

BART Agreement Number: 6M8177

Approval Date: 7/29/25

Work Plan B.01-04 NRVE Engineering & Procurement Support

Scope:

The Consultant shall provide full-time (up 40 hours/week) support, for each engineer, for the FTA funded procurement of NRVE program. The work includes but not limited to assisting the Project Manager his/her management activities, design specifications, procurement and tracking of these activities. Equipment to be procured includes but is not limited to:

- a. All Non-Revenue Vehicles and Equipment (NRVE), i.e. Ultrasonic Testing Equipment and vehicles, EV Charging Stations and Installation.
- b. Rail Equipment (i.e. Locomotives, Inserters, Switchers, Tampers, Fuel Trucks, Regulators, Welding Trucks, Ties Remover and Ties Inserter, etc.).
- c. Rubber Tire Vehicle (i.e. Pick-up Trucks, Cars, and Vans).
- d. Construction Equipment (i.e. Aerial lifts, Forklifts, Trencher, Excavators, Loaders, etc.).
- e. Specialized Hi-Rail Equipment, Vehicles, and Tools Powered Flat, Rotary Dump Trucks, Lift, Crawlers, Maintenance Crew specific designed vans, Hi railers, wide gauge and standard gauge for eBART.

Specific tasks include, but are not limited to the following:

- a. Reporting directly to, and under the guidance and direction of the Project Manager perform assigned tasks.
- b. Research, draft, and review technical and contractual document(s) accurately and free of errors and emissions including figures, tables, pictures, and compliance with the Specification(s) or Contract agreement.
- c. Participate in the Suppliers' meeting(s) at the location as directed by the Project Manager.
- d. Participate in the Suppliers' special topic meeting(s), as required and directed by the Project Manager.
- e. Market analysis to determine material, equipment, and vehicles availabilities, options, cost, and timeframe to acquiring.
- f. Prepare Engineering Cost Estimates and obtaining quotations from multiple vendors.
- g. Work closely with the District maintenance and operations management teams, to identify the needs, and gather all necessary information and design specifications regarding legacy, existing, and future NRVEs, to support procurement and lease processes.
- h. Generate procurement packages, and contract documents for the procurement process and verify them for accuracy, consistency, spelling, grammar, acronyms, and unit identification in figures, tables, and pictures.
- i. Immediately notify the Project Manager of any review of the submittals; inspection QA; or daily reports indicates that the Supplier has failed to execute its responsibility for quality control and/or inspection on any part of the Work.

- j. Propose meetings and suggest attendees to various meetings to aid in further development of the project as it is relevant to the Contract.
- k. Report any concerns and suggestions to BART management when directed by the Project Manager.
- l. Suggest technical and logical approaches to mitigate, transfer, or avoid risks when identified.
- m. Advise the Project Manager on technical subjects beyond the technical expertise of the working group or stakeholders when needed and as directed by the Project Manager.
- n. Identifying requirements and deliverables as required at various phases of the Specification(s) and/or Contract(s).
- o. Respond to Request for Information (RFI) and inquiries from suppliers and/or contractors/subcontractors, in consultation with and direction of the Project Manager.
- p. Share industry knowledge and work experiences as they relate to the Specification(s)/Contract(s).
- q. Analyze claims made by the supplier as directed by the Project Manager.
- r. Attend field visits with local suppliers and/or contractors to witness, audit, and confirm specifications and performance of vehicles, equipment, and the work being performed.
- s. Prepare and process Non-Compliance Reports (NCRs) to document any quality and non-compliances.
- t. Assist in the preparation and processing of Contract Change Notices and Change Orders if applicable in accordance with BART procedures as directed by the Project Manager.
- u. Perform other tasks as directed by the Project Manager, his proxy, or the district management, as directed by the Project Manager.
- v. All work must be performed timely and accurately ensuring consistency and quality of documents, protrudes and specs meeting required schedules and timelines.

Prime: PreScience Corp

Subconsultants: None

Total Work Plan Value: \$ 1,024,155