



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2026-0073

TO: Mayor and City Council Members

FROM: Tracey Balint, P.E., Interim Director, Department of Public Services

DATE: February 23, 2026

SUBJECT: As-Needed Traffic Engineering Services

REQUEST:

City Council is requested to authorize a blanket purchase order for as-needed traffic engineering services to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and OHM Advisors, Auburn Hills, Michigan in the amount not-to-exceed \$187,500.00 through October 31, 2028.

REASON FOR PURCHASE:

The City issued Request for Proposals for its On-Call Professional Engineering Services Contract. The City selected five (5) firms to be retained under this contract in order for the City to select the services of the appropriate firm at the time of a project based on their capacity and experience. The City has determined through this process that HRC and OHM Advisors is the best firms to provide as-needed traffic engineering services for the City based on familiarity with our ordinances and requirements, experience of the firm's engineering staff and qualifications related to traffic safety and industry laws and standards and capacity to perform the required services and are requesting authorization of a blanket purchase order for these services.

The Department of Public Services (DPS) receives requests to investigate neighborhood traffic concerns. The DPS can perform many of the requests in-house with our personnel but the magnitude of some study requests coupled with temporary department staffing shortages have made it challenging to complete this work in a timely manner. The use of engineering consultants has been utilized to supplement the department workload and complete specialized requests. Some past examples include as-needed construction engineering inspection services, as-needed survey services, and site/construction plan reviews.

PROCESS:

Vendor Name and Address:

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

OHM Advisors
2365 Pontiac Road, Suite #201
Auburn Hills, MI 48326

Reason for Selection:
Quality Based Selection

Method of Purchase:
Blanket Purchase Order

BUDGET:

Funding is included in the FY 2026 Adopted Budget and the FY 2027-2028 Projected Budgets

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road	472.801000	Traffic – Professional Services	\$100,000	\$100,000	\$0
Local Street	474.801000	Traffic – Professional Services	\$87,500	\$87,500	\$0
Total			\$187,500	\$187,500	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for as-needed traffic engineering services to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and OHM Advisors, Auburn Hills, Michigan in the amount not-to-exceed \$187,500.00 through October 31, 2028.

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