

**BART Agreement Number: 6M8143**

**Approval Date: 11/02/22**

**Work Plan No. A.04-03 Core Capacity Program – Risk Manager**

**Scope:**

The Consultant is to provide a Risk Management services to support the TCCCP Project Controls Manager. This work shall consist of implementing all process in the RCMP and providing additional expertise in related areas of risk management that may help BART achieve all project objectives in light of the considerable cost and schedule uncertainty remaining on the project. Risk Manager will ensure all processes and procedures for Risk Management are being followed and will do Quality Checks of Project Risk Registers and Plans, also conduct Quality Assurance audits per the RCMP. This scope represents an FTE of 0.5; the other 0.5 FTE will be from the Communication Based Train Control (CBTC) Project where the individual will serve as the Project Risk Manager.

Specific duties and responsibilities for the Program Risk Manager shall include, but not be limited to, the following:

- a. Lead and facilitate risk identification and assessment processes for any TCCCP project element that is not doing so internally. This includes coordination with project teams for revision of risk titles and risk descriptions to better define the TCCCP's risks and meet industry standards for such titles and descriptions.
- b. Updates to risk database on at least a quarterly basis based on input from risk owners within the project teams.
- c. Participate in risk meetings for projects that have their own risk facilitator. This includes facilitation of quarterly risk refresh meetings for each TCCCP project, as well as interim meetings when necessary such as on a monthly basis for risk mitigation progress updates from the project teams.

**Prime:** HDR

**Subconsultants:** None

**Total Work Plan Value:** \$335,295