

BART Agreement Number: 6M6136

Approval Date: 02/16/2021

Work Plan: No. A.08-01 – Affordable Housing and Sustainable Communities Grant

Scope:

2 Services to be Performed by Consultant and Work Breakdown Structure

Task 0: Project Management and Project Controls

Arup will provide project management support of Enterprise Community Partners' work. This task assumes a schedule of approximately 11 months. If there is an increase in that schedule, additional funds may be required.

Task 0 Proposed Consultant Fee: \$7,469

Task 1: Project Evaluation and Scope Development

Enterprise Community Partners will:

- Provide advisory services to BART to help coordinate AHSC grant application submittals to augment affordable housing returns to BART through transportation improvements.
- Help identify BART scope components for AHSC applications that mutually benefit application and BART financial goals.
- Help identify AHSC application partnership opportunities with local affordable housing developers
- Collect baseline information about proposed AHSC projects to verify eligibility and readiness

- Conduct preliminary AHSC scoring and identify areas to strengthen application
- Run preliminary greenhouse gas analysis
- Train, if necessary, transit partners on greenhouse gas reductions
- Review key updates on draft guideline changes
- If desired, conduct site visits with developers and public partners

Task 1 Proposed Consultant Fee: \$3,400

Task 2: Application Preparation & Submittal

Enterprise Community Partners will:

- Report on significant changes to final guidelines and the application workbook
- Share project management tools, checklists, templates and schedule regular calls
- Help select bicycle and pedestrian scope for maximum competitiveness, if applicable
- Engage with greenhouse gas consultant to ensure quality GHG application materials
- Collaborate with transit partners to maximize transit greenhouse gas reductions
- Communicate with SGC when there are technical assistance questions
- Provide timely responses to all technical questions
- Review workbook, narrative and application attachments
- Be on-call for last minute trouble shooting and submittal support

Task 3: Post-Submittal Follow Up

Enterprise Community Partners will:

- Debrief on application process and collect feedback for Enterprise and SGC
- Be available for requests from SGC and review scoring appeal letter
- Assess future AHSC project opportunities

Task 3 Proposed Consultant Fee: \$6,125

Prime: Arup

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Enterprise Community Partners, Inc.	\$ 35,000	N	N

Total Work Plan Value: \$ 42,494