Item #5:

Village President Rodriguez

Oak Grove Drive Stop Sign Warrant Analysis Proposal

06/04/10

ESI CONSULTANTS, LTD
Excellence, Service, Integrity
NAPERVILLE • CHICAGO • CHARLESTON

May 10, 2010

David Lothspeich
Village Manager
Village of Long Grove
3110 RFD
Long Grove, Illinois 60047

Re: Proposal for Consulting Services
Oak Grove Drive and Prairie Crossing
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. we are pleased to submit this proposal for traffic engineering services for the all-way stop warrant analysis at Oak Grove Drive and Prairie Crossing. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

I. Project Understanding

The Village of Long Grove desires to evaluate the need for an all-way stop at the intersection of Oak Grove Drive and Prairie Crossing. A traffic count and warrant analysis are required to determine is an all-way stop is the appropriate traffic control for the intersection.

II. Scope of Services

Our proposed services are described as follows:

A. Study Phase

1. Conduct site visit to evaluate existing traffic conditions and collect data on the roadway and traffic control systems (maximum of 1 visit).
2. Obtain a manual all movement traffic count for 12 hours on a typical weekday at the subject location.
3. Conduct all-way stop warrant analysis for the subject location.
4. Prepare Warrant Analysis Report, which will include a description of existing conditions, data collection and analysis, and conclusions and recommendations. Submit up to three copies of the report to the CLIENT, its representatives and/or public agencies.
    - Provide Adobe pdf copies of documents for staff reproduction and distribution

Exclusions

The following tasks are not included in the scope of work:

1. Signal Warrant Analysis
2. Intersection Design Study
3. Additional traffic counts
4. Topographic Survey / Boundary Survey (previously prepared surveys will be utilized)
5. Road, site or other design
6. Evaluation of other intersections, not included herein
7. Revisions to the report.
8. Meetings with Village or presentations to other parties not specified in the Scope of Services.
9. Services rendered after the time limitations set forth in this contract.
10. Services required due to the discovery of concealed conditions, actions of others, or other circumstances beyond our control.
11. Services required to restart the project if you suspend our work at your convenience for more than 30 days during the performance of our services.
12. Items not specifically included herein

III. SCHEDULE

ENGINEER would expect to start our services immediately after receipt of your acceptance of this proposal. ENGINEER will submit the completed Warrant Analysis Report to the CLIENT within 45 calendar days of receiving an executed contract.

IV. FEE PROPOSAL

For the aforementioned ***Scope of Services,*** ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates for the prime and / or sub consultant plus direct expenses as a not to exceed fee of $2,500. The estimated staff hours are attached.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

Miscellaneous Contractual Items

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants dated April 14, 2004. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

ESI Consultants, Ltd.

Joseph Chiczewski
President

Accepted For:

Village of Long Grove

By: _____

Title: _____

Date: _____

Enclosures

All-way Stop Warrant Analysis
Oak Grove Drive and Prairie Crossing
Long Grove, IL

			PM / Principal	Proj. Mgr.	Engineer 3	Tech 3	min Asst 1/ inte
1	Filed Visit & Data Collection (Traffic Counts)			1			
a	Field visit to meaure lanes, etc.					1	
b	Traffic Count - 12 hours (6a-12p & 12p-6p)					2	14
c	Summarize Tabulate					1	
2	All-Way Stop Warrant Analysis			1			
a	Analyze intersection for All-Way Stop Warrant					2	
3	Report		2	2			
a	writing					2	
b	reproduction & binding						1
4	Administration		1	1			
		Total hours	**3**	**5**	**0**	**8**	**15**
		Hourly Rates	$162.00	$122.00	$87.00	$78.00	$48.00
		Sub-total	**$2,440**	**$486.00**	**$610.00**	**$0.00**	**$624.00**	**$720.00**
		direct costs	**$99**				
		TOTAL	**$2,539**				

All-way Stop Warrant Analysis
Oak Grove Drive and Prairie Crossing
Long Grove, IL

1	Direct Cost	Item	Qty.	Unit Cost		Total
	a	Mileage (2 round trips from ESI to site)	160.00	$ 0.50	$	80.00
	b	copies / printing / publication of 3 copies of report	75.00	$ 0.25	$	18.75
	c				$	-
	Subtotal				$	98.75
				Markup		1
				Total	**$**	**98.75**

Direct Cost

DAVID JOSHUA HERSHMAN
Attorney at Law
1237 SOUTH ARLINGTON HEIGHTS ROAD
ARLINGTON HEIGHTS, ILLINOIS 60005

(847) 437-2566
FAX (847) 437-0330

RECEIVED
APR 26 2010
VILLAGE OF LONG GROVE

April 23, 2010

FREEDOM OF INFORMATION ACT REQUEST

VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED AND REGISTERED MAIL

Mr. David Lothspeich
Village Manager
Village of Long Gtrove
3110 RFD
Long Grove, IL 60047

Dear Mr. Lothspeich:

Pursuant to the Illinois Freedom of Information Act 5 ILCS 140/1 et. seq., this letter is to formally request copies of the following:

1. The minutes of the Village Board meeting that approved the installation of stop signs in the Estates of Oak Hills and Oak Hills 1 (one) subdivisions.

2. The warrant or warrants, any warrant study, and/or any engineering study that is a part of the Village records for the purpose of installing stop signs in the Estates of Oak Hills and Oak Hills 1 (one) subdivisions.

3. The notices and minutes of the Zoning Board or any other Board that initially heard the request for the stop sign installation in the Estates of Oak Hills and Oak Hills 1 (one) subdivisions.

4. Any and all other documents, drawings, minutes of meetings, and/or reports that the Village has regarding the stop signs in the subdivisions of Estates of Oak Hills and Oak Hills 1.

Mr. Lothspeich, please advise me of the cost of copying said documents and I will forward a check to you.

Thank you for your attention to this matter.

Sincerely yours,

David J. Hershman

DJH/ams

OAK HILLS SUBDIVISION
AM TRAFFIC ENFORCEMENT

TOTAL TRAFFIC STOPS — 16

DATE	SUBDIVISION RESIDENT	NON RESIDENT
10-1-09	2	0
0-2-09	2	0
0-5-09	1	0
0-8-09	1	1
0-14-09	1	0
0-23-09	1	0
0-29-09	1	2
1-5-09	2	0
1-10-09	1	0
1-13-09	1	0
TOTAL	13	3

STATISTICS

OCT 2009 - 12 TICKETS ISSUED

9 OUT OF 12 TICKETS ISSUED IN OCT. 2009 WERE ISSUED TO OAK HILLS SUBDIV. RESIDENTS.

NOV. 2009 - 4 TICKETS ISSUED

ALL 4 TICKETS ISSUED IN NOV. 2009 WERE ISSUED TO OAK HILLS SUBDIV. RESIDENTS.

FEB. 2010 - 2 TICKETS ISSUED.

BOTH TICKETS ISSUED TO OAK HILLS SUBDIV. RESID.

MAR. 2010 - 1 TICKET ISSUED TO OAK HILLS SUBDIV. RESID.

APRIL 2010 - 1 TICKET ISSUED TO OAK HILLS SUBDIV. RESID

TOTAL = 20 TICKETS ISSUED - 17 OF THESE

TICKETS WERE TO OAK HILLS SUBDIV. RESID

EXCUSES

1) TIRED FROM WORKING NIGHT SHIFT.
2) HAD 10 MIN TO CATCH TRAIN.
3) SAID NEVER CAME TO A FULL STOP, HURRY TO CATCH TRAIN

4) I AM A RESIDENT - 2 STOP SIGN VIOLATIONS AND SPEEDING 38 MPH IN A 25 MPH ZONE
   GIVEN TICKET FOR ONE STOP SIGN VIOLATION AND VERBAL WARNING FOR OTHER 2 VIOLATIONS.

5) MY MIND WAS PREOCCUPIED
6) ON MY WAY TO WORK, RUNNING LATE.
7) * STOPPED ONLY AFTER SEEING ME AND STOPPED IN MIDDLE OF INTERSECTION ABRUPTLY. SAID THIS IS A PRIVATE ROAD *
8) NOT PAYING ATTENTION. / ON CELL PHONE
9) DRIVER SAID SHE WAS DISTRACTED BY WAVING AT HER HUSBAND.
10) I WOKE UP ABOUT 30 MIN AGO, I WAS IN A COMPLETE BLUR.
11) IM IN A HURRY

12) RUNNING LATE FOR SCHOOL.

13) DRIVER WAS APPRECIATIVE FOR OUR ENFORCEMENT PRESENCE.

14) I WOULD HAVE STOPPED HAD I SEEN YOU.

15) RUNNING LATE FOR WORK TO GET DOWNTOWN