



# Punta Gorda

## CITY OF PUNTA GORDA ADA TRANSITION PLAN FINAL REPORT Public Works Complex

October 4, 2017

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



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## 1.0 LOCATION MAP



Figure 1-1 - Location Map

### 1.1 BUILDING DESCRIPTION

The Public Works Complex is located at 3130 Cooper Street. It was built in 2007 and is 54,886 square feet. The facility is fully operated and maintained by the City of Punta Gorda.

General public access to the facility is limited. Dedicated parking for the facility is provided around the perimeter of the buildings, accessed via a driveway to Cooper Street.



## 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.

### 2.2 BUILDING ASSESSMENT OVERVIEW

An informal interview with our point of contact for the facility, Art Brewster and Don Ryan, was conducted prior to performing the physical assessment of the building and surrounding elements. Mr. Ryan 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 June 13, 2016. The assessment was conducted by Tindale Oliver staff, certified as Accessibility Inspectors, and escorted by the designated facility contact, Mr. Ryan.

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, showers, lockers, drinking fountains, ramps, doors, hardware, recreational facilities 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 Public Works Complex dictates egress requirements and accessible route requirements consistent with the ADAAG regulations. Because the general public occasionally accesses 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*

Parking spaces are provided for use, primarily for staff of the Public Works Complex.

A total of 6 accessible parking space are provided, 4 adjacent to the Public Utilities building and 2 by the Public Works building among the 261 total parking spaces. Some deficiencies exist in terms of requirements for accessible parking.



Figure 4-1 - Parking Area

**ADAAG 208.3** states that, accessible parking spaces that serve a particular building shall be located on the shortest accessible route from the parking to an accessible entrance.

**ADAAG 208.2.4** states that, “For every six or fraction of six (accessible) parking spaces required at least one shall be a van parking.”

**ADAAG 502.4** states that, “Parking spaces and access aisles shall not have slopes steeper than 2%.”

**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.”

### *Recommendations*

- All of the accessible parking spaces should be relocated to be closer to the entrance of the two facilities.
- The accessible parking space on the side of the public works building has a running slope of 4%. Accessible parking spaces must not have a slope greater



- than 2%. The slope must either be regraded or the accessible parking space relocated to a level area.
- A sign must be mounted that identifies one of the accessible parking space as being “van accessible”.
  - It is recommended to restripe the faded markings designating the accessible parking and aisles.

### 4.3 SIGNAGE

#### *Assessments*

Not all doors in the interior and exterior of the facility have ADA compliant signage. The ADA also requires that wherever exit signage directs emergency egress from a facility, a raised lettering and Braille (tactile) sign, compliant with ADA standards, must also be provided to assist individuals with vision impairments in finding exits.

**ADAAG 216.4.1, 703.2, 703.3, 703.5** states that, exit doors are required to have tactile signs with visual characters, raised characters, and Braille.

**ADAAG 703.1, 703.2, and 703.5** state that, permanent rooms shall have signage with visual characters, raised characters, and braille.

**ADAAG 703.4.1** states that, tactile characters on signs shall be located 48 inches minimum and 60 inches maximum above the finished floor.

**ADAAG 703.4.2** states that, at doors, the sign shall be located alongside the door at the latch side.



Figure 4-2 – Example of a doorway without ADA compliant signage.





Figure 4-3 – Examples of exit doorways without ADA compliant signage.

### *Recommendations*

At all exit doors, provide a tactile exit sign with raised characters and braille. At all permeant rooms, make sure the room's signage has visual characters, raised characters, and Braille.

## 4.4 MISCELLANEOUS

### *Assessments*

- The ramp leading to the IT room has a 33% slope.
- The counter in the lobby is 38" high.

**ADAAG 405.2** states that, "Ramp runs shall have a running slope not steeper than 8.3%."

**ADAAG 904.4** states that, "A portion of the counter space that is 30" long minimum and 36" high shall be provided."





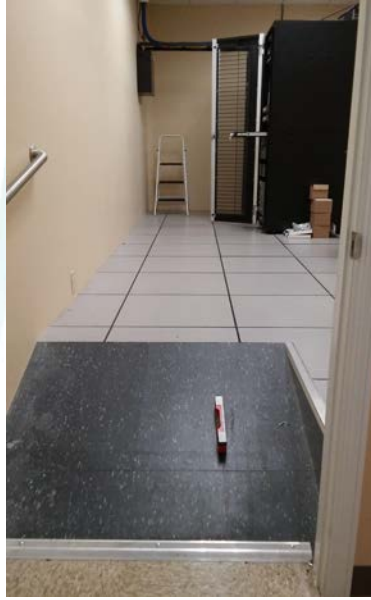


Figure 4-4 – IT room ramp



Figure 4-5 – Lobby counter

### *Recommendations*

- The ramp to the IT room has an excessive slope. The ramp should be extended to allow for a maximum of an 8.3% slope, complying with ADA section 405.
- The service counter is too high at 38". A 30" wide section of counter shall be constructed at 36" high. Be sure that the counter does not protrude more than 4" from the wall, to prevent it from being considered a protruding object.



## 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, Punta Gorda 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
Add & Remove pavement markings	\$1,000	per stall	6	\$6,000	High	No
New Parking Signage	\$146	per sign	1	\$150	High	Yes
New Interior Signage	\$100	per sign	15	\$1,500	High	Yes
Update Lobby Counter	\$1,500	each	1	\$1,500	High	No
Modify IT Ramp	\$3,000	each	1	\$3,000	Low	No
<b>Sub-Total Estimate</b>				<b>\$12,150</b>		
<i>Mobilization</i>	\$10,000			\$10,000		
<i>Signed &amp; Sealed Plans</i>	\$5,000			\$5,000		
<i>Survey/Design</i>	15%			\$1,900		
<i>Inspection</i>	5%			\$700		
<i>Miscellaneous</i>	10%			\$1,300		
<b>Total Order of Magnitude Cost Estimates</b>				<b>\$31,100</b>		

Table 5-1 Cost Estimate



## 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.

