

**BART Agreement Number:** 6M8148

**Approval Date:** 12/30/2020

**Work Plan:** No. B.16-01 – Engineering support for Systems Engineering

**Scope:**

**2.0 SERVICES TO BE PERFORMED BY CONSULTANT AND WORK BREAKDOWN STRUCTURE:**

The detailed scope and tasks include the following:

- Jira administration: on-going user support, setting up new work flows, developing reports and links to other work flows
- Design Review tracking: Includes setting up a queue for incoming design review requests, simplify assignment to SE engineers, tracking to meet requested due dates, keeping requestors informed of status and summary reporting or management
- Manage division documentation repositories:
  - Sharepoint, wiki, code repository
    - What belongs where, TOCs, search tools...
  - SOPS
  - Systems Documentation for non-CSE use
- BFS review coordination

**Prime:** TY Lin + TSE JV

**Subconsultant:** None.

**Total Work Plan Value:** \$ 93,452