

**TRANSPORTATION
Americans with Disabilities Act
(ADA)**

**TRANSITION PLAN
Amendment**



**FOR
COUNTY OF SANTA BARBARA
DEPARTMENT OF PUBLIC WORKS, TRANSPORTATION DIVISION**

May 2007

Public Works Department, Transportation Division Americans with Disabilities Act Transition Plan Amendment

Adopted by:

Date: _____

BY: _____
Chair, Board of Supervisors
of the County of Santa Barbara
State of California

ATTEST:
Michael F. Brown
Clerk of the Board

BY: _____

APPROVED AS TO FORM:
Stephen Shane Stark
County Counsel

BY: _____

Date: _____

APPROVED AS TO FORM:
Ray Aromatorio
Risk Program Administrator

BY: _____

Date: _____

ADA Transition Plan Amendment

Ad Hoc Committee

Michael Ledbetter	County Council
Scott McGolpin	Deputy Director – Transportation Division
Dace Morgan	Engineering Section Manager
Charlie Ebeling	Civil Engineer Specialist
Ron Bensel	Civil Engineer
Ariana Villegas	EEO Manager - ADA Coordinator

3.3 New Construction and Street Overlay Projects

New street or sidewalk construction, sidewalk repairs or street overlay projects require that sidewalks be constructed to current ADA standards for new construction.

3.4 Existing Sidewalks

3.4.1 Transportation Inspection Program

This program is performed annually to eliminate trip and fall hazards. The County is divided into 5 Supervisorial Districts and then further by maintenance zones. Inspections and repairs are conducted in each zone. All maintenance zones are inspected as part of the Pavement Management System (PMS). The County's major collectors and arterials are inspected along with one-third of the remaining roadways each year. Therefore, over a three year period, all of the County's maintained roadway system is inspected. The roadways which require overlays are evaluated for ADA compliance. This program has been modified to include inspection for accessibility issues. Historically, dating back to 1992 the PMS overlay projects had been completed only after curb, gutter & sidewalks repairs were completed. The curb, gutter & sidewalk repairs included replacement of concrete up heaved by tree roots and the installation of current Caltrans standard curb ramps at every intersection. The sidewalk inspection form has been revised to include ADA elements (see Attachment 1 for sample of the form).

The priority for utilization of funding is as follows:

1. Adding curb ramps and crosswalks
2. Repairing existing sidewalks
3. Eliminating sidewalk obstructions

3.4.2 Road Maintenance Annual Plan

The County Transportation Division's Road Maintenance Annual Plan (RdMAP) consists of the upcoming fiscal years Board of Supervisor's approved projects listed by Supervisorial District. This RdMAP is the vehicle by which the Maintenance Section of the Transportation Division completes its mission. The mission of the Transportation Division is to "Provide a Clear Path, a Smooth Ride and A Safe Trip."

The proposed projects identified in this document are selected using public input and requests, the MicroPaver Pavement Management program, Board of Supervisor's priorities, and staff's professional assessment of Transportation's facilities and roadways. Using these sources of information a scenario is developed whereby our limited funding can best address the needs of the roadway infrastructure. After conducting public meetings for the North, Central, and South sections of the county, in which additional public input is received and incorporated into the plan, a finalized Annual Plan is presented to the County Board of Supervisors for adoption.

The document also contains a brief description of the upcoming maintenance activities (including a summary of the previous fiscal year's maintenance activities), pavement preservation, environmental review requirements (CEQA), ADA requirements, surface treatment project timeframes, program category descriptions and an overview of project funding.

3.4.3 Priority Areas

In an effort to ensure that the County's system of public sidewalks is generally accessible to and usable by individuals with disabilities when viewed in its entirety, this Transition Plan Amendment identifies priority areas where barriers will be removed according to a schedule. The following table depicts the County's Maintenance Zones and the assigned priorities dictate the order of implementation for inventorying and ultimately removing barriers in the public sidewalks. These

priorities were established by choosing the most urbanized areas first, then working towards the rural areas throughout the County.

Priority	Supervisory District	Maintenance Zone	Description
3	First	1001	Other-Rural 1 st District
1	First	1011	Summerland
2	First	1021	Montecito
3	First	1031	Mission Canyon
1	Second	2041	Goleta 2 nd District
3	Third	3001	Other-Rural 3 rd District
2	Third	3041	Goleta 3 rd District
1	Third	3042	Isla Vista-3 rd District
3	Third	3051	Santa Ynez
3	Third	3052	Los Olivos
2	Third	3061	Los Alamos
1	Third	3072	Vandenberg Village
3	Fourth	4001	Other-Rural 4 th District
2	Fourth	4072	Mission Hills
1	Fourth	4081	Orcutt-4 th District
2	Fourth	4082	Orcutt (prior 5 th District)
3	Fifth	5001	Other-Rural 5 th District
1	Fifth	5091	Cuyama

3.4.4 Barriers to Sidewalk Access

The Priority 1 Maintenance Zones will be surveyed during the 07/08 RdMAP cycle to identify 1) pedestrian walks that cross curbs, 2) any other obstructions (such as newspaper boxes, benches, planters, trash receptacles and parking meter poles) that likely could be relocated without great expense or effort to widen sidewalks, and 3) structural barriers to sidewalk access that will be expensive to remove such as guy wires, telephone poles, streetlight poles, buildings and trees. The installation of curb ramps or other sloped areas and removal of the non-structural obstacles will be scheduled within the following fiscal years RdMAP, and as funding becomes available.

The Priority 2 Maintenance Zones will be surveyed during the 08/09 RdMAP cycle to identify 1) pedestrian walks that cross curbs, 2) any other obstructions (such as newspaper boxes, benches, planters, trash receptacles and parking meter poles) that likely could be relocated without great expense or effort to widen sidewalks, and 3) structural barriers to sidewalk access that will be expensive to remove such as guy wires, telephone poles, streetlight poles, buildings and trees. Installation of curb ramps or other sloped areas and removal of the non-structural obstacles will be scheduled for within the following fiscal years RdMAP, and as funding becomes available.

The Priority 3 Maintenance Zones will be surveyed during the 09/10 RdMAP cycle to identify 1) pedestrian walks that cross curbs, 2) any other obstructions (such as newspaper boxes, benches, planters, trash receptacles and parking meter poles) that likely could be relocated without great expense or effort to widen sidewalks, and 3) structural barriers to sidewalk access that will be expensive to remove such as guy wires, telephone poles, streetlight poles, buildings and trees. Installation of curb ramps or other sloped areas and removal of the non-structural obstacles will be scheduled for within the following fiscal years RdMAP, and as funding becomes available.

Removal of structural barriers to sidewalk access belonging to the County will be included as part of the County's Five Year Capital Improvement Plan (CIP) in the year following the scheduled

inspections. Removal of structural barriers not owned by the County will be promptly taken up with their owners.

3.5 Costs for Removing Sidewalk Obstructions

Using information obtained from the construction bid summaries on file, the engineering staff will estimate the cost for removing obstructions in sidewalks once the inventories are completed. As the Transportation Division ADA Transition Plan Amendment is updated each year, Table 1 will be updated to provide the estimated construction cost for removing or relocating the identified barriers. Table 1 does not include the cost for designing, planning and managing the construction activities.

The estimated costs will be updated and be incorporated in the RdMAP and the CIP for project funding and scheduling, as well as this Transportation Division ADA Transition Plan on an annual basis to reflect updated inventories and the fluctuations in construction costs.

Table 1
ESTIMATED COST FOR REMOVING SIDEWALK OBSTRUCTIONS (*)

ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL	NOTES
Priority Area 1:				
Remove street trees				
Relocate parking meter				
Remove utility (power) poles				
Relocate street light pole				
Remove utility (SCE or PG&E) box				
Total Cost for Priority Area 1				
Priority Area 2:				
Install new curb ramp (with truncated domes)				
Remove and install tree grates				
Relocate street light pole				
Relocated traffic signal pole				
Relocate utility (power) pole				
Total Cost for Priority Area 2				
Priority Area 3:				
Install new curb ramp (with truncated domes)				
Relocate utility (power) pole				
Relocate utility box				
Remove and install tree grate				
Relocate parking meter				
Total Cost for Priority Area 3				
Total Cost for Removing Sidewalk Obstructions				

(*) Cost does not include design, planning and managing the construction activities.

4. Grievance and Accommodation

4.1 Requesting an ADA Accommodation for the Public Works Department, Transportation Division Facilities

The request for a Transportation Division accommodation should be made and include the name, address and telephone number of the individual requesting the accommodation (see Attachment 2 for Department of Public Works, Transportation Division's Request for Accommodation Form). The request should contain the location of the program, service, activity or facility where the accommodation is required and a description of why the Transportation Division accommodation is needed.

Complete the form and submit it to:

Ariana Villegas, EEO Manager
County of Santa Barbara
Equal Employment Opportunity Office
105 East Anapamu Street, Room 104
Santa Barbara, CA 93101
805-568-3402 (phone)
805-568-3426 (fax)
Email: avillegas@co.santa-barbara.ca.us

Within 15 calendar days of the written request, the ADA Coordinator will be responsible to respond to the individual requesting the Transportation Division accommodation. If the response by the ADA Coordinator does not satisfactorily resolve the issue, the individual making the request may file a formal grievance with the responsible department(s). All requests for accommodation received by the ADA Coordinator will be kept by the County of Santa Barbara for at least three years.

4.2 Filing an ADA Grievance for the Public Works Department, Transportation Division Facilities

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of the disability in the provision of services, activities and programs by the County of Santa Barbara.

4.2.1 Step 1 – The Written Complaint

The complaint should be in writing and contain information about the alleged discrimination such as name, address and phone number of the complainant and location, date and description of the problem (see Attachment 3 for Filing an ADA Grievance Form). Alternative means of filing complaints will be made available for persons with disabilities upon request.

Contact the ADA Coordinator to request this information in an alternate format or use the “Request for Accommodation or Grievance” form to make the request. The complaint should be submitted by the complainant as soon as possible but no later than 90 calendar days after the alleged violation to:

Ariana Villegas, EEO Manager
County of Santa Barbara
Equal Employment Opportunity Office
105 East Anapamu Street, Room 104
Santa Barbara, CA 93101
805-568-3402 (phone)
805-568-3426 (fax)
Email: avillegas@co.santa-barbara.ca.us

4.2.2 Step 2 – Meeting with the ADA Coordinator

Within 15 calendar days of the written complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing or in a format accessible to the complainant. The response will explain the position of the County of Santa Barbara and offer options for resolution of the complaint.

4.2.3 Step 3 – Appeal to the County Director of Public Works

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant may appeal the decision within 15 calendar days after receipt of the response to the County Director of Public Works or an appointed representative.

Within 15 calendar days after receipt of the appeal, the County Director of Public Works or an appointed representative will meet the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the County Director of Public Works or an appointed representative will respond in writing or in a format accessible to the complainant of final resolutions to the complaint.

All written complaints received by the ADA Coordinator, appeals to the County Director of Public Works, and responses from the ADA Coordinator and the County Director of Public Works, will be kept by the County of Santa Barbara for at least 3 years.

4.3 Grievances and Accommodation Response

In responding to request(s) for structural improvement brought through the ADA Grievances and/or Accommodation process, the ADA Coordinator is limited to the funds in the RdMAP under “Roadway Improvements - ADA Structural Responses”, which is \$50,000 annually. In the event that these allocated funds are insufficient or already spent, subsequent improvements will be prioritized and scheduled in subsequent fiscal years.

ATTACHMENT 1 - ADA/SIDEWALK INSPECTION FORM

ATTACHMENT 2- REQUEST FOR ADA ACCOMMODATION

TITLE II of the Americans with Disabilities Act
Section 504 of the Rehabilitation Act of 1973

Department of Public Works, Transportation Division's Request for Accommodation Form

Instructions: Please fill out this form completely, using black ink or typing. Sign and send it to the address at the bottom of the page. This form is available in alternate formats by requests.

Reporting Individual.	
Name and Address:	
City, State, Zip code:	
Telephone:	Home: _____ Business: _____
Service, Program or Facility Alleged to Be Inaccessible.	
Name of Service/Program or Facility:	
Address:	
City, State, Zip code:	
Telephone number:	
Date:	
Describe the way in which the service, program or facility is not accessible. (Please use other attachment as necessary).	
Action Taken (for Office Use).	
Signature of Reporting Individual:	

**Please mail to: Ariana Villegas, ADA Compliance Officer, County of Santa Barbara
105 East Anapamu, Room 104, Santa Barbara, CA 93101**

For Office Use:
File No. _____

Date Received _____ Received By: _____

ATTACHMENT 3- FILING AN ADA GRIEVANCE

TITLE II of the Americans with Disabilities Act
 Section 504 of the Rehabilitation Act of 1973

Department of Public Works, Transportation Division's Grievances Form

Instructions: Please fill out this form completely, using black ink or typing. Sign and send it to the address at the bottom of the page. This form is available in alternate formats by requests.

Reporting Individual.	
Name and Address:	
City, State, Zip code:	
Telephone:	Home: Business:
Service, Program or Facility Alleged to Be Inaccessible.	
Name of Service/Program or Facility:	
Address:	
City, State, Zip code	
Telephone number:	
Date:	
Describe the way in which the service, program or facility is not accessible. (Please use other attachment as necessary).	
Action Taken (for Office Use).	
Signature of Reporting Individual:	

Please mail to: Ariana Villegas, ADA Compliance Officer, County of Santa Barbara
 105 East Anapamu, Room 104, Santa Barbara, CA 93101

For Office Use:
 File No. _____

Date Received _____ Received By: _____

**COUNTY OF SANTA BARBARA DEPARTMENT OF PUBLIC WORKS
BIDDERS INFORMATION LIST**

**2011-2012 SOUTH COUNTY MEASURE A MISCELLANEOUS CONCRETE REPAIRS IN THE
SECOND SUPERVISORIAL DISTRICT OF SANTA BARBARA COUNTY
COUNTY PROJECT NO. 820626**

Bidder must list subcontractors (both UDBE and non-UDBE) in accordance with Section 2-1.054 of the Standard Specifications and per Title 49, Section 26.11 of the Code of Federal Regulations. This listing is required in addition to listing UDBE Subcontractors elsewhere in the proposal. **Photocopy this form for additional firms.**

Firm name: _____

Phone #: _____

Contact person: _____

Email: _____

Business Address:		
City:	State:	Zip:

Employer's Tax Identification Number
License NOS. And Classifications:
Years in Business:

Street Address (If different than mailing address):		
City:	State:	Zip:

Type of work/service provided:

- Prime Contractor
- Subcontractor
- Material Supplier
- Manufacturer
- Trucking Provider
- Broker

Type of services provided:

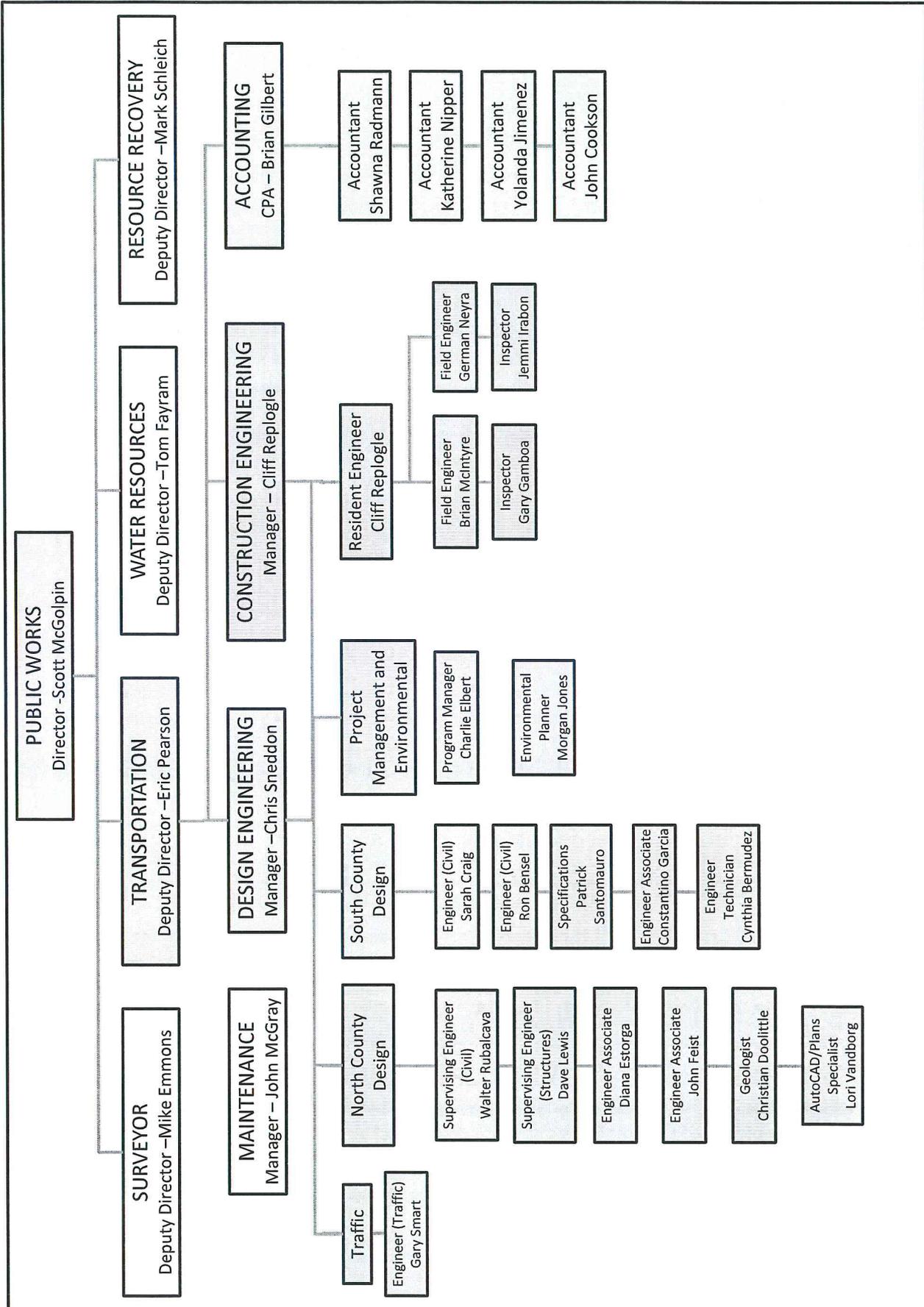
Mark with X if your firm performs this type of work:

	Description
<input type="checkbox"/>	BRIDGE
<input type="checkbox"/>	SURFACE TREATMENT
<input type="checkbox"/>	PAVING
<input type="checkbox"/>	MINOR CONCRETE
<input type="checkbox"/>	DRAINAGE SYSTEMS
<input type="checkbox"/>	RETAINING WALLS/SYSTEMS
<input type="checkbox"/>	SIGNALS & LIGHTING
<input type="checkbox"/>	LANDSCAPING
<input type="checkbox"/>	EXCAVATION AND GRADING
<input type="checkbox"/>	DRILLING & BORING
<input type="checkbox"/>	SIGN & STRIPE
<input type="checkbox"/>	GUARD RAIL
<input type="checkbox"/>	STEEL
<input type="checkbox"/>	PRECAST CONCRETE
<input type="checkbox"/>	GRINDING
<input type="checkbox"/>	MISC HMA/ DIKE
<input type="checkbox"/>	TRAFFIC CONTROL
<input type="checkbox"/>	other:

<input type="checkbox"/> UDBE	cert #: _____
<input type="checkbox"/> DBE	cert #: _____

Gross Annual Receipts for last year:

- < \$1 Million
- < \$5 Million
- < \$10 Million
- < \$15 Million
- > \$15 Million



PUBLIC WORKS
Director - Scott McGolpin

SURVEYOR
Deputy Director - Mike Emmons

TRANSPORTATION
Deputy Director - Eric Pearson

WATER RESOURCES
Deputy Director - Tom Fayram

RESOURCE RECOVERY
Deputy Director - Mark Schleich

MAINTENANCE
Manager - John McGray

DESIGN ENGINEERING
Manager - Chris Sneddon

CONSTRUCTION ENGINEERING
Manager - Cliff Replogle

ACCOUNTING
CPA - Brian Gilbert

Traffic
Engineer (Traffic)
Gary Smart

North County Design

Supervising Engineer (Civil)
Walter Rubalcava

Supervising Engineer (Structures)
Dave Lewis

Engineer Associate
Diana Estorga

Engineer Associate
John Feist

Geologist
Christian Doolittle

AutoCAD/Plans Specialist
Lori Vandborg

South County Design

Engineer (Civil)
Sarah Craig

Engineer (Civil)
Ron Bense

Specifications
Patrick Santomauro

Engineer Associate
Constantino Garcia

Engineer Technician
Cynthia Bermudez

Project Management and Environmental

Program Manager
Charlie Elbert

Environmental Planner
Morgan Jones

Resident Engineer
Cliff Replogle

Field Engineer
Brian McIntyre

Field Engineer
German Neyra

Inspector
Gary Gamboa

Inspector
Jemmi Irabon

Accountant
Shawna Radmann

Accountant
Katherine Nipper

Accountant
Yolanda Jimenez

Accountant
John Cookson

