

OREGON DEPARTMENT OF TRANSPORTATION

AMERICANS WITH DISABILITIES ACT
TITLE II TRANSITION PLAN UPDATE

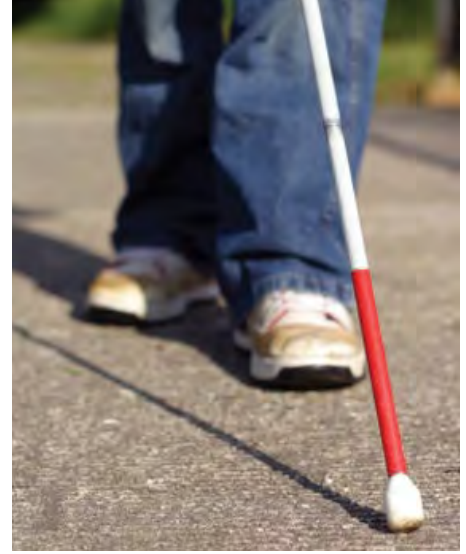
APRIL 2017



**Oregon
Department
of Transportation**

Dear Reader:

The Oregon Department of Transportation is pleased to provide you with a copy of ODOT's Americans with Disabilities Act, Title II Transition Plan. . We are also pleased to inform you that this plan was approved by the Oregon Transportation Commission in 2017. While this current plan has been adopted, we invite you to read and consider its intent and priorities. We hope it helps to guide choices to identify and remove physical barriers for people with disabilities. While the comment period for this plan has been closed, you are still welcome to provide comment at any time. We will retain them for their contribution to the next update or addendum to ODOT's transition plan. You may e-mail your comments to ODOT_ADA@odot.state.or.us, you may mail your comments to ODOT ADA Title II Coordinator, ODOT Office of Civil Rights – MS 31, 355 Capitol ST NE, Salem OR 97301, or you can call (855) 540-6655. Additional information about obtaining a print copy or alternative format of the Draft Plan may be obtained by contacting the ODOT Office of Civil Rights at (503) 986-4350.



The Oregon Department of Transportation does not discriminate on the basis of disability, race, color or national origin in admission and access to programs, information, services, benefits, events, outreach, or activities. In an effort to ensure equitable access, ODOT provides accessibility aids or accommodations for people with disabilities upon request.

This publication can be made available in alternate format on request.

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Oregon

Kate Brown, Governor

Department of Transportation

Office of the Director

355 Capitol St NE

Salem, OR 97301

DATE: April 5, 2017

FROM: Matthew L. Garrett

SUBJECT: Americans with Disabilities Act (ADA)

Title II of the Americans With Disabilities Act provides that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or denied the benefits of the services, programs, or activities of public entity, or be subjected to discrimination by any such entity.” Put simply, the goal of the ADA is to ensure nondiscrimination and access for individuals with disabilities.

All public entities, regardless of whether they receive federal funding, are subject to Title II of the ADA (Title II). The Oregon Department of Transportation meets the definition of a public entity and is subject to the requirements of Title II, 42 U.S.C § 12132, and its implementing regulation, 28 C.F.R. Part 35.

The primary purpose of the ADA program, and ODOT’s participation, is to ensure that ODOT programs are accessible and that pedestrians with disabilities have an equal opportunity to use the transportation system in an accessible and safe manner.

The Oregon Department of Transportation’s ADA Transition Plan includes:

- Identification of those responsible for plan implementation.
- Identification of physical barriers (obstacles) that limit accessibility to ODOT’s programs and activities.
- Description of the methods that will be used to make the facilities accessible.
- Development of a schedule indicating the prioritization and timetable for making the respective modifications and/or removal of barriers.

My role as ODOT director is to ensure that we assign these responsibilities to the appropriate staff and that we make resources available so we can achieve the goals laid out in the transition plan. A fully inclusive transportation system, both infrastructure and programs, is critical to fulfilling our mission as a state department of transportation. ODOT is pleased to work with residents, stakeholders, and our many partners to implement this plan, make future updates, track progress, and support policy and investment actions to increase the accessibility to and use the transportation system.

I designate Angela Crain, ODOT Civil Rights Manager, as the ODOT official responsible for implementing the ADA Transition Plan under 28 CFR 35.150(d)(3)(iv). Ms. Crain reports directly to me and will ensure that ODOT is implementing the ADA as laid out in the transition

Plan, including reporting to me on progress. Rebecca Williams, Title VI, EJ, ADA Program Manager, is hereby appointed Section 504/ADA Title II Coordinator under the provision of 49 CFR 27.13(a) and 28 CFR 35.107(a). Ms. Williams may be contacted at (503) 986-3870.

I look forward to these improvements in our transportation system – a system that will continue to serve all Oregonians.

EXECUTIVE SUMMARY

ODOT's Americans with Disabilities Act Title II Transition Plan (Transition Plan) serves to ensure that the department 1) creates an accessible transportation system for people with disabilities and 2) provides facilities (buildings, structures, etc.) that are accessible to all.

ODOT is committed to improving the accessibility of the transportation system and its facilities. Currently, all ODOT-owned buildings meet standards in place at the time of construction. Most meet current standards for accessibility by people with disabilities. Ongoing efforts will ensure buildings owned or leased by ODOT continue to meet standards. ODOT has made significant progress in reducing the number of missing and non-compliant curb ramps in recent years, and a commitment to ongoing resources will address remaining shortcomings.

This plan lays out an analysis of ODOT's progress to date, identifies gaps that remain, and provides a commitment to ensure buildings and pedestrian facilities meet standards through investments with a schedule and measurable outcomes. ODOT will make progress on bringing pedestrian facilities, particularly curb ramps, up to standards by installing and upgrading curb ramps in all construction projects where they are required, as well as with stand-alone curb ramp projects that will address priority locations that fall outside a construction project.

Investments in stand-alone ramp projects will be made based on a prioritization matrix for curb ramps that follows federal guidance. Priority will be to address missing ramps and existing ramps where functionality presents a barrier. ODOT will address these areas based on citizen requests or complaints, as well as in special transportation areas and downtown locations where large volumes of people use sidewalks.

ODOT encourages citizens to provide information on specific locations where curb ramps need attention by contacting Ask ODOT, <http://www.oregon.gov/ODOT/COMM/CRO/Pages/index.aspx>.

1. INTRODUCTION AND OVERVIEW

The mission of the Oregon Department of Transportation is to provide a safe, efficient transportation system that supports economic opportunity and livable communities. In addition, ODOT's values of safety, customer focus, efficiency, accountability, problem solving, diversity and sustainability all underlie the priorities, goals and actions outlined in this document, ODOT's Americans with Disabilities Act Title II Transition Plan (Transition Plan). Three of the five overarching agency goals, Safety, Mobility and Diversity, are of primary pertinence to this plan – ODOT actively seeks to provide safe movement and access to all ODOT-managed programs and public rights of way, without discrimination.

1.1 TRANSITION PLAN OVERVIEW

This document reports priorities and methods to address barriers that limit accessibility to ODOT-managed facilities. While there is attention to elimination and prevention of any physical barriers that limit accessibility by any individual to ODOT programs and services, this transition plan is largely focused on ensuring ODOT-managed pedestrian facilities along state highways are fully accessible.

1.1.1 History

ODOT began self-evaluation in 1993 and issued a report in 1997 that identified physical barriers to accessibility. A transition plan identified steps to make department facilities and programs fully accessible. The department subsequently issued updates, with the most recent transition plan issued in March 2004 and then amended in 2011. Elements pertinent to Title VI of the Civil Rights Act of 1964, such as employment of persons with disabilities, are now included in ODOT's Title VI Plan (http://www.oregon.gov/ODOT/CS/CIVILRIGHTS/docs/Title_VI/Title%20VI%20Implementation%20Plan%20FY%202016-WEB-2.pdf).

1.1.2 Management

Updating ODOT's ADA Transition Plan, including inventories and priorities, is an ongoing activity. Reports prepared on a regular cycle evaluate progress, drive adjustments to strategies and may result in addendums to this plan. Material developments may necessitate an update of the Transition Plan ahead of the

planned five-year cycle. Ongoing involvement of the public, stakeholder groups and local governments will be essential to these updates as well as to the implementation of a successful ADA Transition Plan.

1.1.3 Goals and Objectives

The overarching goal of ODOT's Transition Plan is to ensure that full program access is systematically planned and provided for people with disabilities. This plan conveys steps to address any deficiencies and subsequently drive progress to eliminate barriers to program access. This transition plan is intended to:

- Identify new or remaining physical obstacles that limit accessibility of facilities by individuals with disabilities.
- Describe the methods ODOT will use to make the facilities accessible.
- Provide a schedule for making the access modifications.

1.1.4 ODOT's Process for Public Input

ODOT offered opportunities for public participation in the development of the Transition Plan through a public comment process. The document was distributed for comment via the Web, email and hardcopy upon request for more than 45 days. In addition to written comments, the public was able to submit input via email, phone or other format. The update process included requests for comments based on direct contact with representatives from a list of stakeholders (see Appendix A). While formal public input occurred primarily during the process to update the plan, it is not limited to this time. ODOT encourages comments at any time. These will be collected, reviewed and considered as the current plan is updated through addendums or when the next update cycle begins. The public is always encouraged to provide input on other plans and projects which impact accessibility. Ongoing involvement and feedback from the public, stakeholder groups and local governments will continue to be essential for successful implementation of the ADA Transition Plan. Suggestions can be offered by contacting AskODOT; <http://www.oregon.gov/ODOT/COMM/CRO/Pages/index.aspx>.

1.2 HOW OREGON’S DISABLED COMMUNITY COMPARES

The table below summarizes results from the American Community Survey to characterize how Oregon compares to the nation as a whole. In the chart below, “disability” is defined in the ADA as “an individual’s physical or mental impairment that substantially limits one or more major life activities of that individual.” The “Population with a disability” and “Disability status” rows reflect aggregate data, but do not illustrate for disability type or individuals with more than one disability type. The data on “difficulty” reflects reported level of difficulty in the six disability types measured.

Subject	Oregon	United States
Population with a disability	14.1%	12.3%
Disability status	5.3%	5.9%
Hearing difficulty	3.6%	4.1%
Vision difficulty	3.9%	4.4%
Cognitive difficulty	4.1%	4.7%
Ambulatory difficulty	4.1%	4.7%
Self-care difficulty	4.1%	4.7%
Independent living difficulty	4.0%	4.6%

The 2010 Americans with Disabilities P70-131 Report^[1] goes into greater detail to describe individual challenges or traits for people age 15 and over with disabilities across the country. (Oregon-specific information is not available.) In the U.S.:

- 1.5% use a wheelchair;
- 4.8% use a cane, crutches or a walker;
- 2.3% have difficulty lifting and grasping;
- 12.6% have difficulty climbing stairs;
- 0.8% are blind;
- 0.5% are deaf;
- 1.2% have difficulty having their speech understood;
- 1.0% has Alzheimer’s, senility or dementia.

1 <http://www.census.gov/prod/2012pubs/p70-131.pdf>

2. ADA PROGRAM INFORMATION

ODOT is committed to meeting ADA requirements and continues to dedicate agency resources across ODOT programs to achieve full accessibility. The following sections discuss provisions made to comply with the administrative responsibilities of Title II of the ADA as well as to achieve the physical result of accessible facilities and programs.

2.1. ADA PROGRAM RESPONSIBILITY AND COORDINATION

ODOT's Civil Rights manager has official responsibility for implementing this Transition Plan while the ADA coordinator is responsible for coordinating the efforts of ODOT to comply with Title II of the ADA and to investigate any complaints alleging violation of Title II.

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2.2. PROGRAM ACCOMPLISHMENTS AND COMPLIANCE HISTORY

In the past, ODOT focused on improving ADA accessibility with emphasis on two assets that presented the most common barriers: buildings and curb ramps.

ODOT manages 136 buildings that are open to the public. These public access buildings include offices with high volumes of public use, like DMV offices or restroom facilities at safety rest areas, as well as offices only occasionally visited by the public. All buildings were constructed to codes in place at the time of construction. Those constructed since

1990 have been built to ADA codes in effect at the time. Today, all buildings – owned or leased – are inspected for ADA compliance on a three-year cycle. ADA repairs, alterations or upgrades on buildings are given highest priority to meet current ADA codes. ODOT systematically makes improvements to remove any newly identified barriers in these buildings. Please see Appendix E for a list of *ADA Improvements on ODOT Building Facilities 2009-2016*.

Steady progress has also been made on installation of curb ramps. The inventory update in 2011 revealed that curb ramps have been installed in 79.4 percent (based on 2011 inventory) of the warranted locations on the state highway system (see 2011 Curb Ramp Inventory Summary in section 4.1.1). An important sub-group of these curb ramps is located in Special Transportation Areas. Please see Appendix F regarding Accessibility Status of Curb Ramps in ODOT Special Transportation Areas (STA).

2.3 CONTINUOUS IMPROVEMENT

To improve evaluation of existing curb ramps and consistency in the construction of ADA-compliant ramps, ODOT:

- Centralized its curb ramp inventory efforts.
- Refined criteria for inspections.
- Introduced electronic forms that operate on Global Positioning System devices.
- Implemented a performance-based specification to improve the consistency in the construction of ADA compliant ramps.

Continuous improvements are routinely incorporated to better guide ADA improvements associated with ODOT's construction projects. New guidance was issued jointly by the U.S. Department of Transportation and the U.S. Department of Justice in 2013 regarding resurfacing projects. ODOT staff has adapted procedures and included the latest clarifying technical information into agency program guidance that will be incorporated into project decisions for the upcoming 2018-21 Statewide Transportation Improvement Program.

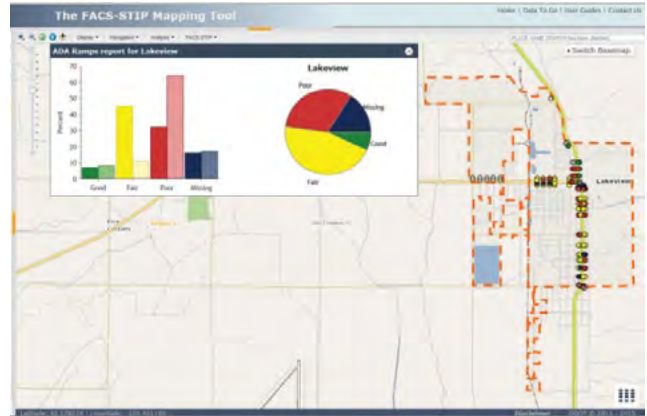
2.4 INFORMATION AND TRAINING

ODOT's philosophy is to actively and broadly share data, include context that guides optimal choices for improved accessibility, and provide easy-to-use tools. Geographic information systems provide a spatial context for data and allow the additions of symbology and attributes that help turn data into useful information. Two web-based GIS tools,

the FACS-STIP (Features, Attributes and Conditions Survey – Statewide Transportation Improvement Program) Tool and TransGIS, offer valuable options to ensure that everyone involved and interested can be appropriately informed.

2.4.1 FACS-STIP MAPPING AND REPORTING TOOLS

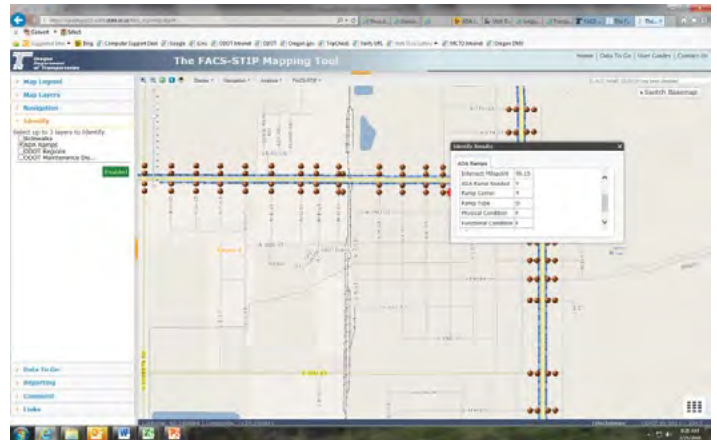
The FACS-STIP Reporting Tool provides summary reports for various transportation features like ADA curb ramps to help ODOT staff monitor progress in removing barriers. Curb ramps identified as barriers are shown as red symbology and can be viewed in the outline of city limits in the example shown on the right.



Curb ramp details can be found by either viewing data in the table provided, example following on the left, or using a map identification tool that provides ramp-specific information in a window, example following on the right.

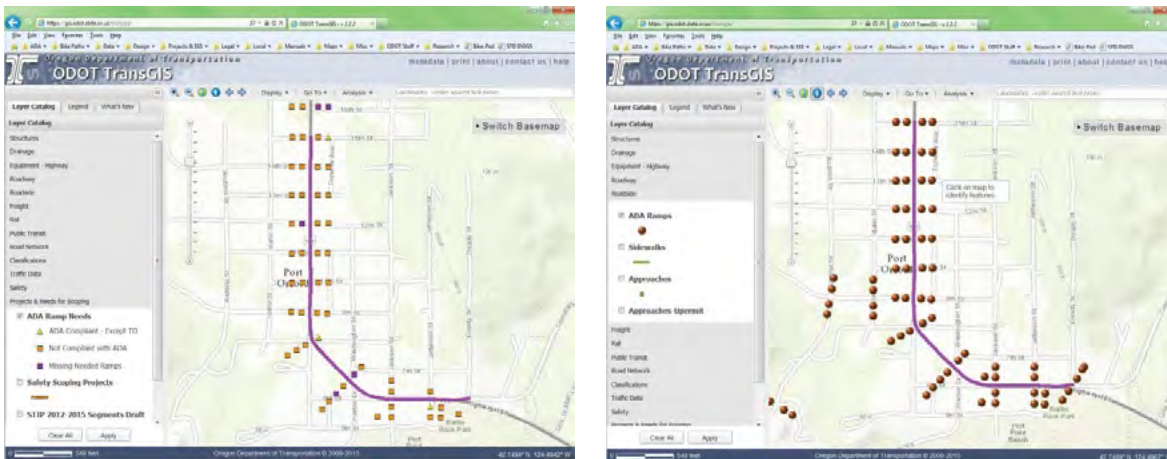
The screenshot shows the 'FACS-STIP Mapping Tool' interface with a data table titled 'ADA Ramps report for Lakeview'. The table contains the following data:

Address	Intersecting Street	Intersecting Street Type	Intersecting Street Direction	ADA Ramp	Condition	Notes	Project Type	Construction Start	Construction End	Project Status	Project Priority	Project Funding	Project Source	Project Type	Project Location
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01
114	1st	S	143.01	S	143.01	S	143.01	1	143.01	1	143.01	143.01	143.01	143.01	143.01



The FACS-STIP Tool provides summary and tabular information to help keep staff spread around the state all working toward the same outcomes using consistent information, priorities and context. This functionality is currently available to all ODOT staff with access to the the internet.

TransGIS (<https://gis.odot.state.or.us/transgis/>) is available to anyone interested in curb ramp locations and conditions on ODOT highways. This information is intended to facilitate public input on design decisions related to highway construction projects. To display information about curb ramps, select “ADA Ramps” from the layer catalog located in the “Roadside” category. Both the FACS-STIP Tool and TransGIS report the conditions based on the updated evaluation criteria. Information on the use of Trans GIS is found at http://gisintra.odot.state.or.us/TransGIS/help/transgis_help.pdf.



2.4.2 Training

ODOT staff provides training regularly every year across the state to ensure continuous improvement for compliance with ADA requirements. Training curriculum includes:

- Advanced curb ramp evaluation methodology.
- Use of electronic forms and mobile GPS devices for curb ramp evaluation.
- Inspection criteria for newly constructed curb ramps.
- Project requirements based on the latest guidance.
- General ADA requirements.

In addition, ODOT assists local jurisdictions to develop local ADA Transition Plans and Transportation System Plans that integrate policies, design standards and priorities to promote a fully accessible local system. Continuous training and coordination help sustain efforts to proactively and systematically eliminate barriers on the entire transportation system.

These improvements help ODOT staff sustain efforts to proactively and systematically eliminate barriers for people with disabilities.

3. LEGAL REQUIREMENTS, POLICIES, PRIORITIES AND FUNDING

Legal requirements ensure that policies, priorities and funding strategies are in alignment with federal and state regulations. ODOT evaluates the new requirements and makes modifications to the policies, priorities and funding strategies as needed.

3.1 FEDERAL REQUIREMENTS

Title II of the Americans with Disabilities Act of 1990 specifically addresses the subject of making state services and facilities accessible to those with disabilities. Since the ADA became law, designing and constructing facilities for public use that are not accessible by people with disabilities constitutes discrimination.

The ADA applies to all facilities, including both facilities built before and after 1990. Public entities like ODOT are required to perform self-evaluations of their current facilities, relative to the accessibility requirements of the ADA.

3.1.1 Guidelines Based on Federal Requirements

The American with Disabilities Act Accessibility Guidelines, or ADAAG, prepared by the U.S. Access Board, provides guidance for the design and construction of facilities to comply with the ADA. The first ADAAG was adopted in 1991 with an update in 2004. The U.S. Department of Justice and the U.S. Department of Transportation have developed ADA standards derived from the ADAAG. However, each agency's standards also contain additional requirements that are specific to the facilities covered by the respective agencies. These additional requirements define the types of facilities covered, set effective dates, and provide additional scoping or technical requirements for those facilities. DOJ's ADA Standards apply to all facilities except public transportation facilities, which are subject to DOT's ADA Standards. The Public Right-of-Way Accessibility Guide, or PROWAG, is the most recent guidance. The initial PROWAG was developed in 2005 and revised editions were released in 2011 and 2013; although none have been officially adopted as an

ADA standard, PROWAG is accepted by FHWA as “best practice.” Generally, ODOT uses ADAAG to guide evaluation of buildings and PROWAG for evaluation of ADA curb ramps and other features such as pedestrian signals.

3.2 STATE REQUIREMENTS

Oregon Revised Statutes (ORS) Chapter 447 outlines requirements related to curb ramps, architectural barriers and parking requirements. Chapter 366 includes language for accessible rest areas. This transition plan reports strategies and goals that well exceed those required by ORS.

3.3 POLICIES

ODOT policy PER 01-05 (Appendix H) obligates the department to:

- Provide the public with access to programs and services.
- Adhere to ADA Accessibility Guidelines.
- Identify barriers that restrict accessibility.
- Comply with ADA standards for new construction and alterations.

The Oregon Highway Plan designates Special Transportation Areas as important places for improvements to pedestrian facilities, including curb ramps, to promote pedestrian connectivity to downtown and “main street” businesses, community activities, government agencies, residential areas, transit facilities and compact mixed-use development.

3.4 PRIORITIES

Significant progress has been made installing curb ramps on ODOT-managed pedestrian facilities. ODOT is committed to sustaining this progress by constructing new ramps and improving or replacing existing ramps that no longer meet standards. Priorities for continuing this progress are discussed below and shown in the table following.

ODOT’s priority matrix shows the highest priority is response to citizen requests regarding missing curb ramps or those in place that essentially still present a barrier. Also high priority are mobility needs of disabled persons where public transportation is not an option or in ‘critical corridors,’ as identified by the Association of Oregon Centers for Independent Living (AOCIL). The next highest priority are Special Transportation Areas (STAs) and city downtowns as these are places that typically see higher pedestrian traffic generally as well as due to the presence of public transportation. STAs are designated by the Oregon Transportation Commission as a district of compact development located on a state highway. These typically include streets with a pedestrian

orientation, well-developed transit stops and features and amenities that make it convenient for pedestrians and bicyclists to move from place to place within the area. Installing new or replacing existing ADA curb ramps in these areas conforms with federal guidance and supports guidance in the Oregon Highway Plan.

The highest priorities, as discussed above, are shown in white, unshaded boxes in the Priority Matrix below. The next sets of priorities are shown in shades of blue from light to dark. Ramps considered as “Functionally a Barrier” have one or more of the following deficiencies: too steep a running slope, excessive lip, insufficient clear width, insufficient level landing.

PRIORITY ORDER FOR REMOVING CURB RAMP BARRIERS ON PEDESTRIAN FACILITIES ALONG STATE HIGHWAYS

Priority Order	<p>Priority is given, as per 28 CFR § 35.150(d)(2), within each of these categories to walkways that serve government offices and facilities, public transportation, places of public accommodation, places of employment and continuity of routes.</p> <p>This is intended to be a “Worst First” approach, however consider combining priorities #4 and #5 with #2 and #3 for efficiency gain.</p> <p>*Critical corridors determined with input from AOCIL and other Disability Stakeholders.</p>						
	Citizen Requests or Complaints	Cities Lacking Public Transit	*Critical Corridors	Special Transportation Areas (STAs)	City Downtowns	Developed Areas Adjacent to STAs and City Downtowns	Other Areas
Missing Ramps	#1	#1	#1	#2	#2	#3	#3
Existing Ramps: Functionally a Barrier				#2	#2	#3	#3
Existing Ramps: Geometrically Compliant, but No Truncated Domes				#4	#4	#4	#4
Existing Ramps: All Standards Not Met				#5	#5	#5	#5

3.5 FUNDING

The Statewide Transportation Improvement Program, known as the STIP, is Oregon's four-year capital improvement program. The document approves the funding for transportation projects and programs. These projects will be built to current ADA standards and guidance.

In addition, the current STIP for 2015-18 earmarks a minimum of \$3 million each year as ADA-specific or pedestrian facility funding for a total of \$9 million. The 2018-21 STIP, currently in development, establishes ADA-specific funding at a total of \$29 million. In both STIPs, ADA-specific funding is to install new curb ramps where previously missing and to replace or improve existing curb ramps according to the priorities outlined on page 16, as well as upgrading other important features, like pedestrian signals, according to the schedule in section 6.0. This plan anticipates future STIP cycles will allocate funds to continue this progress.

4. IDENTIFICATION OF BARRIERS

ODOT uses on-going self-evaluation processes to proactively identify and assess accessibility barriers for persons with disabilities. The self-evaluation process relies heavily on maintained inventory data that includes conditions based on inspections. Public input is also a necessary component to ensure that the identification of barriers is helping make ODOT facilities fully accessible.

4.1 SELF-EVALUATION

ODOT uses integrated evaluation methods to identify to identify barriers, obstacles and practices that limit or preclude full participation in its programs. This includes accessibility to department-owned and operated buildings and facilities (both those open for public use and those restricted to agency employees) and accessibility on state-managed highways. Examples of integrated processes are regular inspection of public access facilities (work orders routinely generated to correct deficiencies) as well as use, maintenance and monitoring of ADA curb ramp data integrated into all phases of management of the highway system. These on-going, integrated processes mean evaluations for ADA compliance can effectively occur on a daily basis.

4.1.1 PUBLIC ACCESS BUILDINGS

ODOT's Facilities Branch has a database with information related to owned and leased buildings for public access. For leased facilities, ODOT uses standard lease agreements, developed and managed by the Department of Administrative Services,

that require ADA compliance. A total of 136 of these public access facilities are inspected for accessibility and condition on a three-year cycle. Public access facilities include DMV offices, restroom facilities at safety rest areas – including those managed by Travel Information Council – as well as offices visited occasionally by the public. Accessibility inspections are detailed in five categories: accessible parking, accessible approach and entrance, access to goods and services, toilet rooms, and signage – general requirements. The inspector's checklist can be found in Appendix C.



While significant progress has been made to provide fully accessible public access buildings, ODOT has performed a technical review of inspection criteria and subsequently updated the criteria used to ensure compliance with the most current requirements.

4.1.2 CURB RAMPS

In 2011, ODOT staff completed a revised inventory of curb ramps at almost 7,000 street intersections on all state highways within incorporated cities and other developed areas. Every intersection included multiple street corners and each street corner was evaluated. Data was collected to determine the physical conditions of existing ramps and a “good-fair-poor” rating in relation to the design recommendations in Public Right of Way Accessibility Guidelines.

Good: Meets ADA guidelines (ramp should be useable by most, if not all, people with disabilities).

Fair: Meets ADA guidelines except missing truncated domes (useable ramp that only is missing a detectable warning).

Poor: Does not meet one or more ADA guidelines (ramp may not be useable by all people with disabilities).

2011 CURB RAMP INVENTORY SUMMARY

State Highways	ODOT Region 1	ODOT Region 2	ODOT Region 3	ODOT Region 4	ODOT Region 5	Statewide
Total Number of ADA Ramps Warranted – 100%	4,481	6,201	2,261	1,522	2,473	16,938
Total Number of Good ADA Ramps	349	501	208	352	258	1,668
% Good ADA Ramps	7.8%	8.1%	9.2%	23.1%	10.4%	9.8%
Total Number of Fair ADA Ramps	518	816	133	190	543	2,200
% Fair ADA Ramps	11.6%	13.2%	5.9%	12.5%	22.0%	13.0%
Total Number of Poor ADA Ramps & Percent	2,640	3,640	1,491	713	1,104	9,588
% Poor ADA Ramps	58.9%	58.7%	65.9%	46.8%	44.6%	56.6%
Total Number of Missing Ramps where Warranted	974	1,244	429	267	568	3,482
% Missing Ramps where Warranted	21.7%	20.1%	19.0%	17.5%	23.0%	20.6%

4.1.3 ACCESSIBLE PEDESTRIAN SIGNALS

ODOT provides signals at numerous street intersections that control pedestrian traffic as well as vehicular traffic. ODOT has an inventory of these signal-controlled intersections and will refine that inventory over the next three years to better evaluate pedestrian signals for full accessibility based on current standards. This refinement will improve the inventory of accessibility features at curb ramp locations where a traffic signal pushbutton is required to actuate a street crossing signal.

4.1.4 SIDEWALKS

ODOT maintains an inventory of over 600 miles of sidewalks along more than 1,000 miles of mainline state highways within incorporated cities and other developed areas. This inventory focuses on the presence of sidewalks and includes width, material, presence of a buffer and physical condition.

A pilot project completed in 2012 helped identify potential barriers to full accessibility of sidewalk segments between curb ramps. Refinements for this new methodology will be incorporated when ODOT updates sidewalk inventory and accessibility evaluations in 2018-19.

ODOT's sidewalk inventory data is available to ODOT staff via the FACS-STIP Tool, to staff and the public on [ODOT's TransGIS](#) website, and it is also available in GIS or spreadsheet formats.

Newly constructed sidewalks and driveways are required by law and ODOT permit to maintain clear access to accommodate pedestrians with disabilities. ODOT has initiated improvements to permitting processes to reinforce requirements.

4.1.5 SHARED USE PATHS

ODOT maintains an inventory of shared use paths on mainline state highways within incorporated cities and other developed areas. This inventory focuses on the presence of shared use paths and includes width, material and physical condition. Similar to sidewalks, ODOT will apply improved criteria to assess accessibility of each shared use path segment.

4.1.6 TRANSIT STOPS

Most transit stops are not on state highways, but when they are, transit agencies cooperate with ODOT regional offices to designate locations to drop off and pick up passengers. Amenities at transit stops vary. Some have shelters while others are only designated by a sign along the road. Some are located on sidewalks that may present barriers. Barriers exist when a transit stop is isolated from the pedestrian access route along the highway or when insufficient space is provided to use the transit shelter if present. Improved review criteria will be used to evaluate transit stops for safety and compliance with ADA by 2020.

4.1.7 PARKING – SAFETY REST AREAS, PARK AND RIDE LOTS AND ON-STREET

In addition to pedestrian facilities, ODOT provides parking at safety rest areas, Park & Ride lots and on-street parking along some highways, usually in business districts. A certain number of the parking spaces must accommodate vehicles used by people with disabilities.



ODOT has developed and tested criteria to assess all aspects of accessible parking in safety rest areas and Park & Ride lots. ODOT will reassess these facilities in 2018 to determine whether they are accessible based on current standards. ODOT staff will also evaluate accessible on-street parking in 2021.

4.1.8 SCHEDULE FOR IMPROVEMENTS TO INVENTORIES AND EVALUATION METHODS

ODOT developed the following schedule for development and implementation of new or improved methodologies to evaluate other ODOT-managed features that may present barriers for people with disabilities. These are planned cycles for review of criteria and results in order to ensure fidelity with ADA standards, program needs and implementation.

Transportation Asset or Feature	Improvement Steps	Estimated Timeline:																							
		Jul-Sep '16	Oct-Dec '16	Jan-Mar '17	Apr-Jun '17	Jul-Sep '17	Oct-Dec '17	Jan-Mar '18	Apr-Jun '18	Jul-Sep '18	Oct-Dec '18	Jan-Mar '19	Apr-Jun '19	Jul-Sep '19	Oct-Dec '19	Jan-Mar '20	Apr-Jun '20	Jul-Sep '20	Oct-Dec '20	Jan-Mar '21	Apr-Jun '21	Jul-Sep '21	Oct-Dec '21		
Curb Ramps																									
	Review and update evaluation methodology																								
	Implement on statewide inventory update																								
	Incorporate results into ADA Program																								
Pedestrian Signals																									
	Test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								
Sidewalks																									
	Test and refine evaluation methodology																								
	Implement on statewide inventory																						Continuing		
	Incorporate results into ADA Program																								
Shared Use Paths																									
	Develop, test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								
Transit Stops																									
	Develop, test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								
Parking																									
Park & Ride																									
	Test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								
Rest Area																									
	Adjust, test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								
On-Street																									
	Develop, test and refine evaluation methodology																								
	Implement on statewide inventory																								
	Incorporate results into ADA Program																								

4.2 CITIZEN REQUESTS OR GRIEVANCE PROCEDURE

Input from the public is another critical means to identify barriers for people with disabilities. ODOT encourages people who have questions, comments, concerns or requests related to accessibility, such as installation of curb ramps where missing, to contact the department at AskODOT [<http://www.oregon.gov/ODOT/COMM/CRO/Pages/index.aspx>] to submit information that will allow ODOT to respond or correct the issue.

Users of ODOT facilities and services also have the right to file a grievance if they believe that ODOT has not provided reasonable access to ODOT-managed buildings and pedestrian facilities. The Grievance Procedure, found in Appendix B or on the ODOT website [http://www.oregon.gov/ODOT/CS/CIVILRIGHTS/Pages/nd_disc_comp.aspx], provides details on how to file a complaint.

5. METHODS TO REMOVE BARRIERS

ODOT employs a range of methods to remove barriers along the state highway system and in public access buildings for persons with disabilities. The current focus is on installing or upgrading curb ramps where barriers exist, but work also continues to eliminate other barriers.

5.1 HIGHWAY CONSTRUCTION PROJECTS

ODOT will install, replace or improve curb ramps associated with construction projects. ODOT will also choose, develop and construct specific curb ramp projects separate from construction projects in accordance with the priorities listed in section 3.4.

5.2 WORK BY OTHERS ON ODOT-MANAGED STATE HIGHWAYS

Construction of new business facilities and housing by developers is a formally-permitted activity when it involves ODOT-managed highways. Developers are required to add improvements in accordance with their projects which means curb ramps and other features may be included. ODOT requires developers to construct improvements as required by laws and according to standards, and has initiated improved processes to ensure compliance with applicable standards. The improved processes will include enhanced monitoring of construction activities.

ODOT staff has also initiated efforts to improve language for ADA compliance in approach road (driveway) access permits, other miscellaneous permits, and intergovernmental agreements overseen by ODOT. This language addresses both maintenance of access for people with disabilities as well as upgrades to features to eliminate barriers.

5.3 ODOT'S PUBLIC ACCESS BUILDINGS

Known issues of accessibility at ODOT-owned facilities have been addressed and new deficiencies found during inspections will continue to be prioritized and addressed. Lease agreements require ADA compliance. If deficiencies are discovered, ODOT works with building owners to remedy the deficiency. Offices and facilities with a high volume of public access, such as DMV field offices, restroom facilities at safety rest areas and offices with employees with disabilities requiring accessibility modifications receive the highest priority to be addressed.

5.4 POLICIES TO MEET ACCESSIBILITY GOALS

ODOT coordinates with its local transportation partners to encourage adoption of robust accessibility policies in local Transportation System Plans and inclusion of specific commitments in local agreements that ensure that a fully accessible interconnected transportation system is planned for, funded, constructed and maintained. ODOT provides training and engineering assistance to its local government and transit partners to increase technical expertise and awareness of current ADA design throughout the state. Additional staff has been added to ensure consideration, integration and implementation of all modal aspects within transportation corridors.

5.5 STANDARDS

Current standards, influenced extensively by the 2011 Public Right of Way Accessibility Guidelines, are found in the ODOT Highway Design Manual and the Oregon Standard Drawings.

The 2012 Highway Design Manual can be found at: http://www.oregon.gov/ODOT/HWY/ENGSERVICES/pages/hwy_manuals.aspx

Chapters and appendices include the following:

- Chapter 1 Design Standard Policy and Process.
- Chapter 5 Urban and Rural Freeway Design.
- Chapter 6 Urban Highway Design (Non-Freeway).
- Chapter 7 Rural Highway Design (Non-Freeway).
- Chapter 8 Intersections.
 - Sections 8.3.17.6 and 8.3.17.7.
- Chapter 12 Public Transportation and Guidelines.
- Chapter 13 Pedestrian and Bicycle.
- Appendix L Bike and Pedestrian Design Guide.

ADA Curb Ramp Standard Drawings can be found at: http://www.oregon.gov/ODOT/HWY/ENGSERVICES/pages/roadway_drawings.aspx#Roadway_700_-_Curbs,_etc.

The ADA Curb Ramp Standard Drawings include:

- RD710 Accessible Route Islands.
- RD755 Sidewalk Ramp Details.
- RD756 Sidewalk Ramp Placement Options Small Radii.
- RD757 Sidewalk Ramp Placement Options Large Radii.
- RD759 Truncated Dome Detectable Warning Surface Details & Locations.

5.6 DESIGN EXCEPTIONS

A design exception must be requested when compliance with an ADA requirement at a specific site is technically infeasible, typically due to physical constraints such as steep terrain or conflicts with other laws, such as those to preserve threatened and endangered species, archaeological sites or cultural features. This request must clearly state the reason that building the facility is infeasible and, in all cases, accessibility is still required to the extent practicable. Requests must be submitted for review via the Design Exception Form, including justification for the request. The ODOT State Roadway Engineer then approves or denies the design exception. There are only two types of exceptions that can be granted for not meeting ADA standards: 1) technical infeasibility and 2) undue financial and administrative burden. To date, design exceptions are rare for technical infeasibility and no request has been received for undue burden.

A FUNCTIONAL CURB RAMP UNDER IDEAL TERRAIN CONDITIONS



6. SCHEDULE FOR IMPLEMENTATION

The schedule to eliminate barriers as discussed in this transition plan emphasizes curb ramps and any remaining improvements to ODOT’s buildings with public access. Concurrently, ODOT will continue to make progress on improvements to other features that may present barriers to people with disabilities.

6.1 30-YEAR TIMEFRAME

ODOT is responsible for 136 public access buildings and over 8,000 miles of state highway. The following schedule will be implemented over the next five years and guide decisions for the next 30 years. It will be adapted and adjusted based on periodic reports and evaluations.

24 Month Period	16-17	18-19	20-21	22-23	24-25	26-27	28-29	30-31	32-33	34-35	36-37	38-39	40-41	42-43	44-45
ODOT Public Access Buildings (sites)															
Improvements	2	2	2	Renovations compliant with building codes and ADA.											
Curb Ramps (Corners)															
With total dedicated ADA funds	250	650	925	925	800	800	800	800	800	800	Maintain ADA Compliance / resolve issues as needed				
With other work	800	800	800	800	800	800	800	800	800	800					
Pedestrian Signals (Intersections)															
With dedicated ADA funds		15	32	10	10	14	20	20	22	26	90	130	130	Maintain ADA Compliance / resolve issues as needed	
With other work	100	100	100	100	100	100	100	100	100	100	100	100	100		
Sidewalks and Shared Use Paths (Miles)															
With dedicated ADA funds	4	4	4	4	4	4	4	4	4	4	4	Maintain ADA Compliance / resolve issues as needed			
With other work	4	4	4	4	4	4	4	4	4	4	4				
Transit Stops (each)															
With dedicated ADA funds		222	472	290	290	200	Maintain ADA Compliance / resolve issues as needed								
With other work	20	20	20	20	20	10									
Parking Areas (each)															
With dedicated ADA funds		22	47	10	10	7	Maintain ADA Compliance / resolve issues as needed								
With other work	2	2	2	2	2	0									
On-Street Parking (Stalls)															
With dedicated ADA funds		4	24	8	8	24	120	120	80	Maintain ADA Compliance / resolve issues as needed					
With other work	20	20	20	20	20	20	20	20	20						

Color Key: ADA- Specific Funding
 Bike-Ped Funding
 Planned Cycle for Program Inventory, Evaluation and Continuous Improvement

6.1.1 Projections for ODOT's Buildings with Public Access

ODOT has implemented modifications that eliminated most of the known barriers, based on prior inspections, in ODOT's buildings with public access. Remodels that eliminated the last identified barriers were completed in 2016. As new issues arise, they will continue to be addressed. Many DMV field offices are leased buildings and lease agreements require ADA compliance. These facilities are considered among the most critical for program access and have the highest priority.

6.1.2 Curb Ramp Projections in Five Years

The long-range timeline eliminates curb ramp barriers by 2036. Successful implementation of the above schedule of improvements over the next five years will mean the percentage of ramps considered "good" (meeting Public Right of Way Accessibility Guidelines ADA Guidelines) will move from 9.8 percent to an estimated 30.1 percent in 2021. The combined "fair or better" percentages would move from 22.8 percent to an estimated 43.1 percent. This is based on an estimated net reduction of 20.3 percentage points in numbers of ramps considered poor or missing. The starting percentages can all be found in the 2011 Curb Ramp Inventory Summary in the previous section 4.1.1.

6.1.3 Improvements for Other Features

Making pedestrian signals more accessible is the next priority. The next five years will see fully accessible pedestrian signals implemented as signalized intersections are constructed or upgraded. Remaining barriers at pedestrian signals, sidewalks, shared use paths, transit stops and on and off-street parking will be eliminated over the next 30 years.

7. CONCLUSION

ODOT's director and staff are fully committed to safe access to programs and public rights of way for people with disabilities. Progress made to date on the elimination or reduction of barriers will be maintained and enhanced through this plan. ODOT's Civil Rights manager will oversee implementation of this plan to ensure progress for full accessibility. Staff will prepare reports on regular cycles to evaluate progress. These may drive adjustments to strategies and/or addendums to this plan. Material developments will necessitate an update of this plan regardless of the timing in relation to the planned five-year cycle. Ongoing involvement of the public, stakeholder groups and local governments will be essential to progress, plan updates and ODOT's successful implementation of the Transition Plan.



APPENDIX A

ADA TRANSITION PLAN STAKEHOLDER LIST FOR PUBLIC INVOLVEMENT

Federal regulations require that public agencies provide people with disabilities, as well as other interested persons, the opportunity to comment on ODOT's Draft Transition Plan. ODOT distributed the document via the web, email, and hardcopy upon request for at least 30 days. Interested stakeholders and agencies that will be notified directly via email of the comment period include the following:

STAKEHOLDERS

- AAA of Oregon
- AARP Oregon
- Advocates for Disabled Americans
- Association of Oregon Centers for Independent Living
- Association of Oregon Counties
- Bicycle Transportation Alliance
- Center for an Accessible Society
- Cycle Oregon
- Disability Resource Connection
- Disability Rights Oregon
- Disabled American Veterans
- Epilepsy Foundation of Oregon
- Housing and Community Services of Oregon
- Office of Vocational Rehabilitation Services
- OPAL Environmental Justice Oregon
- Oregon Advocacy Commissions Office
- Oregon Bureau of Labor and Industries
- Oregon Commission for the Blind
- Oregon Disabilities Commission
- Oregon Health Authority
- Oregon Metropolitan Planning Organizations
- Oregon Department of Veterans' Affairs
- Oregon Parks and Recreation Department
- Oregon Walks
- Portland Commission on Disability
- State Independent Living Council

SPECIAL TRANSPORTATION FUND AGENCIES

- Baker County
- Basin Transit Service Transportation District
- Benton County
- Burns Paiute Tribe
- Columbia County
- Confederated Tribes of Coos, Lower Umpqua, and Siuslaw
- Confederated Tribes of Siletz
- Confederated Tribes of the Warm Springs
- Confederated Tribes of the Umatilla Indian Reservation
- Confederated Tribes of Grand Ronde
- Coos County
- Coquille Indian Tribe
- Cow Creek Band of Umpqua Indians
- Crook County
- Curry County
- Deschutes County
- Douglas County
- Gilliam County
- Grant County Transportation District
- Harney County
- Hood River County Transportation District
- Jefferson County
- Josephine County
- The Klamath Tribes
- Lake County
- Lane Transit District
- Lincoln County
- Linn County
- Malheur County
- Morrow County
- Rogue Valley Transportation District
- Salem Area Mass Transit District
- Sherman County
- Sunset Empire Transportation District
- Tillamook County Transportation District
- Tri-County Metropolitan Transportation District (TriMet)
- Umatilla County

- Union County
- Wallowa County
- Wasco County
- Wheeler County
- Yamhill County

LOCAL PUBLIC AGENCIES

- City of Beaverton
- City of Corvallis
- City of Eugene
- City of Gresham
- City of Medford
- City of Portland
- City of Salem
- Clackamas County
- Jackson County
- Lane County
- Linn County
- Marion County
- Multnomah County

OTHER AGENCIES

- Federal Highway Administration
- Federal Transit Administration
- National Highway Transportation and Safety Administration
- National Organization of Disability
- US Department of Transportation
- US Department of Justice
- US Department of Labor

APPENDIX B

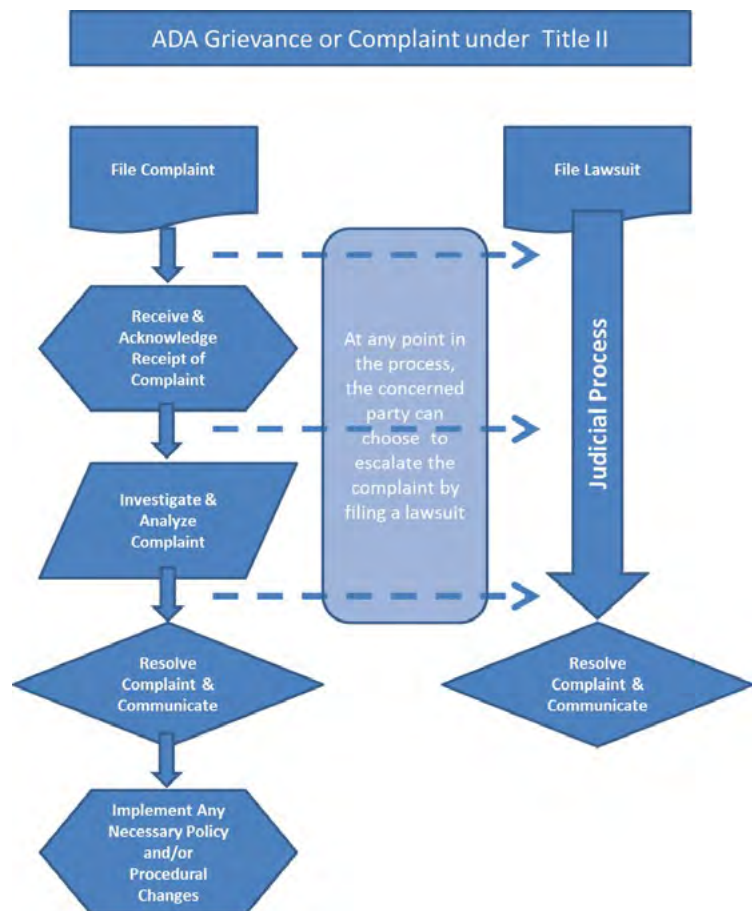
GRIEVANCE PROCEDURE AND ADA NONDISCRIMINATION POLICIES

The Oregon Department of Transportation (ODOT) is required to adopt and publish procedures for resolving grievances arising under Title II in accordance with 28 C.F.R § 35.107(b). These procedures set out a system for receiving, investigating and resolving complaints related to accessibility in a fair and timely manner.

ODOT's ADA grievance procedure is also available on ODOT's Office of Civil Rights website. If the concerned person needs assistance to comply with the requirements for filing a complaint, he may request assistance from the ADA Coordinator Rebecca Williams, or may have another person write and file the complaint on his behalf. Requested assistance may include requests for communications in formats other than written. Anonymous complaints are also accepted.

A Title II complaint must involve discrimination on the basis of the person's qualified disability to be considered valid. The diagram to the right illustrates the basic steps involved to file, receive, investigate and resolve a complaint.

More information about these steps follows. A complaint can be filed with any of the agencies listed later, but it should also be known that complainants do not need to complete this administrative process before pursuing resolution through the court system. A lawsuit can be filed at any point or instead of filing a complaint.



Complaints must be submitted in writing within 180 days of the alleged violation. In addition to being signed by the complainant, the following information should also be included:

- Full name and address of the individual who experienced the violation
- Day and evening telephone numbers and email address at which the complainant can be reached
- Name and address of the business, organization, institution or person believed to have discriminated
- Specific location of physical barriers related to complaint
- Brief description of the act(s) of discrimination, the dates occurred and the names of individuals involved
- Other information believed necessary to support the complaint, including copies of other documents considered relevant.



WHERE TO SEND COMPLAINTS:

A complaint can be submitted to any of the agencies listed here:

Office of Civil Rights

Rebecca Williams

ODOT ADA Title II Coordinator

Email: ODOT.TITLEVI@odot.state.or.us

Phone: 855-540-6655

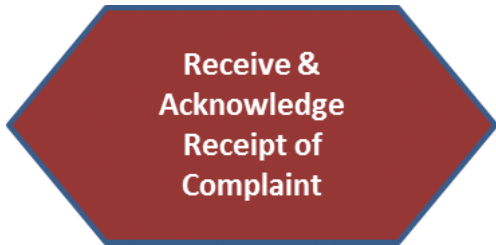
For TTY: 711

Fax: 503-986-6382

Ask ODOT: 888-275-6368

Complaints will be reviewed to determine:

- Jurisdiction
- Timeliness
- Completeness
- Additional information



The ODOT ADA Coordinator will provide the complainant with a notification of acceptance within ten working days from the receipt of the complaint. If the complaint is filed against ODOT, the FHWA Division Office will review the complaint for completeness and notify the complainant.

Once a complaint is accepted, the ODOT ADA Coordinator will investigate the merits of the complaint. This investigation should conclude within 60 days. ODOT maintains a complaint log and each record contains the responses given and the steps taken to resolve the issue. A complaint may be dismissed for the following reasons:

- Complainant withdraws
- Complainant does not respond to requests for additional information necessary to process the complaint
- Complaint not received within 180 days of the alleged violation
- Lack of merit

Local governments that receive federal pass-through funds from ODOT are permitted to investigate complaints against the local agency in accordance with their ADA/Section 504 grievance procedures, but a complaint filed with ODOT about the local agency will be investigated by the ODOT ADA Coordinator.



Once the investigation of an accepted complaint concludes, the ODOT ADA Coordinator will report the findings to the complainant. The report should include:

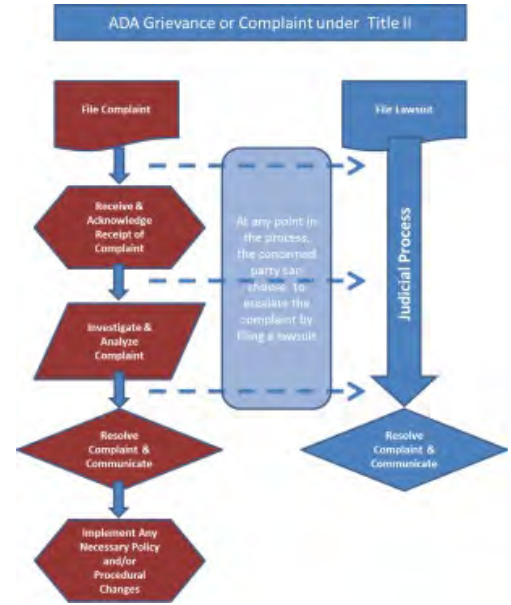
- Name, address and contact information of the complainant
- Name and address of the organization or individual alleged to have discriminated
- Description of the act(s) of discrimination, the dates they occurred and the names of those individuals alleged to be involved
- Findings related to the act(s) based on the investigation, if substantiated and why or why not.
- Resulting actions that will occur if the alleged issue with accessibility is found to be substantiated.



Please be sure to let the investigating agency know if a specific format of communications is preferred or necessary, such as large print, Braille, e-mail or audio recording. Oral communications by videophone or TTY are also options.

Any individual not satisfied with the response to a complaint related to accessibility to a program, service or activities may appeal for review by the ODOT ADA Coordinator within ten business days of receiving the initial decision.

Reconsideration is only permitted if new facts are revealed. Retaliation by ODOT staff or any other government organization involved in a complaint is strictly prohibited. Any allegations of retaliation will be promptly and fully investigated.



APPENDIX C

BUILDING ACCESSIBILITY CHECKLIST



ACCESSIBILITY CHECKLIST

OREGON

2010 ADA STANDARDS FOR ACCESSIBLE DESIGN OREGON STATE BUILDING CODE

OCTOBER 2013

Northwest ADA Center

University of Washington
6912 220th St S.W., Suite 105
Mountlake Terrace, WA 98043

Toll Free: (800) 949-4232

TTY/TDD/TT: (800) 949-4232

Videophone: (425) 233-8913

Relay: 7-1-1

Email Address:

Email Address: nwadactr@us.edu

Web Address: www.nwadacenter.org



Large
Print

CC



ACCESSIBILITY CHECKLIST

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ACCESSIBILITY CHECKLIST

PURPOSE AND USE

The Northwest ADA Center is pleased to provide this Accessibility Checklist. This Checklist is designed to be a convenient tool for identifying architectural and communication barriers that may be encountered by people with disabilities in public and private buildings. The Checklist may also assist you in planning for removal of barriers to accessibility. The Checklist may be used to survey an entire facility or specific areas and elements. More definitive information may be obtained from the 2010 Standards for Accessible Design. In some situations, the 1991 Standards for Accessible Design and your state or local building code may provide helpful information. The Accessibility Checklist can also be used as a guide to increase awareness of architectural and communication barriers which prevent full access to buildings and facilities by people with disabilities. ***This checklist is NOT a substitute for federal accessibility standards or the appropriate state and local building codes.***

The Checklist is designed so that a

“**YES**” answer indicates “**ACCESSIBLE**”.

“**NO**” answer indicates that the item is present but is a “**NON-ACCESSIBLE**” element or feature in the building or facility.

Dimensions provided in this Checklist are given in units of inches (IN) or feet (FT).

References

2010 ADA Standards for Accessible Design (www.ada.gov)

1991 ADA Standards for Accessible Design (www.ada.gov)

2010 Oregon Structural Specialty Code—Chapter 11 Accessibility

Safe Harbor - If the elements or features of your facility are in compliance with the 1991 ADA Standards for Accessible Design you do not have to modify those elements to comply with the 2010 Standards (even if the new standards have different requirements for them). This provision is applied on an element-by-element basis and is referred to as the "**safe harbor**." If you choose to alter elements that were in compliance with the 1991 Standards, the safe harbor no longer applies to those elements and you must use the 2010 Standards. The 2010 Standards contain new requirements for elements in existing facilities that were not addressed in the original 1991 Standards. These include recreation facilities such as swimming pools, play areas, exercise machines, miniature golf facilities, and bowling alleys. Because these elements were not included in the 1991 Standards, they are not subject to the safe harbor. Therefore, on or after March 15, 2012, public accommodations (businesses) must remove architectural barriers to elements subject to the new requirements in the 2010 Standards when it is readily achievable to do so. State and local government entities must remove barriers to achieve program accessibility.

Alternate Formats - This Checklist will be provided in alternate formats upon request.

Developed with support of a grant from the National Institute on Disability and Rehabilitation Research (NIDRR).

Revised October 2013 by Northwest ADA Center.

We encourage duplication and use of this document.

HOW TO PERFORM AN ACCESSIBILITY SURVEY

Planning for the Survey:

If possible, we suggest that a team of two or more individuals carry out the survey. It is very helpful if one person directs the process, takes pictures and notes while the other person performs the measurements. It is also suggested that people with disabilities be involved in the survey.

Using a Floor Plan: It is often helpful to have a floor plan, or a sketch of a floor plan, for note taking while conducting the survey. Elements in this checklist can be identified on the floor plan.



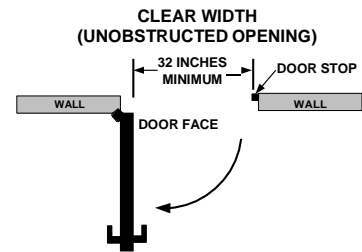
Tools

- Clipboard to make recording on the checklist easier.
- Flexible steel tape measure.
- Carpenter's level (either electronic or manual) for measuring slope on ramps and inclined walkways.
- Digital fish scale or door pressure gauge for measuring door opening force.
- Digital camera for photo documentation of barriers and accessible features.

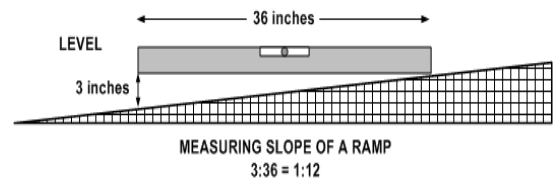
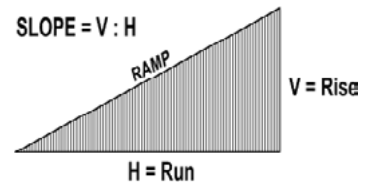


Conducting the Survey:

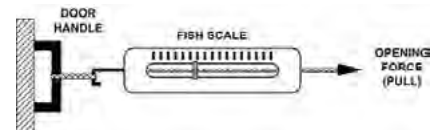
Measuring clear width (unobstructed opening) - To measure the clear width (unobstructed open space) at a door, measure the distance between the face of the door and the door stop, with the door open at 90 degrees. Clear width measurements at other locations (ramps, accessible routes, etc.) are measured in the same manner; measure the width of the unobstructed space for passage.



Measuring slope - Slope is calculated by calculating the ratio of vertical rise to horizontal run. For example, if a ramp 6 inches in vertical height traverses a horizontal distance of 6 feet (72 inches) then the slope is $6 / 72 = 1 / 12 = 0.083$ (8.3%). Typically the maximum allowable slope for a ramp is written as 1:12. To measure the slope, lay one end of a carpenter's level on the uphill side of the ramp, lift the downhill end of the tool to bring it to level (bubble in the middle), and measure the distance between the downhill bottom edge of the level and the ramp surface. See the figure. In this case the slope is 3 inches rise over 36 inches horizontal distance or the ratio of 1:12.



Measuring door opening force - If using a fish scale or similar device, tie one end of the scale to the door handle and observe the maximum force displayed on the scale as you pull the door from a closed position.



ACCESSIBLE PARKING

People with disabilities should be able to arrive at your business and easily locate & use accessible parking.

1. Facility Parking

Does your facility provide accessible parking spaces designated for use by individuals with disabilities?

Note: This does not apply to on-street parking spaces.

- Yes
- No



2. Number of Accessible Parking Spaces

Does the parking area have the minimum number of accessible parking spaces specified in the table below?

- Yes
- No



Total Parking Spaces	Designated Accessible Parking
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% of total
1001 and over	20 plus 1 for each 100 over 1000

Note: At least one of every 5 accessible parking spaces must be designated "van accessible." For example, if the facility has only one accessible parking space, then that space must be van accessible. If you have 7 accessible parking spaces then 2 must be van accessible. See Item 5 on the next page.

* If no, how many accessible parking spaces are available?

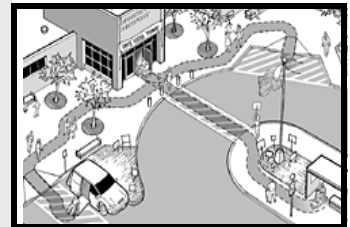
* What is the total number of parking spaces available for the public?

3. Space Location

Are the accessible parking spaces located on the shortest possible accessible routes to the accessible building entrances?

- Yes
- No

Note: An accessible route is free of stairs, steep inclines, sharp changes in surface level, and has a surface which is stable, smooth and slip resistant. Where parking serves more than one accessible entrance, accessible parking spaces shall be dispersed and located on the shortest accessible route to the accessible entrances.



Are the accessible parking spaces located on a level area?

- Yes
- No

Note: Ground surfaces of parking spaces and access aisles should not exceed 1:48 (approximately 2% slope) in any direction.

ACCESSIBLE PARKING

4. Signs and Dimensions - Accessible Parking Spaces

Is each accessible parking space identified with a sign showing the International Symbol of Accessibility (see figure)?

- Yes
- No



Does each vehicle space in accessible parking have a pavement marking stencil (International Symbol of Accessibility) as shown in the figure?

- Yes
- No

Pavement Marking Stencil



Is each sign mounted on a post at a minimum height of 7 feet measured from the bottom of the sign to the ground surface?

- Yes
- No

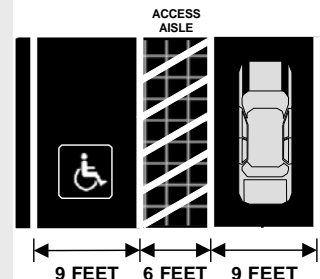
Note: For signs mounted on buildings or piers, a minimum of 5 feet between bottom of sign and ground surface is required.

Are the vehicle spaces in accessible parking a minimum of 9 feet (108 inches) wide?

- Yes
- No

Does each accessible parking space have a marked access aisle? **Note:** Two accessible parking spaces may share a common access aisle.

- Yes
- No



Is each access aisle at least 6 feet (72 inches) wide?

- Yes
- No

5. Van Accessible Parking Spaces

Is there at least one van accessible space for every six accessible parking spaces?

- Yes
- No

Is the van accessible parking space designated by an additional sign indicating "Van Accessible" (see figure at right)?

- Yes
- No

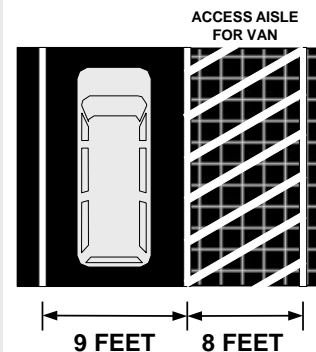


Does the van accessible parking space have a vehicle space width of at least 9 feet and an accompanying marked access aisle of at least 8 feet?

- Yes
- No

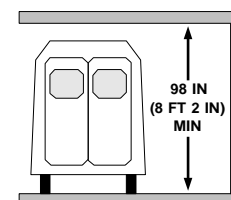
If the lot has **five or more** accessible parking spaces, are the designated van accessible spaces reserved for wheelchair users only? **Note:** A sign under "Van Accessible" sign must indicate "Wheelchair User Only".

- Yes
- No



Do van accessible parking spaces, and the route serving them, have adequate minimum vertical clearance of at least 98

- Yes
- No



ACCESSIBLE PARKING

6. Passenger Loading Zone

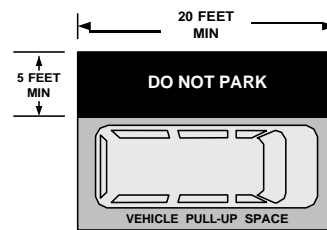
If your facility has a passenger loading zone, does it have an unobstructed access aisle at least 5 feet wide and is it as long as the vehicle pull-up space?

Note: The vehicle pull-up space must be a minimum of 8 feet wide and 20 feet long.

Is the access aisle at the same level as the vehicle pull-up space?

Is the access aisle marked to discourage parking in that space?

- Yes
 - No
-
- Yes
 - No
-
- Yes
 - No



7. Curb Ramps

Are curb ramps provided where accessible routes cross over a curb (for example, where an access aisle connects to a sidewalk)?

Note: Curb ramps must not project into traffic lanes, parking spaces or access aisles.

Do curb ramps have a maximum running slope of 1:12?

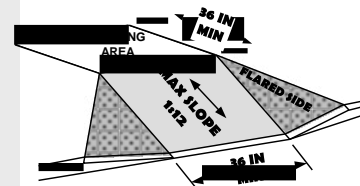
Do curb ramps have a minimum clear width of 36 inches?

Are the transition areas where curb ramps join sidewalks, streets or gutters smooth?

Are there level landings at the top of the curb ramps which have a minimum length of 36 inches and the same width as the curb ramp?

Note: Where it is not possible to provide a level landing at the top of a curb ramp, a curb ramp with flared sides that do not exceed a slope of 1:12 is an alternative.

- Yes
 - No
-
- Yes
 - No
-
- Yes
 - No
-
- Yes
 - No



8. Accessible Parking at Medical Facilities

A. For hospital outpatient facilities (not doctor's offices or independent clinics), are 10% of the total parking spaces reserved for persons with disabilities?

B. For facilities specializing in treatment of persons with mobility impairments (for example, rehabilitation facilities and outpatient physical therapy facilities), are 20% of the total parking spaces reserved for persons with disabilities?

- Yes
 - No
-
- Yes
 - No



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

People with disabilities should be able to arrive at the site, approach the building and enter the building as freely as everyone else. At least one accessible route should be safe and accessible for everyone.

1. Ground and Floor Surfaces

Are ground, floor and walking surfaces along accessible routes stable, firm, smooth and slip-resistant?

Note: An “accessible route” may consist of doorways, ramps, curb ramps, elevators, platform lifts and other walking surfaces with a slope no steeper than 5% (1:20).

- Yes
- No



2. Changes in Surface Level

Are all ground and floor surfaces along accessible routes free of abrupt changes in surface level? Surface level changes cannot exceed 1/4 inch in height.

Where vertical changes in surface level are between 1/4 and 1/2 inches in height, is the level change beveled (slope 1:2 or less)?

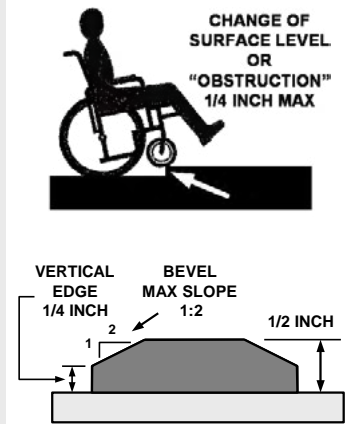
Note: Changes in surface level that exceed 1/2 inch shall be ramped.

Are accessible ramps provided for changes in surface level which exceed 1/2 inch in height?

- Yes
- No

- Yes
- No

- Yes
- No



3. Clear Widths and Slopes for Walking Surfaces

Is there at least one accessible route from the accessible parking areas, passenger loading zones and other site entry points (bus stops) to the accessible building entrance(s)?

Do all walkways along accessible routes have a minimum clear,

Do longer routes have an occasional 5 x 5 feet area located at reasonable intervals not exceeding 200 feet which can be used for turning and passing?

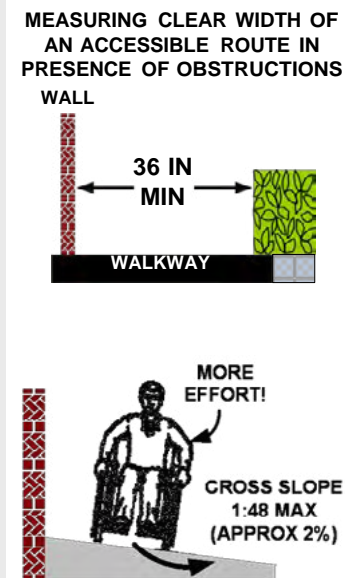
Do all walkways along accessible routes have cross slopes that are 1:48 or less?

Note: When the running slope along the direction of travel on walking surface is greater than 1:20 (5%) the route is considered a “ramp”. See Items 4-8 on the next two pages).

- Yes
- No

- Yes
- No

- Yes
- No



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

<p>IS THERE A RAMP LOCATED ON THE EXTERIOR OF YOUR SITE?</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No	<p>IF NO, SKIP TO #9.</p>
<p>4. Ramp Slope and Clear Width</p> <p>Is the maximum running slope of all ramps 1:12 (8.3%)?</p> <p>Are cross slopes of all ramp surfaces 1:48 or less?</p> <p>Do ramps have a clear unobstructed width of at least 36 inches?</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>MAX SLOPE 1:12</p> <p>CLEAR WIDTH 36 INCHES MINIMUM</p>
<p>5. Landings</p> <p>Do ramps have a 5 foot long level landing at the top and bottom of each run?</p> <p>Do ramps have a 5 foot by 5 foot minimum turning space at level landings where the ramp changes direction?</p> <p><i>Note: Landings are required where the maximum vertical rise for any length of run for a ramp is 30 inches.</i></p>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>5 FT RAMP WIDTH</p> <p>5 FT</p> <p>30 IN</p> <p>5 FT</p> <p>5 FT RAMP WIDTH</p>
<p>6. Ramp Handrails</p> <p>If the ramp rises more than 6 inches vertically, does it have handrails on both sides?</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No	<p>HANDRAILS ON BOTH SIDES</p>
<p>7. Handrail Location</p> <p>Are handrails mounted so that their top surface is between 34 and 38 inches above the ramp surface?</p> <p>Do handrails continue to extend horizontally at least 12 inches at the top and bottom landings of the ramp and do these extensions return to the wall, floor or post?</p> <p>If the handrail is mounted on a wall surface, is the gap between the handrail and the wall surface a minimum of 1-1/2 inches?</p> <p>If the handrail gripping surface is circular in shape, is the diameter 1-1/4 inches minimum to 2 inches maximum?</p> <p>If the shape is non-circular, is the perimeter dimension (distance around the gripping surface) 4 inches minimum to 6-1/4 inches maximum?</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>CURB FOR EDGE PROTECTION</p> <p>HANDRAIL RETURN TO POST</p> <p>34 TO 38 INCHES</p> <p>CIRCULAR HANDRAIL</p> <p>1-1/4 TO 2 IN</p> <p>1-1/2 IN</p> <p>WALL</p>

ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

8. Edge Protection on Ramps

Do ramps and landings have edge protection?

Yes

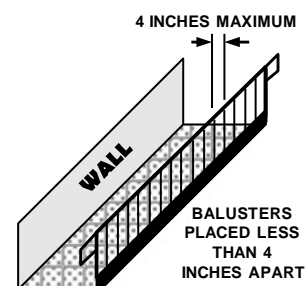
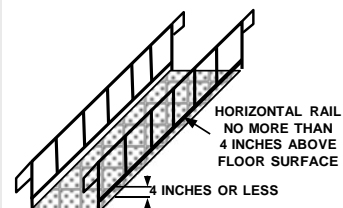
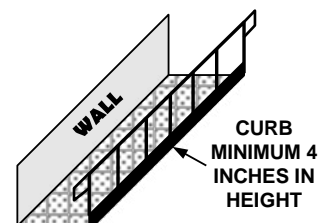
No

Note: Edge protection can be provided by:

1. By extending the floor surface of a ramp or landing at least 12 inches beyond the railing, or,
2. A curb or barrier edge protection that prevents passage of a crutch tip, a wheel on a wheelchair or other mobility aid from slipping off the edge of the ramp or landing.

Examples are:

- a. curbs at least 4 inches high,
- b. horizontal rails placed no more than 4 inches from the floor or wall
- c. vertical railing extended to ramp surface spaced less than 4 inches apart can be used to prevent wheels on wheelchairs and other mobility aids from going off the edge of the ramp.



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

9. Doorway Width and Maneuvering Clearance

Do accessible entrances have a minimum clear opening (free of protrusions and obstructions) of 32 inches?

- Yes
- No

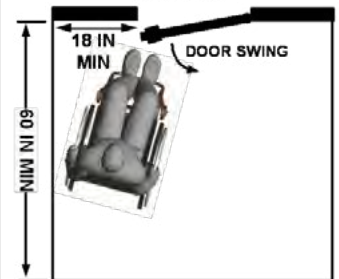


Do the push or pull sides of doors have adequate clearance from the side and front of the doorway to allow customer to reach the handle and maneuver around and through the door opening? See section 404.2.4 of the 2010 ADA Standards for the full requirements.

- Yes
- No

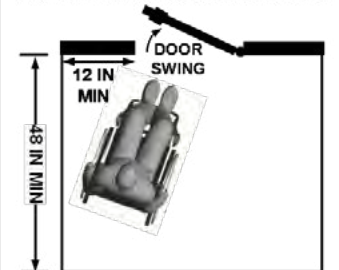
Note: If the person using a wheelchair can approach the door from the front, a minimum side distance of 18 inches and a minimum perpendicular distance of 60 inches will suffice if the door swings toward the customer (shown in top figure).

MANEUVERING CLEARANCE AT DOOR
FRONT APPROACH TO PULL FACE OF DOOR



Note: A minimum of 12 inches side distance and a minimum perpendicular distance of 48 inches is required for a door that swings away from the customer and has a latch and closer (shown in bottom figure).

MANEUVERING CLEARANCE AT DOOR
FRONT APPROACH TO PUSH FACE OF DOOR WITH A CLOSER AND LATCH



Note: Automatic or power assisted doors that remain open in the power-off position do not require these types of maneuvering clearances adjacent to the doors.

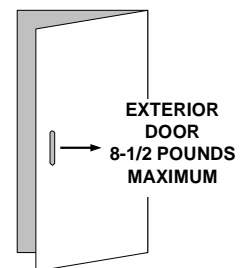
Note: Where doorways are located adjacent to a ramp landing, maneuvering clearances are permitted to overlap the required ramp landing area.

10. Exterior Door Opening Forces

Is the force required to open doors at accessible exterior entrances no more than 8-1/2 pounds?

- Yes
- No

Note: Exterior door opening forces are not addressed in the ADA Standards. Maximum opening force for an exterior door may be addressed in state building codes. For example, in Washington the maximum force is 10 pounds; in Oregon 8.5 pounds is the maximum exterior door opening force.



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

11. Door Hardware

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?

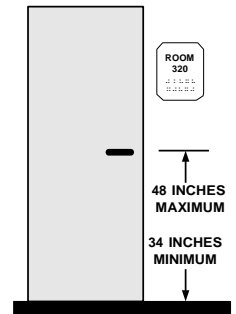
Note: Lever and loop handles serve this purpose well.

Are door handles mounted no higher than 48 inches and no lower than 34 inches from the floor surface?

- Yes
- No



- Yes
- No

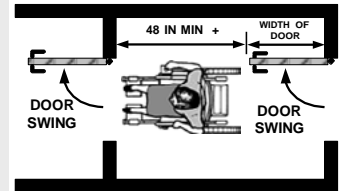


12. Doors in Series

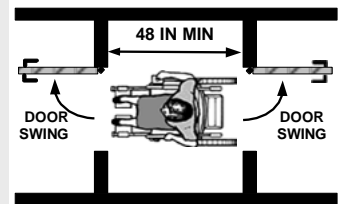
If two doors in a series (vestibule) swing in the same direction (see top figure), is the distance between the doors at least 48 inches plus the width of the in-swinging door?

If two doors in series (vestibule) swing out from the space between the doors (see bottom figure), is the distance between the doors at least 48 inches?

- Yes
- No



- Yes
- No



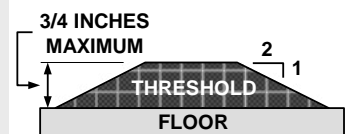
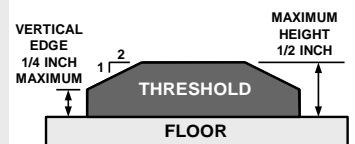
13. Thresholds at Doorways

Are the heights of thresholds at doorways 1/2 inch or less?

Note: Raised thresholds and level changes at doorways with a height between 1/4 inch and 1/2 inch should be beveled with a maximum slope of 1:2 as shown in the top figure.

Note: Existing or altered thresholds may be 3/4 inch high maximum if their edges are beveled with a slope not steeper than 1:2. See lower figure on the right.

- Yes
- No



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

14. Protruding Objects

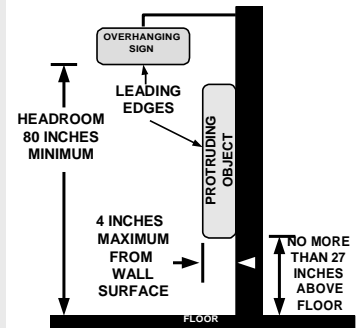
Do protruding and hanging objects with a leading edge more than 27 inches above the floor, protrude no more than 4 inches into any passage way provided for pedestrian travel?

Note: Examples of protruding objects include signs, telephones, water fountains, planters, lamps, fire extinguisher enclosures, etc.

Do all exterior passage ways provide a minimum unobstructed head clearance (headroom) of 80 inches?

- Yes
- No

- Yes
- No



15. Suspended Stairs and Other Overhead Hazards

Are all suspended (open) stairs and other overhead hazards provided with sufficient warning devices, for example, guard rails, planters, etc., to alert people who are visually impaired?

- Yes
- No



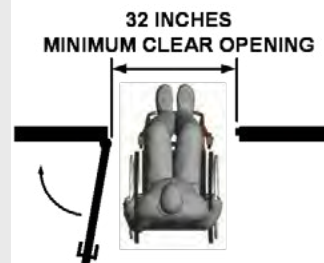
ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

1. Doorways

Do the interior doors in public spaces have at least a 32-inch clear, unobstructed opening?

Note: With double doors, at least one door must have a minimum clear opening of 32 inches.

- Yes
 No



2. Maneuvering Clearance

Do the pull and push sides of doors have adequate maneuvering clearances in front of and to the sides of doorways so that a person using a wheelchair can position themselves to easily and safely open the door?

Note: See section of this Checklist titled “Accessible Approach and Entrance – Exterior Routes) for more information.

- Yes
 No

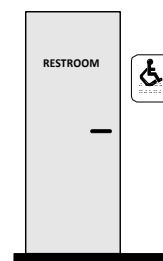


3. Signs for Permanent Rooms and Spaces

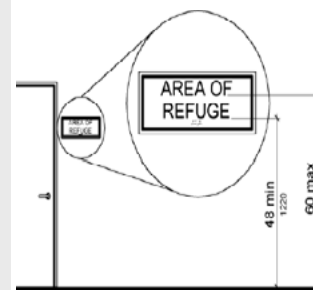
Is every permanent room or space (such as restrooms, offices or meeting rooms, etc.) designated with a sign having good contrast between characters and background, adequate character size for viewing distance, raised (tactile) characters and Braille?

Are tactile signs mounted so the bottom edges of the *highest* tactile characters are 60 inches maximum and the *lowest* tactile characters are 48 inches minimum from the floor surface?

- Yes
 No



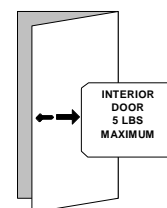
- Yes
 No



4. Opening Force for Interior Doors

Can interior doors be opened with 5 pounds or less force?

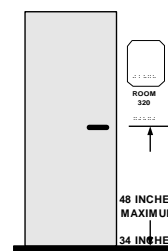
- Yes
 No



5. Door Handle Height

Are door handles mounted no higher than 48 inches and no lower than 34 inches measured from the floor surface?

- Yes
 No



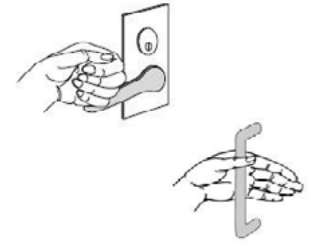
ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

6. Door Hardware

Do all latch doors along an accessible route have a handle that does not require tight grasping, pinching, or twisting to operate?

If there is no latch, do the doors have pulls, loops or push plates?

- Yes
- No
- Yes
- No



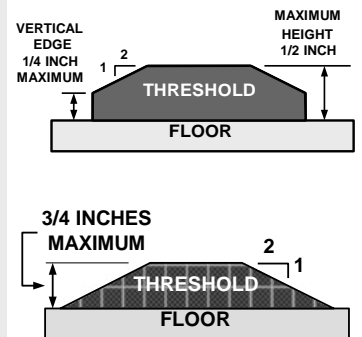
7. Thresholds at Doorways

Are the heights of thresholds at doorways 1/2 inch or less?

Note: Raised thresholds and level changes at doorways with a height between 1/4 inch and 1/2 inch should be beveled with a maximum slope of 1:2 as shown in the top figure.

Note: Existing or altered thresholds may be 3/4 inch high maximum if their edges are beveled with a slope not steeper than 1:2. See lower figure on the right.

- Yes
- No



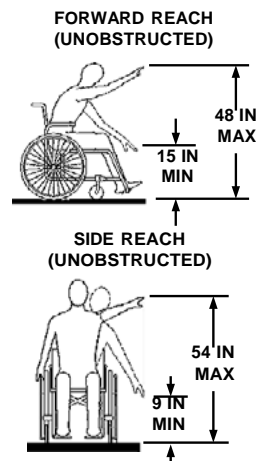
8. Clear Width of Accessible Routes and Reach Distances

Do all interior accessible routes have a minimum clear, unobstructed width of 36 inches?

Are all objects meant for public use within reach?

Note: For both forward and side reach, the maximum "high" reach height is 48 inches and the minimum "low" distance from the floor surface is 15 inches.

- Yes
- No
- Yes
- No



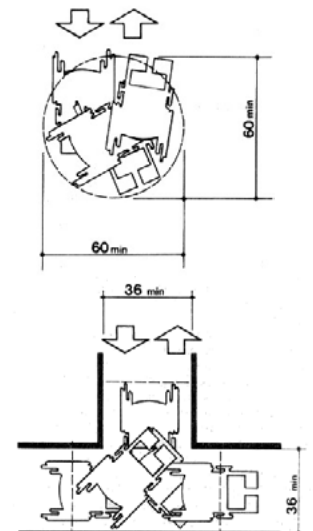
9. Turning Space

Is adequate space available where turning spaces are needed or required for a wheelchair or other mobility device?

Note: A turning space may be a:

1. **Circular space** having a minimum diameter of 5 feet (60 inches) as shown in top figure, or
2. **T-shaped space** which provides a 60 inch square minimum with arms and base having 36 inches of minimum width.

- Yes
- No



ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

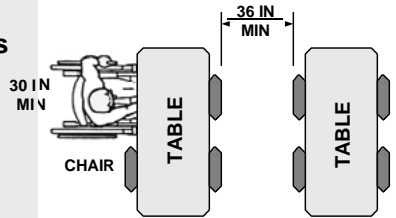
Use items 10-11 on this page to assess tables/work surfaces and seating in most public areas. For tables and seating in dining areas, classrooms or libraries, refer to those sections in this Checklist and fill in the information there.

10. Table Placement and Seating Distribution

If tables or work surfaces are available, is there a 36 inch aisle clearance between tables for wheelchair access?

Yes

No



Do seating spaces at tables or work surfaces allow for a forward approach and provide a clear floor space of 30 by 48 inches? See lower figure at right.

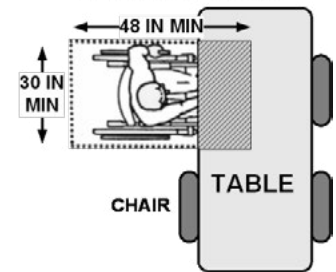
Yes

No

MINIMUM CLEAR FLOOR SPACE SEATING AND TABLES

Yes

No



Are accessible tables and accompanying seating spaces distributed throughout the room or space?

Note: People should be able to choose the locations and types of tables, seating and other furnishings.

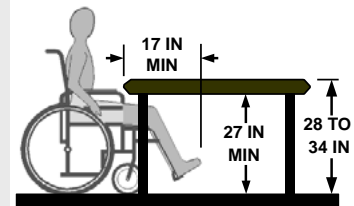
11. Table Height and Legroom

Do the spaces under tables or work surfaces provide clear space for knees and toes?

Yes

No

Note: 27 inches minimum height under table for knee clearance; 9 inches minimum in height where toe clearance is required; and the clearance for toes shall extend 17 inches minimum under the table?



Are top surfaces of the tables and work surfaces 28 inches minimum to 34 inches in maximum height above the floor?

Yes

No

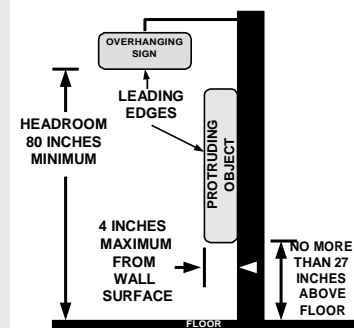
12. Protruding Objects

Do protruding and hanging objects with a leading edge more than 27 inches above the floor, protrude no more than 4 inches into any passage way provided for pedestrian travel?

Yes

No

Note: Examples of protruding objects include signs, telephones, water fountains, planters, lamps, fire extinguisher enclosures, etc.



Do all exterior passage ways provide a minimum unobstructed head clearance (headroom) of 80 inches?

Yes

No

ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

IS THERE A RAMP LOCATED ON THE INTERIOR OF YOUR BUILDING?

- Yes
 No

IF YES, COMPLETE ITEMS #13 TO #17. IF NO, SKIP TO #18.

13. Ramp Slope and Clear Width

Is the maximum running slope of all ramps 1:12 (8.3%)?

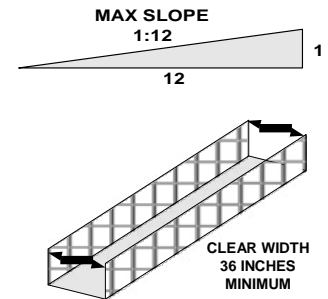
- Yes
 No

Are cross slopes of all ramp surfaces 1:48 or less?

- Yes
 No

Do ramps have a clear unobstructed width of at least 36 inches?

- Yes
 No



14. Landings

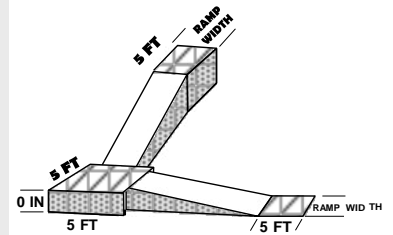
Do ramps have a 5 foot long level landing at the top and bottom of each run?

- Yes
 No

Do ramps have a 5 foot x 5 foot minimum turning space at level landings where the ramp changes direction?

- Yes
 No

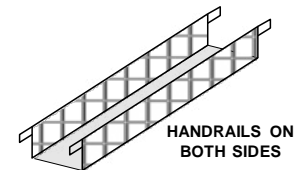
Note: Landings are required where the maximum vertical rise for any length of run for a ramp is 30 inches.



15. Ramp Handrails

If the ramp rises more than 6 inches vertically, does it have handrails on both sides?

- Yes
 No



16. Handrail Location

Are handrails mounted so that their top surface is between 34 and 38 inches above the ramp surface?

- Yes
 No

Do handrails continue to extend horizontally at least 12 inches at the top and bottom landings of the ramp and do these extensions return to the wall, floor or post?

- Yes
 No

If the handrail is mounted on a wall surface, is the gap between the handrail and the wall surface a minimum of 1-1/2 inches?

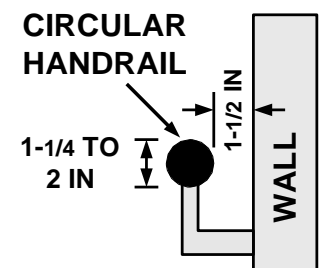
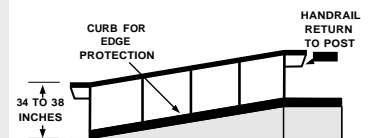
- Yes
 No

If the handrail gripping surface is circular in shape, is the diameter 1-1/4 inches minimum to 2 inches maximum?

- Yes
 No

If the shape is non-circular, is the perimeter dimension (distance around the gripping surface) 4 inches minimum to 6-1/4 inches maximum?

- Yes
 No



ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

17. Edge Protection on Ramps

Do ramps and landings have edge protection?

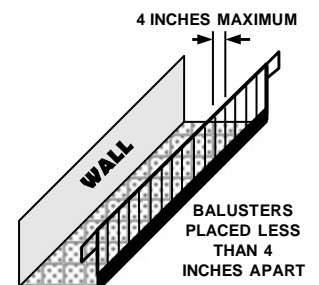
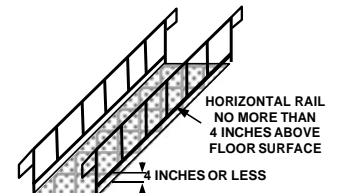
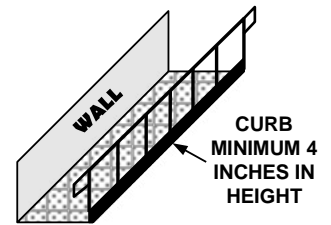
- Yes
 No

Note: Edge protection can be provided by:

1. By extending the floor surface of a ramp or landing at least 12 inches beyond the railing, or,
2. A curb or barrier edge protection that prevents passage of a crutch tip, a wheel on a wheelchair or other mobility aid from slipping off the edge of the ramp or landing.

Examples are:

- a. curbs at least 4 inches high,
- b. horizontal rails placed no more than 4 inches from the floor or wall
- c. vertical railing extended to ramp surface spaced less than 4 inches apart can be used to prevent wheels on wheelchairs and other mobility aids from going off the edge of the ramp.



Priority 3: ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

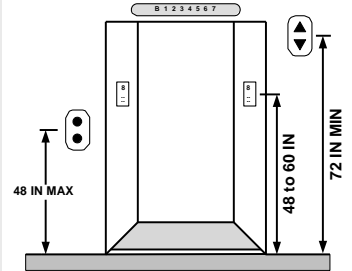
DOES THE FACILITY HAVE A PASSENGER ELEVATOR?	<input type="checkbox"/> Yes	IF NO...
	<input type="checkbox"/> No	SKIP TO #26.

18. Hall Call Controls (Buttons) and Entrance Labels

Are call buttons and keypads at elevators mounted no higher than 48 inches when measured to centerline of highest operable part above the floor?

Are there raised (tactile) characters and Braille that indicate floor designations on both elevator jambs at the entrance to elevator mounted 48 to 60 inches above the floor surface?

- Yes
 No
 Yes
 No



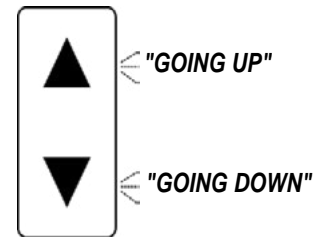
19. Signal Identification

Are there both visible and audible signals to identify when an elevator car arrives and its direction of travel?

Are visible signals mounted at 72 inches minimum above floor?

Do the audible signals indicate direction of travel (up or down)? For example, indicator sounds once for up and twice for down.

- Yes
 No
 Yes
 No

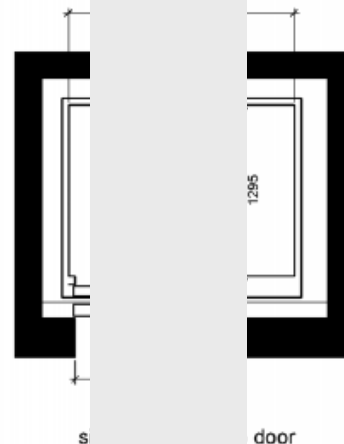
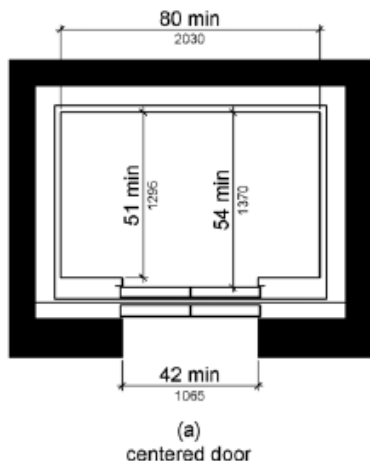


20. Elevator Car Dimensions

Do elevators with centered door have minimum inside dimensions of 51 inches in depth by 80 inches in width and a clear door width (unobstructed opening) of 42 inches?

Note: Depending on door location, other elevator car dimensions may be allowable. See Table 407.4.1. of the 2010 ADA Standards and figure at bottom right below showing minimum dimensions for an elevator car with a "side (off-centered) door".

- Yes
 No

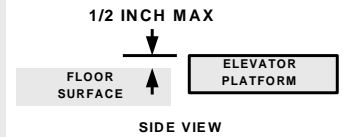


Priority 3: ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

21. Leveling

Does the elevator car floor surface (platform) stop within 1/2 inch of the outside floor surface (landing) at each floor destination?

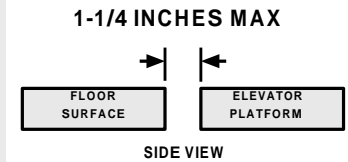
- Yes
 No



22. Gap Between Elevator and Floor

Is the open space between the outside floor surface (hoistway landing) and the elevator platform no greater than 1-1/4 inches?

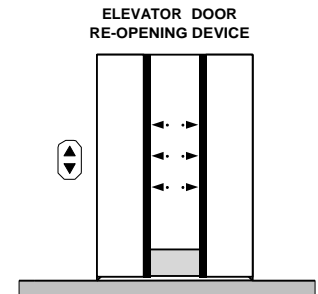
- Yes
 No



23. Protective Re-Opening Device

Are the elevators equipped with reopening devices that automatically opens the car and hoistway doors when it becomes obstructed or contacted by an object or person?

- Yes
 No



24. Car Controls and Position Indicators

Are car controls, call buttons, and alarm buttons at least 3/4 inch in diameter with Braille and raised characters?

Note: Raised characters and Braille must be placed to the immediate left of car control buttons.

Are all controls or buttons on the inside of existing elevator control panel mounted no higher than 48 inches above the floor?

Are emergency control buttons mounted at 35 inches minimum height above the floor?

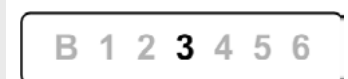
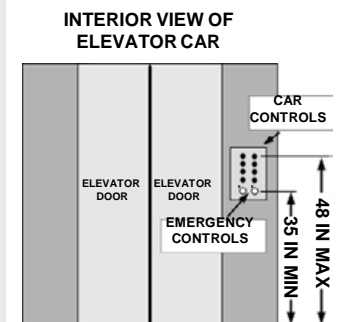
Are visual and audible indicators provided in the interior of the car to indicate car position? (floor/level)

- Yes
 No

- Yes
 No

- Yes
 No

- Yes
 No



25. Emergency Communications

Are emergency two-way communication systems provided between the inside of the elevator and a monitored point outside?

Are emergency control buttons located no higher than 35 inches above the elevator floor and at the bottom of the elevator control panel?

Are tactile symbols (raised characters) provided on or next to the device?

- Yes
 No

- Yes
 No

- Yes
 No



ACCESS TO GOODS AND SERVICES (Interior Routes and Spaces)

26. Drinking Fountains

Where drinking fountains provided, are there two drinking fountains: one wheelchair accessible and one for persons who are standing?

Note: One drinking fountain should be designed for access from a seated position (person using a wheelchair). It should be mounted to provide a minimum knee clearance of 27 inches, minimum toe clearance of 9 inches and a minimum depth of 17 inches. The other drinking fountain should be designed for a person who is standing.

Note: For an existing installation, where only one drinking fountain is provided, a wheelchair accessible drinking fountain is allowed.

Does the wheelchair accessible drinking fountain provide a minimum knee clearance of 27 inches?

Is there a 30 by 48 inch clear floor space positioned for a forward approach to the wheelchair accessible fountain?

Is the maximum height of the spout outlet for the lower drinking fountain at 36 inches or less above the floor surface?

Can the controls be reached, easily manipulated with one hand, and operated with 5 pounds or less of force?

- Yes
- No

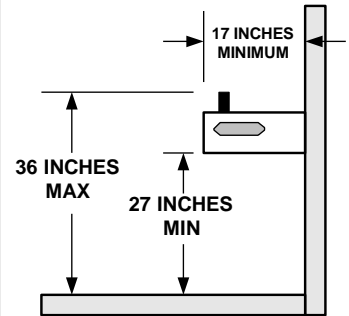


- Yes
- No

- Yes
- No

- Yes
- No

- Yes
- No



27. Automated Teller Machines (ATM)

Where access ATMs are provided:

Is there sufficient clear floor space (30 by 48 inches minimum) adjacent to the ATM to allow for forward or parallel approach by a wheelchair?

Is the maximum height of all operable parts (controls, buttons, deposit slots, etc.) 48 inches from ground surface?

Are operable parts usable with one hand and do not require tight grasping pinching or twisting of the wrist?

Can each operable part be differentiated by sound or touch without activation?

Are operating instructions, transaction prompts and information displayed on the screen of the ATM accessible to persons with visual impairments - "speech-enabled"?

- Yes
- No

- Yes
- No

- Yes
- No

- Yes
- No

- Yes
- No



TOILET ROOMS

Does your facility offer restrooms for public use?

Yes No *If “Yes”, complete this section of the Checklist.*

Note: M = Men W = Women

1. Restroom Identification

Are all accessible toilet rooms clearly designated with a sign having the International Symbol of Accessibility and mounted on the latch side of the door so the bottom edge of the *highest* tactile characters are 60 inches maximum and the *lowest* tactile characters are 48 inches minimum from the floor surface?

Note: All toilet rooms must be designated with accessible signage and inaccessible toilet rooms must have directional signage indicating the location of the nearest accessible toilet room.

- Yes
- No



2. Restroom Entrances

Do the doorways of accessible toilet rooms have a minimum clear width (unobstructed opening) of 32 inches and maneuvering clearance perpendicular and parallel to the doorway which conforms to the requirements of section titled “Accessible Approach and Entrances (Exterior Routes)”, Item #9?

- Yes
- No

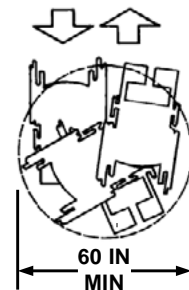


3. Turning Space

Is there adequate turning space for a wheelchair or other mobility devices inside the toilet room?

Note: A turning space may be circular (60 inches minimum diameter) or a “T turning space”. See Item #9 in the section on “Access to Goods and Services—Interior Routes and Spaces”.

- Yes
- No



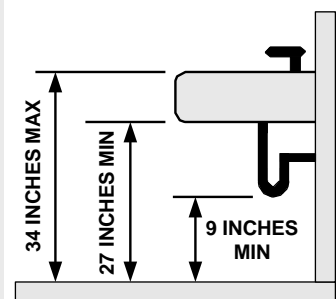
4. Lavatory Counter Heights and Knee/Toe Clearances

Is there at least one lavatory that provides a counter surface or rim of the lavatory which is no higher than 34 inches above the floor surface?

Is the knee clearance space under the lavatory at least 27 inches from the bottom of lavatory apron to the floor surface and 8 inches minimum from the front edge of the apron?

Are water supply, drain pipes and other objects installed under the lavatory so that there is at least 9 inches of toe clearance as measured from the floor surface?

- Yes
- No
- Yes
- No
- Yes
- No

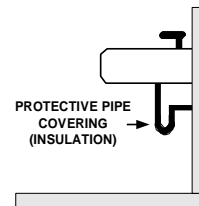


TOILET ROOMS

5. Protective Pipe Covering

Is insulation or other protective covering used on exposed hot water and drain pipes under the lavatories and sinks?

- Yes
- No



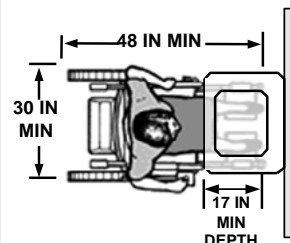
6. Lavatory and Sink Clear Floor Space

Is there a minimum clear floor space (30 by 48 inches) provided in front of lavatories and sinks to allow for forward approach?

Note: Knee clearance shall extend a maximum of 25 inches (of the required minimum of 48 inches of clear floor space) under the lavatory or sink.

Does the depth of toe clearance provided at lavatories and sinks extend at least 17 inches underneath the element?

- Yes
- No



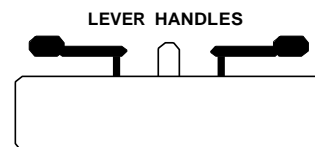
- Yes
- No

7. Faucet Controls

At accessible lavatories and sinks, are the faucets controlled by a hand lever, push button, or electronic control that is easily operated with one hand and not requiring more than 5 lb of force or tight grasping, pinching, or twisting?

If the faucet control is hand-operating and metering, does it remain open for a minimum of ten seconds?

- Yes
- No



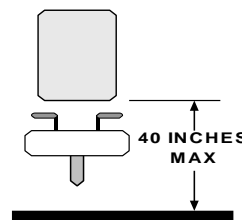
- Yes
- No

8. Lavatory and Countertop Mirrors

Where mirrors are provided above lavatories or countertops, is at least one mirror mounted so that the bottom edge of the reflective surface is no more than 40 inches above the floor surface?

If No, what are the heights? M: _____ W: _____

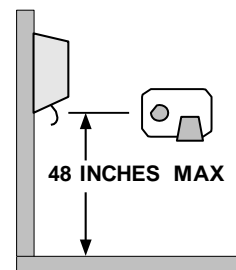
- Yes
- No



9. Dispensers in Restroom

Are the soap and towel dispensers, and other accessories, mounted at a height no greater than 48 inches to the highest control or operable part?

- Yes
- No

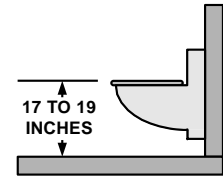


TOILET ROOMS

10. Toilet Seat Height and Distance from Toilet to Wall

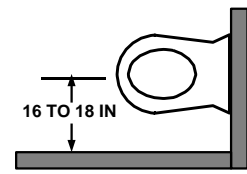
Is the top of the toilet seat 17 inches minimum to 19 inches maximum measured from the surface of the floor?

- Yes
- No



Is the centerline of the toilet (water closet) 16 inches minimum to 18 inches maximum from the side wall or partition?

- Yes
- No

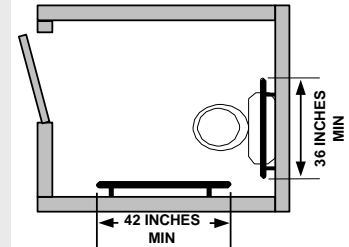


Note: For ambulatory accessible toilet stalls (see item # 16), the centerline of the toilet (water closet) is 17 inches minimum to 19 inches maximum).

11. Grab Bars

Are two grab bars provided that include a 42 inch minimum length bar on the side wall and a 36 inch minimum length bar on the back wall (behind the toilet)?

- Yes
- No

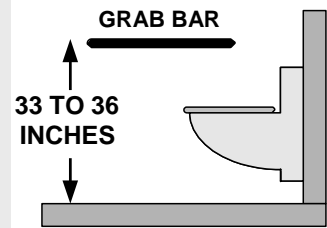


Are grab bars mounted at a height of 33 inches minimum to 36 inches maximum from the floor surface to the top of the gripping surface?

- Yes
- No

Is the space between the walls and grab bars 1-1/2 inches?

- Yes
- No



Is each grab bar mounted securely to the wall or partition?

- Yes
- No

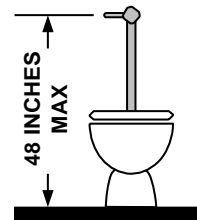
Note: Grab bars must be able to support a minimum of 250 pounds.

12. Flush Controls

Are hand-operated flush controls located on the open side of the toilet and mounted no higher than 48 inches above the floor?

- Yes
- No

If No, at what height are they mounted?
M: _____ W: _____



Are flush controls operable with one hand, not requiring tight grasping, or not more than 5 lbs of force?

- Yes
- No

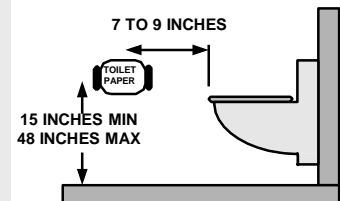
13. Dispensers in Toilet Stall

If provided, are seat cover dispensers located no higher than 48 inches above the floor surface?

- Yes
- No

Do toilet paper dispensers provide a continuous flow of paper and are they installed at least 15 inches above the floor surface and at a distance between 7 and 9 inches from the front edge of the toilet to the center of the dispenser?

- Yes
- No



If located above the grab bar, is the dispenser mounted to provide at least 12 inches minimum of space?

- Yes
- No

If located below the grab bar, is the dispenser mounted to provide at least 1-1/2 inches of space?

- Yes
- No

TOILET ROOMS

If you have single-user restrooms without a stall, skip to Item 18 for single-user restrooms.

If you have multiple- or single-user restrooms with stalls at least one must be accessible and meet the requirements in Items #14 - 16.

14. Toilet Compartment (Stall) Door

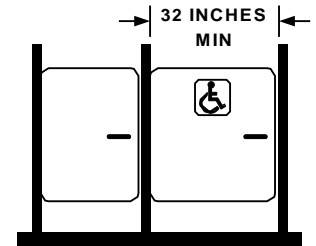
Do the accessible stall doors have a clear width of 32 inches and sufficient maneuvering clearance in front of and to the side of the latch?

Note: If the approach is to the latch side of the compartment door, clearance between the door side of the compartment and any obstruction shall be 42 inches minimum (see the figure in item #16 below).

Does stall door swing outward?

Note: For wheelchair accessible toilet stalls at the end of a row, the door may swing inward as long as sufficient maneuvering space (see next item 15) is provided inside the stall.

- Yes
- No

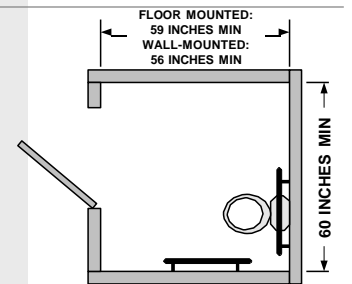


- Yes
- No

15. Wheelchair Accessible Toilet Compartment

If toilet stalls are provided, at least one should be wheelchair accessible. Do the wheelchair accessible stalls provide a minimum depth of 56 inches (wall-mounted toilets) or 59 inches (floor-mounted toilets) and a minimum width of 60 inches?

- Yes
- No



16. Ambulatory Accessible Toilet Compartment

Are there 6 or more toilet compartments (stalls) provided in the restroom? (or a combination of urinals and stalls totaling 6 or more?)

If yes, is at least one ambulatory accessible toilet compartment (stall) provided?

Is the ambulatory stall 35 to 37 inches wide and 60 inches minimum in depth?

Are two grab bars provided that are 42 inches long and mounted at 33 to 36 inches above the floor?

Is the space between the wall surface and each grab bar 1-1/2 inches?

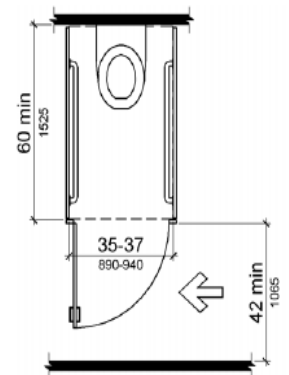
- Yes
- No

- Yes
- No

- Yes
- No

- Yes
- No

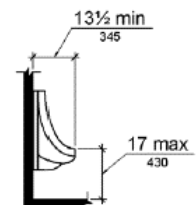
- Yes
- No



17. Urinals

If more than one urinal is provided in the toilet room, is at least one mounted so the rim is no more than 17 inches above the floor and the back of the fixture is a minimum of 13-1/2 inches from the face of the rim?

- Yes
- No



TOILET ROOMS

18. Single- Occupant (“Family” or “Unisex”) Toilet Rooms

Note: After answering items #1 through # 13 in this section, the following information may help to identify additional barriers to accessibility in single-occupant toilet rooms.

Does the clearance (floor space) provided around the toilet (water closet) allow for side transfer from a wheelchair? See top figure at right and answer these two questions.

A. 60 inches minimum measured from the side wall?

B. 56 inches minimum measured from the back wall?

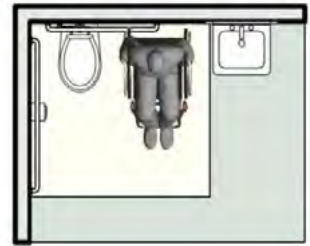
Examples of space use in single-occupant toilet rooms (see figures to the right and below):

Top Figure. Space provided for side transfers and lavatories cannot overlap the toilet (water closet) clearance is indicated. Clearance around a toilet (water closet) must be 60 inches minimum measured perpendicularly from the side wall and 56 inches minimum measured perpendicular from the rear wall.

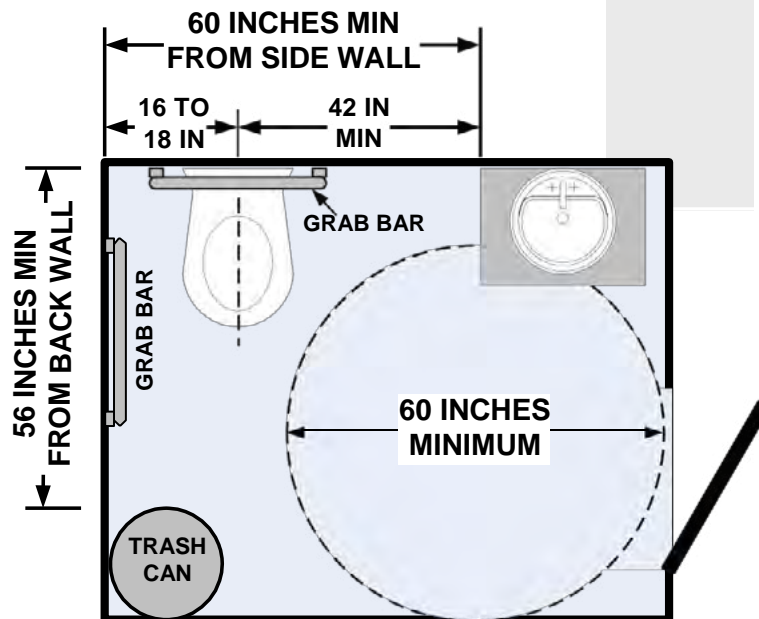
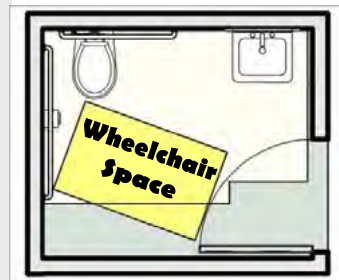
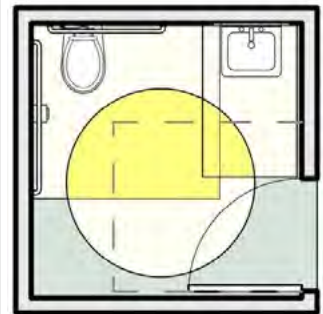
Middle Figure. Turning space can overlap fixture and door swing clearances. Shown is a 60 inch minimum diameter circular turning space which overlaps the clear floor space for the lavatory and the clearance for the water closet..

Bottom Figure. Door can swing into turning space as long as unobstructed clear floor space (30 by 48 inches minimum “wheelchair space”) is provided beyond arc of door swing as shown.

Allows space for side transfers



- Yes
- No
- Yes
- No



SINGLE-OCCUPANT TOILET ROOM

SIGNAGE

Signs provide an important means of communication. Some of the general considerations and requirements for signage are listed here for your reference. As you survey your facility be aware of the need for signage that complies with these general requirements.

1. General Requirements

Is adequate signage placed in standardized, appropriate locations throughout the building or facility?

Note: Signs are used to identify permanent rooms or spaces, or provide direction to accessible features and information.

Note: Accessible elements and spaces of a facility should be identified by the International Symbol of Accessibility and this requirement is addressed in various sections of this Checklist.

Do the visual characters on all signs have sufficient size for the required viewing distance?

Do characters and background have a non-glare finish?

Do the characters contrast well with the background (either light on dark or dark on light)?

Does the signage identifying permanent rooms or spaces provide both raised (tactile) characters and Braille?

Yes

No

Yes

No

Yes

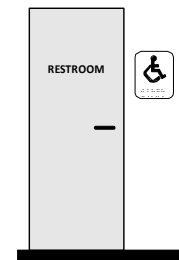
No

Yes

No

Yes

No



2. Interior Signage Adjacent to Doors

Is every permanent room or space (such as restrooms, offices or classrooms, etc.) designated with a sign having good contrast between characters and background, adequate character size for viewing distance, raised (tactile) characters and Braille?

Are tactile signs mounted so the bottom edges of the *highest* tactile characters are 60 inches maximum and the *lowest* tactile characters are 48 inches minimum from the floor surface?

Are signs mounted on the latch side of doors?

Yes

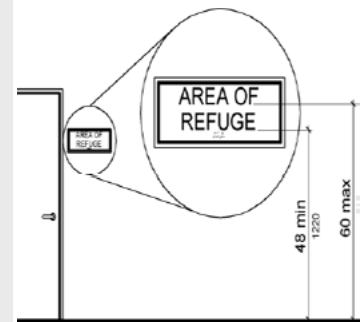
No

Yes

No

Yes

No



3. Directional Signage

Is exterior signage available at non-accessible entrances and along walkways that provides directions to the accessible routes and entrances?

is interior directional signage provided at inaccessible toilet rooms and elevators directing the person to nearest accessible toilet rooms and elevators?

Yes

No

Yes

No



4. Building Directories and Temporary Signs

These types of signage do not need to comply with the accessibility requirements for signage.

Please use this space for notes or sketches:

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to write notes or draw sketches.

BUILDING AND CONTACT INFORMATION

Name of Building or Facility: _____

Address: _____

City: _____ State: _____ Zip: _____

Do you know what year this building was constructed? _____

Name of persons performing survey with email address and phone number:

_____ Signature: _____

_____ Signature: _____

Email: _____ Phone: _____

Date of completion: _____

How long did it take to perform this accessibility survey? _____

Do you have suggestions about the survey design or the instructions?

Do you have comments about the accessibility survey process?

Reviewed by:

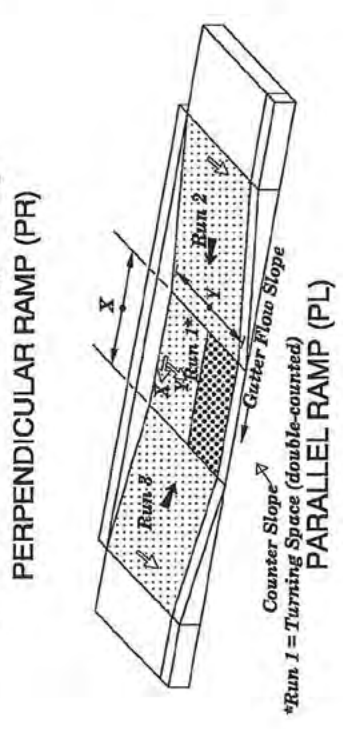
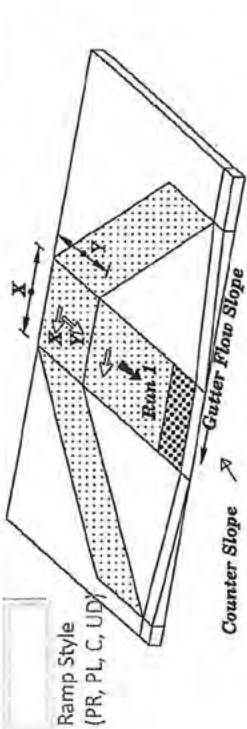
Date:

APPENDIX D

ODOT ADA CURB RAMP ACCESSIBILITY EVALUATION CRITERIA/INSPECTION FORM

ADA Ramp Inspection Form

Project Name (Section) _____ Contract No. _____ Highway No. _____ MP _____ Cross Street Name _____



RAMP RUN 1

Running Slope 1	Pass	Fail
Cross Slope 1	Pass	Fail
Detectable Warning	Pass	Fail
Lip Height	Pass	Fail
Gutter Flow Slope	Pass	Fail
Counter Slope (+/-)	Pass	Fail
Slope Differential =	Pass	Fail
Running Slope 1	Pass	Fail
+ Counter Slope	Pass	Fail

RAMP RUN 2

Running Slope 2	Pass	Fail
Cross Slope 2	Pass	Fail

RAMP RUN 3

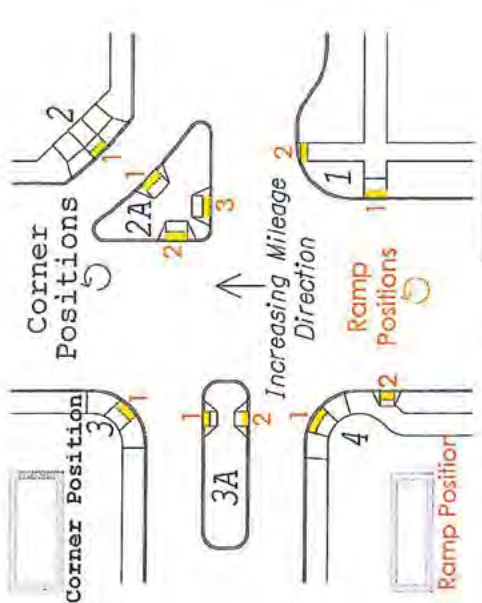
Running Slope 3	Pass	Fail
Cross Slope 3	Pass	Fail

TURNING SPACE

Landing Width X	Pass	Fail
Landing Length Y	Pass	Fail
Landing Slope X	Pass	Fail
Landing Slope Y	Pass	Fail

MISCELLANEOUS

Clear Width (feet)	Pass	Fail
Physical Condition (G,F,P)	Pass	Fail
ADA Design Exception (Y,N)	Pass	Fail
Design Ex. Control Number	Pass	Fail



Function Condition (G,F,P)

Good (G) = all applicable boxes on left pass.
Fair (F) = all boxes on left pass, except detectable warning

Poor (P) = any box fails other than detectable warning

See also Standard Drawings RD755 and TM458 to assess provisions not shown: (flares, inlets, pushbutton reach, alignment, etc.)

Comment:

Inspector's Signature _____ Date _____

Print name clearly _____ Certification No. _____

Company/Agency _____ Crew No. (ODOT) _____

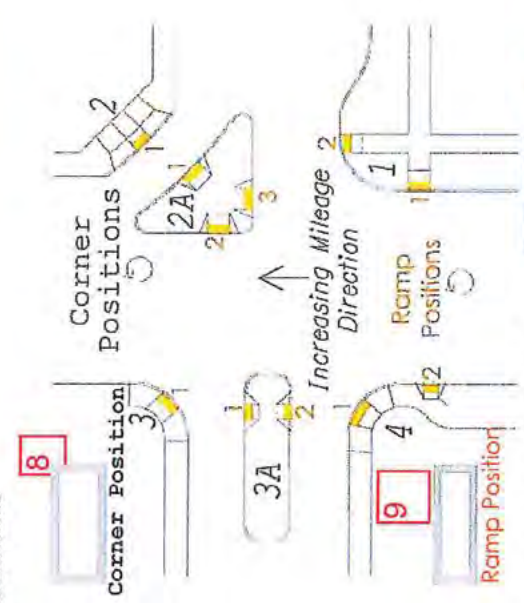
UNIQUE DESIGN (UD) - take photo

- Truncated Access Route (to measure clear width)
- Truncated dome detectable warning surface
- Cross Slope (2.0% max.)
- Running Slope (8.3% max.)
- Counter Slope (5.0% max.)
- Landing Area (X & Y) (2.0% max. / 4' x 4' min.)
- Gutter Flow Slope (as directed)

ADA Ramp Inspection Form

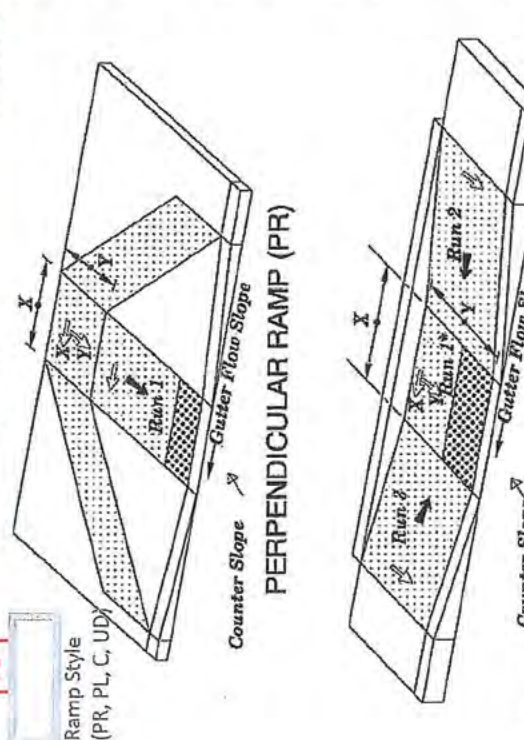


1 Project Name (Section) 2 Construction Year 3 Contract No. 4 Highway No. 5 MP 6 Cross Street Name



8 Corner Position 9 Ramp Position 30 Function Condition (G, F, P)

Good (G) = all applicable boxes on left pass.
 Fair (F) = all boxes on left pass, except detectable warning
 Poor (P) = any box fails other than detectable warning
 See also Standard Drawings RD755 and TM458 to assess provisions not shown: (flores, inlets, pushbutton reach, alignment, etc.)



10 Ramp Style (PR, PL, C, UD)

RAMP RUN 1
 Running Slope 1 11 Pass Fail $\leq 8.3\%$ $> 8.3\%$
 Cross Slope 1 12 Pass Fail $\leq 2.0\%$ $> 2.0\%$
 Detectable Warn 13 (TD, X) None
 Lip Height 14 $\leq 1/4"$ $> 1/4"$
 Gutter Flow Slope 15 $\leq 5.0\%$ $> 5.0\%$
 Counter Slope 16 Pass Fail
 Slope Differential 17 Pass Fail
 Running Slope + Counter Slope 18 Pass Fail $\leq 8.3\%$ $> 8.3\%$
 Running Slope 2 19 Pass Fail $\leq 2.0\%$ $> 2.0\%$
RAMP RUN 2
 Running Slope 20 Pass Fail $\leq 8.3\%$ $> 8.3\%$
 Cross Slope 2 21 Pass Fail $\leq 2.0\%$ $> 2.0\%$
RAMP RUN 3
 Running Slope 22 Pass Fail $\leq 8.3\%$ $> 8.3\%$
 Cross Slope 3 23 Pass Fail $\leq 2.0\%$ $> 2.0\%$

TURNING SPACE
 Landing Width 24 Pass Fail $\geq 4'$ $< 4'$
 Landing Length 25 Pass Fail and or
 Landing Slope 26 Pass Fail $\leq 2.0\%$ $> 2.0\%$
 Landing Slope Y 27 Pass Fail

MISCELLANEOUS
 Clear Width (fee) 28 Pass Fail $\geq 4'$ $< 4'$
 Physical Condition (G, F, P) 29 Pass Fail
 ADA Design Exception (Y, N) 30 Yes No
 Design Ex. Control Number 31 Pass Fail

32 Inspector's Signature 33 Date
 34 Print name clearly 35 Certification No.
 36 Company/Agency 37 Crew No. (ODOT)

38 UNIQUE DESIGN (UD) - take photo

- Pedestrian Access Route (to measure clear width)
- Truncated dome detectable warning surface
- Cross Slope (2.0% max.)
- Running Slope (8.3% max.)
- Counter Slope (5.0% max.)
- Landing Area (X & Y) (2.0% max. / 4' x 4' min.)
- Gutter Flow Slope (as directed)

39 **Keep Intersection, Reset Fields**

Field Name	Tooltip	Field Name	Tooltip
1	Project Name (Section)	Name of Project as shown on the contract	
2	Construction Year	Year ramp was constructed, if known	
3	Contract No.	Enter the contract number. (CXXXXX)	
4	Highway No.	Use the full ODOT highway number in LRM format if provided. Example: 22800D00, where 228 = highway number; 00 = suffix code; D = decreasing direction, 00 = mileage type and overlap code. If LRM is not provided, specify highway name or number and direction. Example: 228 northbound or Pioneer Parkway northbound if not an ODOT Highway, use the street name of the mainline. Example: West Q Street	
5	MP	Intersection mile point (blank if unknown.)	
6	Cross Street Name	Name of street or description of location (e.g. mid-block crossing, driveway to business, etc.). If mile point is not known, include city with name of cross street.	
7	Submit by E-mail	Click button to send an electronic copy to ODOT Standards and ODOT Contract Admin. (Button is not visible on printed page.)	
8	Corner Position	Corner number is based on increasing milepoints (generally southbound or eastbound) beginning with the first encountered corner on the right and proceeding counter-clockwise as shown in diagram on right. 'A' is added to the number for an island. See diagram on right.	
9	Ramp Position	Within a corner, each ramp is numbered beginning with the first ramp encountered in the direction of increasing mileage and proceeding counter-clockwise. See diagram on right.	
10	Ramp Style (PR, PL, C, UD)	PR=perpendicular; PL= parallel; C=Combination; UD=unique design. If using UD, take a photo. See diagram below.	
11	Running Slope 1	Use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
12	Cross Slope 1	Use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
13	Detectable Warning	TD = Truncated Domes; X = Not Needed; N = None; (Not needed if ramp does not serve a street crossing; e.g. end of sidewalk, parking lot)	
14	Lip Height	Record the numeric value that tops a range of heights: (e.g. if the lip height is between 0" to 1/4", the value 0.25 is entered; if the height is 1/4" to 1/2", 0.50 is entered; other ranges include: 1/2" to 1", 1" to 2", 2" to 3", 3" to 4") Use 0 only if it is exactly flush.	
15	Gutter Flow Slope	Use smart tool level to measure to nearest tenth of a percent. See diagram.	
16	Counter Slope (+/-)	If a gutter pan is present, use 6" smart tool level; otherwise use 24" smart level to measure to nearest tenth of a percent. See diagram. If counter slope and running slope are sloping in the same direction, enter negative value for counter slope. If counter slope and running slope are sloping in the opposite direction, enter positive value for counter slope.	
17	Slope Differential	This field automatically calculates the sum of Running Slope 1 and Counter Slope.	
18	Running Slope 2	If ramp has more than one run, use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
19	Cross Slope 2	If ramp has more than one run, use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
20	Running Slope 3	If ramp has more than one run, use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
21	Cross Slope 3	If ramp has more than one run, use smart tool level to measure to nearest tenth of a percent. See diagram on left.	
22	Landing Slope Y	Use smart tool level to measure to nearest tenth of a percent. See diagram. Blank if none.	
23	Landing Slope X	Use smart tool level to measure to nearest tenth of a percent. See diagram. Blank if none.	
24	Landing Length Y	Measure turning space length as shown in diagram on left. Blank if none.	
25	Landing Width X	Measure turning space width as shown in diagram on left. Blank if none.	
26	Clear Width (feet)	Measure minimum width clear of obstruction, as shaded in diagram on left.	
27	Physical Condition (G,F,P)	G=Good: new construction; F=Fair: minor wear P=Poor: badly cracked, heaved, eroded, dangerous to walk on or impassable by a wheelchair or stroller.	
28	ADA Design Exception (Y,N)	Y = Yes, there is a design exception on file to justify infeasibility to meet ADA standards; N = there is not. Leave blank if unknown.	
29	Design Ex. Control Number	If a design exception exists, reference the control number.	
30	Function Condition (G,F,P)	G = Good: all applicable boxes on left checked. F = Fair: all boxes checked, except detectable Warning P = Poor: any box unchecked other than detectable warning	
31	Comment	Comment	
32	Inspector's Signature	Signature of person inspecting	
33	Date	Date the ramp is being field checked	
34	Print name clearly:	Printed name of person inspecting	
35	Certification No.	General Inspector's Certification Number	
36	Company/Agency	Name of employer (ODOT, local government, consultant)	
37	Crew number (ODOT)	If employer is ODOT, enter your 4-digit crew number. Otherwise, leave blank.	
38	Reset Entire Form	Clicking this button resets all information on form to blank fields. Use this button for ramp(s) in a new intersection. (Button is not visible on printed page.)	
39	Keep Intersection, Reset Fields	Clicking this button resets all data relative to the intersection. Intersection information stays the same. Use this button for multiple ramps in the same intersection. (Button is not visible on printed page.)	

APPENDIX E

ADA IMPROVEMENTS ON ODOT FACILITIES 2009-2016 AS OF APRIL 2016

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
Lawnfield MS Building 1	Clackamas, OR	1985	Restrooms had hot water tanks mounted under the sinks, restricting ADA access. Tanks and wiring were relocated to allow appropriate ADA access.	2011-2013	Completed
Lawnfield MS Grounds	Clackamas, OR	1985	ADA Parking & signage improvements: Car access loading space was 7' and needed to be 8'; Parking space was 12' and needed to be 9'. Three ADA signs were too low, corrected to 7' height at bottom of sign.	2011-2013	Completed
Barlow School Office	Portland, OR	1979	Installed two auto door openers.	2011-2013	Completed
Tillamook DMV	Tillamook, OR	1942	Restriped parking lot in accordance with OTC standards for accessible parking.	2011-2013	Completed
Sunset Springs SRA	Clatsop County, OR	1971	Move ADA access and ADA parking to the SW side of the building and install all appropriate signage and curb cuts, adjust mirrors to 40" and adjust sensors on sink faucet.	2013-2015	Completed
Sunset Springs SRA	Clatsop County, OR	1971	Repair sidewalk expansion joints	2011-2013	Completed

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
E Salem Building A	Salem, OR	1966	Install a Wheel Chair User Only sign under the van accessible sign 2 parking places from the east end of the disabled parking.	2011-2013	Completed
E Salem Building B	Salem, OR	1942	Replace handrails on ADA ramp and on stairs with ADA compliant height and length handrail. Add non-slip surface to steps. Install ADA signs next to both men's and women's restroom.	2009-2011	Completed
E Salem Building P	Salem, OR	1957	Install 1 ADA parking space and signage in accordance with OTC standards for accessible parking to the right of existing curb cut at the front of the building.	2009-2011	Completed
E Salem Building E	Salem, OR	1951	Install ADA parking in accordance with OTC Standards for accessible parking, level area in front of public entrance door for smooth entry, remodel both restrooms to create two single user, ADA accessible restrooms.	2009-2011	Completed
E Salem Building X	Salem, OR	1957	Install ADA parking in accordance with OTC Standards for accessible parking.	2009-2011	Completed
E Salem Building K	Salem, OR	1959	Install ADA signs next to the restrooms in the Admin area of the building.	2009-2011	Completed

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
Salem Materials Lab	Salem, OR	1987	Update ADA signage and parking to current standards. Update signage at entry and restroom doors and improve exit area to meet current standards.	2009-2011	Completed
Mill Creek Office	Salem, OR	1972	All ADA signs updated to current verbage requirements and height requirements. Install ADA door opener at patio door. Urinals and toilets re-installed at appropriate height for ADA compliance. Install area of rescue signs in Braille next to doors at 60" from floor and doors set to 5 pounds pull.	2009-2011	Completed
Maples SRA	Marion County, OR	1985	Install van accessible sign under existing ADA parking sign at ADA parking space on left side.	2009-2011	Completed
Alsea Bay Interpretive Center	Waldport, OR	1991	Re-stripe ADA parking to meet current OTC standards for accessible parking. Move curb cut closer to ADA parking location. Install current signage in parking lot and by entry doors and restroom doors. Direct visitors to ADA access at rear of building.	2009-2011	Completed
Gettings Creek SRA	Lane County, OR	1965	Install ADA accessible sinks, and grab bars in both restrooms.	2009-2011	Completed
Oak Grove SRA	Linn County, OR	1964	Install ADA accessible sinks in both restrooms, and lower the mirrors to appropriate ADA height.	2011-2013	Completed

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
Coos Bay DMV	Coos Bay, OR	1974	Update ADA signage to current requirements, and move wheel stop back to ensure a minimum of three feet of clearance on sidewalk for ADA access.	2009-2011	Completed
Suncrest SRA	Jackson County, OR	1967	Replace all ADA signage with current required signage and remove broken post, as it is a tripping hazard.	2009-2011	Completed
Memaloose SRA	Wasco County, OR	1964	Install van accessible rider under left ADA sign at the west end of the parking lot.	2009-2011	Completed
Bandit Springs SRA	Crook County, OR	1985	Install signs and striping for ADA parking.	2009-2011	Completed
District 12 Office	Pendleton, OR	1998	Update signage and pavement symbol, create a 3 foot landing at the top of the curb cut, and taper elevation to entry door for a level entry.	2009-2011	Completed
Umatilla Port of Entry	Umatilla, County OR	1991	Change ADA entry door to lever instead of door knob to meet ADA requirements.	2009-2011	Completed
Stanfield SRA	Umatilla County, OR	1967	Modify existing ADA stall and sink to meet current ADA standards. Replace ADA signage to meet current requirements. Re-install handrails and restroom door signage to meet ADA accessibility requirements.	2011-2013	Completed
Deadman's Pass SRA	Umatilla County, OR	1972	Re-apply ADA parking stencil symbol in ADA parking space.	2009-2011	Completed
District 13 Office/DMV	Wallowa County, OR	1972	Re-apply ADA parking stencil symbol in ADA parking space, and apply a non-slip surface to the stairs.	2009-2011	Completed

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
Region 5 Office	Wallowa County, OR	1990	Re-stripe ADA parking to meet current OTC standards for accessible parking. Install current signage in parking lot. Cover hot water pipes at ADA accessible sink in restrooms. Re-install handrails at proper height. Re-install urinals and toilets in restrooms at proper height.	2009-2011	Completed
Baker Valley SRA WB	Baker County, OR	1975	Install van accessible sign under left ADA regulatory sign.	2009-2011	Completed
Baker Valley SRA EB	Baker County, OR	1975	Install new post, ADA regulatory sign with van accessible rider at the left ADA parking space in accordance with the OTC standards for accessible parking.	2009-2011	Completed
Charles Reynolds SRA WB	Union County, OR	1975	Install van accessible sign under ADA regulatory sign at the left ADA parking space. Install additional mirror at 40" off the floor.	2009-2011	Completed
Charles Reynolds SRA EB	Union County, OR	1975	Install ADA accessible mirror.	2009-2011	Completed

Facility Name	Location	Year Constructed	ADA Improvements Completed	Biennium	Status
District 14 Office	Ontario, OR	2003	Restripe and stencil ADA parking and re-install signage at proper height. Install ADA mirrors in restrooms and install ADA signage outside restroom doors. Re-install drinking fountain at the correct height. Provide appropriate side clearance at men's restroom outer door. Remove ADA signage from rear restrooms as they are not ADA accessible.	2009-2011	Completed
Farewell Bend POE	Huntington, OR	1979	Re-stripe and stencil ADA parking space, re-install ADA signage at correct height and add van accessible rider, adjust entry door pull weight to 8.5 pounds or less, reconfigure drinking fountain to allow ADA access, re-install public telephone at appropriate height, re-install ADA signage outside restroom doors to appropriate location and height, install lever style handles on all restroom doors.	2009-2011	Completed
Weatherby SRA	Malheur County, OR	1972	Re-install ADA sign outside women's restroom at appropriate location and height. Install ADA sign outside men's restroom.	2009-2011	Completed
Maples SRA	Marion County, OR	1985	Replace uneven sidewalks and flatwork around front and entrances of restrooms.	2013-15	Completed

APPENDIX F

ACCESSIBILITY STATUS OF CURB RAMPS IN SPECIAL TRANSPORTATION AREAS

Region	Special Transportation Area (STA)	Intersections with ramp deficiency	Non-compliant Ramp corners	Ramps to Add Detectable Warnings
Region 1	Canby	6	15	3
	Cornelius	12	37	1
	Lake Oswego	9	26	7
	Milwaukie	1	2	1
	Molalla	8	19	12
	Oregon City	10	27	9
	Portland (Clackamas Town Center)	8	24	2
	Portland (Macadam)	21	58	23
	Portland (St. Johns)	8	33	0
	Sandy	21	62	12
	Tigard (Washington Square)	12	31	5
	Region Total	116	334	75
	Region 2	Albany	19	42
Aurora		4	5	0
Banks		3	7	0
Carlton		4	9	1
Cloverdale		3	4	0
Corvallis		19	39	39
Dallas		5	8	21
Depoe Bay		7	15	4
Florence		14	40	5
Garibaldi		8	26	0
Gaston		5	9	0
Hammond		(no corners to upgrade)		
Harrisburg		6	18	4
Independence		5	17	10
LaFayette		5	16	6
Lebanon		15	38	19

Shaded lines indicate projects funded 2015-2018 STIP

Region	Special Transportation Area (STA)	Intersections with ramp deficiency	Non-compliant Ramp corners	Ramps to Add Detectable Warnings
Region 2	Lincoln City (Taft)	6	19	3
	Monmouth	6	17	0
	Monroe	4	14	0
	Nehalem	3	3	0
	Rockaway Beach	5	8	11
	Sheridan	3	7	0
	Silverton	24	76	4
	Springfield	9	33	0
	Tillamook	20	73	6
	Vernonia	5	19	1
	Waldport	6	16	0
	Warrenton	3	8	1
	Wheeler	3	6	0
	Yachats	4	7	1
	Region Total	223	599	149
Region 3	Ashland	10	32	6
	Brookings	9	30	0
	Jacksonville	11	28	0
	North Bend	6	21	0
	Phoenix	6	14	4
	Port Orford	13	45	3
	Region Total	55	170	13
Region 4	Maupin	(no corners to upgrade)		
	Prineville	16	55	4
	Region Total	16	55	4
Region 5	Adrian	2	3	4
	Athena	4	10	4
	Cove	7	21	1
	Dayville	2	6	0
	Echo	3	6	0
	Elgin	7	21	0
	Haines	3	6	1
	Halfway	4	11	1
	Heppner	10	16	17

Shaded lines indicate projects funded 2015-2018 STIP

Region	Special Transportation Area (STA)	Intersections with ramp deficiency	Non-compliant Ramp corners	Ramps to Add Detectable Warnings
Region 5	Huntington	3	8	0
	Imbler	(no corners to upgrade)		
	John Day	9	23	3
	Jordan Valley	2	7	0
	Joseph	8	17	16
	LaGrande	6	20	4
	Lexington	(no corners to upgrade)		
	Lostine	3	9	2
	Milton-Freewater	13	50	1
	North Powder	5	9	0
	Nyssa	8	22	1
	Pendleton	61	151	0
	Pilot Rock	7	25	0
	Richland	4	14	0
	Stanfield	8	23	8
	Sumpter	(no corners to upgrade)		
	Ukiah	0	0	2
	Umatilla	14	46	3
	Unity	(no corners to upgrade)		
	Vale	15	19	0
	Wallowa	8	27	5
Region Total	216	570	73	
State Total	626	1728	314	

Shaded lines indicate projects funded 2015-2018 STIP

APPENDIX G

CURB RAMP PROJECTS IN 2015-2018 STIP

ODOT removes ADA barriers through a variety of methods across the system. Many ODOT STIP projects include curb ramps or will include them, if they are triggered by the type of work being done. All new construction projects are built to current ADA standards or guidance. Certain alterations to existing facilities trigger specific upgrades, sometimes including curb ramps. Projects on ODOT right-of-way permitted to be constructed by other entities may also trigger the construction of curb ramps or the removal of other barriers.

There will be specific projects to address non-compliant curb ramps or other barriers to accessibility. The following list identifies planned projects through the STIP and in STA's where there will be ADA-specific construction as part of the projects.

REG	KEY #	PROJECT NAME	CITY	HGHW	HWY NAME	MP	CROSS STREET	SCHEDULE
1	19267	SW Hall Blvd ADA Ramps: SW Scholls Ferry - SW Hemlock St. STA	TIGARD	OR 141	HALL BLVD.	2.84	SCHOLLS FERRY RD.	13-Sep-18
						2.96	ROAD TO SHOPPING MALL	
						2.97	SW FAIRVIEW PL.	
						3.02	ENTRANCE TO SHOPPING	
						3.08	WASHINGTON CIRCLE ACCESS	
						3.15	ENTRANCE TO SHOPPING	
						3.20	SW PALMBLAD RD	
						3.31	GREENBURG RD/ OLESON RD.	
						3.48	SW 91ST AVE.	
						3.58	SW 90TH AVE.	
						3.66	SW 88TH AVE.	
3.76	SW WASHINGTON DR.							
2	19962	District 3 ADA Improvements	INDEPENDENCE	OR 51	MONMOUTH ST.	2.14	S 4TH ST.	15-May-19
						2.21	S 3RD ST.	
						2.33	ENTRANCE TO LIBRARY	
						2.35	HWY 193 (S MAIN ST) MP 6.34	
			INDEPENDENCE	OR 51	MAIN ST.	6.23	SOUTH B ST.	
						6.29	MID-BLOCK CROSSING	
						6.29	SOUTH C ST.	
			MONMOUTH	OR 194	MAIN ST.	7.17	MONMOUTH AVE	
						7.24	WARREN ST.	
7.32	KNOX ST. S							
3	19680	Ashland ADA Ramp Improvements	ASHLAND	OR 99	LITHIA WAY	19.17	OAK ST.	31-Dec-16
						19.45	3RD ST	

REG	KEY #	PROJECT NAME	CITY	HGHW	HWY NAME	MP	CROSS STREET	SCHEDULE
3	19681	Phoenix ADA Ramp Improvements	PHOENIX	OR 99	BEAR CREEK DR.	11.49	4TH ST.	31-Dec-16
					MAIN ST.	11.43	5TH ST.	
						11.49	4TH ST.	
						11.55	3RD ST	
						11.61	2ND ST.	
						11.67	W 1ST ST.	
3	19243	US 101: Bay Area Sidewalks / OR540: ADA Ramps	NORTH BEND	OR 540	VIRGINIA AVE.	0.16	MEADE AVE.	11-Oct-18
						0.21	MONROE AVE.	
3	18870	US 101: Sixes - Port Orford Paving	PORT ORFORD	US 101	COAST HWY	300.66	15TH ST.	23-Aug-18
						300.72	14TH ST.	
						300.78	13TH ST.	
						300.82	12TH ST.	
						300.88	11TH ST.	
						300.93	10TH ST.	
						300.99	HWY. 251 (9TH ST.) M.P. 0.76	
						301.02	8TH ST.	
						301.14	HARBOR DR.	
						301.20	LEG TO HARBOR DR.	
						301.23	JACKSON ST.	
						301.30	JEFFERSON ST.	
301.32	ENTRANCE TO BATTLE ROCK MOTEL							
4	19254	US26: Meadow Lakes - Knowledge Street ADA (Prineville)	PRINEVILLE	US 26	3RD ST.	18.24	MEADOW LAKE DR.	31-Mar-18
						18.35	HARWOOD ST.	
						18.44	NW MAPLE ST.	
						18.55	NW DEER ST.	
						18.61	NW CLAYPOOL ST.	
						18.68	NW BEAVER ST.	
						18.75	MAIN ST.	
						18.8	NE BELKNAP ST.	
						18.86	NE COURT ST.	
						18.92	N DUNHAM ST.	
						18.98	N ELM ST.	
						19.04	N FAIRVIEW ST.	
						19.09	N GARNER ST.	
						19.16	N HOLLY ST.	
19.22	N IDLEWOOD ST.							
19.29	N JUNIPER ST.							

REG	KEY #	PROJECT NAME	CITY	HGHW	HWY NAME	MP	CROSS STREET	SCHEDULE
5	19060	Region 5 ADA Improvements 2018	PENDLETON	US 395	FRAZER AVE.	0.44	S.E. 3RD ST.	31-Mar-18
						0.49	S.E. 2ND ST.	
						0.54	S.E. 1ST ST.	
						0.59	S. MAIN ST.	
						0.64	SW 1ST ST.	
						0.69	S.W. 2ND ST.	
						0.73	LEG FROM S.W. 4TH ST.	
					EMIGRANT AVE.	0.08	S.E. 9TH ST.	
						0.12	S.E. 8TH ST.	
						0.17	S.E. 7TH ST.	
						0.22	S.E. 6TH ST.	
						0.32	S.E. 4TH ST.	
						0.37	SE 3RD ST.	
						0.42	SE 2ND ST.	
						0.47	S.E. 1ST ST.	
						0.54	S. MAIN ST.	
						0.56	S.W. 1ST ST.	
						0.61	S.W. 2ND ST.	
						0.66	SW 3RD ST.	
						0.70	S.W. 4TH ST.	
						0.75	S.W. 5TH	
						0.80	S.W. 6TH	
						0.85	S.W. 7TH	
						0.90	S.W. 8TH	
0.97	S.W. 9TH ST.							

APPENDIX H

ODOT ADA & REASONABLE ACCOMODATION POLICY

Rebecca Williams
ODOT ADA Title II Coordinator
Office of Civil Rights - MS 31
355 Capitol St. NE
Salem, OR 97301-3871

Email: ODOT_ADA@odot.state.or.us

Phone: 855-540-6655

For TTY: 711

Fax: 503-986-6382

Ask ODOT: 1-888-275-6368

 OREGON DEPARTMENT OF TRANSPORTATION POLICY	NUMBER PER 01-05	SUPERSEDES 03/01/06
	EFFECTIVE DATE 10/23/10	PAGE NUMBER 01 OF 03
	VALIDATION DATE 07/31/2014	
	REFERENCE Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990, American with Disabilities Amendments Act of 2008; 49 CFR; 28 CFR;	
SUBJECT AMERICANS WITH DISABILITIES ACT (ADA) AND REASONABLE ACCOMMODATION	APPROVED SIGNATURE Signature on file	

PURPOSE

The purpose of this policy is to outline the standards regarding the Americans with Disabilities Act (ADA) and Reasonable Accommodation Policy for the Oregon Department of Transportation (Department) and to adopt in its entirety the Department of Administrative Services (DAS) Human Resources Services Division, (HRSD) policy number [50.020.10](#). ADA and Reasonable Accommodation in Employment.

The Department is responsible for complying with the provisions of both the DAS and Department policies.

POLICY

The Department shall make sure no qualified individual with a disability shall solely on the basis of his or her disability be excluded from participation under any of its programs, services, or activities as provided by Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the Americans with Disabilities Amendments Act of 2008. The Department further assures that every effort shall be made to provide non-discrimination in all of its programs and activities regardless of the funding source, including but not limited to those funded by:

- Federal Highway Administration
- Federal Motor Carrier Safety Administration
- Federal Railroad Administration
- Federal Transit Administration
- Motor Carrier Safety Assistance Program
- National Highway Traffic Safety Administration
- State funds

In the event the Department distributes federal funds to governmental entities, the Department shall ensure Section 504, ADA provisions are written into all agreements and shall monitor these agreements for compliance.

With regard to providing accommodations to employees with disabilities, the Department shall follow the DAS HRSD “ADA and Reasonable Accommodation in Employment” Policy No. 50.020.10.

Provisions of Title II of the ADA, Section 504 obligate the Department to:

- Provide the public with access to programs and services
- Identify barriers that restrict accessibility
- Adhere to ADA Accessibility Guidelines
- Comply with ADA standards for new construction and alterations

For additional information on this policy or to discuss concerns:

Department employees contact:

Department’s EEO/Affirmative Action/ADA Coordinator
Phone: 503-373-7093, Toll-free: 877-EEO-ODOT

ODOT’s Chief Human Resource Officer
Phone: 503-986-3700, Toll-free: 866-6-ODOT-HR

Questions about access to Department services, activities, and programs:

Title VI/EJ/ADA Program Manager
ODOT Office of Civil Rights
503 986-3870

GUIDELINES

RESPONSIBILITY

ACTION

Human Resources

Provide employment or workplace accommodation information (program accessibility) when requested.
Provide information upon request regarding Section 504, ADA Plan.

Human Resources
EEO Affirmative
Action/ADA
Coordinator

In conjunction with Office of Civil Rights, monitor all Section 504, ADA activities.
Respond to employee complaints of harassment and discrimination based on disability status.

Office of Civil Rights,
Title VI Officer

Monitor agreements with governmental and non-governmental entities that receive federal funds to ensure Section 504, ADA provisions are included.
Identify barriers that restrict public accessibility to programs, services and activities.
Identify accommodations that can be provided to make programs and services accessible.

RESPONSIBILITY **ACTION**

In conjunction with Equal Employment Opportunity (EEO)/Affirmative Action/ADA Coordinator, monitor all Section 504, ADA activities.

Respond to customer complaints of harassment and discrimination based on disability status

Managers and Supervisors

Understand and follow policy.

Make sure, by periodic review, the policy is understood by all employees.

ODOT Procurement Office (OPO) Employee or Individual with a Disability

OPO shall review agreements which involve the receipt of federal funds to ensure compliance with ODOT ADA policies.

Seek advice from Division Human Resources Manager if questions occur concerning proper actions.

Request employment or workplace accommodation (program accessibility).

Request information regarding Section 504, ADA Plan.

Follow discrimination complaint procedures if requested employment or workplace accommodation not provided.

RESOURCES:

[ODOT HR Handbook, Workforce Management Chapter, Disability/ADA Section](#)

[ODOT ADA Accommodation Request Form](#)

[ODOT Authorization for Medical Release Form](#)