



## REGION \_3\_ DISABILITY ACCESS COMMITTEE

# Physical Accessibility Transition Plan

Date: March 1<sup>st</sup>, 2018

Please direct any comments to Michael Littlejohn at [Michael.Littlejohn@iwd.iowa.gov](mailto:Michael.Littlejohn@iwd.iowa.gov) or call 515 281 3314

## 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 (ICRA); the Americans with Disabilities Act of 1990, as amended (ADA); and the Workforce Innovation and Opportunity Act (WIOA).
  - 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](http://www.ADAchecklist.org)) to perform a physical accessibility assessment of the below facility, on the below date.

Date of Assessment:	November 28th, 2017
Facility Assessed:	Spencer IowaWorks, 217 W Fifth Street, Spencer, IA 51301

- The Disability Access Committee created Physical Accessibility Report (Report) that contains the barriers identified by the Disability Access Committee during its physical accessibility assessment.
- The Disability Access Committee used the Report to create this Transition Plan (Plan) for addressing the physical accessibility barriers to increase physical accessibility and meet the physical accessibility requirements under the ADA, ICRA, and WIOA.

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## Tier 1 Barriers

The barriers identified in Tier 1 of this Plan must be eliminated no later than May 1st, 2019.

Barrier 1.1 Parking	
<b>Report Section:</b>	ADA Checklist Section: 1.4, 1.12
<b>Access Issue:</b>	An accessible space needs to be at least 8 feet wide with an access aisle at least 5 feet wide. There is an accessible parking space that is at least 8 feet wide. However, there is not an access aisle. Accessible parking spaces should be nearest to an accessible route. This space is also not located nearest to an accessible route and is located directly in front of stairs.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.1 Parking

<b>Report Section:</b>	ADA Checklist Section: 1.5
<b>Access Issue:</b>	A van accessible space must be at least 11 feet wide with an aisle that's at least 5 feet wide or a space at least 8 feet wide with an access aisle at least 8 feet wide. The space marked as van accessible is at least 8 feet wide, however, the access aisle is 4 feet wide. See also Barrier C
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.1 Parking

<b>Report Section:</b>	ADA Checklist Section: 1.7, 1.9, 1.21 through 1.24
<b>Access Issue:</b>	Access aisles should be marked. Access aisles should adjoin an accessible route. The space should be free from hazards. Part of the access aisle is marked, but not the entire length of the space. There are no additional markings indicating accessibility. The van accessible space has an access aisle that directly adjoins the accessible route. The curb ramp is also directly adjacent to the access aisle and to the accessible route. The route between the access aisle, curb ramp, and the accessible route has multiple slopes, cracks, and there is a ledge/drop off on one part of the space that poses a hazard if someone does not see it. There is a raised edge between the street and the access aisle/curb/route. The entire space does not meet accessibility guidelines.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.2 Exterior Accessible Route

<b>Report Section:</b>	ADA Checklist Section: 1.13
<b>Access Issue:</b>	There is a 1" gap in the sidewalk in front of the main doors that could pose a hazard for someone to trip or a device to get caught.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.3 Curb Ramps

<b>Report Section:</b>	ADA Checklist Section: 1.7, 1.9, 1.21 through 1.24
<b>Access Issue:</b>	SAME AS PARKING BARRIER 1.1 Access aisles should be marked. Access aisles should adjoin an accessible route. The space should be free from hazards. Part of the access aisle is marked, but not the entire length of the space. There are no additional markings indicating accessibility. The van accessible space has an access aisle that directly adjoins the accessible route. The curb ramp is also directly adjacent to the access aisle and to the accessible route. The route between the access aisle, curb ramp, and the accessible route has multiple slopes, cracks, and there is a ledge/drop off on one part of the space that poses a hazard if someone does not see it. There is a raised edge between the street and the access aisle/curb/route. The entire space does not meet accessibility guidelines.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

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## Tier 2 Barriers

The barriers identified in Tier 2 of this Plan must be eliminated no later than May 1st, 2020.

Barrier 2.6 Signs	
<b>Report Section:</b>	ADA Checklist Section: 2.38
<b>Access Issue:</b>	There is a sign inside the main doors that identifies room names and numbers. This sign does not have raised letters or Braille. The location and height of the sign are not within guidelines.
<b>Solution:</b>	The height has been adjusted but the sign does not have braille.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Linda Gray
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.7 Interior Doors

<b>Report Section:</b>	ADA Checklist Section: 2.45
<b>Access Issue:</b>	Doors should open easily and with 5 pounds or less of force. The interior door into the main area opens with 5 pounds of force, up until the last 15 degrees and then more than 5 pounds is required. When exiting the main area, the door requires significantly more than 5 pounds as there is a lever that needs to be pushed in to release the door.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.10. Seating and Benches

<b>Report Section:</b>	ADA Checklist Section: 2.52, 2.64
<b>Access Issue:</b>	An adequate number of wheelchair spaces are required. In the classrooms used for training, there are less than 25 seats. There will need to be at least one space identified as wheelchair accessible.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Linda Gray
<b>Comment(s):</b>	
Additional comment(s) here.	

**Barrier 2.10. Seating and Benches**

<b>Report Section:</b>	ADA Checklist Section: 2.65
<b>Access Issue:</b>	There needs to be a route that is at least 36 inches wide to accessible seating. Classrooms and conference rooms used for training (Room A-B and Room E) are not arranged to have an accessible route between aisles.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Linda Gray
<b>Comment(s):</b>	
Additional comment(s) here.	



## Barrier 2.10. Seating and Benches

<b>Report Section:</b>	ADA Checklist Section: 2.66, 2.67
<b>Access Issue:</b>	The top of the accessible surface shall be no less than 28 and no greater than 34 inches above the floor. There needs to be clear floor space of at least 30 inches wide by 48 inches long for a forward approach. Knee space needs to be at least 27 inches high and at least 30 inches wide. The classroom and conference rooms typically used for training (Room A-B and Room E) do not have tables that meet height and width requirements and are not arranged to allow an accessible approach.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Linda Gray
<b>Comment(s):</b>	
Additional comment(s) here.	

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## Tier 3 Barriers

The barriers identified in Tier 3 of this Plan must be eliminated no later than May 1st, 2021.

Barrier 3.5 In the Toilet Room.	
<b>Report Section:</b>	ADA Checklist Section: 3.20
<b>Access Issue:</b>	Coat hooks should be no greater than 48 inches above the floor. The coat hooks on the doors of the accessible stalls (both men's and women's) are 52 inches above the floor.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 3.6 Lavatories

<b>Report Section:</b>	ADA Checklist Section: 3.24
<b>Access Issue:</b>	There should be at least a 27 inch clearance from the floor to the bottom of the lavatory that extends at least 8 inches under the lavatory for knee clearance. The lavatory have a piece that extends underneath that only allows for 26.5 inches of clearance from the floor (this is on the taller of the two sinks, the shorter has less clearance). There is only 3 inches of space that allows for the full 27 inches of clearance. This is in both the men's and women's restrooms.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 3.6 Lavatories

<b>Report Section:</b>	ADA Checklist Section: 3.26
<b>Access Issue:</b>	Pipes below the lavatories should be insulated. None of the pipes are fully insulated. This is both men's and women's.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

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## Tier 4 Barriers

The barriers identified in Tier 4 of this Plan must be eliminated no later than May 1st, 2023.

<b>Barrier 4.3 Fire Alarm Systems.</b>	
<b>Report Section:</b>	ADA Checklist Section: 4.20
<b>Access Issue:</b>	Fire alarm systems should have both flashing lights and audible signals. The system only has audible signals.
<b>Solution:</b>	Describe
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

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**Authors**

This report was written by:

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4. Val Bonney, Northwest Iowa Planning and Development, WIOA Title II Eligible Provider
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**Posted for Public Comment**

This Disability Access Committee posted this Plan for public comment from April 10th, 2018 until May 10<sup>th</sup>, 2018.

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**Approval by Disability Access Committee**

This Disability Access Committee approved this Plan for submission to the Local Workforce Development Board on \_\_\_\_\_, 2017.

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**Adoption by the Local Workforce Development Board**

The Local Workforce Development Board Plan adopted this Plan on \_\_\_\_\_, 2017.

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**Submission to the State Disability Access Committee**

The Disability Access Committee submitted this Plan to the State Disability Access Committee on \_\_\_\_\_, 2017.