

**BART Agreement Number: 6M8178**

**Approval Date: 07/23/2024**

**Work Plan No. A.03-01 Material Procurement and Warehouse Management  
Support for Capital Projects**

**Scope:**

PROJECT ID	PROJECT NAME
15EJRRRC	C-Line 34.5kV AC Cable Replace
15EJRRK	K-Line 34.5kV AC Cable Replace
49GH006	Enabling Works

WSP will provide continued programmatic procurement and warehouse management support services for Capital works including 34.5kV Cable Upgrade and Enabling Works Projects by BART Capital Construction & Maintenance forces. This Work Plan will require a variety of developed skill sets, due to the vast and diverse array of deliverables.

We are providing personnel with knowledge of the following:

- a. A working knowledge of the BART operating system (or similar) with respect to access, construction support
- b. Effective communication skills both written and verbal;
- c. Interpersonal skills: Establish rapport and manage relationships with various parties including employees, contractors, suppliers and clients involved in the execution of the projects.
- d. Principles and techniques of MS Word, Excel, Teams, Outlook, PowerPoint, Project or other scheduling software.

**2.1 PROCUREMENT SPECIALIST**

Procurement Specialist Beshoy Metry will work with and take direction from the District Project Manager and work with a variety of project teams as designed by the Project/Program Manager including the Design Support During Construction (DSDC) Engineering Team(s).

His anticipated duties include:

- a. Technical Drawing Bill of Materials Interpretation & Support
- b. Internal/External Engineering and Construction Communication
- c. Market conditions assessment
- d. Source selection criteria
- e. Vendor Identification
- f. Request for Proposals (RFP)
- g. Independent Cost Estimate (ICE) development & Support
- h. Purchase Requestion Package Elements development and support
- i. Material and technical compliance review
- j. Material Inspection Receiving
- k. Material handling instructions
- l. Site visits, if required

## 2.2 WAREHOUSE SPECIALIST

Warehouse Specialist, Patrick Ledesma, will work with and take direction from the District appointed Material Expeditor/Warehouse Manager at the referenced work locations or subsequent material delivery location(s).

Patrick's anticipated duties include:

- a. Delivery notifications and alerts
- b. Material delivery coordination, status tracking and reporting
- c. Material Laydown Request form processing
- d. Material status tracking and reporting
- e. Material Pulling & Preparation
- f. Purchase order status tracking and reporting
- g. Purchase Requisition development and tracking
- h. Inventory on-boarding
- i. Warehouse Support
- j. Material Inspection Receiving report processing
- k. Onsite Audit and inventory reporting support
- l. Material storage requirement compliance support
- m. Inventory flow and audit analysis

### Prime: WSP

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
AZAD Engineering	\$ 686,189	Y	Y

**Total Work Plan Value: \$ 1,239,103**