

Work Plan No A.17-02 Wayfinding Improvements Phase IV Project – CM Support

Scope:

CONSULTANT will provide Construction Management, Contract Administration, Scheduling and Estimating, Field Supervision, and Office Engineering Support to complete construction of the Project.

Specific tasks and responsibilities include the following:

- a. Administer and monitor the construction contract through final project closeout.
- b. Coordination with the District's various departments occupying or responsible for the affected facilities.
- c. Review Contractor's submittals for compliance with Contract Book.
- d. Prepare responses to Contractor's RFIs.
- e. Prepare cost estimates due to field issues.
- f. Prepare technical documentation, including cost estimates and confirmation of time impact evaluations (TIEs), for Change Notices and Change Orders. Negotiate and review contract change orders.
- g. Manage, review, and approve Contractor's progress payment applications in accordance with Contract requirements
- h. Review and approve Contractor work schedules, Site Specific Work Plans (SSWPs), and submittals.
- i. Provide quality control and inspection services for compliance with Contract requirements, project administration, and project controls.
- j. Manage and provide technical support to field issues.
- k. Schedule and attend meetings, as required.
- l. Conduct regular construction progress meetings.
- m. Witness field testing.
- n. Provide project reporting/scheduling.

- o. Review Contractor's project baseline and progress schedules for compliance to Contract requirements.
- p. Provide project communication/record keeping and meeting coordination.
- q. Coordinate the work with affected BART parties and other third parties.
- r. Provide inspection services, project administration, and project controls for the construction contracts.
- s. Manage, prepare, and approve daily supervision and inspection reports.
- t. Provide supervision of Contractor's field work.
- u. Provide contract personnel with contractors and security badges.
- v. Other tasks as directed.

Prime: Cornerstone Transportation Consulting

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Consulting Engineers	\$194,533	Y	Y

Total Work Plan Value: \$210,096