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Americans with Disabilities Act Transition Plan



Sonoma County Community Development Commission
Sonoma County Housing Authority
1440 Guerneville Road, Santa Rosa, CA 95403-4107

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TABLE OF CONTENTS

.....	i
SECTION I: EXECUTIVE SUMMARY	iii
Introduction: Development of ADA Transition Plan.....	iii
OVERVIEW: ACCESS COMPLIANCE SURVEYS OF FACILITIES	5
Report Production.....	5
Prioritization Criteria for Barrier Mitigation – Facilities	6
OFFICIAL(S) RESPONSIBLE	9
PUBLIC INPUT	10
TRANSITION PLAN IMPLEMENTATION.....	11
Maintenance of Accessible Features	11
Implementation Policies.....	12
NOTICE OF COMPLIANCE UNDER ADA & CALIFORNIA STATE LAW	12
ADA GRIEVANCE PROCEDURE	14
Grievance Procedure under ADA and California State Disability Rights Laws.....	14
SECTION II: APPENDIX.....	16
APPENDIX A: ACCESS COMPLIANCE SURVEY REPORT OF FACILITIES	17
APPENDIX B: PRIORITIZATION CRITERIA FOR BARRIER MITIGATION – FACILITIES....	78
Table of Contents.....	79
Definitions.....	80
Priority Score	81
Severity Score	82

SECTION I: EXECUTIVE SUMMARY

Introduction: Development of ADA Transition Plan

The Americans with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protections to qualified individuals with disabilities in the areas of employment, public accommodations, State and local government services, and telecommunications. A primary goal of the ADA is to ensure equal participation in public life for all Americans with disabilities. Title II of the Act covers programs, services and activities of public entities, such as the Sonoma County Community Development Commission.

The ADA defines “disability” as:

- a. a physical or mental impairment that substantially limits one or more major life activities;
- b. having a record of such an impairment; or
- c. being regarded as having such an impairment.

If an individual meets any one of these tests, they are considered to be an individual with a disability for purposes of the ADA.

Under Title II, a public entity may not deny the benefits of its programs, services, and/or activities to individuals with disabilities by maintaining inaccessible facilities, which house these programs, services and activities. The Commission's programs, services, and activities, when viewed in their entirety, must be made accessible to and usable by individuals with disabilities, except where to do so would result in a fundamental alteration in the nature of the program; result in undue financial and administrative burdens or threaten or destroy the historic significance of a historic property.

Section §35.150 requires that each program, service or activity conducted by the Commission, when viewed in its entirety, be readily accessible to and usable by individuals with disabilities. The regulation makes clear, however, that for existing facilities, there are exceptions including where the action would threaten or destroy the historic significance of an historic property; or result in a fundamental alternation in the nature of a service, program or activity or in undue financial and administrative burdens.

To comply with the Title II requirements for accessibility to the Commission’s *programs, services and activities*, this Transition Plan:

- Evaluates existing policies, procedures and practices as they pertain to the Commission’s programs, services and activities;

- Provides findings and recommendations with regard to policies, procedures and practices;
- Identifies physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- Assesses the extent of architectural barriers to program accessibility in the public rights-of-way and within the buildings, parks and other facilities operated by the Commission;
- Describes in detail the methods that will be used to make the facilities accessible;
- Estimates costs for mitigation solutions;
- Specifies the steps necessary to achieve compliance;
- Provides a schedule for barrier removal/mitigation;
- Sets priorities for barrier elimination; and
- Indicates the official responsible for implementation of the plan.

OVERVIEW: ACCESS COMPLIANCE SURVEYS OF FACILITIES

The ADA Transition Plan is used to document physical accessibility barriers to the Commission’s programs, services, and activities and to outline a schedule / plan (or the basis to produce one) for which the Commission shall follow to transition from a state of noncompliance to compliance.

The access compliance surveys of Commission owned and leased facilities fulfill a portion of the first two requirements of an ADA Transition Plan by identifying existing building conditions that deviate from current State and Federal standards for new construction and providing detailed description of proposed solutions for barrier mitigation. For each barrier, the surveys outline the code deviations and requirements from the Americans with Disabilities Act Accessibility Guidelines (ADAAG), ADA Standards for Accessible Design (ADAS) and the Accessibility Standards in the California Building Standards Code (CBC).

The access compliance surveys of Commission facilities cover 1 leased facility maintained by the Commission and the Property Owner. The surveys identified approximately 105 different accessibility related barriers within the Commission facility and that the financial cost to mitigate all barriers identified in the surveys to be approximately \$219,075.

Number of Facilities Surveyed	Number of Accessibility Barriers	Total Cost Estimated (\$)
1	105	\$219,075

The Commission facility that were surveyed are shown in the table below:

Facility Number	Facility Name	Address	City, State, Zip
1	Office of the Sonoma County Community Development Commission and Housing Authority	1440 Guerneville Road	Santa Rosa, CA 95403

Report Production

The following information contains the minimum data included in the Transition Plan – Access Compliance Survey Reports:

- Item number of barrier and/or room numbers, corresponding to schematic site and floor plans
- Area/location of the barrier; for example, room name or number
- Description of the barrier (as-built situation)
- As-is measurement/dimension
- Method of mitigation (e.g. physical alteration, purchase, program modification, equivalent facilitation, etc.)
- Detailed description of proposed solution and, if applicable, an alternative or interim solution
- Code citations, specifying the applicable sections in the State accessibility regulations, and in the Federal standards
- Severity of individual barriers (four levels: 1=severe, 2=moderate, 3=mild 4=minor)
- Unit and estimated unit price
- Total estimated cost for barrier removal
- Special site conditions (if applicable)

The information obtained from the surveys of the Commission facilities is maintained on a Microsoft Excel spreadsheet database.

Access Compliance Survey Reports are contained in Section II: Appendix.

[SEE Appendix A: Access Compliance Survey Report of Facilities](#)

Prioritization Criteria for Barrier Mitigation – Facilities

The third requirement of an ADA Transition Plan is to create a schedule that the Commission shall follow which addresses the order in which barriers shall be mitigated. This schedule shall be a public document and shall be made available for public inspection, maintained, and updated for the duration of the Transition Planning period. The maintaining and updating of this document shall mark the Commission's good-faith efforts in transitioning from a state of noncompliance to compliance regarding the ADA.

The difficulty and complexity of creating a schedule is recognized. Therefore, to provide a methodology for creating a schedule, a prioritization criterion was formed to rank

barriers in order of most important to mitigate first to least important. The prioritization criteria rates each barrier based on two factors, its Priority Score, and its Severity Score. The Priority Score ranks the relative importance of addressing the barrier based on its locational impact on the disabled population, and the Severity Score ranks the barrier based on the degree of deviation exhibited compared to applicable access standards.

Overall Prioritization Criteria according to programmatic functions:

- Importance of the program function
- Frequency of Use
- Program location and relation to other programmatic functions
- Future Projects

Since persons with disabilities utilize certain facilities with greater frequency than other facilities, the impact of barriers identified at those facilities was deemed to be greater. Upon compilation of the survey results, prioritization criteria were determined for barriers identified in the survey and additional information was obtained to determine a final level of prioritization.

Prioritization Criteria according to barrier location:

Priority can be further divided within any one facility depending on the function of the area within the facility being surveyed. Typically, these areas are divided into 4 general priorities. Which are 1. Exterior Site Arrival Points 2. Primary Use Spaces 3. Secondary Use Spaces 4. Staff Only Areas.

The prioritization criteria can be used to sort the access barriers identified in the surveys and create a schedule that order barrier mitigation work starting from barriers of highest importance to barriers of least importance.

SEE Appendix B: Prioritization Criteria for Barrier Mitigation – Facilities

Additional Consideration: Age of the Facility

The age of the facility can also determine the Commission's obligations to meet ADA compliance. Facilities built before September 15, 2010 are obligated to be in compliance with the 1991 ADAAG, barring that the building has not gone through major reconstruction or alteration henceforth that date. The facility will also be required to comply with the applicable California Building Codes (CBC) at the time of construction.

If a facility was constructed or altered between the transition period of September 15, 2010 through March 15, 2012, an option of choosing either the 1991 ADA or 2010 ADA Standards were allowed.

Facilities built after March 15, 2012 are required to meet the updated 2010 ADA Standards as well as the California Building Code (CBC) at time of construction.

The caveat being that crucial program functions and services must be provided in accessible locations.

Compliance Date for New Construction or Alterations	Applicable Standards
Before September 15, 2010	1991 Standards or UFAS
On or after September 15, 2010, and before March 15, 2012	1991 Standards, UFAS, or 2010 Standards
On or after March 15, 2012	2010 Standards

OFFICIAL(S) RESPONSIBLE

The last requirement of an ADA Transition Plan requires that an official be identified as responsible for the implementation of the entity's Transition Plan.

It is the U.S. Department of Justice's (DOJ) view that compliance with 28 CFR 35.150(a), like compliance with the corresponding provisions of the section 504 regulations for public programs, would in most cases not result in undue financial and administrative burdens on a typical commission. In determining undue financial and administrative burdens, all commission resources available for use in the funding and operation of commission services, programs and activities would need to be considered.

The burden of proving that compliance with paragraph (a) of 28 CFR 35.150 would either fundamentally alter the nature of a service, program, or activity OR would result in undue financial and administrative burdens shall rest with the commission. The decision that compliance would result in such alteration and/or burden must be made by the head of the public entity or his or her designee and must be accompanied by a written statement of the reasons for reaching that conclusion.

While the U.S. DOJ has acknowledged the difficulty/complexity of not only making such a determination, but also identifying the official responsible to make this decision/determination, the department's intention is clear in that the determination must be made by a high level official with budgetary authority and responsibility for making spending decisions.

The Official Responsible for the implementation should be able to seek/acquire funding for ADA barrier removal work over the commission's Transition Planning period. As such, the commission shall designate the commission's ADA Coordinator as the Official Responsible for maintaining the ADA Transition Plan.

The commission's ADA Coordinator contact info is as below:

Martha Cheever
Housing Authority Manager
Sonoma County Housing Authority
Sonoma County Community Development Commission
Martha.Cheever@sonoma-county.org
California Relay TTY/VCO/HCO: 711

Indication of the official(s) responsible for implementation of the plan fulfills the final requirement of a Transition Plan.

PUBLIC INPUT

Per 28 Code of Federal Regulations, Part 35; Subpart D – Program Accessibility; §35.150 – Existing Facilities; (d) Transition Plan (1): The Commission shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the ADA Transition Plan by submitting comments.

In order to satisfy this requirement and to gain the perspective of persons with disabilities, the Self Evaluation and Transition Plan will be posted online for review and comments.

TRANSITION PLAN IMPLEMENTATION

The document should be maintained and updated for the duration of the Transition Planning period and a copy of the Transition Plan shall be made available for public inspection.

The final product is a working document to be modified as barriers are removed or alterations are made. The Official(s) Responsible and project managers overseeing the barrier-removal projects will document all such ADA improvements/upgrades. Also as part of this process, technical infeasibility, if any, to meet necessary accessibility compliance will be documented and filed for the commission's records by the Engineer-of-Record on the said project. It is also recommended to provide accessibility site audits (inspections) of on-going projects as part of the project close-out/certification. This documentation and verification of barrier-mitigation will be integrated into the commission's ADA Transition Plan on a regular basis to ensure that barriers are "checked-off" and the Transition Plan remains current with a record of barrier-mitigation work. Annual reports of the barrier-mitigation work may also be provided to the Sonoma County Community Development Commission Board of Commissioners to document good-faith efforts taken by the commission in maintaining the Transition Plan.

This is a living document and is open to and expected to be modified throughout the transitioning period.

The commission is tasked with analyzing the commission's ADA Compliance efforts and implement, where necessary, changes to the commission's policies, procedures and infrastructure to ensure that they adhere to the guidelines set forth in this Transition Plan and that the commission's programs, services or activities are accessible to people with disabilities.

MAINTENANCE OF ACCESSIBLE FEATURES

The Maintenance of accessible features is mandated by State and Federal Regulations and is an integral part of the Commission's plan to transition into a more accessible destination. Both, Chapter 28 Code of Federal Regulation, Part 35, Section 35.133 as well as the California Building Code section 1101B.3 – Maintenance of accessible features, state:

1. A public accommodation shall maintain in operable working condition those features of facilities and equipment that are required to be accessible to and usable by persons with disabilities.
2. This section does not prohibit isolated or temporary interruptions in service or access due to maintenance or repairs.

These sections recognize that it is not sufficient to provide features such as accessible routes, ramps, or signals, if those features are not maintained in a manner that enables individuals with disabilities to use them. Inoperable pedestrian signals are neither "accessible to" nor "usable by" individuals with disabilities.

It is, of course, impossible to guarantee that mechanical devices will never fail to operate. As such, the 2nd paragraph provides that this section does not prohibit isolated or temporary interruptions in service or access due to maintenance or repairs. This paragraph is intended to clarify that temporary obstructions or isolated instances of mechanical failure would not be considered violations of the ADA or this part. However, allowing obstructions or "out of service" equipment to persist beyond a reasonable period of time would violate this part, as would repeated mechanical failures due to improper or inadequate maintenance. Failure of the public entity to arrange prompt repair of inoperable elevators or other equipment intended to provide access would also violate this part.

IMPLEMENTATION POLICIES

Sonoma County Community Development Commission proposes the following implementation policies for transition of its facilities into compliance with the ADA.

- 1) The Commission will establish a \$50,000/year Fund for Facilities to be dedicated solely to the mitigation of barriers identified in this Transition Plan.
- 2) The Commission will continue to seek out a variety of grants to assist in ADA mitigation each year.
- 3) Where projects in the Commission's pipeline are identified whose scope of work overlaps with the location of access barriers identified in the Access Compliance Survey, the Commission shall ensure that the project incorporate the mitigation of the corresponding barriers. The project and completion of mitigation work shall be appropriately documented in the corresponding inventory.

NOTICE OF COMPLIANCE UNDER ADA & CALIFORNIA STATE LAW

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA) of 1990, the Americans with Disabilities Amendments Act of 2008, the Fair Employment & Housing Act (FEHA), California Government Code Section 11135 and other applicable codes, the Commission does not discriminate against individuals on the basis of disability in its services, programs or activities.

Employment: The Commission does not discriminate on the basis of disability in its hiring or employment practices and will comply with the Fair Employment and Housing Act, as well as Title I of the ADA, including the regulations promulgated by the U.S. Equal Employment Opportunity Commission (EEOC), including the requirement to provide reasonable accommodations.

Effective Communication: The Commission will generally, upon request, provide appropriate aids and services leading to effective communication for qualified person(s) with disabilities, including sign language interpreters, documents in Braille and other alternate formats to ensure information and communication is accessible to people who have speech, hearing, vision, or cognitive impairments so they can participate equally in the programs, services and activities.

Modification to Policies and Procedures: The Commission will make reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to participate in all of its programs, services and activities. *For example, individuals with service animals behaving within applicable standards are welcome in offices and Commission facilities, even when pets are generally prohibited.*

Anyone who requires auxiliary aids and services for effective communication, or a modification of policies or procedures to participate in a program, service or activity in the Commission should communicate with the responsible Department contact as soon as possible, but no later than **48 hours** before the scheduled event.

Neither the ADA, nor State law requires the Commission to take action that would fundamentally alter the nature of its programs, activities or services or impose an undue financial or administrative burden. Complaints that a program, activity or service of the Commission is not accessible should be directed to the **ADA Coordinator:**

Martha Cheever

Housing Authority Manager

Sonoma County Housing Authority

Sonoma County Community Development Commission

Martha.Cheever@sonoma-county.org

California Relay TTY/VCO/HCO: 711

The Commission does not place a surcharge on a particular individual with a disability or a group of individuals with disabilities to cover the cost of providing auxiliary aids and services or making a reasonable modification to a policy to create access.

ADA GRIEVANCE PROCEDURE

Grievance Procedure under ADA and California State Disability Rights Laws

This grievance procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (“ADA”), the Americans with Disabilities Amendments Act (ADAAA) and California State law. It may be used by anyone wishing to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the ACPWD. The ACPWD’s Disability Discrimination Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of the complainant and location, date and a description of the problem(s). Alternative means of filing a complaint, such as personal interviews or a tape recording the complaint, are available to persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible, but no later than 60 calendar days after the alleged violation to:

Martha Cheever
Housing Authority Manager
Sonoma County Housing Authority
Sonoma County Community Development Commission
Martha.Cheever@sonoma-county.org
California Relay TTY/VCO/HCO: 711

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will schedule a meeting with the complainant to discuss the complaint and possible resolutions. After an investigation and review the ADA Coordinator will respond in writing, and where appropriate, in a format accessible to the complainant. The response will explain the commission’s position on the issue and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the Commission Administrative Officer.

After receiving the appeal, the Commission Administrative Officer or his/her designee will review the appeal and the ADA Coordinator finding. Within a reasonable period, after a review, the Commission Administrative Officer or his designee will respond in writing, and where appropriate, in a format that is accessible to the complainant, with a final resolution to the complaint. This reasonable period of time may vary based on the situation but should usually be responded to within 15 days.

All written complaints received by ADA Coordinator or her designee, appeals to the Commission Administrative Officer or his/her designee, and responses from these two offices will be retained by the Commission for at least three years.

SECTION II: APPENDIX

- A. Access Compliance Survey Report of Facilities**
- B. Prioritization Criteria for Barrier Mitigation – Facilities**

Sonoma County
Community
Development
Commission



**Sonoma County
Community Development Commission**
Appendix A: Facilities
Access Compliance Survey Report



Table of Contents

I. Cover & Table of Contents

i. Report Navigation and Abbreviations

II. Survey Data - Facilities



NAVIGATION & LEGEND

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
6 Conference Room Exit						
6.6	<p>Door Clearance</p> <ul style="list-style-type: none"> As-Built Description: Door on accessible route has less than 32" clear and 80" (78" min. to closer if provided) opening width when 90° open. Original Description: Door width is 30" As-Built: 30" wide Proposed Solution: Provide new, larger door and frame with new accessible hardware. 	<p>ADAAG 91 4.13.5</p> <p>ADA 2010 404.2.3</p> <p>CEC 2007 1133B.1.1.1.1</p> <p>CEC 2019 11B-404.2.3</p>	1	JOB	\$7,800	\$7,800
		<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>	<p>Priority 0</p> <p>Severity 0</p>			



1. **Item Number:** Number corresponding to the number on the Barrier Location Map which identifies the general location of the identified barriers.
2. **Item Name:** Describes the barrier location / item title (e.g.: parking lot, room name).
3. **As-Built Description:** Description of identified barrier based on applicable accessibility codes.
4. **Original Description:** Description of identified barrier that was given at time of original survey.
5. **As-Built:** Existing conditions / dimensions.
6. **Proposed Solution:** Description of steps necessary to remove barrier and, if applicable, an interim or alternative solution.
7. **Mitigated:** Shows whether the barrier as been mitigated.
8. **Codes / Info:**
 - PCODE: specifies the relevant SSA database code. Database code plus suffix:
 - REF: data shown for reference only [scope of work related to or covered by other item]
 - NT: non-typical problem or solution.
 - ADAAG/ADA 2010: The Federal Standard for accessibility adopted by the Department of Justice.
9. **Priority/Severity:** Priority number assigned to specific barrier based on prioritization criteria which includes expected frequency of use. Severity number assigned to a specific barrier based on the severity criteria which includes how much the barrier deviates from the codes. Both are measured on a scale of 0 to 100, with 100 being the highest priority and 0 being the least.
10. **Qty:** Number of units required.
11. **Type:** Unit of measurement used to compute conceptual cost estimate. LF=linear feet; SF=square feet; JOB=lump sum.
12. **Cost:** Estimated conceptual cost of specific solution per one unit.
13. **Total:** Total estimated conceptual cost for removing identified barrier (multiplied Qty by Cost).
14. **ID No:** Specifies Facility Number, Area Number: 1=Interior / 0=Exterior, and Part / Floor Number.

Report Format

ABBREVIATIONS

ABA	Architectural Barriers Act	JOB	per one job (lump sum)
ADA	Americans with Disabilities Act	Lav	Lavatory
ADAAG	ADA Accessibility Guidelines	lbs	Pounds
ADACO	ADA-Coordinator	LF	Linear foot
AED	Automated External Defibrillators	Lib	Library
AFF	Above finished floor	MOD	Modernization project
BCS	Baby Changing Station	MoM	Method of mitigation
CA	State of California	MP	Master priority
CBC	California Building Code	MRR	Men's restroom
CSAS	CA State Accessibility Standards	N.A.R.	No action required
ANSI	American National Standards Institute	NT	Non-typical
C.T.P.	Contact third party	o.c.	On center
cl	Center line	O/R	Official responsible
CMGR	City Manager	P.A.	Physical alteration
D.A.	Designated accessible	P.M.	Program modification
DCS	Diaper changing station	POM	Plant Operations & Maintenance
DF	Drinking fountain	POT	Path of travel
Dir.	Director	PROW	Public Right-of-Way
E.F.	Equivalent facilitation	PTD	Paper towel dispenser
EHD	Electric Hand Drier	PW	Public Works
FC	Fire Chief	Qty	Quantity
FD	Finance Director	REF	Reference
FDC	Facilities Design & Construction	RGB	Rear grab bar
FTD	Feminine Tissue Dispenser	SCD	Seat cover dispenser
FHAAG	Fair Housing Act Accessibility Guidelines	SD	Soap dispenser
Fig.	Figure	sec.	Second
FM&O	Facilities, Maintenance & Operations	SF	Square foot
FND	Feminine napkin disposal	SGB	Side grab bar
FTD	Feminine tissue dispenser	tbd	To be determined
Gov.	Government	TPD	Toilet paper dispenser
HQ	Headquarters	UFAS	Uniform Federal Accessibility Standards
HWB	Hazardous waste bin	WC	Water closet
IBC	International Building Code	WRR	Women's restroom
ICC	International Code Council	WT	Water treatment facility
ISA	International Symbol of Accessibility	WWT	Waste water treatment facility



COST SUMMARY

Facility: 1 Sonoma County Housing Authority			\$219,075.00
1-0-1	Exterior	On-site	\$6,645.00
1-1-1	Interior	First Floor	\$212,430.00
<i>Grand Total for Sonoma County CDC</i>			\$219,075.00



SURVEY DATA

Facility: **Sonoma County Housing Authority**

Part: **Exterior**

Floor:

On-site

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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27 Accessible Parking

Parking

1	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Accessible parking space smaller than 8' wide (CA only: 9' x 18'). • <i>Original Description:</i> Van parking stall width is 106-1/2". • <i>As-Built:</i> 106.5" wide • <i>Proposed Solution:</i> Modify parking space(s) to create accessible space. 	<p>ADAAG 91 4.6.3</p> <p>ADA 2010 502.2</p> <p>CBC 2007 1129B.3.1</p> <p>CBC 2019 11B-502.2</p>	1	JOB	\$600	\$600
	<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>		<p>Priority 1</p> <p>Severity 4</p>			



Parking

2	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Parking sign is not located between 60" and 80" above the finish floor or ground surface measured to the bottom of the sign. • <i>Original Description:</i> Parking signage is too low at 43" to bottom of sign from finished floor. • <i>As-Built:</i> 43" high at bottom of sign • <i>Proposed Solution:</i> Remount existing sign at accessible height. 	<p>ADAAG 91 4.6.4</p> <p>ADA 2010 502.7</p> <p>CBC 2007 1129B.4</p> <p>CBC 2019 11B-502.6</p>	1	JOB	\$135	\$135
	<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>		<p>Priority 1</p> <p>Severity 4</p>			



Facility: **Sonoma County Housing Authority**

Part: **Exterior**

Floor: **On-site**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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28 Accessible Parking

Parking

3

• *As-Built Description:*

Parking sign is not located between 60" and 80" above the finish floor or ground surface measured to the bottom of the sign.

• *Original Description:*

Parking signage is too low at 48-1/2" to bottom of sign from finished floor.

• *As-Built:* **48.5" high at bottom of sign**

• *Proposed Solution:*

Remount existing sign at accessible height.

ADAAG 91 4.6.4

ADA 2010 502.7

CBC 2007 1129B.4

CBC 2019 11B-502.6

1 JOB \$135 **\$135**

Mitigated:	Priority 1
<input type="radio"/> YES	Severity 4
<input checked="" type="radio"/> NO	



Facility: **Sonoma County Housing Authority**

Part: **Exterior**

Floor:

On-site

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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29 Exterior Path of Travel

Handrails

- 4
- **As-Built Description:**
Handrail not provided at stairs or ramp, required on both sides (not required at curb ramps or adjacent to seating areas).
 - **Proposed Solution:**
Provide new handrail for each side including extensions.
 - **Notes:**
Only provided on one side.

ADAAG 91 4.8.5 & 4.9.4
 ADA 2010 505.2
 CBC 2007 1133B.4.1.1 & .5.5
 CBC 2019 11B-505.2

15 LF \$285 **\$4,275**

Mitigated: **Priority 1**

YES **Severity 2**

NO



Cross Slope

- 5
- **As-Built Description:**
Cross slope more than 1":48" (2.083%).
 - **As-Built:** **2.4% cross slope**
 - **Proposed Solution:**
Modify cross slope.

ADAAG 91 4.3.7
 ADA 2010 403.3
 CBC 2007 1133B.7.1.3
 CBC 2019 11B-403.3

20 SF \$75 **\$1,500**

Mitigated: **Priority 1**

YES **Severity 4**

NO



General Note

- 6
- **As-Built Description:**
Refer to notes for observation and recommendation.
 - **Notes:**
Must travel through parking lot to get to sidewalk.

Mitigated: **Priority 1**

YES **Severity 3**

NO

REF



Conceptual Costs for Floor: On-site

\$6,645.00

Facility: **Sonoma County Housing Authority**

Part: **Exterior**

Floor:

On-site

Address: **1440 Guerneville Rd**

<i>Item no., Rm no. and Name</i>	<i>Existing Architectural Barrier and Proposed Solution</i>	<i>Codes / Mitigation Info</i>	<i>Qty</i>	<i>Unit</i>	<i>Cost</i>	<i>Total</i>
Conceptual Costs for Area: Exterior						\$6,645.00

Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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1 Lobby

Doormat

7	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Doormat hinders access to disabled persons. • <i>Proposed Solution:</i> Provide new doormat; recess or attach at edges. 	ADAAG 91 4.5.3	<table border="1"> <tr> <td>Mitigated:</td> <td>Priority 1</td> </tr> <tr> <td><input type="radio"/> YES</td> <td>Severity 3</td> </tr> <tr> <td><input checked="" type="radio"/> NO</td> <td></td> </tr> </table>	Mitigated:	Priority 1	<input type="radio"/> YES	Severity 3	<input checked="" type="radio"/> NO	
		Mitigated:		Priority 1					
		<input type="radio"/> YES		Severity 3					
		<input checked="" type="radio"/> NO							
ADA 2010 302.2									
CBC 2007 1124B.3									
CBC 2019 11B-302.2									

1 JOB \$1,500 \$1,500



105	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Doormat hinders access to disabled persons. • <i>Proposed Solution:</i> Provide new doormat; recess or attach at edges. 	ADAAG 91 4.5.3	<table border="1"> <tr> <td>Mitigated:</td> <td>Priority</td> </tr> <tr> <td><input type="radio"/> YES</td> <td>Severity</td> </tr> <tr> <td><input checked="" type="radio"/> NO</td> <td></td> </tr> </table>	Mitigated:	Priority	<input type="radio"/> YES	Severity	<input checked="" type="radio"/> NO	
		Mitigated:		Priority					
		<input type="radio"/> YES		Severity					
		<input checked="" type="radio"/> NO							
ADA 2010 302.2									
CBC 2007 1124B.3									
CBC 2019 11B-302.2									

1 JOB \$1,500 \$1,500



Door

8	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Lower push plate located at 7" minimum and 8" maximum above the floor or ground surface not provided. • <i>Proposed Solution:</i> Provide lower push plate. 	CBC 2007 1133B.2.3.2	<table border="1"> <tr> <td>Mitigated:</td> <td>Priority 1</td> </tr> <tr> <td><input type="radio"/> YES</td> <td>Severity 3</td> </tr> <tr> <td><input checked="" type="radio"/> NO</td> <td></td> </tr> </table>	Mitigated:	Priority 1	<input type="radio"/> YES	Severity 3	<input checked="" type="radio"/> NO	
		Mitigated:		Priority 1					
		<input type="radio"/> YES		Severity 3					
		<input checked="" type="radio"/> NO							
CBC 2019 11B-404.2.9 2.									
C									

2 JOB \$1,500 \$3,000



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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Public Counter

9	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Service counter (stand-up): Accessible section min. 36" length and 36" max. height (in CA: 28" to 34" high) not provided. • <i>Original Description:</i> Counter height is 39-5/8". • <i>As-Built:</i> Top: 39.5" high • <i>Proposed Solution:</i> Retrofit existing counter to provide accessible section. Interim solution: Provide auxiliary counter, table, or clipboard. 	ADAAG 91 7.2(2) ADA 2010 904.4 CBC 2007 1122B.4 CBC 2019 11B-904.4	1	JOB	\$6,000	\$6,000
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Mitigated:

YES

NO

Priority 1

Severity 4



Signage

10	<ul style="list-style-type: none"> • <i>As-Built Description:</i> At final exit door to exterior: Where required exit signs are installed, signs to provide exiting information for people with vision impairment are not provided. • <i>Proposed Solution:</i> Provide raised letter/Braille "EXIT" sign at door. 	ADAAG 91 4.1.3(16) ADA 2010 216.4.1 CBC 2007 1011.3 CBC 2019 11B-216.4.1	1	JOB	\$270	\$270
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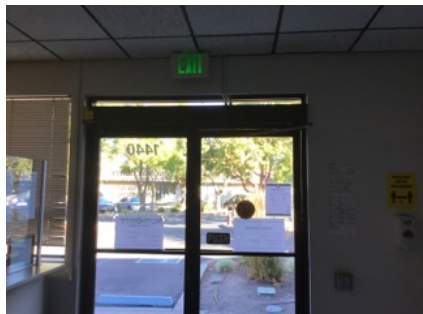
Mitigated:

YES

NO

Priority 1

Severity 3



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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2 Entryway

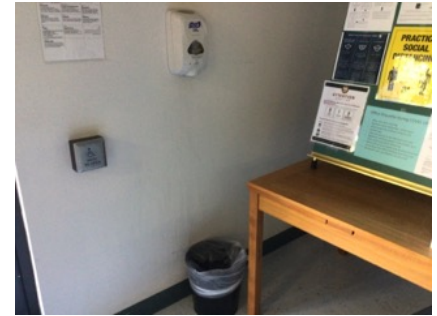
Clear Space

- 11 • *As-Built Description:*
Clear floor space is not 30" x 48" minimum at all switches, outlets and other controls.
- *Original Description:*
Trash can located directly beneath hand sanitizer dispenser is within required clear floor space.
- *Proposed Solution:*
Relocate existing furniture/obstructions.

ADAAG 91 4.1.2(12) & [4.1.3(13)]
 ADA 2010 309.2
 CBC 2007 1117B.6.2
 CBC 2019 11B-309.2

Mitigated:	Priority 1
<input type="radio"/> YES	Severity 2
<input checked="" type="radio"/> NO	

REF



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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3 Work Area

Reach Range

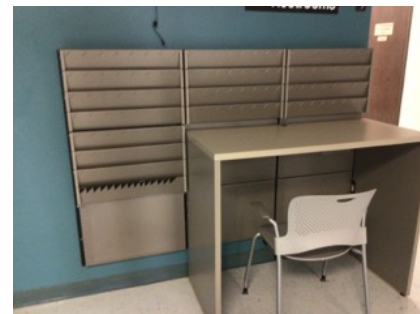
- 12 • *As-Built Description:*
Reach height to control or access point, exceeds 48" or is less than 15".
- *Original Description:*
Top two levels of pamphlet display to left of counter are above 48" and are out of reach range.
- *As-Built:* **Greater than 48" high starting at top two rows**
- *Proposed Solution:*
Modify equipment or mounting.

ADAAG 91 4.2.5
 ADA 2010 308.2.1
 CBC 2007 1118B.5
 CBC 2019 11B-308.2.1

Mitigated: YES NO

Priority **2**
 Severity **4**

1 JOB \$300 \$300



Reach Range

- 13 • *As-Built Description:*
Reach height for front approach to control or access point over an obstruction with 27" min. knee clearance and 25" max. deep exceeds 44".
- *Original Description:*
Pamphlet display area above counter, which is 20 -3/4" deep, is out of reach range. All pamphlet access in this area is above 44".
- *As-Built:* **Greater than 44" high over 20.75" deep to pamphlets**
- *Proposed Solution:*
Modify equipment or mounting.

ADAAG 91 Fig. 5(b)
 ADA 2010 308.2.2
 CBC 2007 1118B.5
 CBC 2019 11B-308.2.2

Mitigated: YES NO

Priority **2**
 Severity **2**

1 JOB \$300 \$300



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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4 Conference Room Door

Signage

- 14 • *As-Built Description:*
Existing sign designating permanent room or space is noncompliant.
- *Original Description:*
No room identification signage provided.
- *Proposed Solution:*
Provide compliant signage.

ADAAG 91 4.1.3(16)(a)
 ADA 2010 216.2
 CBC 2007 1117B.5
 CBC 2019 11B-216.2

1 JOB \$450 **\$450**

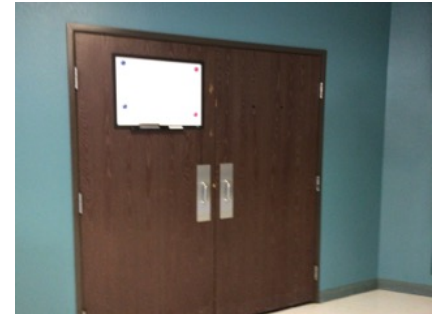
Mitigated:

YES

NO

Priority **2**

Severity **4**



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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5 Conference Room

Protrusion Limits

- 15 • *As-Built Description:*
Protruding objects more than 4" from wall, when bottom of object more than 27" or less than 80" above finished floor.
- *Original Description:*
The 3 TV's in the room protrude more than 4" from the wall between 27"-80" above finished floor.
- *As-Built:* **Protrudes >4" at 27"-80" high**
- *Proposed Solution:*
Provide cane-detectable railing to mark area of low clearance.
- **Notes:**
3 TVs

ADAAG 91 4.4.1
 ADA 2010 307.2
 CBC 2007 1133B.8.6.1
 CBC 2019 11B-307.2

15 LF \$300 **\$4,500**

Mitigated:	Priority 2
<input type="radio"/> YES	Severity 4
<input checked="" type="radio"/> NO	



Facility: **Sonoma County Housing Authority**

Part: **Interior**


Floor: **First Floor**

Address: **1440 Guerneville Rd**

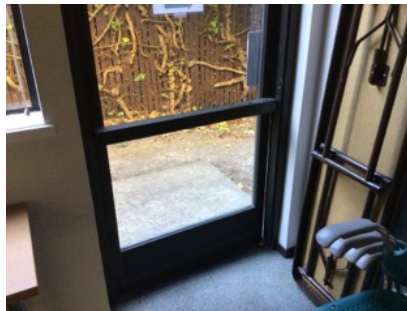
Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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6 Conference Room Exit

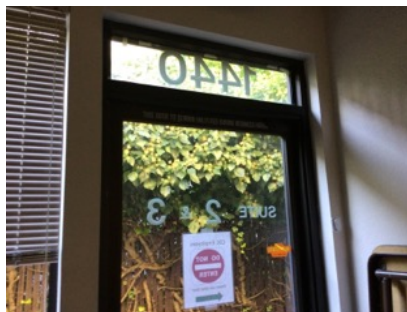
Walk

<p>16</p> <ul style="list-style-type: none"> <i>As-Built Description:</i> Walk: Irregular surface in pavement. <i>Original Description:</i> No proper walking surface on accessible route to/from the door on the pull side. <i>Proposed Solution:</i> Smooth pavement surface; grind or refinish surface. 	<p>ADAAG 91 4.5.2 ADA 2010 303.1; 302.1 CBC 2007 1133B.7.1 CBC 2019 11B-303.1; 11B-302.1</p>	<p>400 SF \$15 \$6,000</p>	
<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>	<p>Priority 2</p> <p>Severity 3</p>		

Door Clearance

<p>17</p> <ul style="list-style-type: none"> <i>As-Built Description:</i> Door on accessible route has less than 32" clear and 80" (78" min. to closer if provided) opening width when 90° open. <i>Original Description:</i> Door width is 30" <i>As-Built:</i> 30" wide <i>Proposed Solution:</i> Provide new, larger door and frame with new accessible hardware. 	<p>ADAAG 91 4.13.5 ADA 2010 404.2.3 CBC 2007 1133B.1.1.1.1 CBC 2019 11B-404.2.3</p>	<p>1 JOB \$7,800 \$7,800</p>	
<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>	<p>Priority 2</p> <p>Severity 3</p>		

Door Closer



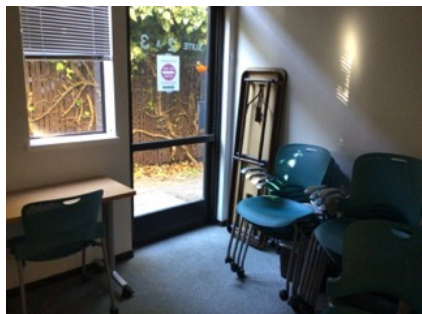
<p>18</p> <ul style="list-style-type: none"> <i>As-Built Description:</i> Excessive force required to open door. <i>Original Description:</i> Door pressure is 15 lbs. <i>As-Built:</i> 15 lbs <i>Proposed Solution:</i> Adjust regular door closer to accessible standards (5 lbs. max). 	<p>ADAAG 91 4.13.11 ADA 2010 404.2.9 CBC 2007 1133B.2.5 CBC 2019 11B-404.2.9</p>	<p>1 JOB \$75 \$75</p>	
<p>Mitigated:</p> <p><input type="radio"/> YES</p> <p><input checked="" type="radio"/> NO</p>	<p>Priority 2</p> <p>Severity 3</p>		

Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
Door Swing						
19	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Front approach: At pull side, door does not have clear and level maneuvering space measuring door width plus 18" x 60". (24" x 60" at exterior doors). • <i>Original Description:</i> Pull side landing does not have 24" clearance beyond the latch (concrete ends prior to 24"). • <i>As-Built:</i> Door width plus <24" to dirt • <i>Proposed Solution:</i> Increase size on concrete landing. 	ADAAG 91 Fig. 25(a) ADA 2010 404.2.4 CBC 2007 11B-26A(a) CBC 2019 11B-404.2.4	1	JOB	\$150	\$150
		Mitigated: <input type="radio"/> YES <input checked="" type="radio"/> NO Priority 2 Severity 2				
20	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Front approach: At pull side, door does not have clear and level maneuvering space measuring door width plus 18" x 60". (24" x 60" at exterior doors). • <i>Original Description:</i> Landing on the pull side has only 48" perpendicular to the door. • <i>As-Built:</i> 48" from face of door to dirt • <i>Proposed Solution:</i> Increase landing. 	ADAAG 91 Fig. 25(a) ADA 2010 404.2.4 CBC 2007 11B-26A(a) CBC 2019 11B-404.2.4	1	JOB	\$150	\$150
		Mitigated: <input type="radio"/> YES <input checked="" type="radio"/> NO Priority 2 Severity 2				
Door Swing						
21	<ul style="list-style-type: none"> • <i>As-Built Description:</i> Front approach: At push side, door does not have clear and level maneuvering space measuring door width x 48" (door width plus 12" if door has both, latch and closer). • <i>Original Description:</i> No clear floor space in front of door. • <i>Proposed Solution:</i> Remove or relocate furniture or storage items. 	ADAAG 91 Fig. 25(a) ADA 2010 404.2.4 CBC 2007 11B-26A(a) CBC 2019 11B-404.2.4	1	JOB	\$150	\$150
		Mitigated: <input type="radio"/> YES <input checked="" type="radio"/> NO Priority 2 Severity 2				

Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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Door Swing

- 22 • *As-Built Description:*
Front approach: At push side, door does not have clear and level maneuvering space measuring door width x 48" (door width plus 12" if door has both, latch and closer).
- *Original Description:*
No 12" clearance on the push side beyond the latch.
- *As-Built:* **Door width plus <12" to wall**
- *Proposed Solution:*
Provide relocated new door and frame; remodel walls as needed.

ADAAG 91 Fig. 25(a)	Mitigated: <input type="radio"/> YES <input checked="" type="radio"/> NO	Priority 2
ADA 2010 404.2.4		Severity 2
CBC 2007 11B-26A(a)		
CBC 2019 11B-404.2.4		

1 JOB \$7,800 \$7,800

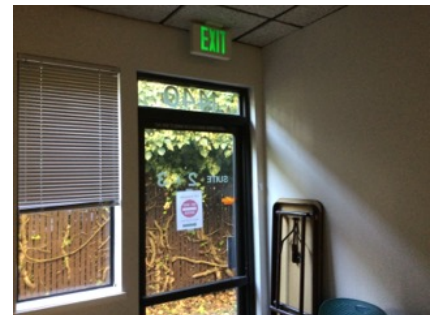


Signage

- 23 • *As-Built Description:*
At final exit door to exterior: Where required exit signs are installed, signs to provide exiting information for people with vision impairment are not provided.
- *Original Description:*
No signage (door is shown as emergency exit door on evacuation plan).
- *Proposed Solution:*
Provide raised letter/Braille "EXIT" sign at door.
- **Notes:**
Optional solution is to provided signage that this is not an exit and direct neone to other exit door.

ADAAG 91 4.1.3(16)	Mitigated: <input type="radio"/> YES <input checked="" type="radio"/> NO	Priority 2
ADA 2010 216.4.1		Severity 3
CBC 2007 1011.3		
CBC 2019 11B-216.4.1		

1 JOB \$270 \$270



Facility: **Sonoma County Housing Authority**

Part: **Interior**

Floor: **First Floor**

Address: **1440 Guerneville Rd**

Item no., Rm no. and Name	Existing Architectural Barrier and Proposed Solution	Codes / Mitigation Info	Qty	Unit	Cost	Total
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7 Conference Room Thermostat

Clear Space

- *As-Built Description:*
Clear floor space is not 30" x 48" minimum at all switches, outlets and other controls.
- *Original Description:*
Table and stacked chairs are within clear floor space in front of thermostat.
- *Proposed Solution:*
Relocate existing furniture/obstructions.

ADAAG 91 4.1.2(12) & [4.1.3(13)]
 ADA 2010 309.2
 CBC 2007 1117B.6.2
 CBC 2019 11B-309.2

Mitigated: **Priority 2**
 YES
 NO
Severity 2

REF



Reach Range

- *As-Built Description:*
Reach height to control or access point, exceeds 48" or is less than 15".
- *Original Description:*
Thermostat is out of reach range. Controls at 49" above finished floor.
- *As-Built:* **Greater than 49" high**
- *Proposed Solution:*
Modify equipment or mounting.

ADAAG 91 4.2.5
 ADA 2010 308.2.1
 CBC 2007 1118B.5
 CBC 2019 11B-308.2.1

Mitigated: **Priority 2**
 YES
 NO
Severity 4

1 JOB \$300 \$300



