

BART Agreement Number: 6M8143

Approval Date: 05/06/24

Revised Date: 08/13/25

**Work Plan No A.07-02 Pittsburgh/Bay Point Access Improvements Final Design,
IFB, DSDC**

Scope:

1.0 PROJECT MANAGEMENT AND COORDINATION

Consultant will:

- Conduct general project administration
- Conduct regular progress meetings with BART and stakeholders
- Coordinate with subconsultants
- Support BART with coordination with Caltrans and Contra Costa County

Deliverables:

- *Meeting agendas and meeting minutes for the meetings*
- *Spreadsheet tracking design questions and decisions*
- *Monthly invoices and progress reports*

Assumptions:

- *Nine (9) monthly ½ hour online check-in Design Progress Meetings*
- *Up to four (4) one-hour online stakeholder and Agency Coordination Meetings*

2.0 FIELD SITE VISIT

Consultant will:

- Conduct one site visit to reinitiate the design and account for potential changed conditions.
- Walk the site to the Construction Project Manager to verify 65% of the design and account for changed conditions, and answer BART's questions regarding the design work completed to date

Deliverables:

- *Memorandum documenting observations made, items discussed, decisions made, and action items.*
- *Updates to the design documents as a result of new field conditions*

Assumptions:

- *Up to one (1) day for field site visit including travel time*

3.0 95% DESIGN CONSTRUCTION DOCUMENTS

Consultant will:

- Review and respond to comments in the Comment Resolution Form for the 65% Design
- Meet with stakeholders as necessary to resolve comments
- Incorporate comments into design documents
- Prepare 95% Design Documents for review by internal BART stakeholders
- Update the Design Review Checklist
- Update the project schedule
- Update the project cost estimate

Deliverables:

- *65% Design Comment Resolution Form with responses*
- *95% Design Documents including Drawings and Specifications*
- *Updated Design Review Checklist*
- *Updated project schedule*
- *Updated cost estimate*

Assumptions:

- *One (1) round of BART review*
- *No changes to the traffic signal system other than the loop detector removal*
- *No technical specifications outside of BART standards submitted as part of the construction documents*
- *One (1) one-hour online meeting with BART to discuss and resolve comments*

4.0 100% DESIGN CONSTRUCTION DOCUMENTS

Consultant will:

- Review and respond to comments in the Comment Resolution Form for the 95% Design
- Meet with SMEs and stakeholders as needed to resolve comments
- Prepare the 100% Design Documents for review by the SMEs and stakeholders that the comments have been addressed and sign off on the documents
- Address remaining comments following 100% review by SMEs
- Update the Design Review Checklist
- Update the project schedule
- Update the project cost estimate

Deliverables:

- *95% Design Comment Resolution Form with responses*
- *Final (100%) Design Documents including Drawings and Specifications*
- *Updated Design Review Checklist*
- *Updated project schedule*
- *Updated cost estimate*
- *Prepare Safety and Security Certification as required by BART System Safety*

Assumptions:

- *One (1) round of BART internal stakeholders and outside agencies review*
- *One (1) one-hour online meeting with BART SMEs and stakeholders to discuss and resolve comments*

5.0 CALTRANS ENCROACHMENT PERMIT

Consultant will:

- Prepare and submit Caltrans Encroachment Permit application for work within Caltrans right of way only
- Respond to Caltrans Encroachment Permit comments on the 100% plans
- Prepare Final Bid Set Plan and Specifications to respond to Caltrans Encroachment Permit submittal comments (submitted as part of Task 6)

Deliverables:

- *Completed Caltrans Encroachment Permit Application*
- *Written response to Caltrans design comments*

Assumptions:

- *Encroachment Permit fees to be covered by BART*
- *One (1) round of Caltrans review*
- *One (1) one-hour online meeting with Caltrans to discuss and resolve comments*

6.0 BIDDING SERVICES

Consultant will:

- Prepare the Issued for Bid (IFB) construction documents encapsulating comments provided by BART and Caltrans
- Provide bid support

Deliverables:

- *IFB drawings and specifications (Conformed Set)*
- *Right-of-way certification*
- *Pre-bid meeting presentation*

Assumptions:

- *One (1) one-hour online pre-bid meeting*

7.0 DESIGN SERVICES DURING CONSTRUCTION (DSDC)

Consultant will:

- Review and respond to submittals
- Review and respond to Requests for Information (RFI), which may include clarification drawings
- Review and comment on design changes made in the field
- Assist with resolution of conflicts between design/existing conditions as encountered
- Perform Punch List site visits to review work and provide a Punch List Report of items to be completed
- Prepare CAD Record Drawings in accordance with BART's CAD Standards Manual and based on the design changes made in the field and recorded by the Construction Support Team in the drawings
- Support the BART Construction PM and Project Engineer with updates to the BART Asset Inventory at project closeout

Deliverables:

- *Responses up to twenty (20) RFIs, design changes, and other questions*
- *Up to five (5) Drawing modifications*
- *Punch lists*
- *Record Drawings – PDF of final record set*

Assumptions:

- *Up to two (2) site visits to review in-field design adjustments*
- *Responses up to 20 RFIs*
- *Up to 5 drawing modifications*
- *Construction support team will provide record drawing redline markups*

Prime: HDR

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Parametrix (rev. 8/13/25)	\$ 85,062	N	N

Total Work Plan Value: \$ 356,720