



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: 2026-0193

**TO:** Mayor and City Council Members  
**FROM:** Tracey Balint, P.E., Interim Director, Department of Public Services  
**DATE:** April 27, 2026  
**SUBJECT:** City's Transportation Master Plan Update – City File No. E26-006

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for the City's Transportation Master Plan Update to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$179,500.00 and further authorizes the Procurement Manager to execute the agreement on behalf of the City.

**REASON FOR PURCHASE:**

The City is in a unique and exciting position of having several major planning efforts occurring simultaneously this year. In recognizing this, City staff has been meeting to discuss the best approach to accomplish all of these studies. It was the City's initial intent to combine all these plans into one Request for Proposal, but after much discussion, the City determined that a formal solicitation would not be in the City's best interest due to the significant duplication of costs and services it would create based on some of the other efforts already being undertaken under other contracts.

HRC is currently managing the City's Safe Streets and Roads for All (SS4A) grant, and much of the required safety analysis, crash data, and non-motorized network studies are already being completed as part of that federal initiative. HRC has partnered with Beckett & Raeder, Inc., the consultant recommended for award for the Parks and Stewardship plans to ensure a unified public engagement strategy that avoids resident survey fatigue and maintains consistent branding across all City planning platforms. Leveraging HRC's existing institutional knowledge from the 2021 plan and their current involvement in concurrent City projects provides the best value, ensuring that the final Transportation Master Plan is technically cohesive and seamlessly integrated with the City's broader infrastructure and sustainability goals.

It is based on these factors, that the City is recommending award for the development of the City's Master Transportation Plan under the City's existing On-Call Professional Engineering Services Agreement with Hubbell, Roth & Clark, Inc. (HRC) as being in the best interest of the City based on all these factors.

**PROCESS:**

**Vendor Name and Address:**

Hubbell, Roth & Clark, Inc.  
555 Hulet Drive  
Bloomfield Hills, MI 48302

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2026 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road	492.801000	PS-08: Master Transportation Plan	\$150,000	\$143,600	\$6,400
Pathway Maintenance	214.801000	PS-08: Master Transportation Plan	\$50,000	\$35,900	\$14,100
		<b>Total</b>	<b>\$200,000</b>	<b>\$179,500</b>	<b>\$20,500</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for the City's Transportation Master Plan Update to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$179,500.00 and further authorizes the Procurement Manager to execute the 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