

BART Agreement Number: 6M8149

Approval Date: 09/12/23

Work Plan No. B.13-02 Project Management Support for Maintenance and Engineering Projects and Programs

Scope:

WSP will provide professional services as needed to expedite approval of critical procurement packages and help streamline the project delivery processes, where possible. Activities include, but are not limited to, the following:

- Development of flow charts, checklists, instructions, training materials, and conducting training, as appropriate, to assist program managers, project managers, and other project stakeholders with understanding and expediting the Contract Administration (legal/procurement) review process
- Performance of procedural compliance reviews with recommendations of corrective actions to avoid future bottlenecks
- Review, compilation, and/or preparation of information and documentation for professional services, construction, and materials procurement contract packages.
- Support in development of cost estimates, schedules, and other information needed for inclusion in the project contracting plan and/or Contract Specifications Section 01 11 00, Summary of Work
- Technical assistance with project development (e.g., graphic design renderings; research on codes, rules, regulations, current industry standard practices, project implementation plans)
- Review of project design documents
- Technical assistance on projects being designed by Maintenance & Engineering staff (e.g., contract specifications preparation)
- Technical assistance and design support for Maintenance & Engineering including design specification and drawings
- Assistance with updates to BART Facilities Standards

Prime: WSP USA, Inc.

Subconsultants: None

Total Work Plan Value: \$ 215,713