

**BART Agreement Number: 6M8133**

**Approval Date: 05/08/2020**

**Work Plan No. A.04-03 – El Cerrito del Norte Station Modernization CM Services**

**Scope:**

**2.0 SCOPE OF SERVICES**

This is a continuation of services to provide construction management services for the El Cerrito del Norte Station Modernization project. Construction management staff includes an Assistant Resident Engineer (full time), a Senior Inspector/Field Engineer (full time), a Scheduler (part time), and an Estimator (part time) for the above referenced project. The CM staff will report to the Resident Engineer, who is under a separate CM contract.

Specific tasks include, but are not limited to, the following:

- Administer and monitor the construction contract until final project closeout;
- Review Contractor's submittals for compliance with contract book;
- Prepare responses to Contractor's RFI's;
- Prepare cost estimates due to field issues;
- Prepare technical documentations for Change Notices and Change Orders.
- Negotiate and review contract change orders;
- Manage, review and approve contractor progress payment applications in accordance with contract requirements;
- Review and approve contractor work schedules, Site Specific Work Plans (SSWPs), submittals, etc.;
- Manage and provide technical support to field issues;
- Conduct construction progress meetings;
- Witness factory and field testing;
- Project reporting/scheduling;
- Project Communication/Record Keeping and Meeting Coordination;

**Prime: Ghirardelli Associates**

<b>Subconsultant</b>	<b>Amount</b>	<b>DBE (Y/N)</b>	<b>SBE (Y/N)</b>
ABA Global	\$ 50,065	Y	Y
HNTB	\$ 160,573	N	N

**Total Work Plan Value: \$713,731**