

**BART Agreement Number: 6M8145**

**Approval Date: 04/08/22**

**Work Plan No. B.35-01 – Lead Scheduler & District Resource Loading/Forecasting in PM Planning & Scheduling Group**

**Scope:**

Specific duties and responsibilities shall include the following:

- a) Perform complex scheduling, planning, analysis, record keeping, and other management reporting related to Districtwide schedules.
- b) Make recommendations for action and assists in policy and procedure implementation.
- c) Assist other divisions and departments with the set-up/coordination of dedicated scheduling deliverables.
- d) Provide resource, manpower and equipment supply and demand forecasting, using graphs and charts to represent relationship of demand to supply, by interfacing with Program Managers, group managers and project managers.
- e) Present data to group management.
- f) Identify and implement methodology of interfacing Resource Data Base (RDB) with P6 to allow for resource impacts using actual and "what-if" scheduling analyses.
- g) Correlate the variances of previous schedules of partnering departments to capture, analyze, and recommend strategies to overcome conflicts.
- h) Prepare, update, and distribute short, medium, and long term Look-ahead schedules.
- i) Regular updating of Look Ahead Schedule changes in RDB and reporting changes.
- j) Coordinate with resource forecasting by sharing resource data base information with other groups outside of Capital Strategic Scheduling.
- k) Attending weekly and monthly coordination meetings
- l) Any additional duties requested by BART.

**Prime: Jacobs**

<b>Subconsultant</b>	<b>Amount</b>	<b>DBE (Y/N)</b>	<b>SBE (Y/N)</b>
Harvest Technic Systems Design	\$ 174,977	N	Y

**Total Work Plan Value: \$ 193,369**