

Work Plan B.15-06 Wayside MUX BQ2 Circuit Boards - Support**Scope:**

This scope includes work related to the development of and management of contracts and trends necessary to develop and produce contract documents to procure spare Circuit Boards for the existing LRU units. Work includes coordination efforts required among multiple BART departments and consists of the following items:

1. Assist BART staff with the development and maintenance of Contract Schedules which can also include:
 - a. Project Planning
 - b. Contract/Trend Development, including Contract Plans
 - c. Supporting RE/TCE Staff in preparing cost estimates and Engineer's Estimates.
 - d. Facilitating and assisting with coordination of design elements to be provided by other BART departments for individual contracts.
 - e. Reviewing and providing input and comments on Contract Technical Specifications.
 - f. Assisting with preparing Contract Technical Specifications.
 - g. Assisting with preparing Contract/Bid Documents for the Project and Bidder/Vendor's list
 - h. Providing inter-departmental support to the Project for addenda and clarifications during the Contract Bid Period.
 - i. Assisting BART with Quality Control.
2. Assist Project Manager and Train Control Engineering with support services to coordinate and track Project's work and related trend.
3. Attend and participate in coordination, progress, and special meetings and assist with preparing meeting minutes.
4. Assist BART Engineering Group with meeting coordination and setup.
5. Assist BART RE/TCE staff on project contracting processes and procedures.

Prime: AECOM

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Jade Associates	\$ 266,869	Y	Y

Total Work Plan Value: \$ 301,617