



SMALL BUSINESS SUPPORT SERVICES



FACT SHEET

SMALL BUSINESS SUPPORT SERVICES ARE HERE!

Small Business Support Services (SBSS) is provided by BART’s Office of Civil Rights (at no cost to the contractor/subcontractor or project being assisted) to assist small business to obtain and successfully perform BART construction contracts. SBSS’s primary objectives for these services are twofold:

- **Pre-Award:** Expand the pool of available construction firms qualified to participate as general and subcontractors for BART and increase the number of small businesses contracting with BART
- **Post-Award:** Help small businesses working on BART construction projects to successfully complete their scope of work and earn a reasonable profit

PRE-AWARD

- SBE/SB/DBE Certification Assistance
- Matchmaking between Prime/Subcontractors
- Developing Effective Statements of Qualifications
- Workshop Curriculums including but not limited to:
 - Interpreting Plans & Specifications
 - Estimating/Costing
 - Safety
 - Bid Preparation
 - Bonding/Insurance
 - Contract Provisions & Requirements
 - Workforce Development & Compliance
 - Effective Communications Training

POST-AWARD

Technical assistance including but not limited to:

- Pre-Construction Submittals
- Quality Assurance and Quality Control Requirements
- Health and Safety Plans
- Post-Award Negotiations
- Elations – Certified Payroll Reporting (Using Elations)
- Baseline Schedules & Comprehensive Schedule of Values
- Invoicing and Payment Process (Using B2Gnow)
- RFIs (Request for Information) and Differing Site Conditions
- Change orders: Lump Sum and Time and Materials
- Site Specific Work Plan (SSWP’s)
- Drawing/Plan Requirements (shop drawings and as-built drawings)
- Close out through Release of Retention

QUESTIONS?

PRE-AWARD

(UPCOMING PROJECTS)

PAUL PENDERGAST

PRE-AWARD PROGRAM ADMINISTRATOR

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POST-AWARD

(CURRENT PROJECTS)

HARRY OVERSTREET II

POST-AWARD PROGRAM ADMINISTRATOR

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BART OFFICE OF CIVIL RIGHTS

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