

ADA Self Evaluation and Transition Plan: Pedestrian Facilities in the Public Right-of-Way



JUNE 24, 2019

Bradley County Road Department
508 Withrow Road, SW
McDonald, TN 37353

1.0 Introduction

1.1 Legislative Mandate

The Americans with Disabilities Act (ADA) is a civil rights law that mandates equal opportunity for individuals with disabilities. The ADA prohibits discrimination in access to jobs, government services, public transportation, public accommodations, and telecommunications. There are five titles of the ADA including:

- Title I: Employment
- Title II: State and Local Government
- Title III: Public Accommodations and Commercial Facilities
- Title IV: Telecommunications Relay Services
- Title V: Miscellaneous Provisions

The Bradley County Road Department (BCRD) is obligated to observe all requirements of Title I in its employment practices; Title II in its policies practices, services, programs, and activities; and any parts of Titles IV and V that may apply to BCRD. Title III only covers businesses and non-profit service providers and is not applicable to BCRD.

Title IV of the ADA requires that telephone companies provide telecommunication relay services that allow individuals with hearing or speech impairments to communicate using a teletypewriter (TTY) or another non-voice device. It also requires that all television public service announcements produced or funded in whole or in part by the Federal government include closed captioning. Title IV would not apply to BCRD unless they are receiving funds from the Federal government for television service announcements.

Title V is a miscellaneous section. It includes provisions that do not allow the ADA to invalidate or override other laws (federal, state, and local) to provide equal or greater protections or remedies for people with disabilities. It includes exclusions of conditions from the definition of accessibility. Title V also includes protection of individuals from retaliation, intimidation, coercion, threats, or interference with people who seek to exercise their rights, or who encourage or aid others to do so, is prohibited.

This document addresses Title II of the ADA.

1.2 Purpose of a Transition Plan

The purpose of this plan is to ensure that the BCRD creates reasonable, accessible paths of travel in the public right-of-way for everyone, including people with disabilities. The Bradley County Road Department Transition Plan identifies physical barriers and prioritizes improvements that should be made to facilities and features under the prevue of the BCRD. The goal is for BCRD to provide equivalent access to the maximum extent feasible.

1.3 ADA Self-Evaluation and Transition Plan Development Requirements and Process

Title II requires the operation of each service, program or activity so that, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. ¹ It is firmly stated that no qualified individual with a disability may be excluded from participating in, or denied the benefits of, the services, programs, or activities provided by a public entity because of a disability. ²

Included in Title II are administrative requirements for all government entities employing 50 people. These administrative requirements are:

1. To notify applicants, participants, beneficiaries, and other interested people of their rights and the public entity's obligations under Title II; ³
2. To designate a responsible employee (ADA Coordinator) to coordinate its efforts to comply with and carry out the public entity's ADA responsibilities; ⁴
3. To establish a grievance procedure for resolving complaints related to Title II; ⁵
4. To conduct a self-evaluation; ⁶
 - A self-evaluation is an assessment of the public entity's services, programs, and activities and the policies and practices that govern the administration of them. This can include laws, ordinances, regulations, and manuals. The goal is to determine if the policies and practices adversely affect full participation of individuals with disabilities.
5. To develop a transition plan; ⁷
 - In the event that structural changes to facilities will be undertaken to achieve program accessibility a Transition Plan setting forth the steps necessary to complete such changes must be developed.

The plan shall provide, at a minimum -

- a) A list of the physical barriers in a public entity's facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities.

- b) A detailed outline of the methods to be utilized to remove these barriers and make the facilities accessible.
- c) A schedule for taking the necessary steps to achieve compliance with Title II.

¹ 28 C.F.R. §§ 35.149-150

² 42 U.S.C. § 12132; 42 U.S.C § 12102(2)(B) & (C)

³ 28 C.F.R. § 35.106

⁴ 28 C.F.R. § 35.107(a)

⁵ 28 C.F.R. § 35.107(b)

⁶ 28 C.F.R. § 35.105

⁷ 28 C.F.R. § 35.150

2.0 ADA/504 Coordinator

2.1 ADA/504 Coordinator (Title I/Title II)

Per 282 CFR 35.107(a), when a public entity has 50 or more employees based on an entity-wide employee total count, the entity is required to designate at least one (1) qualified responsible employee to coordinate compliance with ADA requirements. The name, office address, and telephone number of this individual must be available and advertised to employees and the public. This allows for someone to assist with questions and concerns regarding disability discrimination to be easily identified.

2.1.2 ADA/504 Coordinator: Self-Evaluation Findings

Bradley County has appointed Lindsay Hathcock as the ADA/504 Coordinator for Title I and Title II. See below for contact information. This information is currently published on the County website, along with ADA Title II Grievance Procedures:

Lindsay Hathcock
Executive Assistant
Phone: (423) 728-7165
Email: lhathcock@bradleycountyttn.gov

3.0 Departmental Self-Evaluation and Summary Findings

3.1 BCRD Departmental Review

- The BCRD has not formally adopted the Proposed Guidelines for Pedestrian Facilities in the Public Rights-of-Way (PROWAG).
- The BCRD does not use ADA-specific guidance when designing projects or reviewing plans with accessible elements proposed in the right-of-way.

BCRD Departmental Review: Possible Departmental Solutions

- While the PROWAG has not been finalized, it is recommended that the BCRD formally adopt the PROWAG as a standard practice and also develop ADA-specific guidance about PROWAG. This guidance should be used County wide. While adoption of PROWAG is not specifically an ADA requirement, it is strongly recommended to ensure ADA compliance. A copy of the Public Right of Way Standards Memo indicating TDOT's adoption of PROWAG is provided as Appendix A.
- The BCRD will work with Planning Staff for Bradley County to include specific ADA design requirements for any proposed features in the public right-of-way for new development. While developing these policies, procedures or guidelines are not a specific ADA requirement, it is strongly recommended to ensure consistent ADA compliance.

3.2 Facilities Review

The BCRD has identified and assessed obstacles in the public right of way through the use of an Inventory Tool.

In order to remove these identified barriers to accessibility that exist in the public right of way as it affects the Bradley County Road Department, we will proactively identify and eliminate such barriers, respond to public complaints, and ensure the appropriate design and build-out of new construction following the most recent design guidelines.

3.2.1 Pedestrian Facilities in the Public R.O.W.

Sidewalk Assessment and Curb Ramps: Self-Evaluation Findings

The BCRD established an inventory of sidewalks throughout subdivisions in the County, as well as sidewalks accessing our office, to determine the overall condition of these features and the level of accessibility and physical locations of any barriers. By conducting a condition assessment, the BCRD will be able to identify sidewalk maintenance needs and necessary improvements. The goal is for the BCRD to identify any physical barriers and provide better accessibility.

BCRD representatives produced a sidewalk inventory list in May 2019 to aid in mapping all existing sidewalks, existing curb ramps or lack of required curb ramps, landings and problem areas. It was determined there are approximately 36.80 miles of sidewalks in residential subdivisions. It is estimated that all 36.80 miles will be non-compliant. Several layers of

information will need to be collected. These attributes include slope, broken or missing sections, lips greater than ¼”, obstructions creating less than a 32” clear path of travel, width, and length. This information will allow the BCRD to evaluate the level of compliance with ADA.

The sidewalk inventory list is attached as Appendix B.

Sidewalk and Curb Ramp Assessment: Possible Solutions

- By year end 2019 BCRD will develop a field inspection checklist for sidewalk and curb ramp inspection for use by BCRD representatives.
- By year end 2019 BCRD will complete evaluation of all pedestrian facilities within the BCRD right-of-way.
- BCRD with the assistance of the Bradley County Commission, will develop a 30 year budget to address existing non-complaint sidewalks; installation of curb ramps will be factored into any proposed alterations.

Traffic Signals: Self-Evaluation Findings

The BCRD maintains traffic signals at 11 locations intersecting with state routes. There are currently no sidewalks at any of those locations.

Traffic Signals: Possible Solutions

The BCRD would work in conjunction with TDOT regarding any proposed alterations to any of the 11 traffic signal locations.

The traffic signal inventory list is included in Appendix B.

3.2.2 Buildings

Three buildings within the operating parameters of the BCRD were evaluated. All buildings included in the evaluation are listed in Table 1.

Table 1. Summary of Buildings Reviewed

1. BCRD Office	508 Withrow Road SW
2. BCRD Shop/Maintenance Building	752 Pleasant Grove Road SW
3. BCRD Sign Shop	752 Pleasant Grove Road SW

Buildings: Self-Evaluation Findings

Areas that were evaluated for each building included parking lots, path of travel from the parking lot to the building, access into the building, signage, drinking fountains, bathrooms, and counter heights. A complete list of issues is provided in the building facility evaluation forms (see Appendix C). Common issues identified included:

- Non-compliant accessible parking (signage)
- Non-compliant entrances
- Non-compliant interior routes to public areas
- Non-compliant room signs
- Non-compliant drinking fountains
- Non-compliant restrooms

Buildings: Possible Solutions

- Attempts have been made to make the restroom at the Shop/Maintenance Building accessible. Although usable, it does not meet the specifications per ADA. With the relocation of the office building to the Shop/Maintenance Building location, the new construction will address all accessible items. This should be accomplished by year end 2019.

3.3 NEW CONSTRUCTION, MAINTENANCE AND ALTERATIONS

In order to ensure the correct design of curb ramps, sidewalks, and crosswalks in new construction and alterations in the right-of-way, the Bradley County Road Department will follow TDOT design specifications. As those specifications can be updated and revised, we will follow the current published standard as referenced on TDOT's website. Whenever there is an intersection improvement project or new construction project, any affected curb ramps, sidewalks, and crosswalks will be rebuilt to these ADA design guidelines, where feasible and reasonable.

3.3.1 Maintenance Versus Alterations

The United States Department of Justice (DOJ) has issued a briefing memorandum on clarification of maintenance versus projects. Information contained in the briefing memorandum is below.

The Americans with Disabilities Act of 1990 (ADA) is a civil rights statute prohibiting discrimination against persons with disabilities in all aspects of life, including transportation,

based on regulations promulgated by the United States Department of Justice (DOJ). DOJ's regulations require accessible planning, design, and construction to integrate people with disabilities into mainstream society. Further, these laws require that public entities responsible for operating and maintaining the public rights-of-way do not discriminate in their programs and activities against persons with disabilities. FHWA's ADA program implements the DOJ regulations through delegated authority to ensure that pedestrians with disabilities have the opportunity to use the transportation system's pedestrian facilities in an accessible and safe manner.

FHWA and DOJ met in March 2012 and March 2013 to clarify guidance on the ADA's requirements for constructing curb ramps on resurfacing projects. Projects deemed to be alterations must include curb ramps within the scope of the project.

This clarification provides a single Federal policy that identifies specific asphalt and concrete-pavement repair treatments that are considered to be alterations – requiring installation of curb ramps within the scope of the project – and those that are considered to be maintenance, which do not require curb ramps at the time of the improvement. Figure 1 provides a summary of the types of projects that fall within maintenance versus alterations.

This approach clearly identifies the types of structural treatments that both DOJ and FHWA agree require curb ramps (when there is a pedestrian walkway with a prepared surface for pedestrian use and a curb, elevation, or other barrier between the street and the walkway) and furthers the goal of the ADA to provide increased accessibility to the public right-of-way for persons with disabilities. This single Federal policy will provide for increased consistency and improved enforcement.

Table 1. Maintenance versus Alteration Projects

ADA 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

ADA Alteration

Open-graded Surface Course
Cape Seals
Mill & Fill / Mill & Overlay
Hot In-Place Recycling
Microsurfacing/Thin Lift Overlay
Addition of New Layer of Asphalt
Asphalt and Concrete Rehabilitation and Reconstruction
New Construction

Source: DOJ Briefing Memorandum on Maintenance versus Alteration Projects

3.4 FACILITIES COST PROJECTION OVERVIEW

To identify funding sources and develop a reasonable implementation schedule, cost projection summaries for only the facilities evaluated were developed for each facility type. To develop these summaries, experience with similar types of projects were the basis for the unit prices used to calculate the improvement costs. All costs are in 2019 dollars. Table 2 provides a summary of the estimated costs to bring each facility into compliance.

Table 2. Summary of Facility Costs

Facility Type	Total
Buildings	\$200,000
Sidewalks	\$7,133,280
Curb Ramps	\$102,700
Totals	\$7,435,980

3.5 NEXT STEPS

The BCRD has \$200,000 allocated to construct new offices that would be accessible, replacing the existing non-compliant offices. The BCRD will begin internal coordination to address the programmatic barriers identified in the Transition Plan. The BCRD will develop a budget to include the next 30 fiscal years. Projects identified in the ADA Transition Plan will be programmed within the 30-year budget- based prioritization and other factors determined by the BCRD, such as how barrier removal can be incorporated into existing Road Department projects identified for capital improvements. The Bradley County Road Department also intends to adopt the 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) to enable enforcement of these guidelines throughout the design and construction process of pedestrian facilities in the public rights-of-way.

3.6 CONCLUSION

This document serves as the Americans with Disabilities Act (ADA) Transition Plan for the Bradley County Road Department. In developing the Transition Plan for compliance with ADA guidelines a Self-Evaluation was conducted on the following facilities:

- **Bradley County Road Department Office**
- **Bradley County Road Department Maintenance Building and Shop**
- **Bradley County Road Department Sign Shop**
- **11 Traffic Signals**
- **Sidewalks in Right-of-Way in 30 Subdivisions throughout Bradley County estimated to be 36.8 miles**

APPENDIX

Appendix A: Public Right of Way Standards Memo

Appendix B: Sidewalk Inventory

Appendix C: Building Facility Evaluation Forms

EXHIBIT 1-7: TDOT PROWAG ADOPTION



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

BUREAU OF ENGINEERING
SUITE 700, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1402
(615) 741-0791

JOHN C. SCHROER
COMMISSIONER

BILL HASLAM
GOVERNOR

MEMORANDUM

DATE: November 7, 2014

TO: Bureau of Engineering and the
Bureau of Environment and Planning

FROM: Paul D. Degges, P.E. *PDD*
Deputy Commissioner and Chief Engineer

RE: **Public Right of Way Standards**

Effective immediately, the Department of Transportation will begin using the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of Way", which were printed in the July 26, 2011 as our standard ROW guidelines.

You can obtain a copy of these standards at www.access-board.gov or by contacting our ADA Coordinator, Ms. Margaret Mahler, at 741-4984 or at Margaret.Z.Mahler@tn.gov.

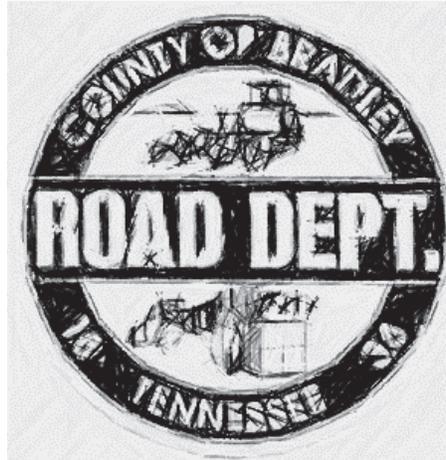
When the previous ADA Accessibility Guidelines, 28 CFR part 36, 1994 were updated in 2010, the new standards did not address ROW standards, only vertical ones. The adoption of these new standards will give the needed guidance for ROW without the requirement of vertical standards.

Until the standards are adopted by the Department of Justice, FHWA has allowed each state DOT to adopt the PROWAG 2011 standards to ensure consistent application of the ADA. TDOT chose to adopt the new standards across the board in all plans, contract documents, and local guidelines.

If you have any questions, please do not hesitate to contact me.

PDD/MM/jc

Cc: Mr. Toks Omishakin
Ms. Margaret Mahler



ACCESS DUE-DILIGENCE
DEPARTMENTAL FINDINGS:
OBSTACLES IN THE PUBLIC

R.O.W.

Prepared By:

Tina Bishop
Special Projects Coordinator

Due Diligence Departmental Findings

ACCESSIBILITY COMPLIANCE_Obstacles in the Public Right-of-Way

Overview

The BCRD has identified and assessed obstacles in the public right of way through the use of an Inventory tool.

Departmental Findings

BCRD representatives conducted a sidewalk inventory in May 2019 and mapped all existing sidewalks, ramps, landings and problem areas. BCRD representatives determined approximately 36.80 miles of sidewalks in 30 residential subdivisions. BCRD staff will use the maps over the next year to determine the level of non-compliance with ADA standards.

A list of the sidewalks to be surveyed is attached as Table A.

BCRD maintains 11 traffic signals at various locations. All adjoin state roads. There are no pedestrian facilities at any of these locations. The State does have work planned in the upcoming year for Georgetown Road. We will co-ordinate with the State for any upgrades that may be required for that particular location. All others will be addressed as the State plans work for those affected.

A list of the traffic signals and photos is attached as Table B.

Table A

BRADLEY COUNTY ROAD DEPARTMENT SUBDIVISION SIDEWALK LIST AS OF 3/2019

SUBDIVISION	ROAD	MAP #	LENGTH	BEGINNING	END	ROW	Width per Restrictions
ANATOLE	ANATOLE POINT	27	0.17	CITY LIMITS (200'-ANATOLE LN)	CUL-DE-SAC	50	Unspecified (4')
<u>Phase X Restrictions B1090 P548 2.6.2001</u>							
AUTUMN HILLS	FALL COURT	34	0.06	TURNING LEAF TRAIL	CUL-DE-SAC	50	Unspecified
There are no sidewalks on Fall Ct or Falling Leaf Cr but, Turning Leaf Trail in Harvest Hills which connects to Falling Leaf Circle does have No reference to sidewalks in restrictions	<u>FALLING LEAF CIRCLE</u>	34	0.28	CLINE ROAD	TURNING LEAF TRAIL	50	Unspecified
<u>Phase 1 Restrictions B240 P460 2.6.1995</u>			0.34				
<u>Phase 2 Restrictions B247 P706 5.24.1996</u>							
BENNETT PLACE	JORDAN DRIVE	73	0.08	WILLIAM WAY	CUL-DE-SAC	50	Unspecified
<u>Amended Restrictions B1366 P783 9.11.2003</u>	WILLIAM WAY	73	0.69	DALTON PIKE	CUL-DE-SAC	50	Unspecified
			0.77				
BENWOOD	<u>BENWOOD TRAIL (PT 1)</u>	59G	0.10	OLD PARKSVILLE ROAD	BENWOOD TRAIL (PT 1)	60	4'
<u>Phase 1 Restrictions B238 P351 10.18.1995</u>	<u>BENWOOD TRAIL (PT 2)</u>	59G	0.37	BENWOOD TRAIL (PT 1)	MC MILLIAN ROAD	50	4'
<u>Phase 2 Restrictions B245 P623 4.10.1996</u>	<u>BLAIR'S BEND</u>	59G	0.07	BENWOOD TRAIL	CUL-DE-SAC	40	4'
<u>Phase 3 Restrictions B252 P98 8.27.1996</u>	<u>CALLAWAY LANE</u>	59-18	0.08	WEBB LANE	WOODS TRAIL	50	4'
<u>Phase 4 Restrictions B1126 P690 7.6.2001</u>	<u>CUNNINGHAM CIRCLE</u>	59G	0.04	BENWOOD TRAIL	CUL-DE-SAC	40	4'
<u>Phase 5 Restrictions B1373 P975 10.3.2003</u>	<u>DeARMOND LANE</u>	59	0.07	WEBB LANE	Y-CUL-DE-SAC	50	4'
	<u>ELIZABETH WAY</u>	59-18	0.05	WEBB LANE	CUL-DE-SAC	40	4'
	<u>JANE'S WAY</u>	59G	0.02	BENWOOD TRAIL	CUL-DE-SAC	40	4'
	<u>LUKE ROAD</u>	59	0.07	WEBB LANE	Y-TURN AROUND	50	4'
	<u>MACMILLIAN ROAD NE</u>	59G	0.51	BENWOOD TRAIL	CUL-DE-SAC	50	4'
	<u>MCCULLOUGH ROAD</u>	59-18	0.04	WEBB LANE	CUL-DE-SAC	40	4'
	<u>WEBB LANE</u>	59	0.58	MACMILLAN ROAD	MACMILLAN ROAD	50	4'
	<u>WOODS TRAIL</u>	59-18	0.10	CALLAWAY LANE	2 CUL-DE-SACS/ E&W	40	4'

Table B



TRAFFIC SIGNAL LOCATIONS	PEDESTRIAN FACILITIES	PHOTO #
<u>GEORGETOWN/EUREKA</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 1_ Georgetown_ Eureka Rd
<u>EXIT 33 NB RAMP</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 2_ Exit 33 NB Ramp
<u>EXIT 33 SB RAMP</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 3_ Exit 33 SB Ramp
<u>LAUDERDALE/WACKER</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 4_ Lauderdale_ Wacker
<u>LAUDERDALE/AMAZON/GE</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 5_ Lauderdale_ Amazon_ GE
<u>LAUDERDALE/N LEE</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 6_ Lauderdale_ N Lee
<u>WATERLEVEL/DURKEE</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 7_ Waterlevel_ Durkee
<u>WATERLEVEL/MINNIS</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 8_ Waterlevel_ Minnis Road
<u>SPRING PLACE/DURKEE</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 9_ Spring Place_ Durkee Road
<u>SPRING PLACE/BROOMFIELD</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 10_ Spring Place_ Broomfield Road
<u>HARRISON PIKE/FREEWILL</u>	NO PEDESTRIAN RIGHT OF WAY FACILITIES AT THIS LOCATION	Photo 11_ Harrison Pike_ Freewill Road

Photo 1_Georgetown_Eureka Rd

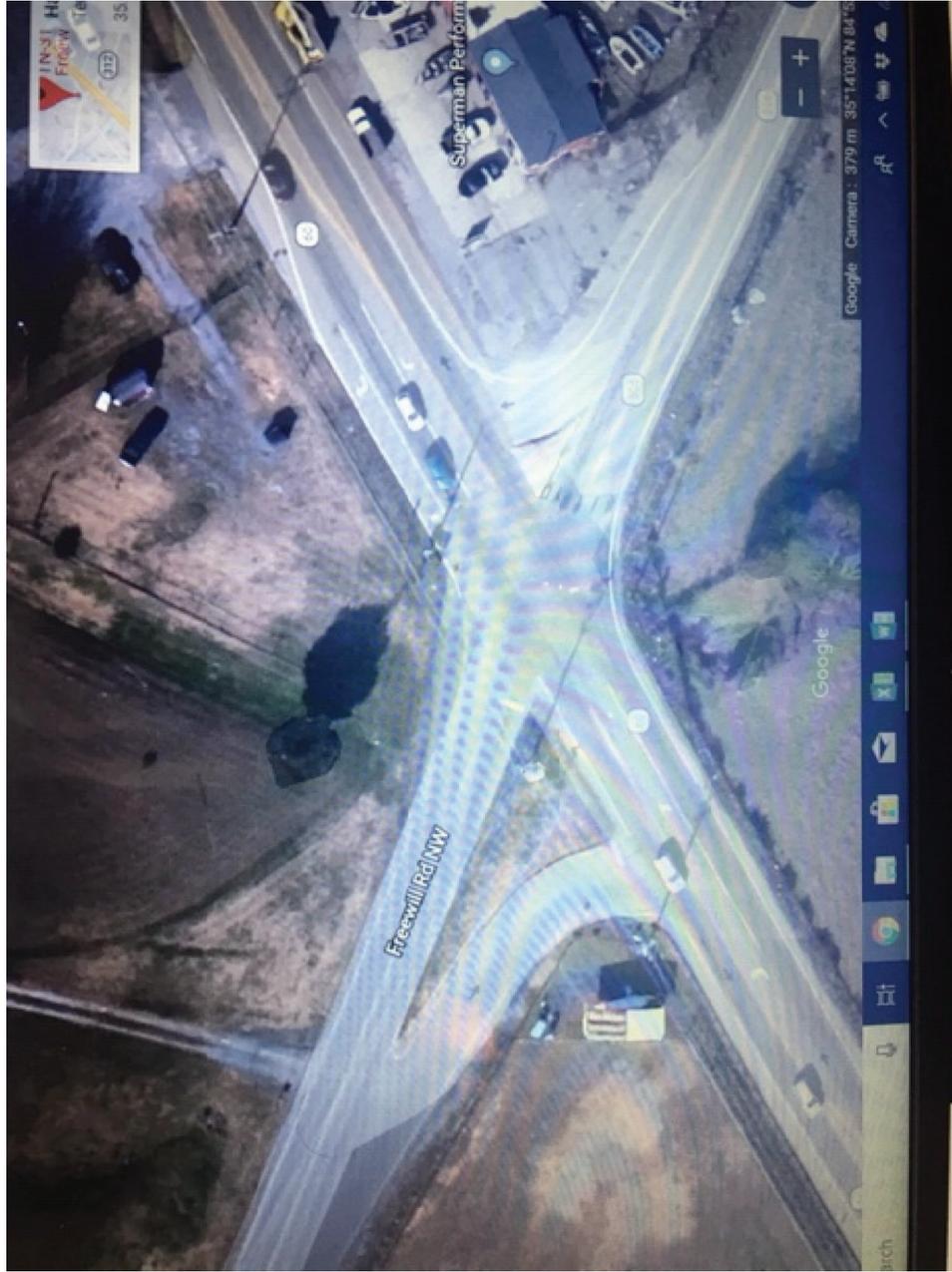


Photo 2_Exit 33 NB Ramp



Photo 3_Exit 33 SB Ramp



Love's Travel Stop
200 Lower River Rd
Charleston, TN 37210
35.29°N, 84.82°W

X Charleston, Tennessee



Google

2D



Photo 4_Lauderdale_Wacker

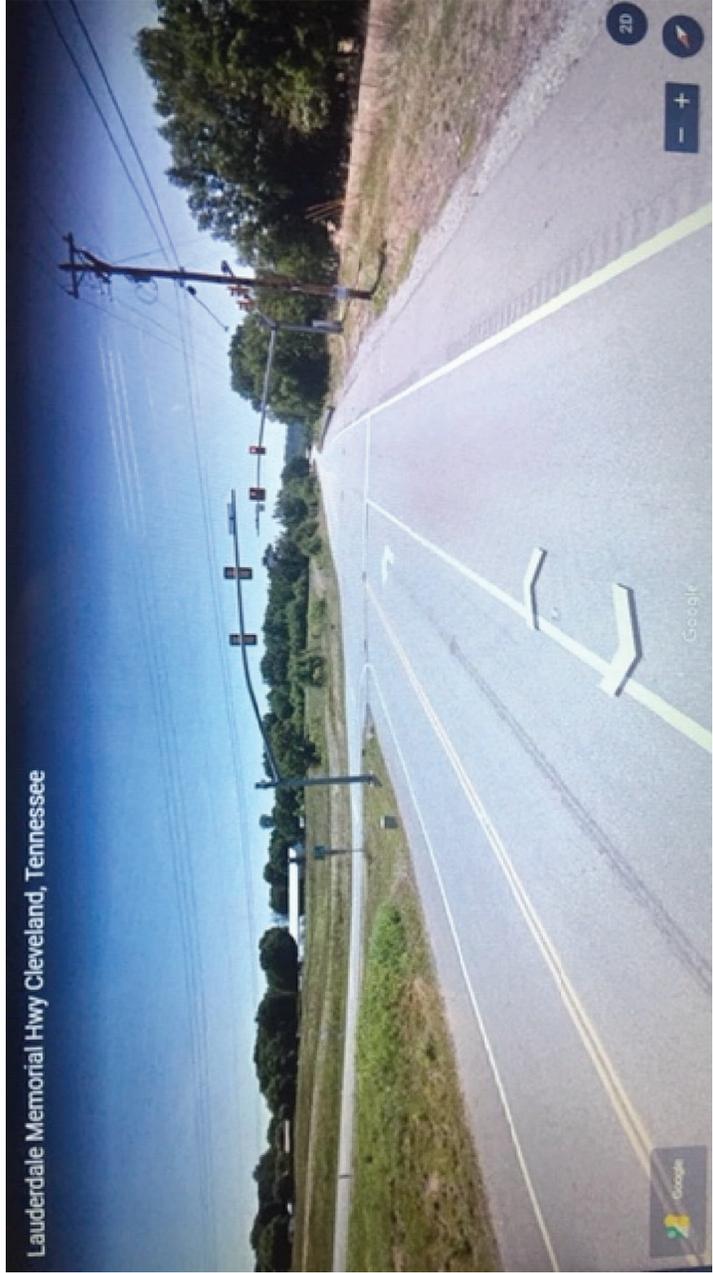


Photo 5_Lauderdale_Amazon_GE



Photo 6_Lauderdale_N Lee



Photo 7_ Waterlevel_Durkee



Photo 8 _Waterlevel_Minnis Road

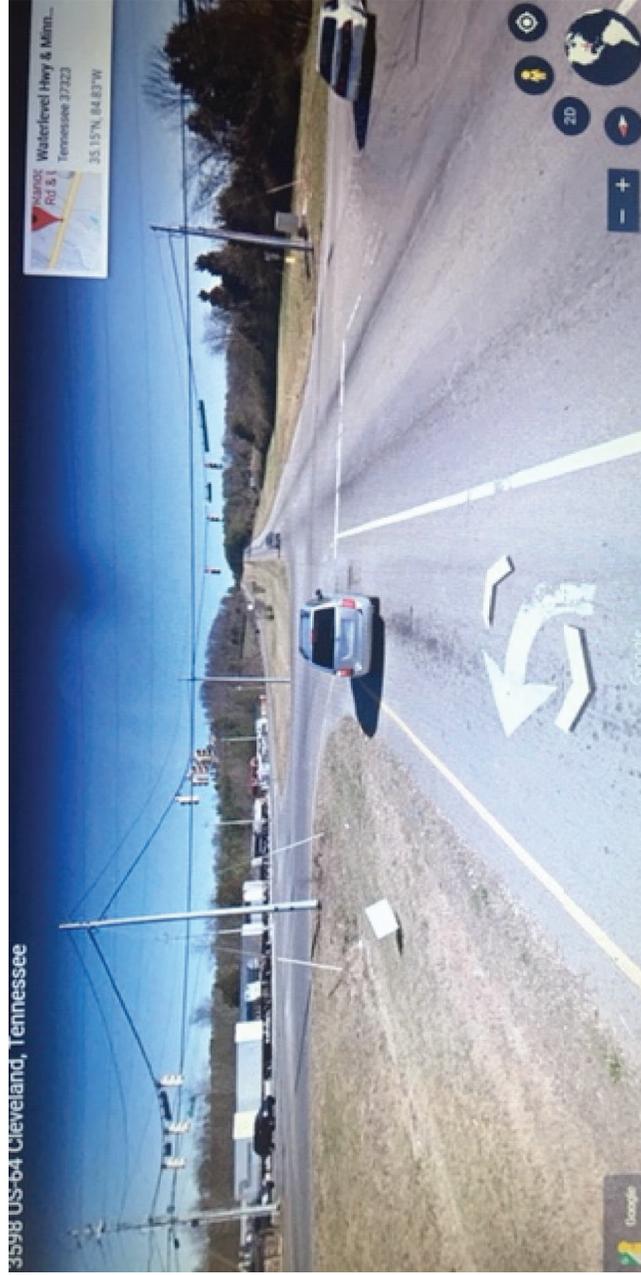


Photo 9_Spring Place_Durkee Road

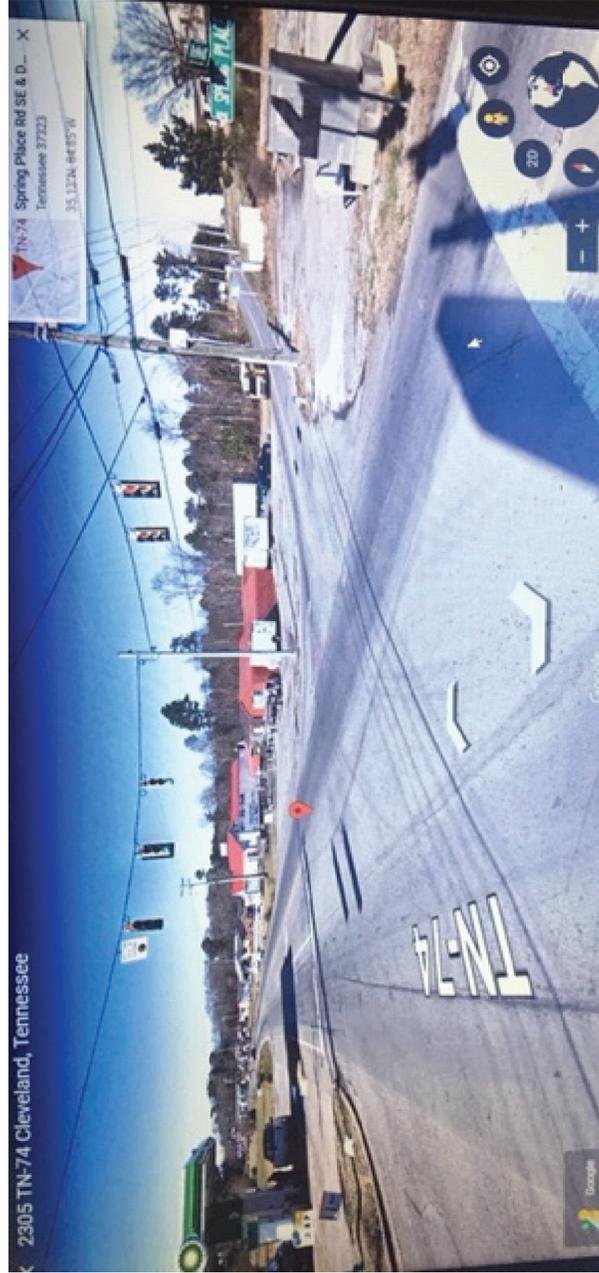
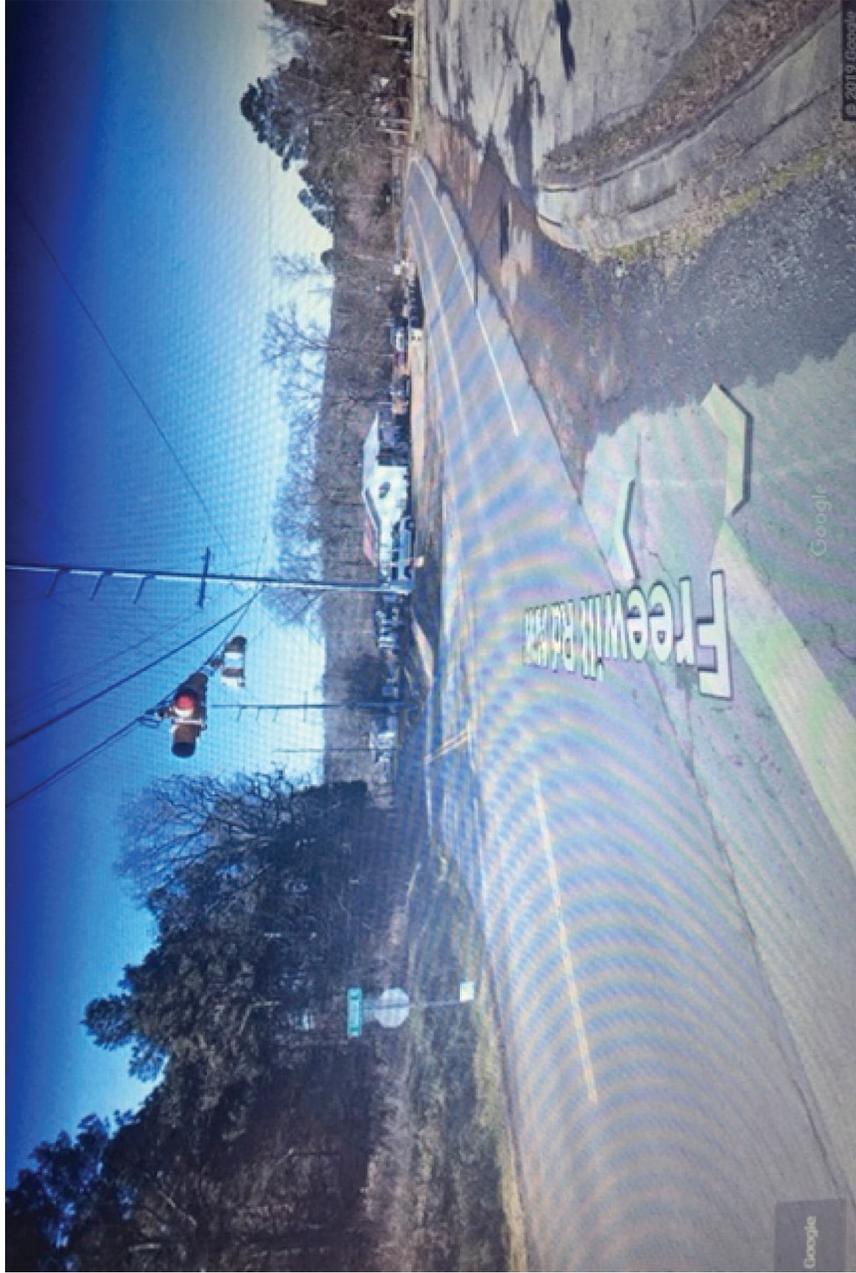


Photo 10_Spring Place_Broomfield Road



Photo 11_Harrison Pike_Freewill Road





ACCESS DUE-DILIGENCE CHECKLIST: BUILDINGS

Prepared By:

Tina Bishop
Special Projects Coordinator

Due Diligence Checklist

ACCESSIBILITY COMPLIANCE

Overview

This checklist is intended for field personnel to use as a guide during project inspections to verify accessibility compliance. This checklist is NOT intended to be an all-inclusive manual for designing or evaluating pedestrian facilities. There is no assurance that this checklist is sufficient in a given situation. The inspector must also use experience and knowledge of the Americans with Disabilities Act and the accompanying Federal Regulations to determine whether a project is in compliance with the legal requirements of the Act itself rather than this checklist.

Applicable Standard

- U.S. Access Board's 2010 ADA Standards

On-site Review

The following items are required to be in place for buildings owned or operated by Bradley County. This assesment is for the building known as: Bradley County Road Dept. Main Office located at: 508 Withrow Road NW, McDonald, TN 37353

Parking

- Does the facility have parking spaces designated for individuals with disabilities?
Yes
- Are accessible parking spaces designated with the International Symbol of Accessibility?
Yes
- Is the signage a minimum of 60" above the ground to the bottom most character?
Yes
- Does the parking area have the minimum number of accessible spaces specified in the table below? (see **Figure 1**)
Yes
- Are the accessible parking spaces on the shortest possible accessible route to an accessible building entrance?
Yes
- Are the parking spaces located on level terrain with surface slopes that do not exceed 2% in all directions? (2% slope = 2 feet change in vertical elevation over a 100 foot horizontal distance)
Yes
- Are parking spaces a minimum of 96 inches (8 feet) wide? (see **Figure 2**)
Yes
- Is there an access aisle adjacent to the parking space with a minimum width of 60 inches (5 feet)? (see **Figure 2**)
Yes, but needs to be re-painted
- Do accessible parking spaces for vans have adequate vertical and horizontal clearance? (Minimum 98 inches high and minimum 16 feet wide to accommodate both parking space and access aisle) (see **Figure 2**)
- Is there at least one parking space designated "Van Accessible" with signage and does this space have a minimum 96 inch (8 foot) wide access aisle? Or the space is 11' with a 5' wide access aisle (see **Figure 2**)
The space is there but the signage is not. This will be addressed with the completion of the new office to be built 2019.
- Is there at least one van accessible space for every six accessible parking spaces?
Yes
- Are curb ramps provided wherever an accessible route crosses a curb?
N/A
- Do curb ramps have a maximum slope of 1:12 and minimum width of 36 inches? (see **Figure 3**)
N/A
- If the curb ramp crosses a pedestrian route and is not protected by handrails or guardrails, does it have flared sides with a maximum slope of 1:10? (see **Figure 3**)
N/A

Accessible Route

- Are ground, walk and floor surfaces along accessible routes stable, firm and relatively slip-resistant under all weather conditions?
Yes
- Are all ground and floor surfaces free of abrupt changes in surface level that do not exceed 1/4 inch in height?
No. This will be addressed with the completion of new office to be built 2019.
- Where vertical elevation changes are between 1/4 and 1/2 inches in height, is the level change beveled with a slope no greater than 1:2? (see **Figure 4**)
No. This will be addressed with the completion of new office to be built.
- Are ramps provided for vertical elevation changes greater than 1/2 inch in height?
No. This will be addressed with the completion of new office to be built.
- Do sidewalks and ramps have a minimum clear width of 36 inches with an occasional space of 60 x 60 inches located at reasonable intervals not exceeding 200 feet which is used for turning and passing?
Yes
- Are gratings located on walking surfaces designed so that openings do not exceed 1/2 inch in one direction? **Note:** If gratings have elongated openings, the openings must be placed so that the long dimension is perpendicular to the direction of travel. (see **Figure 5**)
N/A
- Are curb ramps outside the public right-of-way a minimum of 36 inches wide, exclusive of flared sides?
Note: Curb ramps shall not extend into the access aisle.
N/A
- If curb ramps cross the walking path of pedestrians, do the curb ramps have flared sides with maximum slope of 1:10 (one inch vertical rise to every 10 inches of horizontal distance) (see **Figure 3**)
N/A
- Is the maximum slope of all curb ramps and ramps 1:12 (1 inch of vertical rise to every 12 inches of horizontal distance)? **Note:** Any part of an accessible route having a slope exceeding 1:20 is considered a ramp and must comply with the requirements of the appropriate sections of ADAAG Section 405 and 406.
No. This will be addressed with the completion of new office to be built 2019.
- Do ramps and curb ramps have a level landing at the top and bottom (36" for curb ramps, 60" for ramps)?
No. This will be addressed with the completion of new office to be built 2019.
- Do ramps have a 60 x 60 inch level landing at locations where ramps change direction (switchback) or at intervals of 30 inch vertical rise?
No. This will be addressed with the completion of the new office to be built 2019.
- Do sidewalks and ramps with a vertical elevation change (rise) greater than 6 inches or horizontal run greater than 72 inches have handrails on both sides?
No. This will be addressed with the completion of the new office to be built 2019.
- Is the top surface of all handrails mounted between 34 inches and 38 inches above ramp surface?
No. This will be addressed with the completion of the new office to be built 2019.
- If wall mounted, is the clear space between the handrail and the wall at least 1-1/2 inches?
N/A
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
N/A
- Do ramps and landings with drop-offs have a curb which is a minimum of two inches high on all exposed sides of the ramp or landing?
No. This will be addressed with the completion of the new office to be built 2019.

Entrances, Corridors, Stairs and Elevators

- Is there at least one accessible route from the accessible parking areas or passenger loading zones to the accessible building entrance?
Yes
- If the entrance is not visible from the parking or loading areas, are the accessible routes to the entrance clearly marked with appropriate signage?
N/A

Entrances, Corridors, Stairs and Elevators (cont.)

- Is the International Symbol of Accessibility displayed at all accessible entrances?
No. This will be addressed with the completion of the new office to be built 2019.
- Does the primary accessible entrance have a minimum clear opening (free of protrusions and obstructions) of 32 inches?
Yes
- Do the push and pull side of doors have minimum maneuvering clearances (Exception: Automatic or power assisted doors) (see **Figures 6 and 7**)
Yes
- Is there a minimum of 60 x 60 inches level space centered on the front of the accessible entrance? (see **Figures 6 and 7**)
Yes
- Can interior doors be opened with 5, or less, pounds of force?
Yes
- Are handles, pulls, latches, locks, and other operating devices on accessible doors easily grasped with one hand, and require no tight grasping, pinching, or twisting of the wrist to operate?
Yes
- Is hardware required for accessible door passage mounted no higher than 48 inches from the finished floor surface?
Yes
- Does approximately 48 inches, plus the width of in-swinging door(s), exist between two doors in a series to allow backing and turning space for a wheelchair or other mobility aid to clear the in-swinging door?
N/A
- Are thresholds at exterior doors flush with the floor surface?
No. This will be addressed with the completion of the new office to be built 2019.
- On stairs, are risers closed and have uniform height? **Note:** Riser height: maximum 7 inches, minimum 4 inches. (see **Figure 8**)
No. This will be addressed with the completion of the new office to be built 2019.
- Do stair treads have a uniform depth of 11 inches or more?
No. This will be addressed with the completion of the new office to be built 2019.
- Do stair nosings project no more than 1-1/2 inches and are the undersides free of abrupt, sharp angles?
No. This will be addressed with the completion of the new office to be built 2019.
- Do handrails on sides of all stairs extend at least 12 inches beyond the top riser and the width of one tread beyond the bottom tread?
No. This will be addressed with the completion of the new office to be built 2019.
- Is the top of the handrail mounted 34 to 38 inches above the tread?
Yes
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
Yes
- Do suspended stairs have protection under them to alert people who are visually impaired? (see **Figure 9**)
No. This will be addressed with the completion of the new office to be built 2019.
- Do protruding and hanging objects (such as telephones, water fountains, signs, etc.) with their leading edge 27 inches to 80 inches above the floor, protrude no more than 4 inches into the path of travel?
N/A
- Do walks, halls, corridors, passageways, aisles or other circulation spaces have a minimum head clearance of 80 inches?
Yes
- Are audible alarms provided?
No. This will be addressed with the completion of the new office to be built 2019.
- Are visual alarms provided?
No. This will be addressed with the completion of the new office to be built 2019.
- Does the facility have a passenger elevator?
No

Entrances, Corridors, Stairs and Elevators (cont.)

- Are there both visual and audible signals used to identify direction of elevator travel (for example, for audible alarms, one sound for UP and two sounds for DOWN)?
N/A
- Are the accessible elevators on a normally used accessible route?
N/A
- Are call buttons in lobbies and halls mounted 35 inches (on center) to 48 inches (on center) above the floor with no access obstructions?
N/A
- Are there raised and Braille floor destinations on both sides of elevator jambs 60 inches above the floor surface?
N/A
- Does the elevator have minimum inside dimensions of 54 x 80 inches and a minimum clear door opening of 36 inches? **Note:** If the elevator door is not on center of the elevator entrance, the interior dimensions should be 54 x 68 inches
N/A
- Does the elevator stop within 1/2 inch above or below the outside floor surface on each level?
N/A
- Are the elevators equipped with a safety system that automatically opens the door when it becomes obstructed by an object or person?
N/A
- Are controls, call buttons, and alarm buttons at least 3/4 inch in diameter with Braille and raised lettering located to the left of each control or button?
N/A
- Are all controls or buttons on the elevator control panel mounted no higher than 48 inches above the floor?
N/A

Restrooms

- Is each restroom identified with a sign having raised and Braille characters mounted on the latch side at 60 inches above the finish floor to the centerline of the sign?
No. This will be addressed with the completion of the new office to be built 2019.
- Do restroom entrances have a clear opening (free of protrusions and obstructions) of 32 inches and maneuvering clearance adjacent to the push and pull side of doors? (see **Figures 6 and 7**)
No. This will be addressed with the completion of the new office to be built 2019.
- Is the mirror mounted at a maximum height of 40 inches measured from the floor to the bottom edge of the reflective surface?
Yes
- Is the lavatory mounted so that the counter (rim) surface is no higher than 34 inches from the floor surface?
No. This will be addressed with the completion of the new office to be built 2019.
- Is there a clearance space of at least 27 inches provided from the bottom of apron to the floor? (see **Figure 10a**)
No. This will be addressed with the completion of the new office to be built 2019.
- Is the drain pipe mounted so that there is at least 9 inches of clearance from the floor surface?
No. This will be addressed with the completion of the new office to be built 2019.
- Is insulation or other protective covering used on hot water and drain pipes under the lavatory to prevent contact?
No. This will be addressed with the completion of the new office to be built 2019.
- Is there clear floor space (30 x 48 inches) provided in front of the lavatory which includes a minimum extension of 17 inches under the lavatory to allow for forward approach? (see **Figure 10b**)
No. This will be addressed with the completion of the new office to be built 2019.

Restrooms (cont.)

- Are faucets controlled by a hand lever, push button, or electronic control which is easily operated by one hand, not requiring tight grasping, pinching, or twisting and requiring a maximum of 5 pounds of force or less for operation? **Note:** Self-closing valves should stay open for a minimum of 10 seconds.
- No. This will be addressed with the completion of the new office to be built 2019.
- Are restroom dispensers and accessories mounted so that there is no more than 48 inches to the highest control or operable part?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is at least one restroom stall available having a clear opening (free of protrusions and obstructions) of 32 inches?
- Yes
- Does the standard, accessible stall provide a minimum depth of 56 inches and a width of 60 inches for wall mounted water closets? **Note:** Add 3 inches to the depth if the water closet is floor mounted.
- No. This will be addressed with the completion of the new office to be built 2019.
- Is the center of the water closet between 16 and 18 inches from the sides of the stall or wall?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is the height of the seat of the water closet between 17 inches and 19 inches from the floor?
- No. This will be addressed with the completion of the new office to be built 2019.
- If there are six or more stalls, or 6 or more stalls and urinals together, is one additional stall provided which is 36 inches wide with out-swinging door, grab bars on both sides, and is the seat of the water closet 17 to 19 inches from the floor?
- N/A
- Are seat cover dispensers located where there is a clear floor space in front of them.?
- No. This will be addressed with the completion of the new office to be built 2019.
- Are toilet paper dispensers located within 7 to 9 inches from the front of the water closet?
- No. This will be addressed with the completion of the new office to be built 2019.
- Do toilet paper dispensers permit delivery of a continuous flow of paper and are they mounted at a minimum height of 19 inches?
- No. This will be addressed with the completion of the new office to be built 2019.
- Does the men's restroom have at least one stall-type or wall-hung urinal with an elongated rim which is mounted at a maximum of 17 inches above the floor?
- No. This will be addressed with the completion of the new office to be built 2019.
- Are two grab bars (a minimum 42 inch long bar to the side and a minimum 36 inch long bar to the back) mounted at 33 to 36 inches from the floor surface provided?
- No. This will be addressed with the completion of the new office to be built 2019.
- Are the flush controls mounted on the side where the open clear floor space is provided?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is there a clear floor space in the toilet room that has a minimum diameter of 60 inches to allow for turning in a wheelchair or other mobility aid?
- No. This will be addressed with the completion of the new office to be built 2019.
- Do free-standing or built-in water fountains have a clear, open space under them that is a minimum of 30 x 48 inches for a frontal approach?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is the spout of the drinking fountain located in the front of the unit with a water flow trajectory that is parallel or nearly parallel to the front of the unit?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is there a water fountain available that is mounted to provide a minimum clearance of 27 inches and depth of 17 to 19 inches so that it can be approached and used by a person in a wheelchair?
- No. This will be addressed with the completion of the new office to be built 2019.
- Is the maximum height of the water spout 36 inches?
- We do not have a water fountain. This will be addressed with the completion of the new office to be built 2019.
- Is there also a drinking fountain with the height of the water spout between 38 and 43 inches?
- No. This will be addressed with the completion of the new office to be built 2019.

- Are the controls on the water fountain located on the front or on the side near the front, can the controls be operated with one hand, not requiring tight grasping, pinching, or twisting, and can the controls be operated with 5 pounds of force or less?

We do not have a water fountain. This will be addressed with the completion of the new office to be built 2019.

Reception Areas and Meeting Rooms

- Are accessible meeting rooms available?
Yes
- Do hallways and corridors have a clearance of 36 inches with an occasional space allowance for turning and passing at intervals not exceeding 200 feet?
No. This will be addressed with the completion of the new office to be built 2019.
- Do the doors to meeting rooms have a minimum clear opening of 32 inches?
Yes
- Do thresholds of interior doors have a maximum edge height of 1/2 inch with a 1:2 bevel?
No. This will be addressed with the completion of the new office to be built 2019.
- Is there amplifier and sound system equipment available with individual or lavalier microphones?
No.
- Is the meeting room floor non-slip, level, and negotiable by persons in wheelchairs and other mobility aids?
Yes
- Is there adequate space for seating at least two people using wheelchairs?
Yes
- Are the spaces for people using wheelchairs dispersed throughout the room within easy viewing of the stage?
There is no stage.
- Do tables have a clear opening for knee space of at least 27 inches in height, 30 inches in width, and 19 inches in depth?
Yes
- Is the top surface of the table 28 to 34 inches from floor surface?
Yes
- If requested, are participants provided with interpreter services or a listening system and are they seated within 50 feet of the stage for viewing?
We do not have a stage. We could provide the services through co-ordination with the ADA Coordinator.
- Is there a reception desk provided in the front lobby of the building?
Yes
- Is the top surface of the counter 36 inches from floor surface or less?
Yes
- If the counter is higher than 36 inches from the floor, is there a section of the counter at least 36" wide that has been lowered to 36"
N/A

Table 208.2 Parking Spaces

Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required <i>accessible</i> Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000

Figure 1 - Required Accessible Spaces

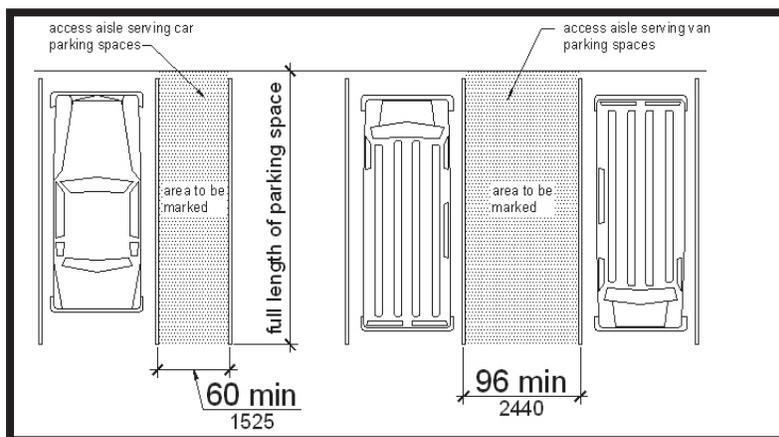


Figure 2 - Parking and Van Space Dimensions

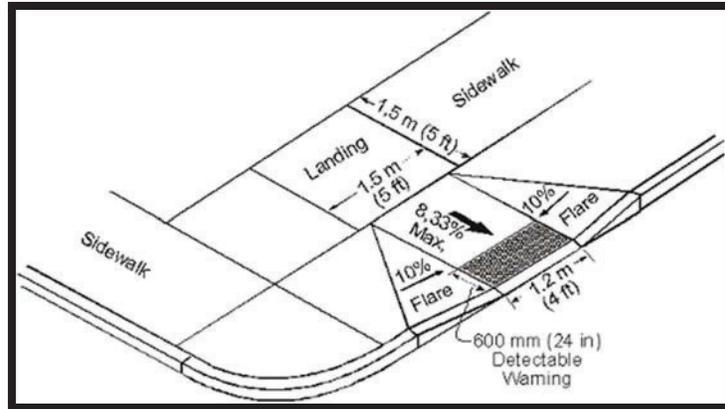


Figure 3 - Curb Ramp Dimensions

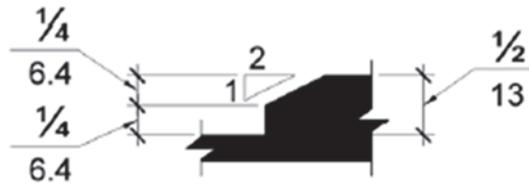


Figure 4 - Level Change Allowances

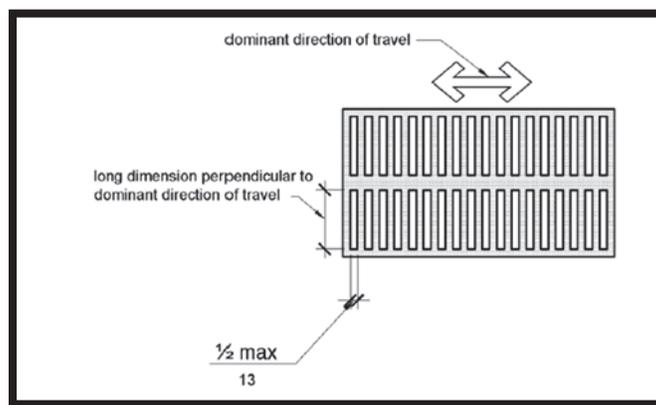


Figure 5 - Gratings Along an Accessible Route

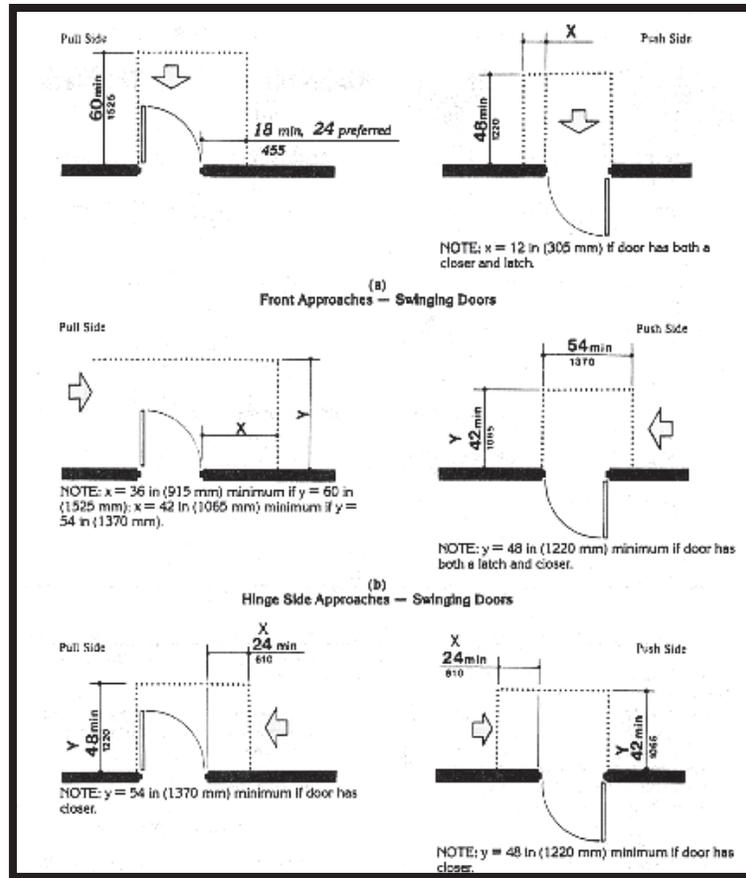


Figure 6 - Door Maneuvering Clearances

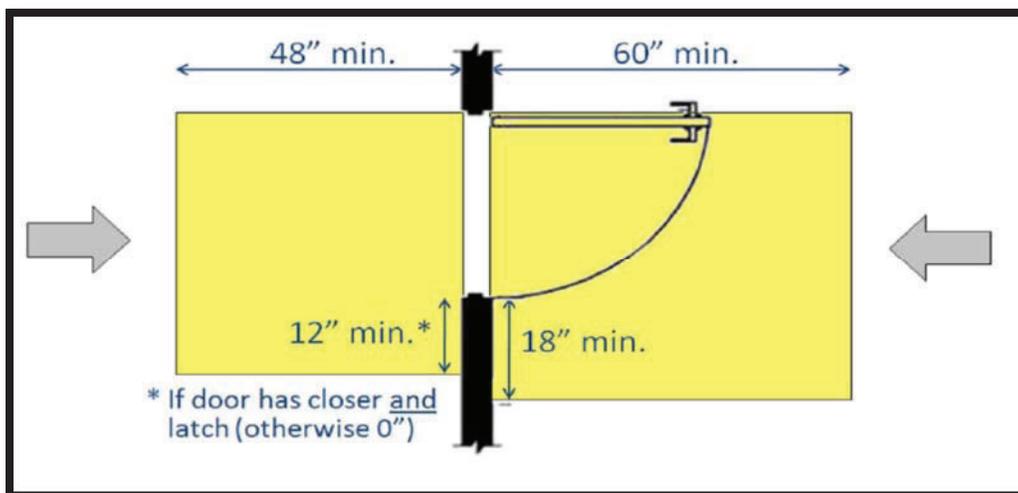


Figure 7 - Door Maneuvering Clearances

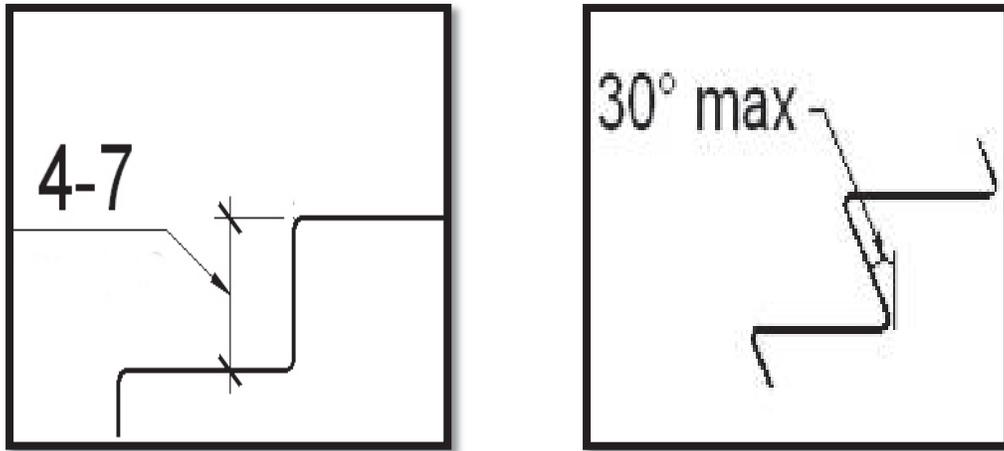


Figure 8 - Riser Height and Nosing Slope

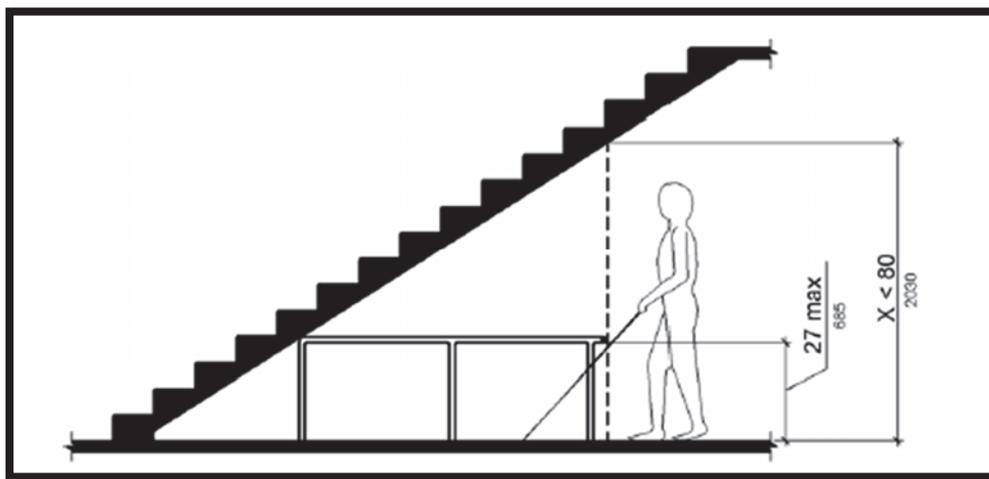


Figure 9 - Suspended Stair Head Clearance

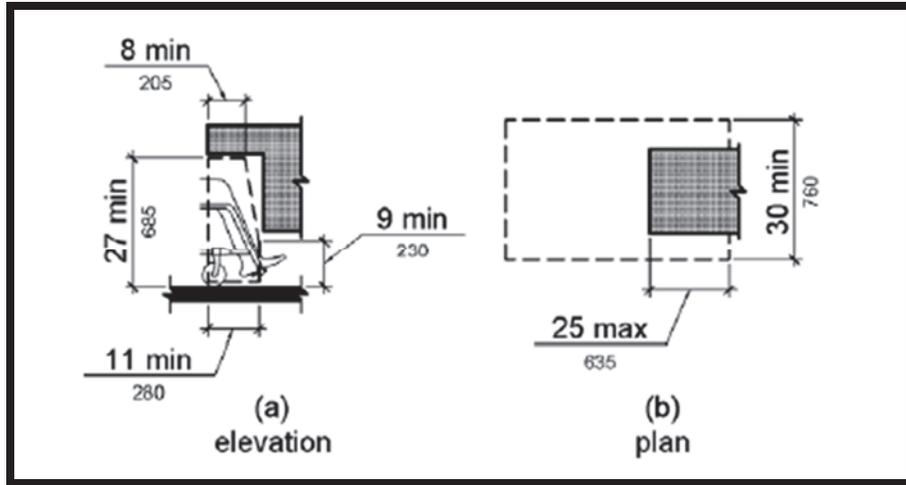


Figure 10 - Lavatory Clearances

Appendix C







ACCESS DUE-DILIGENCE CHECKLIST: BUILDINGS

Prepared By:

Tina Bishop
Special Projects Coordinator

Due Diligence Checklist

ACCESSIBILITY COMPLIANCE

Overview

This checklist is intended for field personnel to use as a guide during project inspections to verify accessibility compliance. This checklist is NOT intended to be an all-inclusive manual for designing or evaluating pedestrian facilities. There is no assurance that this checklist is sufficient in a given situation. The inspector must also use experience and knowledge of the Americans with Disabilities Act and the accompanying Federal Regulations to determine whether a project is in compliance with the legal requirements of the Act itself rather than this checklist.

Applicable Standard

- U.S. Access Board's 2010 ADA Standards

On-site Review

The following items are required to be in place for buildings owned or operated by Bradley County. This assesment is for the building known as: BCRD Shop & Maintenance Bldg located at: 752 Pleasant Grove Road SW, McDonald TN 37353

Parking

- Does the facility have parking spaces designated for individuals with disabilities?
Yes, but it needs re-stripped
- Are accessible parking spaces designated with the International Symbol of Accessibility?
Yes, but it needs to be changed to a Van Accessible Sign
- Is the signage a minimum of 60" above the ground to the bottom most character?
Yes
- Does the parking area have the minimum number of accessible spaces specified in the table below? (see **Figure 1**)
Yes
- Are the accessible parking spaces on the shortest possible accessible route to an accessible building entrance?
Yes
- Are the parking spaces located on level terrain with surface slopes that do not exceed 2% in all directions? (2% slope = 2 feet change in vertical elevation over a 100 foot horizontal distance)
Yes
- Are parking spaces a minimum of 96 inches (8 feet) wide? (see **Figure 2**)
Yes
- Is there an access aisle adjacent to the parking space with a minimum width of 60 inches (5 feet)? (see **Figure 2**)
No, but there can be.
- Do accessible parking spaces for vans have adequate vertical and horizontal clearance? (Minimum 98 inches high and minimum 16 feet wide to accommodate both parking space and access aisle) (see **Figure 2**)
No
- Is there at least one parking space designated "Van Accessible" with signage and does this space have a minimum 96 inch (8 foot) wide access aisle? Or the space is 11' with a 5' wide access aisle (see **Figure 2**)
No
- Is there at least one van accessible space for every six accessible parking spaces?
No
- Are curb ramps provided wherever an accessible route crosses a curb?
N/A
- Do curb ramps have a maximum slope of 1:12 and minimum width of 36 inches? (see **Figure 3**)
N/A
- If the curb ramp crosses a pedestrian route and is not protected by handrails or guardrails, does it have flared sides with a maximum slope of 1:10? (see **Figure 3**)
N/A

Accessible Route

- Are ground, walk and floor surfaces along accessible routes stable, firm and relatively slip-resistant under all weather conditions?
Yes
- Are all ground and floor surfaces free of abrupt changes in surface level that do not exceed 1/4 inch in height?
Yes
- Where vertical elevation changes are between 1/4 and 1/2 inches in height, is the level change beveled with a slope no greater than 1:2? (see **Figure 4**)
Yes
- Are ramps provided for vertical elevation changes greater than 1/2 inch in height?
N/A
- Do sidewalks and ramps have a minimum clear width of 36 inches with an occasional space of 60 x 60 inches located at reasonable intervals not exceeding 200 feet which is used for turning and passing?
N/A
- Are gratings located on walking surfaces designed so that openings do not exceed 1/2 inch in one direction? **Note:** If gratings have elongated openings, the openings must be placed so that the long dimension is perpendicular to the direction of travel. (see **Figure 5**)
N/A
- Are curb ramps outside the public right-of-way a minimum of 36 inches wide, exclusive of flared sides? **Note:** Curb ramps shall not extend into the access aisle.
N/A
- If curb ramps cross the walking path of pedestrians, do the curb ramps have flared sides with maximum slope of 1:10 (one inch vertical rise to every 10 inches of horizontal distance) (see **Figure 3**)
N/A
- Is the maximum slope of all curb ramps and ramps 1:12 (1 inch of vertical rise to every 12 inches of horizontal distance)? **Note:** Any part of an accessible route having a slope exceeding 1:20 is considered a ramp and must comply with the requirements of the appropriate sections of ADAAG Section 405 and 406.
N/A
- Do ramps and curb ramps have a level landing at the top and bottom (36" for curb ramps, 60" for ramps)?
N/A
- Do ramps have a 60 x 60 inch level landing at locations where ramps change direction (switchback) or at intervals of 30 inch vertical rise?
N/A
- Do sidewalks and ramps with a vertical elevation change (rise) greater than 6 inches or horizontal run greater than 72 inches have handrails on both sides?
N/A
- Is the top surface of all handrails mounted between 34 inches and 38 inches above ramp surface?
N/A
- If wall mounted, is the clear space between the handrail and the wall at least 1-1/2 inches?
N/A
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
N/A
- Do ramps and landings with drop-offs have a curb which is a minimum of two inches high on all exposed sides of the ramp or landing?
N/A

Entrances, Corridors, Stairs and Elevators

- Is there at least one accessible route from the accessible parking areas or passenger loading zones to the accessible building entrance?
Yes
- If the entrance is not visible from the parking or loading areas, are the accessible routes to the entrance clearly marked with appropriate signage?
N/A

Entrances, Corridors, Stairs and Elevators (cont.)

- Is the International Symbol of Accessibility displayed at all accessible entrances?
No
- Does the primary accessible entrance have a minimum clear opening (free of protrusions and obstructions) of 32 inches?
Yes, 34 1/2"
- Do the push and pull side of doors have minimum maneuvering clearances (Exception: Automatic or power assisted doors) (see **Figures 6 and 7**)
Yes
- Is there a minimum of 60 x 60 inches level space centered on the front of the accessible entrance? (see **Figures 6 and 7**)
Yes
- Can interior doors be opened with 5, or less, pounds of force?
Yes
- Are handles, pulls, latches, locks, and other operating devices on accessible doors easily grasped with one hand, and require no tight grasping, pinching, or twisting of the wrist to operate?
Some are, some are not
- Is hardware required for accessible door passage mounted no higher than 48 inches from the finished floor surface?
Yes, 41 1/2"
- Does approximately 48 inches, plus the width of in-swinging door(s), exist between two doors in a series to allow backing and turning space for a wheelchair or other mobility aid to clear the in-swinging door?
N/A
- Are thresholds at exterior doors flush with the floor surface?
Yes
- On stairs, are risers closed and have uniform height? **Note:** Riser height: maximum 7 inches, minimum 4 inches. (see **Figure 8**)
N/A
- Do stair treads have a uniform depth of 11 inches or more?
N/A
- Do stair nosings project no more than 1-1/2 inches and are the undersides free of abrupt, sharp angles?
N/A
- Do handrails on sides of all stairs extend at least 12 inches beyond the top riser and the width of one tread beyond the bottom tread?
N/A
- Is the top of the handrail mounted 34 to 38 inches above the tread?
N/A
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
N/A
- Do suspended stairs have protection under them to alert people who are visually impaired? (see **Figure 9**)
N/A
- Do protruding and hanging objects (such as telephones, water fountains, signs, etc.) with their leading edge 27 inches to 80 inches above the floor, protrude no more than 4 inches into the path of travel?
N/A
- Do walks, halls, corridors, passageways, aisles or other circulation spaces have a minimum head clearance of 80 inches?
Yes
- Are audible alarms provided?
No
- Are visual alarms provided?
No
- Does the facility have a passenger elevator?
No

Entrances, Corridors, Stairs and Elevators (cont.)

- Are there both visual and audible signals used to identify direction of elevator travel (for example, for audible alarms, one sound for UP and two sounds for DOWN)?
N/A
- Are the accessible elevators on a normally used accessible route?
N/A
- Are call buttons in lobbies and halls mounted 35 inches (on center) to 48 inches (on center) above the floor with no access obstructions?
N/A
- Are there raised and Braille floor destinations on both sides of elevator jambs 60 inches above the floor surface?
N/A
- Does the elevator have minimum inside dimensions of 54 x 80 inches and a minimum clear door opening of 36 inches? **Note:** If the elevator door is not on center of the elevator entrance, the interior dimensions should be 54 x 68 inches
N/A
- Does the elevator stop within 1/2 inch above or below the outside floor surface on each level?
N/A
- Are the elevators equipped with a safety system that automatically opens the door when it becomes obstructed by an object or person?
N/A
- Are controls, call buttons, and alarm buttons at least 3/4 inch in diameter with Braille and raised lettering located to the left of each control or button?
N/A
- Are all controls or buttons on the elevator control panel mounted no higher than 48 inches above the floor?
N/A

Restrooms

- Is each restroom identified with a sign having raised and Braille characters mounted on the latch side at 60 inches above the finish floor to the centerline of the sign?
No on both restrooms
- Do restroom entrances have a clear opening (free of protrusions and obstructions) of 32 inches and maneuvering clearance adjacent to the push and pull side of doors? (see **Figures 6 and 7**)
Yes on the unisex restroom, No on the Men's
- Is the mirror mounted at a maximum height of 40 inches measured from the floor to the bottom edge of the reflective surface?
No on both restrooms
- Is the lavatory mounted so that the counter (rim) surface is no higher than 34 inches from the floor surface?
Yes on both, but neither are handicap accessible sinks
- Is there a clearance space of at least 27 inches provided from the bottom of apron to the floor? (see **Figure 10a**)
No on the unisex restroom, yes on the Men's
- Is the drain pipe mounted so that there is at least 9 inches of clearance from the floor surface?
No on the unisex restroom, yes on the Men's
- Is insulation or other protective covering used on hot water and drain pipes under the lavatory to prevent contact?
The unisex bathroom is a non-compliant cabinet type sink, the Men's restroom does not have protective insulation
- Is there clear floor space (30 x 48 inches) provided in front of the lavatory which includes a minimum extension of 17 inches under the lavatory to allow for forward approach? (see **Figure 10b**)
No on both restrooms

Restrooms (cont.)

- Are faucets controlled by a hand lever, push button, or electronic control which is easily operated by one hand, not requiring tight grasping, pinching, or twisting and requiring a maximum of 5 pounds of force or less for operation? **Note:** Self-closing valves should stay open for a minimum of 10 seconds.
- Yes on both restrooms
Are restroom dispensers and accessories mounted so that there is no more than 48 inches to the highest control or operable part?
- No on both restrooms
Is at least one restroom stall available having a clear opening (free of protrusions and obstructions) of 32 inches?
- Yes on unisex, no on Men's
Does the standard, accessible stall provide a minimum depth of 56 inches and a width of 60 inches for wall mounted water closets? **Note:** Add 3 inches to the depth if the water closet is floor mounted.
- No on both restrooms
Is the center of the water closet between 16 and 18 inches from the sides of the stall or wall?
- No on both restrooms
Is the height of the seat of the water closet between 17 inches and 19 inches from the floor?
- No on unisex, yes on Men's
If there are six or more stalls, or 6 or more stalls and urinals together, is one additional stall provided which is 36 inches wide with out-swinging door, grab bars on both sides, and is the seat of the water closet 17 to 19 inches from the floor?
- N/A
Are seat cover dispensers located where there is a clear floor space in front of them.?
- No seat cover dispensers in either restroom
Are toilet paper dispensers located within 7 to 9 inches from the front of the water closet?
- No on unisex, yes on one stall in the men's restroom, no on the other stall in the men's restroom
Do toilet paper dispensers permit delivery of a continuous flow of paper and are they mounted at a minimum height of 19 inches?
- Yes on both restrooms
Does the men's restroom have at least one stall-type or wall-hung urinal with an elongated rim which is mounted at a maximum of 17 inches above the floor?
- No
Are two grab bars (a minimum 42 inch long bar to the side and a minimum 36 inch long bar to the back) mounted at 33 to 36 inches from the floor surface provided?
- No on both restrooms
Are the flush controls mounted on the side where the open clear floor space is provided?
- No on both restrooms
Is there a clear floor space in the toilet room that has a minimum diameter of 60 inches to allow for turning in a wheelchair or other mobility aid?
- No on both restrooms
Do free-standing or built-in water fountains have a clear, open space under them that is a minimum of 30 x 48 inches for a frontal approach?
- No
Is the spout of the drinking fountain located in the front of the unit with a water flow trajectory that is parallel or nearly parallel to the front of the unit?
- No
Is there a water fountain available that is mounted to provide a minimum clearance of 27 inches and depth of 17 to 19 inches so that it can be approached and used by a person in a wheelchair?
- No
Is the maximum height of the water spout 36 inches?
- No
Is there also a drinking fountain with the height of the water spout between 38 and 43 inches?
- No

- Are the controls on the water fountain located on the front or on the side near the front, can the controls be operated with one hand, not requiring tight grasping, pinching, or twisting, and can the controls be operated with 5 pounds of force or less?

No

Reception Areas and Meeting Rooms

- Are accessible meeting rooms available?
Yes, they can use either the general office meeting room or the break room area if needed
- Do hallways and corridors have a clearance of 36 inches with an occasional space allowance for turning and passing at intervals not exceeding 200 feet?
Yes
- Do the doors to meeting rooms have a minimum clear opening of 32 inches?
Yes
- Do thresholds of interior doors have a maximum edge height of 1/2 inch with a 1:2 bevel?
No, but this will be addressed with the completion of the new office
- Is there amplifier and sound system equipment available with individual or lavalier microphones?
No
- Is the meeting room floor non-slip, level, and negotiable by persons in wheelchairs and other mobility aids?
Yes
- Is there adequate space for seating at least two people using wheelchairs?
Yes
- Are the spaces for people using wheelchairs dispersed throughout the room within easy viewing of the stage?
There is no stage
- Do tables have a clear opening for knee space of at least 27 inches in height, 30 inches in width, and 19 inches in depth?
Yes
- Is the top surface of the table 28 to 34 inches from floor surface?
Yes
- If requested, are participants provided with interpreter services or a listening system and are they seated within 50 feet of the stage for viewing?
We do not have a stage. We could provide the services through co-ordination with the ADA Coordinator
- Is there a reception desk provided in the front lobby of the building?
Yes, at the main office
- Is the top surface of the counter 36 inches from floor surface or less?
Yes
- If the counter is higher than 36 inches from the floor, is there a section of the counter at least 36" wide that has been lowered to 36"
N/A

Table 208.2 Parking Spaces

Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required <i>accessible</i> Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000

Figure 1 - Required Accessible Spaces

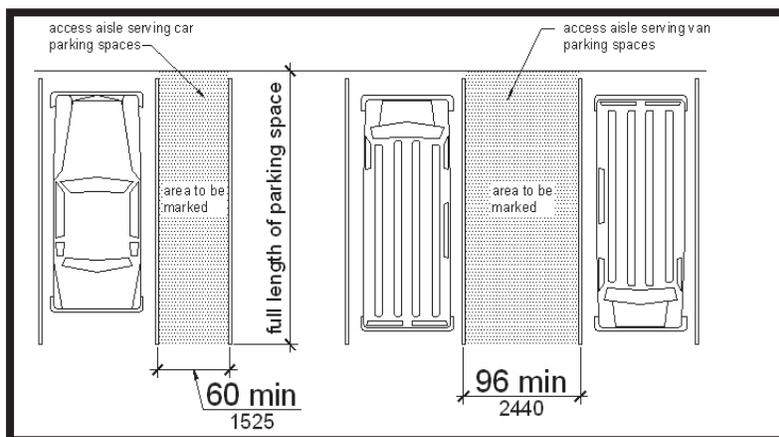


Figure 2 - Parking and Van Space Dimensions

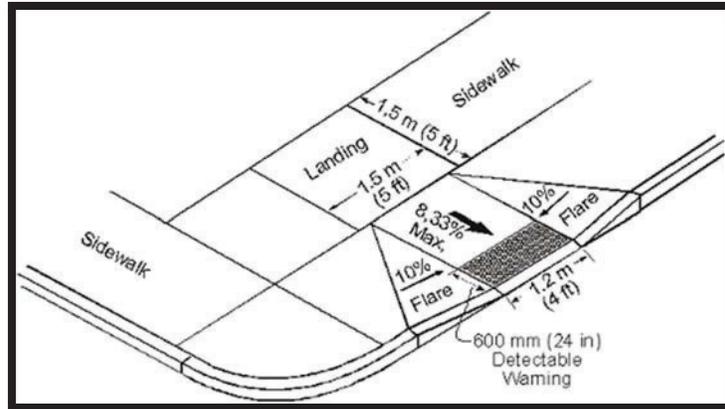


Figure 3 - Curb Ramp Dimensions

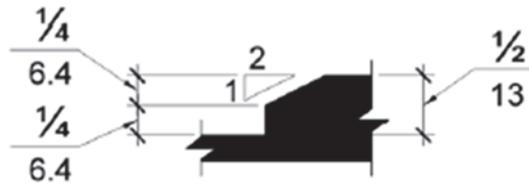


Figure 4 - Level Change Allowances

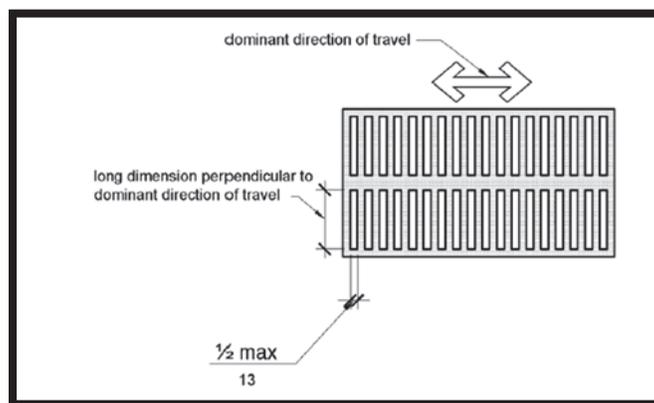


Figure 5 - Gratings Along an Accessible Route

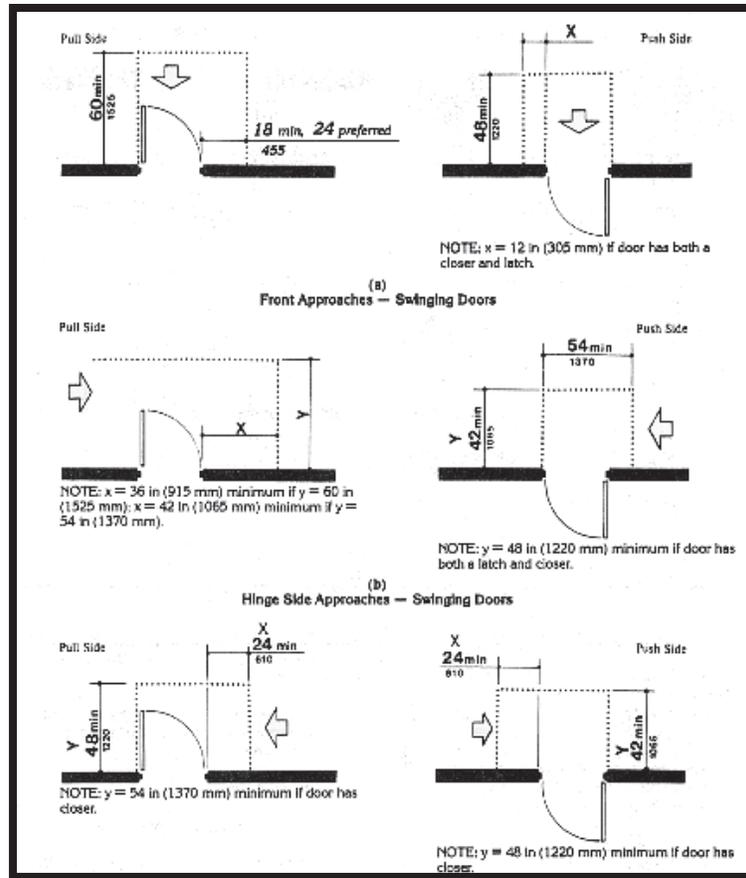


Figure 6 - Door Maneuvering Clearances

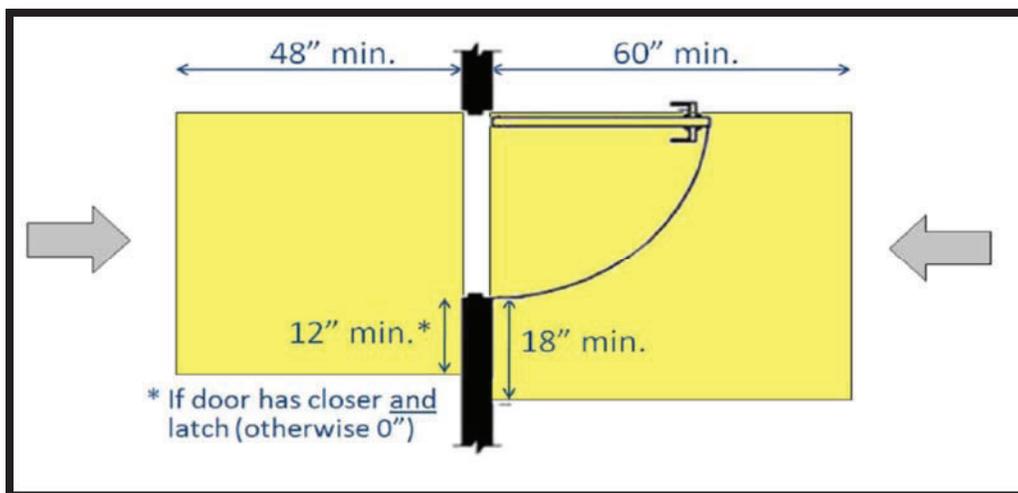


Figure 7 - Door Maneuvering Clearances

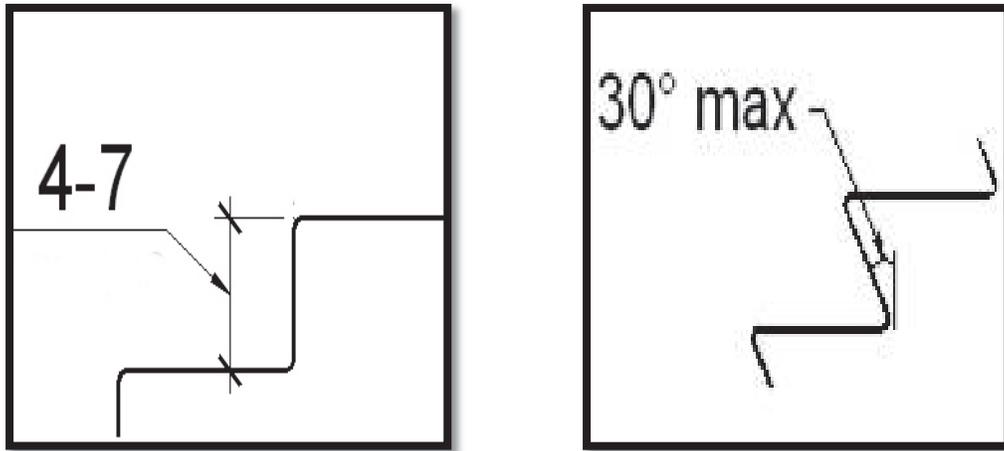


Figure 8 - Riser Height and Nosing Slope

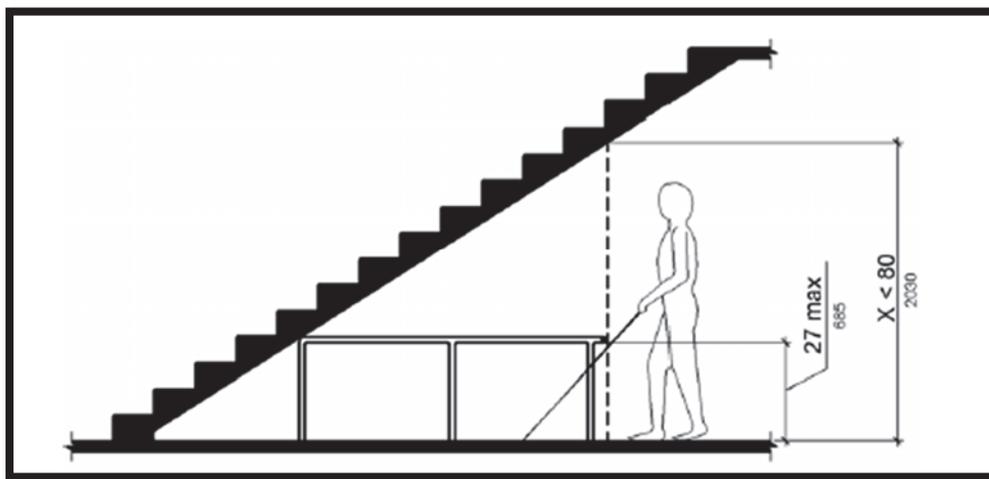


Figure 9 - Suspended Stair Head Clearance

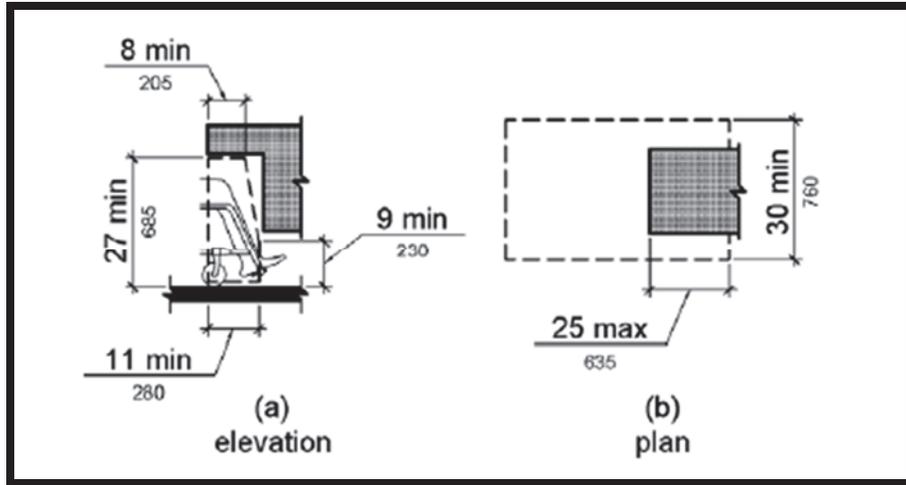
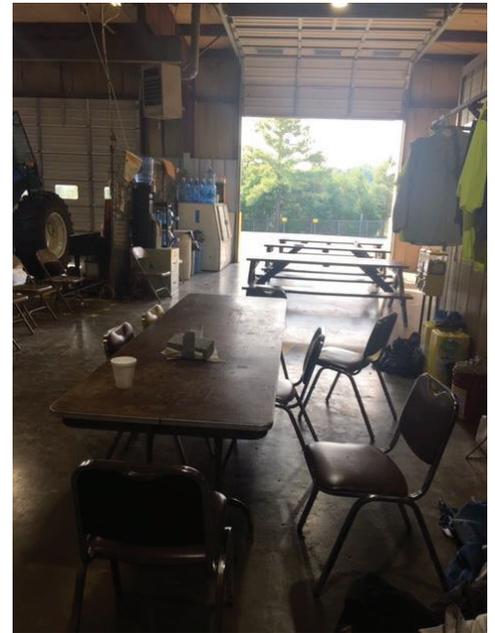
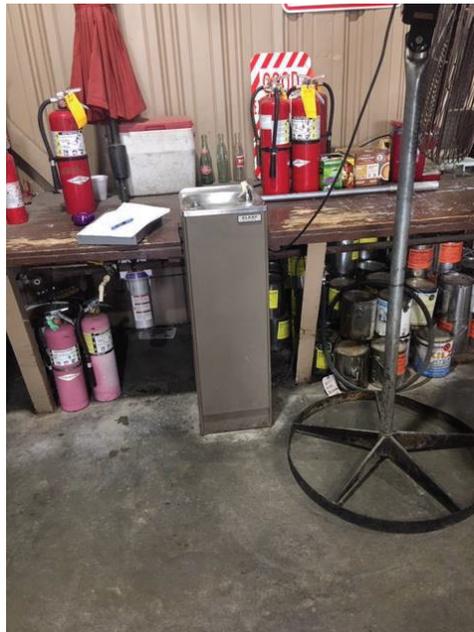
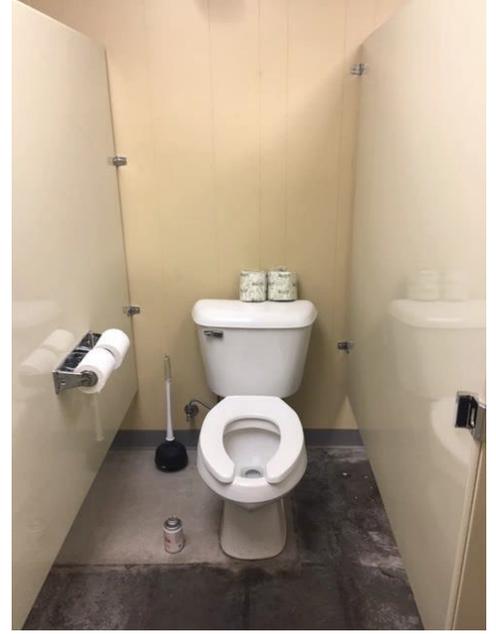
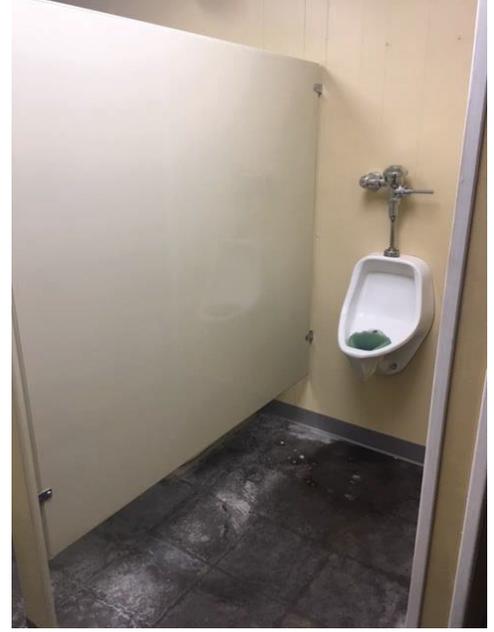


Figure 10 - Lavatory Clearances

BCRD Shop & Garage 6/12/2019









ACCESS DUE-DILIGENCE CHECKLIST: BUILDINGS

Prepared By:

Tina Bishop
Special Projects Coordinator

Due Diligence Checklist

ACCESSIBILITY COMPLIANCE

Overview

This checklist is intended for field personnel to use as a guide during project inspections to verify accessibility compliance. This checklist is NOT intended to be an all-inclusive manual for designing or evaluating pedestrian facilities. There is no assurance that this checklist is sufficient in a given situation. The inspector must also use experience and knowledge of the Americans with Disabilities Act and the accompanying Federal Regulations to determine whether a project is in compliance with the legal requirements of the Act itself rather than this checklist.

Applicable Standard

- U.S. Access Board's 2010 ADA Standards

On-site Review

The following items are required to be in place for buildings owned or operated by Bradley County. This assesment is for the building known as: BCRD Sign Shop located at: 752 Pleasant Grove Road SW, McDonald TN 37353

Parking

- Does the facility have parking spaces designated for individuals with disabilities?
No
- Are accessible parking spaces designated with the International Symbol of Accessibility?
No
- Is the signage a minimum of 60" above the ground to the bottom most character?
No signage
- Does the parking area have the minimum number of accessible spaces specified in the table below? (see **Figure 1**)
No
- Are the accessible parking spaces on the shortest possible accessible route to an accessible building entrance?
No
- Are the parking spaces located on level terrain with surface slopes that do not exceed 2% in all directions? (2% slope = 2 feet change in vertical elevation over a 100 foot horizontal distance)
No parking spaces at this bldg
- Are parking spaces a minimum of 96 inches (8 feet) wide? (see **Figure 2**)
No parking spaces at this bldg
- Is there an access aisle adjacent to the parking space with a minimum width of 60 inches (5 feet)? (see **Figure 2**)
No parking spaces at this bldg
- Do accessible parking spaces for vans have adequate vertical and horizontal clearance? (Minimum 98 inches high and minimum 16 feet wide to accommodate both parking space and access aisle) (see **Figure 2**)
No parking spaces at this bldg
- Is there at least one parking space designated "Van Accessible" with signage and does this space have a minimum 96 inch (8 foot) wide access aisle? Or the space is 11' with a 5' wide access aisle (see **Figure 2**)
No parking spaces at this bldg
- Is there at least one van accessible space for every six accessible parking spaces?
No parking spaces at this bldg
- Are curb ramps provided wherever an accessible route crosses a curb?
N/A
- Do curb ramps have a maximum slope of 1:12 and minimum width of 36 inches? (see **Figure 3**)
N/A
- If the curb ramp crosses a pedestrian route and is not protected by handrails or guardrails, does it have flared sides with a maximum slope of 1:10? (see **Figure 3**)
N/A

Accessible Route

- Are ground, walk and floor surfaces along accessible routes stable, firm and relatively slip-resistant under all weather conditions?
Yes
- Are all ground and floor surfaces free of abrupt changes in surface level that do not exceed 1/4 inch in height?
Yes
- Where vertical elevation changes are between 1/4 and 1/2 inches in height, is the level change beveled with a slope no greater than 1:2? (see **Figure 4**)
N/A
- Are ramps provided for vertical elevation changes greater than 1/2 inch in height?
N/A
- Do sidewalks and ramps have a minimum clear width of 36 inches with an occasional space of 60 x 60 inches located at reasonable intervals not exceeding 200 feet which is used for turning and passing?
N/A
- Are gratings located on walking surfaces designed so that openings do not exceed 1/2 inch in one direction? **Note:** If gratings have elongated openings, the openings must be placed so that the long dimension is perpendicular to the direction of travel. (see **Figure 5**)
N/A
- Are curb ramps outside the public right-of-way a minimum of 36 inches wide, exclusive of flared sides? **Note:** Curb ramps shall not extend into the access aisle.
N/A
- If curb ramps cross the walking path of pedestrians, do the curb ramps have flared sides with maximum slope of 1:10 (one inch vertical rise to every 10 inches of horizontal distance) (see **Figure 3**)
N/A
- Is the maximum slope of all curb ramps and ramps 1:12 (1 inch of vertical rise to every 12 inches of horizontal distance)? **Note:** Any part of an accessible route having a slope exceeding 1:20 is considered a ramp and must comply with the requirements of the appropriate sections of ADAAG Section 405 and 406.
N/A
- Do ramps and curb ramps have a level landing at the top and bottom (36" for curb ramps, 60" for ramps)?
N/A
- Do ramps have a 60 x 60 inch level landing at locations where ramps change direction (switchback) or at intervals of 30 inch vertical rise?
N/A
- Do sidewalks and ramps with a vertical elevation change (rise) greater than 6 inches or horizontal run greater than 72 inches have handrails on both sides?
N/A
- Is the top surface of all handrails mounted between 34 inches and 38 inches above ramp surface?
N/A
- If wall mounted, is the clear space between the handrail and the wall at least 1-1/2 inches?
N/A
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
N/A
- Do ramps and landings with drop-offs have a curb which is a minimum of two inches high on all exposed sides of the ramp or landing?
N/A

Entrances, Corridors, Stairs and Elevators

- Is there at least one accessible route from the accessible parking areas or passenger loading zones to the accessible building entrance?
With some minor tweaking, Yes
- If the entrance is not visible from the parking or loading areas, are the accessible routes to the entrance clearly marked with appropriate signage?
No

Entrances, Corridors, Stairs and Elevators (cont.)

- Is the International Symbol of Accessibility displayed at all accessible entrances?
No
- Does the primary accessible entrance have a minimum clear opening (free of protrusions and obstructions) of 32 inches?
Yes
- Do the push and pull side of doors have minimum maneuvering clearances (Exception: Automatic or power assisted doors) (see **Figures 6 and 7**)
No
- Is there a minimum of 60 x 60 inches level space centered on the front of the accessible entrance? (see **Figures 6 and 7**)
Yes
- Can interior doors be opened with 5, or less, pounds of force?
Yes
- Are handles, pulls, latches, locks, and other operating devices on accessible doors easily grasped with one hand, and require no tight grasping, pinching, or twisting of the wrist to operate?
No
- Is hardware required for accessible door passage mounted no higher than 48 inches from the finished floor surface?
No
- Does approximately 48 inches, plus the width of in-swinging door(s), exist between two doors in a series to allow backing and turning space for a wheelchair or other mobility aid to clear the in-swinging door?
N/A
- Are thresholds at exterior doors flush with the floor surface?
Yes
- On stairs, are risers closed and have uniform height? **Note:** Riser height: maximum 7 inches, minimum 4 inches. (see **Figure 8**)
N/A
- Do stair treads have a uniform depth of 11 inches or more?
N/A
- Do stair nosings project no more than 1-1/2 inches and are the undersides free of abrupt, sharp angles?
N/A
- Do handrails on sides of all stairs extend at least 12 inches beyond the top riser and the width of one tread beyond the bottom tread?
N/A
- Is the top of the handrail mounted 34 to 38 inches above the tread?
N/A
- Is the diameter of the handrail 1-1/4 inches to 2 inches or does the shape provide an equivalent gripping surface?
N/A
- Do suspended stairs have protection under them to alert people who are visually impaired? (see **Figure 9**)
N/A
- Do protruding and hanging objects (such as telephones, water fountains, signs, etc.) with their leading edge 27 inches to 80 inches above the floor, protrude no more than 4 inches into the path of travel?
N/A
- Do walks, halls, corridors, passageways, aisles or other circulation spaces have a minimum head clearance of 80 inches?
Yes
- Are audible alarms provided?
No
- Are visual alarms provided?
No
- Does the facility have a passenger elevator?
No

Entrances, Corridors, Stairs and Elevators (cont.)

- Are there both visual and audible signals used to identify direction of elevator travel (for example, for audible alarms, one sound for UP and two sounds for DOWN)?
N/A
- Are the accessible elevators on a normally used accessible route?
N/A
- Are call buttons in lobbies and halls mounted 35 inches (on center) to 48 inches (on center) above the floor with no access obstructions?
N/A
- Are there raised and Braille floor destinations on both sides of elevator jambs 60 inches above the floor surface?
N/A
- Does the elevator have minimum inside dimensions of 54 x 80 inches and a minimum clear door opening of 36 inches? **Note:** If the elevator door is not on center of the elevator entrance, the interior dimensions should be 54 x 68 inches
N/A
- Does the elevator stop within 1/2 inch above or below the outside floor surface on each level?
N/A
- Are the elevators equipped with a safety system that automatically opens the door when it becomes obstructed by an object or person?
N/A
- Are controls, call buttons, and alarm buttons at least 3/4 inch in diameter with Braille and raised lettering located to the left of each control or button?
N/A
- Are all controls or buttons on the elevator control panel mounted no higher than 48 inches above the floor?
N/A

Restrooms

- Is each restroom identified with a sign having raised and Braille characters mounted on the latch side at 60 inches above the finish floor to the centerline of the sign?
No
- Do restroom entrances have a clear opening (free of protrusions and obstructions) of 32 inches and maneuvering clearance adjacent to the push and pull side of doors? (see **Figures 6 and 7**)
No
- Is the mirror mounted at a maximum height of 40 inches measured from the floor to the bottom edge of the reflective surface?
No
- Is the lavatory mounted so that the counter (rim) surface is no higher than 34 inches from the floor surface?
No
- Is there a clearance space of at least 27 inches provided from the bottom of apron to the floor? (see **Figure 10a**)
No
- Is the drain pipe mounted so that there is at least 9 inches of clearance from the floor surface?
No
- Is insulation or other protective covering used on hot water and drain pipes under the lavatory to prevent contact?
No
- Is there clear floor space (30 x 48 inches) provided in front of the lavatory which includes a minimum extension of 17 inches under the lavatory to allow for forward approach? (see **Figure 10b**)
No

Restrooms (cont.)

- Are faucets controlled by a hand lever, push button, or electronic control which is easily operated by one hand, not requiring tight grasping, pinching, or twisting and requiring a maximum of 5 pounds of force or less for operation? **Note:** Self-closing valves should stay open for a minimum of 10 seconds.
- No
Are restroom dispensers and accessories mounted so that there is no more than 48 inches to the highest control or operable part?
- No
Is at least one restroom stall available having a clear opening (free of protrusions and obstructions) of 32 inches?
- Yes
Does the standard, accessible stall provide a minimum depth of 56 inches and a width of 60 inches for wall mounted water closets? **Note:** Add 3 inches to the depth if the water closet is floor mounted.
- No
Is the center of the water closet between 16 and 18 inches from the sides of the stall or wall?
- No, 10.5"
Is the height of the seat of the water closet between 17 inches and 19 inches from the floor?
- No, 16.5"
If there are six or more stalls, or 6 or more stalls and urinals together, is one additional stall provided which is 36 inches wide with out-swinging door, grab bars on both sides, and is the seat of the water closet 17 to 19 inches from the floor?
- N/A
Are seat cover dispensers located where there is a clear floor space in front of them.?
- No seat cover dispenser
Are toilet paper dispensers located within 7 to 9 inches from the front of the water closet?
- No
Do toilet paper dispensers permit delivery of a continuous flow of paper and are they mounted at a minimum height of 19 inches?
- Yes
Does the men's restroom have at least one stall-type or wall-hung urinal with an elongated rim which is mounted at a maximum of 17 inches above the floor?
- N/A in this building
Are two grab bars (a minimum 42 inch long bar to the side and a minimum 36 inch long bar to the back) mounted at 33 to 36 inches from the floor surface provided?
- No
Are the flush controls mounted on the side where the open clear floor space is provided?
- No
Is there a clear floor space in the toilet room that has a minimum diameter of 60 inches to allow for turning in a wheelchair or other mobility aid?
- No
Do free-standing or built-in water fountains have a clear, open space under them that is a minimum of 30 x 48 inches for a frontal approach?
- No water fountain. We have a water dispenser.
Is the spout of the drinking fountain located in the front of the unit with a water flow trajectory that is parallel or nearly parallel to the front of the unit?
- No
Is there a water fountain available that is mounted to provide a minimum clearance of 27 inches and depth of 17 to 19 inches so that it can be approached and used by a person in a wheelchair?
- No
Is the maximum height of the water spout 36 inches?
- On the dispenser, Yes
Is there also a drinking fountain with the height of the water spout between 38 and 43 inches?
- No

- Are the controls on the water fountain located on the front or on the side near the front, can the controls be operated with one hand, not requiring tight grasping, pinching, or twisting, and can the controls be operated with 5 pounds of force or less?

No

Reception Areas and Meeting Rooms

- Are accessible meeting rooms available?
Yes, see checklists for Office and Shop & Maintenance Bldg
- Do hallways and corridors have a clearance of 36 inches with an occasional space allowance for turning and passing at intervals not exceeding 200 feet?
- Do the doors to meeting rooms have a minimum clear opening of 32 inches?
- Do thresholds of interior doors have a maximum edge height of 1/2 inch with a 1:2 bevel?
- Is there amplifier and sound system equipment available with individual or lavalier microphones?
- Is the meeting room floor non-slip, level, and negotiable by persons in wheelchairs and other mobility aids?
- Is there adequate space for seating at least two people using wheelchairs?
- Are the spaces for people using wheelchairs dispersed throughout the room within easy viewing of the stage?
- Do tables have a clear opening for knee space of at least 27 inches in height, 30 inches in width, and 19 inches in depth?
- Is the top surface of the table 28 to 34 inches from floor surface?
- If requested, are participants provided with interpreter services or a listening system and are they seated within 50 feet of the stage for viewing?
- Is there a reception desk provided in the front lobby of the building?
- Is the top surface of the counter 36 inches from floor surface or less?
- If the counter is higher than 36 inches from the floor, is there a section of the counter at least 36" wide that has been lowered to 36"

Table 208.2 Parking Spaces

Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required <i>accessible</i> Parking Spaces
1 to 25	1
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76 to 100	4
101 to 150	5
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Figure 1 - Required Accessible Spaces

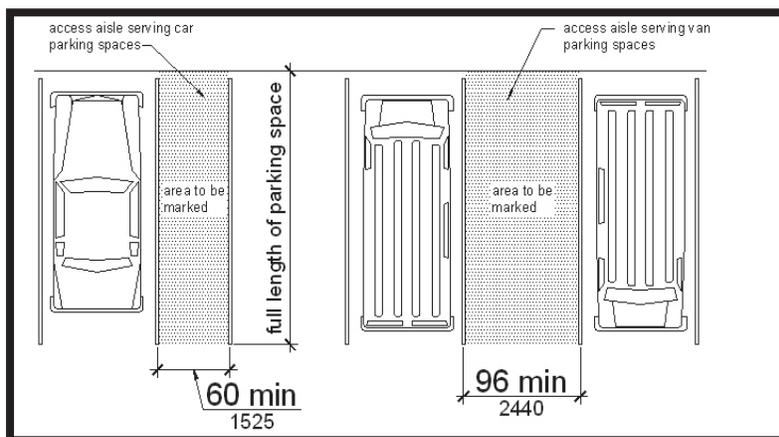


Figure 2 - Parking and Van Space Dimensions

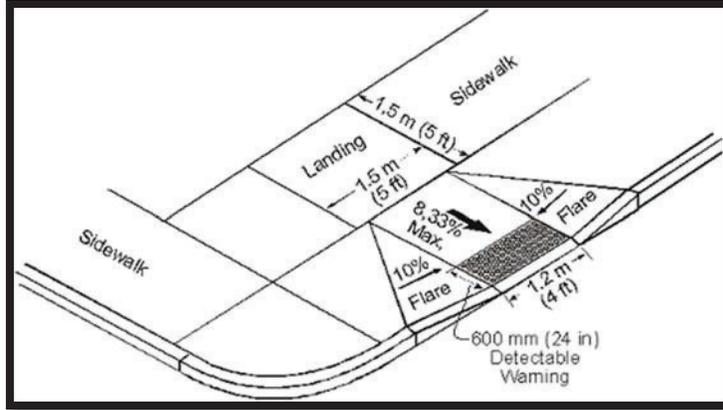


Figure 3 - Curb Ramp Dimensions

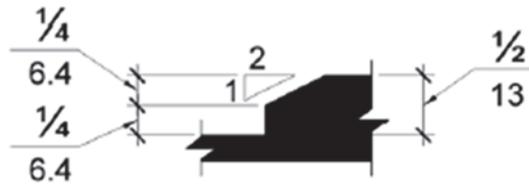


Figure 4 - Level Change Allowances

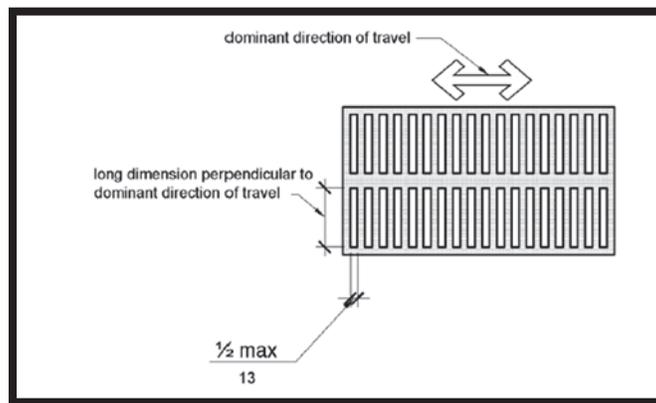


Figure 5 - Gratings Along an Accessible Route

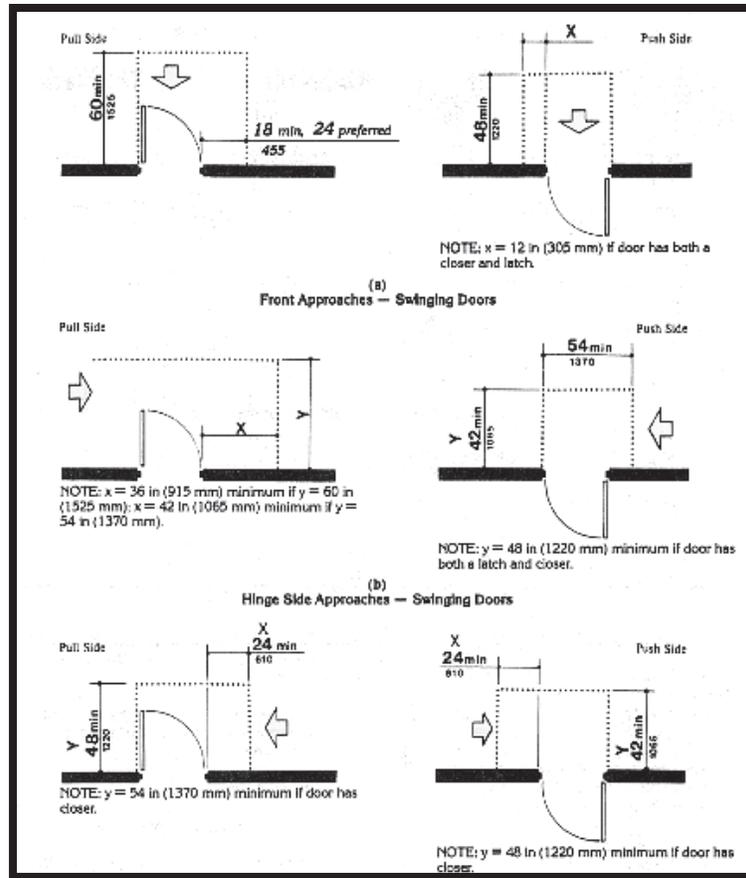


Figure 6 - Door Maneuvering Clearances

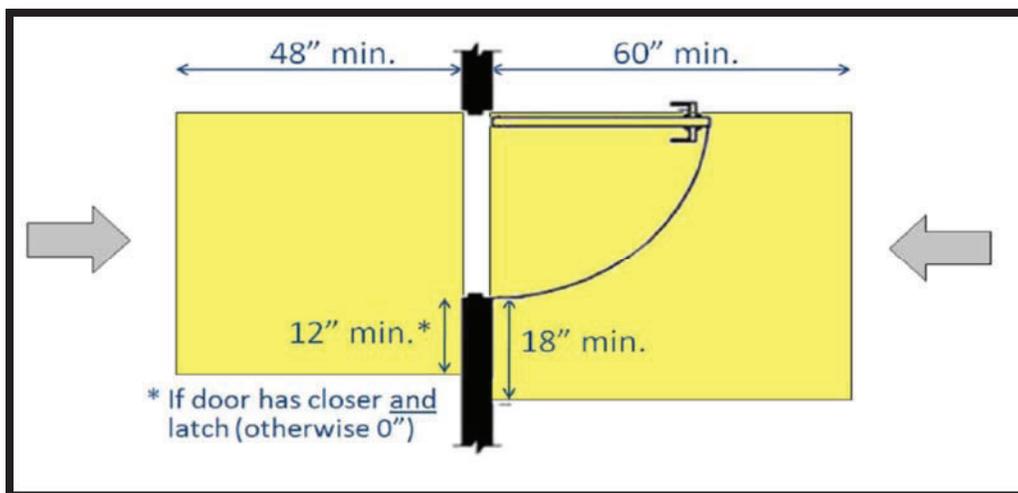


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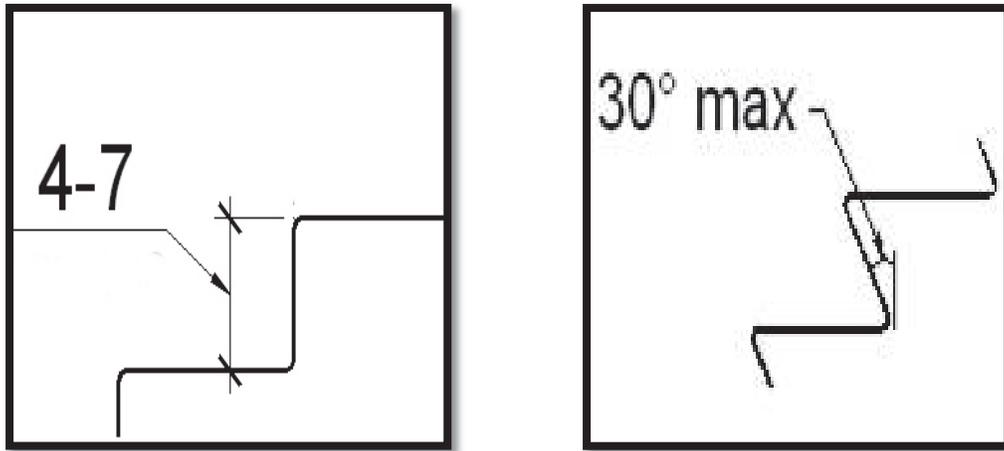


Figure 8 - Riser Height and Nosing Slope

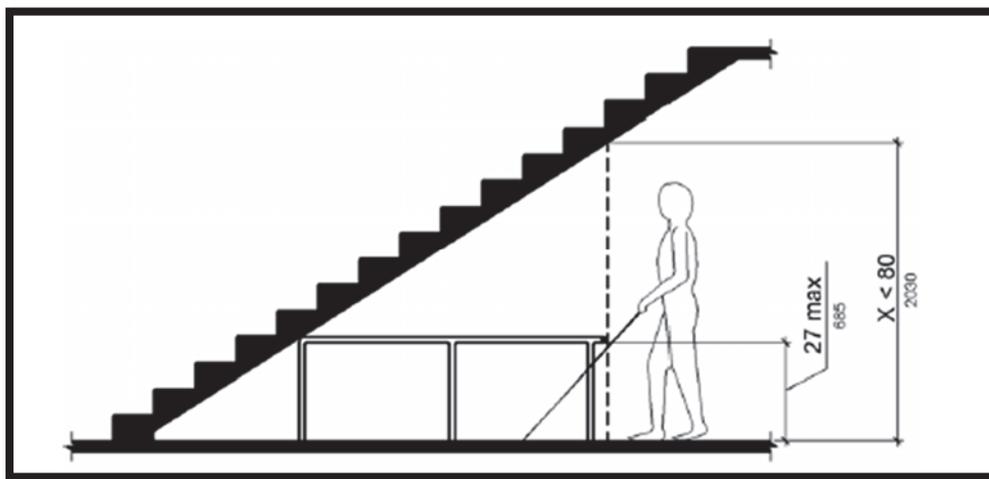


Figure 9 - Suspended Stair Head Clearance

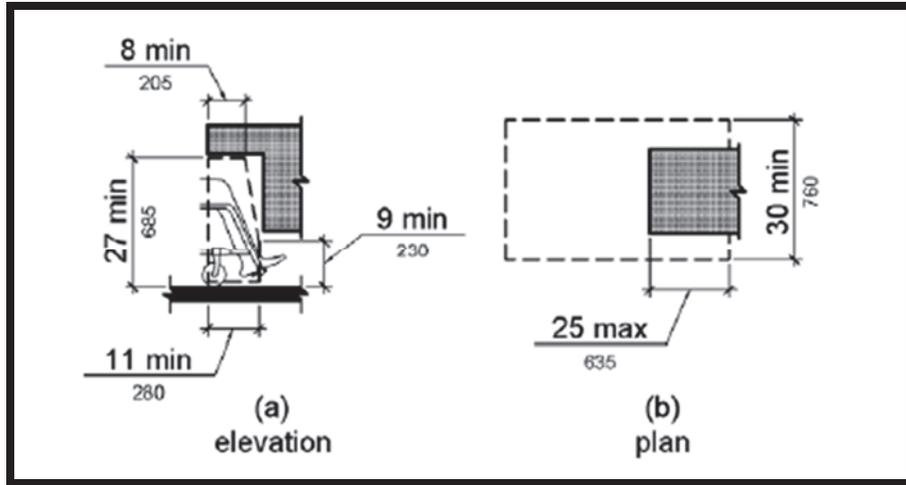


Figure 10 - Lavatory Clearances

BCRD Sign Shop 6/12/2019

