



Punta Gorda

ADA TRANSITION PLAN FINAL REPORT A.C. Freeman House

October 4, 2017

Prepared For:
City of Punta Gorda
326 West Marion Avenue
Punta Gorda, Florida, 33950



CONTENTS

1.0	Location Map	1
1.1	Building Description	1
2.0	Process Overview	2
2.1	Published Standards	2
2.2	Building Assessment Overview	2
3.0	Assessment Process	3
4.0	Findings and Deficiencies	3
4.1	General	3
4.2	Parking.....	4
4.3	External Routes and Entrances.....	5
5.0	Implementation and Financial Plan	8
5.1	Development of Improvement Costs	8
5.2	Development of the Implementation and Financial Plan.....	10
5.3	Funding Plan for Needed Improvements	11



1.0 LOCATION MAP

1.1 BUILDING DESCRIPTION

The A. C. Freeman House is a historic home in Punta Gorda, Florida. It is located at 311 West Retta Esplanade. Built in 1903, it was added to the U.S. National Register of Historic Places in 1987. The facility is a two-story building of the Queen Anne style of architecture. The house now includes a museum of local history operated by the Punta Gorda Historical Society, as well as the Punta Gorda office of the Charlotte County Chamber of Commerce. The house was moved two blocks in 1985 before restoration began, but the move was not deemed to have disturbed historic integrity.

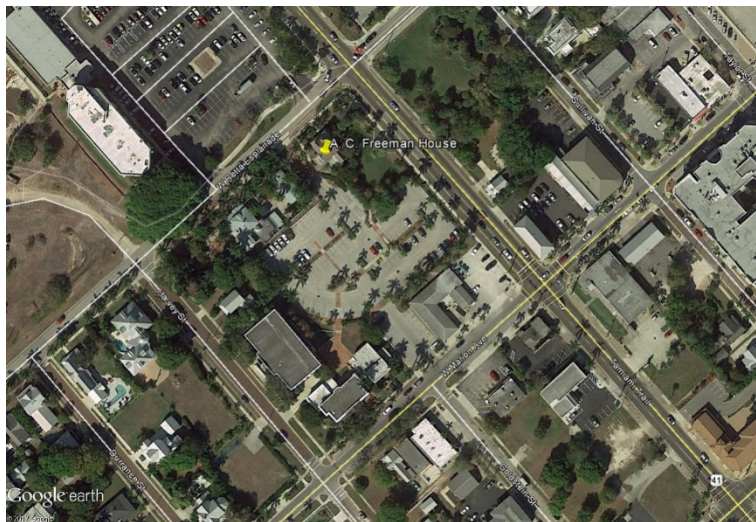


Figure 1-1 - Location Map



Figure 1-2 – Aerial Site Photo



2.0 PROCESS OVERVIEW

2.1 PUBLISHED STANDARDS

As indicated in our project proposal, the findings for each facility assessed under the project will be provided in the form of an Accessibility Assessment Report, or AAR. This AAR conforms to ASTM E2018-01 - Standard Guide for Property Assessments: Baseline Property Condition Assessment Process standards.

The AAR is intended to identify defects or deficiencies in compliance with the Americans with Disabilities Act Accessibility Guidelines (ADAAG), and Florida Accessibility Code (FAC), as well as any other code deemed applicable and to recommend necessary improvements that could improve accessibility of the assessed facilities by individuals with disabilities. Our assessment is based on spaces, areas, elements, or features that can or could be accessed by the general public. Attention to equipment or work spaces not allocated for use by individuals with disabilities has not been evaluated. Nevertheless, where work areas that may allow individuals with disabilities to be employed are identified by the facility member interviewed during the introductory stage of the assessment are identified, these areas have been assessed and any deficiencies noted are reported herein.

The date the facility was constructed or renovated is important to determine so that applicable standards can be applied during the assessment process. ADAAG became enforceable in January 1992 with a revision becoming enforceable in 2012. The FAC has had various revisions over the years. This AAR reports deficiencies according to ADAAG and FAC standards as appropriate to the condition assessed. The A.C. Freeman House is a historical facility having been placed on the U.S. National Register of Historical Places in January 1987.

2.2 BUILDING ASSESSMENT OVERVIEW

An informal interview with our point of contact for the facility, Julie Mathis, Executive Director, Charlotte County Chamber of Commerce, was conducted prior to performing the physical assessment of the building and surrounding elements. She provided an overview of the facility's occupancy, use, and history which established the spaces and elements frequented by the general public and which must meet the minimum accessibility requirements.

The pre-interview process is used to determine and document information relevant to each facility's use in order to determine applicable regulatory standards to apply to the assessment of the facilities. Use and occupancy information is critical in determining compliance with accessibility standards and must be established prior to the physical assessments.



3.0 ASSESSMENT PROCESS

A facility walk-thru and assessment of site and building elements for compliance with applicable accessibility standards was conducted on May 25, 2016. The assessment was conducted by Tindale Oliver staff, certified as Accessibility Inspectors.

The facility survey addressed each accessible element and space within and external to the building and included applicable elements such as path-of-travel (accessible route), parking, curb ramps, entrances/exits, signage, toilets, drinking fountains, ramps, doors, hardware, and all other occupiable spaces and elements covered by the ADAAG.

The survey included physical measurements and counts for components or systems. Survey findings were collected and recorded on Tindale Oliver's custom made, Android based, ADA compliance checklist application. Photographs were taken with the tablet of each area of the facility for familiarization and later reference to illustrate deficiency findings. The digital data and photographs were then uploaded to a database on our secure servers for backup. Where appropriate, photographs have been included in this AAR to illustrate issues or deficiencies where necessary.

The facility survey consisted of non-intrusive visual observations, which allowed for a readily accessible and easily visible components and systems assessment of the facility which included measurements of space and clearance dimensions, slope, walkway widths, reach ranges, maneuverability measurements, etc.

4.0 FINDINGS AND DEFICIENCIES

4.1 GENERAL

The use and occupancy of the facility and its amenities dictates egress and accessible route requirements consistent with the ADAAG regulations. Because the general public frequents the facility, and in the interest of establishing an accessibility compliance baseline condition report of the facility, a full accessibility assessment was conducted. Where deficiencies in compliance with ADAAG or FAC exist, descriptions of the deficiency, regulatory requirement(s) pertinent to the deficiency, a photograph or sketch illustrating the deficient element, and recommendations for remediation of the deficiency are listed below.

Interviews were conducted with Ms. Mathis and Ms. Carla Scott, Manager of Tours for the Historical Society, on May 25, 2016. They explained that the majority of the house is open to the public as a museum. Two accessible parking spaces and a wheelchair lift is provided at the rear of the facility to provide an accessible entrance. The biggest barriers to accessibility in this facility are the lack of vertical access to the second floor of the museum, door widths that are less than 32" wide, as well as small barriers along the



accessible routes that will require minor improvements to correct. The historical significance of this facility have been considered in our assessment of the facility.

4.2 PARKING

Summary: There are two accessible parking spaces adjacent to and on the west side of the facility property. There is a large common public parking area principally serving the City Hall facility and no other parking is provided for the A.C. Freeman House facility. There are only minor deficiencies with the existing spaces.



Figure 4-1 – Accessible Parking Spaces on West Side of Property

Assessments

- The striping outlining the spaces, hash marks for the access aisle and ISA symbols are fading.
- The signs reserving the spaces are obscured by tree overgrowth and are set back from the spaces so that they are not readily visible.
- The access aisle serving one of the two spaces does not extend the full length of the vehicle space. Shrubbery is planted at the end of the aisle and obstructs intended use of the aisle for wheelchair deployment and maneuverability.

Applicable Standards

FAC 502.6.1 states that, “Each (accessible) parking space must be striped in a manner that is consistent with the standards of the controlling jurisdiction for other spaces and prominently outlined with blue paint, and must be repainted when necessary, to be clearly distinguishable as a parking space designated for persons who have disabilities.”

ADAAG 502.3.3 Marking, states, “Access aisles shall be marked so as to discourage parking in them.”



ADAAG 502.6 Identification, states, “Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation “van accessible.” Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.”

ADAAG 502.3.2 Length, states, “Access aisles shall extend the full length of the parking spaces they serve.”

Recommendations

- Restripe and repaint the faded parking space and access aisle lines and the ISA symbols.
- Relocate the accessible spaces reserved signs so they clearly identify the spaces as reserved for individuals with disabilities.
 - Note that using one sign to identify both of the spaces is acceptable under ADAAG standards.
- Remove shrubbery to provide space to lengthen the access aisle to be the same length of the accessible space it serves and extend the aisle markings to be consistent with ADAAG specifications.

4.3 EXTERNAL ROUTES AND ENTRANCES

Summary: The museum building contains one accessible public entrance at the rear of the building. There is a deck/porch approximately 3' in height at the rear entrance and a wheelchair lift is provided to allow access from ground elevation up to the deck where access to the accessible entrance is provided. At the time of the assessment, the lift was not operable. Staff at the museum stated that it had worked fine the day before, but could not get it to function during the assessment. Otherwise, there were no issues discovered with access to the public entrance, or any issues along the external accessible routes to the public entrance except that a visual sign displaying the directions to the accessible entrance is not provided at the front, non-accessible entrance to the building.





Figure 4-2 – Wheelchair Lift and Rear Entrance to Building



Figure 4-2 – Non-Accessible Front Entrance to Building

Assessments

- The front door exit to the facility is not accessible due to stairs, a door width less than 32”, and a door threshold that is approximately 2” high. This entrance does not have a sign displayed that provides directions to the accessible entrance at the rear of the facility. Additionally, the rear accessible entrance is not identified by the International Symbol of Accessibility.
- The wheelchair lift was not operational at the time of this assessment. It may need maintenance or the staff may need training on its operation.

Applicable Standards

216.6 Entrances. Where not all entrances comply with 404 [*are not accessible*], entrances complying with 404 [*accessible*] shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.

Recommendations

- Install a visual sign at the front entrance (preferable on a post mounted at the walkway leading to the entrance so visitors are immediately aware of the accessible entrance location at the rear of the building.
- Maintain and/or train staff on the operation of the wheelchair lift.



5.0 IMPLEMENTATION AND FINANCIAL PLAN

In the previous sections, the improvements that are required to improve accessibility conditions of the facility were identified. The next step in the process is the development of an Implementation and Financial Plan for improvements. This was undertaken through the following efforts:

- preparing cost estimates for the required improvements;
- identifying funding that is available for the improvements; and
- reviewing the specific improvements in more detail and categorizing them into two separate groups. These include:
 - quick fix improvements; and
 - improvements that require more time, effort, and/or funding.

5.1 DEVELOPMENT OF IMPROVEMENT COSTS

In order to develop the Implementation and Financial Plan, unit costs for each type of improvement were developed. These unit costs were based on recent experiences with other agencies and, when available, standard industry costs when local data was not available. **It is important to note that the unit costs include across-the-board assumptions that will need to be reviewed prior to the actual improvement being completed.**

Table 5-1 includes the unit costs for each type of improvement that were used to estimate the improvement costs. In addition, this table includes an estimate for the total number of items needing each type of improvement, as well as the total estimate of probable cost by improvement type.

Note that the costs included in the table below are planning level estimates, once the projects progress through design, the actual construction opinions of cost will become more refined. Also, the City does not have the funding to go out and make all of these improvements at one time, which would offer the most economy of scale. Therefore, cost estimates are reflective of multiple smaller phases that will be more conducive to the funding available.

Again, it should be noted that the estimates are intended to reflect the order-of-magnitude costs for the City's overall facility improvement needs over the timeframe of the plan; for specific projects nearing implementation, it may be necessary for the City to conduct a more detailed cost assessment.



Improvement	Cost		Approx. Amount	Approx. Cost	Priority	Quick Fix
4.2 - Parking						
Remove shrubbery and length access aisle	\$7,500	each	1	\$7,500	High	No
Relocate accessible parking signage	\$250	each	2	\$500	High	Yes
Restripe accessible parking spaces and aisles	\$1,000	each	2	\$2,000	High	No
4.3 - External Routes and Entrances						
Install accessible entrance signage	\$100	each	2	\$200	High	Yes
Maintain wheelchair lift	\$5,000	each	1	\$5,000	High	No
Sub-Total Estimate				\$15,200		
<i>Mobilization</i>	\$10,000			\$10,000		
<i>Signed & Sealed Plans</i>	\$5,000			\$5,000		
<i>Survey/Design</i>	20%			\$3,100		
<i>Inspection</i>	10%			\$1,600		
<i>Miscellaneous</i>	15%			\$2,300		
Total Order of Magnitude Cost Estimates				\$37,200		

Table 5-1 Cost and Prioritization Table



5.2 DEVELOPMENT OF THE IMPLEMENTATION AND FINANCIAL PLAN

The Implementation and Financial Plan was developed to identify when the improvements should occur, based on the relative priority of the improvements and anticipated level of funding that will be available to address the improvements.

Due to the nature of the quick fix improvements, it is assumed that the majority of the identified quick fix improvements will be completed within the confines of the five-year plan, listed in the following section.

It would be ideal if Punta Gorda could take advantage of “piggy backing” needed improvements with other planned facility improvement and renovation projects. Under ideal circumstances, this would permit the City to benefit either because the project directly addresses some or all of the needed improvements, or the project allows the City to reduce its improvement costs due to the concurrent construction activities. It is not known at this time the amount of implementation costs that could potentially be saved by completing the improvements concurrent with planned projects. Therefore, potential cost savings through fund leveraging are not included in the Implementation and Financial Plan at this time. In the future, should the desire and ability to estimate the amount of costs that could be reduced through fund leveraging, the cost of the improvements for those impacted improvements may be adjusted.

To develop the plan, the prioritized list of improvements were incorporated into the Implementation and Financial Plan based on the amount of anticipated funding available each year for the improvements.

It should be stressed that the Implementation and Financial Plan will serve as a general guide for the planning of improvements and that several factors will influence the timing for implementation of specific improvements and the overall cost of the program, including:

- Opportunities for partnering with other jurisdictions or organizations on implementing improvements.
- Specific site conditions at individual locations, including landscaping, utilities, drainage, which can have a significant impact on the type of improvements required and the associated cost.
- Contracting opportunities, including awarding a unit-price contract for the implementation of improvements at multiple locations.
- Additional opportunities to relocate or consolidate individual amenities.

On an annual basis, the list of needed improvements will be reviewed against the funding that is available that year to develop a specific work program. As previously



mentioned, this will involve development of more detailed cost estimates based on a review of site conditions at individual locations.

5.3 FUNDING PLAN FOR NEEDED IMPROVEMENTS

Table 5-1 presents an example of a phased implementation plan by listing the improvements with a proposed priority and their associated costs. It should be noted that the costs are estimates of probable cost, with the ultimate costs dependent upon how the work is undertaken, site conditions at individual locations, material and labor prices in future years, and potential right-of-way costs. The number of items that are consolidated, modified, relocated, or removed will also be an important variable, as well as the amount of work that will be the responsibility of other entities.

Due to the unknown level of funding currently available for accessibility improvements, current renovation schedule, and the completion of the quick-fix improvement list, the items recommended for improvement each year of the program do not necessarily have to be the highest ranking items on the priority list. However, as the improvement program progresses, high ranking items that were not initially improved should be included in future years.

It should be noted that the phased implementation plan is just a guide. The number of items improved each year and the specific locations chosen for improvement may vary due to such factors as the actual costs of the improvement. As such, the improvements will need to be reviewed and a work program developed specifying the improvements that will be undertaken on an annual basis. The improvements would be undertaken through task orders. It is envisioned that the effort could focus on implementation of improvements within specific sections of the facility or would occur with groups of similar improvements throughout the City, both of which could enable improvements to be implemented more quickly.

It should be stressed that this plan is presented as an overall guide to the implementation of improvements. City staff will need to review the needed improvements and the available funding on an annual basis to develop the annual improvement program

