



March 15, 2024

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, Michigan 48309

Attn: Mr. Bill Fritz, PE, Director, Department of Public Services

Re: Safe Streets for All
Planning Grant Application

HRC Job No. 20240223

Dear Mr. Fritz,

Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this proposal to assist the City in preparing a grant application for the Safe Streets for All (SS4A) funding program through the U.S. Department of Transportation. HRC will lead the effort in preparing this application and will work with City of Rochester Hills staff to provide a complete grant application package.

In general, HRC will perform the following:

- Complete Required Forms
- Develop Resolution for City Council with local match commitment
- Application Narrative
 - Develop scope and cost of action plan
 - Develop narrative of plan
- Develop Map
- Coordination with the Road Commission for Oakland County and Southeast Michigan Council of Governments for letters of support.

Based on our estimate of the work required, the not to exceed cost to complete the competitive application is **\$8,000.00**. The costs will be invoiced on a time and material basis per our existing agreement with the City.

HRC is prepared to commence work on this project immediately following the City's authorization to proceed to meet the application deadline of **May 16, 2024**.

Thank you for this exciting opportunity to serve the City and help secure federal funding. If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, Inc.



Charles E. Hart, P.E.
Vice President

Sarah Plumer, PTP
Senior Transportation Planner

Accepted By:

CITY OF ROCHESTER HILLS

Signature: _____

Written Name: _____

Title: _____

Dated: _____