

Work Plan No A.02-01 BPDHQ GEC/CM/PM Support

Scope:

Consultant to provide design oversight, construction management oversight and project management oversight services for this PDB project.

Scope of services include:

Design Oversight:

- Perform oversight reviews of Contractor's programming and design submittals within 10 working days or as directed by the CM/team/BART PM to ensure Code compliance.
- Perform oversight reviews of construction submittals within 5 works days or as directed by the CM/team/BART PM to ensure compliance to approved design and Code.
- Attend construction meetings onsite as requested by the CM team/BART PM.
- Attend quarterly meetings to update project risk register.
- Attend site visits to witness testing and critical construction activities, conduct field investigations and as requested by the CM team/BART PM.
- Systems lead to coordinate directly with BART Systems Stakeholders (Comm, OCIO, CSE and telecom), as well as the contractor to help ensure good communication among parties, review designs, check for scope gaps, facilitate effective testing/commissioning, advise BART PM of any issues/challenges and provide recommendations and other duties as assigned.
- Support the CM team/BART PM in preparing punch lists during formal inspections.
- Support the CM team/BART PM in preparing change notices as needed.
- When requested, assist in the review of Potential Claims and Claims.
- Sign District's Final Design Conformance Certificate and Construction Conformance Certificate confirming that all work has been completed per Code requirements and that all comments have been resolved/addressed.
- All design reviews will be performed in accordance with BART Design Quality Management Plan (DQMP)

Construction Management Oversight:

- Interaction and correspondence with the Contractor.
- Coordinating the field activities.
- Document control.
- Process and review RFIs and Submittals within the time allotted by the contract.
- Preparation, negotiation and processing of change orders per BART Police Department Headquarters (BPDHQ) Oversight Manager's Manual.
- Cost estimation (Engineer's Estimates).
- Review contractor's monthly schedule updates.
- RE biweekly progress reports.
- Daily inspection of work utilizing checklists provided in the BPDHQ Oversight Manager's Manual to confirm Contractor is meeting Contract Requirements. Any non-conformances and punchlists will be documented and tracked to resolution.
- Review and approve the Contractor's quality control plans and ensure the Contractor complies to the approved plans and specifications.

Prime: TY Lin + TSE JV

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Azad	\$ 525,917	Y	Y
Robin Chiang	\$ 315,585	Y	Y
SOHA	\$ 176,146	N	N
YEI	\$ 229,576	Y	Y

Total Work Plan Value: \$ 2,203,557