



January 11, 2024

City of Rochester Hills  
1000 Rochester Hills Dr.  
Rochester Hills, MI 48309-3033

Attn: Paul Davis, P.E.  
City Engineer/ Deputy DPS Director

Re: Proposal for Professional Engineering Services  
As-Needed Traffic Engineering Services

HRC Job No. 20240027.86

Dear Mr. Davis:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to present this proposal to provide as-needed traffic engineering services to the City. We propose that all items of work be completed under the terms and conditions of our existing Agreement for Professional Engineering Services.

HRC's understanding of the scope of work is based on conversations and correspondence with the City, and our experience providing comparable services to the City of Rochester Hills and other communities. Services may include traffic studies, data collection / processing, signal warrant studies, traffic control plans and specifications, reviews of traffic-related issues, sight distance evaluations, and other supporting traffic engineering services typically required or requested.

HRC is experienced in a wide range of traffic engineering experience, a thorough understanding of the guiding principles and guidelines, and is regularly designing and exploring current technology and effectiveness of new technologies and innovative approaches. HRC also regularly works with agencies within the community, including RCOC, MDOT, and adjacent communities. If requested, HRC can also communicate and coordinate closely with these agencies on the City's behalf.

Ms. Lia Michaels, P.E. will be HRC's Project Manager for these services due to her experience working with City staff and with comparable projects. Charles Hart, P.E. will provide project oversight, staffing coordination, and communication as required to ensure a successful project. HRC's team will also include Nick Nicita, Jake Darnall, Jordan Hankin and other additional engineering and support staff as required. The project team will also communicate regularly with Dan Mitchell and Brad Shepler to ensure the project is coordinated successfully and that the City's expectations are met.

HRC is ready to provide these services immediately upon authorization and on an as-requested basis. Based on our discussions, HRC is proposing to provide these services through 2024 with an initial budgeted allowance of \$75,000. The total fee for undertaking the work as described in this proposal will be provided on a time and materials basis. Individual tasks for services under this contract may be scoped and developed to provide specific costs by task in situations where this is warranted. In other situations, the work will be completed and invoiced on a time and material basis in accordance with our current contract. In either scenario the contract total will be tracked and the total \$75,000 limit will not be exceeded without written authorization from the City.

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

CEH/ceh

City of Rochester Hills; Bill Fritz, Keith Depp  
HRC; D. Mitchell, L. Michaels, J. Darnall, File

Recommended by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_  
Bill Fritz, P.E., DPS Director

Date: \_\_\_\_\_

Approved by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_  
Bryan K. Barnett, Mayor

Date: \_\_\_\_\_