

Work Plan No A.23-01 BART TOD Travel Behavior Survey

Scope:

Task 0 – Project Management & Coordination

Fehr & Peers will keep BART staff informed on the status of the Project over the course of this work order. This task order will be performed on a time and materials basis, and Fehr & Peers will submit invoices on a monthly basis for services rendered. For purposes of this scope of work, Fehr & Peers will attend up to six virtual half-hour meetings at BART's discretion which may include meetings with stakeholders such as UC Berkeley.

Deliverable:

- Up to six 30-minute virtual meetings with BART staff and key stakeholders
- Meeting notes and action items

Task 1 – In-Person Survey Outreach Events Flyers & Posters

For each in-person survey outreach event, Fehr & Peers will prepare pre-event flyers in English, Spanish, and Chinese for up to 20 sites that includes the purpose of the survey and the date of event, time of event, and a QR code to the survey based on the property type.

Fehr & Peers will design one poster for the in-person survey outreach events. This poster will include text translated in English, Spanish, and Chinese. The poster will detail the purpose of the UC Berkeley survey and how it will inform future BART planning and explain how to participate in the survey. We will leave a space for the QR code so a new QR code can be attached for each event. Fehr & Peers will print and mount four 24" x 36" poster boards, two for Fehr & Peers and two for BART.

Deliverable:

- Four printed poster boards, provided in English, Spanish, and Chinese
 - A space will be provided for Fehr & Peers and BART staff to update the QR code for each event

Task 2 – In-Person Survey Outreach Events

Fehr & Peers will attend eight in-person survey outreach events with one Spanish translator and one Mandarin/Cantonese translator, and one additional staff member. For each event, Fehr & Peers staff will bring a collapsable table, paper surveys in all three languages, digital devices, clipboards, and poster boards.

Deliverable:

- Attendance at 8 in-person survey outreach events on weekdays between 4:00 PM – 6:00 PM

- Staff attendance includes one English-speaking, one Spanish-speaking, and one Mandarin/Cantonese speaking staff
- Paper surveys will be printed in each language for every event. Surveys collected by paper will be scanned and uploaded onto a shared drive with BART and UC Berkeley staff

Prime: Fehr and Peers

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Urban Planning Partners	\$ 14,118	Y	Y

Total Work Plan Value: \$ 52,862