



## REGION 7 DISABILITY ACCESS COMMITTEE

# Physical Accessibility Transition Plan

Date: March 1st, 2018

Please direct 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:	3420 University Avenue, Suite D
Facility Assessed:	Waterloo, Iowa 50701

- 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.

## 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: 1.5
<b>Access Issue:</b>	The van accessible parking space is 10 feet wide, not the required 11 feet wide.
<b>Solution:</b>	Describe
<b>Target 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: 1.8
<b>Access Issue:</b>	The slope of the accessible parking space and access aisles are greater than 1:48.
<b>Solution:</b>	Describe
<b>Target 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: 1.9
<b>Access Issue:</b>	The van accessibility space does not adjoin an accessible route.
<b>Solution:</b>	Describe
<b>Target 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: 1.10
<b>Access Issue:</b>	Not all handicapped signs were at least 60 inches above the ground.
<b>Solution:</b>	Describe
<b>Target 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: 1.11
<b>Access Issue:</b>	The van accessible parking spaces do not have a van accessibility sign. The spaces have a handicapped parking sign.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.4. Exterior Ramps

<b>Report Section:</b>	ADA Checklist Section: 1.35
<b>Access Issue:</b>	One of the ramps did not extend at least 12 inches horizontally beyond the top and bottom of the ramp.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.5. Entrance(s)

<b>Report Section:</b>	ADA Checklist Section: 1.43
<b>Access Issue:</b>	One of the doors in the back has a threshold of ½ inch, not ¼ inch.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comments:</b>	
Additional comment(s) here.	

## 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 are no raised braille letters or signs for the IVRS office or for the Workforce office.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comment(s):</b>	
Additional comment(s) here.	

Barrier 2.6. Signs	
<b>Report Section:</b>	ADA Checklist Section: 2.38
<b>Access Issue:</b>	The Workforce office sign is not mounted on the latch side of the wall.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.6. Signs

<b>Report Section:</b>	ADA Checklist Section: 2.38
<b>Access Issue:</b>	The baseline of the lowest character for the IVRS office sign is 67 and ¾ inches tall. 7 and ¾ inches too high.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<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>	The Workforce office door required 15 pounds of force to open which was much higher than the 5 pound maximum.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.7. Interior Doors

<b>Report Section:</b>	ADA Checklist Section: 2.46
<b>Access Issue:</b>	The door to the Workforce office took 2.6 seconds to close, not the minimum of 5 seconds required.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.8. Rooms & Spaces

<b>Report Section:</b>	ADA Checklist Section: 2.47
<b>Access Issue:</b>	In the IVRS office the Job Club computer area had a path that was 35 inches wide, not the required 36 inches wide.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comment(s):</b>	
Additional comment(s) here.	



<b>Barrier 2.11. Sales and Service Counters</b>	
<b>Report Section:</b>	ADA Checklist Section: 2.80
<b>Access Issue:</b>	In the IVRS office the clear floor space of the front counter is 9 inches and not the minimum of 17 inches required.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comments:</b>	
Additional comment(s) here.	

<b>Barrier 2.11. Sales and Service Counters</b>	
<b>Report Section:</b>	ADA Checklist Section: 2.80
<b>Access Issue:</b>	In the Workforce office the accessibility length of the clear floor space under the counter/work station was 13 inches, and not the 17 inches minimum requirement.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comments:</b>	
Additional comment(s) here.	

### Barrier 2.11. Sales and Service Counters

<b>Report Section:</b>	ADA Checklist Section: 2.80
<b>Access Issue:</b>	In the Workforce office there is a box mounted on the wall, after entering the office that extends out 7 inches instead of the no more than 4 inches required.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Andrew Trowler
<b>Comments:</b>	
Additional comment(s) here.	

## Tier 3 Barriers

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

<b>Barrier 3.3. Signs at Toilet Rooms</b>	
<b>Report Section:</b>	ADA Checklist Section: 3.5
<b>Access Issue:</b>	The restroom signs are mounted on the doors and not the wall on the latch side of the door. The restrooms are located near entrances #3.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

<b>Barrier 3.4. Entrance</b>	
<b>Report Section:</b>	ADA Checklist Section: 3.7
<b>Access Issue:</b>	The restrooms located near entrance #3. The front approach to the doors from inside the bathroom are only 53 inches and 51 inches deep, not the required 60 inches.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 3.4. Entrance

<b>Report Section:</b>	ADA Checklist Section: 3.12
<b>Access Issue:</b>	The restrooms located near entrance #3. The woman's bathroom door takes 4.5 seconds to close, and not the required 5 seconds. The men's bathroom door takes 3.5 seconds to close, and not the required 5 seconds.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 3.5. In the Toilet Room

<b>Report Section:</b>	ADA Checklist Section: 3.20
<b>Access Issue:</b>	The coat hook in the men's bathroom at Workforce is 62.5 inches high and in the women's bathroom is 62 inches high. Both are higher than the 48 inches maximum height.
<b>Solution:</b>	Describe
<b>Target 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>	The pipes below the lavatories in the men's and women's lavatories in the Workforce bathroom are not insulated.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

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

<b>Report Section:</b>	ADA Checklist Section: 3.34
<b>Access Issue:</b>	The grab bar in the women's Workforce bathroom extends 22 inches on the open side of the toilet and not the required 24 inches.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

**Barrier 3.9. Stalls**

<b>Report Section:</b>	ADA Checklist Section: 3.44
<b>Access Issue:</b>	In the Workforce bathrooms, there are no door pulls on either the men's or the women's handicapped accessible water closets.
<b>Solution:</b>	Describe
<b>Target Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comments:</b>	
Additional comment(s) here.	

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## Authors

This report was written by:

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3. Author Name, Iowa Workforce Development
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## Posted for Public Comment

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