



August 4, 2025

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

Attention: Mr. Keith Depp
Project Engineer, City of Rochester Hills

Regarding: Hampton Circle Transportation Alternatives Program (TAP) Grant
Scope of Professional Engineering Design Services

Dear Mr. Depp:

OHM Advisors Inc. (OHM) is pleased to submit this proposal for professional services for the completion of a TAP (Transportation Alternatives Program) Grant application to the Southeast Michigan Council of Governments (SEMCOG). The proposed project is to seek federal transportation funding for enhancements to the intermodal transportation system along Hampton Circle between Barclay Circle and Barclay Circle loop.

PROJECT UNDERSTANDING

OHM will prepare the online application and provide the required exhibits, cost estimates and other maps this application requires. OHM will utilize information developed in the Hampton Circle Traffic Study where OHM obtained traffic counts and prepared alternative lane use concepts converting this three-lane road into a mainly two-lane road with two on street bike lanes. Areas where there is insufficient room to add the on-street bike lane, an off-street pathway will be added to replace the existing 5' sidewalk with 10' pathway. The TAP funding, if received, will not fund strictly road rehabilitation, but will fund the improvement along the road that is within the bike lane limits. Road improvements beyond the bike lanes or off-street pathway would be the responsibility of the city to fund. It is known the city would have to provide at least 20% match to receive federal funding.

SCOPE OF SERVICES

The following is the scope of services that OHM will provide for this project:

- Preapplication meeting with the city to confirm goals of the project.
- Coordinate public input process to solicit feedback required for this project
- Utilize the required exhibits prepared in the study as needed to meet the requirements of the application. These include project location map, plan view drawings, road cross sections, and corridor photographs.
- Perform competitiveness analysis and create documentation required for the grant application.
- Update project cost estimate to reflect a 2027/2028 potential construction schedule.

SCHEDULE

OHM will submit the application by the submission due date which we understand is 10-01-2025. OHM will provide the city with a draft of the submittal one week prior to the due date.

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COMPENSATION

The services outlined above will be performed on an hourly basis for the not-to-exceed amount of seven thousand (\$7,000.00). The City will be invoiced for services on a monthly basis. The estimated budget breakdown is as follows:

▪ Exhibits	\$ 1,000
▪ Application Preparation	\$ 2,000
▪ Project Cost Estimate Modification	\$ 1,000
▪ City Coordination and Public Input Assistance	\$ 3,000
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Total	\$ 7,000

ASSUMPTIONS & EXCLUSIONS

- ▾ No formal engineering design plans for this project is included
- ▾ No permitting with external agencies is included
- ▾ No ROW coordination or preparation of exhibits are included
- ▾ No additional traffic counts, speed studies, or traffic are included
- ▾ Application of grant is based on Hampton Circle Study recommended concept only

CONCLUSION

Work will be done in accordance with the terms and conditions of the Continuing Services Agreement between OHM and the city.

Thank you for giving us the opportunity to be of service. We look forward to working with you on this project.

Sincerely,
OHM Advisors

Mark Loch, P.E.
Senior Project Manager

cc: Tim Juidici, PE, OHM

CITY OF ROCHESTER HILLS

Recommended:

BY: _____
Bill Fritz, Director – Dept of Public Service

Date

Approved:

BY: _____
Lisa Cummins, Procurement Manager

Date