ILCS 203] –Generally welding repairs on boilers and pressure vessels. {Mechanical}

Contractor's License (OP) –Generally, any construction work requiring a permit, not regulated by other construction work licenses. Demolition, Building, Mechanical, Electric (communication wiring only)

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Electrical License (OM) –Generally, electrical work regulated by the National Electric Code adopted by the Village of Oak Park. Exception–Contractors installing communication wiring only, such as telephone, coaxial, or network cabling who do not have an Electrical License, may obtain a Contractor’s License to perform this work. {Electric}

Elevator License (IL) [225 ILCS 312] –Generally, any installation, modifications, or repairs to elevators, platform lifts, stairway chair lifts, escalators, moving sidewalks, and dumbwaiters. {Elevator}

Elevator License Limited (IL) [225 ILCS 312] –Generally, any installation, modifications, or repairs to platform lifts and stairway chair lifts. {Elevator}

Fire Equipment License (IL) [225 ILCS 216] –Generally, any installation, modifications, or repairs to non-water based fire suppression systems. {Fire System}

Fire Sprinkler License (IL) [225 ILCS 317] –Generally, any installation, modification, or repairs to water based fire suppression systems in residential buildings with more than 8 units (2-½ story maximum), and non-residential buildings. {Fire System}

Irrigation License (IL) [225 ILCS 320] –Generally, lawn sprinkler systems regulated by the State of Illinois Plumbing Code. {Plumbing}

Underground Storage Tank (UST) [Certification per OSFM] (IL) [225 ILCS 729] –Generally, any work on storage tanks used to store petroleum products. Certification must match work type per OSFM. {Tank}

Plumbing Contractor’s License (IL) [225 ILCS 320] –Generally, plumbing work as regulated by the State of Illinois Plumbing Code. {Plumbing}

Roofing License Limited (IL) [225 ILCS 335] –Generally, residential roofing on buildings consisting of 8 units or less. {Building}

Roofing License (IL) [225 ILCS 335] –Generally, any roofing work. {Building}