

THE ADA TRANSITION PLAN

The Transition Plan should consist of the following elements:

1. A List of Physical Barriers in the Department's Facilities that Limit Accessibility of Individuals with Disabilities (the Self-Evaluation),
2. A Detailed Description of the Methods to Remove these Barriers and Make the Facilities Accessible,
3. A Schedule for Taking the Necessary Steps,
4. The Name of the Official Responsible for Implementation,
5. A Schedule for Providing Curb Ramps, and
6. A Record of the Opportunity Given to the Disability Community and Other Interested Parties to Participate in the Development of the Plan.

Priority Schedule I: 1-2 years for completion

Priority Schedule II: 3-5 years for completion

Priority Schedule III: 6-10 years for completion

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
1000 North Roosevelt, Burlington, IA 52601	The height of the paper towel dispenser in the men's restroom is 52 inches above the floor. 308.2.1	Lower paper towel dispenser between 15 and 48 inches above floor. Or add second dispenser.	1	Moved 07/01/2020 Completed 06/23/2020
	The mirror in the men's restroom is 41.5 inches above the floor. 603.3	Lower the mirror or add a second mirror with the bottom edge of the reflecting surface no higher than 40 inches.	1	Completed 06/23/2020
	The faucet handles in the restrooms are knobs. 309.4	Change the faucet hardware to a blade or single lever which can be operated with a closed grip.	2	Completed 06/23/2020
	The door to the compartment in the men's restroom is on a spring hinge making it difficult to operate. 404.2.8	Remove stall door as restroom is single use.	1	Completed 06/23/2020
1500 Agency Rd, West Burlington, IA 52655	The height of the parking signs identifying accessible parking is 54 inches above the ground. 502.6	Signs should be raised to they are at least 60 inches from the bottom of the sign to the ground.	1	Do not pay rent. Suggested 06/23/2016
	The automatic door at the southeast entrance stays open for 3 seconds from 90 degrees before closing. 404.2.8.1	The door should be adjusted so that it remains open for a minimum of 5 seconds from 90 degrees before closing.	1	Completed 9/19/2018



REGION 16 DISABILITY ACCESS COMMITTEE
Physical Accessibility Report

Date: July 6, 2017

Background:

- The State Workforce Development Board established a Disability Access Committee to lead a Statewide Disability Access Initiative to:
 - 1) Ensure that Iowa's one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended; the Americans with Disabilities Act of 1990, as amended; and the Workforce Innovation and Opportunity Act.
 - 2) Increase accessibility for individuals with disabilities to the programs, services, and activities of Iowa's one-stop delivery system.
 - 3) Continuously improve for individuals with disabilities the provision of services within the one-stop delivery system.
 - 4) Improve opportunities for individuals with disabilities in competitive integrated employment.
- The Disability Access Committee used the 2010 ADA Checklist for Existing Facilities (available online at www.ADAchecklist.org) to perform a physical accessibility assessment on 9/25/2019 of the facility located at:

Propose Co-Location Site

Westland Mall

550 South Gear Ave

West Burlington, Iowa 52655

- This report contains the barriers identified by the Disability Access Committee during its physical accessibility assessment of the food court public restroom. Per email from Page Eastin, Workforce Program Coordinator to Cynthia Whalen, IVRS Supervisor date 9/18/19:

I spoke with Mark Petersen with IWD. He shared information about the new space. After reviewing the plans, it appears that the only area in question is the public restrooms in the mall. The "staff" restrooms will meet the minimum ADA requirements and can be used by customers, if need.

- This report's findings are organized according to the ADA accessibility priorities identified in the Department of Justice Title III regulations, which are equally applicable to state and local government entities:

- 1) Toilet Rooms

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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1. Toilet Rooms

- **WHEN TOILET ROOMS ARE OPEN TO THE PUBLIC THEY SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

1.1. Toilet Room-Women's location Westland Mall food court

The Disability Access Committee identified the following barriers in sections 3.1–3.3 of the ADA Checklist for Existing Facilities:

No barriers identified

1.2. Accessible Route.

The Disability Access Committee identified the following barriers in section 3.4 of the ADA Checklist for Existing Facilities:

No barriers identified

1.3. Signs at Toilet Rooms.

The Disability Access Committee identified the following barriers in section 3.5 of the ADA Checklist for Existing Facilities:

No barriers identified

1.4. Entrance.

The Disability Access Committee identified the following barriers in sections 3.6–3.15 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.11: Door is at 15lbs pressure; compliance is 5lb**
- b. ADA Checklist Section 3.12: Door closes within 3 seconds; compliance is at least 5 seconds**

1.5. In the Toilet Room.

The Disability Access Committee identified the following barriers in sections 3.16–3.20 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.16: The baby changing station hinge appears to be broken, cannot be closed against the wall, and the changing station remains open 22 inches in the pathway. Remove obstruction, fix station hinge, or relocate baby changing station**
- b. ADA Checklist Section 3.20: Coat hook is 51" from floor; compliance is 15-48**

1.6. Lavatories.

The Disability Access Committee identified the following barriers in sections 3.21–3.27 of the ADA Checklist for Existing Facilities:

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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- a. ADA Checklist Section 3.26: Pipes are not covered, shielded, or insulated. Install insulation or a cover panel

1.7. Soap Dispensers & Hand Dryers.

The Disability Access Committee identified the following barriers in sections 3.28–3.29 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.28: Adjust dispensers, replace with, or provide additional accessible dispensers.

1.8. Water Closets in Single-User Toilet Rooms & Compartments (Stalls).

The Disability Access Committee identified the following barriers in sections 3.30–3.40 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.30: The centerline of the water closet measure 13 inches from the feminine product receptacle and 17 inches to the partition. Move feminine product receptacle.
- b. ADA Checklist Section 3.33: The restrooms were constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirement above and below grab bars in the 1991 standards.

1.9. Stalls.

The Disability Access Committee identified the following barriers in sections 3.41–3.50 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.44: Restroom was constructed before 3/15/2012; door pulls do not need to be added; door pulls are not required in the 1991 standards.

1.10. Toilet Room-Men’s location Westland Mall food court

The Disability Access Committee identified the following barriers in sections 3.1–3.3 of the ADA Checklist for Existing Facilities:

No barriers identified

1.11. Accessible Route.

The Disability Access Committee identified the following barriers in section 3.4 of the ADA Checklist for Existing Facilities:

No barriers identified

1.12. Signs at Toilet Rooms.

The Disability Access Committee identified the following barriers in section 3.5 of the ADA Checklist for Existing Facilities:

No barriers identified

1.13. Entrance.

The Disability Access Committee identified the following barriers in sections 3.6–3.15 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.11: Door is at 15lbs pressure; compliance is 5lb
- b. ADA Checklist Section 3.12: Door closes within 3 seconds; compliance is at least 5 seconds

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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1.14. In the Toilet Room.

The Disability Access Committee identified the following barriers in sections 3.16–3.20 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.20: Coat hook is 63.5” from floor; compliance is 15-48

1.15. Lavatories.

The Disability Access Committee identified the following barriers in sections 3.21–3.27 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.26: Pipes are not covered, shielded, or insulated. Install insulation or a cover panel

1.16. Soap Dispensers & Hand Dryers.

The Disability Access Committee identified the following barriers in sections 3.28–3.29 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.28: Adjust dispensers, replace with, or provide additional accessible dispensers.

1.17. Water Closets in Single-User Toilet Rooms & Compartments (Stalls).

The Disability Access Committee identified the following barriers in sections 3.30–3.40 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.30: The centerline of the water closet measure 21 inches from the side wall partition. The centerline should be no less than 16 inches and no more than 18 inches from the side wall or partition. Move partition, toilet or replace toilet.

1.18. Stalls.

The Disability Access Committee identified the following barriers in sections 3.41–3.50 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 3.44: Restroom was constructed before 3/15/2012; door pulls do not need to be added; door pulls are not required in the 1991 standards.

Authors

This report was written by:

1. Cynthia Whalen – Rehabilitation Services Supervisor, Iowa Vocational Rehabilitation Service:
1000 North Roosevelt Ave. Suite 7 Burlington, Iowa 52601 319-753-2231

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
4444 1 st Ave NE Cedar Rapids, IA 52402	There are no van accessible parking spaces in the parking lot nearest the west entrance by the IVRS suite 408.2.4	A minimum of one spot is required to be van accessible, so one van accessible space should be added	2	<ul style="list-style-type: none"> Two parking spaces with access aisles were added August 4th, 2017 Sign added 09/21/2018
	Not every accessible parking space is designated with an upright sign 703.7.2.1	Signs should be installed, with at least one identifying a van accessible space by saying "van accessible" Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign	2	All spaces now have signage August 4th, 2017 Sign added 09/21/2018
	Accessible spaces range from 87-94 inches wide 502.2	Car spaces should be 96 inches wide minimum and van parking spaces should be 132 inches wide minimum and should be marked to define the width and all have adjacent access aisles.	2	All spaces measure greater than 108 inches. August 4th, 2017 Sign added 09/21/2018
	There are no access aisles adjacent to the parking spaces designated for persons with disabilities 502.3.1	Access aisles should be added to serve car and van parking spaces that measure at least 60 inches wide. They should extend the full length of the parking space they serve and should be marked so as to discourage parking in them	2	Two spots have been added (August 4th, 2017) with access aisles which both are at or greater than 60 inches and are extended along entire spot Sign added 09/21/2018
	The exterior route from the accessible parking area into the building is not smooth; there are many cracks making the surface uneven 302.1	The route should be made smooth, stable, firm, and slip resistant to comply with 302	3	Entire parking lot was resurfaced August 4, 2017 and is now smooth without major cracks or barriers
	The hardware on the exterior requires a closed-grip to operate 309.4	Operable parts should be replaced with hardware that can be operable with one hand that does not require tight grasping, pinching, or twisting of the wrist. The force required to open should be five pounds maximum. An automatic door is also recommended.	1	Automatic door added 2015 and fixed due to breakdowns in both 2016/2017 Signage on external door is needed but is present on door number 2 as you enter from outside. Grips on external doors have not been changed as automatic door has been added



REGION 10 DISABILITY ACCESS COMMITTEE
Physical Accessibility Report

Date: June 29, 2017

Background:

- The State Workforce Development Board established a Disability Access Committee to lead a Statewide Disability Access Initiative to:
 - 5) Ensure that Iowa's one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended; the Americans with Disabilities Act of 1990, as amended; and the Workforce Innovation and Opportunity Act.
 - 6) Increase accessibility for individuals with disabilities to the programs, services, and activities of Iowa's one-stop delivery system.
 - 7) Continuously improve for individuals with disabilities the provision of services within the one-stop delivery system.
 - 8) Improve opportunities for individuals with disabilities in competitive integrated employment.
- The Disability Access Committee used the 2010 ADA Checklist for Existing Facilities (available online at www.ADAchecklist.org) to perform a physical accessibility assessment on June 29, 2017 of the facility located at:

4444 1st Ave NE, Cedar Rapids, IA 52402
- This report contains the barriers identified by the Disability Access Committee during its physical accessibility assessment.
- This report's findings are organized according to the ADA accessibility priorities identified in the Department of Justice Title III regulations, which are equally applicable to state and local government entities:
 - 2) Approach & Entrance
 - 3) Goods & Services
 - 4) Toilet Rooms
 - 5) Additional Access

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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1. Approach & Entrance

- AN ACCESSIBLE ROUTE FROM SITE ARRIVAL POINTS AND AN ACCESSIBLE ENTRANCE SHOULD BE PROVIDED FOR EVERYONE.
- THERE SHOULD BE AT LEAST ONE ROUTE FROM ALL SITE ARRIVAL POINTS THAT DOES NOT REQUIRE THE USE OF STAIRS.
- SITE ARRIVAL POINTS INCLUDE: PARKING, PASSENGER LOADING ZONES, PUBLIC SIDEWALKS, AND PUBLIC TRANSPORTATION STOPS.

1.19. Parking.

The Disability Access Committee identified the following barriers in sections 1.2–1.12 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 1.3, 1.5., 1.6., 1:11: No accessible van spaces identified
- b. ADA Checklist Section 1.4: Only two of 7 accessible spaces are 8 foot wide; there are limited aisle and no aisles marked in two.
- c. ADA Checklist Section 1.8
- d. ADA Checklist Section 1.10: 5 middle parking lot spaces do not have signage.

1.20. Exterior Accessible Route.

The Disability Access Committee identified the following barriers in sections 1.13–1.18 of the ADA Checklist for Existing Facilities:
No barriers

1.21. Curb Ramps.

The Disability Access Committee identified the following barriers in sections 1.19–1.24 of the ADA Checklist for Existing Facilities:

- a. NA

1.22. Exterior Ramps.

The Disability Access Committee identified the following barriers in sections 1.25–1.36 of the ADA Checklist for Existing Facilities:

- a. NA

1.23. Entrance(s).

The Disability Access Committee identified the following barriers in sections 1.37–1.49 of the ADA Checklist for Existing Facilities:

- a. ADA Checklist Section 1.39 : No signs to identify accessible entrance

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	b. ADA Checklist Section 1.44: Door handle is difficult to put hand behind it to open it. Auto door opener not working on this date			
	c. ADA Checklist Section 1.49: Carpet mat not securely attached			

2. Access to Goods & Services

- THE LAYOUT OF THE BUILDING SHOULD ALLOW PEOPLE WITH DISABILITIES TO OBTAIN GOODS AND SERVICES AND TO PARTICIPATE IN ACTIVITIES WITHOUT ASSISTANCE.

2.1. Accessible Entrance(s).

The Disability Access Committee identified the following barriers in section 2.1 of the ADA Checklist for Existing Facilities:

- a.** No barriers

2.2. Interior Accessible Route.

The Disability Access Committee identified the following barriers in sections 2.2–2.9 of the ADA Checklist for Existing Facilities:

- a.** No barriers

2.3. Interior Ramps.

The Disability Access Committee identified the following barriers in sections 2.10–2.21 of the ADA Checklist for Existing Facilities:

- a.** NA

2.4. Elevators.

The Disability Access Committee identified the following barriers in sections 2.22–2.31 of the ADA Checklist for Existing Facilities:

- a.** ADA Checklist Section 2.31: The sign is 63” high with the standard being no higher than 60”

2.5. Platform Lifts.

The Disability Access Committee identified the following barriers in sections 2.32–2.37 of the ADA Checklist for Existing Facilities:

- a.** NA

2.6. Signs.

The Disability Access Committee identified the following barriers in sections 2.38–2.39 of the ADA Checklist for Existing Facilities:

- a.** No barriers

2.7. Interior Doors.

The Disability Access Committee identified the following barriers in sections 2.40–2.46 of the ADA Checklist for Existing Facilities:

All interior doors are 12 pounds to open

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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2.8. Rooms & Spaces.

The Disability Access Committee identified the following barriers in sections 2.47–2.49 of the ADA Checklist for Existing Facilities:

- a.** No barriers

2.9. Controls.

The Disability Access Committee identified the following barriers in sections 2.50–2.51 of the ADA Checklist for Existing Facilities:

- a.** No barriers

2.10. Seating & Benches.

The Disability Access Committee identified the following barriers in sections 2.52–2.69 of the ADA Checklist for Existing Facilities:

- a.** No barriers-all waiting seats are moveable for wheelchair access

2.11. Sales and Service Counters.

The Disability Access Committee identified the following barriers in sections 2.76–2.80 of the ADA Checklist for Existing Facilities:
There is an alternate spot for customers to register if unable to stand at registration table.

3. Toilet Rooms

- **WHEN TOILET ROOMS ARE OPEN TO THE PUBLIC THEY SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

3.1. Toilet Rooms.

The Disability Access Committee identified the following barriers in sections 3.1–3.3 of the ADA Checklist for Existing Facilities:
No barriers

3.2. Accessible Route.

The Disability Access Committee identified the following barriers in section 3.4 of the ADA Checklist for Existing Facilities:

- a.** No barriers

3.3. Signs at Toilet Rooms.

The Disability Access Committee identified the following barriers in section 3.5 of the ADA Checklist for Existing Facilities:

- c.** No barriers

3.4. Entrance.

The Disability Access Committee identified the following barriers in sections 3.6–3.15 of the ADA Checklist for Existing Facilities:

- a.** No barriers

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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3.5. In the Toilet Room.

The Disability Access Committee identified the following barriers in sections 3.16–3.20 of the ADA Checklist for Existing Facilities:

- a.** ADA Checklist Section 3.20: Coat hook is 54” with standard being no greater than 48”.

3.6. Lavatories.

The Disability Access Committee identified the following barriers in sections 3.21–3.27 of the ADA Checklist for Existing Facilities:

- a.** No barriers

3.7. Soap Dispensers & Hand Dryers.

The Disability Access Committee identified the following barriers in sections 3.28–3.29 of the ADA Checklist for Existing Facilities:
No barriers

3.8. Water Closets in Single-User Toilet Rooms & Compartments (Stalls).

The Disability Access Committee identified the following barriers in sections 3.30–3.40 of the ADA Checklist for Existing Facilities:

- b.** ADA Checklist Section 3:36: Force to flush toilet is 7lbs.
- c.** ADA Checklist Section 3.38: Toilet paper 13” from toilet

3.9. Stalls.

The Disability Access Committee identified the following barriers in sections 3.41–3.50 of the ADA Checklist for Existing Facilities:

- a.** ADA Checklist Section 3.41: Door unable to open to 90 degrees

4. Additional Access

- AMENITIES SUCH AS DRINKING FOUNTAINS AND PUBLIC TELEPHONES SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.

4.1. Drinking Fountains.

The Disability Access Committee identified the following barriers in sections 4.1–4.9 of the ADA Checklist for Existing Facilities:

- a.** No barriers

4.2. Public Telephones.

The Disability Access Committee identified the following barriers in sections 4.10–4.19 of the ADA Checklist for Existing Facilities:

- a.** No barriers; phones can be moved to accommodate the customer

4.3. Fire Alarm Systems.

The Disability Access Committee identified the following barriers in section 4.20 of the ADA Checklist for Existing Facilities:
No barriers

Field Office
Location

Barrier Description

Barrier Removal Method

Priority/
Schedule

Responsible Party

Authors

This report was written/reviewed by:

1. Holly Mateer , Iowa Vocational Rehabilitation Services
2. Jamie Phipps, Iowa Department for the Blind
3. Carla Andorf, Iowa Workforce Development
4. Marcel Kielkucki, WIOA Title II Eligible Provider

Approval by Disability Access Committee

This report was approved by the Disability Access Committee for submission to the Local Workforce Development Board on September 28, 2017.

Adoption by the Local Workforce Development Board

This report was adopted by the Local Workforce Development Board on September 28, 2017.

Submission to the State Disability Access Committee

This report was submitted to the State Disability Access Committee on October 10, 2017.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
300 W Broadway, Suite 33 Council Bluffs, IA 51503	The elevator in the parking ramp nearest the accessible route to the building was not in working order and was not labeled as temporarily out of order There are no accessible parking spaces identified as "van accessible"		2 Discussed with owner in 2016. Disability Access Committee (DAC) will review by May 2017.	Completed – the elevator has been sealed Completed - 2017
	The height of the upright signs marking accessible parking from the bottom of the sign to the ground is 18 ¼ inches. 502.4	The height of the signs should be raised so they are at least 60 inches tall and there should be a sign designating one spot as "van accessible," also at least 60 inches tall.	1 Owner aware, need to discuss ways to accomplish this. DAC to work on.	Completed 2018
	The parking spaces nearest the accessible route are not on level ground, but on a slant with a cross slope of 1:24 403.3	Identify alternative location for accessible parking. Other locations may be possible, but would be a much greater distance from currently located stalls. The proximity seems to be more important than the slope to the users of these stalls. Can discuss further if needed.	1 There are spaces behind IWD and owner planned to make them more noticeable. DAC will review. There are 3 HC stalls in this area that are periodically re-stripped.	Completed 09/2020 new HC signs installed on garage HC stalls off of 2nd St at 60" –
	The concrete along the exterior route is broken in places 302.1	Ground surfaces should be made stable, firm, and slip resistant	3 \$20,000 was spent in 2017-18 to replace sidewalks. This is an ongoing maintenance items with different areas being addressed each year. If there is an area of priority, please show Omni so this can be	Completed 09/2020 Owner periodically does this as general maintenance.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	There is a threshold of 1 inch where the route changes just before the automatic door at the entrance 404.2.5	Thresholds should be lowered so they are no more than ½ inch. Add mat with beveled edge.	scheduled accordingly. 1 Needs to be re-measured since ground surface has been re-paved. DAC will do. additional luster stone material was installed at Entrance B to make this a smooth transition –	Completed 2018.
	Inside the IVRS space, the door that leads toward the back of the office near the restrooms requires a push/pull pressure of 8 pounds to operate 309.4	The operable parts of the door should be operable with one hand and should not require tight grasping, pinching, or twisting of the wrist. The force required to active the door should be no more than five pounds.	2 . Adjusted in Oct 2018 to provided required push/pull pressure.	Completed 09/2020 Had been re-adjusted. Will check periodically to ensure it stays within compliance. (Restrooms are designated for staff only, they're not for public use.) Completed
	The height of the drinking fountain spout from the floor is 41 inches 602.4 The open clear width of the door on the largest restroom (IVRS Space) compartment is 30 inches 404.2.3	The spout outlets should be lowered so they are no more than 36 inches above the finish floor or ground. Widen the door openings to be at least 32 inches in width, measuring between the face of the door and the stop, with the door open 90 degrees.	2 Still needs to be addressed. DAC will review	Owner Unable to accommodate – IWD's restroom is accessible and can be used. IWD is located next to IVRS. Completed 10/2018
	The push/pull force required to open the restrooms for men and women is 22 and 12 pounds respectively (IVRS Space) 309.4	The door push/pull force should be reduced to a five pound maximum and the operable parts of the door should be able to be used with one hand, and should not require tight grasping, pinching, or twisting of the wrist	2	Adjusted in Oct 2018 to provided required push/pull pressure.
	The height of the towel dispenser is 54 inches (IVRS Space). 308.3.1	Lower the dispenser to be no more than 48 inches tall when measuring to the top and no less than 15 inches above the floor when measuring to the bottom.	1	Completed.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
1005 E 7 th St. Suite 201 Atlantic, IA 50022	The measurement of the area between the wall and the front of the stalls in the women's restroom is 36 inches (OMNI restroom) 604.8.1.2	The swinging clearance should be adjusted to a minimum of 42 inches. Last two stalls will need to be removed and converted into 1 HC stall.	2	Completed 09/2020 Per IWD, this has been taken care of or was grandfathered in. Owner unsure how he'll re-do this area. DAC will re-visit with him.
	The height of the stool (seat rim to floor) is 21 inches. (OMNI restroom) 604.4	Adjust the height to be between 17-19 inches.	2	Completed 09/2020 Per IWD, this has been taken care of or was grandfathered in. Owner To be checked by DAC
	Drain and hot water pipes were not completely covered under sink (OMNI restroom). 606.5	Insulate or cover all pipes under sink	1 Will check when doing DAC review.	Completed 10/2018 Owner reviewed in Oct 2018 and the pipes were covered.
	There are 29 total parking spaces and 1 space is identified as accessible for persons with disabilities. 208.2	Add at least one accessible space. Parking lots with 26-50 total spaces must have at least 2 accessible spaces	2	Completed 10/07/2016
	There are no parking spaces designated as van accessible 208.2.4	Add at least one van accessible parking space. For every 6 or fraction of 6 parking spaces, at least one shall be a van parking space	2	Completed 10/07/2016
	There are no access aisles adjacent to accessible parking spaces. 502.3.1	Add access aisles for each space that are at least 60 inches wide and marked to discourage parking in them	2	Completed 10/07/2016
	Designated parking spaces are not identified with an upright sign. 502.6	Add signage to each accessible space that are at least 60 inches tall from the finish floor or ground surface to the bottom of the sign	1	Completed 10/07/2016
	Accessible parking spaces are not located nearest the accessible route to the accessible entrance. 208.3.1	Move accessible spaces nearest the accessible route to the accessible entrance.	2	Completed 10/07/2016
	The cross slope of the sidewalk nearest the South entrance is 1 ¼ inches: 24 inches 403.3	Decrease the slope to be no steeper than 1:20 and the cross slope no steeper than 1:48	Follow Up	Completed 10/07/2016
	The hardware on the door at the South entrance is a knob.	Change hardware so it is operable with one hand and does not require tight grasping, pinching, or twisting	1	Completed 10/07/2016

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	309.4	of the wrist. The force required to open the door should be less than 5 pounds.		
	The force required to open the door to the restrooms is 8 pounds on the women's and 10 pounds on the men's.	Add an automatic opener or adjust the pressure to be no more than 5 pounds to open.	2	Completed 10/07/2016
219 N. 16 th St. Clarinda, IA 50632	309.4	Add an automatic opener or adjust the pressure to be no more than 5 pounds to open.	2	Completed 10/07/2016
1501 W Townline St. Creston, IA 50801	There are no parking spaces designated as van accessible. 208.2.4	Add at least one van accessible space marked with a sign designating "van accessible" without taking away any of the car accessible spaces	2	Owner has agreed correct these lines to meet compliance codes the next time parking lot is restriped. Est completion date is 8/30/21
	The height of the upright signs identifying accessible parking is 31 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Owner agrees to get signs to correct height. Est completion date is 11/30/20
	There are no access aisles adjacent to the accessible parking spaces. 502.2	Access aisles should be at least 60 inches wide, extend the full length of the parking space they serve, and are marked to discourage parking in them.	2	Owner has agreed correct these lines to meet compliance codes the next time parking lot is restriped. Est completion date is 8/30/21
	The urinal in the men's restroom has a height of 24.5 inches. 605.2	Lower the height to be no more than 17 inches tall.	3	Owner has agreed to complete this. Est. completion date is 8/30/21
215 N Elm Creston, IA 50801	There is only one parking space designated as accessible and there are no van accessible spaces. 208.2	Add at least one van accessible parking space.	2	Completed 11/23/2016
	The height of the upright signs identifying accessible parking is 46 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Completed 11/23/2016
	The exterior route from the parking lot to the front entrance has a metal cover that is not flush with the edge of the concrete creating a gap.	Correct the gap.	1	Completed 11/23/2016

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	There is no signage at the rear entrance directing individuals to the accessible entrance. 216.6	Add directional signage identified by the International Symbol of Accessibility to all entrances that are not accessible pointing individuals to the accessible entrance.	1	Completed 11/23/2016
	The rugs at the public entrance are not secured and slide easily. 302.2	Secure the rug to the ground.	1	Completed 11/23/2016
	The towel dispenser in the restroom has a height of 50 inches. 308.2.2	Reduce the height to be no more than 48 inches from the ground.	1	Completed 11/23/2016
	The measurement of the bottom edge of the reflecting mirror to the ground is 43 inches. 603.3	Lower the height to be no more than 40 inches from the ground when located over the lavatory and no more than 35 inches from the ground when not located over the lavatory.	1	Completed 11/23/2016
	The handles on the sink faucets are knobs. 309.4	Replace the handles so the operable parts are operable with one hand and do not require tight grasping, punching, or twisting of the wrist.	2	Completed 11/23/2016
	The drain pipes in the restroom are not insulated. 606.5	Insulate or cover the pipes or otherwise configure them to be protected against contact.	1	Completed 11/23/2016
3827 W. Locust St. Davenport, IA 52804	The signs marking accessible parking spaces are at the heights of 54", 50.5", and 36.5". 502.6	Raise the height of the signs to be at least 60 inches tall when measuring from the bottom of the sign to the finish floor or ground surface	1	Completed
	There is no accessible route directly outside the entrance of the IVRS office	Add a curb cut directly in front of the IVRS office with accessible parking spaces located nearest the curb cut marked with the appropriate signs	2	Completed
	The exterior route from the accessible parking spaces into the building is not smooth and stable 302.1	Repair cracks and holes in the concrete to create a stable, firm, and slip resistant route	3	Completed
	The entrance (fire door) is difficult to open	Although not held to the five pound rule, it is recommended an automatic opener be added so individuals can access the inside or a doorbell be added so Staff can open the door	2	
	The bottom edge of the reflecting surface of the	Lower the reflecting mirror to be no taller than 40 inches from the finish		

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party	
242 N. Bluff Blvd., Suite 102 Clinton, IA 52732 1007 E 2 nd St. Muscatine, IA 52761	mirror in the restroom is 42.5 inches above the floor. 603.3	floor or ground or add a floor length mirror in the restroom	1		
	There are 24 parking spaces with none designated for accessible parking for individuals with disabilities 208.2	Add at least one accessible parking space with a sign marking the space that is at least 60 inches high when measured from the bottom of the sign to the finish floor and at least one space must be designated "van accessible." These spaces should be nearest the accessible route to the rear entrance	2	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761 They add one accessible parking space but no Van accessible sign.	
	Entrances that are not accessible are not marked with a sign pointing individuals to the accessible entrance and the accessible entrance is not marked with the International Symbol of Accessibility 216.6	Add a sign with the International Symbol of Accessibility at the accessible entrance and add signs pointing people to the accessible entrance to all entrances that are not accessible.	1	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761	
	Automatic door opener at the rear entrance was not functional and the rear entrance door was locked	Unlock the rear door during hours of operation and fix the automatic door	1	Completed 09/20/2018	
	The cement platform at the rear of the building does not extend under the opener for the automatic door 404.2.4.1	Widen the platform so that individuals can access the opener from the platform; the platform should extend at least 18 inches parallel to the doorway beyond the latch side.	1	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761	
	There is no International Symbol of Accessibility marking the accessible restroom	Add the sign to the outside of the accessible restroom	1	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761	
	The mirror in the bathroom was not hung at the time of the survey 603.3	If it is hung above the lavatory, it should be installed with the bottom edge of the reflecting surface no more than 40 inches from the floor. If not above the lavatory, it should be installed no more than 35 inches above the finish floor.	1	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761	
	The door hardware on interior doors are knobs. 404.2.7	Replace hardware with ones that can be operated with a closed fist or loose grip.	1	No longer located at 1007 E 2 nd ST. Muscatine, IA 52761	
	2600 Dodge St. Dubuque, IA 52003	The rugs at the entrance are not secured and slide easily 302.1	Secure the rug to the floor	1	12-18-2017 one large rug that seems to be staying in place.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
Two Triton Circle Fort Dodge, IA 50501	The heights of the upright signs identifying accessible parking spaces are fewer than 45 inches in height from the bottom of the sign to the ground. 502.6	Raise the signs to be no less than 60 inches tall when measured from the bottom of the sign to the ground.	1	Sign was raised to 60"
	There is a gap in the concrete outside of the entrance that is 1 ¼ inches wide. 302.1	Add filler between sidewalk squares	2	Filler was added to gap
	The height of the paper towel dispenser in the restrooms is 54 inches above the floor. 308.2.1	Stock the paper towel dispenser in the restroom that is at a height of 44 inches tall to have the restroom comply with 308.	2	The paper towel dispenser was lowered and the height of the knob is 48" from the ground
117 E Call St, Suite 6 Algona, IA 50511 300 S. 18 th St. Estherville, IA 51334	There are no accessible parking spaces designated as "van accessible" 208.2.4	Create at least one van accessible space with an appropriate adjacent access aisle and should be at least 132 inches wide	2	Completed 03/27/2020
	The height of four of the upright signs marking accessible spaces are fewer than 60 inches above the ground. 502.6	Raise the signs to be at least 60 inches tall when measured from the bottom of the sign to the finish floor.	1	Completed 03/27/2020
	Some of the interior hardware on the doors are not operable with one hand and requires tight grasping and twisting of the wrist. 309.4	Replace hardware so it can be operable with one hand and does not require tight grasping and twisting of the wrist.	1	Completed as of 09/18/2020
	The door leading to the suite where the IVRS counselor's office is located requires 10 pounds of force to open. 309.4	Reduce the force required to open the door so it does not exceed 5 pounds.	2	Believe this is addressed, need to site with gauge to check
	There is a grab bar located on the wall to the side of the toilet but there is not a grab bar located on the wall behind the toilet. 604.5.2	Add a rear wall grab bar that is at least 36 inches long and extends from the centerline of the water closet at least 12 inches on one side and 24 inches on the other side.	1	Completed 03/27/2020
	The height of the toilet seat is 20.5 inches above the floor. 604.4	Lower the seat so it is between 17-19 inches from the floor to the top of the seat.	3	Completed 03/27/2020

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
217 W 5 th St. Spencer, IA 51301	The door on the men's restroom requires 8 pounds of force to operate and the door on the women's restroom requires 9 pounds of force to operate. 309.4	Reduce the force required to operate the door to a maximum of 5 pounds by adjusting the door' closers	2	An automatic door opener was added to both the men's and women's restrooms.
	There is not 18 inches of clear floor space beyond the latch side of the door exiting the men's restroom. 404.2.4.1	Adjust the door to make it swing into the hallway or add an automatic door.	3	An automatic door opener was added to the men's restroom.
325 W Milwaukee Ave, Suite 2 Storm Lake, IA 50589	There are no parking spaces designated as "van accessible" and only one space is designated as accessible. 208.2	Add at least one van accessible space.	2	This has been completed as of 8/9/19
	The slope of the route at the curb cut is 3:34 403.3	Reduce the slope so it does not exceed 1:20; the cross slope shall not exceed 1:48 in steepness by adding a ramp as well as edge protection and handrails	3	VR spoke with landlord in August 2019. Not completed. VR will speak with landlord again 09/18/2020
	The storage cabinet in the restroom prevents the door from opening to 90 degrees and it impedes the ideal 60 inches of clear floor space. 304.3.1	Remove the storage cabinet so the bathroom is in compliance with 304	1	Cabinet was moved out of the restroom
	There is no grab bar located on the wall behind the toilet. 604.5.2	Add a grab bar at the rear of the toilet that is at least 36 inches long and extends from the centerline of the water closet at least 12 inches on one side and at least 24 inches on the other side. (note exceptions)	1	This has been completed as of 8/9/19
	The height of the control knob on the paper towel dispenser is 50.5 inches high. 308.2.1	Lower the dispenser so the reach is no more than 48 inches high and 15 inches low.	1	This has been completed as of 8/9/19
	The bottom edge of the reflecting mirror is 51.5 inches high in the restroom. 603.3	Lower the mirror- mirrors above the lavatories or countertops are not to be taller than 40 inches from the ground and mirrors not located above lavatories or counters should be no more than 35 inches tall when measuring to the bottom edge of the reflecting surface.	1	Mirror was lowered

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
1251 W Cedar Loop Cherokee, IA 51012	There are no accessible spaces designated as "van accessible" and four are marked as car accessible 208.2.4	Replace one accessible spot with a "van accessible" spot, widening it to be 132 inches wide.	2	New signs ordered and space increased to 175"
	Three of the upright signs identifying accessible parking are fewer than 60 inches above the ground. 502.6	Raise the sign heights to be no less than 60 inches tall when measured from the bottom of the sign to the ground.	1	Signs were raised
	The clear opening width of the door to the counselor's office is 29 inches. 404.2.3	Allow for an opening of at least 32 inches. In meantime, identify backup meeting space.	3	Alternative meeting space identified- Heritage room or Executor room
	The interior door handles are knobs. 309.4	Replace interior door handles to those that are operable with one hand and do not require tight grasping, punching, or twisting of the wrist.	1	Door handles changed
	There is no grab bar located behind the toilet in both the men's and women's restrooms. 604.5.2	Install a rear wall grab bar that is at least 36 inches long and extends from the centerline of the water closet at least 12 inches on one side and at least 24 inches on the other side. (note exceptions)	1	Grab bar was added
	There are three mirrors in the women's restroom; the height of the lowest edge of the reflecting surface is 41.5 inches above the floor. 603.3	Adjust the height of the mirror so that, if above a counter, it measures no more than 40 inches above the ground. If it is not above a counter, the bottom edge of the reflecting surface should be no more than 35 inches from the ground.	1	Mirror height adjusted
	The pipes under the lavatory in the women's restroom are only partially insulated and the pipes under the lavatory in the men's restroom are not insulated. 606.5	Insulate the pipes fully in both restrooms or otherwise protect them against contact.	1	Completed 08/09/2019
1700 South 1 st Ave. Suite 25-D Iowa City, IA 52240	The upright signs marking accessible parking spaces are less than 54 inches tall. 502.6	Raise the signs so that they are no less than 60 inches tall when measured from the bottom of the sign to the floor finish or ground.	1	Completed 06/20/2017
	The concrete outside of the east entrance is damaged and contains potholes 302.1	Repair the concrete so the route to the entrance is stable, firm, and slip resistant.	2	Completed 06/20/2017
	The height of the towel dispenser in the men's restroom is 51 inches. 308.2.1	Lower the dispenser so it is no more than 48 inches from the finish floor or ground and no less than 15 inches from the ground.	1	Completed 11-07-2016

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	The measurement from the bottom edge of the reflecting surface of the mirror to the floor is 51 inches in the men's restroom and 40.5 inches in the women's restroom. 603.3	Change the height of the mirrors. For mirrors located above countertops, the measurement from the bottom edge of the reflecting surface should be no more than 40 inches high. Mirrors not located above countertops should be no more than 35 inches tall.	1	Completed 11-07-2016



REGION 10 DISABILITY ACCESS COMMITTEE

Physical Accessibility Report

Date: July 6, 2017

Background:

- The State Workforce Development Board established a Disability Access Committee to lead a Statewide Disability Access Initiative to:
 - 9) Ensure that Iowa's one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended; the Americans with Disabilities Act of 1990, as amended; and the Workforce Innovation and Opportunity Act.
 - 10) Increase accessibility for individuals with disabilities to the programs, services, and activities of Iowa's one-stop delivery system.
 - 11) Continuously improve for individuals with disabilities the provision of services within the one-stop delivery system.
 - 12) Improve opportunities for individuals with disabilities in competitive integrated employment.
- The Disability Access Committee used the 2010 ADA Checklist for Existing Facilities (available online at www.ADAchecklist.org) to perform a physical accessibility assessment on July 6, 2017 of the facility located at: 1700 S 1st Ave Ste 25d, Iowa City, IA 52240
- This report contains the barriers identified by the Disability Access Committee during its physical accessibility assessment.
- This report's findings are organized according to the ADA accessibility priorities identified in the Department of Justice Title III regulations, which are equally applicable to state and local government entities:
 - 6) Approach & Entrance
 - 7) Goods & Services
 - 8) Toilet Rooms
 - 9) Additional Access

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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1. Approach & Entrance

- AN ACCESSIBLE ROUTE FROM SITE ARRIVAL POINTS AND AN ACCESSIBLE ENTRANCE SHOULD BE PROVIDED FOR EVERYONE.
- THERE SHOULD BE AT LEAST ONE ROUTE FROM ALL SITE ARRIVAL POINTS THAT DOES NOT REQUIRE THE USE OF STAIRS.
- SITE ARRIVAL POINTS INCLUDE: PARKING, PASSENGER LOADING ZONES, PUBLIC SIDEWALKS, AND PUBLIC TRANSPORTATION STOPS.

4.4. Parking.

The Disability Access Committee identified the following barriers in sections 1.2–1.12 of the ADA Checklist for Existing Facilities:

- e. ADA Checklist Section 1.3, 1.5., 1.6., 1:11: No accessible van spaces identified
- f. ADA Checklist Section 1.4: No aisles marked
- g. ADA Checklist Section 1.10: 5 middle parking lot spaces do not have signage.

4.5. Exterior Accessible Route.

The Disability Access Committee identified the following barriers in sections 1.13–1.18 of the ADA Checklist for Existing Facilities:
No barriers

4.6. Curb Ramps.

The Disability Access Committee identified the following barriers in sections 1.19–1.24 of the ADA Checklist for Existing Facilities:
b. No barriers

4.7. Exterior Ramps.

The Disability Access Committee identified the following barriers in sections 1.25–1.36 of the ADA Checklist for Existing Facilities:
b. NA

4.8. Entrance(s).

The Disability Access Committee identified the following barriers in sections 1.37–1.49 of the ADA Checklist for Existing Facilities:
No barriers

5. Access to Goods & Services

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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- THE LAYOUT OF THE BUILDING SHOULD ALLOW PEOPLE WITH DISABILITIES TO OBTAIN GOODS AND SERVICES AND TO PARTICIPATE IN ACTIVITIES WITHOUT ASSISTANCE.

5.1. Accessible Entrance(s).

The Disability Access Committee identified the following barriers in section 2.1 of the ADA Checklist for Existing Facilities:

- b. No barriers**

5.2. Interior Accessible Route.

The Disability Access Committee identified the following barriers in sections 2.2–2.9 of the ADA Checklist for Existing Facilities:

- b. No barriers**

5.3. Interior Ramps.

The Disability Access Committee identified the following barriers in sections 2.10–2.21 of the ADA Checklist for Existing Facilities:

- b. NA**

5.4. Elevators.

The Disability Access Committee identified the following barriers in sections 2.22–2.31 of the ADA Checklist for Existing Facilities:

NA

5.5. Platform Lifts.

The Disability Access Committee identified the following barriers in sections 2.32–2.37 of the ADA Checklist for Existing Facilities:

- b. NA**

5.6. Signs.

The Disability Access Committee identified the following barriers in sections 2.38–2.39 of the ADA Checklist for Existing Facilities:

- b. No signs**

5.7. Interior Doors.

The Disability Access Committee identified the following barriers in sections 2.40–2.46 of the ADA Checklist for Existing Facilities:

5.8. Rooms & Spaces.

The Disability Access Committee identified the following barriers in sections 2.47–2.49 of the ADA Checklist for Existing Facilities:

- b. No barriers**

5.9. Controls.

The Disability Access Committee identified the following barriers in sections 2.50–2.51 of the ADA Checklist for Existing Facilities:

- b. No barriers**

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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5.10. Seating & Benches.

The Disability Access Committee identified the following barriers in sections 2.52–2.69 of the ADA Checklist for Existing Facilities:

- b.** No barriers—all waiting seats are moveable for wheelchair access.

5.11. Sales and Service Counters.

The Disability Access Committee identified the following barriers in sections 2.76–2.80 of the ADA Checklist for Existing Facilities:
NA

6. Toilet Rooms

- **WHEN TOILET ROOMS ARE OPEN TO THE PUBLIC THEY SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

6.1. Toilet Rooms.

The Disability Access Committee identified the following barriers in sections 3.1–3.3 of the ADA Checklist for Existing Facilities:
No barriers

6.2. Accessible Route.

The Disability Access Committee identified the following barriers in section 3.4 of the ADA Checklist for Existing Facilities:
No barriers

6.3. Signs at Toilet Rooms.

The Disability Access Committee identified the following barriers in section 3.5 of the ADA Checklist for Existing Facilities:
No barriers

6.4. Entrance.

The Disability Access Committee identified the following barriers in sections 3.6–3.15 of the ADA Checklist for Existing Facilities:

- d.** ADA Checklist Section 3.10: Door handle is at 27” from floor. Compliance is 34-48”
- e.** ADA Checklist Section 3.11: Door is at 18lbs pressure; compliance is 5lb
- f.** ADA Checklist Section 3.12: Door closes within 4 seconds; compliance is at least 5 seconds

6.5. In the Toilet Room.

The Disability Access Committee identified the following barriers in sections 3.16–3.20 of the ADA Checklist for Existing Facilities:
ADA Checklist Section 3.20: Coat hook is 62” from floor; compliance is 15-48

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
6.6.	Lavatories.			
The Disability Access Committee identified the following barriers in sections 3.21–3.27 of the ADA Checklist for Existing Facilities: No barriers				
6.7.	Soap Dispensers & Hand Dryers.			
The Disability Access Committee identified the following barriers in sections 3.28–3.29 of the ADA Checklist for Existing Facilities: d. No barriers				
6.8.	Water Closets in Single-User Toilet Rooms & Compartments (Stalls).			
The Disability Access Committee identified the following barriers in sections 3.30–3.40 of the ADA Checklist for Existing Facilities: c. No barriers				
6.9.	Stalls.			
The Disability Access Committee identified the following barriers in sections 3.41–3.50 of the ADA Checklist for Existing Facilities: b. No barriers				

7. Additional Access

- AMENITIES SUCH AS DRINKING FOUNTAINS AND PUBLIC TELEPHONES SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.

7.1. Drinking Fountains.

The Disability Access Committee identified the following barriers in sections 4.1–4.9 of the ADA Checklist for Existing Facilities:
b. ADA Checklist Section 4.6: Spout outlet is 41”; compliance is no higher than 36

7.2. Public Telephones.

The Disability Access Committee identified the following barriers in sections 4.10–4.19 of the ADA Checklist for Existing Facilities:
b. NA

7.3. Fire Alarm Systems.

The Disability Access Committee identified the following barriers in section 4.20 of the ADA Checklist for Existing Facilities:
a. No barriers

Authors

This report was written/reviewed by:

1. Monica Brockway; Iowa Vocational Rehabilitation Services
2. Jamie Phipps; Iowa Department for the Blind

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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Approval by Disability Access Committee

This report was approved by the Disability Access Committee for submission to the Local Workforce Development Board on September 28, 2017.

Adoption by the Local Workforce Development Board

This report was adopted by the Local Workforce Development Board on September 28, 2017.

Submission to the State Disability Access Committee

This report was submitted to the State Disability Access Committee on October 10, 2017.

Kirkwood Comm. College 123 Iowa Hall Cedar Rapids, IA 52406	Objects are mounted to the wall that protrude into the interior route more than four inches 307.2	Objects with leading edges more than 27 inches and not more than 80 inches above the floor or ground should not protrude more than 4 inches horizontally into the circulation path	1	met with Dean of Students, Melissa Payne and the Environmental Services Engineer last week at Kirkwood Kirkwood is undergoing major renovations through 2022, so the IVRS office will be moved soon to a temporary interim location (they assured me it will be accessible, but are not exactly sure where this will be yet...) The plan is that IVRS will have dedicated office space in the Office of Student Life. It will be a nice set up and they are going above and beyond as far as including us in the plans.
	Interior door to counselor's office requires 12 pounds of force to operate 309.4	The door should require no more than five pounds of force to open. Operable parts should be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist.	2	
	The nearest accessible restroom to the Counselor's office is in an adjoining building with no signage pointing to it. 216.8	The restrooms nearest the counselor's office should be modified to be in compliance or a sign should be posted directing individuals to the nearest accessible restroom	1	
	The height of the spout on the drinking fountain is 39 inches. 602.4	Spout outlets should be lowered so they are no more than 36 inches above the finish floor or ground	3	

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
600 S. Pierce Ave. Mason City, IA 50401	The height of the upright signs identifying accessible parking is 34 inches. 502.6	Raise the height of the signs to be no less than 60 inches tall when measured from the bottom of the sign to the ground.	1	Completed 01/08/19
	The running slope of the exterior route from the accessible parking spaces to the entrance is 2:24. 403.3	Add a handrail, as a slope steeper than 1:20 is considered a ramp and needs handrails or lessen the slope of the exterior route.	3	No conversations regarding barrier removal at this time.
	The threshold at the front entrance is 1 inch. 404.2.5	Lower the threshold so that it is no higher than ½ inch tall. Add a mat with a beveled edge.	1	Completed 01/08/19 Removed mats and carpet installed
	The paper towel dispenser in the men's restroom is 51 inches above the floor. (near main entrance) 308.2.1	Reduce the height to no more than 48 inches and no less than 15 inches from the ground.	1	Completed 01/08/19
	The force required to operate the door of the men's restroom is 8 pounds (near upper level classroom) 309.4	Reduce the force required to be no more than 5 pounds.	2	pressure rechecked 5/15/2020.
	The height of the toilet seat in the women's restroom is 15.5 inches tall. (near upper level classroom) 604.4	Raise the seat height to be between 17-19 inches from the floor.	3	updated/removed 5/15/2020/
	The height of the towel dispensers in both restrooms is 56 inches. (near upper level classroom). 308.2.1	Reduce the height to no more than 48 inches and no less than 15 inches from the ground.	1	Completed 01/08/19
	The water pipes below the sinks in the restrooms are not insulated (near upper level classroom). 606.5	Insulate the pipes or otherwise protect against contact.	1	Completed 01/08/19
	Restrooms do not have signs marking accessibility or have signs pointing to the accessible restroom. 216.8	Restrooms that are not accessible must have appropriate signage outside directing individuals to the accessible restroom (of which there must be one).	1	Completed 01/08/19
	NIACC 500 College Dr. Mason City, IA 50401	The upright signs identifying accessible parking are not 60 inches above the ground. 502.6	Adjust signs to be no less than 60 inches from the ground when measured from the bottom of the sign to the ground.	1
The rugs at the public entrance are not secured and slide easily. 302.1		Secure the rugs to the ground.	1	Completed 01/08/19 Now all carpeted
Doors to the Student Access Center require 10 pounds of force to operate.		Adjust the door so that no more than 5 pounds of force is required	2	

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party	
9030 Commerce Dr., Suite E Decorah, IA 52101	309.4 A sign outside the restroom nearest the IVRS office reads "Handicapped restroom in gym lobby"	to open it and/or add an automatic door. Recommended that signage not include the term handicapped	1		
	The open width of the stall doors is 30 inches. 404.2.3	Adjust the width to be at least 32 inches.	2	Completed 01/08/19	
	The height of the towel dispenser is 55 inches. 308.2.1	Lower the dispenser to be between 15-48 inches from the ground.	1	Bottom of dispenser is 48" & trashcan is sitting in front.	
	The force required to open the women's and men's restrooms are 8 and 9 pounds respectively 309.4	Reduce the force required to be no more than 5 pounds	2		
	The seat height of the toilet is 16 inches. 604.4	Raise the toilet seat to be between 17-19 inches when measured from the floor to the top of the seat.	3	Completed 01/08/19	
	There are no parking spaces designated as "Van Accessible." 208.2.4	Add at least one accessible parking space designated to be van accessible	2	Moved 09/30/2018	
	There are no upright signs identifying accessible and van accessible parking spaces. 502.6	Add signs marking the accessible spaces that measure at least 60 inches tall when measured from the bottom of the sign to the finish floor or ground.	2	Moved 09/30/2018	
	Decorah - ADA Transition Plan.pdf 1525 Airport Rd., Suite 102 Ames, IA 50010	619 Carroll St. Carroll, IA 51401	The interior doors have knobs. 309.4	Replace hardware so that it is operable with one hand and do not require tight grasping, punching, or twisting of the wrist.	1
		The mirrors in the men and women's restrooms are 47 and 56 inches respectively from the bottom edge to the floor. 603.3	Adjust the mirrors so that they are no more than 40 inches from the ground if over a lavatory and no more than 35 inches from the ground if not over a lavatory.	1	
		The height of the paper towel dispenser from the operable part is 49 inches in both men and women's restrooms. 308.2.1	Lower the dispenser so that it is between 15-48 inches from the ground.	1	

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
2006 S Ankeny Blvd Ankeny, IA 50023	There is only one van accessible parking space. 208.2.4	Add at least one van accessible space	2	
	The heights of the upright signs identifying some of the accessible parking spaces are fewer than 60 inches. 502.6	Raise the signs so that, when measured from the bottom of the sign to the ground, are no less than 60 inches tall.	1	
	Along the interior route from the accessible entrance to the counselor's office, a fire extinguisher, drinking fountain, and hand sanitizer dispenser protrude into the walkway more than 4 inches. 307.2	Remove the objects that protrude out more than 4 inches that are between 27-80 inches from the ground. Add a trash can below edge of protruding object so it is detectable.	1	
	The height of the toilet seats in the women's and men's restrooms are 21 and 22 inches respectively. 604.4	Lower the seat height to be between 17-19 inches when measured from the floor to the top of the seat.	3	
	There is not a grab bar located along the rear wall of the stall designated as accessible in either restroom. 604.5	Install grab bars on the side wall closest to the water closet and on the rear wall in both restrooms.	1	
	The clear width of the stall door in both the men's and women's restrooms is 31.5 inches. 404.2.3	Widen the opening so the clear width is no less than 32 inches.	2	
204 W State Street Marshalltown, IA 50158	The height of the upright signs identifying accessible parking is 46.5 inches and 44.5 inches. The parking space nearest the accessible entrance does not have an upright sign. 502.6	Adjust the height and add signs to all accessible spaces that are no less than 60 inches when measured from the bottom of the sign to the ground. Add at least one "van accessible" sign designating a space for a van. Reconfigure parking to have all accessible spaces nearest the entrance	1	Completed 03/14/2017
	The cement platform at the rear of the building does not extend under the opener for the automatic door. 404.2.4.1	Widen the platform so that individuals can access the opener from the platform. It should extend a minimum of 18 inches parallel to the doorway beyond the latch side.	1	Completed 03/14/2017
	The rugs at the public entrance are not secured and slide easily. 302.1	Secure the rug to the ground.	1	

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
IA State U 1076 Student Services Building Ames, IA 50011	There are no accessible spaces designated as "van accessible" 208.2.4	Add at least one parking space designated as van accessible.	2	No longer occupy
	Access aisles are not adjacent to every accessible parking space. 502.3.1	Add access aisles adjacent to each car and van accessible space that are at least 60 inches wide, extend the full length of the parking space, and marked to discourage parking in them.	2	No longer occupy
	There is a wall-mounted cabinet in the hallway along the accessible route that protrudes 7 inches into the path of travel. 307.2	Remove the cabinet or place something below it if possible so a cane can detect it.	1	No longer occupy
15260 Truman St. Ottumwa, IA 52501	There are no accessible spaces designated as "van accessible" 208.2.4	Add a sign designating one of the accessible spaces as van accessible. Signs identifying van parking spaces should contain the designation "van accessible."	2	Resolved 03/20/2017
	The height of the upright parking signs ranged from 44-48 inches. 502.6	Adjust the height of all signs to be no less than 60 inches when measured from the bottom of the sign to the ground.	1	Resolved 03/20/2017
	Along the exterior route to the accessible entrance, there is a 1 inch change in level where the sidewalk is raised. 303.2	Route should be stable, firm, level and slip resistant. There should be no changes in level greater than ½ inch.	2	Resolved 03/20/2017
	Along the exterior route to the accessible entrance, there is a significant drop on either side of the sidewalk.	Build up the ground so there is less risk of injury from falling off the sidewalk. There should be no change in level greater than ½ inch.	2	Resolved 03/20/2017
	There is a red emergency use telephone mounted on the wall in the hallway 53 inches from the ground and protrudes 4.5 inches into the path. 307.2	Place an object such as a trash can below the mounted telephone so it is detectable.	1	Resolved 03/20/2017
	The door leading to the counselors' offices requires a push/pull pressure of 12 pounds. 309.4	Adjust the force required to be no more than 5 pounds.	2	Resolved 03/20/2017
	The door of both the men's and women's restrooms requires a push/pull pressure of 8 pounds. 309.4	Adjust the force required to be no more than 5 pounds.	2	Resolved 03/20/2017

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
626 Indian Hills Dr. Ottumwa, IA 52501	There is no van accessible parking space. 208.2	Add at least one van accessible space without taking away from the other accessible spaces.	2	6 Spaces with access aisles (08/09/2016)
	There are no access aisles adjacent to the accessible parking spaces. 502.2	Add access aisles adjacent to all spaces that are at least 96 inches wide for cars and at least 132 inches wide for vans.	2	6 Spaces with access aisles (08/09/2016)
	The force required to open the restroom doors is 6 pounds for the men's restroom and 10 pounds for the women's. 309.4	Reduce the force required to be no more than 5 pounds.	2	Resolved (08/09/2016) Resolved (08/09/2016)
	The height of the urinals is 20 inches. 605.2	Reduce the height to be no more than 17 inches above the ground.	3	Resolved (4/16/2018)
	The drain and hot water pipes under the sink are not insulated or wrapped. 606.5	Wrap or insulate the pipes or otherwise protect them from contact.	1	Resolved (08/09/2016)
	306 N Sherman Knoxville, IA 50138	There are no upright signs identifying accessible parking. 502.6	Add signs for every parking spot that are no less than 60 inches tall when measured from the bottom of the sign to the ground.	1
There are no accessible spaces designated as "van accessible." 208.2.4		Add at least one van accessible parking space marked with a sign stating "van accessible."	2	Resolved (09/16/2016)
There are chairs in front of the building that reduce the route width from the parking area into the front entrance to 31 inches. 403.5.1		Remove the chairs or widen the walkway to be at least 36 inches wide.	1	Resolved (09/16/2016)
The threshold at the front entrance is 1.5 inches. 404.2.5		Reduce the threshold to be no more than ½ high. Add a mat with beveled edge.	1	Resolved (09/16/2016)
The furniture in the office space does not allow an accessible route to the counselor's office, the computer, or the restroom. 403.5.1		Create an accessible route that is at least 36 inches wide.	1	Resolved (09/16/2016)
The doorway to the counselor's office is 30 inches wide and the doorway to the kitchen that leads to the restroom is 31 ¼ inches wide. 404.2.3		Doorways must be at least 32 inches wide.	1	Resolved (09/16/2016)

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	The handles on all interior doors are knobs. 404.2.7	Replace all hardware so that it is operable with one hand, as a closed fist or loose grip.	1	Resolved (09/16/2016)
	The threshold at the entrance of the restroom is more than ½ inch. 404.2.5	Lower the threshold to be no more than ½ high.	Currently being remodeled 4/2016	Resolved (09/16/2016)
	Restroom is not accessible at all.		Currently being remodeled 4/2016	Resolved (09/16/2016)
2508 E 4 th St. Sioux City, IA 51101	There are no parking spaces designated as van accessible. 208.2.4	Add at least one van accessible space.	2	Completed 06-22-2016 Completed 06-22-2016
	The access aisles were not clearly painted and were 56 inches wide. 502.3.1	Resize the access aisles so that are at least 60 inches wide, extend the full length of the parking space they serve, and are marked to discourage parking in them.	2	Completed 06-22-2016
	The upright signs marking accessible parking were all less than 60 inches in height. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Completed 06-22-2016
	The rugs at the public entrance are not secured and slide easily. 302.1	Secure the rugs to the ground.	1	Completed 09/23/2019
	The hardware on the interior office doors are knobs. 404.2.7	Replace all hardware so that it is operable with one hand, as a closed fist or loose grip.	1	Completed 09/23/2019
	The soap dispenser in the restroom is 54 inches above the floor and is located to the side of the lavatory. 308.3.1	Lower the dispenser to be no more than 48 inches from the ground and no less than 15 inches from the ground.	1	Completed 09/23/2019
	The mirror is 45 inches from the bottom edge to the floor and is located above the lavatory. 603.3	Lower the mirror to be no more than 40 inches from the ground when measured from the bottom edge of the reflecting surface or add a full length mirror.	1	Completed 09/23/2019

To ensure that Iowa's one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended (ICRA); the Americans with Disabilities Act of 1990, as amended (ADA); and the Workforce Innovation and Opportunity Act (WIOA) an accessibility study was done on July 30th, 2017 at the Sioux City IowaWORKS center (2508 4th Street Sioux City, IA 51101). The following items will need to be addressed in order to be in compliance with all the current ADA laws and regulations:

Issues to be addressed by the landlord: Completed August 2017

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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Barrier 1.1. Parking	
Report Section:	ADA Checklist Section 1.4 [502.2, 502.3]
Access Issue:	Need to adjust handicapped spaces in the front to create an accessible aisle for parking spaces that are at least 5 feet wide.

Barrier 1.1. Parking	
Report Section:	ADA Checklist Section 1.10 [502.6]
Access Issue:	Need to move the Van signs up to meet the 60 inches above the ground; currently the sign under the Handicap Accessible Sign has a base below 60 inches.

Barrier 1.2. Exterior Accessible Route	
Report Section:	ADA Checklist Section 1.5 [502.2]
Access Issue:	Accessible access route for the Vans need to be smoothed and in good repair. Routes are intended for wheel chair use and the cracks in the cement create a barrier.

Issues to be addressed by the landlord : Need to be completed by 2021

Barrier 3.3. Signs at Toilet Rooms	
Report Section:	ADA Checklist Section 3.5 [703.4.2]

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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Access Issue:	The door leading to the restrooms needs to have the latch moved to the other side so that it's compliant providing 18 inches for a side entrance. This will also cause the sign indicating there are restrooms to be moved to the opposite side of the door.
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Barrier 3.4. Entrance

Report Section:	ADA Checklist Section 3.7 [404.2.4]
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Access Issue:	Need to move the hinges to the opposite side of the door frame in both the men's and women's customer bathrooms located in the front of the building.
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Barrier 3.4. Entrance

Report Section:	ADA Checklist Section 3.11 [404.2.9]
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Access Issue:	The women's customer restroom currently requires 7 pounds of force. Adjust or replace the closers on the restroom doors so that no more than 5 pounds of force is required to open the door.
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Barrier 3.4. Entrance

Report Section:	ADA Checklist Section 3.12 [404.2.8.1]
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Access Issue:	Adjust the closer so there is a longer close time on the women's and men's customer restroom doors (at least 5 seconds).
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Barrier 3.8. Water Closets in Single-User Toilet Rooms Compartments (Stalls)

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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Report Section:	ADA Checklist Section 3.31 and 3.47 [604.3.1]
Access Issue:	<p>Both the Handicap accessible stalls in the customer bathrooms for the men and women do not meet these requirements. They also do not meet the requirements provided if a building was constructed before 3/15/12. Stalls should be a minimum of 60 inches wide and 56 inches in depth. Both stalls are less than 48 inches wide.</p> <p>The Customer bathrooms will need to be reconfigured to meet these requirements, most likely taking out the additional toilet in the women's restroom and possibly the urinal in the men's restroom.</p>

Barrier 3.8. Water Closets in Single-User Toilet Rooms Compartments (Stalls)

Report Section:	ADA Checklist Section 3.33 [604.5.1]
Access Issue:	The grab bar does not extend 54 inches from the wall. The bar is currently 46 inches, however the bar can be moved from the rear up to 9 more inches to meet this requirement. This will need to be done in both the Men's and Women's Customer restrooms.

Barrier 3.9. Stalls

Report Section:	ADA Checklist Section 3.45 [309.4]
Access Issue:	The current locks in the bathrooms must be replaced to meet compliance.

Barrier 3.9

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
Report Section:	ADA Checklist Section 3.49 [604.8.1.1]			
Access Issue:	<p>Currently the stalls do not meet the ADA requirements for size, also causing compliance issues with this standard.</p> <p>i. The Customer bathrooms will need to be reconfigured to meet these requirements, most likely taking out the additional toilet in the women's restroom and possibly the urinal in the men's restroom.</p> <p>Stall in the Men's staff restroom is also not within compliance for width.</p>			

Issues to be addressed by the manager:

None

1022 S 3 rd St. Sheldon, IA 51201	The parking lot near the west entrance does not have clear lines designating parking spaces.	Add lines to identify parking spaces at required width	2	
	Not all of the entrances to the IVRS office are accessible, and signage is not present to lead people to the accessible entrance.	Add directional signage identified by the International Symbol of Accessibility to all entrances that are not accessible pointing individuals to the accessible entrance.	1	
	216.6 The interior handles are knobs.	Operable parts should be replaced with hardware that can be operable with one hand that does not require tight grasping, pinching, or twisting of the wrist. The force required to open should be five pounds maximum.	1	
	309.4 The public restroom is not large enough to allow for the required turning radius.			Follow Up
3420 University Ave. Waterloo, IA 50701	304.3 The drain/water pipes in the restroom are not insulated.	Insulate or cover the pipes or otherwise configure them to be protected against contact.	1	Completed 09/23/2019
	606.5 The height of the upright signs identifying accessible parking is 29 inches.	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	08/10/2018 Completed
	502.6 There are no parking spaces designated as van accessible.	Add at least one van accessible space marked with a sign designating "van accessible."	2	08/10/2018 Completed
	208.2.4 The rugs at the public entrance are not secured and slide easily.	Secure the rugs to the ground.	1	12/17/2018 Completed
	302.1			

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
2277 Iowa Ave. Independence, IA 50644	The computer work space used by job candidates does not provide 36 inches of accessible route. 403.5.1	Make the accessible route 36 inches wide. Possibly relocate job club computer.	1	06/23/2016 Completed
	There are no parking spaces designated as van accessible. 208.2.4	Add at least one van accessible space marked with a sign designating "van accessible."	2	Relocated
	There are no access aisles adjacent to the accessible parking spaces. 502.2	Access aisles should be at least 60 inches wide, extend the full length of the parking space they serve, and are marked to discourage parking in them.	2	Relocated
	The height of the upright signs identifying accessible parking is 45 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Relocated
	Not all of the entrances to the IVRS office are accessible, and signage is not present to lead people to the accessible entrance. 216.6	Add directional signage identified by the International Symbol of Accessibility to all entrances that are not accessible pointing individuals to the accessible entrance.	1	Relocated
	The interior handles are knobs. 309.4	Operable parts should be replaced with hardware that can be operable with one hand that does not require tight grasping, pinching, or twisting of the wrist. The force required to open should be five pounds maximum.	1	Relocated
	The dimensions of the men's restroom make it difficult for individuals with disabilities to access (70 x 49 in) 304.3.1	The turning space should be a 60 inch diameter minimum.	Follow Up	Relocated
	There are no grab bars in the men's restroom. 604.5	Install grab bars on the side wall closest to the toilet and on the rear wall.	1	Relocated
	The drain pipes in the men's restroom are not insulated. 606.5	Insulate or cover the pipes or otherwise configure them to be protected against contact.	1	Relocated
	The dimensions of the women's restroom make it difficult for individuals with disabilities to access (136 x 47 in) 304.3.1	The turning space should be a 60 inch diameter minimum.	Follow Up	Relocated
The force required to open the women's restroom door is 11 pounds. 309.4	Reduce the force required to be no more than 5 pounds.	2	Relocated	

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
	The height of the paper towel dispenser is 51 inches. 308.2.1	Reduce the height to be between 15-48 inches from the ground when measured from the operable part.	1	Relocated
	The height of the mirror is 46 inches. 603.3	Adjust the height so that it is no more than 40 inches from the ground if above the lavatory and no more than 35 inches from the ground if not over the lavatory.	1	Relocated
	The drain pipes in the women's restroom are not insulated. 606.5	Insulate or cover the pipes or otherwise configure them to be protected against contact.	1	Relocated
UNI 102 Gilcrest Cedar Falls, IA 50614	There are no parking spaces designated as van accessible. 208.2.4	Add at least one van accessible space marked with a sign designating "van accessible."	2	Relocated
	The height of the upright signs identifying accessible parking ranges from 55.5-57 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Relocated
	The drain pipes in the restroom are not insulated. 606.5	Insulate or cover the pipes or otherwise configure them to be protected against contact.	1	Relocated
1501 E Orange Rd. Bremer Hall Waterloo, IA 50704	There is only one van accessible space. 208.2.4	Add at least one van accessible space with the appropriate signage and adjacent aisle.	2	Relocated
510 E 12 th St. DSM, IA 50319	The height of the upright signs identifying accessible parking is 42 3/8 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	
430 E Grand Ave. DSM, IA 50309	The height of the upright signs identifying accessible parking ranges from 48.5-56 inches. 502.6	Raise the signs to be no less than 60 inches when measured from the ground to the bottom edge of the sign.	1	Will be vacating space at end of lease 10/31/2017
200 Army Post Road, DSM, IA 50315				



REGION 11 DISABILITY ACCESS COMMITTEE

Physical Accessibility Report

Date: March 1, 2018

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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Background:

- The State Workforce Development Board established a Disability Access Committee to lead a Statewide Disability Access Initiative to:
 - 13) Ensure that Iowa’s one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended; the Americans with Disabilities Act of 1990, as amended; and the Workforce Innovation and Opportunity Act.
 - 14) Increase accessibility for individuals with disabilities to the programs, services, and activities of Iowa’s one-stop delivery system.
 - 15) Continuously improve for individuals with disabilities the provision of services within the one-stop delivery system.
 - 16) Improve opportunities for individuals with disabilities in competitive integrated employment.
- The Disability Access Committee used the 2010 ADA Checklist for Existing Facilities (available online at www.ADAchecklist.org) to perform a physical accessibility assessment on _March 1, 2018 of the facility located at:

200 Army Post Rd.
Des Moines, IA. 50315
- This report contains the barriers identified by the Disability Access Committee during its physical accessibility assessment.
- This report’s findings are organized according to the ADA accessibility priorities identified in the Department of Justice Title III regulations, which are equally applicable to state and local government entities:
 - 10) Approach & Entrance
 - 11) Goods & Services
 - 12) Toilet Rooms
 - 13) Additional Access

1. Approach & Entrance

- AN ACCESSIBLE ROUTE FROM SITE ARRIVAL POINTS AND AN ACCESSIBLE ENTRANCE SHOULD BE PROVIDED FOR EVERYONE.
- THERE SHOULD BE AT LEAST ONE ROUTE FROM ALL SITE ARRIVAL POINTS THAT DOES NOT REQUIRE THE USE OF STAIRS.
- SITE ARRIVAL POINTS INCLUDE: PARKING, PASSENGER LOADING ZONES, PUBLIC SIDEWALKS, AND PUBLIC TRANSPORTATION STOPS.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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7.4. Parking.

The Disability Access Committee identified the following barriers in sections 1.2–1.12 of the ADA Checklist for Existing Facilities:

Barrier A

ADA Checklist Section: 1.10
 Description: The bottom of the signage for the accessible spaces is not 60 inches above the ground. This is out of compliance.

Barrier B

ADA Checklist Section: 1.11
 Description: There is not a sign reading “van accessible” at the van accessible space. This is out of compliance.

7.5. Exterior Accessible Route.

The Disability Access Committee identified the following barriers in sections 1.13–1.18 of the ADA Checklist for Existing Facilities:
Sections 1.13 – 1.18 are within compliance

7.6. Curb Ramps.

The Disability Access Committee identified the following barriers in sections 1.19–1.24 of the ADA Checklist for Existing Facilities:
Sections 1.19 – 1.24 are within compliance

7.7. Exterior Ramps.

The Disability Access Committee identified the following barriers in sections 1.25–1.36 of the ADA Checklist for Existing Facilities:
Sections 1.25 – 1.36 are within compliance

7.8. Entrance(s).

The Disability Access Committee identified the following barriers in sections 1.37–1.49 of the ADA Checklist for Existing Facilities:

Barrier A

ADA Checklist Section: 1.39
 Description: The back staff entrance is not accessible because of the threshold and there is no sign pointing to the accessible entrance.

Barrier B

ADA Checklist Section: 1.43
 Description: While the threshold for the main entrance meets compliance for a building built before 1991, it is suggested that this threshold be replaced to make it easier to clear.

Barrier C

ADA Checklist Section: 1.43

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
Description:	The staff entrance in the back of the building has a threshold too high to be compliant.			

8. Access to Goods & Services

- THE LAYOUT OF THE BUILDING SHOULD ALLOW PEOPLE WITH DISABILITIES TO OBTAIN GOODS AND SERVICES AND TO PARTICIPATE IN ACTIVITIES WITHOUT ASSISTANCE.

8.1. Accessible Entrance(s).

The Disability Access Committee identified the following barriers in section 2.1 of the ADA Checklist for Existing Facilities: **Section 2.1 within compliance**

8.2. Interior Accessible Route.

The Disability Access Committee identified the following barriers in sections 2.2–2.9 of the ADA Checklist for Existing Facilities: **Sections 2.2 – 2.9 are within compliance**

8.3. Interior Ramps.

The Disability Access Committee identified the following barriers in sections 2.10–2.21 of the ADA Checklist for Existing Facilities:

Barrier A

ADA Checklist Section: 2.12 Interior ramp leading from main lobby to back offices
 Description: While in compliance, it was noted that the grade could be adjusted at a future date to be slightly less steep.

8.4. Elevators.

The Disability Access Committee identified the following barriers in sections 2.22–2.31 of the ADA Checklist for Existing Facilities: **Facility has no elevators – all on one floor**

8.5. Platform Lifts.

The Disability Access Committee identified the following barriers in sections 2.32–2.37 of the ADA Checklist for Existing Facilities: **Sections 2.32 – 2.37 are within compliance**

8.6. Signs.

The Disability Access Committee identified the following barriers in sections 2.38–2.39 of the ADA Checklist for Existing Facilities: **Sections 2.38 – 2.39 are within compliance**

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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8.7. Interior Doors.

The Disability Access Committee identified the following barriers in sections 2.40–2.46 of the ADA Checklist for Existing Facilities: Sections 2.40 – 2.46 are within compliance

8.8. Rooms & Spaces.

The Disability Access Committee identified the following barriers in sections 2.47–2.49 of the ADA Checklist for Existing Facilities: Sections 2.47 – 2.49 are within compliance

8.9. Controls.

The Disability Access Committee identified the following barriers in sections 2.50–2.51 of the ADA Checklist for Existing Facilities: Sections 2.50 – 2.51 are within compliance

8.10. Seating & Benches.

The Disability Access Committee identified the following barriers in sections 2.52–2.69 of the ADA Checklist for Existing Facilities: Sections 2.52 – 2.69 are within compliance

8.11. Sales and Service Counters.

The Disability Access Committee identified the following barriers in sections 2.76–2.80 of the ADA Checklist for Existing Facilities: Sections 2.76 – 2.80 are within compliance

9. Toilet Rooms

- **WHEN TOILET ROOMS ARE OPEN TO THE PUBLIC THEY SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

9.1. Toilet Rooms.

The Disability Access Committee identified the following barriers in sections 3.1–3.3 of the ADA Checklist for Existing Facilities: Sections 3.1 – 3.3 are within compliance

9.2. Accessible Route.

The Disability Access Committee identified the following barriers in section 3.4 of the ADA Checklist for Existing Facilities: **Section 3.4 is within compliance**

9.3. Signs at Toilet Rooms.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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The Disability Access Committee identified the following barriers in section 3.5 of the ADA Checklist for Existing Facilities: **Section 3.5 is within compliance**

9.4. Entrance.

The Disability Access Committee identified the following barriers in sections 3.6–3.15 of the ADA Checklist for Existing Facilities: **Sections 3.6 – 3.15 are within compliance**

9.5. In the Toilet Room.

The Disability Access Committee identified the following barriers in sections 3.16–3.20 of the ADA Checklist for Existing Facilities:

a. Barrier A

ADA Checklist Section: 3.17 – Employee restroom in the secured back office area of the building
Description: Not enough room for a person in a wheelchair to effectively maneuver from the restroom’s entryway into the accessible stall.

9.6. Lavatories.

The Disability Access Committee identified the following barriers in sections 3.21–3.27 of the ADA Checklist for Existing Facilities: **Sections 3.21 – 3.27 are within compliance**

9.7. Soap Dispensers & Hand Dryers.

The Disability Access Committee identified the following barriers in sections 3.28–3.29 of the ADA Checklist for Existing Facilities: **Sections 3.28 – 3.29 are within compliance**

9.8. Water Closets in Single-User Toilet Rooms & Compartments (Stalls).

The Disability Access Committee identified the following barriers in sections 3.30–3.40 of the ADA Checklist for Existing Facilities:

Barrier A

ADA Checklist Section: 3.38 Toilet paper dispenser and sanitary box in women’s restroom in main lobby
Description: While in compliance, it was recommended that the dispenser and sanitary box could be repositioned 7-9 inches above the grab bar to provide greater reachability between the toilet seat and the two containers, increasing accessibility for individuals using wheelchairs.

9.9. Stalls.

The Disability Access Committee identified the following barriers in sections 3.41–3.50 of the ADA Checklist for Existing Facilities:

a. Barrier A

ADA Checklist Section: 3.43 – Accessible stall door in women’s public restroom in the main lobby
Description: The door seems intended to be self-closing, as those in the other bathrooms are, but it may need an adjustment as at 90 degrees it does not self-close effortlessly.

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
Barrier B				
ADA Checklist Section:	3.44 -3.45 - Accessible stall door in women's public restroom in the main lobby – handle and lock mechanism			
Description:	The pull handle and locking mechanism in place for the accessible stall are affixed parallel to each other with very little room in between the two which does not provide sufficient space for someone with limited dexterity to comfortably grab the handle and secure the locking mechanism. It was recommended to replace it with an all-in-one "swivel" or "turn" handle/lock which would be easier to operate with one hand and/or limited dexterity.			
Barrier C				
ADA Checklist Section:	3..42 - Employee men's restroom in secured back office area			
Description:	There is a sharp turn after entering the restroom required to reach the accessible stall. This layout also causes the stall door to open out against the wall next to where the entryway is located, which makes maneuvering into the stall with a wheelchair practically impossible. To meet compliance and increase access to this restroom for individuals with a wheelchair it is strongly recommended that rather than having the accessible stall next to the standard stall, the two stalls can be reconfigured to be one large accessible stall. This restroom does not have as much traffic as the one in the public main lobby area and therefore having only one stall should be sufficient provided that it is universally accessible.			

10. Additional Access

- **AMENITIES SUCH AS DRINKING FOUNTAINS AND PUBLIC TELEPHONES SHOULD BE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

10.1. Drinking Fountains.

The Disability Access Committee identified the following barriers in sections 4.1–4.9 of the ADA Checklist for Existing Facilities:
Sections 4.1 – 4.9 are within compliance

a. Barrier A

ADA Checklist Section: 4._
 Description:

Barrier B

ADA Checklist Section: 4._
 Description:

Barrier C

ADA Checklist Section: 4._
 Description:

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
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10.2. Public Telephones.

The Disability Access Committee identified the following barriers in sections 4.10–4.19 of the ADA Checklist for Existing Facilities: **Sections 4.10 – 4.19 are within compliance**

a. Barrier A

ADA Checklist Section: 4._
Description:

Barrier B

ADA Checklist Section: 4._
Description:

Barrier C

ADA Checklist Section: 4._
Description:

10.3. Fire Alarm Systems.

The Disability Access Committee identified the following barriers in section 4.20 of the ADA Checklist for Existing Facilities: **Section 4.20 is within compliance**

a. Barrier A

ADA Checklist Section: 4._
Description:

Barrier B

ADA Checklist Section: 4._
Description:

Barrier C

ADA Checklist Section: 4._
Description:

Authors

This report was written by: Bill Marquess & Irene Vega.

Study conducted by:

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2. Shannon Myers, Iowa Department for the Blind
3. Irene Vega, Iowa Workforce Development
4. Bill Marquess, Iowa Employment Solutions at DMACC, WIOA Title I Eligible Provider

Approval by Disability Access Committee

Field Office
Location

Barrier Description

Barrier Removal Method

Priority/
Schedule

Responsible Party

This report was approved by the Disability Access Committee for submission to the Local Workforce Development Board on _____, 2018.

Adoption by the Local Workforce Development Board

This report was adopted by the Local Workforce Development Board on _____, 2018.

Recap of action items. Progress	Compliance Action item
Knapp	The bottom of the signage for the accessible spaces is not 60 inches above the ground. This is out of compliance.
Knapp	There is not a sign reading "van accessible" at the van accessible space. This is out of compliance.
Accessible button installed, threshold not fixed. Knapp	The back staff entrance is not accessible because of the threshold and there is no sign pointing to the accessible entrance.
Knapp	Men's restroom in back: Not enough room for a person in a wheelchair to effectively maneuver from the restroom's entryway into the accessible stall. Also, there is a sharp turn after entering the restroom required to reach the accessible stall. This layout also causes the stall door to open out against the wall next to where the entryway is located, which makes maneuvering into the stall with a wheelchair practically impossible. To meet compliance and increase access to this restroom for individuals with a wheelchair it is strongly recommended that rather than having the accessible stall next to the standard stall, the two stalls can be reconfigured to be one large accessible stall. This restroom does not have as much traffic as the one in the public main lobby area and therefore having only one stall should be sufficient provided that it is universally accessible. Looking into having one stall and a urinal to make space available.
Knapp	Entrance to WIOA Title 1 director's office does not have enough clearance to be wheelchair accessible.

Submission to the State Disability Access Committee

This report was submitted to the State Disability Access Committee on _____, 2018.

Progress	Universal Design Action Item
DEI	While the threshold for the main entrance meets compliance for a building built before 1991, it is suggested that this threshold be replaced to make it easier to clear.
Backdoor done, restrooms not DEI	It is suggested that automatic doors be placed at the back staff door and the restrooms.
Knapp	Women's restroom, main lobby: While in compliance, it was recommended that the dispenser and sanitary box could be repositioned 7-9 inches above the grab bar to provide greater reachability between the toilet seat and the two containers, increasing accessibility for individuals using wheelchairs

Field Office Location	Barrier Description	Barrier Removal Method	Priority/Schedule	Responsible Party
Knapp	Women's restroom, main lobby, accessible stall: The door seems intended to be self-closing, as those in the other bathrooms are, but it may need an adjustment as at 90 degrees it does not self-close effortlessly. Also, the pull handle and locking mechanism in place for the accessible stall are affixed parallel to each other with very little room in between the two which does not provide sufficient space for someone with limited dexterity to comfortably grab the handle and secure the locking mechanism. It was recommended to replace it with an all-in-one "swivel" or "turn" handle/lock which would be easier to operate with one hand and/or limited dexterity.			
Knapp	Bar to be placed in accessible stall for balance and support.			
Done	Provide a room for private transfer of verbal information for membership.			
DEI	The lighting in the office is low and florescent, which creates issues for people with migraines, epilepsy, autism spectrum, etc. It has been suggested that we install GlareShade Fluorescent Light Filter Diffuser Covers			
DEI	Interior ramp meets ADA regulation but is steep and hard to navigate for people with mobility issues. It is suggested that it be placed at a less steep grade.			
DEI	Sound Canceling headphone – DEI to purchase			
DEI – with assistance from IDB and tech support. Tech support has on hold.	OPAC room needs to be accessible for people with no to low vision			
State	It was suggested in the focus group that videos of the workshops be made available via the internet for persons who can and would rather access the workshops in that manner. These videos would be closed captioned for Deaf individuals.			
DEI	The front bathrooms are hard to navigate for people with no vision. This may best be addressed through staff training, but other options could be explored.			
Knapp	The outside ramps are not slip resistant. Strips could be installed to correct for this.			
DEI	It has been suggested that the center purchase 6 standing lamps to address lighting issues.			
Done -- IWD	Get ASL interpretation software loaded onto the iPad.			
DEI	Get color contrast overlays for better accessibility of written materials.			