



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2025-0020 Version 2

**TO:** Mayor and City Council Members

**FROM:** Bill Fritz, P.E., Director Department of Public Services

**DATE:** September 22, 2025

**SUBJECT:** Request for Acceptance of Updated Grant Agreement:  
2024 Safe Streets and Roads for All Grant Program  
Federal Award Number: 693JJ32540430  
City File #E24-012

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**REQUEST:**

The Department of Public Services requests that City Council accept the updated terms of the U.S. Department of Transportation Federal Highway Administration Office of Safety Grant Agreement, Federal Award Number 693JJ32540430, for \$440,000.00 over the next two years for development of a Comprehensive Safety Action Plan and two (2) Supplemental Planning activities; Non-Motorized Network Gaps & Safety Study and a Neighborhood Traffic Calming Program and Policy with the City of Rochester Hills providing funding in the amount of \$110,000.00 for a total eligible project cost of \$550,000.00 and further authorizes the Mayor to execute the updated agreement on behalf of the City.

**REASON FOR PURCHASE:**

This grant agreement is between the Federal Highway Administration (FHWA) and the City of Rochester Hills. The City will receive a Safe Streets and Roads for All (SS4A) Grant. This grant is for the city to develop a Comprehensive Safety Action Plan and two supplemental planning activities: a Non-Motorized Network Gaps & Safety Study and a Neighborhood Traffic Calming Program & Policy.

The grant amount is \$440,000 with a 20% local match requirement (\$110,000) for a total project cost of \$550,000. The grant funds must be expended within two years of the grant agreement execution.

The grant agreement was brought forward to City Council on January 27, 2025 for approval. After that date, the FHWA made some minor updates to the agreement. The updates included: an increase to the period of performance from 24 months to 26 months, adjusted the milestone dates and other miscellaneous updates. The project will be completed in one phase and the final plan will be available by November, 2027.

**PROCESS:**

**Vendor Name and Address:**

U.S. Department of Transportation Federal Highway Administration Office of Safety  
1200 New Jersey Avenue, SE  
HSSA-1, Mail Drop E71-117  
Washington, DC 20590

**Reason for Selection:**

Grant Participation

**Method of Purchase:**  
Grant Project Agreement

**BUDGET:**

Funding is included in the FY 2025 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Local Street	203.501010	Federal Grant	\$220,000	+\$220,000	\$0
Pathway	214.501010	Federal Grant	\$220,000	+\$220,000	\$0
Local Street	474.801000	Traffic – Professional Services	\$275,000	\$275,000	\$0
Pathway	214.801000	Professional Services	\$275,000	\$275,000	\$0

**RECOMMENDATION:**

The Department of Public Services requests that City Council accept the updated terms of the U.S. Department of Transportation Federal Highway Administration Office of Safety Grant Agreement, Federal Award Number 693JJ32540430, for \$440,000.00 over the next two years for development of a Comprehensive Safety Action Plan and two (2) Supplemental Planning activities; Non-Motorized Network Gaps & Safety Study and a Neighborhood Traffic Calming Program and Policy with the City of Rochester Hills providing funding in the amount of \$110,000.00 for a total eligible project cost of \$550,000.00 and further authorizes the Mayor to execute the updated agreement on behalf of the City.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney      ☒ Yes      ☐ N/A