



REGION 6 DISABILITY ACCESS COMMITTEE

Physical Accessibility Transition Plan

Date: March 1, 2018

Please direct any comments to Michael Littlejohn at 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) to perform a physical accessibility assessment of the below facility, on the below date.

Date of Assessment:	June 20th, 2017
Facility Assessed:	3405 S Center St, Marshalltown, IA 50158

- 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	
Report Section:	ADA Checklist Section 1.1
Access Issue:	There isn't at least 1 accessible route from site arrival points. One entrance has a non-working automatic door. Even if it working, it leads to an area not accessible to the lobby and services. The main entrance is not accessible.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.1. Parking	
Report Section:	ADA Checklist Section 1.10
Access Issue:	3 signs identifying accessible spaces are not at least 60 inches above the ground. (57", 59", 56")
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.3. Curb Ramps

Report Section:	ADA Checklist Section 1.37
Access Issue:	No automatic door at the main entrance
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)

Report Section:	ADA Checklist Section 1.5
Access Issue:	A van accessible space must be at least 11 feet wide with an aisle that's at least 5 feet wide. The facility does not have a van accessible parking space that's at least 11 feet wide. The facility does not have a van accessible parking space with an aisle that's at least 5 feet wide.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.37
Access Issue:	The main entrance is not accessible. The second entrance has a non-working power door that does not have a path to the lobby.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.38
Access Issue:	The alternate entrance has a non-working power door. It can't be used independently and during the same hours as the main entrance. Once inside this entrance there are no signs or power doors to navigate to the lobby area.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.39
Access Issue:	The inaccessible main entrance does not have a sign indicating the location of the nearest accessible entrance.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.40
Access Issue:	The entrance with the non-working power door has the international symbol of accessibility after entering the building.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.41
Access Issue:	The intended accessible entrance does not have a clear opening width of at least 32 inches when open at 90 degrees. (28" between the door bar and stop).
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 1.5. Entrance(s)	
Report Section:	ADA Checklist Section 1.46
Access Issue:	Neither entrance door takes at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
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 2.1. Accessible Entrance(s)	
Report Section:	ADA Checklist Section 2.1
Access Issue:	The non-working accessible entrance does not provide direct access to the main lobby. It does provide access to the elevator. Exterior doors are 32" wide.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 2.2. Interior Accessible Route	
Report Section:	ADA Checklist Section 2.2
Access Issue:	All public spaces are not on at least one accessible route. Interior doors leading to lobby are 32" wide.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 2.3. Interior Ramps	
Report Section:	ADA Checklist Section 2.13
Access Issue:	No level landing that is at least 60 inches long and least as wide as the ramp at the top of the ramp.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 2.3. Interior Ramps	
Report Section:	ADA Checklist Section 2.15
Access Issue:	On the second floor, both ramps need a second handrail.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 2.3. Interior Ramps

Report Section:	ADA Checklist Section 2.20
Access Issue:	Two handrails don't extend at least 12" horizontally beyond the top and bottom of the ramps.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

2.4. Elevators

Report Section:	ADA Checklist Section 2.24
Access Issue:	The elevator door does not remain open for at least 20 seconds when activated. (8 seconds)
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

Barrier 2.4. Elevators

Report Section:	ADA Checklist Section 2.31
Access Issue:	No tactile star on the main floor elevator jam.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.6. Signs

Report Section:	ADA Checklist Section 2.38
Access Issue:	If there are signs designating permanent rooms and spaces not likely to change over time, e.g. room numbers and letters, room names, and exit signs: Text characters do not contrast with their backgrounds. Text characters are not raised. There isn't Braille. Signs are not mounted on the latch side of doors. Restroom signage needs to be lowered for 2 nd floor restrooms so the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Almost all rooms and spaces will need compliant signs.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.6. Signs

Report Section:	ADA Checklist Section 2.39
Access Issue:	If there are signs that provide direction to or about interior spaces: text characters do not contrast with their backgrounds. Signs are not mounted at least 40 inches above the floor.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.7. Interior Doors

Report Section:	ADA Checklist Section 2.40
Access Issue:	Business service door (28") opening isn't at least 32 inches clear, between the face of the door and the stop, when the door is open at 90 degrees.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.7. Interior Doors	
Report Section:	ADA Checklist Section 2.41
Access Issue:	If there is a front approach to the pull side of the door, is there at least 18 inches of maneuvering clearance beyond the latch side plus at least 60 inches clear depth? There is not at the main customer entrance nor 18 inches of clearance at the bottom of the stairs (2 doors).
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.7. Interior Doors	
Report Section:	ADA Checklist Section 2.42
Access Issue:	Entrance with non-working power door needs repairs to the threshold due to a gap.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.7. Interior Doors	
Report Section:	ADA Checklist Section 2.43
Access Issue:	Automatic door is not functioning. It is equipped with hardware that is operable with one hand and does not require tight grasping, pinching or twisting of the wrist. Many interior office doors have round twisting door knobs that require grasping.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.7. Interior Doors	
Report Section:	ADA Checklist Section 2.45
Access Issue:	Can the doors be opened easily (with 5 pounds maximum force)? Most doors require 6-8 lbs. of force to open. Main entrance doors are right at 5 lbs.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Barrier 2.8. Rooms & Spaces

Report Section:	ADA Checklist Section 2.47
Access Issue:	Are aisles and pathways to goods and services, and to one of each type of sales and service counters, at least 36 inches wide? Permanent structures are at 36 inches. When chairs are being used, the measurement is less than 36 inches. Staff break room entrance with counter is not 32 inches wide (30")
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

2.9. Controls

Report Section:	ADA Checklist Section 2.50
Access Issue:	Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach? Most light switches are at least 48 inches, however, many are not at the 30" wide and 48" parallel approach.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Arturo Sanchez
Comments:	
Additional comment(s) here.	

2.10. Seating & Benches

Report Section:	ADA Checklist Section 2.67
Access Issue:	Two work service computer do not have knee space at least 27 inches high.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Arturo Sanchez
Comments:	
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.

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.11
Access Issue:	Can the door be opened easily (5 pounds of maximum force)? The Women's restroom requires 8 lbs. of force- upper bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.12
Access Issue:	The Women's restroom door closes quicker than 5 seconds- upper bathroom.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.18
Access Issue:	In a single user toilet room if the door swings in and over a clear floor space at an accessible fixture, is there a clear floor space at least 30x48 inches beyond the swing of the door? No- lower restrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.20
Access Issue:	If there is a coat hook, is it no less than 15 inches and greater than 48 inches above the floor? Men's- 54", Women's- 52"- upper bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.30
Access Issue:	Is the centerline of the water closet no less than 16 inches and no greater than 18 inches from the side wall or partition? No- 20" for both main level bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.31
Access Issue:	Is clearance provided around the water closet measuring at least 60 inches from the side wall and at least 56 inches from the rear wall? Both men's and women's only 48 inches wide- upper bathrooms. No, both main level bathrooms as the sink is in the way.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comment(s):	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.33
Access Issue:	Is there a grab bar at least 42 inches long on the side wall? No, 36 inches in both main level bathrooms. Does the grab bar extend at least 54 inches from the rear wall? No, both main level bathrooms. Is there at least 12 inches clearance between the grab bar and protruding objects above? No, both main level bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.34
Access Issue:	Does the grab bar extend at least 24 inches on the other/open side? No, main level bathrooms. Are there at least 12 inches clearance between the grab bar and the protruding objects above? No, main level bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.1. Toilet Rooms

Report Section:	ADA Checklist Section 3.47
Access Issue:	Is the compartment at least 60 inches wide? The Men's bathroom compartment is 48 inches- upper bathroom.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.3. Signs at Toilet Rooms

Report Section:	ADA Checklist Section 3.5
Access Issue:	The baseline of the lowest character is not at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. The base of the sign is at 60 inches- upper bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.4. Entrance

Report Section:	ADA Checklist Section 3.11
Access Issue:	Upstairs Ladies restroom door requires 8 pounds of force to open (5 pounds maximum).
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.5. In the Toilet Room

Report Section:	ADA Checklist Section 3.17
Access Issue:	Is there clear floor space available for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square? No- lower bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.6. Lavatories

Report Section:	ADA Checklist Section 3.24
Access Issue:	Is there at least 27 inches clearance from the floor to the bottom of the lavatory that extends at least 8 inches under the lavatory for knee clearance? Need to relocate trash cans to allow knee clearance- upper bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.7. Soap Dispensers & Hand Dryers.

Report Section:	ADA Checklist Section 3.29
Access Issue:	Can the operable parts of the hand dryer or towel dispenser be operated without tight grasping, pinching or twisting of wrist and is the force to activate no great than 5 pounds. Both dispensers can be pushed to get towels, but it requires 7 pounds of force-upper bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

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

Report Section:	ADA Checklist Section 3.37
Access Issue:	Is the flush control on the open side of the water closet? The flush control in the men's restroom is on the wrong side- upper bathroom. The flush control is on the wrong side- main level bathrooms.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

3.9. Stalls

Report Section:	ADA Checklist Section 3.43
Access Issue:	Main level bathroom doors are not self-closing
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

Tier 4 Barriers

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

4.1. Drinking Fountains	
Report Section:	ADA Checklist Section 4.2
Access Issue:	If there is a forward approach, no less than 17 inches and no greater than 25 inches of clear floor space extend under the drinking fountain. There is only 14 inches.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

4.1. Drinking Fountains	
Report Section:	ADA Checklist Section 4.7
Access Issue:	The spout is not at least 15 inches from the rear of the drinking fountain.
Solution:	Describe
Completion Date:	Month, Day, Year
Person(s) Responsible:	Landlord
Comments:	
Additional comment(s) here.	

4.2. Public Telephones

Report Section:	ADA Checklist Section 4.?
Access Issue:	No public phone
Solution:	There is a phone in the lobby that the customers can use. A TTY machine is available upon request.
Completion Date:	COMPLETED
Person(s) Responsible:	Arturo Sanchez
Comments:	
Additional comment(s) here.	

Authors

This report was written by:

1. Eric Evans, Iowa Vocational Rehabilitation Services
2. Joe Weigel, Iowa Department for the Blind
3. Arturo Sanchez, Iowa Workforce Development
4. Teresa Klostermann, IVCCD, Intermediary
5. Jon Nunez, IVCCD, Adult Literacy

Posted for Public Comment

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

Approval by Disability Access Committee

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

Adoption by the Local Workforce Development Board

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

Submission to the State Disability Access Committee

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