



**Letter of Intent and Concurrence
Non-Motorized Improvement – Sidewalk Installation
Arlington Heights Road – IL Route 83 to Lake Cook Road
County Section No. 17-00193-08-PV**

March 29, 2023

President Bill Jacob
Village of Long Grove
3110 Old McHenry Road
Long Grove, IL 60047

Dear President Jacob:

The Lake County Division of Transportation (LCDOT) is currently designing the reconstruction of Arlington Heights Road (County Highway 79) from north of IL Route 83 to Lake Cook Road, with construction anticipated to begin substantially in 2024 (IMPROVEMENT). LCDOT has had prior conversations with the Village of Long Grove (VILLAGE) to confirm interest in partnering to fill an existing sidewalk gap from north of Brittany Lane to Checker Drive. Upon completion, the new sidewalk will connect to existing sidewalk north of Brittany Lane and into the Lake County Forest Preserve’s trail system south of Checker Drive and will provide new pedestrian crossings at Checker Drive.

This letter is intended to memorialize this partnership and outline the terms and conditions for installation of the new sidewalk. Please find attached Exhibits A and B which show the sidewalk limits and estimated cost respectively. Per our discussions and standard practice, the VILLAGE’s cost participation, ownership, and maintenance responsibilities for the sidewalk improvements will be in accordance with the following:

1. The VILLAGE is desirous that the LCDOT constructs approximately 2,725 feet of 5-foot wide concrete sidewalk on the west side of Arlington Heights Road from the VILLAGE’S northern municipal boundary approximately 710 feet north of Brittany Lane, running south, to Checker Drive, along with curb ramps with detectable warnings, installation of pedestrian signals, and installation of crosswalks (SIDEWALK IMPROVEMENTS) as a part of the IMPROVEMENT as generally depicted in Exhibit A.

2. The VILLAGE agrees that the sharing of costs for the installation of the SIDEWALK IMPROVEMENTS shall be in accordance with the LCDOT's Non-Motorized Policy; namely, LCDOT shall pay for the design engineering, construction and construction engineering, and land acquisition (temporary easements) for the SIDEWALK IMPROVEMENTS, with reimbursement by the VILLAGE in an amount equal to twenty percent (20%) of these costs. The VILLAGE's share of the SIDEWALK IMPROVEMENTS is currently estimated to be \$39,789.15 as depicted in Exhibit B.

The VILLAGE further agrees that upon award of the construction contract, the VILLAGE will pay to LCDOT a lump-sum amount equal to ninety-five percent (95%) of its obligation for the SIDEWALK IMPROVEMENTS, based on awarded contract unit prices for the SIDEWALK IMPROVEMENTS and within thirty (30) days of the receipt of an invoice. At this time, it is estimated that the VILLAGE initial obligation to LCDOT will be \$37,799.69. The VILLAGE further agrees to pay the remaining five percent (5%) of its obligation for the SIDEWALK IMPROVEMENTS upon completion of the IMPROVEMENT, in a lump sum amount within thirty (30) days of the receipt of an invoice from LCDOT. This final obligation shall be based on the final costs and final contract quantities at contract unit prices for actual work performed for the SIDEWALK IMPROVEMENTS. At this time, it is estimated that the VILLAGE's final obligation to LCDOT will be \$1,989.46.

3. Upon completion of the IMPROVEMENT, the VILLAGE shall assume ownership and maintenance responsibility over the SIDEWALK IMPROVEMENTS, with the exception of any crosswalk markings on Arlington Heights Road (County Highway 79) that will be maintained by the LCDOT. The VILLAGE agrees to execute a MUNICIPAL UTILITY/FACILITY ACCEPTANCE ON A COUNTY HIGHWAY, included as Exhibit C, by August 1, 2023, memorializing their intent to own and maintain the SIDEWALK IMPROVEMENTS within the LCDOT right-of-way.
4. The Village agrees that, absent an emergency situation, the VILLAGE shall perform its maintenance on the SIDEWALK IMPROVEMENTS within the LCDOT right-of-way during non-peak traffic times, namely on weekdays, between 9:00 am and 3:00 pm, and in accordance with current LCDOT Traffic Control Standards.

Please indicate your concurrence with the provisions set forth herein by signing and returning a copy of this Letter of Intent and Concurrence. Your assistance and cooperation in this matter is greatly appreciated.

Sincerely,

Shane Schneider

[Shane Schneider \(Apr 1, 2023 11:24 CDT\)](#)

Shane E. Schneider, P.E.
Director of Transportation/
County Engineer

CONCUR:
VILLAGE OF LONG GROVE CONCURS WITH
THE PROPOSALS AS SET FORTH IN THIS
LETTER OF INTENT AND CONCURRENCE.

ATTEST:

Bill Jacob
President
Village of Long Grove

Village Clerk
Village of Long Grove
(seal)

Date:

Date:

EXHIBIT A – SIDEWALK EXHIBIT

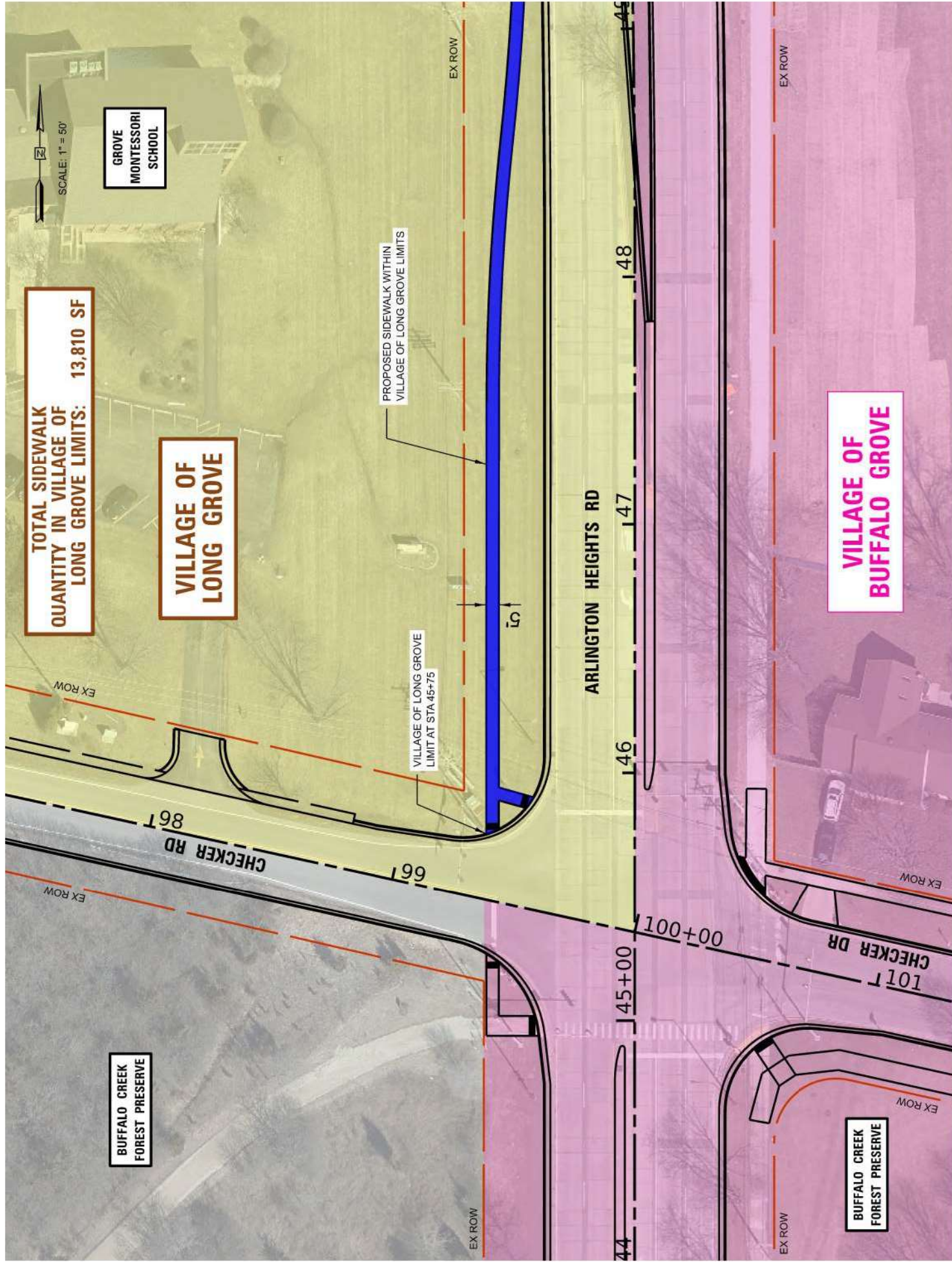


EXHIBIT A – SIDEWALK EXHIBIT

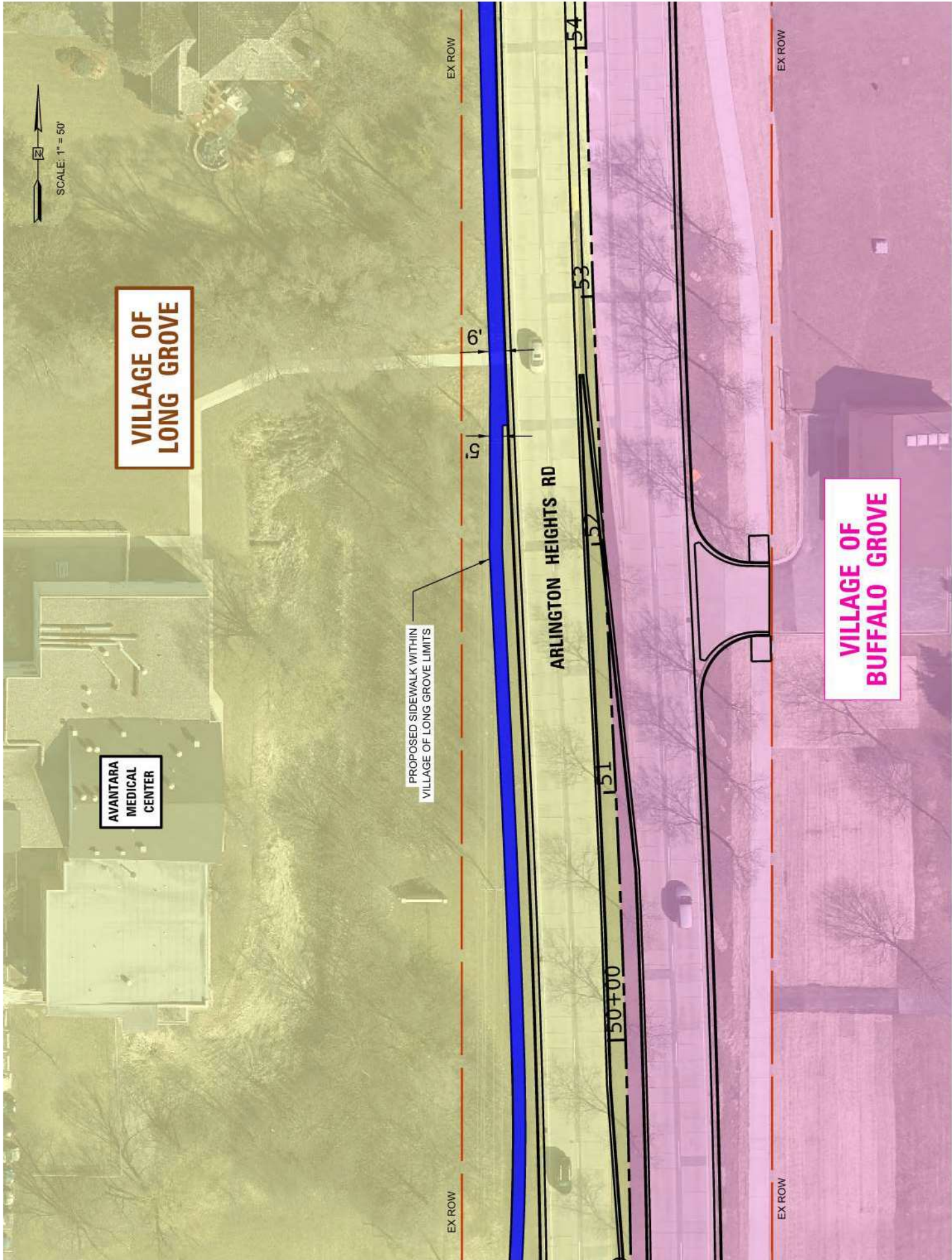


EXHIBIT A - SIDEWALK EXHIBIT

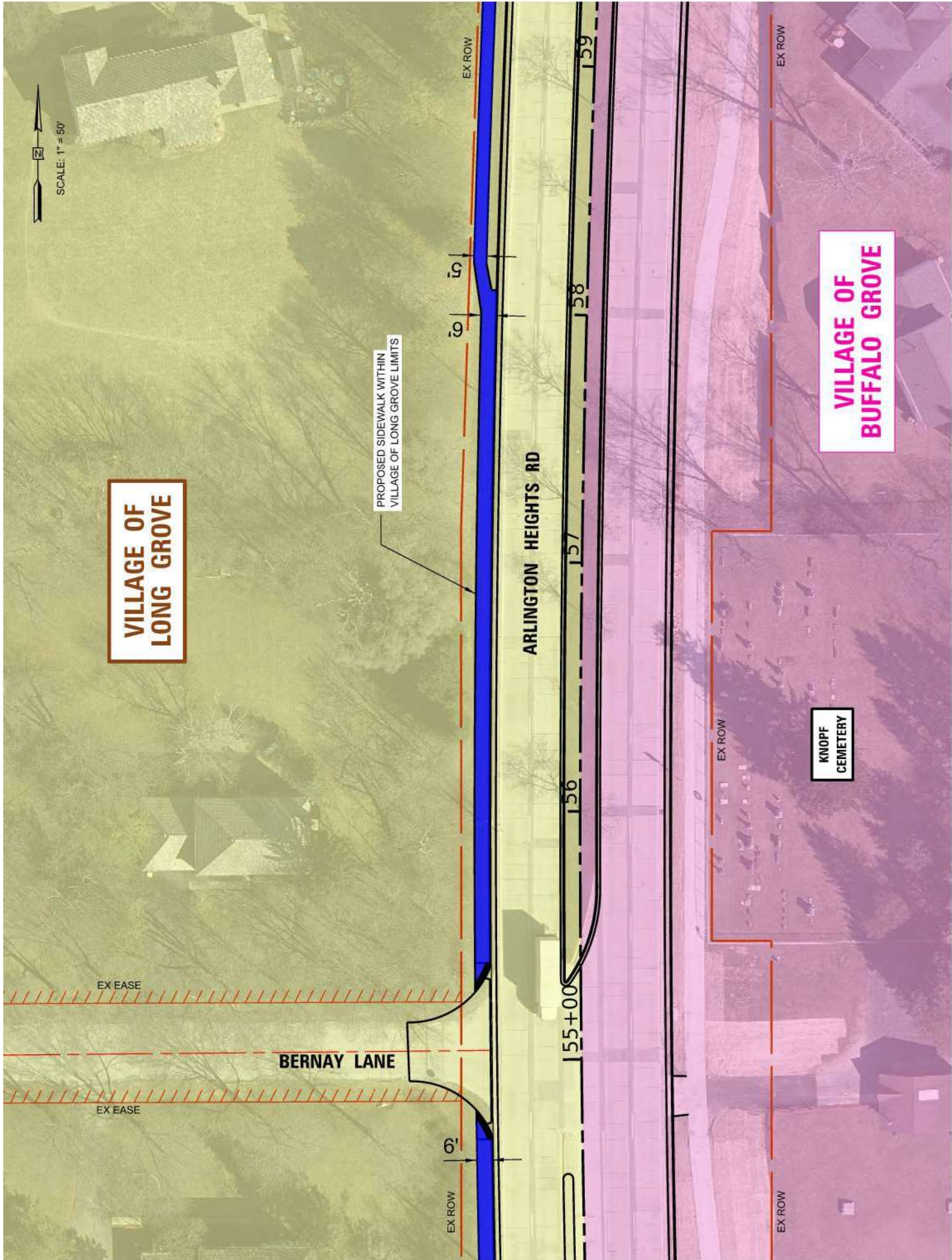


EXHIBIT A - SIDEWALK EXHIBIT

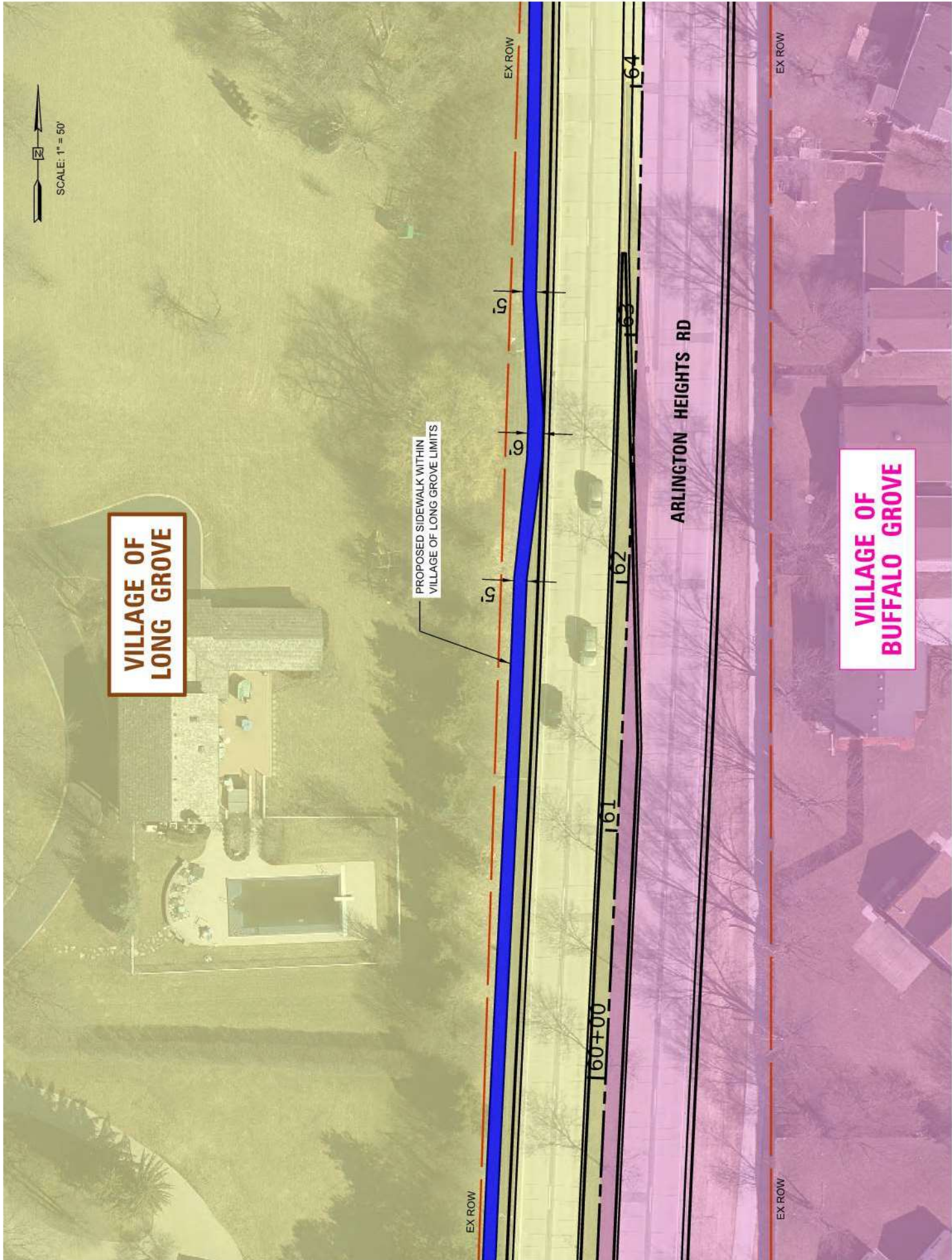


EXHIBIT A – SIDEWALK EXHIBIT

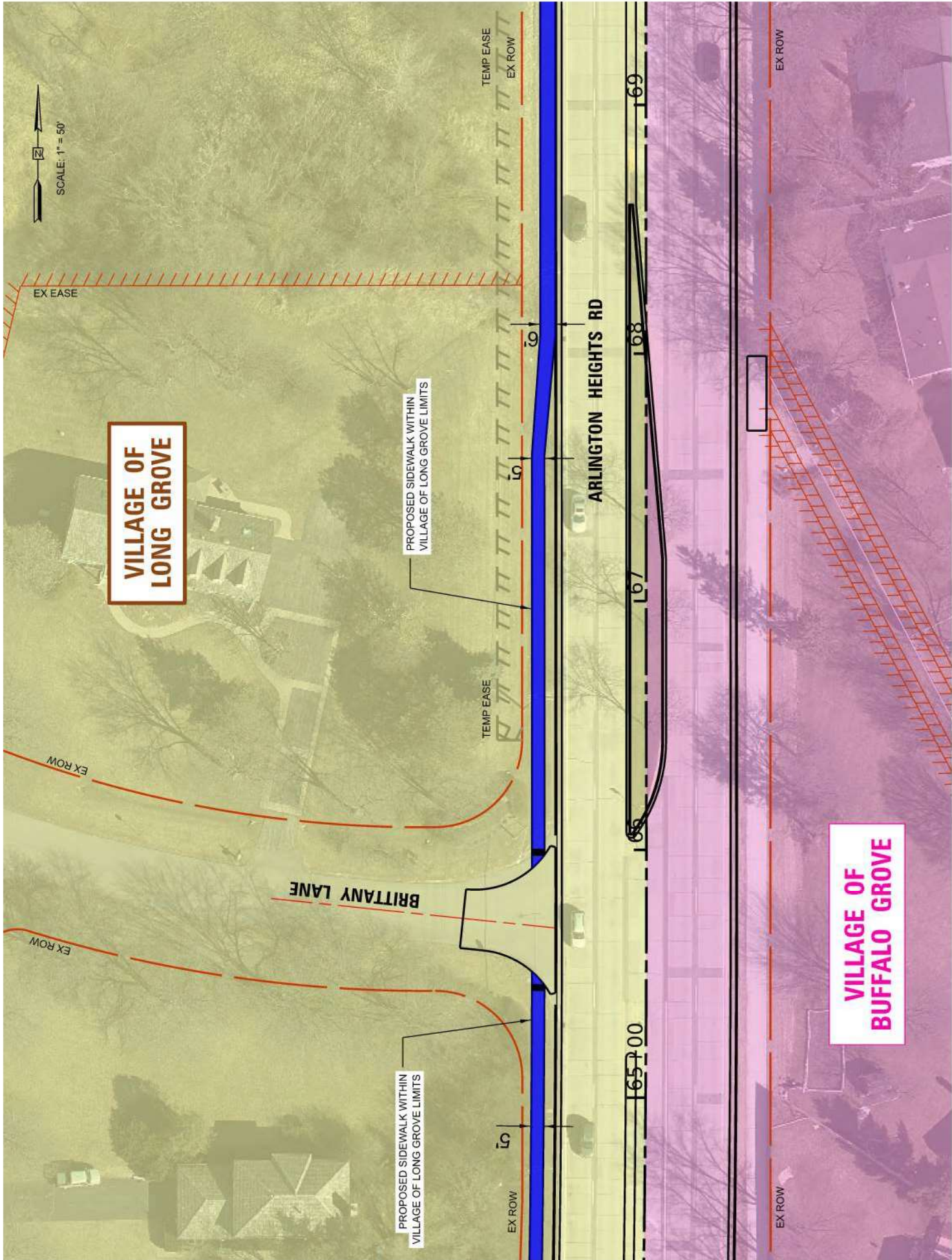


EXHIBIT A – SIDEWALK EXHIBIT

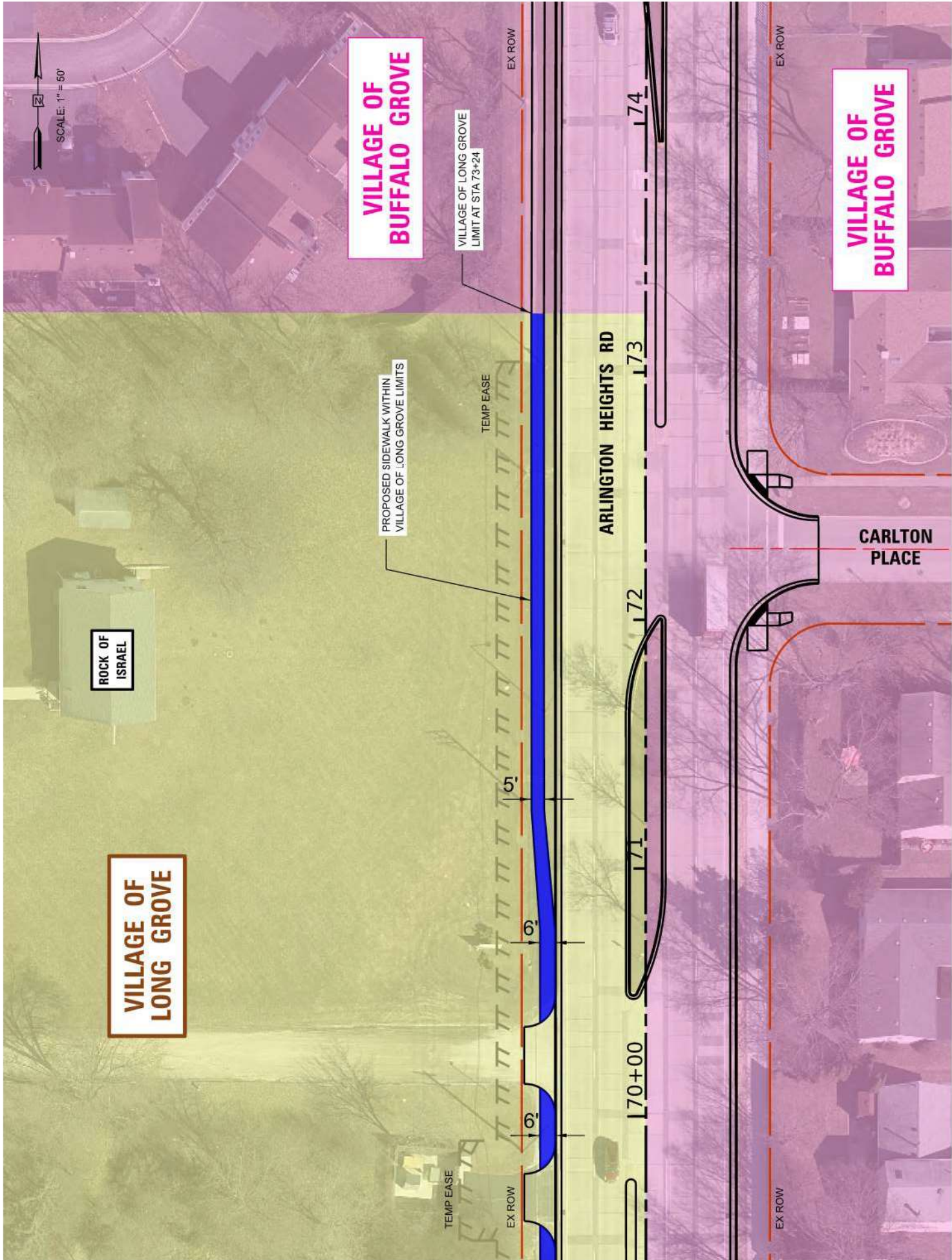


EXHIBIT B
County Section 17-00193-08-PV

Improvement	Total Cost	COUNTY Share	VILLAGE Share
Construction-SIDEWALK	\$161,492.10	\$129,193.68	\$32,298.42
Design Engineering*	\$11,304.45	\$9,043.56	\$2,260.89
Construction Engineering**	\$16,149.21	\$12,919.37	\$3,229.84
Right-of-Way (Temp. Easements)	\$10,000.00	\$8,000.00	\$2,000.00
Total Costs	\$198,945.76	\$159,156.61	\$39,789.15

*-Design Engineering is calculated as 7% of construction

**-Construction Engineering is calculated as 10% of construction

FOR LCDOT USE ONLY	
Permit Number	



Exhibit C

600 W. Winchester Road
 Libertyville, IL 60048
 Telephone: (847) 377-7400
 hdpermits@lakecountyil.gov

MUNICIPAL FACILITY ACCEPTANCE ON A COUNTY HIGHWAY

(Please print or type)

Municipality: Village of Long Grove
 Mailing Address: 3110 Old McHenry Road, Long Grove, IL 60047
 Website: Click here to enter text. Telephone: 847-634-9400

Being a municipal corporation in the State of Illinois, County of Lake, hereby requests permission from the County Engineer of Lake County to location and maintain the below described Municipal Facility within the right-of-way limits of a County Highway in accordance with the Lake County, IL Code of Ordinances, as amended. The Municipal Facility is described as follows:

1. **Name of County Highway:** Arlington Heights Rd

2. **Location of Facility:** From: 710' north of Brittany Lane
 (From street to street with offsets) To: Checker Road

3. **Type of Municipal Facility** (check all that apply):
 Street lighting Sanitary sewer line Water main/Water line
 Sidewalk Bike path Other Detectable Warnings

4. **Facility to be constructed by** (check all that apply):
 Municipal Crew Contractor Developer
 Other Enter text.

Name & Company: TBD, to be done as part of LCDOT's Arlington Heights Reconstruction (17-00193-08-PV)
 Mailing Address: Enter text.
 Telephone Number: Enter text. Mobile Number: Enter text.
 E-mail Address: Enter text.

Additional contact (if needed):
 Name & Company: Enter text.
 Mailing Address: Enter text.
 Telephone Number: Enter text. Mobile Number: Enter text.
 E-mail Address: Enter text.

5. **Comments** (if needed): Village is accepting ownership and maintenance of the sidewalk and detectable warnings.
The crosswalk striping on Arlington Heights Road will be maintained by LCDOT.

NOTES: This Acceptance is subject to the General Conditions as printed on the reverse side of the form.
THIS APPLICATION IS ONLY VALID WHEN AN ORIGINAL SIGNATURE IS PROVIDED ON PAGE 2.

Exhibit C

GENERAL CONDITIONS FOR MUNICIPAL FACILITY ACCEPTANCE ON A COUNTY HIGHWAY

1. In submitting this Acceptance, the Municipality agrees to comply with the various policies, conditions and requirements of the Lake County Division of Transportation, whether written or verbal and the Lake County, IL Code of Ordinances, as amended.
2. The Municipality shall supply, at its expense, such information or submittals as may be required for review and to make such changes or revisions as required by the Lake County Division of Transportation.
3. Lack of an immediate response to this form or any information or submittals supplied for review and/or comment shall not be construed as approval or acceptance by the County Engineer or the Lake County Division of Transportation, nor shall they be held responsible for any costs or delays due to the processing time required.
4. The review of the Municipal Facility shall be based on the primary use of the County Highway right-of-way for the safe and efficient movement of vehicular traffic and the maintenance and improvements needed to support such primary use.
5. The Lake County Division of Transportation shall not be responsible for providing room within the County Highway right-of-way for the Municipal Facility.
6. This Acceptance does not relieve the Municipality from complying with any statutes, regulations, ordinances or administrative orders of the Federal, State or County Governments or any political subdivision or administrative agencies that may apply to the Municipal Facility.
7. The Municipality shall obtain permission from the legal property owner of the County Highway right-of-way where the Municipal Facility will be located.
8. Unless otherwise stated in the issued Facility Permit, the Municipality and its successors and assigns shall be responsible for the following:
 - a. The operation and maintenance of the Municipal Facility within the County Highway right-of-way. Such operation and maintenance shall include keeping the Municipal Facility in a safe condition for use by the Public, not creating any hazardous conditions, providing any special maintenance which may include cleaning ice and snow from sidewalks or bike paths or additional mowing of adjacent turf areas, making changes or revisions to the Municipal Facility needed because of the maintenance operations of the Lake County Division of Transportation or use of the County Highway right-of-way by the General Public and restoring portions of the County Highway right-of-way disturbed by repairs, maintenance, extensions, service connections, and/or other work done to the Municipal Facility without a Facility Permit being issued.
 - b. Any additional costs to the County of Lake and/or its Division of Transportation for road improvements and/or maintenance work due to the location and/or use of the Municipal Facility within the County Highway right-of-way. Such costs can include adjustments needed to the Municipal Facility to accommodate said road improvements and/or maintenance work and/or damage to County Property and/or equipment.
 - c. For indemnifying, defending and holding harmless the County of Lake and the Lake County Division of Transportation including their elected and duly appointed officials, agents, employees and representatives from and against any and all claims, suits, actions, losses, expenses, damages, injuries, deaths, judgments and demands arising from and relating to the location and/or use of the Municipal Facility within the County Highway right-of-way regardless of any limitations of insurance coverage.
 - d. Other items as specified in the Lake County, IL Code of Ordinances, as amended.
9. If a separate application is made by an Applicant other than the Municipality to construct the Facility, then the Municipality, by submitting this Acceptance, hereby acknowledges that it will become the successor or assign of this Applicant for the said Facility.

SIGNATURE BLOCK

ATTEST:	FOR THE MUNICIPALITY:
_____ Municipal Clerk	By: _____ Municipal Mayor/President
_____ (Printed name of above signature)	_____ (Printed name of above signature)
	Date: _____