2. SCOPE OF SERVICES

The scope of services includes the participation in working group meetings, both internal and with Hitachi, review of contract deliverables, management of CBTC interfacing projects, development of studies and reports, and integration activities with BART Computer Systems Engineering (CSE) Team. Specific work activities per WBS are defined below.

02000 Project Management

1) Ensuring that the project team is properly staffed; developing job requisitions, interviewing candidates
2) Participation in regular Management meetings with Hitachi and BART
3) Review of subconsultant agreements, invoices, payments, etc.
4) Producing monthly reports, SBE reports
5) Preparation of Executive and Stakeholder presentations

02100 Engineering

1) Participation in internal and joint working group meetings with Hitachi and BART
2) Development of strategy / decision documents
3) Participate in over the shoulder reviews and review of CDRLS
4) Work with interfacing projects to coordinate CBTC activities with other projects

02200 Systems Engineering

1) Management of BART’s requirements database (DOORS) and incorporating change notices into requirements database
2) Review Hitachi engineering processes
3) Support the team with compliance against contract requirements
4) Manage verification and validation of CBTC product

02300 CSE Support

1) Work with CSE Team to understand ICS interface to ATS
2) Review CSE interface documentation
3) Facilitate discussions between Hitachi and BART
Prime: Parsons

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Total Work Plan Value: $ 2,762,492