

BART Agreement Number: 6M6146-SC1

Approval Date: 08/23/23

**Work Plan No. A.02-03 Engagement and Outreach Services - Link 21
(Supplemental)**

Scope:

The following guidance is provided for informational purposes to assist in the preparation of work plan proposals.

PMT Review: the PMT will strive to review all standard deliverables within a 14-day timeline. Complex and highly technical deliverables may take longer to review and involve multiple iterations of submission.

Business Process Automation: the PMT continues to look for opportunities to work more efficiently, including business process automation. Consultants will be expected to utilize all forms and process automations in support of Link21 Program delivery.

Work location: While the entire team will need to continue to adjust to evolving guidelines, the work plan duration is long enough that in-person work is likely to become more routine. Remaining adaptable to remote support and in-person collaboration will be necessary.

Ongoing and As-needed Task/Subtasks: work plans may contain tasks or subtasks titled “Ongoing” or “As-needed” to ensure sufficient funding is available within a work plan for scope that continues to evolve over the course of the work plan or for scope that cannot be identified at this time or that is dependent on predecessor activities not yet complete or for unanticipated additional support of included scope items. Guidelines for the use of these funds have been developed and require approval prior to use.

508 Compliance – Consultant shall provide a list of public-facing documents and ensure all documents are 508 compliant and properly remediated.

Prime: HDR Engineering

Subconsultants: None

Total Work Plan Value: \$ 1,397,197