

Executive Committee Meeting Agenda

Executive Committee Meeting

December 3, 2025 | Immediately following Board Meeting

1. **Call to Order**

ACTION ITEMS**

2. **October 23, 2025, Meeting Minutes**

3. **Contract Authorization: Local Concept Development (LCD) Intersection Study for CR 686 (Hartford Road) and Conrow Road Intersection Improvements in Delran Township, Burlington County, New Jersey**

INFORMATION ITEM

4. **Other Business**

a. **Old Business**

b. **New Business**

5. **Adjournment**

** Voting Members:

New Jersey

NJ Dept. Of Community Affairs: Jacquelyn A. Suárez

NJ Dept. Of Transportation: Francis O'Connor

NJ Governor's Appointee: Ed Potosnak

NJ Counties: Tom Stanuikynas

City of Camden: Victor Carstarphen

Pennsylvania

PA Governor's Policy Office: Anthony Luker

PA Dept. of Transportation: Michael Carroll

PA Governor's Appointee: n/a

PA Counties: Josh Maxwell

City of Philadelphia: Mark Squilla

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Executive Committee Meeting

October 23, 2025 | Virtual Meeting

ATTENDANCE

EXECUTIVE COMMITTEE MEMBERS AND VOTING ALTERNATES

New Jersey Department of Transportation, **Eric Powers**
New Jersey Department of Community Affairs, *not represented*
New Jersey Governor's Appointee, **Ed Potosnak**
Pennsylvania Department of Transportation, **Kristin Mulkerin**
Pennsylvania Governor's Policy & Planning Office, **David Alas**
Pennsylvania Governor's Appointee, *vacant*
City of Camden, **Edward Williams**
City of Philadelphia, **Christopher Pulchalsky**
Chester County, **Brian Styche**
Burlington County, **Tom Stanuikynas**

OTHER BOARD MEMBERS AND NON-VOTING REPRESENTATIVES TO THE COMMISSION

Bucks County, Bob Harvie, Scott Burton, Evan Stone
Delaware County, Christine Reuther, Gina Burritt
Montgomery County, Scott France
Gloucester County, Emily McGrath
Mercer County, Maria Connelly
Camden County, Ilene Lampitt
City of Trenton, Lisa Seriessyol
City of Chester, Paul Fritz
Federal Highway Administration, New Jersey Division, *(not represented)*
Federal Highway Administration, PA Pennsylvania Division, Ronnique Bishop
Federal Highway Administration, *(not represented)*
Federal Transit Administration, *(not represented)*
U.S. Department of Housing and Urban Development, *(not represented)*
U.S. Environmental Protection Agency, *(2 seats, not represented)*
New Jersey Department of Environmental Protection, *(not represented)*
New Jersey Office of Planning Advocacy, Lisa Avichal
Pennsylvania Department of Community and Economic Development, *(not represented)*
Pennsylvania Department of Environmental Protection, *(not represented)*
Delaware River Port Authority, Darlene Callands
New Jersey Transit Corporation, Louis Milan
Port Authority Transit Corporation, *(not represented)*
Southeastern Pennsylvania Transportation Authority, Jody Holton

DVRPC CO-COUNSEL

Pennsylvania Co-Counsel: **Jonathan Bloom**
New Jersey Co-Counsel: **Tom Coleman**

1. Call to Order

Chair Stanuikynas called the meeting to order at 11:36 a.m.



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ACTION ITEMS

2. September 25, 2025 Meeting Minutes

ACTION: Approve the September 25, 2025 Executive Committee meeting minutes.

MOTION by Mr. Potosnak, seconded by Ms. Mulkerin. All votes were cast in favor of the motion.
Motion passed.

3. Other Business

a. Old Business

b. New Business

4. Adjournment

ACTION: Adjourn Executive Committee meeting.

MOTION by Mr. Puchalsky, seconded by Ms. Mulkerin. All votes were cast in favor of the motion.
Motion passed.

COMMISSIONER'S SUMMARY SHEET

DELAWARE VALLEY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE MEETING

DECEMBER 3, 2025

Agenda Item:

3. Contract Authorization: Local Concept Development (LCD) Intersection Study for CR 686 (Hartford Road) and Conrow Road Intersection Improvements in Delran Township, Burlington County, New Jersey

Background/Analysis/Issues:

The Delaware Valley Regional Planning Commission ("DVRPC") issued a **Request for Proposals (the "RFP")** seeking consultant responses for the preparation of a Local Concept Development (LCD) study being advanced through its Local Capital Project Delivery (LCPD) Program. This program is consistent with the Project Delivery Process (PDP) recently implemented by the New Jersey Department of Transportation (NJDOT).

Through the RFP, DVRPC intends to engage one (1) firm to provide professional consultant services for conducting a LCD Intersection Study for CR 686 (Hartford Road) and Conrow Road Intersection Improvements in Delran Township, Burlington County, New Jersey.

The RFP was released on August 27, 2025, and was posted on OpenGov. Proposals were due on October 1, 2025. In response, DVRPC received ten (10) proposals.

As part of a qualifications-based procurement process, an RFP evaluation committee was created consisting of representatives from DVRPC and Burlington County. Each proposal submitted was evaluated in adherence to the following weighted criteria:

- **Technical approach and project understanding (40 Points)**
- **Professional qualifications and experience in similar work (30 Points)**
- **Ability to perform within schedule (30 Points)**

Based upon the evaluation and scoring of proposals, the evaluation committee identified **McCormick Taylor, Inc.** as the top-ranked firm and is the recommended awardee.

DVRPC staff will work with Burlington County partners and McCormick Taylor, Inc. to ensure timely and successful implementation and completion of the project deliverables.

Cost and Source of Funds:

The contract will be for a not-to-exceed amount of **\$350,000**.

The costs are funded from the following source:

Amount	Source of Funds
\$350,000	Federal Highway Administration - New Jersey Department of Transportation

Date Action Required:

December 3, 2025

Action Proposed:

The Executive Committee authorizes the Executive Director to enter into and execute a contract with **McCormick Taylor, Inc.**, with a not-to-exceed amount of \$350,000, for an initial term of eighteen (18) months.

Pursuant to satisfactory performance on the Services, McCormick Taylor, Inc. may be retained for additional work on the project, with costs to be determined at that time. Should additional funding become available for related work, DVRPC may negotiate with **McCormick Taylor, Inc.** to perform related work for up to four (4) additional years.