



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2025-0467

TO: Mayor and City Council Members

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

DATE: November 10, 2025

SUBJECT: MDOT HSIP Grant Engineering Design Services for Non-Motorized Crossing Improvements for Rapid Flashing Beacons at Tienken and Falcon and Tienken and Royal Doulton and Hawk Signals on Hamlin Road at Clinton River Trail Crossing and Hamlin Elementary School
City File Number E25-010

REQUEST:

The Department of Public Services (DPS) requests that City Council authorize a blanket purchase order/contract for engineering services for the Michigan Department of Transportation (MDOT) Highway Safety Improvement Program (HSIP) grant to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan the amount not-to-exceed \$83,270.00 and further authorizes the Procurement Manager to execute an agreement on behalf of the City.

REASON FOR PURCHASE:

City Council passed a resolution on March 28, 2025 to support the submission of an application for the Fiscal Year 2027 Federal Local Safety Program for the Highway Safety Improvement Program (HSIP) grant. On September 19, 2025 the City of Rochester Hills was notified that it has been awarded the MDOT HSIP grant for the fiscal year 2027 for the construction and to improve non-motorized crossings within the City. The Grant Agreement will be presented to City Council for approval when the construction project is brought forward to council for award and approval.

This grant will be used to install two (2) RRFBS (Rectangular Rapid Flashing Beacons) on Tienken Rd @ Falcon Dr and on Tienken Rd @ Royal Doulton Blvd as well as to install two (2) HAWK signals (High-Intensity Activated Crosswalk) on Hamlin Rd @ the Clinton River Trail crossing just west of Crooks Rd and at Hamlin Elementary School.

HRC is one of the City's selected on-call professional engineering firms and were requested to provide a proposal to perform the necessary work to provide engineering design documents for these crossings starting in FY 2025 through FY 2026, with construction of the crossing improvements anticipated in FY 2027.

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc
555 Hulet Drive
Bloomfield Hills, MI 48302-0360

Reason for Selection:

Quality Based Selection Process

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2025 and FY 2026 Adopted Budget.

Funding in the amount of \$30,000 is included in the FY 2025 Adopted Budget for the Preliminary Engineering (PE) portion of (1) the Tienken near Medinah Mid-Block Crossing. Funding in the amount of \$75,000 is included in the FY 2026 Adopted Budget for the PE portion of (2) the Hamlin Elementary HAWK Signal.

Note: Due to the grant award, the PE phase is also proposed to include (3) a mid-block crossing on Tienken Rd @ Falcon Dr as well as (4) a HAWK signal on Hamlin Rd @ the Clinton River Trail crossing just west of Crooks Rd.

If approved by City Council, the Fiscal Division will prepare a 1st Quarter 2026 Budget Amendment to move the construction budgets for (1) Tienken near Medinah Mid-Block Crossing and (2) Hamlin Elementary HAWK Signal to FY 2027 when the actual construction is anticipated. The Highway Safety Improvement Program (HSIP) grant revenue will also be included in the FY 2027 Budget to offset those construction costs.

As well, as part of the upcoming 2027-2032 Capital Improvement Plan (CIP) process, the City will include (3) the mid-block crossing on Tienken Rd @ Falcon Dr as well as (4) the HAWK signal on Hamlin Rd @ the Clinton River Trail crossing just west of Crooks Rd projects which will also be included in the FY 2027 Proposed Budget along with the Highway Safety Improvement Program (HSIP) grant revenue to offset those construction costs.

The only other costs anticipated after the City share of the construction of the four (4) Pathway Crossing improvements along with offsetting Highway Safety Improvement Program (HSIP) grant revenue in FY 2027, will be Construction Engineering (CE) Services estimated at \$150,000 which will be a City cost in FY 2027.

Fund Name	Department Account No	Account No. Description	2025-2026 Budget Amount	2025-2026 Cost	2025-2026 Remaining Budget
Pathway Construction Fund	403.974000	Land Improvement: Tienken Near Medinah Mid-Block Crossing (PE)	\$30,000		
Pathway Construction Fund	403.974000	Land Improvement: Hamlin Elementary HAWK Signal (PE)	\$75,000		
		GRAND TOTAL	\$105,000	\$83,270	+\$21,730

RECOMMENDATION:

The Rochester Hills DPS recommends that City Council authorize a blanket purchase order/contract for engineering services for the MDOT HSIP Grant to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan in the amount not-to-exceed \$83,270.00 and further authorizes the Procurement Manager to execute an agreement on behalf of the City.

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