

BART Agreement Number: 6M8180

Approval Date: 9/23/21

Work Plan No. A.01-02 – 19th St Station Modernization Community Liaison

Scope:

Consultant will provide Community Engagement Liaison in association with ongoing construction management services for the 19th Street Station Modernization Project, including tasks as listed below.

The Scope of Work for this Work Plan includes:

Community Relations, Project Outreach and Construction Information

Upon request by BART, update the overall Project Community Relations, Information and Awareness Program document and continue to work with the BART Manager of Government and Community Relations to execute the program, including:

- a. Provide a point of contact for public inquiries concerning the project, including providing a presence in the station during morning commute hours. Support BART in developing responses to questions and concerns.
- b. Assist the public in understanding the project including, but not limited, to the scope, location, impacts, duration, construction activities, necessity, funding, and benefits.
- c. Provide advance, proactive project and construction notifications to community members, neighborhood groups and affected organizations describing the project.
- d. Coordinate as requested with city departments and partner agency staff to ensure project information reaches involved staff in a timely fashion. Coordinate and communicate detailed status and construction information in advance of notification to residents. Respond to requests for information.
- e. Provide support for internal communications program for BART employees. Provide advance, proactive communication to meet the needs of the employees for information, coordination and construction notification. Coordinate BART's response to questions and concerns. Assist employees in understanding the project, including but not limited to the scope, location, impacts, duration, construction activities, necessity, and benefits.

Prime: The Allen Group

Subconsultants: None

Total Work Plan Value: \$ 126,319