

BART Agreement Number: 6M8149

Approval Date: 11/08/21

Work Plan No. A.07-02 – Core Capacity Program Project Controls

Scope:

This scope of work would continue consultant assistance to comply with FTA requirements for the post-FFGA phase. This includes ongoing project integration activities, cost estimation review, cost expenditure reporting, schedule integration and updates, and assistance with project reporting to the FTA and its Project Management Oversight Consultant (PMOC). This scope also includes responding to FTA comments on submittals, revising documents already produced, preparation of materials for meetings, meeting attendance, taking meeting minutes, preparing and tracking cost reporting, maintaining and updating the integrated master program schedule, maintaining program action item log, maintaining program look ahead calendar, maintaining site for document sharing with FTA/PMOC, and other document management support.

The scope may include other work as needed. The nature of this process and the relationship with FTA is that new requirements or requests emerge from FTA that may not have been foreseen, and the intent is to provide consultant assistance for such requests as well. Prior to submittal to the District, all deliverables will be checked in accordance with the quality procedures established in WSP's Project Management Plan and Quality Control Plan.

2.1 WORK PLAN MANAGEMENT

Johnny Kuo, Work Plan Manager, will be assigned to carry out the work plan. He will identify and retain the technical resources necessary to ensure satisfactory performance. Other work plan management activities include:

- Maintain WSP FTA Upload Site (SharePoint) website for file sharing.
- Track expenditures against budget.
- Review and approve invoices for submittal to BART.
- Prepare progress reports submitted with invoices.

Prime: WSP

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
M Lee	\$ 933,180	Y	Y

Total Work Plan Value: \$ 1,506,771