



# Punta Gorda

## CITY OF PUNTA GORDA ADA TRANSITION PLAN FINAL REPORT City Hall

October 4, 2017

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

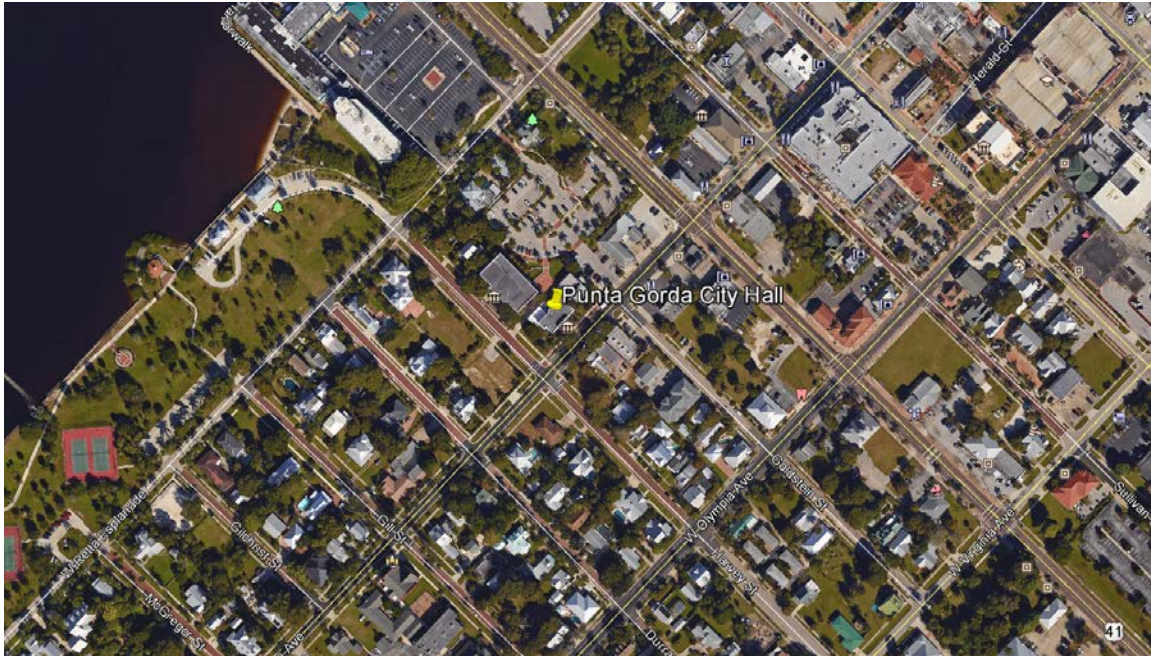


# CONTENTS

1.0	Location Map .....	1
1.1	Building Description .....	1
2.0	Assessment Process .....	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 Accessible Routes and Entrances .....	6
4.4	Means of Egress .....	8
4.5	Internal Accessible Routes.....	10
4.6	Signage.....	11
4.7	Restrooms.....	12
4.7.1	First Floor Men's Room .....	12
4.7.2	First Floor Women's Room.....	13
4.7.3	2 <sup>nd</sup> Floor Men's Room .....	14
4.7.3	2 <sup>nd</sup> Floor Women's Room .....	15
4.8	Service Areas.....	16
4.9	Auditorium.....	17
5.0	Implementation and Financial Plan .....	18
5.1	Development of Improvement Costs .....	18
5.2	Development of the Implementation and Financial Plan.....	20
5.3	Funding Plan for Needed Improvements .....	21



## 1.0 LOCATION MAP



*Figure 1-1 - Location Map*

### 1.1 BUILDING DESCRIPTION

The Punta Gorda City Hall, also known as the Government Center, is located at 326 West Marion Avenue. It is a 9,471 square foot building that houses the City Clerk, Council Chambers, and the Charlotte Harbor National Estuary Program on the first floor, with the City Finance Office and City Clerk Records on the 2<sup>nd</sup> Floor. City Hall is listed on the National Register as a contributing building in the Punta Gorda National Register District. The facility was built in 1927 with a major renovation and addition of new Council Chambers in 1978.



## 2.0 ASSESSMENT PROCESS

### 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) 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.

This building was constructed in 1927 with renovations completed in 1978 and therefore pre-dates the 1990 and 2010 ADA Standards. However, if additional renovations were done to the building since 1990, that room or component of the building should be modified to meet the applicable standards at that time, unless, as in the case of the City Hall facility, historical aspects of the facility would be altered in a manner that would impact the historical aspects or elements of the facility. As such, this AAR reports deficiencies according to ADA and FAC standards as appropriate to the condition assessed.

### 2.2 BUILDING ASSESSMENT OVERVIEW

An informal interview with our point of contact for the facility, Mitchell Austin, was conducted prior to performing the physical assessment of the building and surrounding elements. Mr. Austin 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 to provide access to those portions of the facility where services are provided to the public.



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 walk-thru and assessment of the facility site for compliance with applicable accessibility standards was conducted on August 23, 2016. The assessment was conducted by Tindale Oliver staff, certified as Accessibility Inspectors, and escorted by Mr. Austin.

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 1990 and 2010 ADA Standards.

The survey included physical measurements and counts for components or systems. Survey findings were collected and recorded on Tindale Oliver's custom developed Android based, ADA compliance checklist application. Photographs were taken with the tablet of each area of the facility for familiarization and later referenced 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 dictates parking and accessible route requirements consistent with the ADAAG regulations. Because the general public does access 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.



## 4.2 PARKING

### *Assessments*

There are three areas for accessible parking that service the Government Center. The first is located in a small side parking lot facing W. Marion Street. The second is the covered parking, located under the City Hall Annex building. The last group of accessible parking is provided in the larger lot in the back of the building which connects to W. Retta Esplanade. This lot may also serve other buildings on the property such as the City Hall Annex and the AC Freeman House. The three lots are connected and may be treated as the same lot for this facility.

The smaller surface parking lot has 19 total parking spaces, with 2 accessible spaces. The covered parking lot has 16 total parking spaces with 1 accessible space. However, the height clearance within the garage does not meet ADAAG standards and is too low to be considered a compliant accessible parking space. The larger lot has 88 parking spaces with 2 accessible spaces serving the Government Center and 2 additional spots next to the AC Freeman House, which houses offices for the Charlotte County Chamber of Commerce. If treated as one lot, the total parking provided is 123 spaces with 7 being reserved as accessible spaces serving the Government Center. This determination includes the two additional accessible parking spaces in the back of the lot that serve the AC Freeman House as well as the non-compliant accessible parking space located in the garage. Therefore, the total required number of accessible parking spaces is met at this facility. Be aware that the accessible parking spaces under the City Hall Annex facility and adjacent to the AC Freedman House will be discussed in each of those reports.



Figure 4-1 – Side Parking Area near Marion Ave





Figure 4-2 – Rear Parking Area

**Violations/Issues:**

- The access aisle for the 2 accessible parking spaces in the side lot is 56” wide, when it should be 60” wide according to **ADAAG 502.3.1** and **FAC 502.3**.
- The two accessible parking spaces in the rear parking lot were measured at 110” and 118”, respectively, too narrow violating **FAC 502.2**.
- The two parking spaces in the rear are not outlined with blue **FAC 502.6.1**.

**Recommendations**

- Widen the access aisle in the side parking by at least 4”, for a total minimum width of 60” by taking space away from an adjacent non-accessible parking space, per **FAC 502.3.1**.
- Widen the accessible parking spaces in the rear parking lot to a minimum width of 144 inches each, per **FAC 502.2**.
  - Outline the two spaces and access aisle with blue paint, per **FAC 502.6.1**.



### 4.3 EXTERNAL ACCESSIBLE ROUTES AND ENTRANCES

#### Assessments

There are three entrances to City Hall that are open to the public. The first is the front entrance accessed from Marion Avenue. This is the main entrance for people walking to the building and/or parking along Marion Avenue. However, this entrance is not accessible and there is signage directing people to the accessible second entrance on the side of the building. The side entrance is the primary entrance for people parking in the side parking lot. It is connected via a ramp leading up to the entrance doors. The third entrance is behind the building and may be accessed from the rear parking lot. There is a ramp serving this entrance as well.

There is a fourth door that leads to an external staircase, however, this is an exit only from the building and can be found under the “Means of Egress” section of this report. In total there are three public entrances to the complex with only two of them being accessible entrances.



Figure 4-3 – Front Entrance

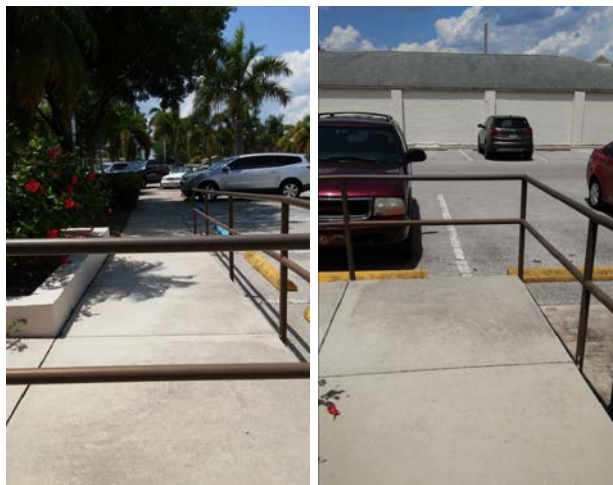




Figure 4-4 – Ramp to Side Entrance



Figure 4-5 – Ramp to Rear Entrance

**Violations/Issues:**

- The sign directing people from the inaccessible front entrance to the accessible side entrance is faded and due to its location behind the bench, it may be difficult to see.
- The ramp at the rear entrance has signage that directs individuals with disabilities to the side ramp entrance, however, the sign reads “Handicap Entrance”. This should read “Accessible Entrance”. Although this is not a direct violation of the ADA or FAC, using the terms “handicap or handicapped” is considered a negative connotation to individuals with disabilities and should not be used.
- The ramp leading to the accessible side entrance does not have adequate edge protection, per **ADAAG 405.9** which requires a curb or barrier at ramp surface drop-offs that provide a minimum 4” diameter sphere from reaching the edge of the ramp. The front wheels of a wheelchair could easily roll off of the ramp or landing surface and trap the user or potentially cause injury. Lack of edge protection poses a hazard for a wheelchairs getting caught over the edge.
- The railing along the rear ramp is not continuous because of the stanchions that protect the protruding object presented by the electric meter on the wall adjacent to the ramp. This does not meet **ADAAG 505.6** which requires handrails to be continuous and unobstructed.

**Recommendations:**

- Replace the sign directing individuals to the accessible side entrance with a new sign and relocate it to a more visible location.
- Replace the sign at the rear entrance ramp so that it reads “Accessible Entrance”, opposed to “Handicap Entrance”.



- Add a bottom railing on the handrail to the side entrance that is no more than 4” from the ramp surface, to provide adequate edge protection.
- Modify the right side handrails (going up the ramp) so that they are continuous and wrap around the protruding stanchions.

#### 4.4 MEANS OF EGRESS

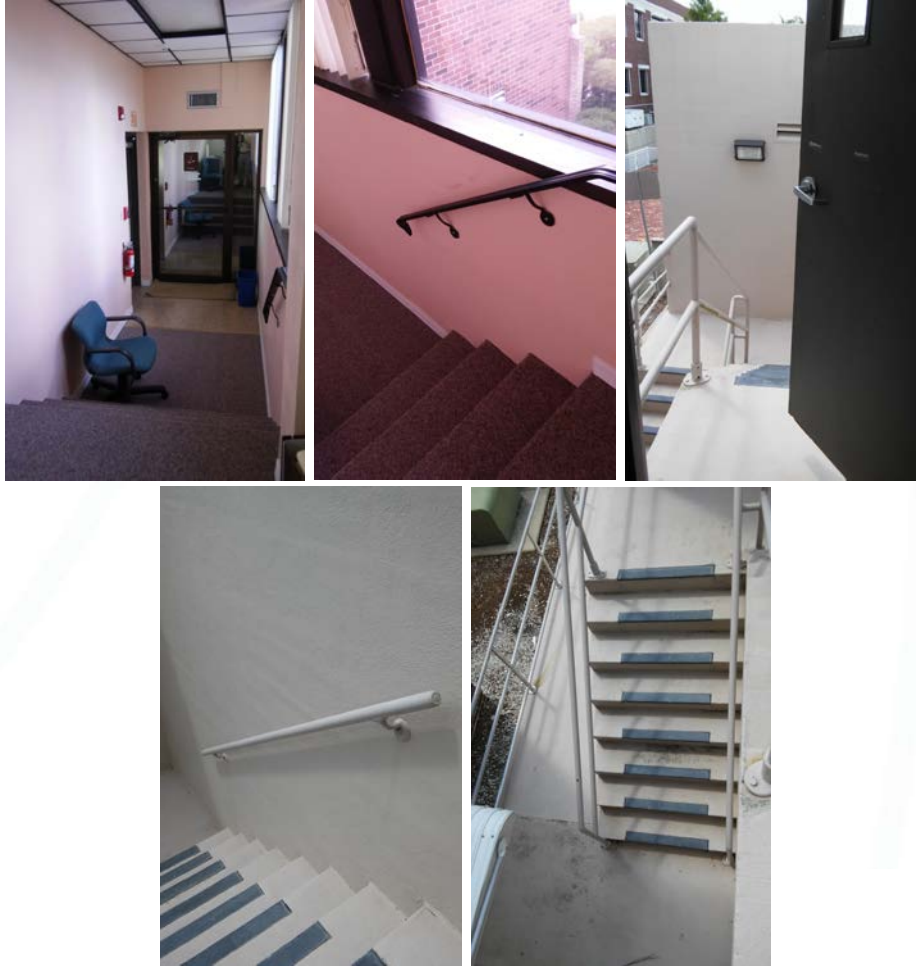


Figure 4-6 – Emergency Exit Stairs 1





Figure 4-7 – Exit Signage

**Violations/Issues:**

- Stairway 1 serves as an emergency exit. This exit is not signed appropriately with an illuminated sign or a tactile exit sign prescribed by **ADAAG 216.4.1**.
- The handrails along Stairway 1, which serves as an emergency egress do not have adequate 12” handrail extensions, not meeting **ADAAG 505.10.1**.
- There are several additional exit doors that are missing tactile exit signs, not meeting **ADAAG 216.4.1**.
- There are several doors throughout the facility serving as exit doors that are identified with exit signs that are not illuminated, including inside the front entrance.

**Recommendations:**

Note: At the time of construction and alterations performed at the City Hall facility, the requirement to provide a tactile exit sign at egress doors was not included in the code. However, current ADAAG standards stipulate this requirement and we are recommending the following.

- Add an illuminated exit sign above the doorway to Stairway 1, along with a tactile exit sign, complying with **ADAAG 703.1**, **ADAAG 703.2**, and **ADAAG 703.5**, adjacent to the doorway.
- Modify the handrails along Stairway 1, both internal and external, so that there is adequate 12” handrail extensions complying with **ADAAG 505**.
- Ensure that that exit doorways have tactile exit signs complying with ADAAG 703.1, **ADAAG 703.2** and **ADAAG 703.5**.
- While not an ADA violation, illuminated exit signs should be installed instead of the existing non-illuminated variety currently installed.



## 4.5 INTERNAL ACCESSIBLE ROUTES



Figure 4-8 – Stairway to Second Floor / Doorway to Clerk's Office

### *Violations/Issues:*

- The main stairway to the 2<sup>nd</sup> floor is the only route to the second floor services and offices in City Hall. This means all services on the second floor are not accessible (no vertical means of access), per **ADAAG 206.2.3**.
- The door hardware to the Clerk's Office requires a twisting motion to operate, in violation of **ADAAG 309.4**.
- The handrails along the stairs at the front entrance, leading to the Clerk's Office, do not have compliant handrail extensions, in violation of **ADAAG 505.10.1**.

### *Recommendations:*

- Option 1: Relocate all public access services on the 2<sup>nd</sup> floor to the 1<sup>st</sup> floor or another building that is accessible. Only office space should remain on the 2<sup>nd</sup> floor.
- Option 2: Provide a means for the general public to request services on the 2<sup>nd</sup> floor to be brought to them on the first floor. This should be done via an accessible receptionist desk or a call box located near the accessible entrance on the 1<sup>st</sup> floor.
- Option 3: Construct an elevator to provide accessibility to the 2<sup>nd</sup> floor.
- Either replace the door knob with a handle that can be operated with a closed fist and does not require gripping or pinching to open, or ensure that the door knob does not engage in the locked position during operating hours, so that a person can simply pull the door open using the installed handle above the knob, without utilizing the door knob.



- Replace the existing handrail, adjacent to the Clerk’s Office, with a compliant handrail that has 12” extensions at the top and the bottom and are positioned parallel to the floor.

#### 4.6 SIGNAGE



Figure 4-9 – Restricted Rooms & Office Signage

#### *Violations/Issues:*

- The signage to the permanent rooms are located on the door, violating **ADAAG 703.4**, and do not have ADA compliant tactile signage identifying the room, violating **ADAAG 216.2**.

#### *Recommendations:*

- Place tactile signs, complying with **ADAAG 703**, on the side wall of each of the interior door that designates a permanent room.
  - Signs must designate the room by its name or a room number.
  - Signs must be braille with raised lettering.
  - The sign should be placed in the center of an 18” clear space adjacent to the latch side of the door.
- The height of the sign should be placed between 48” and 60” high from the floor, measured to the baseline of the lowest and highest line of raised characters per ADAAG 703.4.1.



## 4.7 RESTROOMS

### 4.7.1 First Floor Men's Room



Figure 4-10 – First Floor Men's Room

#### Violations/Issues:

- The door to the restroom is only 28" wide, violating **ADAAG 404.2.3**, which requires a width of 32".
- The door into the accessible stall is only 29", violating **ADAAG 404.2.3**.
- The door to accessible stall door is not self-closing, violating **ADAAG 604.8.1.2**.
- The toilet paper is hung on the back wall, not the side wall, violating **ADAAG 604.7**.
- The wall hung urinals are 24" from the ground, violating **ADAAG 605.2**.
- The pipes beneath one of the two sinks has exposed pipes, violating **ADAAG 606.5**.
- The accessible stall does not have a sink or mirror within the stall, violating **FAC 604.8.1.6**.

#### Recommendations:

- The door to the restroom was likely constructed during the construction of the building and is therefore not required to be widened unless other renovations are performed to the restroom. To bring into compliance the door must be widened 4" to 32".
- Replace the partition and the door to the accessible stall with a doorway compliant with **ADAAG 404.2.3**, with a minimum width of 32".
- The accessible stall door needs to be modified to comply with **ADAAG 604.8.1.2**, by adding a spring or other self-closing device to the door.
- Relocate the toilet paper dispenser to the side wall of the toilet in compliance with **ADAAG 604.7**.
  - It should be located 7" to 9" in front of the rim of the toilet.
  - It should be installed at a height of 15" min to 48" max.



- If located below the handrail, it should leave a min of 1.5” clearance. If placed above, it should leave a min of 12” clearance.
- Lower the urinal to a height of 17” max so that it complies with **ADAAG 605.2**.
- Wrap the pipes beneath the sink with soft protective wrap to comply with **ADAAG 606.5**.
- Relocate the second sink and mirror into the accessible stall. Relocate the divider to make the stall larger if necessary. Or, install a new lavatory in the toilet stall.

#### 4.7.2 First Floor Women’s Room



Figure 4-11 – First Floor Woman’s Room

#### Violations/Issues:

- The door to the restroom is only 29” wide, violating **ADAAG 404.2.3**, which requires a width of 32”.
- The door into the accessible stall is only 29.5”, violating **ADAAG 404.2.3**.
- The clearance between the bottom of the partition and the floor is 11.5” and should be 12” for adequate toe clearance, violating **ADAAG 604.8.1.4**.
- The door to the accessible stall is not self-closing, violating **ADAAG 604.8.1.2**.
- The toilet paper dispenser is hung on the back wall, not the side wall, violating **ADAAG 604.7**.
- The accessible stall does not have a sink within the stall, violating **FAC 604.8.1.6**.

#### Recommendations:

- The door to the restroom was likely constructed during the construction of the building and is therefore not required to be widened unless other renovations are performed to the restroom. To bring into compliance, the door must be widened 4” to 32”.
- Replace the partition and the door to the accessible stall with a doorway compliant with **ADAAG 404.2.3**, with a minimum width of 32”.
- Install the partition at a height of 12” from the ground for adequate toe clearance complying with **ADAAG 604.8.1.2**.



- Relocate the toilet paper dispenser to the side wall of the toilet in compliance with **ADAAG 604.7**.
  - It should be located 7” to 9” in front of the rim of the toilet.
  - It should be installed at a height of 15” min to 48” max.
  - If located below the handrail, it should leave a min of 1.5” clearance. If placed above, it should leave a min of 12” clearance.
- Wrap the pipes beneath the sink with soft protective wrap to comply with **ADAAG 606.5**.
- Relocate the second sink and mirror into the accessible stall. Relocate the divider to make the stall larger if necessary. Or, install a new lavatory in the stall.

**4.7.3 2<sup>nd</sup> Floor Men’s Room**



Figure 4-12 – 2<sup>nd</sup> Floor Men’s Room

**Violations/Issues:**

- Several elements of the restroom are not accessible and would require significant structural modifications to enhance the restroom to be accessible including the overall size of the space.

**Recommendations:**

- The second floor restroom should be allocated for a future programmed project to renovate the space to meet ADAAG and FAC requirements.
  - In order to provide an accessible restroom facility on the 2nd floor while preserving all the authentic interior features of the historic structure, another alternative is to construct a new accessible restroom facility. If this new facility were designated as an accessible unisex restroom, then it may not be necessary to completely renovate the existing 2<sup>nd</sup> floor men’s and women’s restrooms.





### 4.7.3 2<sup>nd</sup> Floor Women's Room



Figure 4-13 – 2<sup>nd</sup> Floor Women's Room

#### Violations/Issues:

- The door to the accessible stall is only 27" wide, violating **ADAAG 404.2.3**, which requires a width of 32".
- The door to the accessible stall is not self-closing, violating **ADAAG 604.8.1.2**.
- The door hardware is a traditional door knob which violates ADAAG requirements for accessible hardware per **ADAAG 309.4**.
- The restroom identification sign is mounted on the face of the door in violation of **ADAAG 703.4.2**.
- The toilet paper dispenser is mounted at 47" above the floor in violation of **ADAAG 604.7**.

#### Recommendations:

- The door to the restroom was likely constructed during the construction of the building and is therefore not required to be widened unless other renovations are performed to the restroom. To bring into compliance, the door must be widened 5" to 32".
- Install spring or other hardware to make the stall door self-closing.
- Replace the traditional door knob hardware with accessible hardware.
- Remove and remount the Women's Room space identification sign to the latch side of the door on the facing wall and in accordance with **ADAAG 703** mounting requirements.
- Relocate the toilet paper dispenser to the side wall of the toilet in compliance with **ADAAG 604.7**.
  - It should be located 7" to 9" in front of the rim of the toilet.
  - It should be installed at a height of 15" min to 48" max.
  - If located below the handrail, it should leave a min of 1.5" clearance. If placed above, it should leave a min of 12" clearance.



- In order to provide an accessible restroom facility on the 2nd floor while preserving all the authentic interior features of the historic structure, another alternative is to construct a new accessible restroom facility. If this new facility were designated as an accessible unisex restroom, then it may not be necessary to completely renovate the existing 2<sup>nd</sup> floor men’s and women’s restrooms.

## 4.8 SERVICE AREAS



Figure 4-14 – City Clerk’s Office Service Area

### *Violations/Issues:*

- The main counter is 43” high, 7” higher than an accessible service counter, not complying with **ADAAG 904.4.1**.

### *Recommendations:*

- The adjacent wall-mounted table is 35” high with sufficient leg clearance for a forward approach. The receptionists would be required to direct persons using wheelchairs to this counter, if a writing surface is required. This surface should be kept clear and the receptionist should be trained to utilize this approach.



## 4.9 AUDITORIUM

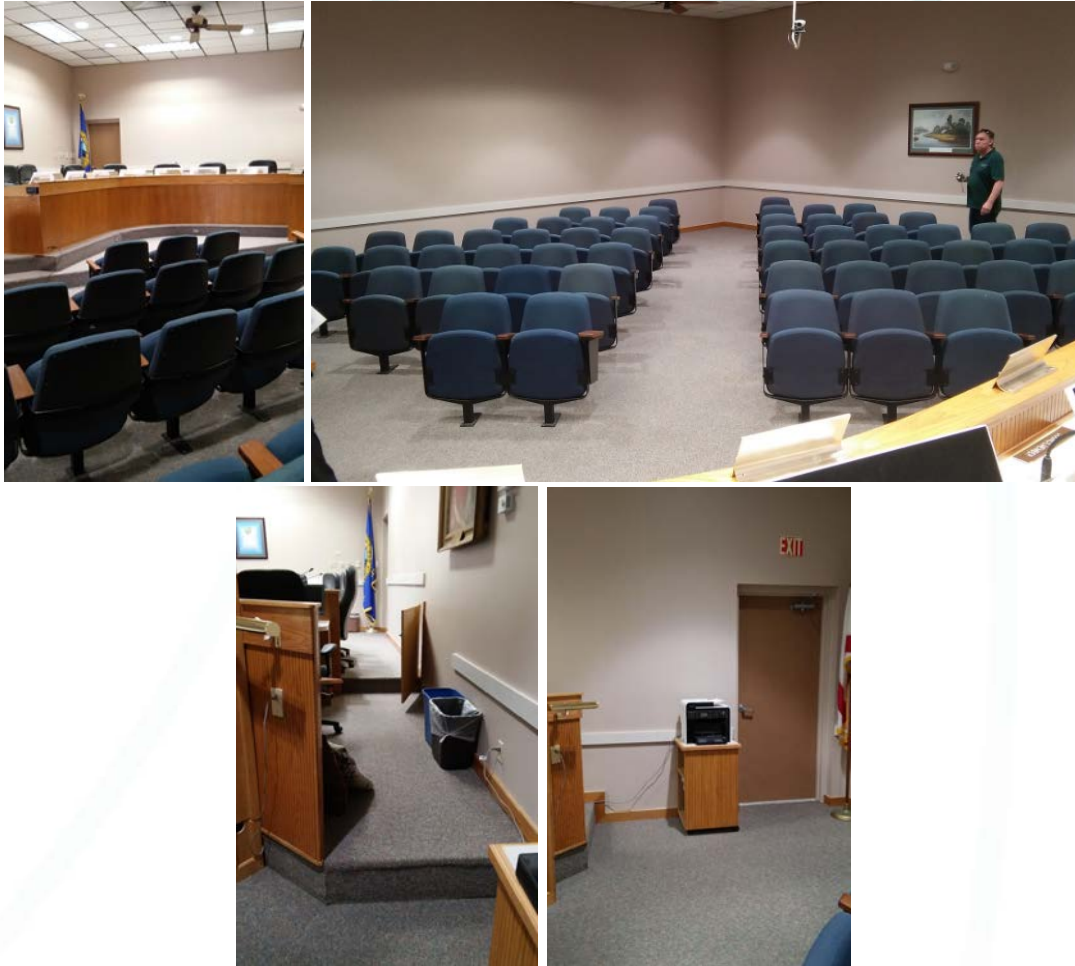


Figure 4-15 – Council Chambers

### *Violations/Issues:*

- There is no accessible route to the podium and/or the council seating due to a step up to the area.
- There is no lighted exit sign or tactile signage, which is required in large assembly areas.

### *Recommendations:*

- Install a ramp that will allow access to the podium and the council chamber seating and/or lower the area of the podium and seating. The ramp should level at the podium area to allow for transfer to that area, however, it should allow enough transition for a compliant 12:1 rise up to the main council seating area. The installation of the ramp may still require lowering and/or modifying the height of the podium area. Alternatively, a portable ramp assembly could be devised to provide wheelchair access to the podium seating area for those events requiring access.
- Install a lighted Exit sign over the doorway as well as a tactile exit sign.



## 5.0 IMPLEMENTATION AND FINANCIAL PLAN

In the previous sections, the improvements that are required to improve accessibility conditions at 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
<b>4.2 - Parking</b>					
Restripe access aisle	\$1,000	each	2	\$2,000	High No
Restripe accessible parking	\$1,000	each	2	\$2,000	High No
<b>4.3 - External Accessible Route and Entrances</b>					
Add new accessible entrance sign	\$300	each	2	\$600	High Yes
Add new/modify old handrails	\$3,000	each	1	\$3,000	Medium No
<b>4.4 - Means of Egress</b>					
Add illuminated exit sign	\$300	each	6	\$1,800	High No
Add tactile exit sign	\$100	each	6	\$600	High Yes
Add handrail extensions	\$3,000	each	1	\$3,000	Medium No
<b>4.5 - Internal Accessible Routes</b>					
Add accessible call box	\$2,500	each	1	\$2,500	High No
Replace door knobs	\$150	each	50	\$7,500	High Yes
Add handrail extensions	\$3,000	each	1	\$3,000	Medium No
<b>4.6 - Signage</b>					
Add tactile room signage	\$100	each	50	\$5,000	High Yes
<b>4.7 - Restrooms</b>					
<i>Public Restrooms (1st Floor)</i>					
Widen restroom door	\$5,000	each	2	\$10,000	Low No
Modify accessible stall partition and door	\$2,500	each	2	\$5,000	Medium No
Relocate toilet paper dispenser	\$100	each	2	\$200	Medium Yes
Lower urinal	\$1,000	each	1	\$1,000	Medium No
Add pipe covers to restroom sinks	\$100	each	2	\$200	Medium Yes
Add a sink and mirror in the accessible stall	\$5,000	each	2	\$10,000	Medium No
<i>Employee Restrooms (2nd Floor)</i>					
Remount restroom sign	\$25	each	2	\$50	High Yes
Widen restroom door	\$5,000	each	1	\$5,000	Low No
Relocate toilet paper dispenser	\$100	each	1	\$100	Medium Yes
Create accessible unisex restroom	\$30,000	each	1	\$30,000	High No
<b>4.9 - Auditorium</b>					
Create accessible route to podium	\$10,000	each	1	\$10,000	High No
Add illuminated exit sign	\$300	each	1	\$300	High No
Add tactile exit sign	\$100	each	1	\$100	High Yes
<b>Sub-Total Estimate</b>				<b>\$102,950</b>	
<i>Mobilization</i>	\$20,000			\$20,000	
<i>Signed &amp; Sealed Plans</i>	\$15,000			\$15,000	
<i>Survey/Design</i>	20%			\$20,600	
<i>Inspection</i>	10%			\$10,300	
<i>Miscellaneous</i>	15%			\$15,500	
<b>Total Order of Magnitude Cost Estimates</b>				<b>\$184,400</b>	

Due to the historic nature of this facility, and specifically the City's wish to preserve its historic features, the actual costs to mitigate these barriers to accessibility may significantly exceed the estimates shown in this table. In addition, this report has some recommendations that include a variety of potential mitigation options. Various options, not included in the cost estimate table, also have the potential to significantly raise the overall cost.

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 the 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.

