

BART Agreement Number: 6M8179

Approval Date: 09/26/24

Work Plan No. A.04-02 CM for BART AIP Construction Project 15NU-140 & 145

Scope:

Responsibilities may include but are not limited to the following:

- Construction contract administration
- Conduct Preconstruction Meeting
- QA construction inspection
- Progress Payments
- Change order processing, tracking and summary
- Review Contractor Schedule
- Review and Process Contractor's Site-Specific Work Plans (SSWPs) and attend System Access meetings to seek approval for planned work
- Review of submittals
- Review of Contractor RFIs
- Coordinate with designers as it relates to CCOs, submittals, RFIs and other issues as they come up
- Coordinate project support by BART's Engineering disciplines as needed
- SWPPP inspection
- Schedule review and monitoring
- Progress reports (RE + PM)
- Progress meetings w/contractor and BART
- Prepare project documentation including inspector's daily reports
- Verify field measurements and maintain as-built drawing records.
- NOPC and/or claims support
- Photo document project
- Coordinate with BART on Notification of Accident Damage/Injury
- Partnering
- Contract closeout
- Resolve outstanding issues
- Prepare Punchlist
- Final walkthrough
- Deliver to BART final project documents

Prime: HDR

Subconsultants: None

Total Work Plan Value: \$ 318,880