

# **TRANSITION PLAN FOR PUBLIC RIGHTS-OF-WAY**

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**Section 504 of the Rehabilitation Act  
of 1973 (29 USC 794(a))**

**Americans with Disabilities Act (ADA)  
of 1990 (42 USC 12111)**

*Jay County, Indiana*

**Jay County, Indiana**

**July, 2017**

ADA TRANSITION PLANS FOR PUBLIC RIGHTS-OF-WAY

Jay County, Indiana

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Jay County, Indiana

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# 1. Introduction

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990 and later amended effective January 1, 2009. As written and implemented, the ADA provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, access to public accommodations, transportation, and telecommunications. The ADA is a companion civil rights legislation to the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. In order to be protected by the ADA, one must have a disability or have a relationship or association with an individual with a disability. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such an impairment. The ADA, however, does not specifically name all of the impairments that are covered.

The ADA is divided into five sections covering the following topics:

Title I: Employment

Title II: Public Services (and Transportation)

Title III: Public Accommodations (and Commercial Facilities)

Title IV: Telecommunications

Title V: Miscellaneous Provisions

Title II, specifically prohibits state and local governments from discriminating against persons with disabilities or from excluding participation in or denying benefits of programs, services, or activities to persons with disabilities. It is under this title that this transition plan has been prepared. This transition plan is intended to outline the methods by which physical changes will be made to give effect to the non-discrimination policies described in Title II.

## **2. TRANSITION PLAN DEVELOPMENT**

To ensure program accessibility for people with disability in the community, Jay County has developed a Transition Plan, which is to be considered good practice. This Transition Plan for Public Rights-of-Way considers the following:

### **A. ADA COORDINATOR:**

Effective communication is essential to address all the complaints or concerns of all individuals. In order to keep the lines of communication open, and thereby ensuring effective communication between all parties, Jay County has designated a County Commissioner as the ADA coordinator. The ADA Coordinator shall coordinate the Community's efforts to comply with and carry out its responsibilities under Title II of the ADA, including investigations of any complaint communicated to the ADA coordinator. Such complaints may take the form of alleging noncompliance with ADA mandates or alleging any actions that would be prohibited under the ADA. Jay County shall make available to all interested individuals the name, office address, and telephone number of the employee so designated and shall adopt and publish procedures for the prompt and equitable resolution of complaints. Every complaint must be directed in writing to the ADA Coordinator, in this case the Mike Leonhard, a Jay County Commissioner.

### **B. GRIEVANCE PROCEDURE:**

The Grievance Procedure established below is intended to adhere to the standards outlined in the ADA. The procedure must be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provisions of services, activities, programs, or benefits provided by the Jay County.

The complaint should be in writing and contain grievant information such as name, address, phone number of complainant and location, date, and description of the problem about the alleged discrimination. Grievance Forms must be used to lodge a complaint, please make reference to Appendix A. Alternative means of filing complaints, such as personal interviews or recording of the complaint will be made available for persons with disabilities upon request. The complaint should be submitted by the grievant and/or their designee as soon as possible but no later than 180 calendar days after the alleged violation to:

Mike Leonhard, County Commissioner  
Jay County ADA Program Manager  
120 N. Court Street  
Portland, IN 47371

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or their designee will meet with the grievant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his designee will respond in writing, and where appropriate, in a format accessible to the grievant, such as large print, Braille, or audio tape. The response will explain the position of Jay County and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or their designee does not satisfactorily resolve the issue, the grievant or their designee may appeal the decision within 15 calendar days after receipt of the response to the County Commissioners. Within 15 calendar days after receipt of the appeal, the County Commissioners will meet again with the grievant to discuss the appeal and possible resolutions. Within 15 calendar days after the meeting, the County Commissioners will respond in writing, and, where appropriate, in a format described above that is accessible to the grievant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or their designee, appeals to the County Commissioners, and responses from the ADA office will be retained by Jay County for at least three (3) years.

### **C. SELF EVALUATION**

Jay County has conducted an inventory of all county owned buildings. Most of the buildings need some ADA upgrades. Jay County is committed to making all buildings accessible to all citizens, including those with disabilities. This will be accomplished through the following programs:

- All new construction, reconstruction, or alterations, including federal projects under the control and/or inspection of the Department will be in compliance with the ADA;
- Jay County will have in place an annual building upgrade program. The county commits to spending \$2,000 a year for upgrading buildings;

#### **D. ADA STANDARDS SPECIFICATIONS AND DESIGN DETAILS:**

The standards are intended to apply to all construction undertaken within the Jay County Rights-of-Way. The federal Public Rights-of-Way Accessibility Guidelines (PROWAG) together with the Indiana Department of Transportation (INDOT) design guidelines, standard drawings, and standard specifications will provide the key standards and guidelines for this plan. Other standards, if necessary, will be applied at the discretion of the ADA Coordinator.

Copies of the PROWAG and latest INDOT Standards for curb, curb ramp, and sidewalk construction are included in Appendix B.

#### **E. IMPLEMENTATION**

Jay County intends to implement this Transition Plan effective the date of this document. Not only does Jay County commit to following the guidelines set forth in this Transition Plan, but it also commits to actively revising and amending this document as new information is discovered. Further, as a matter of policy, this document will be updated at least every five years starting in 2022.

**Appendix A**

**Complaint Procedure**

**Complaint / Grievance Form**

Grievant Information:

Grievant Name:			
Address:	City:	State:	Zip Code:
Phone: ( ) -	E-Mail:		
Alternative Phone: ( ) -			

Person Preparing Complaint Relationship to Grievant (if different from Grievant):

Grievant Name:			
Address:	City:	State:	Zip Code:
Phone: ( ) -	E-Mail:		
Alternative Phone: ( ) -			

Please specify any location(s) related to the complaint or grievance (if applicable):

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Please provide a complete description of the specific complaint or grievance:

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Please state what you think should be done to resolve the complaint or grievance:

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Please attach additional pages as needed.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return to: ADA Coordinator, Mike Leonhard, Jay County or via fax (260) 726-6933

Upon request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats. Contact the ADA Coordinator at 120 N. Court St, Portland, IN 47371 or via telephone (260) 729-2098.

# **Appendix B**

**Department of Justice**

**2010 ADA Standards for Accessible Design**

## **Appendix C**

# **Summary of the Inventory and Recommendations for Building Upgrades with Cost Estimate**

# **JAY COUNTY COURTHOUSE**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*

# COURTHOUSE ENTRYWAYS

## ACCESSIBLE PARKING:

- Courthouse Parking –ADA Complaint with 2 accessible spaces provided with at least 15” wide each and an 8” wide access aisle on a surface with slopes no steeper than 1:48 in all directions and signs identifying the spaces with the International Symbol of Accessibility at height of 67”. *Non-ADA Complaint aisle because it is not painted with stripes to discourage parking. Aisles need to be marked to discourage parking in them.*

## ADA RAMP:

There are ADA ramps outside the courthouse that are ADA accessible and open to the public:

- South Entrance Door –ADA Compliant with 5.6% slope and 1.0% cross slope with 60” width. ADA Complaint with landings at the top of the ramps with only 1.0% slope in all directions and ramp flares having a slope of 9.0%.

## EXTERIOR RAMP:

- Outside Courthouse Ramp – ADA Compliant with 108” width and slope of 7.5% and 0% cross slope. ADA Complaint handrails with 34” height and 2” Diameter, *however non-ADA Compliant by not extending the rails by 12” beyond the bottom of the ramp.*

## **DOOR THRESHOLDS:**

There are access isles at the courthouse that are ADA accessible and open to the public:

- South Entrance Door – ADA Compliant with 1/8” beveled threshold.

## **ENTRANCE WIDTHS AND SPACING:**

There are doorways within the courthouse that are ADA accessible and open to the public.

- South Entrance Door – ADA Compliant with more than 72” doorway opening and 36” of maneuvering clearance beyond the latch side, and operable parts at 36.5” height.

## **DOOR TENSION:**

There is 1 doorway within the Jay County Courthouse that is ADA accessible and open to the public:

- Courthouse – ADA Compliant with tensions more than 5lbs but with an automated door opener with 7 seconds before closing.

## **DOORWAY MATS:**

The vestibule doorways within the courthouse are open to the public and have door mats:

- South Doorway – *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **COURTHOUSE INTERIOR**

### **PROTRUDING OBJECTS:**

There are several protruding objects along the walls; Water fountains and Light fixtures:

- Water Fountains on all floors – *Non-ADA Compliant protruding more than 4 inches from wall. Lower fountains to only 27” from the floor or move to less than 4 from the wall.*
- Light Fixtures on all floors – *Non-ADA Compliant protruding more than 4 inches from wall. Raise light fixtures to 80 inches or higher from floor.*

### **INTERIOR RAMP:**

- Courthouse Ramp – ADA Compliant with 42” width and slope of 6.7% and 0% cross slope. ADA Complaint handrails with 34” height and 2” Diameter, *however non-ADA Compliant by not extending 12” beyond the bottom of the ramp.*

### **ELEVATOR:**

There is one elevator in the building:

- Timing of elevator door – *Non-ADA Compliant with elevator door closing in 10 seconds rather than 20 seconds required. Elevator door timing can be adjusted.*
- Elevator Dimensions- ADA Compliant with dimensions of 80”x50”.
- Controls- ADA Compliant with raised characters, braille, and a height of 56”.

## **INTERIOR DOORS:**

- All Interior doors – ADA Compliant with 35” widths, 1/8” threshold edge, operable parts of hardware at 34”, and closing time of 10 seconds. *Non-ADA Compliant with door handles rather than non-grasping handles. Doors open during business hours. No alterations needed.*

## **ASSEMBLY AREAS:**

- Auditorium – *Non-ADA Compliant no wheelchair spaces provided. With a total seating of approximately 125 seats, 4 wheelchair spaces need to be provided.*

## **OFFICE COUNTER TOPS:**

There are counter tops in the courthouse:

- Office Counter tops – ADA Compliant with a parallel approach with clear floor space of 30” by 48”. *Non-ADA Compliant with height of 42” and a top edge protection of 10”. Reduce the counter top height by 4” and the top edge protection to only 2”.*

## **COURTHOUSE TOILET ROOMS**

### **TOILET ROOM SIGNS:**

- Men’s and Women’s Bathroom Signs –ADA Compliant with characters that are raised and contrast with their backgrounds, with braille, mounted on the latch side of the door, and a height of 56”.



## **TOILET ROOM DOORS:**

- Men's and Women's Bathroom Entrance – ADA Compliant door with 35" width, 18" maneuvering clearance beyond the latch side of the door, 1/8" threshold edge, and operable parts at 34" height.

## **TOILET ROOM ENTRANCE TENSION AND TIMING:**

- Men's and Women's Bathroom Entrance – ADA Compliant door closer with less than 5 pounds of force to open and takes more than 5 seconds to close.

## **BATHROOM MIRROR:**

- Courthouse Bathroom Mirrors – ADA Compliant with 33" height from the floor.

## **BATHROOM COAT HOOK:**

- Courthouse Bathroom Coat Hook – *Non-ADA Compliant with 59" height from floor rather than 48" maximum required. Coat hook should be lowered by 11".*

## **BATHROOM SINK:**

- Men's Bathroom Sink – ADA Compliant with more than 30" knee clearance and with a rim height of 33" from floor. *Non-ADA Compliant do to the fact that pipes are not insulated or otherwise configured to protect against contact. Pipes should be insulated to prevent contact.*

## **BATHROOM SOAP DISPENSER:**

- All Bathroom Soap Dispensers –ADA Compliant with a height of 36” above the floor.

## **BATHROOM HAND DRYER:**

- Bathroom Hand Dryer –ADA Compliant at a height of 41” above the floor.

## **BATHROOM TOILET:**

- Bathroom Toilet –ADA Compliant with a height of 17” and with operable parts at 25” above the floor and requiring less than 5 pounds of force. *Non-ADA Compliant with only 14” spacing from the sidewall. Need to move the toilet an additional 2” from the sidewall. Flush control needs to be on the open side.*

## **BATHROOM TOILET GRAB BAR:**

- Bathroom Toilet Grab Bars– Side grab bar is ADA Compliant with 42” length and 34” height. *Non-ADA Compliant with only 47” distance from rear wall to the front end of grab bar rather than 54” required. Grab bar needs be moved an additional 7” from rear wall. Non-ADA Compliant with only 4” separation between protruding objects and the top of the grab bar. All protruding objects need to be moved to 12” above the grab bar, or 1-1/2” below the grab bar. ADA compliant rear grab bar with 36” length, 34” height, and extending 24” beyond the center of the toilet.*

## **BATHROOM TOILET STALL:**

- Bathroom Toilet Stall– ADA Compliant with 32” wide opening and with 59” by 60” stall dimensions. ADA Compliant door with 39” clearance from floor to door latch however, *non-ADA Compliant due to door not self-closing. Door latch needs to be replaced.*

## **DRINKING FOUNTAIN:**

There are drinking fountains accessible to the public:

- Drinking Fountains – *Non-ADA compliant water fountains with a height of 31” from floor and a depth of 20” from the wall. Lower fountain by 4” so the bottom edge of the fountain is at 27” above the floor.*

**JAY COUNTY  
COUNTY COURTHOUSE  
PRELIMINARY COST ESTIMATE**

<b>Item No</b>	<b>Item Description</b>	<b>Unit</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Estimated Price</b>
1	Parking Lot Striping	LSum	1	\$ 200.00	\$ 200.00
2	12" End of Handrail	LSum	1	\$ 400.00	\$ 400.00
3	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
4	Protruding Objects - Lower Water Fountains	LSum	1	\$ 500.00	\$ 500.00
5	Protruding Objects - Raise Lights	LSum	1	\$ 100.00	\$ 100.00
6	Adjust Elevator Door Timing	LSum	1	\$ 300.00	\$ 300.00
7	Auditorium - wheel chair spaces	Each	4	\$ 200.00	\$ 800.00
8	Adjust Countertops	LSum	1	\$ 400.00	\$ 400.00
9	Coat Hook Adjustment	LSum	1	\$ 50.00	\$ 50.00
10	Insulate Bathroom Pipes	LSum	1	\$ 300.00	\$ 300.00
11	Bathroom Toilets	LSum	1	\$ 500.00	\$ 500.00
12	Move Grab Bars	LSum	1	\$ 50.00	\$ 50.00
13	Door Stall Latches	LSum	1	\$ 200.00	\$ 200.00

**Total of All Estimated Prices:                   \$ 3,850.00**

# **JAY COUNTY HEALTH DEPARTMENT**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*

# HEALTH DEPARTMENT ENTRYWAYS

## ACCESSIBLE SPACES:

There are parking spaces outside the health department that are ADA accessible and open to the public:

- ADA Compliant with one accessible space on flat surface with a slope less than 1:48 in all directions and 9' width and 5' access aisle. *Non-ADA compliant with no sign that identifies accessible space with the international symbol of accessibility. Place Sign with International Symbol of Accessibility at a height of at least 60" above the surface.*

## ADA RAMP:

There are ADA ramps outside the health department that are ADA accessible and open to the public:

- Entrance Ramp– ADA Compliant with 8.0% slope. Landings at top and bottom are ADA compliant at 60"x60" or greater. *Non-ADA Compliant Handrails with a height of 30" above the surface. Raise the handrail to between 34"-38" above the surface.*

## DOORWAY MATS:

The vestibule doorways within the health department are open to the public and have door mats:

- Entrance Mat – *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **HEALTH DEPARTMENT INTERIOR**

### **INTERIOR DOORS:**

- Interior Doors – ADA Compliant with operable parts at 39” above the floor and requiring less than 5lb of force to open.

### **SEATING:**

- *Non-ADA Compliant with 7 spaces provided and no wheelchair spaces provided. Provide at least one space for wheelchairs.*

### **COUNTER SPACE:**

- Counter – ADA Compliant with forward approach with at least 30” by 48”. *Non-ADA Compliant with a height of 42” above the floor. Lower counter by 4” to a height of 38” above the floor.*

**JAY COUNTY  
HEALTH DEPARTMENT  
PRELIMINARY COST ESTIMATE**

<b>Item No</b>	<b>Item Description</b>	<b>Unit</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Estimated Price</b>
1	Parking Lot ADA Sign	LSum	1	\$ 300.00	\$ 300.00
2	Raise Handrails	LSum	1	\$ 200.00	\$ 200.00
3	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
4	Auditorium - wheel chair spaces	Each	1	\$ 200.00	\$ 200.00
5	Adjust Countertops	LSum	1	\$ 400.00	\$ 400.00

**Total of All Estimated Prices:**                    \$ 1,150.00



# **JAY COUNTY HIGHWAY GARAGE**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*

## **GARAGE ENTRYWAYS**

### **ACCESSIBLE SPACE:**

There are parking spaces outside the garage that are open to the public:

- *Non-ADA Compliant with a total of 5 spaces and no accessible spaces provided. Add at least one space for accessible parking with at least 8' width and a 5' aisle and place a sign to identify the space with the international symbol of accessibility at a height of at least 60" above the ground.*

### **DOORWAY:**

The Front doorway within the garage is open to the public and has door mats:

- Front doorway– ADA-Compliant with a doorway width of 35", threshold edge of only ¼", door knobs at a height of 34", and requiring less than 5 lbs of force to open. *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **GARAGE INTERIOR**

### **INTERIOR DOOR HARDWARE:**

There are doors equipped with knobs:

- All doors – ADA Compliant with doorway width of 36", an approach of 88", no threshold edge, door knobs at a height of 37" above the floor, and less than 5 lbs of force to open.

## **OFFICE COUNTER TOPS:**

There are counter tops in the garage.

- Counter tops – *Non-ADA Compliant with high counter tops at 49” and no knee clearance. Extension counters could be placed at the end of existing counters. The extensions should be 36 inches high, 36 inches wide, and clear underneath.*

## **GARAGE TOILET ROOMS**

### **TOILET ROOM ENTRANCE DOOR:**

- Bathroom Entrance – ADA Compliant with a width of 36”, no threshold edge, and door knobs at a height of 35” above the floor. ADA Compliant with less than 5 lbs of force to open.

### **BATHROOM MIRROR:**

- *Bathroom Mirror – Non-ADA Compliant with 42” height from floor rather than 40” maximum required. Mirror could be lowered by 2”.*

### **BATHROOM SINK:**

- Bathroom Sink – ADA Compliant with a forward approach of 64”x48” and a height of 31” above the floor. *Non-ADA Compliant with no knee clearance. Cabinet needs to be removed to allow for at least 27” of knee clearance and pipes insulated or otherwise configured to protect against contact.*

## **BATHROOM DRYER:**

- Bathroom Dryer – *Non-ADA Compliant with 49" height from floor rather than 48" maximum required. Dryer could be lowered by 1".*

## **BATHROOM TOILET:**

- *Bathroom Toilet – ADA Compliant with a height of 19" above the floor. Non-ADA Compliant with 23" from the side wall rather than 18" maximum required. Move the toilet at least 5" closer to the side wall.*

## **BATHROOM TOILET GRAB BAR:**

*Bathroom Toilet Grab Bars – Non-ADA Compliant with no grab bars present. Place a 42" grab bar 12" from the rear wall at a height between 33" and 36" above the floor and place 36" grab bar that extends 24" from the center on the toilet on the open side at a height between 33" and 36" above the floor.*

**JAY COUNTY  
HIGHWAY GARAGE  
PRELIMINARY COST ESTIMATE**

<b>Item No</b>	<b>Item Description</b>	<b>Unit</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Estimated Price</b>
1	Parking Lot ADA Sign	LSum	1	\$ 300.00	\$ 300.00
2	Parking Lot Striping	LSum	1	\$ 200.00	\$ 200.00
3	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
4	Adjust Countertops	LSum	1	\$ 600.00	\$ 600.00
5	Adjust Mirrors	LSum	1	\$ 50.00	\$ 50.00
6	Adjust Bathroom Sink	LSum	1	\$ 400.00	\$ 400.00
7	Bathroom Toilet	LSum	1	\$ 500.00	\$ 500.00
8	Add Grab Bars	LSum	1	\$ 150.00	\$ 150.00

**Total of All Estimated Prices:**                      \$ 2,250.00

# **JAY COUNTY PURDUE EXT. OFFICE**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*

## **OFFICE ENTRYWAYS**

### **ACCESSIBLE SPACES:**

- Parking- ADA Compliant with a 10 total parking spaces and at least 1 accessible space and a sign with the international symbol of accessibility at a height of at least 60" above the ground.

### **ENTRANCE DOORWAY:**

There is one front door that opens to the public:

- Entrance Door – ADA Compliant with 33" width and 18" of clearance on the latch side for maneuvering. ADA Compliant with door knobs at 39" from the floor and less than 5 lbs of force to open. *Non-ADA Compliant with 4 ¼" threshold. Need to reduce the threshold by 4".*

## **PURDUE EXT. OFFICE INTERIOR**

### **INTERIOR CARPET:**

The floor within the Purdue Ext. office is open to the public and has carpet:

- Carpet – *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **OFFICE COUNTER TOPS:**

There are counter tops in almost every office:

- Office Counter tops – *Non-ADA Compliant with high counter tops at a height of 42" from the floor. Extension counters could be placed at the end of existing counters. The extensions should be 36 inches high, 36 inches wide, and clear underneath.*

## **BATHROOMS:**

There are no public restrooms in the extension office:



**JAY COUNTY  
PURDUE EXTENSION  
PRELIMINARY COST ESTIMATE**

<b>Item No</b>	<b>Item Description</b>	<b>Unit</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Estimated Price</b>
1	Door Threshold	LSum	1	\$ 150.00	\$ 150.00
2	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
3	Adjust Countertops	LSum	1	\$ 600.00	\$ 600.00

**Total of All Estimated Prices:**                      \$ 800.00

# **JAY COUNTY RETIREMENT HOME**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*

# HOME ENTRYWAYS

## ACCESSIBLE SPACES:

There are parking spaces outside the retirement home that are open to the public:

- Parking – *Non-ADA Compliant with no accessible spaces provided. Need to provide at least one accessible space with a width of at least 8' and a 5' wide aisle and place a sign with the international symbol of accessibility at a height of 60" above the ground to identify the space.*

## ENTRANCE WIDTHS AND SPACING:

There are two doorways within the retirement house that are ADA accessible and open to the public:

- Main Entrance Door – ADA Compliant with more than 32.0" doorway opening, no threshold edge, with door knobs at 38", and less than 5 lbs of force to open. *Non-ADA Compliant as the entrance requires the use of stairs. Need to place signs to direct public to accessible entrance.*
- Back Entrance Door – ADA Compliant with more than 32.0" doorway opening, a threshold edge of less than ¼", with door knobs at 38", and less than 5 lbs of force to open, and ramp to the entrance with a slope of 8.0%. *Non-ADA Compliant as it is locked during most hours. Need to place signs with the international symbol of accessibility at the entrance to identify the location as accessible and leave the entrance unlocked during hours of operation.*

## **DOORWAY MATS:**

The doorways within the Retirement Home are open to the public and have door mats:

- Doorways – *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **HOME INTERIOR**

### **PROTRUDING OBJECTS:**

There are several protruding objects along the walls; fire extinguishers, a clock, signs, and displays:

- Fire Extinguishers– *Non-ADA Compliant protruding more than 4 inches from wall. Lower extinguishers to 27 inches or lower from the floor.*
- Lights – *Non-ADA Compliant protruding more than 4 inches from wall. Raise to at least 80" above the floor.*
- Drinking Fountain – *Non-ADA Compliant protruding more than 4 inches from wall. Lower so bottom leading edge is 27 inches or lower from the floor.*

### **ELEVATOR:**

There is a LULA elevator in the building:

- Call Button- ADA Compliant at a height of 42" above the floor.
- Elevator Spacing- ADA Compliant with a door width of 36" and spacing of 51"x67".

- Timing of elevator door – *Non-ADA Compliant with elevator door closing in 10 seconds rather than 20 seconds required. Elevator door timing can be adjusted.*
- Car Control button- ADA Compliant with raised characters and Braille and a height of less than 48” above the floor.
- Floor Signs- ADA Compliant with a height of 60” from the floor on the door jambs and the main entry level with a tactile star.

## **INTERIOR DOOR:**

There are doors inside the retirement home:

- All doors – ADA Compliant with less than 5lbs of force to open. *Non-ADA Compliant with a width of 29”. Doorways need to be replaced with doors with a minimum width of 32”, operable parts at a height between 34” and 48”, and thresholds of less than ¼”.*

## **HOME TOILET ROOMS**

### **BATHROOM SPACING:**

- *Bathroom Spacing – Non-ADA Compliant with dimensions of 32” by 65”. Need to renovate the public bathroom to provide floor space of 60” diameter or T-shaped space within a 60” square. Need ADA Compliant signs for public restrooms.*

### **BATHROOM MIRROR:**

- *Bathroom Mirror – Non-ADA Compliant with 45” height from floor rather than 40” maximum required. Mirror could be lowered by 5”.*

## **BATHROOM SINK:**

- Bathroom Sink – ADA Compliant with more than 27” knee clearance. ADA Compliant with rim less than 30” height from floor. *Non-ADA Compliant with pipes below the lavatory unprotected. Need to insulate the pipe or configure them otherwise to protect against contact.*

## **BATHROOM DRYER:**

- Bathroom Dryer –*Non-ADA Compliant with height of 56” above the floor. Need to lower the dryer by 8”.*

## **BATHROOM TOILET:**

- Bathroom Toilet– ADA Compliant with a distance of 17” from the sidewall. *Non-ADA Compliant with a height of only 16”. Need to raise the toilet to between 17” and 19”.*

## **BATHROOM TOILET GRAB BAR:**

Bathroom Toilet Grab Bars - *Non-ADA Compliant with no grab bars present. Place a 42” grab bar 12” from the rear wall at a height between 33” and 36” above the floor and place 36” grab bar that extends 24” from the center on the toilet on the open side at a height between 33” and 36” above the floor.*

## **BATHROOM TOILET PAPER DISPENSER:**

- Bathroom Toilet Paper Dispenser – ADA Compliant at 22” above floor. ADA Compliant with 7” to 9” distance from edge of toilet to middle of dispenser.

**JAY COUNTY  
RETIREMENT HOME  
PRELIMINARY COST ESTIMATE**

<b>Item No</b>	<b>Item Description</b>	<b>Unit</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Estimated Price</b>
1	Parking Lot ADA Sign	LSum	1	\$ 300.00	\$ 300.00
2	Parking Lot Striping	LSum	1	\$ 200.00	\$ 200.00
3	Accessible Entrance Signs	LSum	1	\$ 100.00	\$ 100.00
4	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
5	Protruding Objects - Lower Water Fountains	LSum	1	\$ 500.00	\$ 500.00
6	Protruding Objects - Raise Lights & Lower Extinguishers	LSum	1	\$ 100.00	\$ 100.00
7	Adjust Elevator Door Timing	LSum	1	\$ 300.00	\$ 300.00
8	Install Wider Door	LSum	1	\$ 500.00	\$ 500.00
9	Renovate Entire Bathroom	LSum	1	\$ 1,500.00	\$ 1,500.00

**Total of All Estimated Prices:**                    \$ 3,550.00

# **JAY COUNTY SHERIFF'S OFFICE**

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## **Building Compliance with 2010 ADA PROWAG Standards**

Building features are stated in following pages. *Non-compliant features will appear in italics.*



## OFFICE ENTRYWAYS

### ACCESSIBLE SPACES:

There are parking spaces outside the office that are ADA accessible and open to the public:

- Parking – ADA Compliant with a total of 23 parking spaces and one ADA accessible space provided. *Non-ADA Compliant with no sign with the international symbol of accessibility to identify the space. Place a sign with the international symbol of accessibility to identify the space at a height of 60" above the ground.*

### ADA RAMPS:

There is a ramp outside the office that is ADA accessible and open to the public:

- Entrance Ramp –ADA Compliant with 7.0% slope and 48" width. Landings at top and bottom are ADA compliant slopes of 1.5% in all directions.

### DOORWAY:

The entrance doorway within the office is open to the public:

- Entrance Doorways – ADA Compliant with a width of 35" and side clearance of 35" for maneuvering. ADA Compliant with no threshold edge and door knobs at 37" above the ground. *Non-ADA Compliant with 3 second closing time. Closer can be adjusted to increase the time to at least 5 seconds.*

## **DOORWAY MATS:**

The doorway within the office is open to the public and has door mats:

- Entrance Mats – *Non-ADA Compliant with non-secure mats. Tape down or place grips on the bottom of the mats.*

## **OFFICE INTERIOR**

### **PROTRUDING OBJECTS:**

There is one protruding object along the wall:

- Computer – *Non-ADA Compliant protruding more than 4 inches from wall at a height of 35" above the floor. Lower computer to 27 inches or lower from floor.*

### **OFFICE SIGNS:**

- All signs –ADA Compliant with braille and raised letters and mounted on latch side of the door.

### **INTERIOR DOORS:**

- Interior Doors –ADA Compliant with 35" width, no threshold edge, door knobs 38" above the floor, and less than 5 lbs of force to open.

## **SEATING:**

- Seating –ADA Compliant with at least 30”x48” of clear space parallel to the bench. ADA Compliant with seating height of 17” from the floor. *Non-ADA Compliant with bench width of only 18”. Need to replace the bench with a bench with a seating width between 20” and 24”.*

## **OFFICE COUNTER TOPS:**

- Office Countertops – *Non-ADA Compliant with high counter tops. Sheriff counters could be placed at the end of existing counters. The extensions should be 36 inches high, 36 inches wide, and clear underneath.*

## **OFFICE TOILET ROOMS**

### **TOILET ROOM ENTRANCE DOOR:**

- Bathroom Entrance – ADA Compliant with a width of 35”, no threshold edge, door knobs at a height of 38” above the floor, and less than 5 lbs of force to open.

### **BATHROOM MIRROR:**

- Bathroom Mirror –ADA Compliant with 39” height from floor.

### **BATHROOM SINK:**

- Bathroom Sink – ADA Compliant with a forward approach of at least 48”x30”, a height of 33” above the floor, and 29” knee clearance. *Non-ADA Compliant with exposed pipes. Need to insulate pipes or otherwise configure them to protect against contact.*

## **BATHROOM DRYER:**

- Bathroom Soap Dispenser –ADA Compliant with 48” height from floor.

## **BATHROOM DRYER:**

- Bathroom Dryer –*Non-ADA Compliant with 55” height from floor. Lower the dryer by 7”.*

## **BATHROOM TOILET:**

- Bathroom Toilet – ADA Compliant with 18” from the side wall and a height of 18” above the floor.

## **BATHROOM TOILET GRAB BAR:**

Bathroom Toilet Grab Bars – ADA Compliant side wall grab bars with a length of 42”, 12” from the rear wall, and a height of 34” above the floor. ADA Compliant rear wall grab bars with a length of 36”, 24” from the center of the toilet on the open side, and a height of 34” above the floor.

## **TOILET PAPER DISPENSER:**

- Dispenser –ADA Compliant with distance of 7” from the front of the toilet.

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1	Parking Lot ADA Sign	LSum	1	\$ 300.00	\$ 300.00
2	Adjust Door Closer	LSum	1	\$ 50.00	\$ 50.00
3	Securing Floor Mats	LSum	1	\$ 50.00	\$ 50.00
4	Protruding Objects - Computer Table	LSum	1	\$ 500.00	\$ 500.00
5	Replace Bench	LSum	1	\$ 500.00	\$ 500.00
6	Adjust Countertops	LSum	1	\$ 400.00	\$ 400.00
7	Insulate Bathroom Pipes	LSum	1	\$ 100.00	\$ 100.00
8	Lower Bathroom Dryer	LSum	1	\$ 300.00	\$ 300.00

**Total of All Estimated Prices:                   \$ 2,200.00**