

BART Agreement Number: 6M8183

Approval Date: 03/17/2021

Work Plan: No. A.02-01 – Design Services During Construction (DSDC) for ESP TBT

Scope:

2.0 Scope of Services

Task 01: Program Controls

HNTB shall manage the ESP Budget. Duties include:

1. Maintenance and Reporting of ESP Expenditures to ESP staff and other BART Stakeholders, such as BART Finance and Project Delivery and Construction (PD&C) Management.
2. Prepare monthly progress status update reports for PD&C Management. Reports shall document monthly ESP expenditures, forecast ESP future spending and cash flow, document project activity and progress, and identify project risks and their proposed mitigations.
3. Prepare quarterly Measure RR reports documenting how funds were expended on ESP.
4. Provide review of Construction Management Consultants reviews of Contractor Schedule Updates and Progress Payments.

Task 02: Document Control

HNTB shall provide ESP document control services. Duties include:

1. Record incoming and outgoing correspondence between Structure EORs and Construction Management (CM) and Contractor.
2. Maintain a hard copy and electronic copy of the current set of Contract Plans and Specifications. This current set shall document changes to the Contract Documents made via Change Notice. Superseded sheets shall be included in both hard and electronic copy. Electronic copy shall be searchable and be organized with book marks.

Task 03: Technical Support with External System Stakeholders

HNTB shall provide technical support for ESP in its interfaces with external (outside ESP) system stakeholders. Possible interface tasks include, but are not limited to:

1. Review Safety Egress and Emergency Response analysis for operations within the TBT during Construction for BART System Safety
2. Provide coordination of electrical facility interfaces and cut-overs with other BART Projects.
3. Support submittal reviews, testing and commissioning of new TBT Pump System with BART Maintenance and Engineering (BME).

Task 04: Management of ESP Support Scope and Tasks

HNTB shall provide appropriate resources to perform tasks above. HNTB shall manage resources to perform tasks on schedule and within approved budget. Work shall be tracked based on the tasks listed in this Work Plan. HNTB shall include in their monthly invoice an ESP Support Activity Log showing the level of effort and cost spent on each task. As applicable, Activity Log shall indicate deliverable type (Submittal, RFI, Change Notice, etc.), date when deliverable was requested, desired deliverable due date, and actual date deliverable was completed. This request applies primarily to Task 02.

Prime: TRC Engineers, Inc.

Subconsultant	Amount	DBE	SBE (Y/N)
HNTB Corp	\$ 623,373	N	N

Total Work Plan Value: \$ 646,675