ADA Self-Evaluation and Transition Plan

September 5, 2018

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Agenda

- ADA Background
  - Federal Requirements
  - Florida Requirements
- Transition Plan Development Process
- Lessons Learned/Best Practices
- Resources

ADA Background

ADA Culture of Compliance

- Title II – Government Services: Must ensure that individuals with disabilities are not excluded from programs, services, and activities (pedestrian facilities are an example of a program).

US Population Statistics

- According to the 2010 Census, 21 percent (or approximately 59 million) of the U.S. population over the age of 15 has a disability.

- The National Council on Disabilities estimates that 70 percent of our country's population will eventually have a temporary or permanent disability that makes climbing stairs difficult.

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US Population Statistics

- According to the 2010 National Health Interview Survey, 16.1 million American adults between the ages of 18 and 64 and 5.4 million American adults 65 years and older report experiencing significant vision loss

- Visual disability can range from total blindness to low vision

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US Population Statistics

- According to the National Center on Aging, as of January, 2011, we are turning 65 at the rate of 10,000 people per DAY and will continue to do so until 2020

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Legal Background

- Architectural Barriers Act (ABA – originated 1968)
- Rehabilitation Act (1973) – Section 504 (49 CFR Part 27)
- Civil Rights Restoration Act (1987)
- Americans with Disabilities Act (ADA) (1990)
  - DOJ Implementing Regulations (28 CFR 35)

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Florida History

- Since ADA became fully enforceable, Florida has always had a strong influence in accessible design. They had an "approved" state standard that had 13 differences from the ADA.

- That changed in 2010 with the adoption of the 2010 ADAAG, and the 2010 Florida Building Code. Florida now has 7 areas that differ from federal law.

- However, they are NOT the same type of law. Florida Building Code is a CONSTRUCTION law. ADA is a CIVIL RIGHTS law. Compliance with one may not mean compliance with the other.

What's the Difference?

- A CONSTRUCTION law has no requirements until construction activity occurs. Then what you do determines what needs to be done.

- A CIVIL RIGHTS law puts requirements on the agency regardless of planned construction activity.

Florida DOT Local Area Program (LAP) Requirements

- Required certification process to receive federal funds
- Sub-Recipient Compliance Assessment Tool
  - Verifies compliance with the ADA
    - Non-discrimination policy
    - Curb ramp program
    - Design standards
    - Completion of an ADA/504 Transition Plan (pedestrian facilities within the PROW)
    - ADA Coordinator contact information
    - History of discrimination complaints
    - Public involvement

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Current Position

- Departments of Justice and Transportation announced their increased efforts to enforce compliance through "Project Civic Access" and potential withholding of Federal funding.

- Compliance is also becoming a requirement element for all Federal Grant programs.

Project Civic Access

- Fernandina Beach, Florida – (10/02/00)
- Fort Walton Beach, Florida – (9/11/02)
- Citrus County, Florida, Sheriff's Office – (2/27/04)
- Citrus County, Florida – (8/05/04)
- Coral Gables, Florida – (8/05/04)
- Lafayette County, Florida – (8/30/04)
- Miami, Florida – (7/25/05)
- City of Port St. Lucie, Florida – (8/10/09)
- Fort Myers, Florida – (9/30/10)
- Jacksonville, Florida – (4/19/13)

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Five Titles of the ADA

Title I   Employment

Title II   State & Local Governments (28 CFR Part 35)

Title III   Public Accommodations (retail, commercial, sports complexes, movie theaters, et al) (28 CFR Part 36)

Title IV   Telecommunications

Title V   Misc., including requirements for the U.S. Access Board to develop design guidelines

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In 2010, because of the 20th anniversary of the signing of the ADA, all federal agencies recommitted to enforcing the ADA.

Their leverage is funding.

Federal Agencies Recommitted to Enforcing the ADA in July, 2010

FAA – Auditing Airports through their Disability Compliance Program

DOT – Bus and Train stations, bus and para-transit operations, airport operations, transportation infrastructure.

FHWA – State DOT Agencies and their sub-recipients

DOJ – Overall authority for all Titles. Title II Entities through Project Civic Access, and teamed with HUD on multi-family and housing authority cases

DOE – Universities (with DOJ) and K – 12s

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Here's the Reality

Los Angeles agrees to spend $1.3 billion to fix sidewalks in ADA case

Title II – State and Local Governments

Basic Requirement – Must ensure that individuals with disabilities are not excluded from programs, services, and activities (pedestrian facilities are an example of a program)

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Title II – State and Local Governments

Basic requirements for government entities:

- Designate an ADA Coordinator
- Development & postings of an ADA Policy Statement
- Development & postings of Grievance Procedures/Complaint Procedures
- Complete a self-evaluation of current services, policies, and practices
- Development of a Transition Plan

Transition Plan Elements

- Identify/list physical obstacles and their location

- Describe in detail the methods the entity will use to make the facilities accessible

- Provide a schedule for making the access modifications

- Provide a yearly schedule if the transition plan is more than one year long

- Name/position of the official who is responsible for implementing the Transition Plan

Transition Plan Elements

Physical Evaluation:

- Buildings
- Parks
- Programs, services, activities
- Boards and Commissions
- Hiring/firing practices
- Job descriptions
- Amenities
- Design standards

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Transition Plan Elements

Pedestrian right-of-way facilities:

- Curb ramps (special emphasis in regulation)
- Sidewalks
- Parking lots
- Pedestrian signals
- Transit stops
- Shared use trails
- Parks/recreational facilities

Accessible Design Principles

- Construct the built environment to be usable by a broad spectrum of users

- Enable users to travel independently

- Integrate pedestrian facilities in planning and design - not as an afterthought

Title II – Existing Facilities

Undue Burden 28 CFR 35.150(a)(3)

- Based on all resources available for a program

- Claims must be proven and accompanied by a written statement of reasons and signed by the head of the public entity

- What constitutes undue burden will often be decided in courts

BEFORE

AFTER

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Title II – Maintaining Accessibility (28 CFR 35.133)

- State & local governments must maintain the accessible features of facilities in operable working conditions

- Maintenance examples: sidewalks that are in disrepair; overgrown landscaping, snow accumulation; broken elevator; work zone accessibility (if construction activity affects pedestrian facilities – provide alternate route if more than temporary disruption)

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Alterations vs. Maintenance

Alterations

- Open-graded surface course
- Cape seals
- Mill & Fill / Mill & Overlay
- Hot in-place recycling
- Microsurfacing / Thin lift overlay
- Addition of new layer of asphalt
- Reconstruction
- New construction

Maintenance

- Crack filling and sealing
- Surface sealing
- Chip seals
- Slurry seals
- Fog seals
- Scrub sealing
- Joint crack seals
- Joint repairs
- Dowel bar retrofit
- Spot high-friction treatments
- Diamond grinding
- Pavement patching

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Alteration Requirements

Alteration Type	Address Ramps? *	Address Sidewalks?
Addition of a new layer of asphalt	Yes	No
Cape seals (combo of chip / slurry)	Yes	No
Hot in place recycling (HIPR)	Yes	No
Microsurfacing / thin-lift overlay	Yes	No
Mill & Fill / Mill & Overlay	Yes	No
Reconstruction	Yes	Yes
New construction	Yes	Yes

* *Curb ramps are needed wherever a sidewalk or other pedestrian walkway crosses a curb.*

Title II – Transition Plan

There are four distinct parts of developing a comprehensive ADA Transition Plan:

1. **The Planning Process** – Gathering the team and necessary information

2. **Determining the Execution Plan**
    A. In house: Full time/Part time
    B. Consultant: Price vs. Qualifications

3. **The Evaluation Process**

4. **Project Maintenance** – How to respond to the project data

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Title II – Compliance Plan

If you currently do not have an ADA Transition Plan:

You may need a "Compliance Plan" as an interim step if you're seeking funding from certain federal agencies. A compliance plan should include the following:

A. Explain why you don't have a Transition Plan
B. Explain when the Transition Plan process will begin
C. Explain how the Transition Plan project will be funded
D. Explain the expected timeframe from start to end

The Planning Process

Part 1

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The Planning Process

Determine the "Culture" of your agency:

1. Truly wanting to provide services to people with disabilities
2. Wanting to provide services as long as it's not too costly or inconvenient
3. Wanting to start somewhere with a small budget
4. Wanting to "check-off" the box

The Planning Process – ADA Coordinator

Appoint an ADA/504 Coordinator and a Project Manager
(they can be the same person)

An ADA/504 Coordinator must meet the following criteria

- Person Must be familiar with agency operations
- Person must be trained or knowledgeable in ADA and other nondiscrimination laws (Title VI, Title VII)

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The Planning Process – ADA Coordinator

o Person must have sufficient authority, time, and resources to accomplish the duties (not the NEW person or the one who missed the meeting!)

o Possible needs for others to have ADA responsibilities, but ONE PERSON IN CHARGE

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The Planning Process – Liaison Team

Develop your internal ADA Transition Plan Team (Liaison Team)

1. Ask each Department Head to come to the first meeting and to be prepared to designate an on-going attendee.

2. Ask the Directors of major programs to attend and to be prepared to designate an on-going attendee. (Housing, Transit, Public Works, Parks & Rec., etc.)

3. Determine what you want evaluated.

ADA/504 Coordinator and Necessary Communication

Department Heads

Department Liaisons

Public

The Planning Process

What kind of deliverables do you want?

Binders of all data?

The Planning Process

What kind of deliverables do you want?

Electronic data?
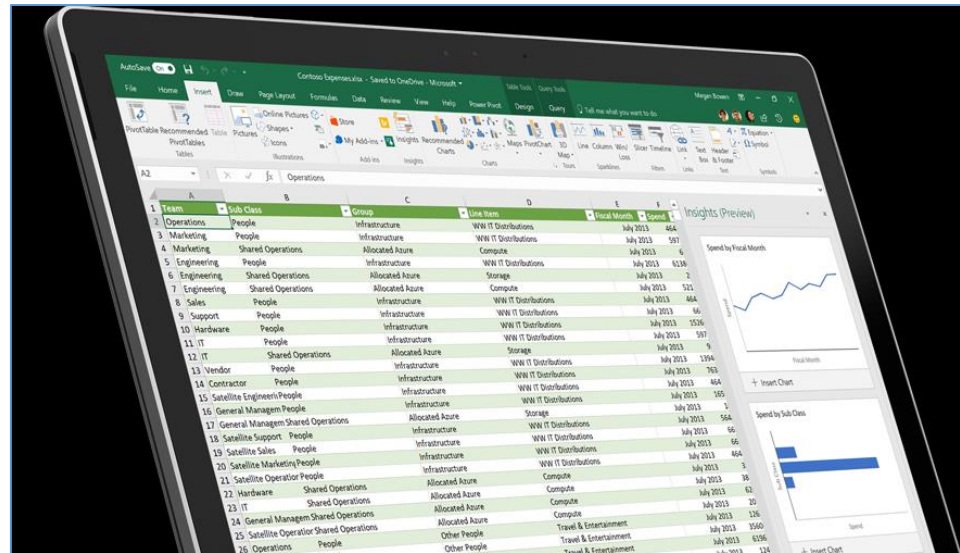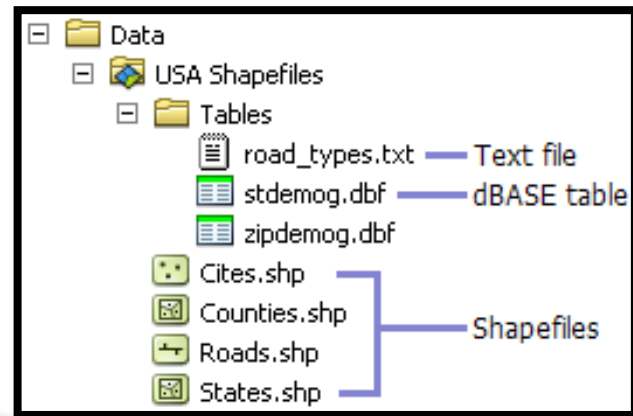
The Planning Process

What kind of deliverables do you want?

Do you need the data to interface with a specific type of GIS system? (MuniLogic, Lucity, etc.)

The Planning Process

What kind of deliverables do you want?

Shapefiles, Excel Spreadsheets, Monitoring Systems?

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Planning for a Facility Evaluation

The Planning Process – Facilities

Know your upcoming planning and construction schedule

1. What is going to be sold?
2. What is going to be purchased?
3. What might be torn down?
4. What might have major renovation?
5. What is eligible for historical preservation?

The Planning Process – Facilities

Get as much information as you can about the buildings:

1. Number of buildings owned, leased or operated.

2. Which buildings have program access, what is the age and square footage of each building.

3. If any are historically preserved, what (exactly) is historically preserved?

4. Number of dwelling units in a housing program.

5. Floor plans for the buildings.

The Planning Process – Facilities

Are there any specialty buildings such as:

1. Airports
2. Transit stations (bus, rail, etc.)
3. Courthouses
4. Museums
5. Temporary buildings in place for more than 5 years
6. Amphitheaters

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The Planning Process – Facilities

Are there any buildings shared with another entity:

1. Airports (public/private/both)
2. Transit System (City/County/Separate Entity)
3. Courthouses (City/County)
4. Museums (City/County/State/Federal)
5. Hospitals (City/County/Private)

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Parks

The Planning Process – Parks

Get as much information as you can about the parks, including:

1. Type of each park, (neighborhood, community, sports complex, etc.)
2. Number facilities in the park
3. Number and type of amenities
4. Miles of trails (paved and unpaved)
5. Total acreage

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The Planning Process – Parks

Get as much information as you can about the parks, including:

6. Number of beaches/number of beach entries

7. Number of docks and/or fishing piers

8. Number of golf facilities

9. Number of each type of sporting courts/fields

10. Specialty use (Zoo, Adventure Park, Water Park)

11. Number of buildings at each park

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Public Rights of Way

The Planning Process – PROW

Get PROW inventories that include:

1. Number of signalized intersections
2. Number of unsignalized intersections
3. Miles of sidewalk by functional class
4. Number of curb ramps
5. Availability of mapping and shapefiles
6. Other items you would like to be inventoried

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Programs, Services, and Activities

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The Planning Process – PSA

Get Program inventories that include:

1. The location of meetings
2. Elements used (meeting rooms, dining areas, pools, etc.)
3. Ordinances that pertain to sidewalks, parks, routes, etc.
4. Citizen involved programs (examples on next 2 slides)

Examples of Programs

Program	Program
Citizen's Fire or Police Academy	Citizen's University
Adopt-a-street program	Parks and Rec Activities
Housing Assistance Programs	Home Buyer Education Program
Utility Education Programs	Job Fairs
Code Enforcement Programs	Transit/transportation Programs
Art Programs	Adoption services
Alcohol and Drug Detoxification facilities	Childcare or after school care programs
Court intervention services	Delivered meal services
Foster Care program	Family and Social Services

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Examples of Programs

Program	Program
Community redevelopment program	Senior Aid Program
Teenage Pregnancy Program	Shelters for protected groups
Parenting Intervention Program	Job Search Program
Correctional Programs	Pre-School Programs
Elder Abuse Program	Big Brother/Big Sister Program
Community Garden Program	Emergency Evacuation Program
Adult Day Care Program	Half-way Houses
Employee Assistance Programs	Music Programs
Sexual Assault Programs	Bereavement Programs

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Website

The Planning Process – Website

Get Website inventories that include:

1. The number of pages in the website.
2. Interactive services (maps, directories, etc.)
3. Social Media Accounts (Facebook, Twitter, Etc.)
4. Portals (paying bills, getting information)
5. Adopt a program
6. Calendars

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General Information

The Planning Process – General Information

Get General Information such as:

1. Lease agreements/contracts
2. Policies, SOP's and procedures
3. Known complaints

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The Planning Process

Things to consider:

- There is no widely accepted or certified way to collect data. Know what you want to do with the information, so you know how you want it collected.

- Costs to complete vary considerably based on how much detail you want, how the data is collected, and what the deliverable looks like.

- Request a full demonstration of the software that will be used or review the checklists for data collection.

The Planning Process

Things to consider:

- Review a sample report or have a pilot study of a building so your team understands what the deliverable will look like and what changes need to be made (if any).

- Do you want Executive Summaries for each facility or by facility type? These can be useful for high level executives and politicians, but will require more effort.

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The Planning Process

Things to consider:

- Do you want the facilities evaluated based on just ADA or local/state of Florida standards that may be stricter?

- Do you want items that are safe-harbored identified separately? (Surveys will cost more, but remediation could save significant dollars)

- Do you want all areas of a building evaluated or only those that house "program access"?

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The Planning Process

Things to consider:

- Will you hold the elements to a zero tolerance?

- Are you wanting general possible solutions or detailed solutions?

- Are you wanting budgetary costs or real costs for remediation?

- Will you want an electronic software to help track remediation?

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Steps to Compliance

The Execution Plan

Part 2

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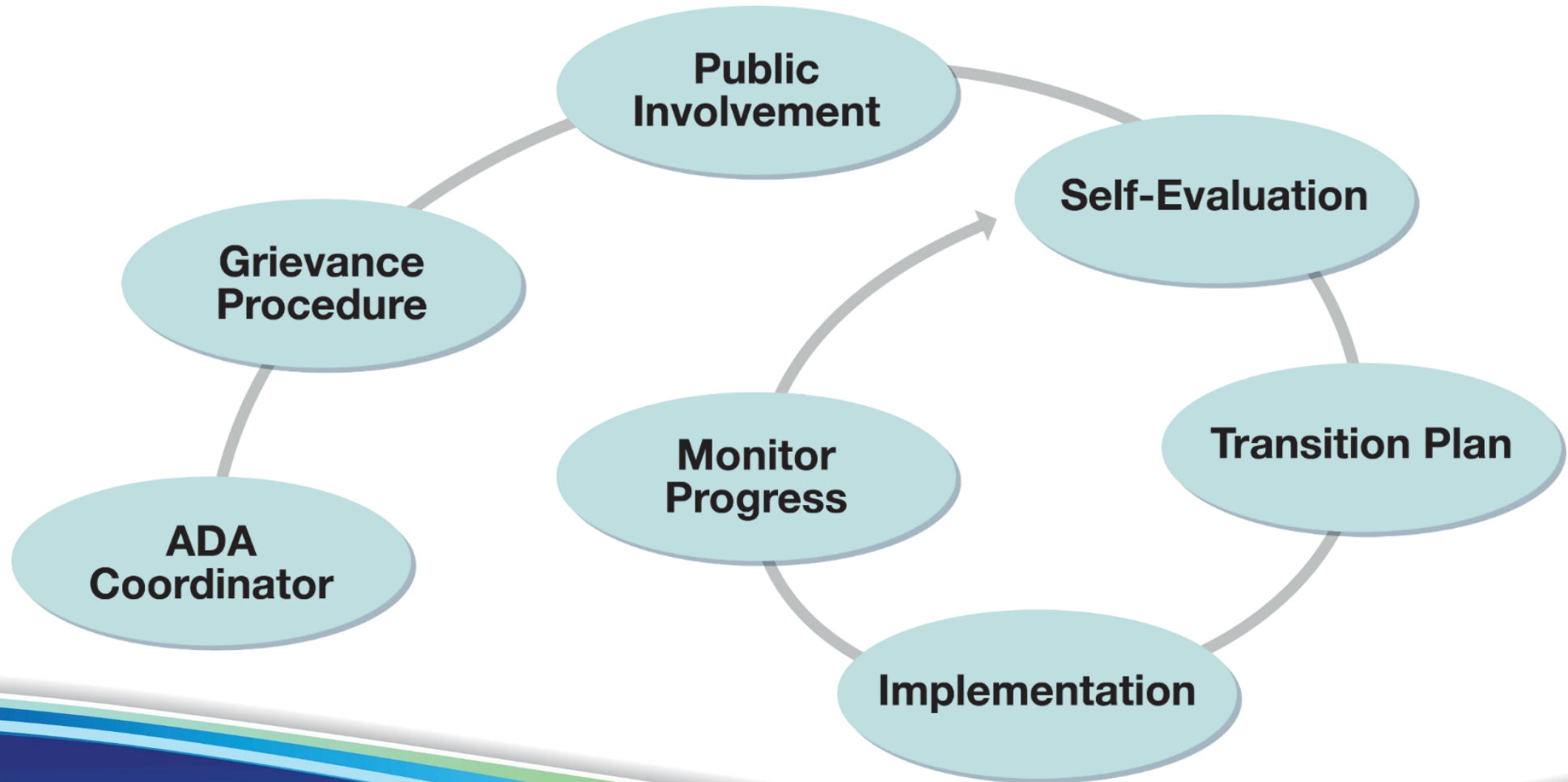
The Execution Plan

Will the work be completed in-house:

1. How many people can commit to the project?
2. How many hours per week for each one of them?
3. What might get in their way?
4. What kind of timeline do you have?
5. What will the key milestones and deliverables be?
6. What can be done simultaneously?

The Execution Plan

Will a consultant be hired:

1. Are you selecting based on lowest price or qualifications?
2. What are you looking for in a "team"?
3. Do you have a budget?
4. What kind of timeline do you have?
5. What will the key milestones and deliverables be?
6. What can be done simultaneously?

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The Execution Plan

Recommend Qualifications based Selection

- Experience completing comprehensive transition plans.

- If you prefer to use local consultants, verify qualifications.

- Ensure the selected team can evaluate all necessary aspects of the Self-Evaluation. Give them a test!

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The Execution Plan

Let potential consultants know if you have:

GIS shapefiles for all owned or leased facilities including:

- Buildings
- Parks
- Signalized intersections
- Sidewalks by functional classification
- Transit stops by type (shelter or sign only)

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The Execution Plan

Scoping and Contract Negotiations:

1. Know your budget and what your expectations are for that budget.
2. Work through the fine details of scoping the project.
3. Get a full price then break it down into phases, if necessary.
4. What kind of timeline do you have?

The Evaluation Process

Part 3

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The Evaluation Process

1. Start with a kick-off meeting. This is designed to start the project with the Liaison Committee on the same page as the Executing Staff or Consultants.

2. Do a staff-orientation meeting so everyone understands what will be happening and what their role will be.

3. Hold your first ADA Advisory Board meeting.

    (These can all be done on the same visit)

The Evaluation Process

4. Take care of the low hanging fruit that offers the most protection:

   a) Ensure the ADA/504 Coordinator is easy to find on the website, with all contact information

   b) Get the required public notices written and distributed.

   c) Get the grievance procedure and forms developed and on the website.

   d) Have all adopted design standards reviewed.

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The Evaluation Process – Providing Public Notice

1. The public must be notified about rights under the ADA and the responsibility of the agency under the ADA.

2. Notice should be on-going/continuous.

3. Each entity must decide what is effective.

   a) Accessible website is recommended at a minimum.

4. Provide the ability to offer comments and follow-up.

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The Evaluation Process –
Establishing a Grievance Procedure

The grievance procedure should include:

1. A description of how and where a complaint under Title II may be filed with the government entity;

2. A description of the time frames and processes to be followed by the complainant and the government entity;

3. Information on how to appeal an adverse decision; and,

4. A statement of how long complaint files will be retained.

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The Evaluation Process – Develop/Review Internal Design Standards, Specifications, Policies and Details

Consistency with current standards:

- 2010 ADA Standards
- International Building Code (IBC)
- 2011 PROWAG

The Evaluation Process – Develop/Review Internal Design Standards, Specifications, Policies and Details

Develop policies on the following:

- Detectable Warnings
- Accessible Pedestrian Signals
- Transit/Para-transit & access to stations
- Furniture/Landscaping Zones
- Shared Use Path
- Trails – both paved and unpaved

The Evaluation Process –
Reach Out to the Local Disabled Population

- The earlier in the process the disability community is notified, the better. Hold the first Public Outreach meeting in the first 3-4 months of the project.

- Public outreach should involve activists, advocacy groups, general citizens, organizations that support the rights of the disabled, elected official, Governor's Council, as well as other agencies (local and State).

The Evaluation Process –
Conduct the Self-Evaluation

- Programs, Services, and Activities
- Public Rights of Way
- Facilities
- Parks

Programs, Services, and Activities

The Evaluation Process –
Programs, Services, and Activities

Program Access

All community programs must be accessible to those with disabilities (28 CFR 35.149)
- Policy Review
- Maintenance of Accessible Features
- Communication Opportunities and Barriers
- Emergency Planning
- Housing Program Review
- Seasonal Programs

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The Evaluation Process –
Programs, Services, and Activities

Program Access

- After-School Programs
- Website review
- Social Services Review
- Mental Health Services Review
- Music/Art/Talent Program Review
- Community Garden Review
- Alcohol and Drug Addiction Program Review

The Evaluation Process –
Programs, Services, and Activities

Program Access

- Hiring/firing policies
- Job descriptions
- Promotions or rewards
- Discriminatory language
- Land use contracts/policies
- Ordinances/restrictions and procedures
- Reading/writing/English as a 2nd language program

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Public Rights of Way

PROW Evaluation Suggestions

We suggest:

- Starting with arterials. If all arterials cannot be completed in a single phase, start with areas with the highest pedestrian traffic or known to serve people with disabilities.

- Once arterials are complete, move to collectors. Once again beginning with areas with the highest pedestrian traffic or known to serve people with disabilities.

- Finally, complete residentials using the same criteria as above.

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PROW Evaluation Suggestions

We suggest:

Electronic Data Collection

We don't suggest:

Paper and Clip Boards

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PROW Evaluation Suggestions

We suggest: The right tools

Segway

Lidar Technology

SmartTool

Drones

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Technology Options Investigated

- Paper field forms & unconnected camera

- Trimble GeoExplorer/Juno with digital data dictionary & Eye-Fi connected camera

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Technology Options Investigated

- Trimble GeoExplorer/Juno with digital data dictionary & integrated camera

- Tablet/laptops with customized data collection forms/user interface

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PROW Evaluation Suggestions

Gather the information you need

GIS – ArcMap Display

LEGEND

➕ Intersection

🔺 1A Ramp with integrated Photos
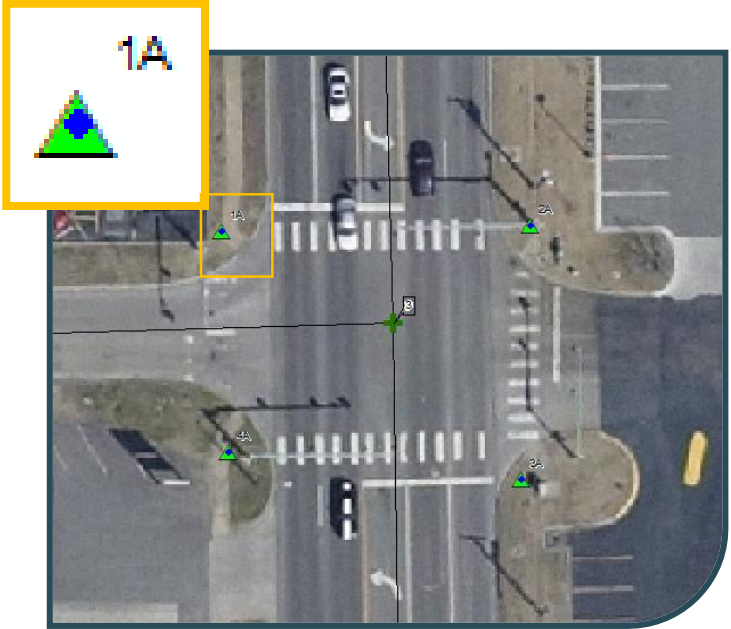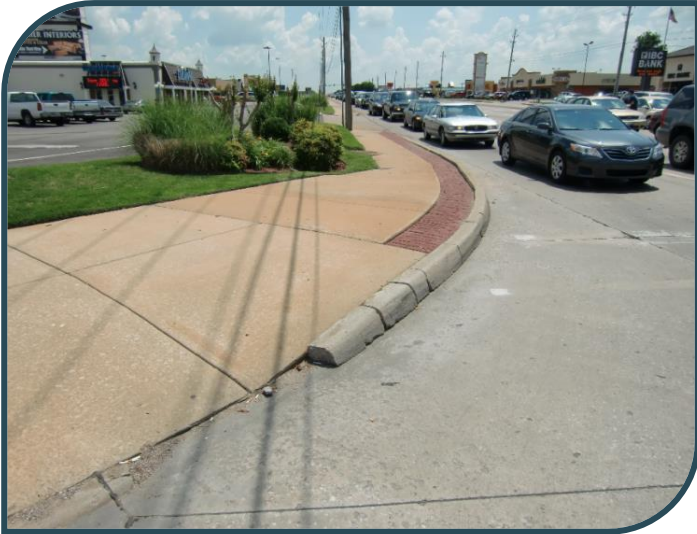
PROW Evaluations – Gathering Data

Issues – Curb Ramps, Landing running slope > 2%
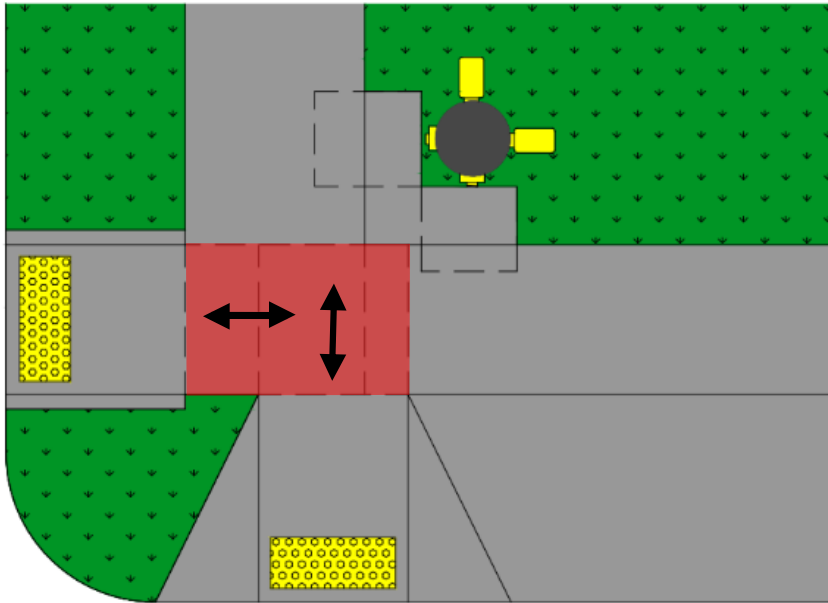
COMPLIANT:

NON-COMPLIANT:

PROW Evaluations – Gathering Data

## Issues – Curb Ramps, Flare cross slope > 10%

COMPLIANT:

NON-COMPLIANT:

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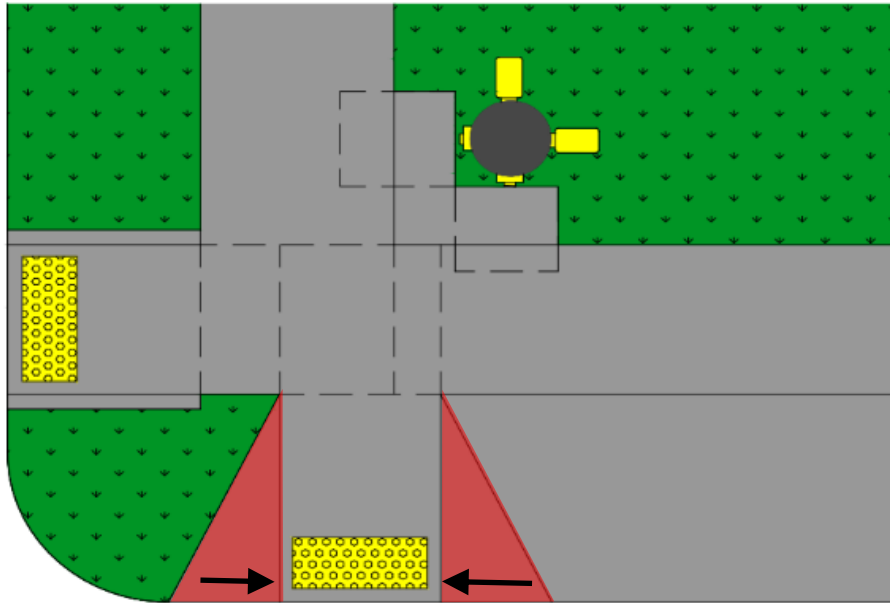
PROW Evaluations – Gathering Data

Issues – Curb Ramps, Ponding in ramp, landing, or flares

COMPLIANT:

NON-COMPLIANT:

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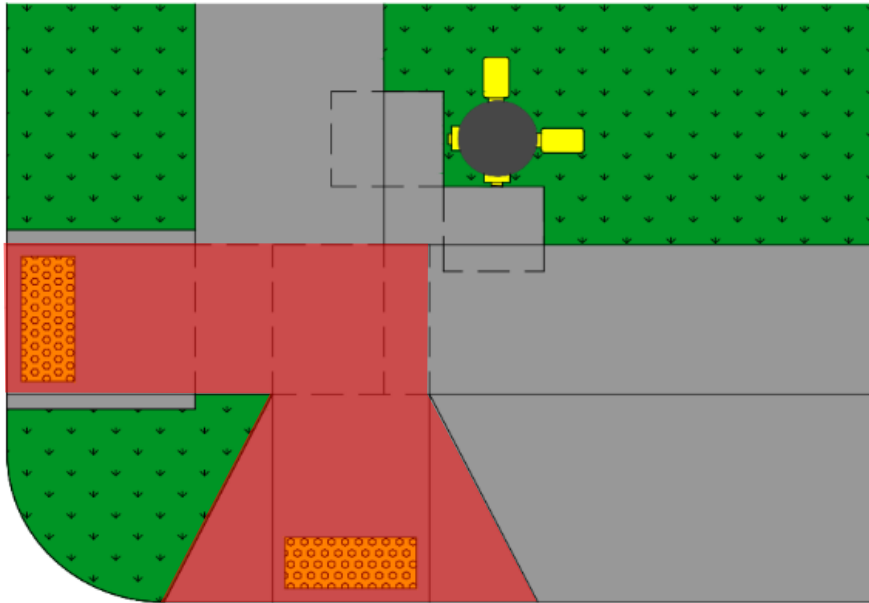
PROW Evaluations – Gathering Data

Issues – Curb Ramps, Ramp cross slope > 2%
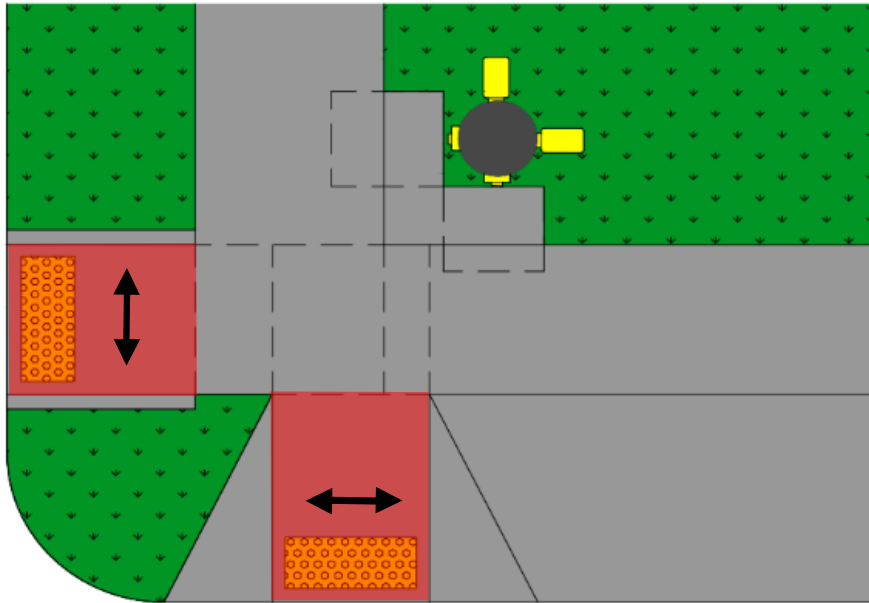
COMPLIANT:

NON-COMPLIANT:

PROW Evaluations – Gathering Data

Issues – Curb Ramps, No color contrast

COMPLIANT:

NON-COMPLIANT:

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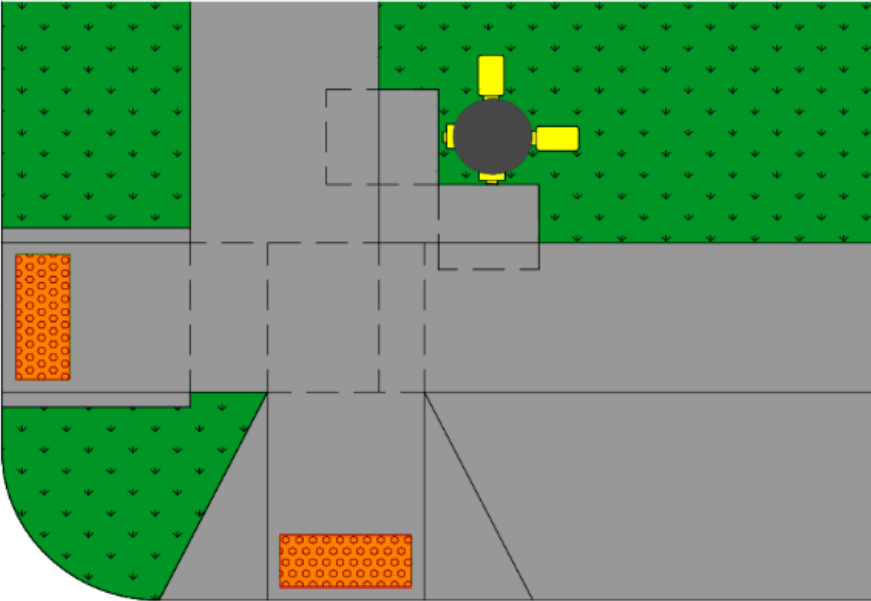
PROW Evaluations – Gathering Data

Issues – Push Buttons, No clear space or no access

COMPLIANT:

NON-COMPLIANT:
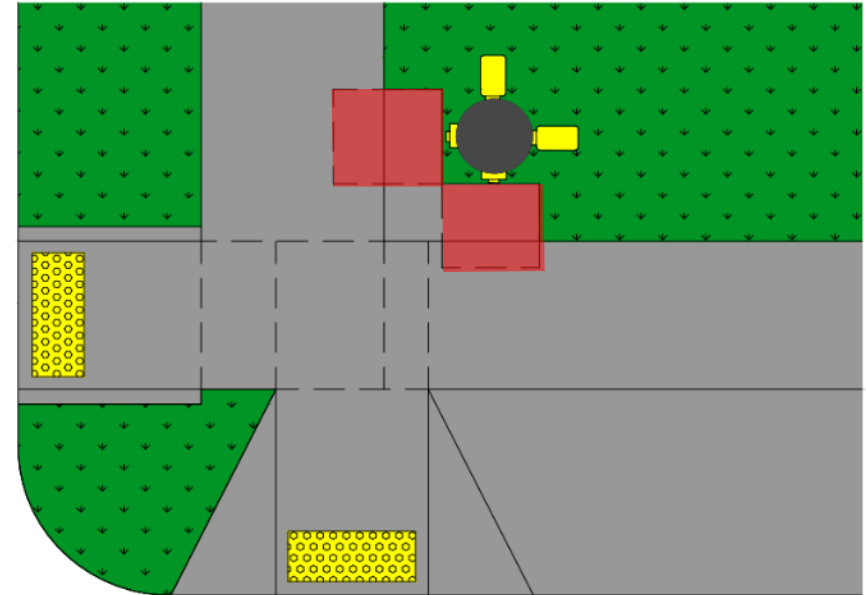
PROW Evaluations – Gathering Data

Issues – Push Buttons, Clear space running slope can match grade of adjacent roadway

COMPLIANT:

NON-COMPLIANT:

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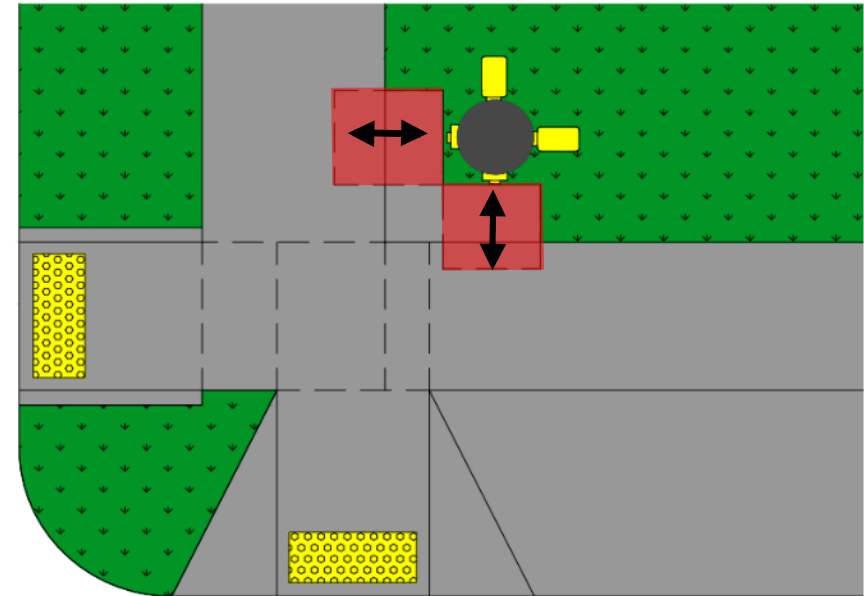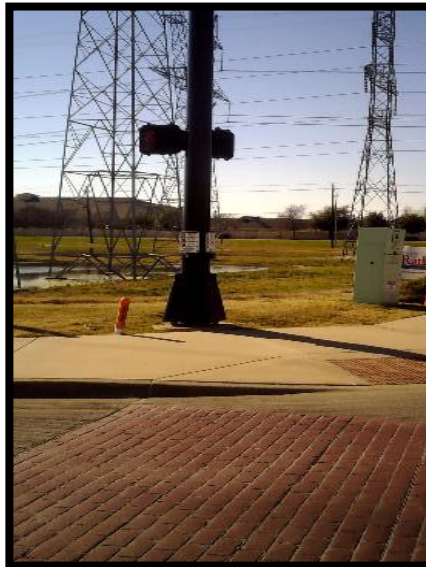Metropolitan Planning Organization

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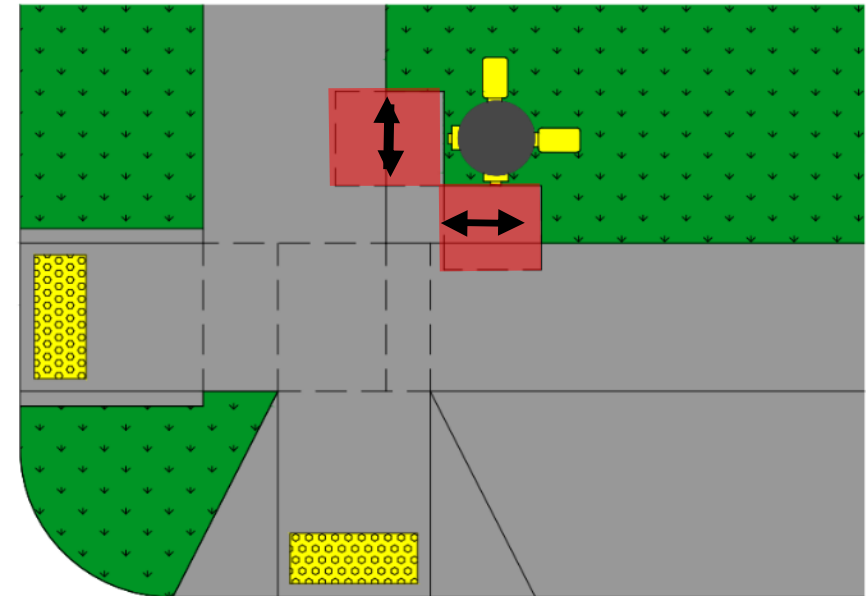
PROW Evaluations – Gathering Data

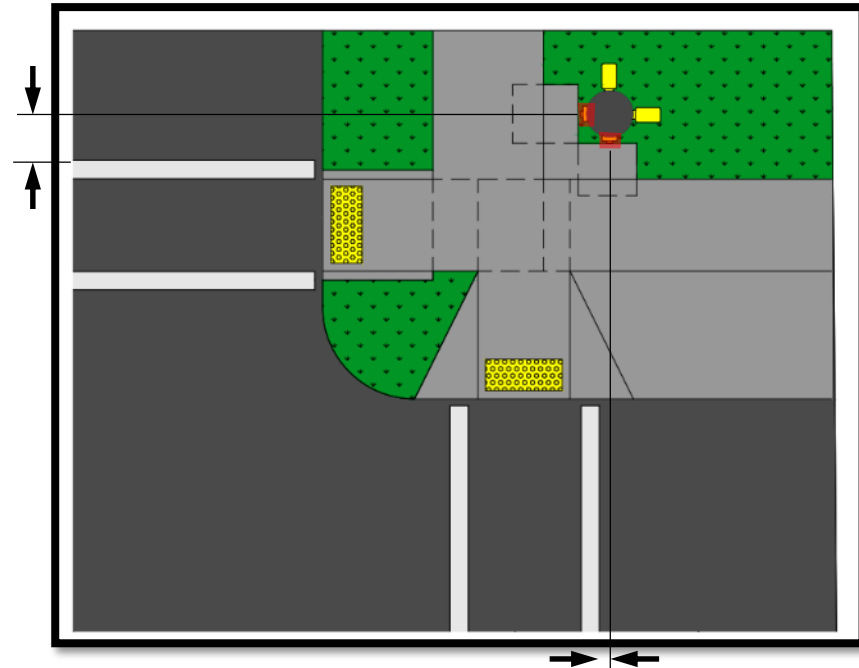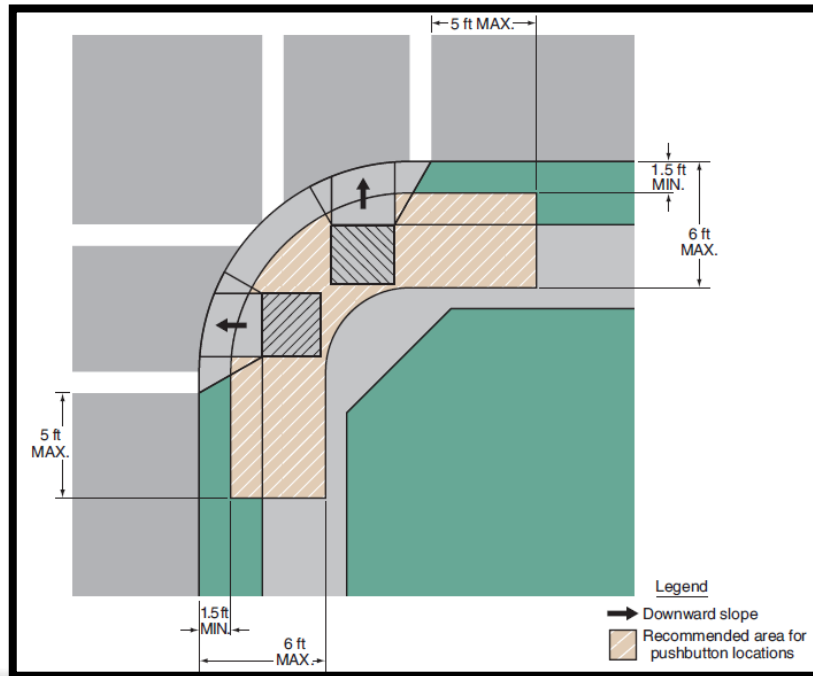**Issues – Push Buttons, Clear space cross slope > 2%**

COMPLIANT:

NON-COMPLIANT:

PROW Evaluations – Gathering Data

Issues – Push Buttons, Push button offset from crosswalk > 5'

PROW Evaluations – Gathering Data

Issues – Sidewalk Corridors

Ponding, temporary obstruction

Cracking, utility obstruction

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PROW Evaluations – Gathering Data

Issues – Sidewalk Corridors

Heaving

Heaving

Heaving

PROW Evaluations – Gathering Data

Issues – Sidewalk Corridors

Sinking, utility obstruction

Sinking

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Facilities

Facility Evaluation Suggestions

- We suggest all buildings built on or before January 26, 1992 are evaluated only in the public areas, unless they will be sold or demolished in the next 5 years.

- We suggest all buildings built after January 26, 1992 are fully evaluated in all areas required to comply with the code in effect when built.

- All buildings are required to be brought into compliance with the 2010 standards as alterations occur, except where safe-harbored, so remediation should reflect that.

Facility Evaluation Standard Requirements

Compliance Date for New Construction or Alterations	Applicable Standards
Before September 15, 2010	1991 ADA Standards for Accessible Design or Uniform Federal Accessibility Standards
On or after September 15, 2010, and before March 15, 2012	1991 ADA Standards, Uniform Federal Accessibility Standards, or 2010 ADA Standards
On or after March 15, 2012	2010 ADA Standards

Parks

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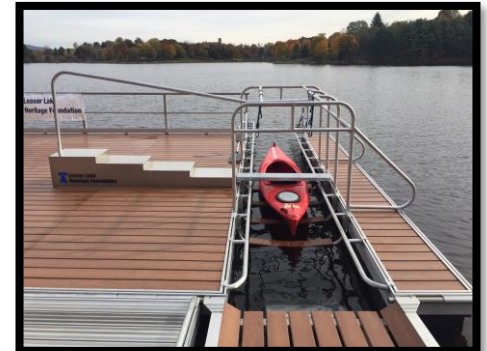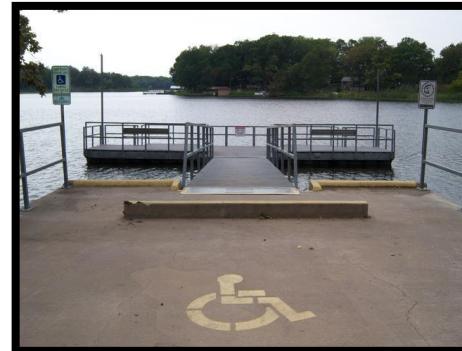
Parks Evaluation Suggestions

We suggest:

- All parks and their amenities are reviewed.

- All programs are mapped.

- Prioritization is based on overall program use and locations, unlike most other elements.

- Data collected is utilized for every type of park upgrade and, when possible, combined for lower costs.

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The Self-Evaluation & Transition Plan Document

The Evaluation Process –
Developing Self-Evaluation & Transition Plan

Implementation Plan Components

1. A list of physical barriers that limit accessibility to services/programs
2. A detailed outline of the methods proposed to address the barriers
3. A schedule for achieving compliance
4. The name of the official responsible for the plan's implementation (likely department level)

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The Evaluation Process – Approving Schedule & Budget

Schedule actions each year to address barriers until all barriers are removed:

Regularly occurring programs
- Say XX buildings per year for X years
- Renovation projects…others
- Ensure elements are properly prioritized
- Government Centers/Transit/Public Services…
- Pedestrian Level of Service
- Citizen requests/complaints
- Population Density
- Presence of Disabled Community

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The Evaluation Process – Develop Cost Projections

Be sure to include ALL costs, including:

- Improvement construction costs
- Engineering and surveying costs
- Project contingency

Sample Project Summary Sheet

Cost

Location

Remediation

Project Maintenance

Part 4

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Project Maintenance

Determine the Cost for compliance. Then determine:

- What the annual budget will be.

- Who will be responsible for simultaneous efforts.

- How information will be tracked annually.

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Project Maintenance

- Establish baseline from initial inventory

- Transition Plan is a "Living Document"

- UPDATE regularly (annually recommended)

- Develop a tracking system to monitor progress if one wasn't decided during the planning process

Example_ADA_Transition_Plan_Action_Log_20180831.xlsx - Excel

Shamburger, Brian

A1 — City of ADA

City of ADA
ADA Self-Evaluation and Transition Plan
Action Log
8/31/2018

Facility Type	GPS ID	Project Name	Finding #	Self-Evaluation Finding	Cost Projection	Priority	Funding Year	Year Complete
Building	1	Ashley's Place Child Advocacy Center	4	The maneuvering space on the pull side of the main entrance door is only 3 inches where a minimum of 18 inches is required.	$ 3,000	2	High	
Building	17	Clearview Park Recreation Center	1	There are 15 parking spaces provided none of which are accessible parking spaces.	$ 3,000	2	High	
Building	17	Clearview Park Recreation Center	2	There are 11 parking spaces provided none of which are accessible parking spaces. One is required for compliance and it must be a van accessible space.	$ 3,000	2	High	
Building	5	Fire Hall #1	1	There are no accessible parking stalls provided in this parking lot. A total of 20 spaces are provided therefore 1 accessible space that is van accessible is required to be provided.	$ 3,500	3	High	
Building	5	Fire Hall #1	2	The main entrance door into the facility requires a 2-1/2" step for entry.	$ 1,500	3	High	
Building	6	Fire Hall #2	1	There are no accessible parking stalls provided in this parking lot. A total of 6 spaces are provided therefore 1 accessible space that is van accessible is required to be provided.	$ 3,500	3	High	
Building	6	Fire Hall #2	2	The main entrance door into the facility requires a 6" step for entry.	$ 1,500	3	High	
Building	10	Police Annex	5	The accessible route leading from the access aisle to the building entrance has a 9% running slope.	$ 3,500	3	High	
Building	13	Rosemont House Museum	1	There is no accessible route to the main building. Stairs only access is provided.	$ 5,000	3	High	
Building	13	Rosemont House Museum	12	The lanterns project more than 4 inches into the circulation path at 57" above ground surface.	$ 650	3	High	
Building	13	Rosemont House Museum	20	There is a 6-5/8" step to get into the kitchen area of the carriage house.	$ 3,000	3	High	
Building	1	Ashley's Place Child Advocacy Center	1	There are 10 parking spaces serving this facility none of which are accessible.	$ 3,000	4	High	
Building	2	Gallatin Public Utilities Main Office	1	The access aisle has a 2.5% cross slope where a maximum of 1:48 (2.08%) is required.	$ 3,000	4	High	
Building	2	Gallatin Public Utilities Main Office	2	The connection between the access aisle and the walkway has an abrupt change in level with grass growing along the connection.	$ 300	4	High	
Building	2	Gallatin Public Utilities Main Office	5	The transaction counter is too high at 41-1/2".	$ 2,000	4	High	
Building	2	Gallatin Public Utilities Main Office	7	The transaction counter is too high at 42-1/2".	$ 2,000	4	High	
Building	2	Gallatin Public Utilities Main Office	9	The restroom 76" wide which is not large enough to accommodate a wheelchair turning space.	$ 12,000	4	High	
Building	2	Gallatin Public Utilities Main Office	15	The restroom 76" wide which is not large enough to accommodate a wheelchair turning space.	$ 12,000	4	High	
Building	2	Gallatin Public Utilities Main Office	24	The sink in the kitchenette is 36" high where 34" maximum is required. Additionally no knee or toe space is provided.	$ 2,000	4	High	
Building	2	Gallatin Public Utilities Main Office	30	Exiting the Men's restroom only has a 4-1/2" maneuvering clearance on the pull side where a minimum of 18" is required.	$ 1,500	4	High	
Building	2	Gallatin Public Utilities Main Office	32	The restroom 65" wide which is not large enough to accommodate a wheelchair turning space.	$ 12,000	4	High	
Building	3	City Hall	4	The access aisle is missing at the accessible parking stall.	$ 2,000	4	High	
Building	3	City Hall	5	The access aisle is missing at the accessible parking stall.	$ 2,000	4	High	
Building	3	City Hall	7	The accessible parking space has a 7.0% cross slope where a maximum of 1:48 (2.08%) is required.	$ 3,000	4	High	
Building	3	City Hall	9	The access aisle is missing at the accessible parking stall.	$ 2,000	4	High	
Building	5	Fire Hall #1	16	The door opening does not provide at least 32 inches between the face of the door and the opposite stop.	$ 2,500	4	High	
Building	5	Fire Hall #1	17	The restroom is 60" wide which is not large enough to accommodate a wheelchair turning space.	$ 8,000	4	High	
Building	5	Fire Hall #1	18	The door opening does not provide at least 32 inches between the face of the door and the opposite stop.	$ 2,500	4	High	
Building	5	Fire Hall #1	19	The restroom is 57" wide which is not large enough to accommodate a wheelchair turning space.	$ 8,000	4	High	
Building	6	Fire Hall #2	13	There are 2 toilet compartments none of which are wheelchair accessible. 5% and a minimum of 1 toilet compartment must be wheelchair accessible.	$ 3,000	4	High	
Building	6	Fire Hall #2	16	There are no accessible shower stalls provided.	$ 2,500	4	High	
Building	7	Fire Hall #3	1	The access aisle is missing at the accessible parking stall.	$ 700	4	High	
Building	7	Fire Hall #3	2	The accessible parking stall is not wide enough.	$ 700	4	High	
Building	7	Fire Hall #3	12	The water closet's clear floor space is 38" wide to the edge of the lavatory.	$ 3,000	4	High	
Building	7	Fire Hall #3	18	There are 2 toilet compartments neither of which are wheelchair accessible. 5% and a minimum of 1 toilet compartment must be wheelchair accessible.	$ 3,000	4	High	
Building	8	Fire Hall #4	1	The accessible parking space has a 3.8% running slope where a maximum of 1:48 (2.08%) is required.	$ 2,500	4	High	
Building	8	Fire Hall #4	2	The access aisle has a 4.2% running slope where a maximum of 1:48 (2.08%) is required.	$ 2,500	4	High	
Building	10	Police Annex	1	The access aisle has a 3.8% running slope where a maximum of 1:48 (2.08%) is required.	$ 3,000	4	High	
Building	10	Police Annex	2	The accessible parking space has a 3% running slope where a maximum of 1:48 (2.08%) is required.	$ 3,000	4	High	
Building	10	Police Annex	3	The accessible parking stall is not wide enough for a van accessible parking stall.	$ 300	4	High	
				The entrance is not accessible and is missing signage. An identification sign identifying that this entrance is not				

Sheet1 | Sheet2
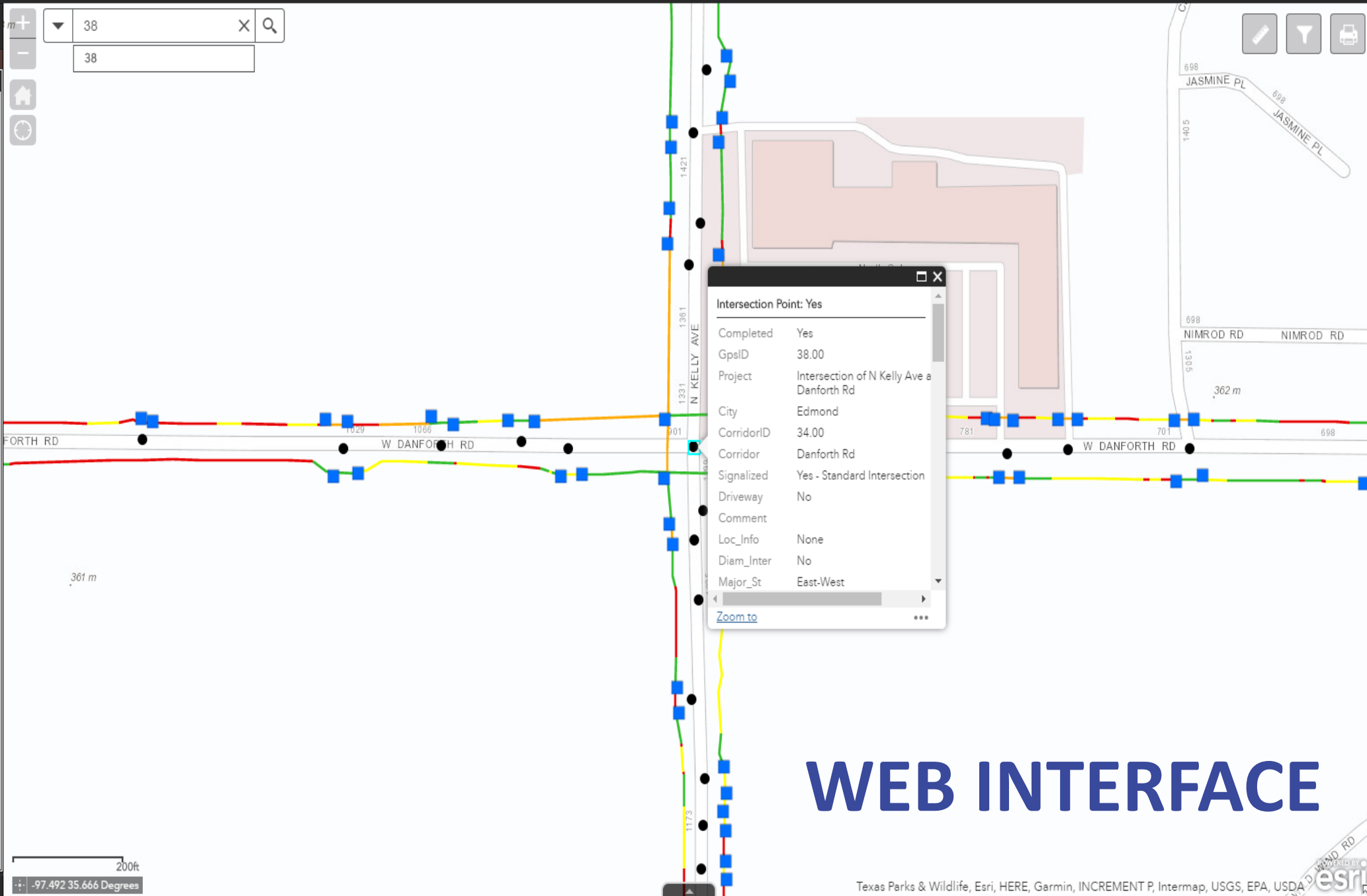
WEB INTERFACE

Lessons Learned / Best Practices

Lessons Learned

Challenges

- Staff not being aware of their role or the overall goal
- Not having buy-in from the top
- Competing efforts
- Change of Administration
- Clarity of Scope
- Too much data to be useful

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Lessons Learned

Challenges

- Identifying barriers to one standard, implementing solutions to another
- Getting on the same page regarding the level of detail
- Understanding "program access" versus "facility compliance"
- Getting started

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Lessons Learned

Challenges

- Data format consistency

- Missing/erroneous data

- Multiple return site visits to correct data

- Associating features with unique photo filename

- Data loss during download/transfer to server

- Automating cost estimation and reporting

Lessons Learned

Reporting Capabilities

- <u>Compliance status</u> of each element evaluated based on PROWAG

- <u>Possible Solutions</u> to remove any barriers and bring the element into compliance

- <u>Estimated cost</u> of suggested improvement

- <u>Prioritization</u> of the individual facility, independent of other locations of the same facility type

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Resources

Reference Documents

- ADA Title II Regulations, September 15, 2010
  - www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm
- Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, July 26, 2011
  - www.access-board.gov/guidelines-and-standards/streets-sidewalks/public-rights-of-way/proposed-rights-of-way-guidelines
- Americans with Disabilities Act (ADA)/Section 504 of the Rehabilitation Act of 1973 (504)
  - www.fhwa.dot.gov/civilrights/programs/ada.cfm

Reference Documents

- AASHTO Guide for Planning, Design, and Operation of Pedestrian Facilities, 1st Edition
  - bookstore.transportation.org/item_details.aspx?id=119

- Department of Justice/Department of Transportation Joint Technical Assistance on the Title II of the Americans with Disabilities Act Requirements to Provide Curb Ramps when Streets, Roads, or Highways are Altered through Resurfacing,   July 8, 2013
  - www.fhwa.dot.gov/civilrights/programs/doj_fhwa_ta.cfm

Additional Training Opportunities

- ADA Transition Plan Technical Assistance
- November 15, 2018

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