

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**  
2150 Webster Street, CA 94612, P.O. Box 12688, Oakland, CA 94604-2688  
510-464-6000

A meeting of the BART Accessibility Task Force (BATF) will be held on Thursday, **January 26, 2023**, starting at 2:00 p.m. to 4:30 p.m.

**Please Note:** Pursuant to all necessary findings having been made by the Board of Directors of the San Francisco Bay Area Rapid Transit District (for itself as well as all subordinate legislative bodies) to continue remote public meetings in the manner contemplated under urgency legislation Assembly Bill No. 361, 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 Committee Meeting via Zoom by calling **1-833-548-0282** and entering access code **898 0859 1290**; logging in to Zoom.com and entering access code **898 0859 1290**; or typing the following Zoom link into your web browser: <https://us06web.zoom.us/j/89808591290>

**If you wish to make a public comment:**

- 1) Submit written comments via email to [evanloo@bart.gov](mailto:evanloo@bart.gov), using “public comment” as the subject line. Your comment will be provided to the Committee 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 **January 26, 2023**, in order to be included in the record.
- 2) Call **1-833-548-0282**, enter access code **898 0859 1290**, 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 **898 0859 1290**, and use the raise hand feature; or join the Committee Meeting via the Zoom link (<https://us06web.zoom.us/j/89808591290>) and use the raise hand feature.

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

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, CA 94612, P.O. Box 12688, Oakland, CA 94604-2688  
510-464-6000

1. Roll Call of BATF members. (Information) 5 minutes  
Self-Introductions: Staff and Guests.
2. Public Comment. (Information)  
An opportunity for members of the public to comment on items not on the agenda.  
**Public comment is limited to two (2) minutes per person.**
3. Approval of November 09, 2022 Meeting Minutes. 5 minutes  
(Information/Action)
4. Accessible Improvement Program (AIP) within the BART 20 minutes  
System Update. (Information/Action)
5. How to Run an Effective Meeting Refresher. 20 minutes  
(Information/Action)
6. Discussion of BATF Term Limits for Chair, Vice Chair, and 20 minutes  
2<sup>nd</sup> Vice Chair. (Information/Action)
7. Remembering Hale Zukas – Discussion. 30 minutes  
(Information/Action)
8. Member Announcements. (Information) 5 minutes
9. Staff Announcements. (Information) 5 minutes
10. Chairperson Announcements. (Information) 5 minutes
11. Future Agenda Topics – Members Suggest Topics. 5 minutes  
**Next meeting scheduled:** February 23, 2023, Thursday
12. Adjournment.

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

**BART ACCESSIBILITY TASK FORCE**  
Committee Meeting **DRAFT** Minutes  
November 09, 2022

**1. Roll Call of Members:**

1. Anita Ortega
2. Catherine Callahan
3. Clarence Fischer
4. David Fritz
5. Don Queen
6. Emily Witkin - ABSENT
7. Gerry Newell (Vice-Chair)
8. Hale Zukas
9. Herb Hastings (2<sup>nd</sup> Vice-Chair)
10. Janet Abelson
11. Janice Armigo Brown - ABSENT
12. Larry Bunn
13. Marjorie (Marji) McWee
14. Randall Glock (Chair)
15. Roland Wong
16. Shay Roberson
17. Valerie Buell
18. VACANT

**BART Customer Access and Accessibility Department Staff:**

Elena Van Loo  
Laura Timothy  
Bob Franklin

**BART Director (s), BART Staff, Speakers, and members of the public:**

Robert Raburn (BART Board of Directors)  
Wendy Wheeler (BART Staff)  
Rachel Factor (BART Staff)  
Greg Lombardi (BART Staff)  
David Coggshall (BART Staff)

Bert Wagner (BART Staff)  
Ahmad Rassai (BART Staff)  
Bridgett Nolot (Captioner)  
Alicia Garispe (Captioner)  
Natalie Maxwell (Guest)  
Shervin Keshmiri (Guest)  
Sara Desumala (Guest)

## **2. Public Comments**

Sara Desumala mentioned the Embarcadero BART Station Accessible Faregate at the platform level keeps breaking down and riders are fare evading.

Natalie Maxwell introduced themselves from Center of Independent Living in Berkeley, California.

## **3. Approval of September 22, 2022 Meeting Minutes**

Clarence Fischer moved approval of the September 22, 2022 meeting minutes with the amendments. Herb Hastings seconded the motion.

- Motion passes with twelve (12) in favor, zero (0) against, one (1) abstention

## **4. Accessibility Update (Elevator Enclosure Fare Gates)**

Wendy Wheeler presented, “Accessibility update (elevator enclosure fare gates).”

Wendy Wheeler shared that the Accessible Faregate (AFG) double panel swing doors will be changed to single panel swing gate and more will be added as we move forward:

- Bay Fair BART Station, single panel installed August 06, 2022
  - Double panel installed July 14, 2021
- Coliseum BART Station, scheduled for November 11, 2022
- Richmond BART Station, scheduled for December 16, 2022
- Concord BART Station, scheduled for January 2023
- Montgomery BART Station, To Be Determined (TBD)
- Fruitvale BART Station, To Be Determined (TBD)
- Balboa Park BART Station, To Be Determined (TBD)

Wendy Wheeler mentioned elevator enclosure at Rockridge BART Station had been completed in July of 2022 and the elevator enclosure at Walnut Creek BART Station had been completed in September of 2022.

### Scheduled Remaining Stations:

- Civic Center Plaza BART Station – November 2022
- Powell Street (SF) BART Station – December 2022
- Orinda BART Station – December 2022

### Completed Stations:

- Coliseum (Oakland) BART Station – September 2020
- Concord BART Station – October 2020
- Montgomery BART Station – December 2020
- Bay Fair BART Station – July 2021
- Balboa Park BART Station – August 2021
- Embarcadero BART Station – December 2021
- El Cerrito Plaza – May 2022
- Rockridge BART Station – July 2022
- Walnut Creek BART Station – September 2022

### Previously Completed:

- 12<sup>th</sup> St. (Oakland) BART Station – Railing was added
- South Hayward BART Station – Railing was added
- Berkeley (Downtown) BART Station – Railing was added
- El Cerrito del Norte BART Station – Station Modernization
- 19<sup>th</sup> St. (Oakland) BART Station – Station Modernization

### Enclosures Not Required:

- Lake Merritt BART Station – Railings added to enclosure elevator in the paid area  
Elevator #140
- South Hayward BART Station – Railings added to enclosure elevator in the paid area  
Elevator #9
- 12<sup>th</sup> St. (Oakland) BART Station - Railings added to enclosure elevator in the  
paid area – Elevator #23
- 19<sup>th</sup> St. (Oakland) BART Station – Railings added to enclosure elevator in the paid  
area – Elevator #25
- Ashby BART Station – Railings added to enclosure elevator in the paid area –  
Elevator #111
- Berkeley (Downtown) BART Station – Railings added to enclosure elevator in the  
paid area – Elevator #45
- El Cerrito del Norte BART Station – Railings added to enclosure elevator in the paid  
area – Elevator #164
- El Cerrito del Norte BART Station – Railings added to enclosure elevator in the paid  
area – Elevator #165
- Millbrae BART Station – Railings added to enclose in the paid area – Elevator #108

Wendy Wheeler gave an update on elevator signages and destination signages.

### Elevator Status Signs:

- Remaining Stations:
  - Pittsburg/Bay Point BART Station
  - Antioch BART Station
  - Oakland International Airport (OAK) BART Station
  - West Dublin/Pleasanton BART Station
  - North Berkeley BART Station
- Completed Lines
  - A Line – August 2022
  - C Line – September 2022
  - K Line – August 2022
  - M Line – September 2022
  - S Line – September 2022
  - W Line – September 2022
  - Y Line – September 2022

### Destination Signs:

- Scheduled Remaining Stations
  - Civic Center Plaza (SF) BART Station – February 2023
  - Powell St. (SF) BART Station – February 2023
  - Embarcadero (SF) BART Station – March 2023
  - 16<sup>th</sup> St. (SF) BART Station – May 2023
  - Berkeley (Downtown) BART Station – July 2023
  - 19<sup>th</sup> St. (Oakland) BART Station – October 2023
  - 12<sup>th</sup> St. (Oakland) BART Station – January 2024
  - 24<sup>th</sup> St. (SF) BART Station – March 2024
  - Glen Park (SF) BART Station – May 2024
- Completed Station
  - Lake Merritt (Oakland)

Randall Glock asked why Embarcadero BART Station and Richmond BART Station Accessible Faregates (AFG) are frequently out of order. Wendy Wheeler mentioned she is aware of this and mentioned Richmond BART Station will replace its double panel faregates with a single panel faregate.

Roland Wong mentioned he was at Lake Merritt BART Station and expressed how he liked the new digital signages. Wendy Wheeler appreciated Roland Wong's feedback and mentioned staff worked really hard to make the digital signages work.

Roland Wong stated that he is glad to hear accessible faregates will be changed from double panel swing gate to a single panel swing gate.

Catherine Callahan voiced a couple of concerns with Rockridge BART Station and Embarcadero BART Station at which both are elevator enclosures. She mentioned she used both stations to go to and from work and expressed that retrofitting to the single panel swing faregate will not fix the problem because the swinging faregate (s) are still routinely broken. Catherine Callahan stated that this really impedes her daily commute and it is placing an undue burden with people with disabilities to not know whether or not the accessible faregate (s) are working. She asked if there is a way to give people access to whether or not those faregates are actually operational like done with elevators out of service (s). Wendy Wheeler mentioned she will take this idea to her team.

Herb Hastings complemented the new digital signages. He mentioned that there was quick notice of delay on the new digital signages along with overhead announcements and this is helpful to the riders.

Clarence Fisher asked why Montgomery BART Station does not have the new digital signages. Wendy Wheeler mentioned she and her staff will look into this.

David Fritz suggested signs on the elevator at the street level or non-faregate level that can direct riders the correct faregate to pay at the accessible faregates.

Robert Raburn had two questions. He asked if the new destination signages are technically capable of being deployed in external exterior platform situations. Wendy Wheeler mentioned the first round of funding received will focused on the underground stations and when additional funding comes the focus will be for the outside signages.

Second question from Robert Raburn asked if the Request for Proposal (RFP) for the next generation of faregates include the Accessible Faregates (AFG). Wendy Wheeler stated that there will funding focusing on AGFs' for the upcoming proposals.

Wendy Wheeler shared that there are three ways Accessible Faregates (AFG) can be opened other than using your clipper card or BART magstriped ticket:

1. The Station Agent has the ability to do an emergency barrier override from the station agent booth
2. If there's a power outage, the AFGs should open automatically. Operation Control Center (OCC) can also open them remotely, and the Station Agent can do the same.
3. Operation Control Center (OCC) has the ability to override faregate (s) remotely as well as the BART Police Department

## **5. Update on Measure-RR Funded Safe Routes to BART Grant Program**

Rachel Factor presented, “Update on Measure RR-funded Safe Routes to BART Grant Program.”

Rachel Factor shared the revised Measure RR draft summary of investment and highlighted that \$135 million (which is about 4% of the bond) goes to expand opportunities to safely access station which includes safety, reliability, and crowding (traffic relief) under benefits.

### **Intended Allocation by Mode (\$135 million):**

Active Access (including safe routes) – \$77 million

Shared Mobility – \$25 million

Seniors, People with Disabilities – \$25 million

Drive and Park – \$9 million

Rachel Factor mentioned funding will be partnered with MTC Lifeline, One Bay Area Grant, Active Transportation Program, etc. Also, will be partnered with Regional/County Transportation Fund for Clean Air Program (TFCA) funds, California Cap-and-Trade (SB1), and Affordable Housing + Sustainable Communities Program (AHSC).

Rachal Factor shared program goals, two different cycle timelines, along with funding under Measure RR program. She also shared some improvements to be done, tentative evaluation process, and tentative scheduled timeline.

Randall Glock thanked Rachel Factor for her presentation.

## **6. BART Station Access Signage Standards Website - Reminder**

Randall Glock reminded BATF members and the public to provide comments under BART’s link, [www.bart.gov/about/planning/station-access/station-signage](http://www.bart.gov/about/planning/station-access/station-signage) about wayfinding at BART. He conveyed this is an opportunity to share your thoughts about wayfinding throughout the BART System.

## **7. Review and Approve Year 2023 BATF Scheduled Meeting Dates.**

Randall Glock led agenda item to review and approve 2023 BATF scheduled meeting dates.



Herb Hasting motioned to discuss whether to have a meeting on November 8, 2023 or November 15, 2023. Shay Roberson seconded the motion.

Herb Hastings asked why there is a reason to schedule a meeting on the third Wednesday of November when BATF meetings has been scheduled for the second Wednesday. Randall Glock verified that there was a proposal to have the November's meeting for the third Wednesday.

Roland Wong, Valerie Buell, and Gerry Newell stated November 15, 2023 meeting works best due to there is a short time between October 26<sup>th</sup> to November 8<sup>th</sup> of 2023 and will give staff more time to prepare for November 15<sup>th</sup> of 2023.

Marjorie McWee motioned to vote for either November 8<sup>th</sup> or November 15<sup>th</sup> of 2023. Roland Wong seconded the motion.

- Motion passes with eleven (11) in favor, one (1) against, one (1) abstention

Marjorie McWee motioned to vote to approve scheduled meetings from January 2023 to October 2023 and approve December 13, 2023. Gerry Newell seconded the motion.

BATF members voted unanimously approved January 2023 to October 2023 scheduled meeting and BATF members voted unanimously to approve December 13, 2023.

Approved 2023 BATF Scheduled Meeting dates (2:00 pm to 4:30 pm):

- January 26, 2023, Thursday
- February 23, 2023, Thursday
- March 23, 2023, Thursday
- April 27, 2023, Thursday
- May 25, 2023, Thursday
- June 22, 2023, Thursday
- July 27, 2023, Thursday
- August 24, 2023, Thursday
- September 28, 2023, Thursday
- October 26, 2023, Thursday
- November 15, 2023, Wednesday
- December 13, 2023, Wednesday

Randall Glock asked when in-person meetings will take place. Elena Van Loo mentioned she and staff continues to communicate with District Secretary's Office to

see when it is the best, safest time to resume in-person meetings. Elena Van Loo added it is important that BATF members and members of the public feel safe when in-person meeting resumes.

## **8. BATF Holiday Reception Planning for December 2022 – Discussion**

Members discussed whether to have a BATF Holiday Reception scheduled for December 14, 2022 through Webinar.

Roland Wong mentioned doing BART Holiday Reception through Webinar is more difficult than in-person.

Valerie Buell thinks we should try to have the Holiday Reception through Webinar for networking reasons and Herb Hasting agrees with Valerie Buell's statement.

Gerry Newell recommends cancelling December's meeting and do a meet-and-greet at a later time when we can do it in-person.

Marjorie McWee stated if there's not a robust agenda for December that we cancel the meeting and postpone the gathering until it is safe to do so.

Elena Van Loo shared BATF did have a meet-and-greet through Webinar with the GM, assistant GMs, and BART Staff a couple years ago. She mentioned we need to follow the Brown Act Law and beware of meet-and-greet versus specific projects being discussed.

Randall Glock ended the discussion by stating if there are not enough agenda items for December's meeting is to resume in January 2023.

## **9. Member Announcements**

Roland Wong shared he participated in a rare, open to the public, tour at the BART Hayward Maintenance Complex on October 27, 2022 and stated it was successful. He added it was fully accessible and thanked Paratransit for their wonderful service. Randall Glock agreed with Roland Wong's statement.

Herb Hastings announced he is the newest member of the Interagency Transportation Equity Advisory Committee (TEAC).

## **10. Staff Announcements**

Elena Van Loo announced she will be mailing “Thank you, Happy Holidays,” BART swag bags to BATF members.

Ahmad Rassai announced he will be presenting an update on Accessible Improvement Program (AIP) budget at a later date that focuses on making corrections, improvements under the Americans with Disabilities (ADA) within the station, outside the stations, parking lots, garages, sidewalks, etc.

## **11. Chairperson Announcements**

Herb Hastings, 2<sup>nd</sup> Vice-Chair, visited 19<sup>th</sup> Street BART Station and visited the new restrooms. He thought the restrooms were too dark and would like to see bright lighting installed.

## **12. Future Agenda Topics – Member Suggest Topics**

- BART Survey Takers at BART Station
  - Job description and what department does surveyors work from
- Discussion of Chair terms, Vice-Chair terms, & 2nd Chair terms
- Discussion to add ad hoc committee
  - Smaller committee to recruit new BATF member (s)

## **13. Adjournment**

The meeting adjourned at 4:03 pm until the next regularly scheduled meeting, January 26, 2023.



**15NU-145**

**Accessibility Improvement Program- Phase 2**

**BART Accessibility Task Force  
(BATF) – January 26, 2023  
Ahmad Rassai (AR)**

# Project Locations

Base Bid-

Macarthur (K30), San Leandro (A40), Hayward (A60), Fruitvale (A20), Bay Fair (A50), and Fremont (A90) Stations



# Scope of work – Major Elements

## 1. Civil (Majority of Scope):

- a. Demo and Re-construct existing sidewalks and curb ramps to meet ADA requirements.

## 2. Metal (Second Largest Scope):

- a. Remove existing and install new cane detection devices.
- b. Remove existing handrails and install new handrails on stairs
- c. Provide and install new stainless steel panel sheets and trim

## 3. Electrical/ Communication:

- a. Remove existing courtesy phones and install new District Furnished courtesy phones to improve accessibility. Provide pertinent components to support phone installation.
- b. Coordinate with PTS to remove existing phones and TTY devices and install new public phones and TTY devices to improve accessibility. Provide pertinent components to support phone and TTY device installation.
- c. Courtesy phones and public phones will be replaced to provide adequate height and access for ADA. Existing data cables will be re-used. Splices and extensions may be required. Review Electrical Drawings
- d. Lighting fixtures where required will be replaced with new fixtures. Existing wires will be re-used. Splices and extensions may be required. Review Electrical Drawings

## 4. Specialties:

- a. move existing and re-install new signs and illuminated phone cube sign.

## 5. Temporary Facility and Control\*

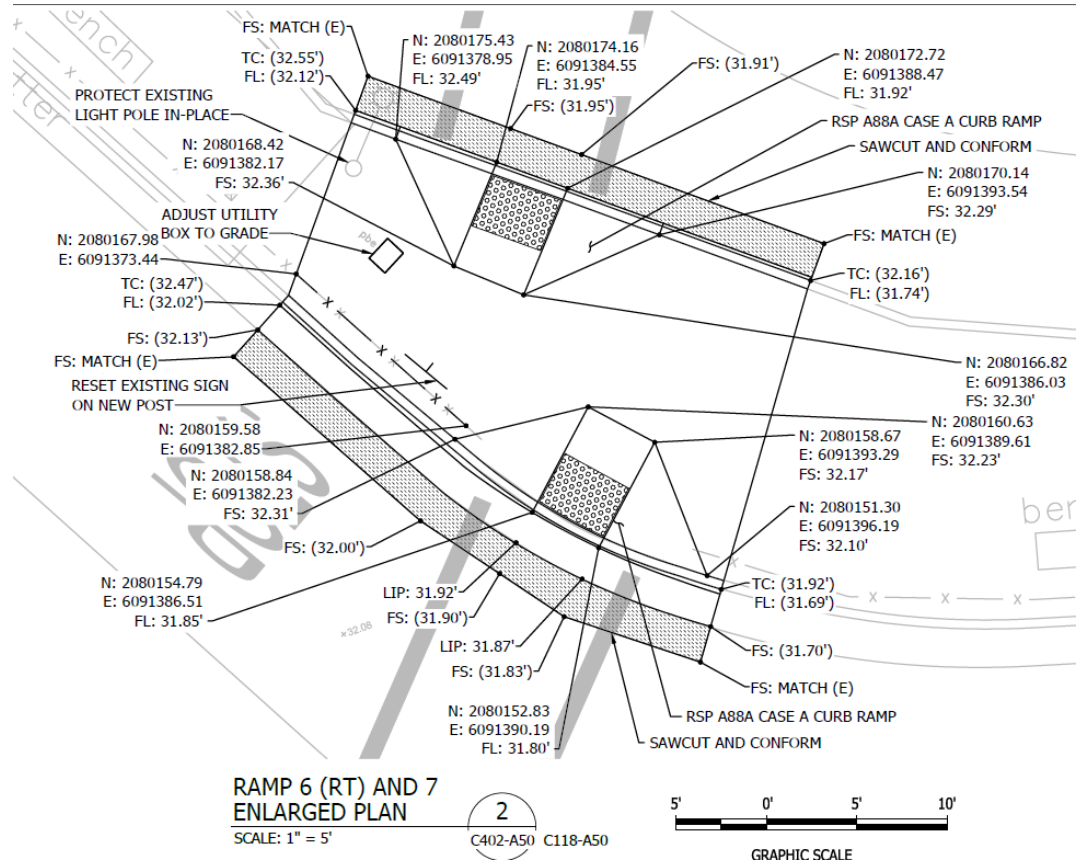
- 6. Other Miscellanies work as identified in the Contract Specs Section 01 11 00 and Contract Drawings

# Contract Duration

- **440 Days from NTP.** This duration includes all pre-construction activities which may take up to 60 Days to complete before any field work.
- **If Bid Option 4 is exercised, 60 Days** will be added to the Contract Duration
- No time extension for any other Bid Options if exercised



# Example for Civil Scope



PROVIDE 2' WIDE ASPHALT CONCRETE. THICKNESS AS REQUIRED TO CONFORM EXISTING PAVEMENT SURFACE TO NEW LIP OF GUTTER.

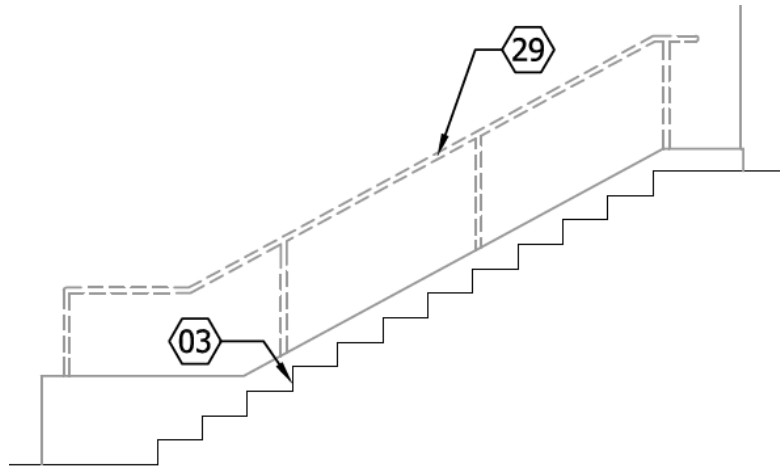
CONSTRUCT CONCRETE SIDEWALK AND CURB RAMP (WITH CURB AND GUTTER). DOWEL NEW CONCRETE TO EXISTING CONCRETE. SEE CONSTRUCTION DETAILS DRAWING C501 AND BART BFS CS06.

RESET EXISTING SIGN ON NEW POST WITH A MINIMUM OF 84" CLEARANCE FROM FINISHED GRADE TO BOTTOM OF SIGN.



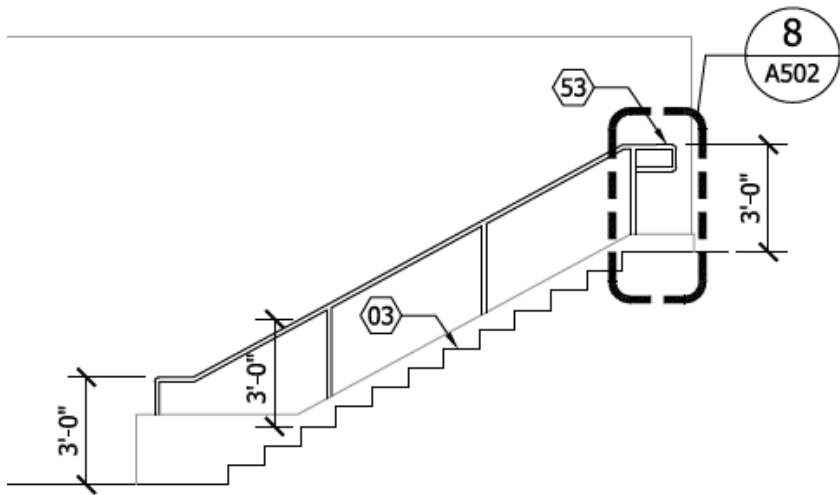


# Example for Metal



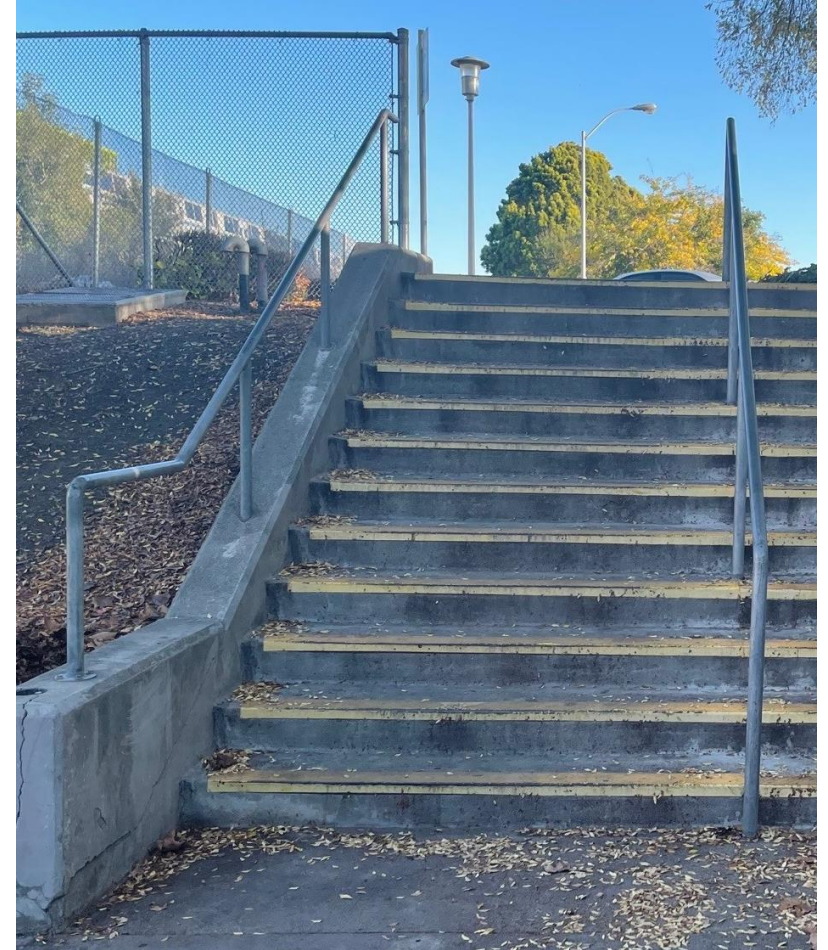
## SHEET KEYNOTES:

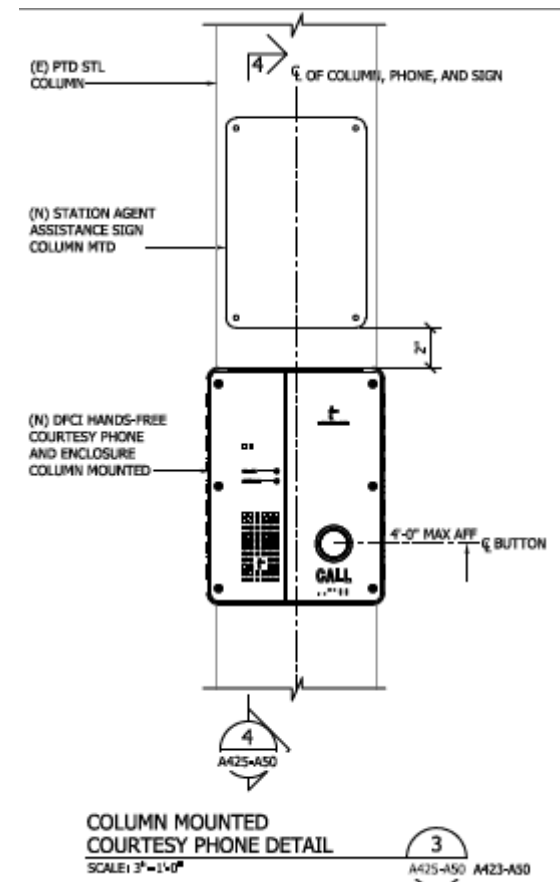
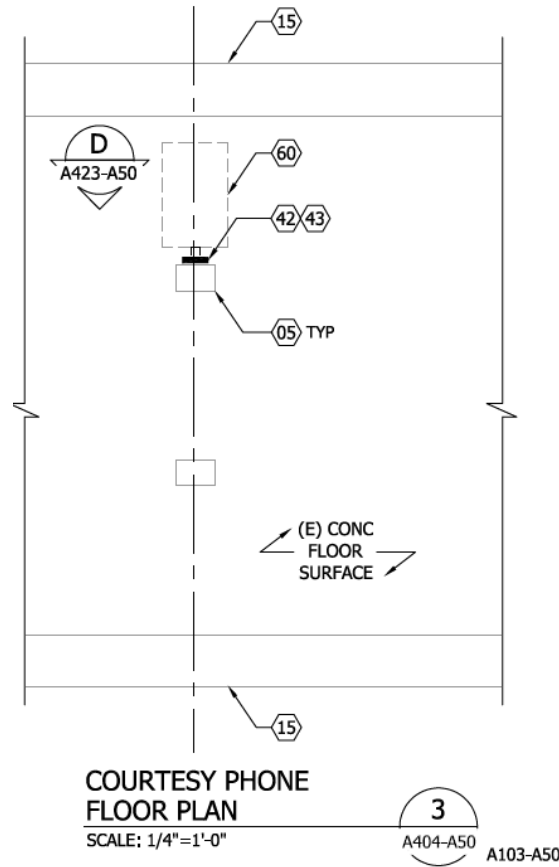
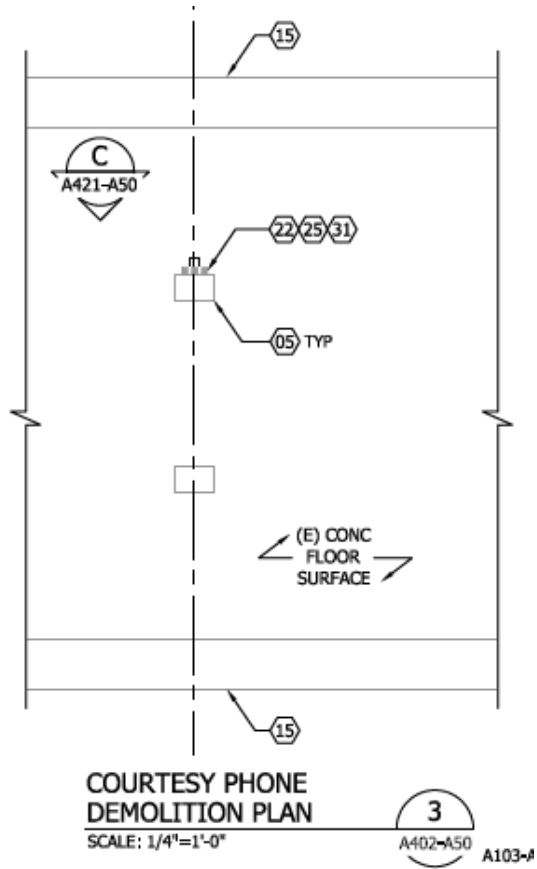
- 03. (E) STAIR
- 29. REMOVE (E) HANDRAIL



## SHEET KEYNOTES:

- 03. (E) STAIR
- 53. INSTALL (N) ST STL HANDRAIL





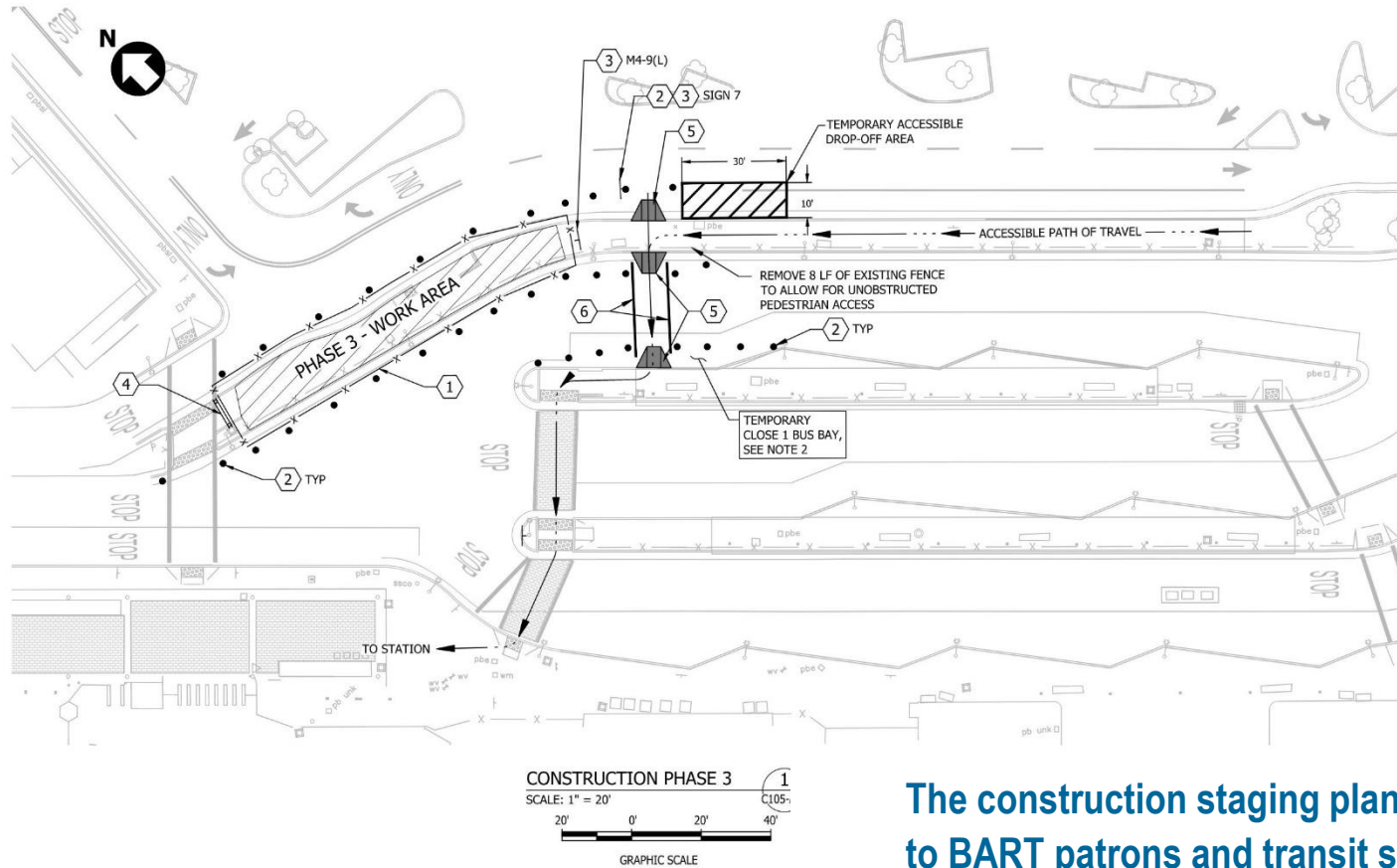
- 22. REMOVE (E) PLAQUE SIGN
- 25. REMOVE FOR SALVAGE (E) COURTESY HANDSET PHONE
- 31. REMOVE (E) CANE DETECTION

- 42. INSTALL (N) STATION AGENT ASSISTANCE SIGN
- 43. INSTALL (N) HANDS-FREE COURTESY PHONE, SURFACE MOUNTED, DPCI

# Overview of the Contract Drawings



# Phasing Plan – Bay Fair



## GENERAL SHEET NOTES:

1. FOR CONSTRUCTION CIVIL SITE PHASING NOTES AND OTHER WORK REQUIREMENTS, SEE SHEET C005.
2. CONTRACTOR TO COORDINATE BUS BAY CLOSURES WITH COUNTY TRANSIT AND BART CUSTOMER ACCESS DEPARTMENTS.
3. ANY PARKING SPACE IN A BART FEE PARKING LOT, THE CONTRACTOR MUST COORDINATE WITH BART TO POST 72 HOUR SIGNS PRIOR TO CONSTRUCTION OR CLOSURE.
4. PARKING SIGNS SHALL BE PLACED IN EACH SPACE 24 HOURS PRIOR TO CLOSURE.

#	TEMP WORK ITEMS (THIS SHEET)	QTY	UNIT
①	PROVIDE TEMP CHAIN LINK FENCE	257	LF
②	PROVIDE TEMP DELINEATORS (10' MAX SPACING)	34	EA
③	PROVIDE TEMP SIGN (SEE SHEET C005)	2	EA
④	PROVIDE TEMP TYPE II BARRICADE W/ SIGN	1	EA
⑤	PROVIDE TEMP ACCESSIBLE RAMP (SEE C005)	3	LF
⑥	PROVIDE TEMP CROSSWALK STRIPING	52	LF
⑦	PROVIDE TEMP ACCESSIBLE PARKING STRIPING	170	LF

\* PLACE TEMP FENCE A MAXIMUM OF 5' FROM WORK AREA OR AS NOTED.  
 \*\* TEMP DELINEATORS TO BE AT 10' MAXIMUM SPACING.  
 \*\*\* TEMP SIGN TO BE MOUNTED ON EX. POLE OR NEW TEMP POST.

## PHASE 3 CONSTRUCTION

1. CONSTRUCT ACCESSIBLE CURB RAMP AND LANDING REPLACEMENT.
2. CONSTRUCT CONCRETE SIDEWALK.
3. CONSTRUCT PERMANENT FENCE.
4. REINSTALL SIGNS.
5. CONSTRUCT AC PAVEMENT AND ANY OTHER RELATED ITEMS WITHIN THE WORK AREA.
6. PROVIDE STRIPING.

The construction staging plans are provided to minimize the impacts to BART patrons and transit services at the stations. Contractor must plan their work accordingly. Review Section 01 12 19

# Quantity References

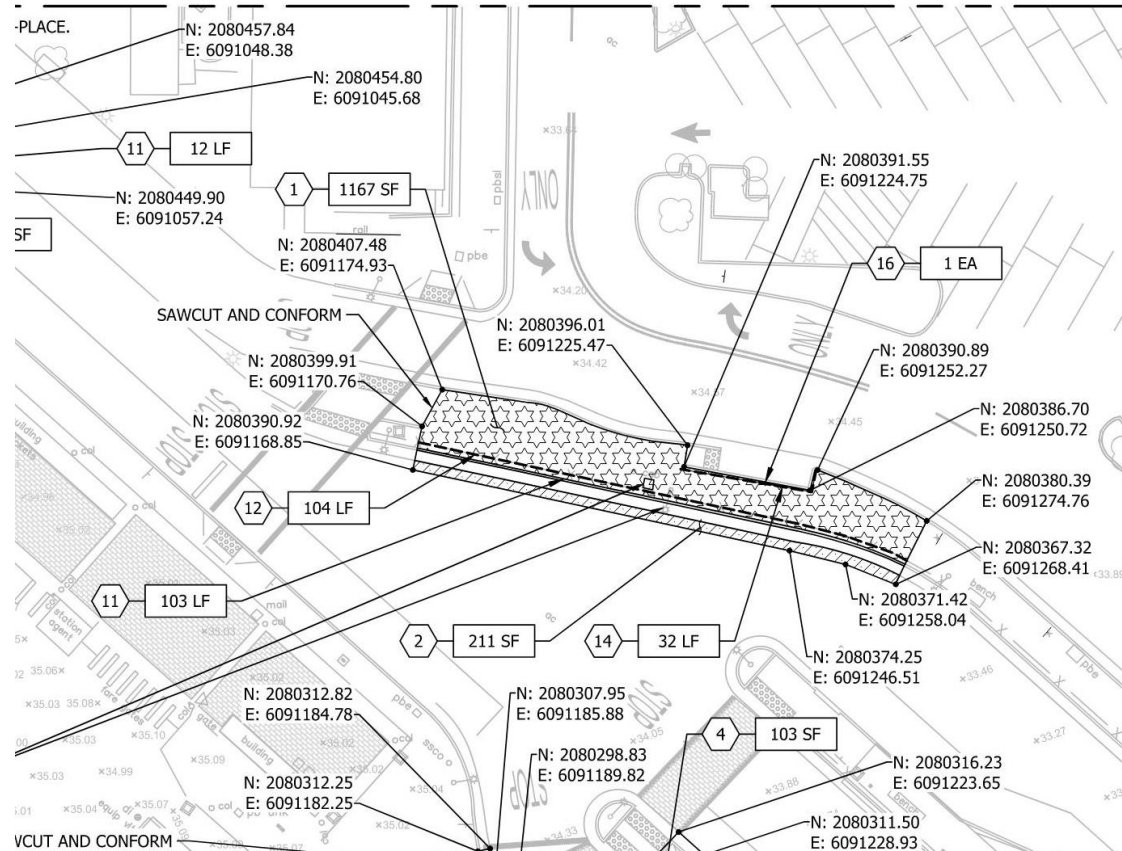


# Estimated Quantities

1. Drawing provided dimensions and square footage for reference.
2. Attachment 01 20 00-A “Example of SOV” and Attachment 01 20 00-B “Estimated QTY” also gave good references.
3. DFM- Included detailed breakdown for DFM (Courtesy Phone) with QTY by the station under Attachment 01 64 1-A



# Estimated Quantities on Drawings



MATCH LINE  
SEE CONTRACT SHEET NO. C114-A50

## GENERAL SHEET NOTES:

1. FOR ABBREVIATIONS AND SYMBOLS, SEE SHEETS C001 AND C002.
2. FOR GENERAL NOTES AND WORK LEGEND, SEE SHEET C003.
3. FOR SURVEY CONTROL, SEE SHEET C102-A50.
4. DEMOLISH EXISTING CONCRETE TO FURTHEST SCORE AND JOINT OR AS DIRECTED BY ENGINEER.
5. ALL CURB RAMPS TO HAVE CURB, GUTTER AND 2 FEET AC PAVEMENT REMOVED.

## SHEET KEYNOTES:

1. REMOVE CONCRETE SIDEWALK.
2. REMOVE A MINIMUM OF 3" THICK BY 2' WIDE PAVEMENT SECTION.
4. REMOVE CURB RAMP (INCLUDING CURB AND GUTTER) AND CONCRETE SIDEWALK.
11. REMOVE EXISTING CURB AND GUTTER.
12. REMOVE CHAIN LINK FENCE.
13. REMOVE EXISTING TRASH RECEPTACLE AND STORE FOR REINSTALLATION.
14. REMOVE CURB MOUNTED GUARDRAIL.
16. REMOVE EXISTING SIGN AND STORE SIGN PANEL FOR REINSTALLATION.

Ref: Drawing Sheet C113-A50  
(Bay Fair Station Demolition Plan)

# Attachment 01 20 00-B “Estimated QTY”

See the sample below:

X. Exterior Improvements				
44	02 41 00	Remove existing concrete curb ramps and landings	SF	438
45	DIV 3, 31, 32, 33	Construct new sidewalk and dowel into existing concrete	SF	6094
46	32 17 26	Provide and install truncated domes	SF	150
47	02 41 00	Remove existing 12" thick pavement section	SF	438
48	DIV 3, 31, 32, 33	Provide and install new 12" thick asphalt concrete	SF	440
49	02 41 00	Remove existing 3" thick x 2 feet wide pavement section	SF	438
50	02 41 00	Remove existing concrete curb and gutter	LF	605



# Attachment 01 64 13-A “District- Furnished Materials (DFM)”

The Estimated quantity of DFM (Courtesy Phone) is listed by the station under Attachment 01 64 13-A.

Phone Type	ETP-500-C Courtesy Phone Only	ETP-SM-1-SS Surface Mounted Enclosure Only
<b>FRUITVALE (A20)</b>		
Concourse	1	0
Platform	6	6
<b>SAN LEANDRO (A40)</b>		
Concourse	3	3
Platform	6	6
<b>BAY FAIR (A50)</b>		
Concourse	1	1
Platform	4	4
<b>HAYWARD (A60)</b>		
Concourse	3	2
Platform	8	8

BART will furnish 82 TalkAPhone ETP 500 series courtesy phones and 49 standard phone enclosures for the Contractor to install. Custom enclosures where required must be provided and installed by the Contractor. Review Architectural Drawings

# Q&A





# How to Run an Effective Meeting – Quick Reference/Cheat Sheet

**BART Accessibility Task Force (BATF)**

January 26, 2023, BATF Meeting

Presented by: Elena Van Loo

# Introduction



- Let's start 2023 running effective meetings
- “How to Run an Effective meetings,” as a reminder and helpful steps as quick references
  - Byron Toma from legal dept presented the full presentation in September 2022
  - May be useful for other advisory committees you maybe involved with
    - That follows The Ralph M. Brown Act (The Brown Act)

# The Purpose

- Maintaining order in a business meeting.
- Provides an approved and uniform method of conducting meetings in a fair, orderly, and expeditious manner.

# Remember...



**NO BUSINESS WITHOUT A QUORUM**

Half a number of active members plus one must be present - **Example:** half of 18 active members is 9 – nine active members plus one must be present = 10 in total = A quorum

# Key Principles

- All appointed members have equal rights, privileges, and obligations; rules must be administered impartially
- Minority has rights which must be protected
- Full and free discussion of all motions, reports, and other items of business is a right of all members
- Only one question can be considered at a time; take care of only one thing at a time
- Members must be recognized by the chair and have obtained the floor
- Cannot speak more than twice on the same subject without permission of the assembly. No member may speak a second time on the same subject if anyone who has not spoken on that subject wishes to do so
- In voting, members have the right to know what motion is before the assembly and what affirmative and negative votes mean

# Steps to Making a Motion

1. A member **MAKES** a motion; one motion at a time
2. Another member **SECONDS** the motion
3. The chair **STATES** the motion
4. Members may **DISCUSS** the motion – **DISCUSSION** must stay on topic of motion
  - a. Listen
  - b. Focus on the topic of motion
  - c. Be polite
5. The chair **PUTS** the motion to a vote
6. Roll call is made of members outcome
  - a. Aye (yes)
  - b. Nay (no)
  - c. Abstain (not for all motions)
7. The Chair (or supporting staff) **ANNOUNCES** the result



# Five (5) Types of Motion

1. **Main** – Introduction of an item of business, propose a new action be taken
2. **Subsidiary Motions** – Are motions to modify a motion that is being considered by the members so that it will express more satisfactorily
  - a. *Example:*
    - ✓ “I move to amend the motion by inserting the word, “three,” before the word “representatives.”
3. **Privileged Motions** – Are motions to enable a member to secure an immediate decision that concerns the comfort, convenience, rights etc. of a member even though other business is pending
  - a. *Example:*
    - ✓ “I move to adjourn meeting” or “I move to a 15-minute recess”
4. **Incidental Motion** – Motions arise incidentally out of the immediate pending business at any time and must be decided as soon as they arise
  - a. *Example:*
    - ✓ “I move to withdraw my motion”
    - ✓ “I motion to appeal”
    - ✓ “I move to amend the motion by inserting the word, “three,” before the word “representatives.”
5. **Restorative Motion** – A motion to amend a main motion that was previously approved by members

# Words of Wisdom

- BATF members should be careful not to be engage in serial meetings: discussion matters outside regularly scheduled meetings
- The public must be allowed to participate in the discussion of agenda items
- The public must be allowed to comment on matters outside the agenda
- Only disruptive behavior is subject to taking appropriate and measured sanctions

# BART Advisory Committee Member Code of Conduct – II. Professional Conduct



**II. Professional Conduct** - Members of District Advisory Committees shall conduct themselves in a manner consistent with the law, this Code of Conduct, District policies, and good judgment. Members shall not commit any act which may bring reproach or discredit upon the District. Speech or behavior that is likely to create an appearance of impropriety is to be avoided. Members shall not involve themselves in altercations or any other act of hostility with District employees, other Committee members, or the public. Neither shall they engage in acts which will subject the District to criticism or adversely affect the interests of the District. It is up to each member to maintain a professional, safe, and productive environment – Link to the complete BART’s Advisory Committee Member Code of Conduct, [bart.gov/sites/default/files/docs/08-08-13%20Advisory%20Committee%20Member%20CofC.pdf](http://bart.gov/sites/default/files/docs/08-08-13%20Advisory%20Committee%20Member%20CofC.pdf)

## Share (request):

- Mail small print laminated quick reference on standard size paper (8x11)
- Braille
- Large Print laminated quick reference on standard size paper (8x11)
- Email

**Thank you...Questions?**

# **Advisory Committee Member Code of Conduct**

## **I. Application of the Advisory Committee Members Code of Conduct**

District Advisory Committees provide input and advice to assist the Board and staff deliberations in the conduct of District business. Since these committees are advisory only, the actions and statements of Advisory Committee members do not necessarily reflect the official positions or policies of the San Francisco Bay Area Rapid Transit District or its Board of Directors. This Code of Conduct applies to all members of District Advisory Committees.

Currently, the District's Advisory Committees are the BART Accessibility Task Force, the Bicycle Advisory Task Force, the Business Advisory Council, the Citizen Review Board, the Earthquake Safety Program Citizens' Oversight Committee, the Title VI/Environmental Justice Advisory Committee, the Limited English Proficiency Advisory Committee and the Transit Security Advisory Committee. This Code applies to these Advisory Committees as well as to any Advisory Committees which are created subsequent to the adoption hereof.

## **II. Professional Conduct**

Members of District Advisory Committees shall conduct themselves in a manner consistent with the law, this Code of Conduct, District policies, and good judgment. Members shall not commit any act which may bring reproach or discredit upon the District. Speech or behavior that is likely to create an appearance of impropriety is to be avoided. Members shall not involve themselves in altercations or any other act of hostility with District employees, other Committee members, or the public. Neither shall they engage in acts which will subject the District to criticism or adversely affect the interests of the District. It is up to each member to maintain a professional, safe and productive environment.

## **III. Conflicts of Interest**

Advisory Committee members shall not participate in providing advice or comments to the District's Board, staff or other Committee members on any matter in which they know or have reason to know that they have a financial interest. Additionally, Advisory Committee members shall not participate in the making of any District contract in which they have a financial interest. If an Advisory Committee member has a conflict of interest he/she shall disclose such conflict to the other members of the Committee and file a written statement disclosing the conflict with the District Ethics Officer.

## **IV. Confidential Information**

Advisory Committee members shall not use or disclose, other than in the performance of their official duties and responsibilities (or as may be required by law), confidential District information gained in the course of or by reason of their position.



## **V. Use of District Resources**

Advisory Committee members shall not use or permit the use of District resources, including but not limited to facilities, materials, equipment, information, intellectual property such as trademarks and copyrighted material, and District staff time, for activities other than the performance of their duties as Advisory Committee members.

## **VI. Official District Communications**

Advisory Committee Members shall not claim or imply that they are speaking on behalf of the District unless they have been specifically approved to do so by the District's Communications Department.

## **VII. Non-Discrimination/Sexual Harassment**

Advisory Committee members shall not, in the performance of their responsibilities as Committee members, engage in unlawful discrimination of any sort, including discrimination against any person on the basis of race, sex, color, national origin, religion, handicap, age, marital status, sexual orientation, or veteran status. Advisory Committee members shall not engage in sexual harassment.

## **VIII. Discussion of Future Employment**

Advisory Committee members shall not use their position to influence any District decision regarding prospective employment with the District.

## **IX. Penalties for Non-Compliance**

In addition to any other penalty as provided by law, Advisory Committee members who violate this Code are subject to removal from the Committee.

## **X. Interpretation**

The District Ethics Officer, in consultation with the Office of the General Counsel, is charged with advising District management regarding ethical issues and questions involving the interpretation and application of this Code of Conduct. Advisory Committee members and District managers may contact the Ethics Officer with questions regarding this Code of Conduct.

**BART Accessible Task Force (BATF)**  
**How to Run an Effective Meeting**  
**Sturgis Parliamentary Procedure**  
\*\* (Quick Reference – Cheat Sheet) \*\*

**The Purpose:** Maintaining order in a business meeting. Provides an approved and uniform method of conducting meetings in a fair, orderly, and expeditious manner.

**A Quorum:** Half a number of active appointed, attended members, plus one

- No business without a quorum

**Key Principles**

- All appointed members have equal rights, privileges, and obligations; rules must be administered impartially
- Minority has rights which must be protected
- Full and free discussion of all motions, reports, and other items of business is a right of all members
- Only one question can be considered at a time; take care of only one thing at a time
- Members must be recognized by the chair and have obtained the floor
- Cannot speak more than twice on the same subject without permission of the assembly. No member may speak a second time on the same subject if anyone who has not spoken on that subject wishes to do so
- In voting, members have the right to know what motion is before the assembly and what affirmative and negative votes mean

**Steps to Making a Motion**

1. A member **MAKES** a motion; one motion at a time
2. Another member **SECONDS** the motion
3. The chair **STATES** the motion
4. Members may **DISCUSS** the motion – **DISCUSSION** must stay on topic of motion
  - a. Listen
  - b. Focus on the topic of motion
  - c. Be polite
5. The chair **PUTS** the motion to a vote
6. Roll call is made of members outcome
  - a. Aye (yes)
  - b. Nay (no)
  - c. Abstain (not for all motions)
7. The Chair (or supporting staff) **ANNOUNCES** the result

**Five (5) Types of Motions**

1. **Main – Introduction** of an item of business, propose a new action be taken
2. **Subsidiary Motions** – Are motions to modify a motion that is being considered by the members so that it will express more satisfactorily
  - a. *Example:*
    - i. “I move to amend the motion by inserting the word, “three,” before the word “representatives.”
3. **Privileged Motions** – Are motions to enable a member to secure an immediate decision that concerns the comfort, convenience, rights etc. of a member even though other business is pending
  - a. *Example:*
    - i. “I move to adjourn meeting” or “I move to a 15-minute recess”
4. **Incidental Motion** – Motions arise incidentally out of the immediate pending business at any time and must be decided as soon as they arise
  - a. *Example:*
    - i. “I move to withdraw my motion”
    - ii. “I motion to appeal”
    - iii. “I move to amend the motion by inserting the word, “three,” before the word “representatives.”
5. **Restorative Motion** – A motion to amend a main motion that was previously approved by members



## Examples of motions

<u>Action</u>	<u>What to say (1<sup>st</sup> motion)</u>	<u>Can interrupt speaker?</u>	<u>Need a 2<sup>nd</sup> motion</u>	<u>Can be debated</u>	<u>Can be amended</u>	<u>Votes needed</u>
Adjourn	“I move that we adjourn...”	No	Yes	No	No	Majority
Recess	“I move that we recess until...”	No	Yes	No	Yes	Majority
Approve draft minutes	“I move to...”	No	Yes	Yes	Yes	Majority
Amend a motion	“I move to amend the motion by...”	No	Yes	Yes	Yes	Majority
Move to remove an agenda item to a future meeting	“I move to...”	No	Yes	Yes	Yes	Majority
Adjourn the meeting	“I move to adjourn the meeting	No	Yes	No	No	Majority
New member nomination	“I move to nominate (name (s)...)”	No	Yes	Yes	No	Majority
Election of Officers: Chair, Vice-Chair, 2 <sup>nd</sup> Vice Chair	No motion needed	-	-	-	-	-

### Words of Wisdom

- BATF members should be careful not to be engage in serial meetings: discussion matters outside regularly scheduled meetings
- The public must be allowed to participate in the discussion of agenda items
- The public must be allowed to comment on matters outside the agenda
- Only disruptive behavior is subject to taking appropriate and measured sanctions

### BART Advisory Committee Member Code of Conduct

**II. Professional Conduct** - Members of District Advisory Committees shall conduct themselves in a manner consistent with the law, this Code of Conduct, District policies, and good judgment. Members shall not commit any act which may bring reproach or discredit upon the District. Speech or behavior that is likely to create an appearance of impropriety is to be avoided. Members shall not involve themselves in altercations or any other act of hostility with District employees, other Committee members, or the public. Neither shall they engage in acts which will subject the District to criticism or adversely affect the interests of the District. It is up to each member to maintain a professional, safe, and productive environment – Link to the complete BART’s Advisory Committee Member Code of Conduct, [bart.gov/sites/default/files/docs/08-08-13%20Advisory%20Committee%20Member%20CofC.pdf](http://bart.gov/sites/default/files/docs/08-08-13%20Advisory%20Committee%20Member%20CofC.pdf)



# Remembering Hale Zukas

1943-2022

---

[Access and Accessibility Department](#) – January 26, 2023



# About Hale J. Zukas



- An American disability rights activist
- One of the co-founders of the Center for Independence Living (CIL)
- Active in working for accessible streets and public transit
- Founding member of BART Accessibility Task Force (BATF) – created in 1975
- Played a major role in the creation of the Americans with Disabilities Act (ADA) that passed in 1990
- BART recognized Hale Zukas for his remarkable, life-long commitment to accessibility within the BART system with a plaque that hangs proudly placed in the passageway between Ashby BART Station and Ed Roberts Campus
  - On December 1, 2022, at the request of Director Robert Raburn, the Board of Directors adjourned its regular meeting in memory of Hale Zukas.



# Hale J. Zukas

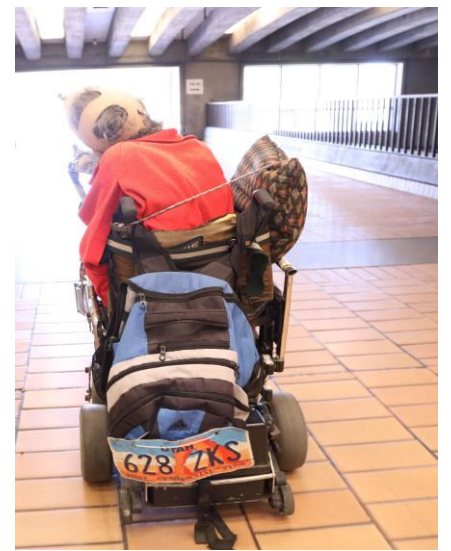
In Appreciation for  
Outstanding Leadership and Service to the  
Bay Area Rapid Transit District and the Disability Rights Movement

- As one of the founding members of the BART Accessibility Task force and in recognition of the decades of service that Mr. Zukas has been one of the principal liaisons between BART and the Disability Right Movement.
- Hale J. Zukas has cerebral palsy and uses a wheelchair. He was a co-founder of the Center for Independent Living in 1971 and has worked at the World Institute on Disability since 1983. For almost 40 years, he has worked tirelessly at the local, regional and national level to make public transportation and the built environment more accessible to persons with all types of disabilities.
- This is in recognition for his work in the area of architectural and transportation barriers which is exemplified in this passageway between the Ashby BART Station and the Ed Roberts Campus.

San Francisco Bay Area Rapid Transit District  
Ashby BART Station - Ed Roberts Campus, Berkeley Ca  
2011

## Hale J. Zukas

In Appreciation for  
Outstanding Leadership and  
Service to the  
Bay area Transit District and the  
Disability Rights movement



- As one of the founding members of the BART Accessibility Task force and in recognition of the decades of service that Mr. Zukas has been one of the principal liaisons between BART and the Disability Right Movement.
- Hale J. Zukas has cerebral palsy and uses a wheelchair. He was a co-founder of the Center for Independent Living in 1971 and has worked at the World Institute on Disability since 1983. For almost 40 years, he has worked tirelessly at the local, regional and national level to make public transportation and the built environment more accessible to persons with all types of disabilities.
- This is in recognition for his work in the area of architectural and transportation barriers which is exemplified in this passageway between the Ashby BART Station and the Ed Robert Campus.

San Francisco Bay Area Rapid Transit District  
Ashby BART Station – Ed Roberts Campus, Berkeley, CA  
2011

**“Disability is not a tragedy,  
it is a tremendous hassle.”-**

Hale Zukas

Thank you

# References (additional information):

- “Hale” – Hale Zukas documentary, [https://www.youtube.com/watch?v=WY\\_BYyK1ArE](https://www.youtube.com/watch?v=WY_BYyK1ArE)
- “BART honors disability rights activist, Hale Zukas” – BART article from 2012, <https://www.bart.gov/news/articles/2012/news20120418>
- “BART recognizes disability rights activist, Hale Zukas on anniversary of ADA” – BART article from 2020, <https://www.bart.gov/news/articles/2020/news20200721>
- Hale Zukas – Wikipedia, [https://en.wikipedia.org/wiki/Hale\\_Zukas](https://en.wikipedia.org/wiki/Hale_Zukas)
- Remembering Hale Zukas, daring visionary of the disability rights movement” – article from Berkeleyside.org website, <https://www.berkeleyside.org/2022/12/06/hale-zukas-obituary>



**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**

2150 Webster Street, P.O. Box 12688  
Oakland, CA 94604-2688  
(510) 464-6000

**2022**

Rebecca Saltzman  
PRESIDENT

Janice Li  
VICE PRESIDENT

Robert Powers  
GENERAL MANAGER

**DIRECTORS**

Debora Allen  
1ST DISTRICT

Mark Foley  
2ND DISTRICT

Rebecca Saltzman  
3RD DISTRICT

Robert Raburn, Ph.D.  
4TH DISTRICT

John McPartland  
5TH DISTRICT

Elizabeth Ames  
6TH DISTRICT

Lateefah Simon  
7TH DISTRICT

Janice Li  
8TH DISTRICT

Bevan Dufty  
9TH DISTRICT

December 19, 2022

The Family of Hale Zukas  
c/o Tim Zukas  
2801 Milvia Street  
Berkeley, CA 94703

Dear Tim,

This is to inform you that, at the request of Director Robert Raburn, the Board of Directors of the San Francisco Bay Area Rapid Transit District adjourned its regular meeting on December 1, 2022, in memory of your loved one, Hale Zukas.

Hale will be remembered for his dedication as a civic leader for people with disabilities, especially through his work on local and national disability policies. He will also be remembered for co-founding the Center for Independent Living where he advocated for the implementation of those policies, which included the installation of sidewalk curb cuts in Berkeley, California. Hale will also be remembered for his contributions as an original member of the BART Accessibility Task Force and his influence in making BART elevator cars accessible for wheelchair users. Hale's work as an advocate, leader, and selfless volunteer will continue with his legacy.

With a profound sense of civic and personal loss, the Directors are conscious of the many fine qualities that made Hale a truly special person. The Board realizes that mere words can mean so little to you during this time, but they do want you to know of their heartfelt condolences.

Sincerely,

April B. A. Quintanilla  
District Secretary

cc: Director Robert Raburn