

BART Agreement Number: 6M6136

Approval Date: 02/05/24

Work Plan No. A.08-03 Technical Assistance for Affordable Housing & Sustainable Communities (AHSC) Round 8

Scope:

The scope of work includes the following tasks:

- Task 0: Project Management
- Task 1: Application Preparation & Submittal
- Task 2: Post-Submittal Follow-Up
- Task 3: State Agency Alignment

2.0 Task 0: Project Management

January 2024 – December 2024

Arup will provide project management and administrative support, including monthly communications, meetings with BART staff, project cost controls and reporting, and invoicing and progress reporting.

Arup assumes a project duration of one year. Should the project run longer due to factors beyond Arup's control, additional project management budget will be required.

Task 0 Deliverable:

1. Invoices and progress reports

Task 0 Proposed Consultant Fee: \$17,288.04

2.1 Task 1: Application Preparation & Submittal

(January 2024 – March 2024)

The following services will be provided:

- Report on significant changes to final guidelines and the application workbook
- 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
- 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, if needed, 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

Task 1 Deliverable:

1. Application Preparation & Submittal: completed set of BART AHSC Application Materials

Task 1 Proposed Consultant Fee: \$30,802.83

2.2 Task 2: Post Submittal Follow-up

(April 2024 – December 2024)

The following services will be provided:

- 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 2 Deliverables:

1. Complete set of BART AHSC Appeal Materials
2. Assessment of Future BART AHSC Application Opportunities

Task 2 Proposed Consultant Fee: \$10,267.63

2.3 Task 3: State Agency Alignment

(January 2024 – June 2024)

The following services will be provided:

- Assist BART with TOD policy and alignment of state agency programs with BART goals.

Task 3 Deliverable:

1. Meeting(s) setup and collateral material development

Task 3 Proposed Consultant Fee: \$15,114.56

Prime: ARUP N. A.

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Enterprise Community Partners	\$ 41,070	N	N

Total Work Plan Value: \$ 73,473