

# How to Develop an ADA Self-Evaluation & Transition Plan

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## Self-Evaluation

- Required of all entities
  - Rehabilitation Act of 1973
    - USDOT Implementing Regulations (49 CFR 27)
  - Americans w/Disabilities Act of 1990
    - DOJ Implementing Regulations (28 CFR 35)



## Self-Evaluation

- Purpose & Scope
  - Identify barriers in programs & activities that prevents persons with disabilities from access (includes evaluation of policies/practices)
  - Key – provide equivalent access to the maximum extent feasible

## Self-Evaluation-Barriers

- Curbs/Slopes



## Self-Evaluation-Barriers

- Communication Devices



## Self-Evaluation-Barriers

- Construction Work Zones





## Self-Evaluation

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- Identifying Barriers within public right-of-way
  - Curbs
  - Sidewalks
  - Pedestrian Crossings
  - Pedestrian Signals
  - Shared Use Trails
  - Parking Lots
  - Bus Stops



## Self-Evaluation

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- Developing the Evaluation
  - Agency commitment
    - Funding
    - Staff resources (i.e., survey/maintenance staff, interns) or contract with knowledgeable consultants

## Self-Evaluation

- Methods

- Field inspections/surveys (form/checklist)
- GIS (recording locations/measurements)
- Segway (profiler for reading slopes)



## Self-Evaluation

- Critical Areas to Evaluate

- Public right-of-way accessing government offices, medical facilities, downtown core areas, school zones, residential areas, et al
- Rest Areas, parks, shared use trails
- Access to public buildings (permit/licensing offices, public meeting rooms, etc.)



## Self-Evaluation

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- End Result
  - Inventory (and details) of facilities where structural modifications are needed to make facilities accessible to persons with disabilities
  - Foundation for Transition Plan
  - Maintain in file/available for public inspection for 3 yrs from date of completion



## Transition Plan

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- Required by Rehabilitation Act and the ADA
  - 50 plus employees (entire agency)
  - Public input





## Transition Plan

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- Purpose & Scope
  - Set forth steps necessary to complete modifications identified through self-evaluation (those areas not covered in a previously developed plan)
  - Provide a schedule for completing modifications
  - DOJ reference to Program Access Plan



## Transition Plan

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- Content (at a minimum)
  - Identify physical obstacles
  - Describe the methods to make facilities accessible
  - Specify the schedule for achieving completion (if longer than 1 year, identify steps to be taken each year but as expeditiously as possible)

# Transition Plan

- Content (cont.)
  - Identify official responsible for implementation of plan
  - Estimated Cost of each modification
  - Status column to record completion date

# Transition Plan

**Transition Plan Matrix Explanation**

Color reference is used for legend corresponding to all other documents, such as the "Survey Report" which is a supplemental document providing general-level and explanation.

Blue font indicates that hyperlinks exist leading to pertinent references and documents.

Errors are determined based on ADA/2010, 504, and other applicable federal, state, and local regulations and fair housing laws.

ANSI, TADEL, etc. depending on the reference to the given barrier.

Recommended corrections are developed by EMCQ and possibly modified by the Disability Advisory Committee. Corrections are developed in accordance with the "Program Access" provisions of Title II, where applicable.

Three basic criteria are utilized to determine the importance of barrier removal and how soon correction will be made: (1) Frequency of use by individuals with disabilities; (2) frequency of use by the general public; and (3) Overall - considering the first two criteria and additional issues such as safety, access compliance, etc. High, Critical typically indicate corrections will be completed within one year. Medium typically indicate corrections will be completed within 3 years, and Low typically indicate corrections will be completed at some undetermined point in the future.

Finalized actions, including criteria, date to be corrected, and corrective measures. All of which are determined by program City Officials or representatives. Typically an ADA/2010 Committee is formed to make these determinations.

City of "Your City" Transition Plan - June 2003 (Final) - July 21, 03 Page 1

Reference	Location	Definition	Description	Barrier	Correction	Priority	Cost	Responsible Party	Finalized Action	Notes
12.1	Facility Street	Area	Parking	Asphalt parking lot	12.1.1	1	\$100	City	Follow State standard	ADA/2010
12.2	Public building	Public building	Public building	Public building	12.2.1	1	\$100	City	Follow State standard	ADA/2010
12.3	Public building	Public building	Public building	Public building	12.3.1	1	\$100	City	Follow State standard	ADA/2010
12.4	Public building	Public building	Public building	Public building	12.4.1	1	\$100	City	Follow State standard	ADA/2010





## Transition Plan

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- Examples of Plans
  - Rancho Cordova, CA
  - Sacramento, CA



## Transition Plan

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- Important things to remember
  - Prioritize modifications (using same criteria as self-evaluation)
  - Coordinate/integrate schedule of modifications with planned alterations (paving, building, utility work)
  - Inform/educate persons with authority over budget/prioritizing projects

## Transition Plan

- Important things to remember
  - Transition Plan is a living document – evolving planning & monitoring tool
  - As boundaries grow, so does the need to incorporate acquired facilities into Self-Evaluation/Transition Plan process
  - Special Requests/Complaints & Transition Plan schedule

## Questions

