

San Francisco Bay Area Rapid Transit District

2150 Webster Street, P. O. Box 12688, Oakland, CA 94604-2688



COMMITTEE MEETING AGENDA

Wednesday, July 17, 2024

1:00 PM

The Business Advisory Council Meeting will be held in-person and public participation will be via teleconference only.

BART Headquarters, Room 161, 2150 Webster Street, Oakland, CA 94612. Zoom Link: <https://us06web.zoom.us/j/82862342254>

Business Advisory Council

SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT
2150 Webster Street, P.O. Box 12688, Oakland, CA 94604-2688

NOTICE OF MEETING AND AGENDA
OFFICE OF CIVIL RIGHTS
BUSINESS ADVISORY COUNCIL
Wednesday, July 17, 2024
1:00 p.m. – 3:00 p.m.

A meeting of the Office of Civil Rights Business Advisory Council (BAC) will be held on Wednesday, July 17, 2024, from 1:00 p.m. to 3:00 p.m. at BART Headquarters, Room 161, 2150 Webster Street, Oakland, CA 94612. Public participation for this meeting will be via teleconference only.

Presentation materials will be available via Legistar at <https://bart.legistar.com>

You may join the BAC Meeting via Zoom by calling 833-548-0282 and entering access code 828 6234 2254; logging in to Zoom.com and entering access code 828 6234 2254; or typing the following Zoom link into your web browser: <https://us06web.zoom.us/j/82862342254>

If you wish to make a public comment:

- 1) Submit written comments via email to alexi.chacon@bart.gov using “public comment” as the subject line. Your comment will be provided to the BAC and will become a permanent part of the file. Please submit your comments as far in advance as possible. Emailed comments must be received before 12:00 p.m. on July 16, 2024 in order to be included in the record.
- 2) Call 833-548-0282, enter access code 828 6234 2254, dial *9 to raise your hand when you wish to speak, and dial *6 to unmute when you are requested to speak; log in to Zoom.com, enter access code 828 6234 2254, and use the raise hand feature; or join the BAC Meeting via the Zoom link <https://us06web.zoom.us/j/82862342254> and use the raise hand feature.

Public comment is limited to two (2) minutes per person.

AGENDA

1. Roll Call and Public Introductions
2. Approval of Meeting Minutes (For Action)
 - a. May 22, 2024

Attachments: [2 - BAC Meeting Minutes 5..22.24](#)
3. Introduction of the Director of the Office of Civil Rights, Rudy Garza (Deputy General Manager, Michael Jones) (For Information)

Attachments: [3 - Introduction of the Director of the Office of Civil Rights, Rudy Garza](#)
4. Performance & Data Analytics (PDA) Presentation on Small Business Outreach Feedback Survey (Presentation by Alexi Chacon) (For Information)

Attachments: [4 - Performance & Data Analytics \(PDA\) Presentation on Small Business Outre](#)
5. Update on BAC Recruitment Efforts (Presentation by Alexi Chacon) (For Information)

Attachments: [5 - Update on BAC Recruitment Efforts](#)
6. Update from Procurement on Upcoming Contracts (Presentation by John Mazza) (For Information)

Attachments: [6 - Update from Procurement on Upcoming Contracts](#)
7. PDA Presentation on BAC Member Feedback Survey (Presentation by Alexi Chacon) (For Information)

Attachments: [7 - PDA Presentation on BAC Member Feedback Survey](#)
8. Administrative Discussion (For Information)
 - a. Solicit feedback on strengths and opportunities for improvement regarding BAC members' experiences serving their terms.

Attachments: [8 - Administrative Discussion](#)
9. General Discussion and Public Comment (an opportunity for members of the public to address the BAC on matters under their jurisdiction and not on the agenda) (For Information)
10. Adjournment

BART provides services/accommodations upon request to persons with disabilities and individuals who are limited English proficient who wish to address Committee matters. A request must be made within one and five days in advance of Board/Committee meetings, depending on the service requested. Please contact the Office of the District Secretary at (510) 464-6083 for information.

SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT
2150 Webster Street, Oakland, CA 94612

NOTICE OF MEETING MINUTES
OFFICE OF CIVIL RIGHTS
BUSINESS ADVISORY COUNCIL

Wednesday, May 22, 2024
1:00 p.m. – 3:00 p.m.

A meeting of the Office of Civil Rights Business Advisory Council (BAC) was held on Wednesday, May 22, 2024, from 1:00 p.m. to 3:00 p.m. at BART Headquarters, Room 161, 2150 Webster Street, Oakland, CA 94612 via Zoom videoconference and in person at BART Headquarters.

Members Present: Lydia So, Darolyn Davis, Oscar Zavaleta, Leo Scott, Erin Hanigan, Emanuel Hyppolite, Ethan Hartsell, Danelle Tucker, Que Alicea

Absent Members: Cameryn Erickson, Shaune Gbana, Mahsa Azad, Debra Roak, Paola Santana

Guests and Staff: Director Robert Raburn, John Mazza, Byron Toma, Lilian Lopez, Christian Israelian, Devika Anand, Alexi Chacon, Joseph Towner, Hoa Sin, Julian Chacon, Sarah Grant, Kay Tsen, Joe Partida, Veronica Zamani

AGENDA

1. Roll Call and Public Introductions
2. Approval of Meeting Minutes (For Action)
 - March 27, 2024, meeting minutes were approved. Leo Scott moved to approve, and Que Alicea seconded the motion.
3. Performance & Data Analytics (PDA) Presentation on 2024 Rule Updates to the Department of Transportation's Diverse Business Enterprise Program (Presentation by Julian Chacon) (For Information)
 - Julian Chacon presented an overview of new rules for the DBE Program, which include increased personal net worth and program size thresholds along with more proactive measures on monitoring and oversight.
4. Labor Compliance Unit Presentation on Overview of Labor Compliance Measures (Presentation by Kay Tsen and Sarah Grant) (For Information)
 - Kay Tsen and Sarah Grant presented on labor codes that protect subcontractors in public works projects through measures including prevailing wage requirements.
5. PDA Presentation on Federal Transit Administration Core Capacity Q2 Report (Presentation

by Joseph Towner) (For Information)

- Joseph Towner presented on DBE participation in the Federal Transit Administration Core Capacity Program, which has a projected DBE participation rate of 12.6%.
- BAC members asked if it is possible to determine DBE participation rates amongst construction contracts and professional services agreements in the Federal Transit Administration Core Capacity Program.

6. Update on Business Advisory Council Recruitment Efforts (Presentation by Alexi Chacon) (For Information)

- Alexi Chacon provided an update on Business Advisory Council recruitment efforts, which included distributing application information to local Community Based Organizations and hosting an outreach event to discuss the application process.
- Director Raburn suggested that the application information be advertised directly on the bart.gov webpage.

7. PDA Presentation on 2024 Small Business Summit Debrief (Presentation by Alexi Chacon) (For Information)

- Alexi Chacon presented the results of a feedback survey completed by attendees of the 2024 Small Business Summit. All survey responders were satisfied with their overall experience at the event.

8. Administrative Discussion (For Information)

- BAC members suggested logistical improvements for the next Small Business Summit, such as having an overflow room since the Boardroom was at capacity during the opening remarks and panel segment of the summit.

9. General Discussion and Public Comment (an opportunity for members of the public to address the BAC on matters under their jurisdiction and not on the agenda) (For Information)

- Mydria Clark submitted a written public comment requesting that spots on the BAC be reserved for prime contractors.

10. Adjournment

- Que Alicea moved to adjourn, and Erin Hanigan seconded the motion.

BART provides services/accommodations upon request to persons with disabilities and individuals who are limited English proficient who wish to address Committee matters. A request must be made within one and five days in advance of Board/Committee meetings, depending on the service requested. Please contact the Office of the District Secretary at (510) 464-6083 for information.

2024 Meeting Schedule

The Business Advisory Council will meet on the following dates in The San Francisco Bay Area Rapid Transit District - in the BART Bid Room, 2150 Webster Street, Oakland, California 94612, unless noted otherwise.

DATE TIME LOCATION

January 31	1:00pm – 3:00pm	Via Zoom/BART HQ
March 27	1:00pm – 3:00pm	Via Zoom/BART HQ
May 22	1:00pm – 3:00pm	Via Zoom/BART HQ
July 17	1:00pm – 3:00pm	Via Zoom/BART HQ
September 11	1:00pm – 3:00pm	Via Zoom/BART HQ
November 6	1:00pm – 3:00pm	Via Zoom/BART HQ

Introduction of Office of Civil Rights Director

Rudy Garza – Director of the Office of Civil Rights

- Approximately 30 years in public service.
- Worked at the EEO/Civil Rights Office for the California Highway Patrol as the Principal Advisor to the Commissioner's Office.
 - Provided guidance on recruitment, workforce development, and public ADA accessibility.
 - Ensured compliance with the state regulations on small business, minority-owned, and veteran-owned business contracting.
- Served on the Steering Committee for the California Civil Rights Officers Council.

Questions for Director Garza?

Review of Small Business Outreach Feedback Survey

Goals of Outreach Feedback Survey

- Provide opportunity for attendees to be heard
- Seek continuous improvement of content and format of outreach events
 - Feedback from attendees was measured via hardcopy surveys previously
- Identify information gaps in our current outreach materials
- Ensure future events meet the needs of our stakeholders

Overview of Survey

	Very Satisfied	Somewhat satisfied	Neither satisfied nor dissatisfied	Somewhat dissatisfied	Very dissatisfied
Relevance of meeting topics	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of presenter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Responses provided during Q&A	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Level of understanding of BART's Equity Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Image 1: Attendees will be able to rate their satisfaction on various aspects of the outreach event.

Overview of Survey

4. How can BART improve its outreach programming?

Enter your answer

5. Is there anything else you would like to share about your experience at our outreach event?

Enter your answer

Image 2: Attendees will be able to provide deeper feedback through free response questions

Should other questions be added to the survey?

Have you attended an outreach event?
What was your experience?

Update on BAC Recruitment Efforts

Recruitment Effort Updates

Recruitment

- Bylaws state that the BAC should have a minimum of 9 and maximum of 15 members
- Currently 14 members on the BAC, with 6 members not returning after October 2024
 - We have a minimum of 1 spot and a maximum of 7 spots to be filled
- 10 total applications were submitted
 - Application cycle “closed” on July 5th. However, the recruitment will remain open year round

Outreach Effort

- BAC Recruitment notifications sent to our community partner organizations
 - Over 130 CBOs contacted
- June outreach event focused on the BAC membership, past contributions, and the application cycle
- Applications currently being reviewed by OCR and Advisory Committee
- Our goal is to notify applicants of recruitment results by August

Update from Procurement

Upcoming Construction Contracts

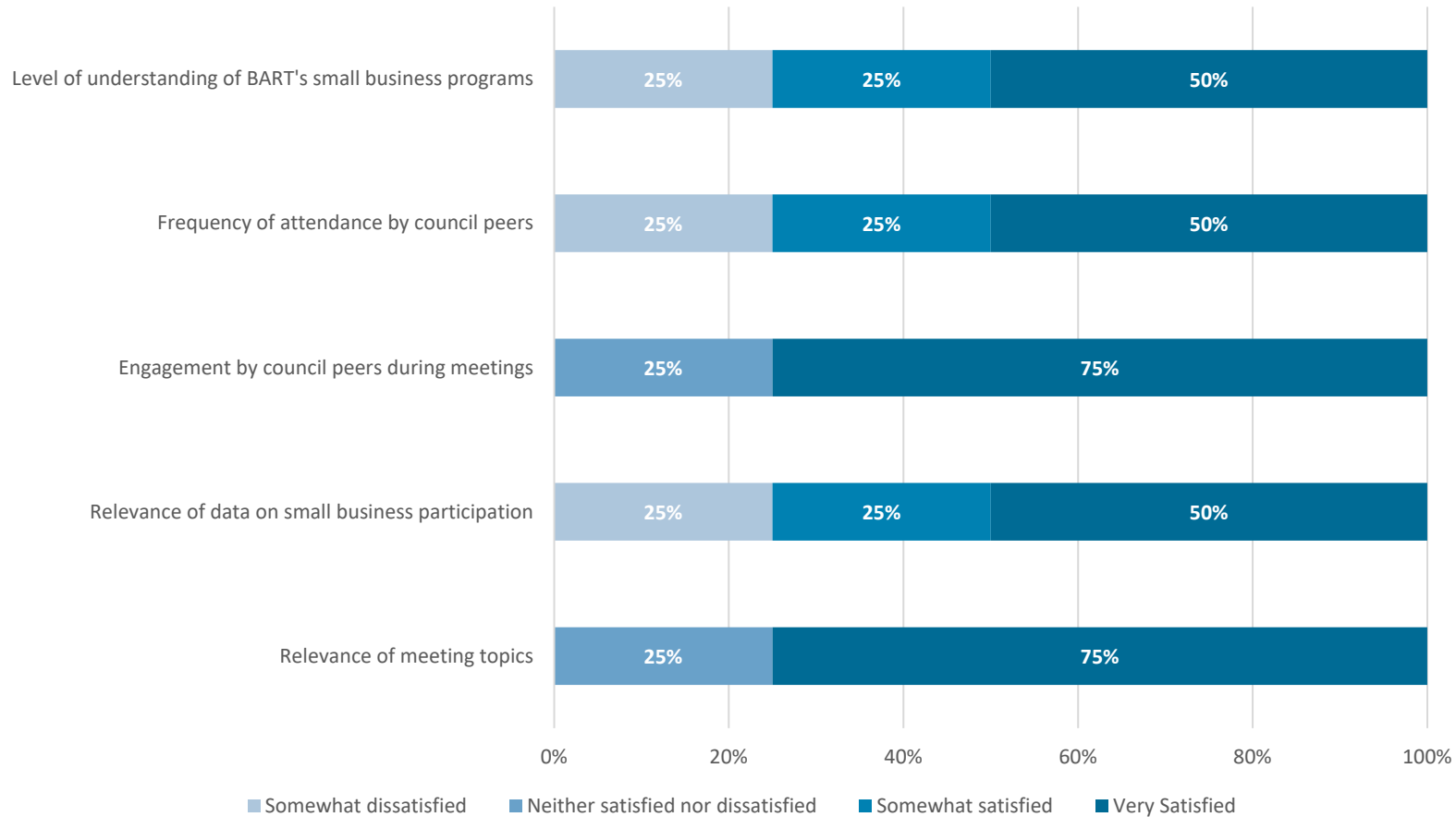
Contract Number	Title	Int. Projected Advertisement	Rev. Projected Advertisement	Contact	Est. Value
15NL-140	Coliseum Station Elevator Modernization	Nov 2021	Aug 2024	chorton@bart.gov	\$5-\$8M
15TC-182	Train Control Room Repairs Water Intrusion Mitigation	Feb 2023	TBD	apalmqu@bart.gov	\$4.5M
03QJ-110A	Concord Yard Wheel Truing Facility	Dec 2023	Aug 2024	chorton@bart.gov	\$37M
15CQ-211B	Direct Fixation Fastener Assembly Procurement	Feb 2024	TBD	APalmqu@bart.gov	\$3M
15TC-101	M Line Tunnel Water Intrusion Mitigation	Apr 2024	TBD	APalmqu@bart.gov	\$25M-\$30M

Upcoming Professional Services Agreements

Contract Number	Title	Int. Projected Advertisement	Rev. Projected Advertisement	Contact	Est. Value
6M4852	Affordable Housing Revolving Loan Program	TBD	TBD	rae.liu@bart.gov	Revenue Generating
6M4862	Administration On-Call Professional Consulting	Mar 2024	TBD	brianna.darlington@bart.gov	\$1.5M
6M4874-77	Independent Medical Examinations	Jun 2024	TBD	christina.cagaanan@bart.gov	\$300K
6M3731-32	Handrails Service, Replacement and Repair	Jul 2024	TBD	christina.cagaanan@bart.gov	\$1.5M

Review of BAC Member Feedback Survey

Feedback Survey Results



Qualitative Feedback

Desire from BAC members for deeper engagement:

- “The committee members should have assignments. I also think the meeting should be chaired by a member rather than staff to aid with engagement.”

Desire for increased presence of other stakeholders:

- “One or two relevant members from a GEC prime and/or BART contractor would be interesting and useful...Director Raburn's consistent participation is a great strength of the council. Could another director or two be encouraged to attend occasionally?”

Administrative Discussion

How can we increase engagement amongst BAC members?

Are there other types of analyses you would like applied to the data presented to the BAC?

Is there other data you would like presented to the BAC?