

BART Agreement Number: 6M8134

Approval Date: 08/10/2020

Work Plan No. B.16-01 – M-Line Tunnel Lighting Upgrade - RE&OE

Scope:

2. SCOPE OF SERVICES

The Consultant is to provide a full-time Resident Engineer for approximately 40 hours/week, and a full-time Office Engineer for approximately 40 hours/week. The Resident Engineer and Office Engineer will be located at 300 Lakeside Drive, 9th Floor, Oakland, CA, unless otherwise directed by the District.

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

- a. Serve as the District Representative and is responsible to administer and monitor the Contract until final project closeout is complete;
- 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 General Counsel, the Procurement Department, the Office of Civil Rights, and the Office of External Affairs;
- c. Directly responsible for overall construction project management to include, construction permitting, utilities, traffic, planning, organizing, monitoring and directing of all construction work activities and resources necessary to complete project within budget, scope, schedule, and quality requirements;
- d. Provide contract coordination between other contracts working within the M-Line Right-of-Way (ROW);
- e. Reviews and responds to Contractor's submittals, Request For Information (RFI)s, and letters, and maintains project files with the utilization of WongCMS;
- f. Reviews Contractor submittals for adequacy and accuracy in accordance with the Contract Documents;
- g. Coordinates with the Designer for review of Contractor's submittals;

Prime: HDR

Subconsultants: None

Total Work Plan Value: \$ 515,747