

**Work Plan A.04-02 Dublin/Pleasanton Access Improvements Design Support
During Construction DSDC**

Scope:

The Scope of Services related to this work plan includes the following tasks:

2.1 ADMINISTRATION OF DESIGN/PROJECT MANAGEMENT

This task includes maintenance of Comment Resolution Form (CRF), Design Quality Review Checklist, contract administration, design coordination, and team meetings to complete the scope of this Work Plan.

Deliverables for this task include:

- Bi-weekly meeting agendas and meeting minutes.
- Invoices (including detailed monthly progress reports).

2.2 IFB DESIGN PACKAGE

This task is the additional IFB submittal to address comments and completing the IFB Design Documents. The IFB package was submitted to BART on December 20, 2024 and additional comments were received on July 25, 2025 and September 17, 2025. This task includes the following:

- Responding to additional comments on IFB package
- Holding comment resolution meetings and workshops to resolve comments
- Updating IFB plans, specifications, and estimate
- Updating Stormwater Management Plan
- Updating Design Review Checklist
- Updating Construction Schedule
- Performing independent discipline reviews and QA/QC

Deliverables for this task include:

- Comment Resolution Form
 - Final verification with signoff from BART stakeholders of all Design Comments
- Design Quality Review Checklist
- Stamped IFB Plans, Specifications, and Estimate
- QC/QA implementation for each of the Work Plan's deliverables

2.3 BID SUPPORT

This task will be for all the design related activities needed to support the procurement process, anticipated activities include:

- Preparing a PowerPoint presentation for the pre-bid meeting
- Attending the pre-bid meeting
- Answering RFIs from potential bidders
- Bidder's Job Walk
- Amendments and modifications required to design plans, specifications, and estimate through the bidding process with review by BART Legal and OCR (Office of Civil Rights)

2.4 DESIGN SUPPORT DURING CONSTRUCTION

The original work plan did not include DSDC services, so this is additional scope being added.

This task includes providing engineering and technical support during the construction phase, working closely with the BART Project Manager to assist and advise on issues in order to minimize construction conflicts and to expedite Project completion. Anticipated activities include:

- Responding to Requests for Information (RFI) during construction
- Attending construction progress meetings as requested by BART
- Attending field reviews and field meetings as requested by BART
- Reviewing contractor submittals and shop drawings
- Incorporating requested design changes

Deliverables for this task include:

- RFI responses
- Meeting minutes from construction progress meetings/field meetings as requested by BART
- Design change documents

2.5 AS-BUILT PLAN PREPARATION

This task includes preparing and submitting As-Built record drawings in electronic CADD format per BFS. This set of As-Built record drawings shall include the coordination and inclusion of redline drawings developed by BART construction representatives. Redline drawings will be complete and self-contained, with no reference to outside documents or exhibits such as RFIs, change orders, shop drawings or submittals.

Deliverables for this task include:

- As-Built record drawings

Prime: WSP

Subconsultant	Amount
Merrill Morris Partners	\$ 75,628

Total Work Plan Value: \$ 471,814