

ANNUAL REPORT

**BAY AREA RAPID TRANSIT
OFFICE OF CIVIL RIGHTS
SMALL BUSINESS
SUPPORT SERVICES**

FY 2024

SBSS Program Overview	3
Year Five Key Performance Indicators	4
Year Five Highlights	5
Success Stories	10
SBSS Program Resources	15

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Small businesses play a vital role in the San Francisco Bay Area economy, serving as major employers and offering jobs to a significant portion of the local workforce. Small business owners are deeply invested in their communities, often contributing to local causes, sponsoring events, and supporting charities. By engaging these businesses in BART's capital projects, the District not only advances project delivery but also promotes diversity, inclusion, and economic equity.

RUDY GARZA

Director, BART Office of Civil Rights

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TABLE OF CONTENTS



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Director, BART Office of Civil Rights

SBSS helped the Office of Civil Rights to host its first Small Business Summit, which brought over 175 participants to BART Headquarters to connect with opportunities.



OVERVIEW

SMALL BUSINESS SUPPORT SERVICES

The Small Business Support Services (SBSS) Program is a free resource the Bay Area Rapid Transit District (BART) has instituted to assist small, minority, women, disabled veteran, and lesbian, gay, bisexual and transgender (LGBT) businesses with identifying construction opportunities and to guide their efforts to successfully bid on these projects. Once a contract is secured, the BART SBSS program provides relevant support services to ensure the successful delivery of that project from inception to completion. The services are provided free, at no cost to the small business.

The SBSS Program consists of two programs:

PRE-AWARD: Assist with the identification of, and engagement with, small businesses so that they can be more competitive in the procurement process with respect to BART construction projects.

POST-AWARD: Provide support to small businesses working on BART Construction Projects to successfully complete their scope on BART construction projects.

PRE-AWARD

- Marketing and Statement of Qualifications
- SB/DBE/SBE Assistance
- BART Procurement Portal Navigation
- Estimating and Bidding Strategies
- Plans, Scope & Specs Analysis
- Matchmaking & Teaming Introductions
- Communication Asset Analysis & Development
- Presentation Skills Training
- Financial Resiliency and Education
- Workforce Education & Compliance

POST-AWARD

- Preconstruction Submittals
- Base Line Schedule and Schedule of Values
- Health and Safety Requirements
- Site Specific Work Plans (SSWP's)
- Invoicing/Progress Payment Processing
- Differing Site Conditions
- Request for Information (RFIs)
- Change Notices / Change Orders
- Time Impact Evaluations
- Claims Filing and Supporting Documentation
- Elations / Certified Payroll Reporting
- Notice of Potential Claims and Documentation





YEAR 5 KEY PERFORMANCE INDICATORS

SMALL BUSINESS SUPPORT SERVICES

NUMBER OF FIRMS SOLICITED	
PRE-AWARD	POST-AWARD
4,800	400
Solicitation is defined as sending emails inviting firms to avail themselves of SBSS services Focused on DBEs, SBs, WBEs, DVBEs, and SBs certified by DGS.	

NUMBER OF FIRMS RECEIVING TECHNICAL ASSISTANCE	
PRE-AWARD	POST-AWARD
103	61
Numbers represent distinct businesses receiving technical assistance. Percentages represent number of firms receiving technical assistance over number of firms solicited. Technical assistance is defined as 1-on-1 assistance or workshops.	

SBSS KEY PERFORMANCE INDICATOR	
PRE-AWARD	POST-AWARD
NUMBER OF FIRMS THAT RECEIVED PRE-AWARD SBSS TECHNICAL ASSISTANCE THAT WERE LISTED ON A BIDDING TEAM	NUMBER OF FIRMS THAT RECEIVED POST-AWARD SBSS TECHNICAL ASSISTANCE THAT SUCCESSFULLY COMPLETED OR ARE IN THE PROCESS OF COMPLETING THEIR WORK
<p>19.42%</p> <p>20</p>	<p>100%</p> <p>61</p>
Firms listed on multiple teams on one contract count multiple times. Firms listed on multiple contracts count multiple times.	



SMALL BUSINESS SUPPORT SERVICES

Bird Electric, Inc. Home Services About Projects GET A QUOTE

Building Trust with Quality Work

We'll get the job done!

VIEW PROJECTS

BART Bid Opportunity

Legacy Station Sprinkler Head Replacement
Contract Number 54RR-249A

PRE-BID MEETING: WEDNESDAY, OCTOBER 30, 2024 10:00 AM

on Zoom

ROBLES CONCRETE DESIGN 415.690.8174 About Us Gallery Services Kimberley Robles In The News Customers Certifica GET A QUOTE

DECORATIVE CONCRETE CONCRETE POLISHING EPOXY COATINGS

STATEMENT OF QUALIFICATIONS

Building Trust with Quality Work

OUR SERVICES

Electrical
We provide a full range of commercial and industrial electrical services, including the installation, repair, and maintenance of electrical systems for businesses of all sizes.

Data / Structured Cabling
We specialize in the design, installation, and maintenance of structured cabling systems that support voice, data, and video communications.

Fire Alarms
Our teams work with top-rated equipment to provide reliable fire detection and notification systems that are fully compliant with safety codes and regulations.

CCTV
We provide state-of-the-art closed-circuit television systems that include high-definition cameras, digital video recording, and remote monitoring capabilities.

Access Control
From keypad systems to biometric readers and mobile access solutions, we design and install scalable access control systems that integrate seamlessly with your existing security infrastructure.

**Samuel Bird
PRESIDENT AND CEO**
Samuel Bird is our President and CEO. When he decided to start the company back in 2017, he had over 15+ years of experience. Samuel comes from a family of contractors in the construction industry. His electrical construction background consists of being an employee himself at an electrical company and learning all from the beginning. Samuel continues to this day to have hands-on in the field.

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roblesconcretedesign.com

DECORATIVE CONCRETE DECO CONCRETE POLISHING CONCR EPOXY COATINGS EPOXY COAT

CERTIFICATIONS AND ASSOCIATIONS

**POLISHED CONCRETE & POLISHED
CONCRETE MAINTENANCE**
Sustainable Flooring
Cost-Effective you are saving your existing slab or grade
Unlimited Floor Options
Low Maintenance

GRIND & SEAL
Is your floor right for your project? We can create an on-site mock up. Whether it's Acid Stain or Water Based. Let us help you bring your vision to life.

CONCRETE COLORS & STAINS
We offer many options including acid & seal. Grinding of the top surface of the concrete with metal bond diamonds. The higher the grit the less visible scratches.

OUR CUSTOMERS
We are a great professional who offers high quality work highly recommended for any of your concrete needs.

KIMBERLEY ROBLES
Robles Concrete Design is a woman-owned and operated concrete company. Kimbley is considered as a trusted and respected professional in the concrete industry. She has a strong background in the construction industry. She has worked on projects throughout the Bay Area. She has received several awards for her work in the industry. She has a certificate in estimating and project management. She has worked as an estimator & project manager.

BART BID WORKSHOP
Scheduling 102 BART Construction Projects

EFFECTIVE SCHEDULING FOR BART CONSTRUCTION PROJECTS: SESSION 103

Vanessa Young
Webinar Speaker

Session Overview:

- Preparing the 4-Week Lookahead Schedule
- The critical role of the 4-Week Lookahead Schedule in the success of your BART project
- Applications of the 4-Week Lookahead Schedule for both owners and contractors
- Assessing project delays and progress
- Utilizing Gantt charts, bar charts, etc.

REGISTER NOW!

Tomorrow! Friday
8/23/24 at 10 AM PST

MICROSOFT TEAMS MEETING
(PLEASE REGISTER BELOW)

Click Here to Register

BART SMALL BUSINESS SUPPORT SERVICES

YOU CAN WATCH RECORDINGS OF PAST WEBINARS ON OUR YOUTUBE CHANNEL.

Small Business Support Services

Subscribe

Get Your Project Check-Up Today!

Quick 30-Minute Check-Up:
Have BART's Small Business Support Services Technical Specialists swiftly assess your project!

Schedule	Reporting	Submittals	Contract	Problem-Solving	Finances
Maintaining the Project Schedule?	Current with Certified Payroll Reports, R2/GROW?	Are your submittals approved?	Are you familiar with your contractual requirements?	Do you have questions about a problem?	Are your invoices being approved on a timely basis?

SMALL BUSINESS SUPPORT SERVICES

BART's Office of Civil Rights provides Small Business Support Services (SBSS) to increase participation and successful performance for small businesses on BART construction projects. The goals of SBSS are:

- Increase the pool of qualified Small Business bidders on, and winning BART contracts
- Assist Small Business to successfully perform BART construction contracts

PRE-AWARD QUESTIONS?
Paul Pellegrino
SBSS Program Administrator
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paul.pellegrino@bart.gov

POST-AWARD QUESTIONS?
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SBSS Program Administrator
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BART OFFICE OF CIVIL RIGHTS
Patricia Lee, SBSS Program Administrator
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Patricia.lee@bart.gov

Web: BART Small Business Support Service Email: SBSSupport@bart.gov

YEAR FIVE HIGHLIGHTS

SUPPORTING SMALL BUSINESSES WITH MARKETING, STATEMENTS OF QUALIFICATION, WEBINARS, TRAINING, AND A WIDE RANGE OF PRE AND POST-AWARD TECHNICAL ASSISTANCE

PRE-AWARD PROCESS AND OUTCOMES



SMALL BUSINESS SUPPORT SERVICES



1 ASSESS READINESS/ BUILD CAPACITY

SBSS begins with an intake session to build a customized action plan to address gaps in marketing materials, financial resiliency, presentation skills and SOQ documentation. The outcome of this phase are firms that can more effectively convey their value proposition.

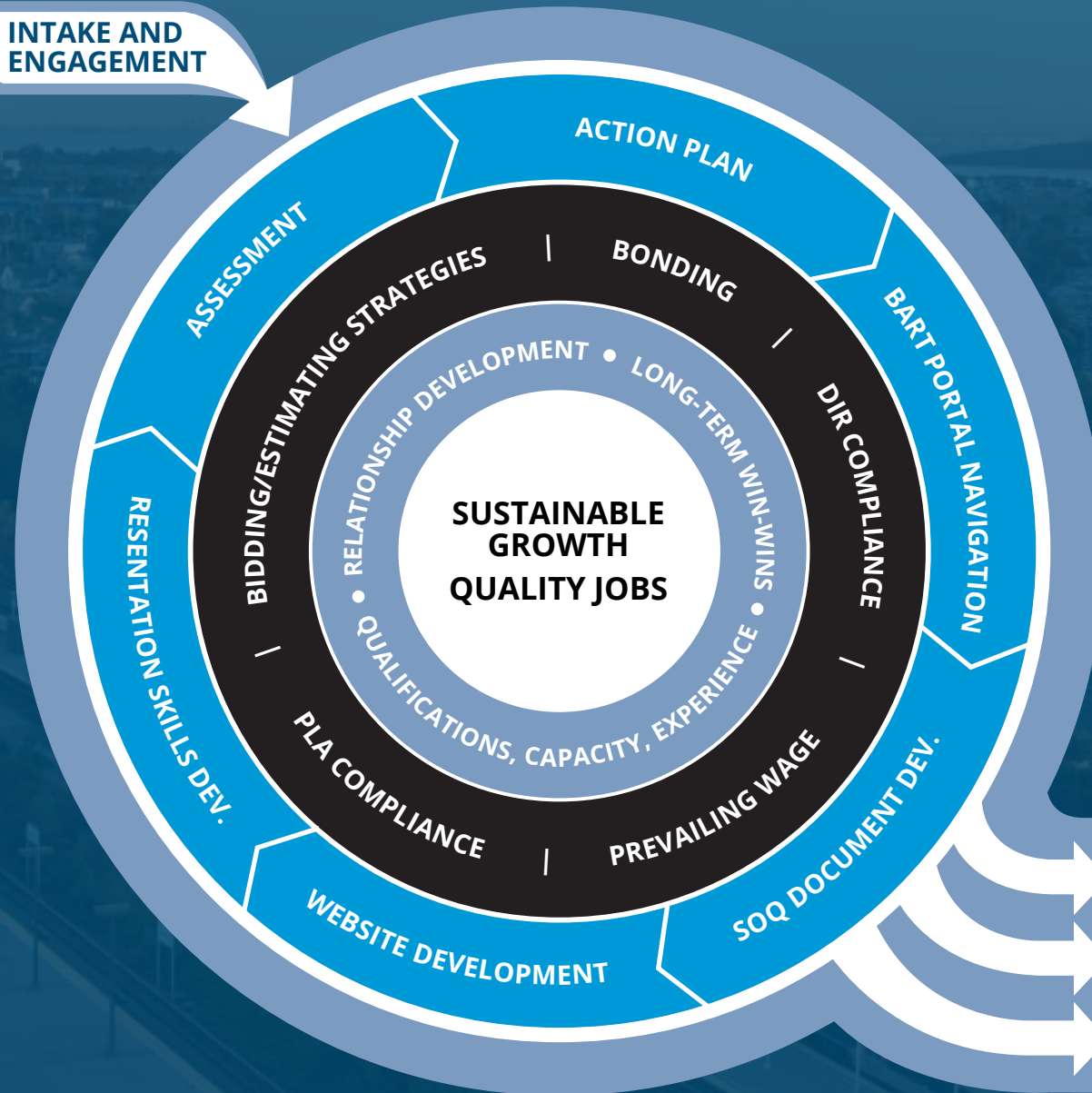
2 INCREASE COMPETITIVENESS

SBSS provides one-on-one support services to provide education on bidding/estimating strategies, bonding challenges, DIR guidelines and knowledge of BART's Project Stabilization Agreements. The outcome of this phase are more accurate bids from small/minority firms.

3 BUILD SUSTAINABILITY

SBSS helps build relationships between small/minority firms with general contractors who are building teams for BART contracts. The outcome of this phase is trust between teaming partners which evolves into greater financial strength and job creation.

INTAKE AND
ENGAGEMENT



BUILD CAPACITY

INCREASED
COMPETITIVENESS

SUSTAINABILITY

POST-AWARD PROCESSES AND SMALL BUSINESS SUPPORT SERVICES (SBSS)



SMALL BUSINESS SUPPORT SERVICES

OUTCOMES: SUCCESSFULLY DELIVER PROJECTS & INCREASE CAPACITY FOR FUTURE BART WORK

1

CONSTRUCTION MOBILIZATION



CONSTRUCTION KICK-OFF
BART requires firms to complete badging, safety protocols, and site access procedures prior to initiating construction activities.

SBSS provides assistance with Site Specific Work Plans (SSWPs), System Access Requests (SAR), confirmation of scope and contractual requirements, and compliance with requirements such as Project Stabilization Agreements.

2

NOTICE TO PROCEED



PRE-CONSTRUCTION
Starts the clock on the contractor's project performance requirements and the project's duration.

SBSS helps organize and schedule a Pre-Construction Workshop to define project team roles, review schedules, and establish effective communication protocols.

3

PROJECT COMMUNICATIONS AND REPORTING



BART SYSTEMS ORIENTATION
BART construction follows strict procedures, and compliance with BART labor and contractual requirements.

SBSS provides assistance with BART software and systems, including certified payroll and contractor payments reporting. For example, Certified Payroll Reports (CPR) have to be uploaded into Elations and project payment data must be uploaded to B2GNow.

4

CONSTRUCTION AND ADDRESSING CHANGES IN THE FIELD



PROJECT CONSTRUCTION
Construction monitoring and addressing Requests for Information (RFIs) & Preparing Change Notices as requested.

SBSS supports various construction tasks. This includes providing assistance with submittal requirements such as change order requests, cost estimating, scheduling, invoicing, and responding to unforeseen modifications in project scope.

5

PROJECT CLOSEOUT



FINAL WALK-THROUGH & CLOSEOUT
Completing final inspections, ensuring all documentation is submitted to officially hand over the project to BART.

SBSS assists with final inspections, supports completion of all documentation and required work associated with the award. SBSS also supports finalization of applicable administrative actions for the release of any retention.

HELPING SMALL BUSINESSES ADAPT TO EVOLVING ENGINEERING AND CONSTRUCTION INDUSTRY NEEDS



SMALL BUSINESS SUPPORT SERVICES

SBSS HELPS SMALL BUSINESS PREPARE FOR ALTERNATIVE PROJECT DELIVERY

The rise of alternative project delivery (APD) methods is transforming the construction and engineering industries, addressing the limitations of traditional models like Design-Bid-Build. APD improves efficiency, cost control, speed, collaboration, and innovation. BART is using APD for its Police Headquarters Project, and SBSS hosted a webinar to help small businesses adapt to this trend, attended by over 43 participants. These methods promise faster, cost-effective projects with better outcomes but require careful planning, stakeholder alignment, and cultural and contractual shifts. SBSS webinars aim to ensure small businesses are equipped to participate in these evolving industry approaches.

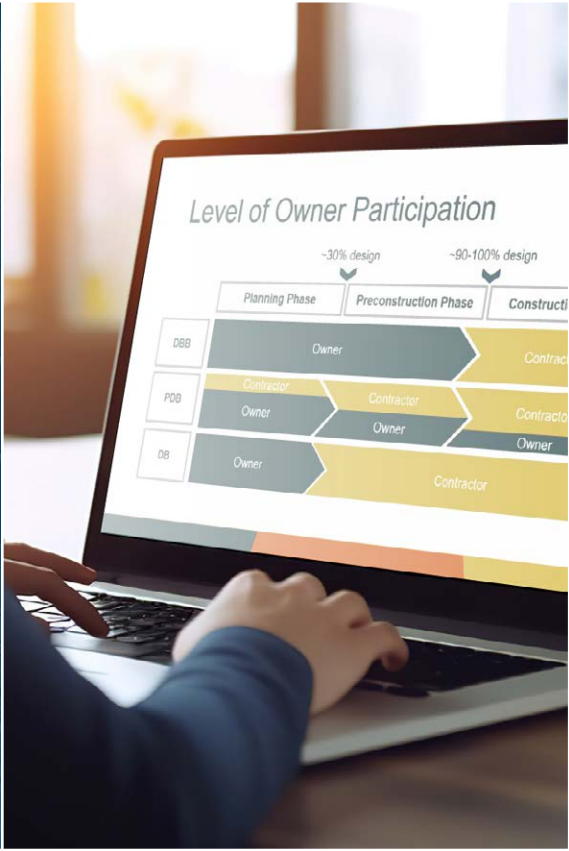


“

We appreciate the partnership with SBSS to raise the level of understanding and conversation about alternative forms of project delivery through stakeholder education and collaboration.

”

MARK KEMPTON
EXECUTIVE DIRECTOR, CALINFRA



HELPING SMALL BUSINESSES ADAPT TO EVOLVING ENGINEERING AND CONSTRUCTION INDUSTRY NEEDS



SMALL BUSINESS SUPPORT SERVICES

SCHEDULING - THE BACKBONE OF SUCCESSFUL PROJECT MANAGEMENT

Effective scheduling is crucial for complex construction projects, like BART, to ensure timely, budget-compliant completion while meeting local regulations and standards. It aligns resources, tasks, and stakeholders, minimizing risks, improving coordination, and enabling proactive problem-solving. SBSS hosted a four-part webinar series on project scheduling:

- Scheduling 101: Basics of planning and the Basis of Schedule.
- Scheduling 102: Monthly updates required for payment processing.
- Scheduling 103: Preparing 4-Week Look Ahead schedules in bar chart format.
- Scheduling 104: What-if analysis and Recovery Schedules for risk management.

Attended by over 100 participants, the series equipped small business owners with skills to track tasks, comply with BART requirements, analyze risks, and implement safety strategies. This training fostered transparent scheduling, enhancing performance, trust, and alignment with project goals.



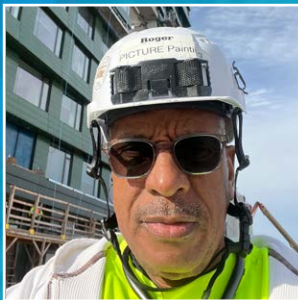
“
For BART, where infrastructure impacts both daily operations and the community, meticulous scheduling ensures that construction milestones are met on time, disruptions are minimized, while delivering high-quality results - we love sharing our expertise to help small businesses.
”

FRANKLIN LEE
M LEE CORPORATION





SMALL BUSINESS SUPPORT SERVICES



SBSS SUCCESS STORIES



MARS GLASS



SERVICES PROVIDED:

- BART Portal Navigation
- Connections
- DBE Certification
- Headshots
- Logo
- Presentation Skills
- Procurement Portal
- RFP Review
- SOQ Development
- Website Development

“ My firm, which specializes in designing/ installing glazing systems, glass lifting, tinting, and 24/7 emergency services for public and private sector, has benefitted greatly from working with the SBSS Program. I’m actively competing for BART projects including the Police Headquarters Project and building relationships with key decision makers on numerous projects because of SBSS. ”

AMIR MERIKHI
CEO, MARS GLASS

BIRD ELECTRIC



SERVICES PROVIDED:

- BART Portal Navigation
- Connections
- Headshots
- Procurement Portal
- SOQ Development
- Website Updates

“ The SBSS Program has been a huge value to our firm. Prior to engaging with the SBSS Program we were hesitant to bid on construction projects at BART but the SBSS Team has helped us navigate the process and procedures and we are now actively bidding on projects and seeking teammates to increase our chances of winning contracts. ”

ANGIE BIRD
CEO, BIRD ELECTRIC



3H TRUCKING



SERVICES PROVIDED:

- BART Portal Navigation
- Connections
- DBE Certification
- Headshots
- Presentation Skills
- Procurement Portal
- SOQ Development
- Website Development

“ The team of experts with the SBSS Program have been fantastic for my firm. They got me on target for my certifications and their knowledge of the BART Procurement Process has been invaluable! Thank you, BART!

”

AMRIT KAUR
CEO, 3H TRUCKING

GRAND ELECTRIC



SERVICES PROVIDED:

- BART Portal Navigation
- Connections
- Headshots
- Logo
- Presentation Skills
- Procurement Portal
- SOQ Development
- Website Development

“ The Team at the SBSS Program are my ‘go-to’ resource when I’m seeking to bid on BART projects. They help me navigate BART’s procurement website and helped me update my website so that when prospective decision makers are looking for qualified contractors who specialize in electrical contracting I’m able to put my best foot forward. They are a remarkable team!

”

MARVIN EVANS
CEO, GRAND ELECTRIC

PICTURE PAINTING & DECORATING



Projects:

15IJU-130, Fire Alarm System Phase 3, 15LK-140 Market Street Canopies.

Services provided:

Invoice Pay App process, Badging Process, Project Communication, Change Order process.

“ As a small business working on our first BART project we found SBSS team’s assistance very helpful in understanding the invoicing and badging processes.

”

ROGER PICTURE
COO, PICTURE PAINTING & DECORATING

SADLERCO



Projects:

15IJU-130, Fire Alarm System Phase 3.

Services provided:

Elations, B2Gnow enrollment and data input, project communication.

“ Thank you for your team’s assistance with our Elations and B2Gnow enrollment and data input. We are new to BART and your help is greatly appreciated!

”

MASOUD SADROLODABAE
CEO, SADLERCO



BESS TEST LABS



Projects:

15TC-123, Richmond Yard and Fence Replacement; 15LK-140, Market Street Canopies; 15LK-120A, Market Street Escalators.

Services provided:

Invoice and Pay App Process, Project communication.

“ It’s good to know SBSS is available and we can lean on you should we run into problems. ”

”

MICHAEL JACOBS

PROJECT MANAGER, BEST TEST LABS

BOWERS ELECTRIC



Projects:

15LK-120A, Market Street Escalators.

Services provided:

B2GNow enrollment and data input, Elations CPR Uploads.

“ As a small business I appreciate the SBSS team’s assistance and availability to answer questions and desire to helps us be successful. ”

”

DARYL BOWERS

CEO, BOWERS ELECTRIC



WHO DO I CONTACT?



SMALL BUSINESS SUPPORT SERVICES



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FOR MORE INFORMATION ON THE SBSS PROGRAM VISIT:

WEB: www.bart.gov/about/business/ocr/services

EMAIL: SBSupportServices@bart.gov