


**ADA and Transition Plans  
in Pennsylvania**



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION  
LOCAL TECHNICAL ASSISTANCE PROGRAM

December 12, 2017

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**ADA Transition Plans**



Presenter:  
Pat Wright, LTAP  
Traffic Engineer



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION  
LOCAL TECHNICAL ASSISTANCE PROGRAM

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**ADA Transition Plans**

**Logistics**

- Schedule  
- 9 am to 10 am
- Questions—please ask throughout the webinar

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Outline

1. Discuss ADA Background and Triggers for Compliance
2. Review Self Evaluation and Transition Plan Requirements
3. Investigate Self Evaluation and Transition Plan Elements

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**PART 1: ADA BACKGROUND AND TRIGGERS**



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ADA Purpose and History

The ADA is about providing access to everyone.

It started with Architectural Barriers Act of 1968, and culminated with the American with Disabilities Act in 1990.



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### Barriers to Access

There are many barriers to access built in the public transportation system.

Access is a civil right, and a barrier to access is discrimination.




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### ADA Triggers

Three conditions for ADA triggers in the public right-of-way:

- New construction
- Alterations to existing facilities
- Existing facilities that have not been altered shall not deny access to persons with disabilities




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### Pavement Treatments/Triggers

<ul style="list-style-type: none"> <li>Crack Filling and Sealing</li> <li>Surface Sealing</li> <li>Chia Seals</li> <li>Slurry Seals</li> <li>Pot Seals</li> <li>Seal &amp; Sealers</li> <li>Joint Crack Seals</li> <li>Joint repairs</li> <li>Lowel Bar Repair</li> <li>Spot High--frictio- Treatments</li> <li>Diamond Grinding</li> <li>Pavement Patching</li> </ul>	<ul style="list-style-type: none"> <li>Open graded Surface Course</li> <li>Cape Seals</li> <li>Mill &amp; Fill / Mill &amp; Overlay</li> <li>Hot In-Place Recycling</li> <li>Microsurfacing/Thin Lift Overlay</li> <li>Addition of New Layer of Asphalt</li> <li>Asphalt and Concrete Rehabilitation and Reconstruction</li> <li>New Construction</li> </ul>
ADA Maintenance	ADA Alterations




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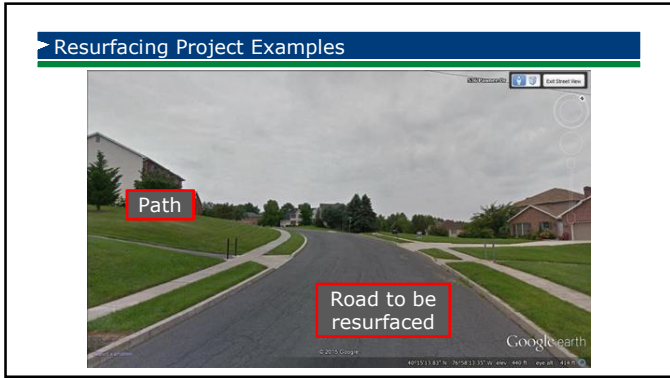
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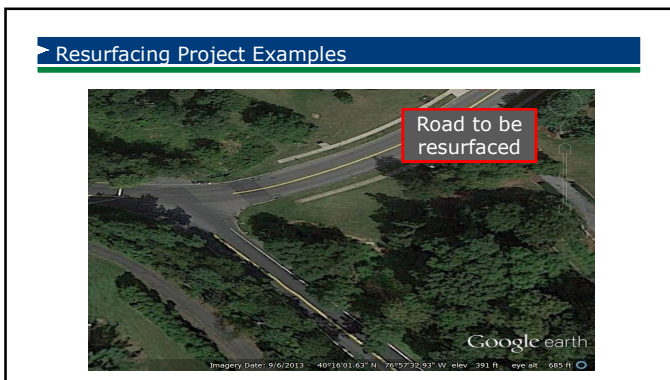
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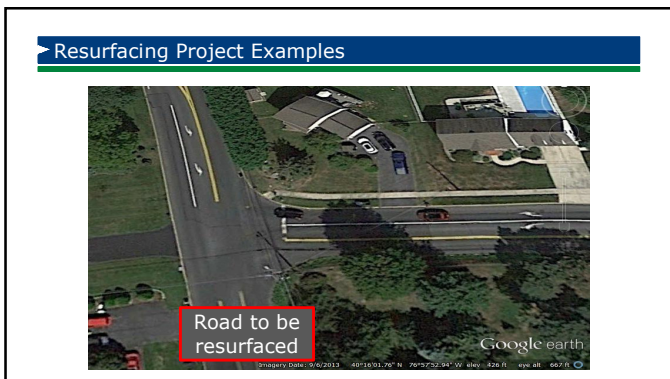
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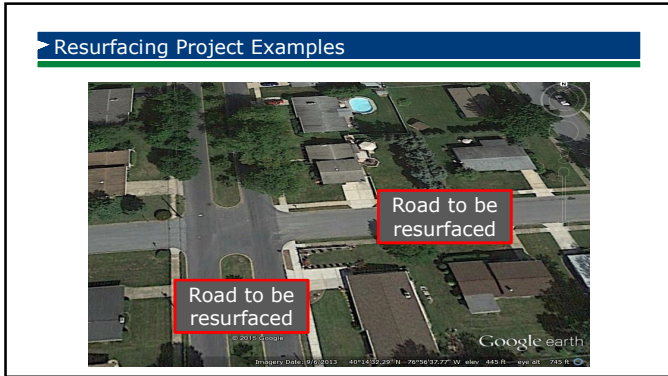
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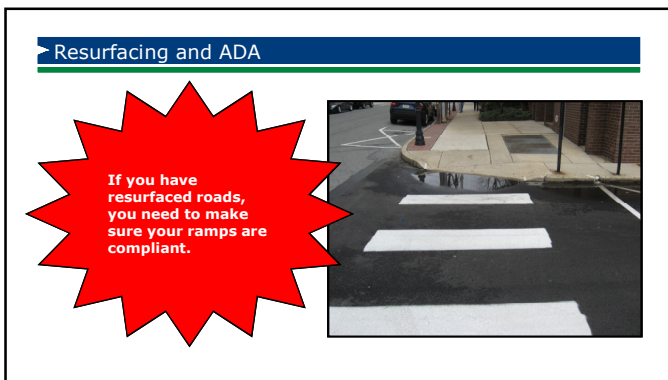
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**Self Evaluations and Transition Plans**

**WHO?**

ADA Self Evaluations and Transition Plans

- 28 CFR 35.015 requires **all** entities to conduct a self-evaluation
- Transition plans required for public entities with more than 50 employees




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**Self Evaluations and Transition Plans**

**WHEN?**

- Deadline was July 26, 1992!

**Pennsylvania Department of Transportation**

**Transition Plan**

for

Compliance with the Requirements of

Title II

of the

Americans with Disabilities Act of 1990

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**Self Evaluations and Transition Plans**

**WHAT?**

- The plan, at a minimum, shall:
  - Identify physical barriers to access
  - Describe methods to remove the barriers
  - Specify the schedule
  - Indicate the official responsible for implementation of the plan

Item	Issue	Proposed Solution	Method of Implementation
A1	Handicap parking lot not paved, gravel with firm, stable, slip-resistant surface.	2. Upgrade concrete pavement (CRP) 2013 ADA Compliance Plan/CRP	CRP will be completed on the parking lot in the vicinity of the restrooms, which will be paved prior to the start of the project, or on or before 12/31/2016.
B	Handicap parking lot not paved, gravel not suitable for paved.	2. Upgrade concrete pavement (CRP) 2013 ADA Compliance Plan/CRP	CRP will be completed on the parking lot in the vicinity of the restrooms, which will be paved prior to the start of the project, or on or before 12/31/2016.

**BERKS COUNTY, PENNSYLVANIA**

**ADA TRANSITION PLAN**

**OCTOBER, 2014**

**Background**

The Americans with Disabilities Act (ADA) is a comprehensive civil rights act that prohibits discrimination and ensures equal opportunity for persons with disabilities. In accordance with the requirements set forth by Title II of the ADA, this plan describes the process by which the County's policies, practices, programs, and facilities were evaluated, and describes how prioritization for accessibility requirements will occur. This plan further describes the process by which the County will continue to evaluate its programs and physical facilities and ensure its compliance with the ADA.

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**Self Evaluations and Transition Plans**

**HOW?**

- The plan must be completed in an open process with public comment.
- Many resources available.

Surveys are available for organizations that represent individuals with disabilities, community members, employees, and other interested individuals who want to participate in the evaluation. Your comments and opinions are important to us and will help us gather information regarding how the City of Harrisburg can better serve individuals with disabilities.

Please contact Nelva V. Wright, ADA Coordinator, if you have questions or comments or would like to request a survey in an alternate format. She can be reached by email at [nvwright@harrisburgpa.gov](mailto:nvwright@harrisburgpa.gov) or by phone at **717-255-6563**.

**ADA Compliance Program**

The City of Harrisburg, in keeping with its ongoing efforts to serve all members of the community, is updating its Americans with Disabilities Act (ADA) transition plan and self-evaluation. The accessibility plan provides a comprehensive plan for access for individuals with disabilities to City facilities, parks, programs, services, activities and events.

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**Self Evaluation and Transition Plans**

**If you don't have a self evaluation or transition plan you need to do it now!**

**Sample ADA Transition Plan**

This is an example from one municipality's Transition Plan. The ADA coordinator added columns for cost estimates and status of funds. This study requires being physical disabled, be method used to make the facilities accessible, the schedule and the responsible official to monitor and report on the Transition Plan Study.

Facility: City Hall Year: 2009 & 2010

General Name: City Hall Department: Public Works

Email: nvwright@harrisburgpa.gov Phone: 717-255-6563

Item	Access Issue	Location	Trip/Use	Priority	Cost Estimate	Status of Funds
1	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
2	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
3	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
4	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
5	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
6	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
7	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
8	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
9	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction
10	ADA (2010) - Access to building	City Hall	Public	High	\$100,000	Construction

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**PART 3: SELF EVALUATION AND TRANSITION PLAN ELEMENTS**

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Transition Plan Content

Content (at a minimum):

- Identify physical obstacles
- Describe the methods to make facilities accessible
- Specify the schedule for achieving completion (identify steps to be taken each year but as expeditiously as possible)
- Name of official responsible for implementation
- Record of public outreach/community participation

Sample Action Plan				
Issue	Solutions	Target Date	Person Responsible	Comments
1. Improve access to all ADA facilities	<ul style="list-style-type: none"> <li>Install new ramps</li> <li>Install new handrails</li> <li>Install new tactile paving</li> <li>Install new signage</li> <li>Install new lighting</li> <li>Install new benches</li> <li>Install new water in public areas</li> <li>Install new restrooms</li> <li>Install new parking spaces</li> <li>Install new ADA-compliant vehicles</li> <li>Install new ADA-compliant bicycles</li> </ul>	Q3 2018	ADA Coordinator	Keep track of progress and update this plan as needed.
2. Staff will conduct an annual survey for accessibility	<ul style="list-style-type: none"> <li>Conduct an annual survey</li> <li>Report to public and staff</li> <li>Implement findings</li> <li>Report to public and staff</li> <li>Implement findings</li> <li>Report to public and staff</li> <li>Implement findings</li> </ul>	Q1 2018	ADA Coordinator	

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Transition Plan Content

Content (cont.)

- Estimated Cost of each modification
- Status column to record completion date
- Designate an ADA Coordinator
- Develop and post ADA policy statement/notice
- Develop and post complaint (grievance) procedures

**Chapter 2 Addendum: Title II Checklist (ADA Coordinator, Notice & Grievance Procedure)**

**PURPOSE OF THIS CHECKLIST:** This checklist is designed for use as an assessment of (1) the requirements and tasks of an ADA Coordinator, (2) the government entity's progress of the ADA notice, and (3) the assessment of the entity's ADA grievance procedure.

**Sample ADA Notice**

**Long**

**Notice to Individuals with Disabilities Act**

Notice of Public Entity's Obligation to Individuals with Disabilities in its services, programs, or activities.

Individuals with disabilities are entitled to equal opportunities in the full and complete participation and access with the ADA 1990 employment requirements.

Original communication: Notice of Public Entity's obligation to provide accessible services and services to individuals with disabilities, including qualified language interpreters, auxiliary aids, and other services to individuals with disabilities, including qualified language interpreters, auxiliary aids, and other services to individuals with disabilities.

Individuals with Disabilities Act: Notice of Public Entity's obligation to provide accessible services and services to individuals with disabilities, including qualified language interpreters, auxiliary aids, and other services to individuals with disabilities.

Request: To request an auxiliary aid or service for effective communication, an individual with a disability should contact the ADA Coordinator with an email or phone call or in person, preferably at the ADA Coordinator's office.

Completion: Send completed to ADA Coordinator name and contact information.

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Transition Plan

Important things to remember

- Prioritize modifications
- Coordinate/integrate schedule of modifications with planned alterations (paving, building, utility work)
- Transition Plan is a living document – evolving planning & monitoring tool
- As elements change, so does the need to incorporate facilities into Self-Evaluation/Transition Plan process




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Self Evaluations

What if you have less than 50 employees?

- Still required to ensure programs, services, and facilities are accessible
- Complete a self-evaluation



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Self Evaluations

- An inventory of facilities to identify physical obstacles that limit an individual's access
- A description about making the facilities accessible
- A schedule to implement the improvements over time
- A tracking system for actual completion



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Self-Evaluations

Curbs/Slopes are common barriers to access



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**Self-Evaluation**

Traffic signals and devices are another barrier



The first photograph shows a close-up of a traffic signal pole with a red light illuminated. The second photograph shows a street intersection with a traffic signal and a utility pole. The third photograph shows a street intersection with a traffic signal and a building in the background.

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**Self-Evaluation**

Construction work zones must provide access



The first photograph shows a construction site with a concrete barrier and a sign that reads 'CONSTRUCTION WORK AHEAD'. The second photograph shows a street with a construction site and a sign that reads 'PEDESTRIANS PROHIBITED'. The third photograph shows a street with a construction site and a sign that reads 'PEDESTRIANS PROHIBITED'.

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**Self-Evaluation**

Critical Areas to Evaluate

- Public right-of-way accessing government offices, medical facilities, downtown core areas, school zones, residential areas, etc.
- Rest areas, parks, bus stops, shared use trails, parking



The first photograph shows a street with a building and a sign that reads 'BUS STOP'. The second photograph shows a park area with a paved path and a shelter.

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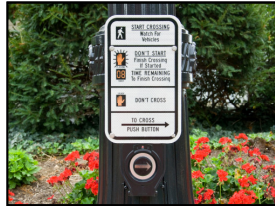
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Self-Evaluation

- End Result
  - Inventory (and details) of facilities where structural modifications are needed to make facilities accessible to persons with disabilities
  - Foundation for Transition Plan
  - Maintain in file/available for public inspection




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Self Evaluation/Transition Plan Components

- Inventory
- Assessment
- Program for Improvements




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Inventory

- Inventory
  - Sidewalks, Curb Ramps, Crosswalks, Traffic Signals and Other Pedestrian Elements
  - PennDOT Form CS-4401

CS-4401 (1-11)	
pennsylvania Department of Transportation	
See the first page of this workbook for instructions.	
County or municipality (City or town)	
Full description of	
Engineering District Code	
County Name	
County Code (path)	
Municipality Name	
Municipality Code (path)	
Condition of	
Range of Condition	
Photo ID Number	
Number of Photos	
Notes	
Surface Material, Pave, and Side Material	
Condition of Surface - 1" or	
Condition of Surface - 2" or	
Condition of Surface - 3" or	
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**Inventory**

Methods

- Field inspections/surveys (form/checklist)
- GIS (recording locations/measurements)

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**Assessment**

Assessment

- Determine which facilities are compliant or not
- Follow standards:
  - PennDOT RC-67m
  - PROWAAG

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**Assessment**

Slopes must be precisely met.

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Program

Program for Improvements

- Reasonable priorities
- Coordinate with other projects

**Table 5 - Program Budgetary Estimate**

Fiscal Year	Project No.	2010 Dollars	Corner Count
2011	1	\$52,500	15
2012	2	\$63,000	18
2013	3	\$45,500	13
2014	4	\$59,500	17
2015	5	\$49,000	14
2016	6	\$49,000	14
2017	7	\$52,500	15
2018	8	\$45,500	13




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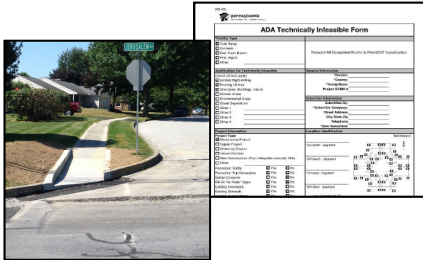
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Technically Infeasible Form

Not all facilities can meet exact requirements




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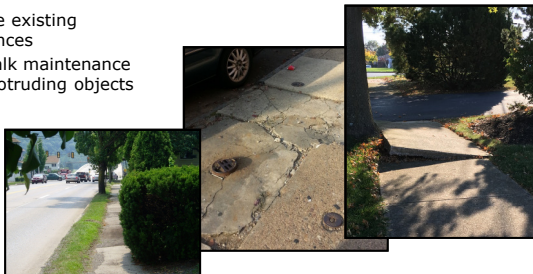
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Ordinances

Enforce existing ordinances  
Sidewalk maintenance and protruding objects




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