

BART Agreement Number: 6M8120

Approval Date: 2/28/18

Work Plan No. B.05 - Train Control Engineering Support Services – NS MUX Project

Scope:

Administration and Project Management: The Program Management Team will perform the following activities in support of the project:

- Coordinate workplan activities.
- Workplan communications/meetings/record keeping.
- Workplan progress reporting.
- Subconsultant management.
- Monthly progress reports and agreement administration.

Support Services (Services to be provided as a level of effort):

This Scope includes all work related to the development of a program in the form of several Train Control projects and contracts necessary to replace existing Train Control Equipment throughout the District. Work shall consist of the following including the coordination efforts required amongst multiple BART departments.

1. Develop Program, Project, and Contract Management Plans
2. Develop and Maintain Program, Project, and Contract Schedules
3. Contract Development:
 - a. Conduct Industry Review
 - b. Development of Contracting Plans for TCE Projects.
 - c. Support TCE Staff in preparing Cost Estimates, including Engineer's Estimates.
 - d. Facilitate and assist with coordination of particular design elements to be provided by other BART departments for the individual contracts.
 - e. Review and provide input and comments, as appropriate, for the Contract Technical Specifications.
 - f. Develop and prepare Contract Technical Specifications.
 - g. Develop necessary Contract/ Bid Documents for the Project, including Bidder/ Vendor's list
 - h. Provide inter-departmental support to the Project for any required addenda and/or clarifications during the Contract Bid Period.
 - i. Quality Control
4. Facilitate and assist with coordination of particular elements to be provided by other BART departments for the Project.
5. Conduct and attend coordination, progress, and special meetings, as required.
6. Attend and participate in Design Coordination Meetings, as required
7. Prepare and administer meeting minutes.

8. Assistance to BART RE /TCE staff on Project and Contracting Process and Procedures

Prime: HNTB/FMG JV

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Jade	\$276,928	Y	Y

Total Work Plan Value: \$299,335