

**BART Agreement Number: 6M8182**

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

**Work Plan No. B.17-01 Lafayette Station Site Improvements - Claim Support**

**Scope:**

Specific duties and responsibilities for the Claims Analyst, Resident Engineer, and Office Engineer shall include, but not be limited to, the following:

- a. Serves as the District Representative and is responsible to support BART Legal Department/General Counsel in dispute and claims resolution by providing supporting documents on the change orders, schedule analysis, and other construction related documentation;
- b. Serves as the Subject Matter Expert and routinely interact with numerous outside Agencies and internal departments including, but not limited to, the Office of the BART Legal Department/General Counsel, the Procurement Department, the Office of Civil Rights, etc. as needed for gathering documentation in the claim process;
- c. Prepares written documents (i.e. correspondence, proposals, claim settlement reports, and other documents as required by the District);
- d. Provides technical support in support of the dispute and claims resolution process;
- e. Review progress schedules, inspector's daily reports, Resident Engineer's daily report, As-built plans, project plans, specifications and other documents relevant to the claim analysis and resolution;
- f. Serves as an expert witness in Court g. Performs other tasks as directed by the District. Specific duties and responsibilities for the Scheduler shall include, but not be limited to, the following:
  - a) Conducts critical path analysis
  - b) Conducts forensic analysis of all previously approved schedules
  - c) Conducts time impact analysis
  - d) Serves as an expert witness in Court
  - e) Analyzes project schedules for BART;
  - f) Attends claim resolution meeting if requested by the Resident Engineer;
  - g) Reviews and approves Contractor's construction schedules and analysis;
  - h) Prepares schedule and claims estimates due to contract or field issues;
  - i) Prepares time impact evaluations and assists the Resident Engineer to resolve claims;
  - j) Performs other work as assigned by the Resident Engineer and/or the District.

**Prime:** Ghirardelli Associates, Inc.

**Subconsultants:**

<b>Subconsultant</b>	<b>Amount</b>	<b>DBE (Y/N)</b>	<b>SBE (Y/N)</b>
PSM Associates	\$62,671	N	Y
SMG, Inc.	\$33,688	N	Y

**Total Work Plan Value:** \$252,548