

Town of Hull, Massachusetts Americans with Disabilities Act, Title II Self Evaluation and Transition Plan – Final Report

30 January 2009



prepared by:
Austin Design Inc. and Independent Living Resources

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Executive Summary

This report presents the findings and recommendations of the ADA Self-Evaluation study initiated by the Town of Hull in the Spring of 2008. The purpose of the study is to evaluate the compliance of Town programs, buildings and facilities with the detailed requirements of Title II of the Americans With Disabilities Act and to formulate a plan for eliminating operational, architectural and communications barriers that limit the participation of persons with disabilities.

The project was carried out by an experienced project team in collaboration with the ADA Coordinator and members of the Commission on Disability who participated actively in project planning, progress and document reviews and priority setting.

Architectural barriers and non-compliant conditions were identified through access surveys of municipal buildings, public schools, recreation facilities, and public walkways, a Transition Plan Study prepared for the Town in 1995 was reviewed; and all Town Departments were asked to submit policies or procedures already in effect that address ADA non-discrimination requirements.

The studies general finding is that the Town of Hull has made significant improvements to buildings and facilities where programs are provided to the public since the 1995 transition plan was drafted and has taken other actions to address operational barriers, however, substantial gaps and deficiencies remain in the Town's operational policies and procedures, and in the physical and program accessibility of its buildings and facilities. Key areas to be addressed to meet the Town's ADA obligations and include the following:

- No formal body of policies and procedures is in place to ensure that public programs and employment practices are operated in a non-discriminatory manner.
- The Town has no grievance procedure in place for resolution of complaints related the requirements of the ADA and other disability rights statutes and regulations.
- Procedures for responding to requests for communication aids and services are not in place to ensure full participation by person with disabilities effecting hearing, speech and vision.

- Architectural access improvements have been made in many public buildings and facilities, recreation areas and public walkways; but access to programs is still limited by architectural barriers and sometimes compounded by maintenance problems.
- Information and training has not been provided to staff, volunteers and elected officials to support compliance with Title II requirements in a thorough, consistent and coordinated manner.
- Better coordination is needed between the Town and DCR operating Nantasket Beach Reservation to ensure that intersecting responsibilities of Title II compliance and access planning for parking, pedestrian ways and beach access are effectively addressed.

Detailed recommendations to move the Town towards full compliance and reduce its exposure to potential discrimination complaints are presented in the body of the report in six categories:

- Part 1: General Administrative Requirements:
- Part 2: Program and Facility Accessibility
- Part 3: Equal Employment Opportunity
- Part 4: Non-Discriminatory Program
- Part 5: Effective Communications
- Part 6: Additional Recommendations

Effective implementation of these recommendations will require a sustained long-term effort led by an administrator with sufficient time, authority and resources to coordinate all ADA compliance activities. It is therefore recommended that Town give the highest priority to assignment and funding of an administrative position (at 50% FTE) to coordinate ADA compliance.

The total cost of a long term, multi-year program of architectural access improvements is estimated at \$2,264,401. This aggregate figure is for budget planning purposes and will be adjusted as designs are developed for specific projects within the context of changing market and economic conditions

Finally, it is recognized by all parties that have participated in the study that this report is being presented at a time when the Town is operating in an extraordinarily difficult economic environment. Nevertheless, it is imperative that a sustained commitment to achieving full ADA compliance be made by the Town of Hull. The actions recommended in this report are intended to be carried out overtime with appropriate consideration to the resources available in each budgetary cycle along the way. The challenge faced by the Town is to elevate ADA compliance to a higher level of priority without crossing the line that would impose undue financial or administrative burdens to the detriment of other essential municipal functions and services.

The ADA Integration Mandate

The Americans with Disabilities Act (ADA) was enacted with overwhelming bipartisan support in both houses of Congress and signed into law on July 26, 1990 by President George Herbert Walker Bush. The ADA has been hailed as the most important extension of anti-discrimination protections since the Civil Rights Era of the 1960s. Like all civil right law, the integration imperative at the heart of the ADA is rooted in 14th Amendment Constitutional guarantees of equal opportunity and equal protection before the law.

The ADA is the cornerstone of the nation's commitment to ending the isolation and discrimination that historically have limited the participation of persons with physical and mental disabilities in the mainstream of American life. The population protected by the ADA is large and diverse. It includes persons of all ages with all types of physical or mental impairments that limit major life activities - estimated at more than 15% of the nation's total population. But even this number, does not adequately reflect the scope and promise of the ADA. With average life expectancy in the United States approaching eighty years, it is anticipated that over the course of a lifetime virtually all American's will experience one or more disabling conditions for a prolonged period of time. Moreover, because disability powerfully effects families as well as individuals the reach of the ADA is, in a real sense, universal.

ADA Title II - Self-Evaluation, and Transition Plan Process

Like all entities of state and local government, the Town of Hull, is required under Title II of the ADA to conduct a *Self-Evaluation* and to formulate and carry out a *Transition Plan* (§35.105). The Self Evaluation is a comprehensive assessment of policies, and procedures, programs, buildings and facilities to identify and correct barriers that limit *otherwise qualified* persons with disabilities from enjoying the same opportunity to participate in public programs as all other citizens. The *Transition Plan*, is a sub-part of the overall Self-Evaluation that identifies architectural barriers limiting access to public programs requiring structural modifications.

In May 2008, to fulfill its ADA Title II compliance planning obligations, the Town of Hull with funding under a Community Development Block Grant, issued an RFP for a Self-Evaluation and Transition Plan Study updating and expanding a 1995 Transition Plan Study by BC Stewart and Associates (see Appendix D for a review of the 1995 Study). A project team of Austin Design Inc. (ADI) and Independent Living Resources (ILR) was selected to carry out the study.

The team conducted the study based on an approach presented in the *ADA Title II Action Guide*, a technical assistance manual, funded by the National Institute on Disability and Rehabilitation Research of the U.S. Department of Education.

The *Title II Action Guide* organizes Title II compliance planning around 5 *Action Steps* required of all government entities that, like the Town of Hull, have 50 or more employees:

1. Appoint an ADA Coordinator with responsibility for overseeing all compliance activities.
2. Provide notice to the public of rights and protections under the ADA and how the entity meets its obligations.
3. Administer a grievance procedure providing a mechanism for prompt resolution of complaints and disputes.

4. Conduct a Self-Evaluation covering four areas:
 - Program and Facility Accessibility
 - Employment
 - Non-Discriminatory Operation
 - Effective Communication
5. Develop and carry out a Transition Plan identifying the modifications needed to remove architectural and structural communications barriers in buildings and facilities.

In late August 2008, the project team began working closely with the Town's ADA Coordinator, Robert Fultz, and members of the Commission on Disability to plan and schedule project activities, to review progress and to clarify recommendations and priorities.

Six categories of buildings and facilities where public programs are provided were identified and scheduled for access surveys - *municipal buildings, schools, parks & playgrounds, beaches & piers, commercial business districts, and other facilities.*

The following map lists the names and locations of the buildings and facilities surveyed:

ZONING MAP OF

TOWN OF HULL

MASSACHUSETTS



Town of Hull ADA Self-Evaluation and Transition Plan

Final Report

30 January 2009

Austin Design Inc. & Independent Living Resources

Town of Hull - ADA Title II Self Evaluation and Transition Plan
Site Survey Map - 30 January 2009

A: Municipal Buildings

- A01 Hull Police Department
- A02 Hull Town Hall
- A03 Public Housing
- A04 Green Hill Fire Station
- A05 DPW Garage
- A06 Hull Municipal Light Plant
- A07 Anne M. Scully Senior Center
- A08 Hull Fire Department
- A09 Sewer Treatment Plant
- A10 Hull Public Library
- A11 Village Fire Station

B: Schools

- B01 Hull Memorial Middle School
- B02 Lillian M. Jacobs Elementary School
- B03 Hull High School

C: Parks & Playgrounds

- C01 Green Hill Playground
- C02 Joe Menice Ball Field
- C03 Hampton Circle Playground
- C04 Kenberma Playground
- C05 McCauley Square Playground
- C06 Hull Town Playground (L. Street)
- C07 Joshua James Square
- C08 Mariners Park
- C09 Pemberton Playground (William G. Mitchell)
- C10 James Sullivan Jr. Memorial Field

D: Beaches & Piers

- D01 Crescent Beach
- D02 Gunrock Beach
- D03 Nantasket Pier
- D04 Seawall & walkway (WBZ Wetlands)
- D05 Nantasket Beach
- D06 A Street Pier
- D07 Pier at Mariner's Park
- D08 James Wharf
- D09 Village Beach
- D10 Pemberton Pier
- D11 Picnic Area

E: Other

- E01 Recycling/Landfill
- E02 Harbormaster's Office at Steamboat Wharf Marina
- E03 Cemetery

F: Commercial Business Districts

- F01 Kenberma Business District
- F02 A Street Business District
- F03 Wellspring Business District

HULL BAY

MASSACHUSETTS

BAY

HINGHAM

COHASSET

WEYMOUTH

Site surveys were carried out in early October 2008. Architectural elements and conditions not in compliance with the accessibility standards of the Massachusetts Architectural Access Board (MAAB) and/or the ADA Accessibility Guidelines were identified. Barriers and non-compliant conditions were measured and photographed and their functional impact was evaluated in relation the ADA's *program accessibility standard*. All survey data was analyzed and summarized, the potential effectiveness of structural and non-structural barrier removal solutions were evaluated, and preliminary recommendations and priorities were developed.

Note:

The apartment complex operated by the Hull Housing Authority and located across the street from Town Hall was included in the survey and general findings are described in the spreadsheet of Appendix A. Because long term housing is not covered by ADA Title II, but by the Section 504 Regulations of the U.S. Department of Housing and Urban Development (found at 24 CFR 8.0), the apartment complex is not covered in the Transition Plan Recommendations in this report.

As access surveys were being conducted, the procedural areas of Title II compliance were also being addressed. The project team provided a model set of policies covering *general administrative requirements, equal employment opportunity, non-discriminatory operation of programs, and effective communications*. The ADA Coordinator distributed these model policies to Town Departments and asked that any similar policies and procedures already in effect be submitted for review. None were, and the model policies with minor revisions were incorporated in recommendations for adoption by the Town.

A Preliminary Report was submitted on November 21 2008. and reviewed with the ADA Coordinator, other Town and School Department administrators and the members of the Commission on Disability. A Draft Final Report was then prepared with initial cost estimates for removal of architectural barriers.

Note:

The purpose of cost estimates in this study is to provide the Town with reasonable aggregate figures across the range of items listed for the development of capital budget requests. The actual cost of individual

modification will be refined as designs are developed taking into account market changes in the cost of materials, labor and design services, and the rate of inflation.

The Draft Final was submitted on January 16, 2009 and a public hearing was advertized and conducted at the Senior Center on January 22, 2009 to give interested parties an opportunity to discuss and comment on study findings and recommendations. No members of the general public attended but detailed comments were provided by the ADA Coordinator, a member of the Commission of Disability and a representative of the School Department. All input received at the hearing has been incorporated in this Final Report.

In addition, the following performance objectives were applied to the study:

- To carry out a legally rigorous and comprehensive Self-Evaluation, updating the 1995 Transition Plan Study, and recommending policy changes and barrier removal priorities that will enable the Town of Hull to move towards full compliance with Title of the ADA.
- To work collaboratively, communicate effectively and actively involve representatives of the Town of Hull and members of the Disability Commission in planning and priority setting.
- To balanced analysis of the Town's ADA obligations with a method for determining reasonable limits to those obligations as defined by the legal standards of *program accessibility*, *undue burden*, and *undue hardship*.
- To recommend appropriate priorities, realistic time frames, and budgetary projections to ongoing implementation of the study's recommendations.
- To provide orientation to Town staff and volunteers to strengthen their understanding of the requirements of Title facilitating knowledgeable participation in project planning and priority setting.

Summary of Findings

Since the 1995 Transition Plan was drafted, the Town of Hull has made significant progress in addressing architectural barriers though the plan itself does not seem to have played a major role in this process. The public schools with partial state funding assistance have been extensively renovated resolving many though not all barriers. More limited access improvements have been carried out in other municipal buildings – notably Town Hall where a LULA lift connects the main and upper floors, the Library where accessible restrooms and a LULA lift were included in an addition, and the Senior Center where renovations including access improvements are now in process.

Much remains to be done. There is little evidence of attention to the policies and procedures needed to address areas of ADA compliance outside of program and facility accessibility and access improvements in Town buildings are not yet sufficient to eliminate barriers to participation in public programs. Omissions and deficiencies, both architectural and procedural, that must be resolved to bring the Town into compliance include the following:

- The role of the ADA Coordinator has not been clearly defined or adequately supported within Town Government to ensure that ADA compliance moves forward in a coordinated, systematic and effective manner.
- The Town does not provide adequate notice to the public and employees of its commitment to ADA compliance and has not defined how to make requests for support and assistance that may be needed to participate in public programs.
- The Town does not have a formal ADA Grievance procedure in place to ensure timely resolution of problems and complaints regarding the requirements of ADA Title II or related disability rights statutes and regulations.
- No formal body of policies and procedures is in place to ensure that hiring and employment procedures are operated in compliance with Title I of the ADA in a manner that does not discriminate against otherwise qualified candidates and employees with disabilities and provides reasonable job accommodations when needed.

- No formal body of policies and procedures is in place to ensure that public programs are operated in a manner that ensures full participation by persons with disabilities including procedures for providing reasonable modifications when necessary to eliminate policy and procedural barriers.
- Policy and procedures are not in place to ensure that communication aids and services are provided in a timely and effective manner when needed by person with limited hearing, speech and vision.
- Stronger design development, construction management, quality review and maintenance procedures are needed to ensure that access features comply with both MAAB and ADA requirements.
- Staff, volunteers and elected officials have not been provided information and training to ensure compliance with Title II requirements in a thorough, consistent and coordinated manner.
- Better coordination is needed between the Town and DCR to ensure that access planning and management of parking, pedestrian walkways, beach access and access to other recreational facilities at Nantasket Beach Reservation meets ADA standards and requirements.

Compliance Recommendations and Transition Plan

Recommendations for policy and procedure changes, barrier removal solutions and other actions to achieve compliance with Title II are organized in six categories:

Part 1. General Administration

This section covers the designation of an ADA Coordinator, public notice of ADA compliance, adoption of a grievance procedure, and a process for making decisions regarding undue hardship, undue burden and fundamental alteration – the limits to the Town's obligations.

Part 2. Program and Facility Accessibility

This section explains the Transition Plan requirement and program accessibility standard, explains the order of priorities, describes access conditions in priority buildings and facilities, summarizes cost estimates, and presents policy recommendations for installation of curb cuts in response to requests from individuals and families, and strengthened procedures for maintenance of access features.

Part 3. Equal Employment Opportunity

This section covers recommendations for employment related policies including provision of reasonable job accommodations for candidates and employees with disabilities.

Part 4. Non-Discriminatory Operations

This section covers recommendations for policies to ensure that programs and services are operated in a non-discriminatory manner including a process for making reasonable modifications to operating procedures when necessary to facilitate participation by persons with disabilities.

Part 5. Effective Communication

This section covers recommendations for policies and procedures to provide communications aids and services to persons with disabilities affecting speech, vision, and hearing.

Part 6. Additional Recommendations

This section presents additional recommendations addressing citizen participation, training and other issues related to implementation.

Part 1: General Administration

This part addresses the first three Action Steps described above and the role of the Select Board as the body responsible for making decisions regarding undue hardship, undue burden and fundamental alteration.

1.1: ADA Coordinator

The following employee has been designated as the official responsible for ensuring that the Town establish and implement the policies and procedures necessary to ensure compliance with the requirements of ADA:

Robert L. Fultz
Director of Planning and Community Development
253 Atlantic Ave.
Hull, MA 02045
Planning: 781-925-2117

Recommendation:

Charge the Coordinator with responsibility for monitoring and reporting at least yearly and preferably every six months to the Select Board and the citizens of the Town on progress in carrying out the ADA Implementation Plan.

1.2: Public Notice of ADA Compliance

The review now in progress will determine if the Town of Hull has adopted and posted a Public Notice informing concerned individuals of the Town's commitment to compliance the Americans with Disabilities Act and indicating how the Town provides information and assistance and a means of resolving complaints. If not the following recommendations and model notice can be adopted to fulfill this requirement.

Recommendation:

Adopt and disseminate the following Public Notice of ADA Compliance.
Post the notice in prominent locations in all Town buildings and facilities.
Include copies of the Public Notice in Town documents, reports and publications as

appropriate. Include short forms of the Public Notice in announcements, brochures, job postings, advertisements and other Town publications.

Americans with Disabilities Act of 1990

The Town of Hull is committed to the full participation of citizens and does not discriminate on the basis of disability in the operations of programs, services and activities, or in hiring and employment practices.

Questions, concerns, complaints, or requests for information should be brought to the attention of the Town of Hull's ADA Coordinator:

Robert L. Fultz
Director of Planning and Community Development
253 Atlantic Ave.
Hull, MA 02045
Planning: 781-925-2117

Individuals with disabilities needing accommodations, assistance, or communication aids to participate in town services or programs are encouraged to make their needs and preferences known to the ADA Compliance Coordinator.

All inquiries and requests are strictly confidential!

1.3: ADA Grievance Procedure

The Town of Hull has not adopted a Grievance Procedure to resolve conflicts and disputes arising in relation to allegations of discrimination based on disability.

Recommendation:

Adopt the following Grievance Procedure. Charge the ADA Coordinator with responsibility for administering the Grievance Procedure. Ensure that the ADA Coordinator, the Town Clerk and members of the Select Board are provided training in the Grievance Procedure and related ADA standards.

Town of Hull: ADA Grievance Procedure

This Grievance Procedure is established by the Town of Hull to meet the requirements of Title II of the Americans with Disabilities Act. Disabled individuals or their authorized representatives who believe that they have been discriminated against on the basis of disability in employment or the provision of services, activities, programs, or benefits are encouraged to use the procedure to bring their complaints to the attention of the Town of Hull.

Complaints should be submitted in writing or on audio-tape to the ADA Coordinator named below. Each complaint should include a description of the alleged discriminatory incident or action, the place and date of its occurrence, the name of person or persons who witnessed or were adversely affected by the incident or action, and the name of any employee or representative of the Town of Hull involved. The complaint should also include the name, address, and phone number of the person bringing the complaint or their authorized representative.

Alternative means of filing complaints, such as personal interviews or tape recording, will be arranged if needed on request. If assistance is needed to file or pursue the complaint, the ADA Coordinator will provide it. The complaint should be submitted to the ADA Coordinator

or the Chair of the Select Board as soon as possible but within 60 calendar days of the alleged discriminatory incident. The Select Board will consider requests to hear complaints regarding incidents after more than 60 days have passed.

ADA Coordinator:
Robert L. Fultz
Director of Planning and Community Development
253 Atlantic Ave.
Hull, MA 02045
Planning: 781-925-2117

Chair of Board of Selectmen:
Joan Meschino, Chair
253 Atlantic Ave.
Hull, MA 02045
781-925-2000

Within 15 calendar days of receipt of the complaint, the ADA Coordinator will meet with the complainant to clarify the facts of the incident and discuss possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator, will respond in writing, or if needed for effective communication, in an alternate format preferred by the complainant, such as large print, Braille, or audio tape. The response will explain the position of the Town of Hull and present options for substantive resolution of the complaint.

If the ADA Coordinator's response does not satisfactorily resolve the issue, the complainant may appeal the Coordinator's decision within 15 calendar days of its receipt to the Select Board. Within 15 calendar days of receipt of the appeal, the Select Board will meet with the complainant to further clarify the complaint and discuss possible resolutions. Within 15 calendar days of the meeting the Board of Selectmen will respond in writing or alternate format with a final resolution of the complaint.

All complaints received by the ADA Coordinator, appeals to the Board of Selectmen, and responses from the ADA Coordinator or Board of Selectmen, will be kept on file for at least three years.

1.4: Undue Burden, Undue Hardship, and Fundamental Alterations

In any circumstance when a requested accommodation, modification or other action in fulfillment of the Town's obligation under Title II of the ADA, in the opinion of the ADA Coordinator, may involve an undue financial or administrative burden or hardship, or a fundamental alteration to a program, service or activity, the Coordinator will refer the request to the Board of Selectmen for a final decision and will assist the Board in properly documenting the reason for acceptance or denial of any such request.

Part 2: Program & Facility Accessibility

The Town is required by Title II to conduct a comprehensive evaluation of the accessibility of its programs, buildings and facilities, and to develop and carry out a Transition Plan identifying structural and non-structural solutions for removal of barriers that limit the participation of persons with disabilities. Title II also requires that a schedule be adopted for carrying out the Transition Plan and that an administrator be designated to implement the plan.

Uncertainty in availability of funding makes projection of a set schedule unrealistic at this time. The analysis of access conditions and order of priorities can be used to target and rank potential access improvement projects.

The Transition Plan presented in this section identifies access barriers that limit the participation of persons with disabilities in Town programs and describes structural and non-structural solutions for their removal.

The obligation to remove barriers is stringent but not unlimited. The ADA does not require that all buildings and facilities be made accessible or that any existing building be brought up to a new construction standard of accessibility. The required level of accessibility is defined by the program accessibility standard under which programs, services and activities when viewed in their entirety must be readily accessible to and usable by qualified persons with disabilities. The program accessibility standard allows for barrier removal by structural or non-structural means. Non-structural means also commonly describes at program access solutions may include actions like moving programs from inaccessible to accessible spaces permanently or temporarily, or using staff or technology to overcome barriers. An example of a program access solution is to provide a service like bill payment at a building that is inaccessible by having a staff member accept the payment at curbside. It is important to keep in mind that non-structural solutions must provide that same quality of service. SO, in the example of curbside bill paying, the person with a disability could not be kept waiting substantially longer than those who are able to enter the building

Removal of barriers by structural means -- renovations, additions or new construction -- is not required if the cost would impose an undue financial burden on the Town. However, any assertion of undue burden for permanent rather than temporary delay in carrying out

needed modifications would be compromised by the time that has passed since the barrier removal obligation went into effect. In this regard it is important to note that the Town's program access obligation precedes the ADA. It goes back all the way to 1977 when regulation implementing Section 504 of the Rehabilitation Act were issued covering recipients of federal financial assistance including the Town of Hull.

Barriers and non-compliant conditions are listed for each building and facility surveyed and for curb cuts in three commercial districts. All barriers list recommended barrier removal solutions and order of priority designation.

Following is a Summary of cost estimates for all survey sites. For a complete listing of buildings, facilities, and locations for which barriers have been identified, please see Appendix A. Included in Appendix A are selected photos of each site.

Construction Cost Estimate Summary

ID:	Barrier (location):	Description (dimensions):	Solution:	Est. \$	notes	Priority:	AAB / ADA
A: Municipal Buildings							
A01	Hull Police Department			12,331			
A02	Hull Town Hall			151,320			
A03	Public Housing			0			
A04	Green Hill Fire Station			1,105			
A05	DPW Garage			0	allow soft costs		ADA-PA
A06	Hull Municipal Light Plant			0	allow soft costs		ADA-PA
A07	Anne M. Scully Senior Center			232,401			
A08	Hull Fire Department			0	allow soft costs		ADA-PA
A09	Sewer Treatment Plant			0	allow soft costs		ADA-PA
A10	Hull Public Library			95,160			
A11	Village Fire Station			0	allow soft costs		ADA-PA
B: Schools							
B01	Hull Memorial Middle School			139,828			
B02	Lillian M. Jacobs Elementary School			140,972			
B03	Hull High School			70,980			
C: Parks & Playgrounds							
C01	Green Hill Playground			25,220			
C02	Joe Menice Ballfield			18,330			
C03	Hampton Circle Playground			17,810			
C04	Kenburma Playground			39,260			
C05	McCauley Square Playground			16,510			
C06	Hull Town Playground (L Street)			17,550			
C07	Joshua James Square			17,810			
C08	Mariner's Park			41,535			
C09	Pemberton Playground			15,600			
C10	James Sullivan Jr. Memorial Field			9,360			

ID:	Barrier (location):	Description (dimensions):	Solution:	Est. \$	notes	Priority:	AAB / ADA
D: Beaches & Piers							
D01	Crescent Beach			15,600			
D02	Gunrock Beach			76,375			
D03	Nantasket Pier			0			
D04	Seawall & Walkway			19,500			
D05	Nantasket Beach			101,920			
D06	A Street Pier			16,575			
D07	Pier at Mariner's Park			5,395			
D08	James Wharf			8,905			
D09	Village Beach			21,190			
D10	Pemberton Pier			17,550			
D11	Picnic Area			4,875			
E: Other							
E01	Recycling / Landfill			5,005			
E02	Harbormaster's Office			7,930			
E03	Cemetery			5,070			
F: Commercial Business Districts							
F01	Kenburma Business District			113,165			
F02	A Street Business District			134,160			
F03	Wellspring Business District			95,550			
Construction Cost Estimate Sub-Total				\$1,711,847			
Professional Fees and Expenses for Implementation (25%)				\$427,962			
ADA Coordinator (50% FTE inc. benefits)				\$37,500			
Inflation Factor for First Year, 2009 (4%)				\$87,092			
TOTAL				\$2,264,401			

2.1: General Findings and Recommendations

1) The survey findings indicate that four municipal buildings excluding schools – Town Hall, the Police Station, Senior Center and Library– are essential to the operation of essential high use public programs. Each has some level of accessibility with remaining barriers and non-compliant conditions that limit the accessibility, safety and usability of each. Access to the Library has been improved by the addition housing accessible restrooms and the LULA lift providing vertical access, however parking is problematic and the front stairs hazardous. Renovations now being planned for the Senior Center will address the critical access deficiencies at that building. Substantial barriers will need to be addressed both at Town Hall and the Police Station.

2) Programs at other municipal buildings are more limited and to a great extent access solutions may be achievable through non-structural program accessibility solutions in which the service such as bill payment is provided at an alternative locations.

3) The three public schools in general display a much higher degree of accessibility as the result of recent renovations and additions. However barriers and non-compliant conditions were identified in each. These barriers will need to be address along with a strengthening of the Town's and School Department's capacity to plan, oversee construction, provide quality review and timely maintenance of access elements and features.

4) Access deficiencies at the Town's numerous parks, ball fields, and playgrounds are extensive. Establishing overall priorities along with an overall rank order of facilities with similar features (children's play equipment, basketball, baseball and tennis) will be essential to strategically targeting the limited resources likely to be available in short term budget cycles. Among the criteria to be applied are the general quality of the facility, the range of equipment and activities available, centrality of location and ease of access.

5) Curb cuts are highly are among the most problematic of access features to design and maintain because of the lack of level planes for construction, drainage issues, and the effects of pedestrian traffic and weather. Curb cuts were surveyed on walkways in or adjacent to public buildings and facilities and also in three of the Town's commercial districts. Some were identified that are poorly designed relative to slope and access routes to walkways and parking spaces; others are severely deteriorated requiring repair or reconstruction.

In addition to clarification of general maintenance standards it is recommended that the Town adopt a policy of informing the public of its right to request curb cuts in residential area and responding to such requests in a timely way when the installation of curb cuts is necessary for the safety and independence of town residents with limited mobility.

6) The seaside location of the Town of Hull, its extensive beaches and beach access facilities requires an extraordinary level of multi-agency cooperation to meet the requirement of the ADA relative to the design and maintenance of walkways, parking areas, public bathing and restroom facilities and other beach access amenities. All of the public agencies involved, both state and local, have obligations to engage in the kind of systematic planning that the Town has initiated with this study.

In this regard the Commission on Disability can and should play a central role, exercising its right to meet with the various agencies, to request appropriate mechanisms of cooperation among them, to review documentation of Self-Evaluations and Transition Plans and to evaluate the extent to which the goals and strategies effecting access, safety and usability of interconnected pedestrian systems avoid redundancy and as seamlessly as possible integrate design solutions that effectively promote universal access.

2.2: Accessibility Issues at Priority Buildings and Facilities

The following summaries provide an overview of access conditions at the most important buildings and facilities, they describe the most significant barriers and provide a context for the detailed listing of barriers and non-compliant conditions shown in the spreadsheet in Appendix A.

A01 Police Station:

Repairs and modifications are needed to curb cuts, walkways, the on-street accessible parking space and entry door hardware on route to the public entrance. Beyond the entry area which is open to the public, the remainder of the station is a supervised environment and, therefore, does not need some access features that would be necessary for independent public use. The primary access improvements needed are to the public restrooms. The juvenile holding cell is functionally accessible and can be used to hold an adult prisoner if needed. The

Department could also inquire about the location of other accessible holding facilities and arrange for the use of those facilities if the need should arise.

A02 Town Hall:

Arguably the most important of all Town buildings, Town Hall houses a wide range of programs, services, and government functions. Accessibility, however, is problematic due to the age and general condition of the structure. Until a comprehensive solution is achieved through modernization or replacement of the building, the quality and usability of access features at Town Hall will be compromised to some extent by the steepness of the site, the configuration of the drive, and the lack of space for expansion.

Accessible parking is limited to two parallel spaces without access aisles at the front and two spaces on deteriorated, uneven surfaces and not connected by an accessible route on the side of the building. The cost of a comprehensive solution would impose an undue financial burden, but the most immediately hazardous conditions must be addressed in the short term.

The drive narrows by the accessible space by the base of the ramp and parking should be prohibited on the opposite side of the drive and blocked by a bollard or other barrier. The accessible spaces at the side of the building should be regarded repainted with a share access aisle.

The slope of the ramp from the drive to the entrance level exceeds the 1:12 maximum in some places. It also lacks a level landing at the base. Reconstruction would be very costly, and arguably constitutes an undue burden under the ADA. The Town should be aware that a complaint could be brought before the Massachusetts Architectural Access Board that might result in an order to bring the ramp into full compliance with 521 CMR.

To prevent this kind of exposure in the future, it is strongly recommended that any ramps constructed by the Town be designed and built at less than the 1:12 maximum to allow for settling.

Other salient access issues at Town Hall include the drop off along the edge of

the wooden decking from the top of the ramp to the side entrance, lack of compliant handrails on interior and exterior stairs; high stone thresholds throughout, non-compliant door hardware on exterior and interior doors, counters with no lower section, signage is non-compliant; there is no fully accessible meeting space (with accessible work table) and the public restroom on the main level is only nominally accessible and should be redesigned and upgraded.

A07 Anne M. Scully Senior Center:

It is particularly important that the highest standards for construction and maintenance of access features be maintained at the Center because of the high incidence of disability among elders and their vulnerability to falls and other injuries. The renovation currently underway will upgrade the accessibility of the Center and it is recommended that the ADA coordinator and Disability Commission closely monitor progress to ensure that all barriers and non-compliant items identified in this survey are addressed.

Salient access include the need for modifications to the threshold to reduce the potential for tripping and reduction of the weight of the entrance door preferably with installation of a power opener; also needed are a secondary means of egress on an access route, installation of compliant handrails on all stairs, installation of compliant door hardware and signage throughout the building, modification of all non-compliant access features in restrooms, and improved storage and furniture placement to ensure that corridors are kept clear and free of obstructions.

A10 Hull Public Library:

The Library is an historic structure with limited space located on a steep and narrow site. An addition constructed in (year) includes accessible restrooms and a LULA lift from the 1st to 2nd floors. Overall accessibility is seriously compromised by the age of the building and steepness of the site. There is only enough space at the side of the building to demarcate a single accessible parking space by the short ramp to the entry porch. The slope from parking at the front of the building is too steep to construct an access route to the ramp form below and the only route to the entrance is by deteriorated stairs with non-compliant handrails.

The entry door hardware is non-compliant, and once inside the building the edges of rugs in the reading rooms in the front, historic section of the building are unsecured; a sunken hearth poses a hazard especially to visually impaired persons; and the stairway to the 2nd floor has protruding tread nosings and non-compliant handrails. There is no lower section at the circulation counter and no accessible computer workstation. Also, the emergency egress from the addition is not connected by a ramp and walkway to sidewalks on the periphery of the building.

B01 Hull Memorial Middle School:

Poorly marked 'accessible' parking spaces are located across the roadway from the building. They are on a sloped surface, have no access aisles and do not include any van accessible space.

The school was extensively renovated with no increase in overall space in (year). Access features with the exceptions listed in this summary and spreadsheet were addressed at that time.

The gym on the lower level is accessed by an incline lift that is not flush with the floor and is not squarely aligned with the floor at the bottom of the run. This results in a steep uneven transition at the bottom of the run approximately three inches in height.

521 CMR requires that vertical lifts be recessed or ramped with a level entry platform (28.12.2) but does not define similar requirements for incline lifts (28.12.5). The ADA Accessibility Guidelines, on the other hand do not distinguish between types of lifts and do require that the vertical transition from the lift platform to the floor be ramped. Although there is not sufficient space to construct a ramp with level platform, two solutions to eliminate or mitigate the barrier should be evaluated. The first would be to recess the base of the lift extending the lift rails to a point where the bridge plate lies flat when open, the second would be to install a wider bridge plate reducing the slope of the transition from floor to lift platform.

On the 2nd floor a non-slip surface treatment is recommended for the surface of the ramp descend to the auditorium entrance. Stairs to the auditorium stage lack handrails and the approach to the vertical lift to the stage has inadequate latch side clearance.

A level access route enters the lower level of the building directly into the cafeteria. No tables with accessible spaces were found. Locker rooms had no accessible lockers and shower stalls inadequately modified for accessibility.

B02 Lillian M. Jacobs Elementary School:

The recently completed renovation and addition to Jacobs Elementary School have addressed access code requirements with the exception of the items described below and listed in the spreadsheet.

The wheelchair lift at the school's front entrance does not eliminate the obligation to install a ramp on the route from parking to the building's main entrance. The lift was installed after a good faith effort had been made by the architect with the support of the building inspector and Disability Commission to clarify the requirements of the MAAB. And the decision to install a lift rather than a ramp was made based on an advisory opinion from the Director of the MAAB. However, in the opinion of the consultant, the federal ADA Accessibility Guidelines require the installation of a ramp notwithstanding the opinion of the AAB Director which is not binding on the Board and does not protect the school from a complaint.

Among the advantages of ramps over lifts are that ramps are usable independently usable and not subject to service interruptions and delays while awaiting staff assistance. In an elementary school environment the advantage of ramps extend to a wider range of users especially parents with small children.

Other significant barriers were found in the cafeteria where stairs to the stage were not equipped with handrails and the lift was not constructed with the minimum 18inches of latch-side clearance.

B03 Hull High School:

Like the Town's other public schools accessibility at the High School has been substantially strengthened through recent renovations, but a number of barriers remain to be addressed.

Parking at the front of the building on the route to the primary public entrance is limited to a single space that is not van accessible; and there is no access aisle at the designated parking space at the entrance to the athletic fields. Although it is not required by code, it is strongly recommended that no-parking signs be installed at access aisles with warnings that violators will be ticketed and towed. It is also recommended that procedures be developed and portable signage be purchased to reserve additional accessible parking when needed for events that might draw persons with disabilities.

Salient access issues inside the building include the height of the ticket window at the auditorium, non-compliant handrails and protruding nosing on the stairs and ramp to the stage, access to the stage at the TV studio provided by a temporary ramp without handrails, lack of lockers with usable hardware, and inadequate knee space at work stations in the library and science lab (C113).

C06 Hull Town Playground @ L Street

The playground has been identified as the first priority for development of accessible features because of its central location.

Number and quality of accessible parking spaces should be upgraded to include access aisles on accessible routes and at least one van accessible space at each of two parking areas. Access routes are needed connecting parking to play areas, tennis and basketball courts. The public restrooms at the pavilion must be maintained in fully accessible condition (to be checked on 1/22).

A general figure is provided in the spread sheet to support a planning and design process involving parents and children with disabilities in the development of play areas and elements in accordance with the guidelines published by the federal access board in 2005 found at www.access-board.gov/play/guide/intro.htm.

Kenberma Business District:

Selected as the priority for access improvements among the Town's business districts, improvements are needed to curb cuts, parking spaces and walkways.

2.3: Additional Access Issues and Recommendations

The Town is required to install curb cuts on pedestrian routes to municipal buildings where programs and services open to the public are operated, and also to privately owned and operated buildings that house places of public accommodation covered by Title III of the ADA. Places of public accommodation are private commercial operations providing goods, services, or activities open to the public. This includes the businesses in the Town's commercial districts.

Recommendation:

All non-compliant curb cuts identified in this report will be referred by the ADA Coordinator to the Department of Public Works which will establish and manage a list of needed curb cut installations and repairs. The DPW in collaboration with the ADA Coordinator and Commission on Disability will develop procedures a) for receiving reports by Town staff and residents of missing, deteriorated and non-compliant curb cuts to be added to the list and b) processing requests from families and individuals with disabilities for installation of curb cuts on walkways near their residences.

The ADA Coordinator will provide training to Town and School Department staff reviewing barrier identified in this report and will lead a cross-department review to strengthen access maintenance and repair procedures

2.4: Order of Priorities

Recommended barrier removal solutions are ranked in the spreadsheets in Appendix A according to the following order of priorities:

1: High priority structural solutions to barriers that represent substantial hazards to safe use of buildings and spaces and barriers that impose major barriers to participation in programs, services and activities. All are non-compliant with 521 CMR or the program accessibility standard of ADA Title II.

2: Non compliant elements that have some impact on participation but do not constitute major barriers

3: Non-compliant elements that are technically non-compliant with 521 CMR but have little program impact.

UD: Additional recommendations of access improvements incorporating principles of Universal Design: these solutions may exceed state or federal access standards but have the potential of significantly enhancing the accessibility and usability of buildings and spaces.

ADA – PA: A barrier or conditions that can be resolved by non-structural means such as providing the service in an alternative accessible location

ADA – UNDB: Conditions for which the cost of structural solutions may impose an undue financial or administrative burden.

Part 3: Equal Employment Opportunity

The Town of Hull has not adopted formal policies and procedures to ensure that otherwise qualified individuals with disabilities enjoy equal employment opportunity on the Town's workforce.

Recommendation:

Adopt and implement the following policies and procedures to ensure that candidates and employees enjoy equal opportunity to participate and benefit.

Provide information and training to employees and Town officials familiarizing them with key equal employment provisions of the ADA including qualifications for employment, the distinction between essential and marginal job functions, permissible vs impermissible inquiries, the reasonable accommodation process and confidentiality requirements.

Note: Volunteers, elected and appointed officials, though not covered under these employment provisions, are covered under the provisions for Reasonable Modifications to Policies and Procedures.

Title II of the ADA requires that public entities ensure that otherwise qualified persons with disabilities are provided equal opportunity to participate on the Town's work force. This requirement covers the pre-employment process, the performance of essential job functions and the enjoyment of all other benefits and privileges of employment. Qualified persons with disabilities are persons who have the requisite experience, education, training and skills and who are able to perform the essential functions of the position with or without reasonable accommodation. The Town's obligation to provide reasonable accommodation is limited by whether or not it poses an undue financial or administrative hardship.

Note: All persons with responsibility for hiring town employees should consult the EEOC Title I Regulations and Interpretive Appendix, and/or the EEOC Technical Assistance Manual on the Employment Provisions (Title I) of the ADA.

Volunteers, elected and appointed officials, though not covered under these employment provisions, are covered under the provisions for Reasonable Modifications to Policies and Procedures found in Part 4.

3.1: Equal Employment Opportunity Policy

It is the policy of the Town of Hull that no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from employment or employment-related benefits. Employment, hiring, and advancement will be based solely on the employee or applicant's ability to perform what the Town of Hull determines to be the essential functions of a position.

3.2: Reasonable Accommodation Policy

It is the policy of the Town of Hull that reasonable accommodation will be made for an otherwise qualified applicant or employee with a disability, unless the Town of Hull can demonstrate that the accommodation imposes an undue financial or administrative hardship on the operation of its programs.

Notice of the availability of reasonable accommodations that may be needed by applicants during the pre-employment process will be included in job postings and advertisements and will be made available upon request to applicants with disabilities during interviews and other pre-employment functions as necessary to ensure equal opportunity for the applicant to secure employment with the Town.

During the pre-employment process, the Town will make no written or verbal inquiry regarding the existence, cause, extent or impact of any disabling condition.

Applicants will be informed at the initial pre-employment interview that the Town does not discriminate on the basis of disability and that requests for reasonable accommodations needed for the performance of essential job functions or for the enjoyment of other benefits of

employment should be made following receipt of a conditional offer of employment, preferably at a post-offer meeting.

Persons with disabilities employed by the Town of Hull are encouraged to request reasonable accommodation at any time when such accommodation becomes necessary to the employee's performance of essential functions of their position or to the enjoyment of any other benefits of employment.

Requests for reasonable accommodations should be present verbally or in writing to the employee's immediate supervisor or to the ADA Coordinator. The request should include a description of the nature and purpose of the accommodation. Assistance will be made available to any employee requiring assistance in identifying an appropriate accommodation or in documenting the reasons why such accommodation is needed.

A decision will be made within ten business days of the submission of a reasonable accommodation request accompanied by any supporting documentation needed by the Town to fairly evaluate the request. The effectiveness of the accommodation and the need for changes or additions to the accommodation will be assessed during first month of the employee's use of the accommodation.

All reasonable accommodation requests and documentation, discussions, decisions and other matters, including the results of medical examinations and/drug tests relative to an employee's status as a person with a disability, will be kept confidential and documentation will be maintained in secure files.

If assistance is needed in designing a Reasonable Accommodation, the Town --with the approval of the candidate or employee requesting the accommodation-- will consult the Regional ADA Technical Assistance Center, the Job Accommodations Network administered by the President's Committee on Employment of Persons with Disabilities

and other individuals and organizations with expertise in the employment of persons with disabilities.

The Board of Selectmen, in consultation with the ADA Coordinator, will make the final decision concerning requested accommodations that may represent undue financial or administrative hardships.

Applicants and employees have the right to appeal the denial of any accommodation request using the ADA Grievance Procedure.

Part 4: Non-Discriminatory Operations

The Town of Hull currently has no policies and procedures in place covering Title II's general prohibitions against discrimination, the obligation to make reasonable modifications to policies and procedures in order to eliminate barriers to participation by persons with disabilities and other principles and practices of non-discriminatory operation of programs, services and activities. The Reasonable Modification Policy is the centerpiece of this section. It is similar to the Reasonable Accommodation Policy in the employment section in that it establishes a general problem solving mechanism to address and wherever possible eliminate operational barriers to full participation by persons with disabilities. The Town, however, is not obligated to undertake the removal of operational barriers if to do so would impose an undue financial or administrative burden on the Town or would result in a fundamental alteration to the nature of the program, service or activity being conducted.

Recommendation:

Adopt and implement the following policies and procedures to ensure that all persons with disabilities enjoy equal participation in Town programs and activities.

Provide information and training to employees and Town officials familiarizing them with non-discriminatory operations, including making Reasonable Modifications, eligibility and safety requirements, policy on surcharges, ensuring integrated settings and policy regarding Significant Assistance.

4.1: Equal Opportunity Policy

No qualified person with a disability shall be denied the benefits of, or be excluded from participation in, or otherwise be subjected to discrimination in any of the Town of Hull's programs, services and activities.

In providing its programs, services and activities, the Town of Hull will not:

1. Deny a qualified individual with a disability the opportunity to participate in, or benefit from, a benefit, service, or volunteer activity.

2. Deny a qualified individual with a disability the opportunity to participate in, or benefit from, any aid, benefit, service or volunteer activity that is not equal to that afforded to others.

3. Otherwise limit a qualified individual with a disability the enjoyment of any right, privilege, advantage, or opportunity enjoyed by other qualified individuals receiving the aid, benefit, or service.

This policy does not commit the Town to carry out any action that would impose an undue administrative or financial burden on the operation of programs or result in a fundamental alteration to the program service or activity being provided.

4.2: Reasonable Modification Policy

The Town of Hull will make reasonable modifications to policies and procedures necessary to accommodate the needs of a person with a disability whenever an otherwise qualified person with a disability requests such modifications unless it can be demonstrated that the requested modification would impose an undue burden upon the Town or require a fundamental alteration to the program, activity or service.

Requests for reasonable modifications should be made to the Town Clerk or of the ADA coordinator. The request should be presented verbally or in writing. It is responsibility of the ADA Coordinator to ensure that requests are responded to appropriately and in a timely fashion—generally not more than two working days.

Final decisions regarding requests for reasonable modifications that in the opinion the ADA Coordinator may represent an undue burden or fundamental alteration will be made by the Board of Selectmen in a

timely fashion and no longer than 10 working days after their referral to the Board. Individuals seeking to contest the denial of a requested modification may use the Grievance Procedure.

4.3: Eligibility and Safety Requirements Policy

It is the policy of the Town of Hull that programs will not impose eligibility or safety standards or requirements that prohibit or limit the participation of qualified individuals with disabilities unless such standards are necessary and essential to the operation of programs, services or activities. Furthermore, it is the responsibility of the ADA Coordinator, in any situation where imposition of eligibility or safety standards limits the participation of an individual with a disability to:

Review the standards and their application.

Ensure that mitigating measures are used whenever possible to reduce the hazard or threat to the safety of disabled individuals and other program participants.

Provide for participation of disabled individuals to the greatest extent possible.

4.4: Assurance Regarding Surcharges

It is the policy of the Town of Hull that no surcharges (charges in addition to those imposed on all program participants) will be imposed on persons with disabilities, their family members or organizations representing them for the provision of reasonable accommodations or modifications, auxiliary aids and services, removal of architectural barriers or any other costs associated with the participation of persons with disabilities in programs, services and activities.

4.5: Integrated Services Policy

It is the policy of the Town of Hull that all programs, services and activities including all public meetings will be conducted in the most integrated and accessible setting possible.

4.6: Contracting Policy

It is the policy of the Town of Hull that no contracts for goods or services will be executed with individuals or organizations that are known to the Town to discriminate towards persons with disabilities. The Town will also ensure that individuals with disabilities and organizations employing or otherwise associated with disabled persons will enjoy equal opportunity to secure service and procurement contracts.

4.7: Significant Assistance Policy

It is the policy of the Town of Hull that programs that receive significant assistance, either financial or in-kind, from the Town may not discriminate against persons with disabilities. It is the responsibility of the ADA Coordinator to inform organizations receiving assistance from the Town of this policy and to respond to any questions regarding its meaning and application. It is also the Coordinator's responsibility to investigate any situation in which discrimination towards persons with disabilities may have occurred and to take appropriate action, either to correct the discriminatory situation or to recommend to the Board of Selectmen termination of assistance.

Part 5: Effective Communication

The Town of Hull has no formal policies or procedures in place addressing the effective communication requirements of Title II. Title II requires that communications services and technologies—described in the regulations as auxiliary aids and services—be provided to eligible persons whose disabilities effect their vision, hearing and speech, unless to do so would result in an undue financial or administrative burden or in a fundamental alteration to the program, service or activity being presented.

Recommendation:

Adopt and implement the following policies and procedures to ensure that the Town develops the capacity to respond to requests for effective communication support in a timely and appropriate fashion. The procedures define how requests are to be initiated, and how they are to be handled. The procedures also address how to procure the most commonly used auxiliary aids and services—alternatives to standard formats for printed material, sound amplification devices, sign language interpreters, and TV and video captioning.

Upgrade, purchase or solicit as donations the communications equipment required to implement the policies below.

Install at a portable TTY at central location in Town and provide training in its use to the ADA Coordinator and other staff responsible for telephone communications.

The quality of sound equipment (loudspeakers, microphones and amplifiers) used at public meetings and events should be evaluated to ensure that sound levels are high enough for users with modest hearing limitations and that the quality of the sound is clear and easy to understand.

In general, the Town should require that sound amplification be used at all time at public meetings both by designated speakers and for responses/discussion by other attendees.

For those with more significant levels of hearing loss, assistive listening devices should be made available. The consultants are currently investigating the availability of assistive devices through donations by the Town's telephone service provided.

The centerpiece of this section is the following Effective Communication Policy, which like the Reasonable Accommodations and Reasonable Modifications Policies in previous sections, represents a commitment to resolving communications barriers that limit the participation of persons with disabilities effecting communication.

5.1: Effective Communications Policy

It is the policy of the Town of Hull that auxiliary aids and services will be provided when necessary to ensure effective communication with persons whose disabilities effect communication. Persons with communications disabilities or their authorized representatives will be given the opportunity to request the aid or service that they prefer and the requested aid or service will be given primary consideration. The preferred means of communication will be provided unless to do so would impose an undue burden or fundamental alteration, or unless an effective alternative means of communication is available.

Requests for auxiliary aids or services should be made verbally or in writing to the Town Clerk or the ADA Coordinator. Unless otherwise specified, the Town asks that requests to be made at least 10 days in advance of the occasion on which the communications support will be needed. Reasonable effort will be made to respond on shorter notice.

The person requesting the service will be notified as soon as possible if the agency is unable to meet their request and an effective alternative will be offered.

It is the responsibility of the ADA Coordinator to oversee implementation of effective communication procedures.

5.2: Alternative Format Policy and Procedures

It is the policy of the Town of Hull that all documents, publications, and materials used to disseminate information to its citizens be made available to persons with disabilities who need them in alternate formats.

The following procedures have been established to respond to requests for alternative formats including large print, audio-tape, Braille, and computer diskettes, in a timely fashion. Three weeks advance notice is usually necessary for the preparation of Braille materials. Reasonable efforts will be made to respond on shorter notice. (See Effective Communications Resources in Appendix B)

Large print, short audio tapes, and computer diskettes will be prepared by staff persons who have been identified by the ADA Coordinator and trained in the necessary skills and procedures. Preparation of long audio-tapes will be purchased through an outside vendor. (See Effective Communications Resources in Appendix B)

The procedure for requesting alternate formats is:

1. The person making the request should identify the materials desired and specify his/her preferred alternate format to the ADA Coordinator or Town Clerk either verbally or in writing 10 working days in advance of the event or activity for which the material is needed. Reasonable effort will be made to meet requests made less than 10 days before an event or activity.
2. The materials will be provided in the requested format at no charge.
3. Primary consideration will be given to the format preferred by the person making the request, and the Town will decide whether to provide the preferred format or an effective alternative format.

4. If a request cannot be met, the person making the request will be informed as soon as possible but at least 2 days in advance of the event or activity.
5. The Board of Selectmen, in consultation with the ADA Coordinator, will make final decisions regarding any request that may represent an undue financial or administrative burden.

5.3: Sign Language Interpreter Services Policy

It is the policy of the Town of Hull that sign language interpreters will be provided upon request to any person needing interpreter services in order to participate in any meeting, program, or activity of the Town. Requests should generally be made at least 20 working days in advance of the scheduled event or meeting, but reasonable effort will be made to meet requests made on shorter notice. Requests should be made either verbally or in writing to the Town Clerk or the ADA Coordinator.

Within twenty-four (24) hours of receipt of the request, the Town Clerk or ADA Coordinator will contact its vendor -- the Massachusetts Commission for the Deaf and Hard of Hearing (MCDHH) -- to schedule the interpreter service. See Effective Communications Resources in Appendix for contact information.

In addition to MCDHH the Town will maintain a list of names and phone numbers of at least three (3) qualified freelance sign language interpreters working in the region. If informed that MCDHH has not been successful in scheduling interpreters as requested, staff of the Town will immediately attempt to contact and schedule a freelance interpreter.

If an interpreter cannot be scheduled, the ADA Coordinator or other member of the staff will offer the option of an alternative effective form of communication or the opportunity to postpone the meeting until a time when as an interpreter is available.

5.4: Assistive Listening Device Policy

It is the policy of the Town of Hull that adequate sound amplification—microphones with loudspeakers and assistive listening devices--be available at all public meetings and other activities open to the public to ensure that persons with hearing limitations are able to fully participate.

Assistive listening devices will be provided upon request to persons needing such devices to participate in programs, services and activities. See Effective Communications Resources in Appendix for contact information.

The procedure for requesting an assistive listening device is for the person needing the device, or his or her authorized representative, to identify the need for the device verbally or in writing to the ADA Coordinator or Town Clerk at least 4 days before the scheduled event or activity will take place. The Coordinator or Clerk will test the equipment to ensure that it is in proper working order and will, if needed, instruct Town employees or representatives in its use.

5.5: TV Captioning Policy

It is the policy of the Town of Hull to ensure that televisions used in town programs have the capacity to display closed-captioning and that staff be trained in the use of captioning devices.

5.6: Video Captioning Policy

It is the policy of the Town that whenever pre-recorded videotapes are purchased or rented for use in Town sponsored programs or activities, captioned versions of video-tapes, when such captioning is available, will ordered to ensure that presentations are accessible to all individuals with disabilities.

Part 6: Additional Recommendations

Title II requires that public entities provide persons with disabilities and other interested parties opportunity to participate in the Self-Evaluation process. Public hearings are the method most often used to solicit comments on Self-Evaluation findings and proposed implementation plans. Such comments are often useful in establishing priorities and ensuring that expenditures and administrative actions are targeted at the real concerns and needs of the entity's constituents.

The Town of Hull advertised in local papers and conducted a public hearing on the Final Report on January 22, 2009. There was no representation of the general public and turnout may have been effected by the unusual snowfall. To provide additional opportunity for concerned parties to comment, it is recommended that the ADA Coordinator notify the public that the Final Report is available for review through his office and that he will accept comments verbally or in writing for presentation to the Select Board until the recommended policies, procedures and barrier removal priorities are formally adopted.

Following adoption of the Report's recommendations and priorities the following actions are recommended to help ensure that it is carried out effectively.

Recommendation:

- The ADA Coordinator should be charged with providing information and training to Town employees, elected officials and volunteers to enable them to understand the requirements of Title II of the ADA and develop the skills necessary to implementing the policies and procedures adopted by the Town.
- The ADA Coordinator should recruit and coordinate an ADA Committee of Town employees and volunteers with skills and authority to address the full range of recommendations regarding barrier removal, employment, communications and general program operations.

- The ADA Coordinator should assemble a library of essential ADA reference materials and should use the ADA Title II Action Guide as the primary technical assistance document to clarify questions related to implementation of the recommendations.
- The ADA Coordinator should work with a representative of the School Department and the Building Inspector to develop procedures to strengthen planning, management and review of accessibility projects. Specific attention should be paid to reviewing areas of conflict between
- ADA and MAAB standards identified in this report with the understanding that the role of the Building Inspector is limited by law to enforcement of state standards only.
- A meeting or meetings should be convened with design and construction personnel providing services to the Town to review and correct any errors and omission identified in this report.
- The ADA coordinator should be charged with monitoring the implementation of the plan—including the barrier removal projects identified in the Transition Plan—and reporting to the Town on progress and any problems requiring attention no less than twice yearly.
- A meeting should be convened by the Commission on Disability with support from the ADA Coordinator to discuss with the Hull Housing Authority the status of any plans to provide affordable accessible housing, and to review steps by the Authority to comply with HUD Section 504 self-evaluation and transition plan requirements.

Appendix A

Order of Priorities

Recommended barrier removal solutions are ranked in the spreadsheets in Appendix A according to the following order of priorities:

1: High priority structural solutions to barriers that represent substantial hazards to safe use of buildings and spaces and barriers that impose major barriers to participation in programs, services and activities. All are non-compliant with 521 CMR or the program accessibility standard of ADA Title II.

2: Non compliant elements that have some impact on participation but do not constitute major barriers

3: Non-compliant elements that are technically non-compliant with 521 CMR but have little program impact.

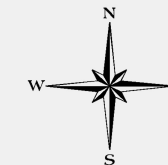
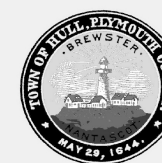
UD: Additional recommendations of access improvements incorporating principles of Universal Design: these solutions may exceed state or federal access standards but have the potential of significantly enhancing the accessibility and usability of buildings and spaces.

ADA – PA: A barrier or conditions that can be resolved by non-structural means such as providing the service in an alternative accessible location

ADA – UNDB: Conditions for which the cost of structural solutions may impose an undue financial or administrative burden.

NC: Non compliant

ZONING MAP
OF



TOWN OF HULL

MASSACHUSETTS

Town of Hull ADA Self-Evaluation and Transition Plan

Final Report

30 January 2009

Austin Design Inc. & Independent Living Resources

Town of Hull - ADA Title II Self Evaluation and Transition Plan
Site Survey Map - 30 January 2009

A: Municipal Buildings

A01	Hull Police Department
A02	Hull Town Hall
A03	Public Housing
A04	Green Hill Fire Station
A05	DPW Garage
A06	Hull Municipal Light Plant
A07	Anne M. Scully Senior Center
A08	Hull Fire Department
A09	Sewer Treatment Plant
A10	Hull Public Library
A11	Village Fire Station

B: Schools

B01	Hull Memorial Middle School
B02	Lillian M. Jacobs Elementary School
B03	Hull High School

C: Parks & Playgrounds

C01	Green Hill Playground
C02	Joe Menice Ball Field
C03	Hampton Circle Playground
C04	Kenberma Playground
C05	McCauley Square Playground
C06	Hull Town Playground (L Street)
C07	Joshua James Square
C08	Mariners Park
C09	Pemberton Playground (William G. Mitchell)
C10	James Sullivan Jr. Memorial Field

D: Beaches & Piers

D01	Crescent Beach
D02	Gunrock Beach
D03	Nantasket Pier
D04	Seawall & walkway (WBZ Wetlands)
D05	Nantasket Beach
D06	A Street Pier
D07	Pier at Mariner's Park
D08	James Wharf
D09	Village Beach
D10	Pemberton Pier
D11	Picnic Area

E: Other

E01	Recycling/Landfill
E02	Harbormaster's Office at Steamboat Wharf Marina
E03	Cemetery

F: Commercial Business Districts

F01	Kenberma Business District
F02	A Street Business District
F03	Wellspring Business District

HULL BAY

MASSACHUSETTS

BAY

HINGHAM

COHASSET

WEYMOUTH

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A01 Hull Police Department							
A01.01	Parking space (street)	no access aisle, central curb cut w/ deteriorated pavement	relocate space w/ adjacent aisle, stripe, patch uneven surface	500	pave. striping	1	AAB 23.00
				300	new sign	1	AAB 41.00
				800	patch	1	AAB 22.00
A01.02	Walkway (main entry)	deteriorated pavement	repair pavement	800	patch	1	AAB 22.00
A01.03	Door (main entry)	a. NC hardware, door recessed 6"	a. install wide loop hardware reducing reach distance	800	door hrdwr entry	1	AAB 26.11
		b. NC threshold (1 1/4")	b. install comp threshold	800	threshold ramp	1	AAB 26.10
A01.04	Sound baffle	too high (64")	mod. not needed –staff assistance adequate	NA		ADA-PA	na
A01.05	Parking space (duty sgt)	parking space blocks pedestrian path	relocate parking space	200	sign relocate	1	AAB 23.00
A01.06	Public toilet room (men, women's room similar)	a. NC door clearance (10" pull side, 12" pull side)	a. reverse door swing	1,500		1	AAB 26.6
		b. toilet too far from wall (21")	b. box out sidewall	785		1	AAB 30.7
		c. TP dispenser mounted above bar	c. relocate dispenser	150		1	AAB 30.7.6
		d. uninsulated pipes	d. insulate pipes	100		1	AAB 30.9.5
		e. urinal too close to toilet	e. relocate urinal	1,500		1	AAB 30.7.2
		f. toilet too low (16.5")	f. raise/replace toilet seat	100		1	AAB 30.7.3
		g. no exterior signage	g. install sign	200	2 @ 100	1	AAB 41.00
		h. NC door hardware	h. replace hardware	800	2 @ 400	1	AAB 26.11
		i. towel dispenser too high	i. relocate dispenser	150		1	AAB 30.12
A01.07	NC Signage (interview room)		signage not needed... staff assist	na		ADA-PA	na

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A01.08	NC Signage (booking area)		signage not needed.... staff assist	na		ADA-PA	na
A01.09	Holding cells (men 1-6)	28" between beds, 26" clear opening at door	identify department with accessible holding cells and develop agreement to transport prisoner if necessary. Use comp. juvenile holding cell.	na		ADA-PA	AAB 15.7
A01.10	Holding cells (women 1-6)	doorway too narrow (25")	identify department with accessible holding cells and develop agreement to transport prisoner if necessary. Use comp. juvenile holding cell.	na		ADA-PA	AAB 15.7
				9,485	sub-total		
				1,423	15% OH & profit		
				1,423	15% contingency		
				\$12,331	A01 Hull Police Total		



A01.01 Hull Police Department



A01.03 Hull Police Department



A01.03 Hull Police Department



A01.05 Hull Police Department



A01.06 Hull Police Department



A01.06 Hull Police Department

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A02 Hull Town Hall							
A02.01	Sidewalk (Atlantic Ave & School St to Police Dept.)	Uneven surface, steep sidewalk (9%), steep cross slope (11%)	reduce cross slope, replace sidewalk	8,500		1	AAB 22.00
A02.02	Curb cut (Atlantic Ave crosswalk to public housing)	steep slope (9%-10%), steep cross slope (4.5%)	reconstruct curb cut	2,500		1	AAB 21.00
A02.03	Accessible Route (driveway)	no pedestrian sidewalk along driveway	New sidewalk requires redesign of whole area – undue burden	NA		ADA -UNI	
A02.04	Parking space (above main entry)	no access aisle - parallel parking – no access route to entrances	New sidewalk requires redesign of whole area – undue burden	NA		ADA - UNDB	
A02.05	Stairs (main entry)	NC handrails, no extensions	install compliant handrails w extensions	13,500	60 lin ft @ 225	1	AAB 27.4
A02.06	Parking space (below main entry)	no access aisle, NC slope (3%-5%)	regrade drive to level space would impose undue burden.	NA		ADA -UNDB	
		Inadequate width for parking on both sides of drive	Eliminate parking opposite HP space with signage and bollard or other barrier	1,200	bollard, sign, and striping	1	AAB 23.00
A02.07	Parking space (west parking lot)	steep slope, no access aisles, deteriorated pavement, potential snow dump in winter	level parking spaces, alter snow removal plan	4,500		1	AAB 23.00
A02.08	Walkway (west entry)	deteriorated pavement, tripping hazard at edges of transition to street, steep slope into street	regrade as necessary and repair deteriorated surfaces	8,000		1	AAB 22.00
		b. NC nosing (tripping hazard)	install nose bevels or angle existing bricks	1,050		1	AAB 27.3

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A02.09	Stair (west entry)	a. NC handrails, no extensions	Install new handrails	2,400	2 @ 1200	1	AAB 27.4
A02.10	Ramp (to east entry)	NC slope (8.4%-8.8% bottom, 9.1% mid, 9.9% top, NC cross slope (2.8%-3.0%), No level area at base, deteriorated pavement at base, uneven transition at top	Modifying ramp would impose undue burden Level and repair deteriorated surface at base and repair transition at top	NA 1,200		1	ADA-UNDB AAB 24.00
A02.11	Walkway (at top of ramp)	dangerous edge condition where wood decking drops off onto flat roof	Install edge protections at drop off	800		1	AAB 24.8
A02.12	Door (east entry from ramp)	NC threshold (1"), uneven transition, floor mat has uneven narrow border	Modify threshold, install compliant mat	1,000		1	AAB 26.10
A02.13	Thresholds (general condition)	NC (± 1 " high)	bevel or replace thresholds	10,200	12 thresholds @ 850	1	AAB 26.10
A02.14	Protruding object (LIFEPAK in main hall at control room)	protrudes into hallway (6"), not cane-detectable	Install cane detectable warning	600		1	AAB 20.6
A02.15	Work spaces/counters (general condition)	public transaction counters too high	Modify counters or provide accessible table / work space	4,800	6 @ 800	1	AAB 7.2.2
A02.16	Signage (general condition)	too high, no Braille	Install compliant signage	2,400	20 signs @ 120	1	AAB 41.00
A02.17	Doors (general condnion)	NC hardware	Install compliant door hardware if doors not kept open during working hours	7,200	18 @ 400	1	AAB 26.11
A02.18	Public toilet room (1st floor)	a. NC pull side clearance at entry door b. TP dispenser too high c. coat hook too high d. uninsulated pipes e. NC turning space	redesign bathroom for full compliance see above see above see above see above	30,000		1 1 1 1 1	AAB 30.00

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
		f. NC hardware on stall door	see above			1	
A02.19	Stair (main interior staircase)	NC handrails, no extensions	Install compliant handrails at wall - Undue burden to replace all railings	6,750	30 LF @ 225	1	AAB 27.4
A02.20	Floor mats (general condition)	Tripping hazard; mats have raised edge or narrow edge	Install compliant floor mats	1,500	6 mats @ 250	1	AAB 29.3.3
A02.21	Elevator (limited use elevator, LULA)	not operational at time of survey	improve maintenance plan and on-site personnel	1,000	soft cost allowance	1	AAB 28.00
A02.22	Protruding objects (hand sanitizer)	protrudes into hallway (8" @ 37"H), not cane-detectable	Relocate or install cane detectable warning	1,800	6 @ 300	1	AAB 20.6
A02.23	Stair (emergency fire escape)	a. NC handrails	Undue burden due to space available and site constraints	NA			ADA-UNDB
		b. NC risers	Undue burden	NA			ADA-UNDB
		c. NC threshold	Undue burden	NA			ADA-UNDB
		d. NC treads & risers	Undue burden	NA			ADA-UNDB
A02.24	Work spaces/counters (meeting room)	no accessible tables/surfaces	Provide compliant tables	3,000	2 @ 1500	1	AAB 7.2.2
A02.25	Listening assistance	No Listening assistive system provided	Provide listening assistive system	2,500		1	AAB 14.5
				116,400	sub-total		
				17,460	15% OH & profit		
				17,460	15% contingency		
				\$151,320	A02 Hull Town Hall Total		



A02.01 Hull Town Hall



A02.06 Hull Town Hall



A02.07 Hull Town Hall



A02.05 Hull Town Hall



A02.10 Hull Town Hall



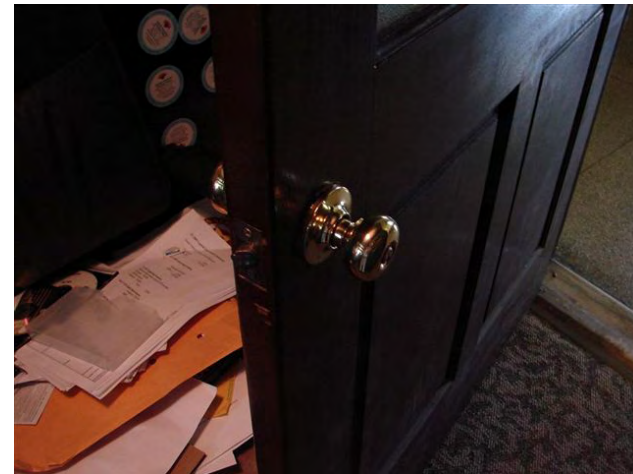
A02.13 Hull Town Hall



A02.15 Hull Town Hall



A02.16 Hull Town Hall



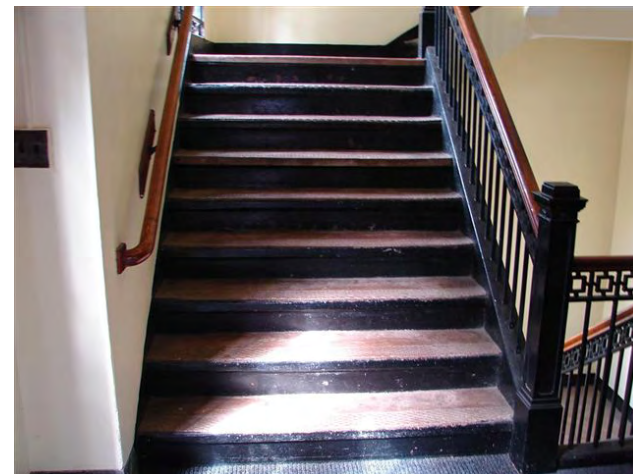
A02.17 Hull Town Hall



A02.18 Hull Town Hall



A02.18 Hull Town Hall



A02.19 Hull Town Hall

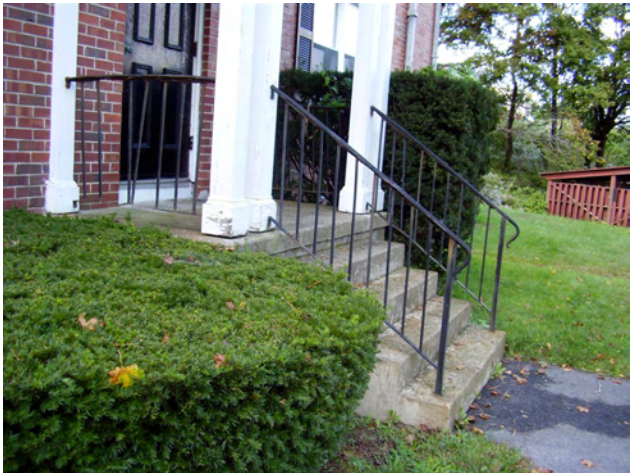
ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A03 Public Housing							
A03.01	Walkways/accessible route (general condition)	steep slopes (up to 27%), too narrow, steps up to buildings with NC handrails	A03 General Note: Not included in Town of Hull Transition plan. Recommend inquiring whether housing authority is aware of and has complied with HUD 504 regulations	na			na
A03.02	Door (temp. office) NOTE: Since this site survey was completed in early Oct 2008, the Temporary office has been made full accessible.	NC hardware		na			na
A03.03	Benches	no arm rests		na			na
A03.04	Picnic tables	no extended table section		na			na
				\$0	A03 Public Housing Total		



A03.01 Public Housing



A03.01 Public Housing



A03.01 Public Housing



A03.01 Public Housing



A03.01 Public Housing



A03.03 Public Housing

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A04 Green Hill Fire Station (Public access to garage only. Permits @ A ST, other public access in town hall)							
A04.01	Door (garage doors)	NC threshold (2")	Modify or ramp threshold, or provide service in alternative accessible location	850	Replace/grind one section	2	AAB 26.10
				850	sub-total		
				128	15% OH & profit		
				128	15% contingency		
				\$1,105	A04 Green Hill Fire Total		

A05 DPW Garage							
A05.01	Door (main entry)	NC threshold (3.5"), NC push side clearance	A05 General Note: Need to clarify public program needs - Recommend program accessibility at another location	Town to allocate soft cost \$ for PA		ADA-PA	na
A05.02	Parking spaces	no designated spaces		na			na
A05.03	Door (to office)	NC hardware		na			na
A05.04	Work space (transaction counter in office)	too high		na			na
A05.05	Public toilet room	NC in all respects		na			na
				\$0	A05 DPW Garage Total		



A04.01 Green Hill Fire Station



A05.01 DPW Garage



A05.03 DPW Garage



A05.05 DPW Garage

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A06 Hull Municipal Light Plant							
A06.01	Parking space	no designated spaces, main lot on steep unpaved slope	A06 General Note: Need to clarify public program needs - Recommend program accessibility at another location	Town to allocate soft cost \$ for PA		ADA-PA	na
A06.02	Walkways/accessible route (to main entry from road/parking)	no sidewalks, steep slope		na			na
A06.03	Accessible route (main entry)	no wheelchair access, NC stairs & handrail)		na			na
A06.04	Door (main entry)	NC hardware, NC push/pull side clearance		na			na
A06.05	Work space (customer transaction counter)	too high (42")		na			na
A06.06	Payment drop box (at street)	too high (52")		na			na
				\$0	A06 Hull Municipal Light Plant Total		



A06.01 Hull Municipal Light Plant



A06.02 Hull Municipal Light Plant



A06.04 Hull Municipal Light Plant



A06.05 Hull Municipal Light Plant



A06.06 Hull Municipal Light Plant

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A07 Anne M. Scully Senior Center							
A07.01	Parking space (at street)	a. NC parking space and no access aisle	a. Provide fully compliant, van accessible parking spaces (4) with	32,000	1,280 SF @ 25	1	AAB 23.00
		b. No accessible route	b. Provide fully accessible route	12,000	80 LF @ 150	1	AAB 22.00
		c. Sidewalk cross slope greater than 2%	c. Re-build sidewalk to be fully compliant	12,000	80 LF @ 150	1	AAB 22.00
A07.02	Door/Entry (main entry)	a. NC door pull weight	a. Install power door opener	6,500		1	AAB 26.8
		b. NC threshold	b. modify threshold	850		1	AAB 26.10
		c. NC hardware	c. Provide fully compliant hardware	800		1	AAB 26.11
A07.03	Stairs (from entry to main level)	a. Handrail is low (33")	Install new, comp. handrail	2,700	2 @ 6 lin ft @ 225	1	AAB 27.4
		b. NC treads and risers	b. Provide fully compliant stair	720	6 @ 120	1	AAB 27.2
A07.04	Corridors (general condition)	furniture and objects crowd corridors (ex: file cabinet in front of elevator on 2nd level)	Adopt procedures, train staff re maintenance of access route	na		1	AAB 20.6
A07.05	Door (main office)	a. NC hardware	a. Install compliant hardware	400		1	AAB 26.11
		b. Narrow door	b. Re-build door to be fully compliant	3,000		1	AAB 26.5
A07.06	Stairs (from main level to 2nd floor)	a. right handrail low (28"),	a. Install compliant handrails	3,150	14 lin ft @ 225	1	AAB 27.4
		b. NC treads & risers (8" rise, 9" tread)	b. Provide fully compliant stair	2,400	20 @ 120	1	AAB 27.2
A07.07	Public toilet room (men, main floor)	a. signage too high and located on door	a. New, compliant signage	100		1	AAB 41.00
		b. sink pipes uninsulated	b. Insulate pipes	100		1	AAB 30.9.5

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
		c. towel dispenser too high (42" to bottom)	c. relocate dispenser	150		1	AAB 30.12
		d. Flush handle on wall side	d. Switch handle to open side	450		1	AAB 30.7.5
		e. Mirror too high	e. Relocate mirror	150		1	AAB 30.11
		f. NC stall door hardware	f. Install comp. hardware	300		1	AAB 30.6.1
A07.08	Public toilet room (women, main floor)	a. signage too high and located on door	a. New, compliant signage	100		1	AAB 41.00
		b. sink pipes uninsulated	b. Insulate pipes	100		1	AAB 30.9.5
		c. towel dispenser too high (42" to bottom)	c. relocate dispenser	150		1	AAB 30.12
		d. NC hardware on toilet stall door	d. Install comp. hardware	300		1	AAB 30.6.1
		e. Flush handle on wall side	e. Switch to open side	450		1	AAB 30.7.5
		f. Mirror too high	f. Relocate mirror	150		1	AAB 30.11
A07.09	Elevator	a. Rough transition at 2nd floor level	Elevator to be adjusted	1,000	Mainenance	1	AAB 28.00
		b. Electric eye not working	b. Service/replace eye	500		1	AAB 28.00
A07.10	Signage (general condition)	NC signage for rooms on 2nd floor	Install compliant signage for 2nd floor rooms	2,400	24 @ 100	1	AAB 41.00
A07.11	Kitchens	a. 1st Floor - NC (ex: oven, no knee clearance at sink, etc.)	a. Provide fully compliant kitchen	16,000		1	AAB 32.00
		b. 2nd Floor - NC (ex: oven, no knee clearance at sink, etc.)	b. Provide fully compliant kitchen	16,000		1	AAB 32.00
A07.12	Public toilet room (men, 2nd floor)	a. toilet too far from wall (19")	Build-out side wall to 18" from toilet CL, reinstall bar & TP dispenser	1,600		1	AAB 30.7.2
		b. mirror bottom too high (42")	b. relocate mirror	150		1	AAB 30.12
		c. NC door pull weight	c. adjust closer	50		1	AAB 26.8

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
		d. Soap dispenser too high	d. adjust dispenser	150		1	AAB 30.12
		e. Sink too low	e. adjust sink height	450		1	AAB 30.9.5
A07.13	Public toilet room (women, 2nd floor)	a. Chase in corner by toilet - adjust grab bar as required	a. reinstall grab bar at proper distance	350		1	AAB 30.8
		b. Mirror too high	b. relocate mirror	150		1	AAB 30.12
		c. towel dispenser too high	c. adjust dispenser	150		1	AAB 30.12
		d. Sink too low	d. adjust sink height	450		1	AAB 30.9.5
		e. Flush handle on wall side	e. Switch to open side	450		1	AAB 30.7.5
A07.14	Accessible route (at rear egress)	a. No ramped egress	Construct fully compliant ramp	14,400	24 LF @ 600	1	AAB 24.00
		b. NC handrails	b. see above	na		1	AAB 24.5
		c. No paved walkway	c. install paved walk	4,500	18 @ 250		AAB 22.00
A07.15	Accessible route (2nd floor exterior egress, wood stair)	a. No wheelchair access, NC handrails, NC treads and risers	a. Rebuild stair to be fully compliant.	12,500		1	AAB 27.00
		b. No paved walkway	b. install paved walk	1,500		1	AAB 22.00
A07.16	Listening assistive system	No listening assistive system	Provide system	5,000	2 @ 2500	1	AAB 14.5
A07.17	Doors (general condition)	NC door pull weight	Adjust pull weight	800	16 @ 50	1	AAB 26.8
A07.18	Floor mats	NC edging, tripping hazard	Install compliant mats	800	4 @ 200	1	AAB 25.4
A07.19	Door closers	No door closers	Install door closers	2,400	3 @ 800	1	AAB 26.8
A07.20	Doors (general condition)	Doors too narrow	Install compliant doors	18,000	6 @ 3000	1	AAB 26.5
				178,770	sub-total		
				26,816	15% OH & profit		
				26,816	15% contingency		
				\$232,401	A07 Scully Senior Center Total		



A07.01 Anne M. Scully Senior Center



A07.02 Anne M. Scully Senior Center



A07.04 Anne M. Scully Senior Center



A07.05 Anne M. Scully Senior Center



A07.07 Anne M. Scully Senior Center



A07.07 Anne M. Scully Senior Center



A07.10 Anne M. Scully Senior Center



A07.11 Anne M. Scully Senior Center



A07.11 Anne M. Scully Senior Center



A07.11 Anne M. Scully Senior Center



A07.14 Anne M. Scully Senior Center



A07.15 Anne M. Scully Senior Center

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A08 Hull Fire Department							
A08.01	Parking spaces	no designated spaces or accessible route	A08 General Note: Need to clarify public program needs - Recommend program accessibility at another location	Town to allocate soft cost \$ for PA		ADA-PA	na
A08.02	Door/entry vestibule (side entry)	NC vestibule depth (41"), NC storm door hardware		na			na
A08.03	Door (from vestibule to office)	NC threshold (1.5"), NC clearances (2" push side, 12" pull side)		na			na
A08.04	Emergency telephone	too high (56")		na			na
A08.05	Door/assistance bell	too high (48")		na			na
				\$0	A08 Hull Fire Department Total		

A09 Sewer Treatment Plant							
A09.01	Parking spaces	no designated spaces	A09 General Note: Need to clarify public program needs - Recommend program accessibility at another location	Town to allocate soft cost \$ for PA		ADA-PA	na
A09.02	Walkways/accessible route (from parking to main entry)	no curb cuts, no wheelchair access (except through garage)		na			na
A09.03	Door (main entry)	closes quickly, heavy pull, floor mats with narrow edge band		na			na
A09.04	Door (office)	NC hardware		na			na
A09.05	Public toilet rooms (2)	NC in most respects		na			na
A09.06	Signage	NC/no braile signage for major rooms		na			na
				\$0	A09 Sewer Treatment Total		



A08.01 Hull Fire Department (A St.)



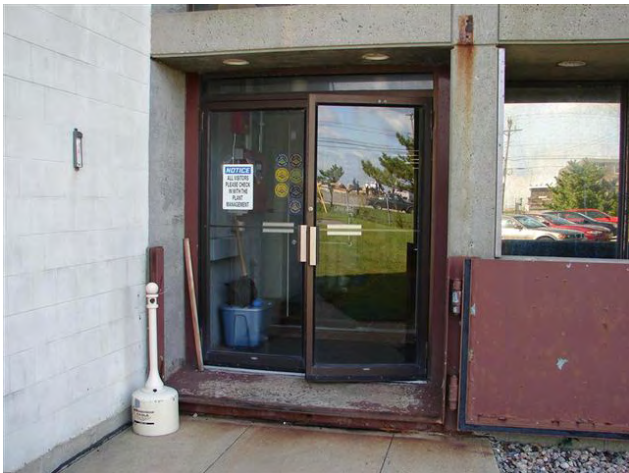
A08.02 Hull Fire Department (A St.)



A08.03 Hull Fire Department (A St.)



A09.01 Sewer Treatment Plant



A09.02 Sewer Treatment Plant



A09.05 Sewer Treatment Plant

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A10 Hull Public Library							
A10.01	Parking spaces	a. no designated spaces, patched asphalt	a. Repave and install van accessible parking space with access aisle	2,500		1	AAB 23.00
		b. steep slope at sloped transition from parking (6%-9%)	b. Adjust before repaving	see above		1	AAB 23.00
A10.02	Curb cut (at street)	tripping hazard at street transition	Patch and adjust transition to be flush	800		1	AAB 21.4
A10.03	Protruding objects (AC unit)	protrudes into walkway (6" @ 28"), not cane-detectable	install cane detectable warning	150		1	AAB 20.6
A10.04	Stair (main entry)	a. tripping hazard at top tread	a. Modify stair nosing	100		1	AAB 27.2
		b. NC handrails	b. install compliant handrails	16,200	2 @ 36 @ 225	1	AAB 27.4
		c. NC treads & risers	c. Rebuild stair	4,800		1	AAB 27.2
A10.05	Door (main entry)	NC hardware	install compliant hardware	800		1	AAB 26.11
A10.06	Elevator (LULA)	NC door pull weight (6#)	adjust closer	50		1	AAB 26.8
A10.07	Work spaces/counters (general condition, multiple computer stations)	NC knee space (24"-25")	Make one computer / work station accessible on each floor	3,200	2 @ 1600	1	AAB 35.5
A10.08	Door (2nd floor, top of stairs)	NC width (29"), NC threshold (3/4")	Rebuild and widen door and frame to be fully compliant	3,000		1	AAB 26.5
A10.09	Stair (interior)	a. Tripping hazard at nosing (1")	a. Install bevel strip to reduce nosing	1,400	14 @ 100	1	AAB 27.2
		b. NC railing height (28")	b. Install compliant railings	8,100	2 @ 18 @ 225	1	AAB 27.4
		c. NC rail diameter	c. See above	0		1	AAB 27.4
A10.10	Public toilet room (women)	a. Uninsulated pipes, , NC flush handle	a. Insulate pipes	150		1	AAB 30.9.4
		b. NC door pull weight (8#)	b. Adjust closer	50		1	AAB 26.8

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
		c. NC flush handle	c. Move to open side	450		1	AAB 30.7.5
A10.11	Public toilet room (men)	NC door pull weight (9#)	Adjust closer	50		1	AAB 26.8
A10.12	Walkways/accessible route (1st floor emergency egress)	a. No ramp (7" step)	a. Install landing, ramp, and handrails	10,500		1	AAB 24.00
		b. NC threshold (1")	b. Lower threshold	150		1	AAB 26.10
		c. NC push side clearance (furniture)	c. Remove furniture, keep clear	na		1	AAB 20.6
		d. No access route to public way	d. Install compliant walkway to public way near accessible parking	6,000	24 LF @ 250	1	AAB 22.00
A10.13	Exterior Egress Stair (2nd floor emergency egress)	a. NC handrails	A. Re-build stair to be fully compliant. Connect to accessible route	12,500		1	AAB 27.00
		b. NC risers (8")	b. see above	na		1	AAB 27.00
		c. No access route to public way	c. see above	na		1	AAB 27.00
A10.14	Protruding objects (fire extinguisher)	Protrudes into walkway (5" @ 56"), not cane-detectable	Install cane detectable warning	600		1	AAB 20.6
A10.15	Work spaces/counters (front desk)	NC height (36"), no knee space	Lower section of counter, provide assistance as needed	800		1	AAB 35.5
A10.16	1st floor rug	Tripping hazard	Install rug.mat with compliant edging	250		1	AAB 25.4
A10.17	Hearth edge (on route to large- print books)	Tripping hazard, not cane- detectable	provide cane detectable warning. Consider relocation of large print collection.	600		1	AAB 20.6
				73,200	sub-total		
				10,980	15% OH & profit		
				10,980	15% contingency		
				\$95,160	A10 Hull Public Library Total		



A10.01 Hull Public Library



A10.02 Hull Public Library



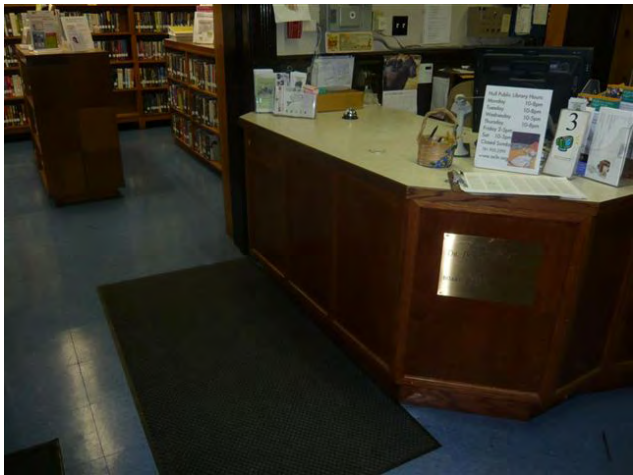
A10.04 Hull Public Library



A10.07 Hull Public Library



A10.12 Hull Public Library



A10.15 Hull Public Library

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
A11 Village Fire Station							
A11.01	Entrance and 2nd floor space	NC access, stairs, no elevator, NC bathroom	A11 General Note: Need to clarify public program needs - Recommend program accessibility at another location	Town to allocate soft cost \$ for PA		ADA-PA	na
				\$0	A11 Village Fire Station Total		



A11.01 Village Fire Station



A11.01 Village Fire Station



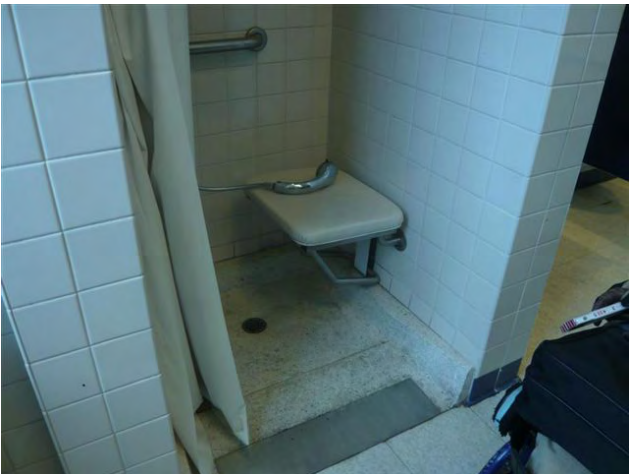
A11.01 Village Fire Station

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B01 Hull Memorial Middle School							
B01.01	Parking Spaces (general)	No van accessible loading, faded lines, no accessible route, NC slope (6%-7%), crosswalk warning lights not functional	Regrade, install van accessible loading, accessible route, re-triping, and new lights	31,000	640 SF @ 25 15,000	1	AAB 23.00
B01.02	Walkways/accessible route (sloped walkway, main entry)	NC grate openings (should be perpendicular)	Install new grate perpendicular to route	600		2	AAB 22.00
B01.03	Signage (lower level entry)	No directory, poor signage to office	Install directory with wayfinding/access info.	500		2	AAB 41.00
B01.04	Shower stalls (boys & girls locker rooms)	NC pan/seat	Modify shower stall and seat and controls for full compliance	5,000	2 @ 2500	1	AAB 31.7
B01.05	Door (Nurse 114)	Swings into path of travel	Reverse door swing	1,200		2	AAB 20.00
B01.06	Cafeteria	no designated wheelchair seating	Provide accessible seating for min. 5% of total seats	6,000	4 @ 1500	1	AAB 35.00
B01.07	Door (rear exit)	NC push side clearance (8")	Install automatic opener	6,500		1	AAB 26.6.4
B01.08	Stair (interior stairs, general condition)	NC handrail extension	Modify rails to be fully compliant	4,050	18 FT @ 225	1	AAB 27.4
B01.09	Door (ELEC closet 127A)	NC hardware (inadequate warning texture)	Install door hardware with textured warning	500		2	AAB 26.11
B01.10	Lockers	not accessible	Install accessible locker hardware on 2%	1,000	10 @ 100	2	AAB 19.4.1
B01.11	Elevator (inclined wheelchair lift down to gymnasium)	steep slope at bridge plate ($\pm 26\%$), not aligned with floor at bottom	Adjust alignment of lift, extend travel rails, provide longer transition plate to reduce slope	10,000		1	AAB 28.12.5
B01.12	Gym 122	no designated wheelchair seating locations, no alternative seating with armrests	Modify bleachers for wheelchair seating area and provide accessible seating with armrests when needed	7,200	4000 4 @ 800	1	AAB 12.2.1

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B01.13	Work spaces/counters (Art 224)	NC knee space at tables (25")	Provide fully compliant work table	1,200		1	AAB 35.5
B01.14	Ramp (to auditorium)	Surface highly polished and slippery	Treat ramp surface with non-slip material	2,560	320 SF @ 8	1	AAB 29.00
B01.15	Public toilet room (women, by auditorium)	NC pull side clearance (9")	Install automatic door opener	6,500		1	AAB 26.6.3
B01.16	Auditorium	a. No handrails at stage stair	a. Install compliant handrails	7,650	34 @ 225	1	AAB 27.4
		b. NC pull side clearance at lift (12")	b. Reposition lift or adjust surrounding structure to provide 18" latch side clearance.	3,000		1	AAB 26.6.3
		c. No listening assistive system	c. Confirm if assistive listening system is available. If not provide system	2,500		1	AAB 14.5
B01.17	Stair (emergency egress at each side of auditorium)	NC rise & run, open risers, no handrail extensions	Close risers & provide handrail extensions	7,800	6 @ 800 60 @ 50	1	AAB 27.00
B01.18	Door (main entry)	NC threshold (1 1/2")	Modify threshold	1,700	2 @ 850	1	AAB 26.10
B01.19	Public toilet rooms (general condition)	uninsulated pipes (2 out of 3 sinks)	Insulate pipes	300	2 @ 150	1	AAB 30.9.5
B01.20	Doors (general condition)	automatic closers offer heavy resistance	Adjust all door closer pull weights to 5lbs	800	16 HRS @ 50	1	AAB 26.8
B01.21	Stair railing at north egress stair	NC railings	Install fully compliant railings	5,400	24 @ 225	1	AAB 27.4
				107,560	sub-total		
				16,134	15% OH & profit		
				16,134	15% contingency		
				\$139,828	B01 Hull Middle School Total		



B01.01 Hull Memorial Middle School



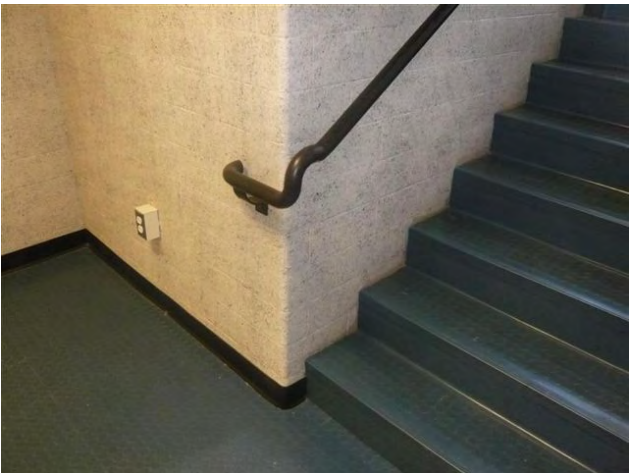
B01.04 Hull Memorial Middle School



B01.05 Hull Memorial Middle School



B01.06 Hull Memorial Middle School



B01.08 Hull Memorial Middle School



B01.11 Hull Memorial Middle School



B01.12 Hull Memorial Middle School



B01.15 Hull Memorial Middle School



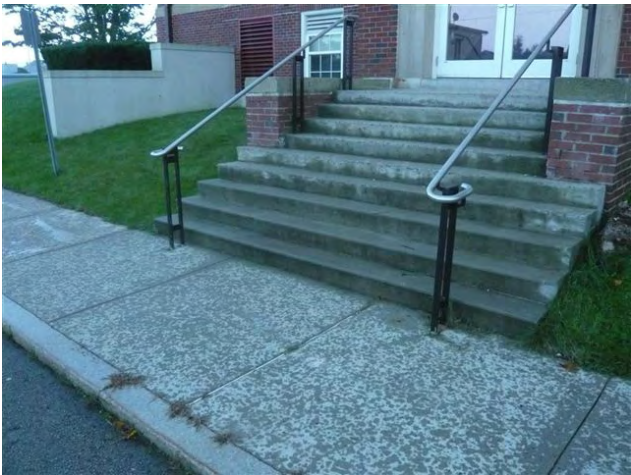
B01.16 Hull Memorial Middle School



B01.17 Hull Memorial Middle School



B01.19 Hull Memorial Middle School



B01.21 Hull Memorial Middle School

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B02 Lillian M. Jacobs Elementary School							
B02.01	Elevator (vertical wheelchair lift, main entry)	a. Main entry not accessible, Lift not available to public	a. Install fully compliant ramp, integrate with existing entry elements	70,000	70 FT @ 1,000	1	AAB 28.00 AAB 28.12.1
		b. NC pull side clearance	b. Repave to allow 18" latch side clearance	600		1	AAB 26.6.3
		c. No signage	c. Install signage	800	2 @ 400	1	AAB 41.00
B02.02	Drinking fountaions (main hall)	NC knee space (26")	Raise drinking fountain to 27" knee clearance	950		1	AAB 36.00
B02.03	Cafeteria/stage	a. No handrails at stage steps	a. Install fully compliant handrails	5,400	24 FT @ 225	1	AAB 27.4
		b. NC latch side pull clearance at stage lift	b. Reverse hinge side to provide 18" min latchside clear at lift	1,200		1	AAB 26.6.3
		c. No handrail extensions at back stage stair	c. Extend railings	1,200	2 @ 600	1	AAB 27.4
		d. NC door pull weight (10#)	d. Adjust pull weight to 5lbs max	50		1	AAB 26.8
		e. NC door pull weight (9#)	e. Adjust pull weight to 5lbs max	50		1	AAB 26.8
B02.04	Public toilet room (boys, west side)	mirror too high (40")	Lower mirror	150		1	AAB 30.12
B02.05	Stair (general condition)	a. NC handrail extensions	a. Install handrail extensions	5,400	24 FT @ 225	1	AAB 27.4
		b. Tripping hazard at nosing	b. Secure material at nosing	240	12 @ 20	1	AAB 27.2
B02.06	Public toilet room (unisex, lower level)	remove furniture/stored items	maintain clear maneuver space	na		1	AAB 20.6
B02.07	Door (ELEC C153)	inadequate hardware texture	install textured hazard warning hardware	500		1	AAB 26.11.4

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B02.08	Walkways/accessible route (emergency egress, lower level south classrooms)	raised landing at egress doors, no wheelchair access	Install sloped walks @ 1:20 from each landing	3,500	7 @ 50 @ 10	1	AAB 22.3
B02.09	Stair (exterior)	no handrails	install handrails	3,600	16 @ 225	1	AAB 27.4
B02.10	Walkways/accessible route (main entry)	NC cross slope (3%)	Re-grade and pave	9,000	36 LF @ 250	1	AAB 22.3
B02.11	Walkways/accessible route (lower side entrance)	Dumpsters blocking walkway	Relocate dumpster , maintain min 36 wide access route	na		1	AAB 20.6
B02.12	Parking spaces	NC van access aisle width	Adjust striping to allow one van accessible 8' access aisle	800		1	AAB 23.00
B02.13	Walkways/accessible route (at play area)	drainage problem, puddling	modify walk or provide drainage to eliminate pooling of water	5,000		1	AAB 22.6
B02.14	Front Entry Stairs	NC handrails	Meets ADA/AAB but not MA State Code	na		1	na
				108,440	sub-total		
				16,266	15% OH & profit		
				16,266	15% contingency		
				\$140,972	B02 Jacobs Elementary School Total		



B02.01 Lillian M. Jacobs Elementary School



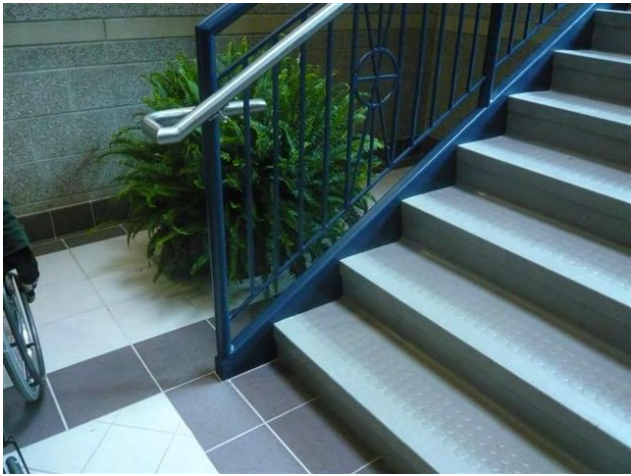
B02.03 Lillian M. Jacobs Elementary School



B02.03 Lillian M. Jacobs Elementary School



B02.03 Lillian M. Jacobs Elementary School



B02.05 Lillian M. Jacobs Elementary School



B02.06 Lillian M. Jacobs Elementary School



B02.08 Lillian M. Jacobs Elementary School



B02.09 Lillian M. Jacobs Elementary School



B02.11 Lillian M. Jacobs Elementary School



B02.12 Lillian M. Jacobs Elementary School



B02.13 Lillian M. Jacobs Elementary School



B02.14 Lillian M. Jacobs Elementary School

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B03 Hull High School							
B03.01	Parking spaces (main entry)	NC van access aisle width	Adjust striping to allow one van accessible 8' access aisle	800		1	AAB 23.00
B03.02	Parking spaces (rear)	missing sign for aisle	Recommend no-parking sign in aisle (often mistaken for space)	300		UD	UD
B03.03	Parking spaces (athletic fields)	no access aisle	Adjust striping to allow one van accessible 8' access aisle	800		1	AAB 23.00
B03.04	Walkways/accessible route (side entry/egress)	no curb cut	Install curb cut	4,500		1	AAB 21.00
B03.05	Auditorium	Verify if assistive listening system is available	request info re assistive listening system – install signage at entrance re requesting for system	2,500		1	AAB 14.5
B03.06	Stair (auditorium stage)	a. No lower handrail	a. Install fully compliant handrail	2,700	12 @ 225	1	AAB 27.4
		b. Tripping hazard at nosings	b. Install bevel below nosing	900	12 @ 75	1	AAB 27.2
B03.07	Work spaces/counters (ticket window, lighting booth, sound booth)	NC counter heights	Lower ticket window, install counters at compliant heights	3,600	3 @ 1200	1	AAB 7.2
B03.08	Ramp (auditorium)	handrail on one side only	Install 2nd handrail	1,000	8 @ 125	1	AAB 24.00
B03.09	Public toilet room (unisex, main entry)	a. NC door weight (11#)	a. Adjust pull weight	50		1	AAB 26.8
		b. Towel dispenser too high	b. Relocate dispenser	150		1	AAB 30.12
		c. Toilet paper dispenser too far from toilet	c. Relocate dispenser	150		1	AAB 30.12
		d. No changing table	d. Install changing table	300		1	AAB 30.12

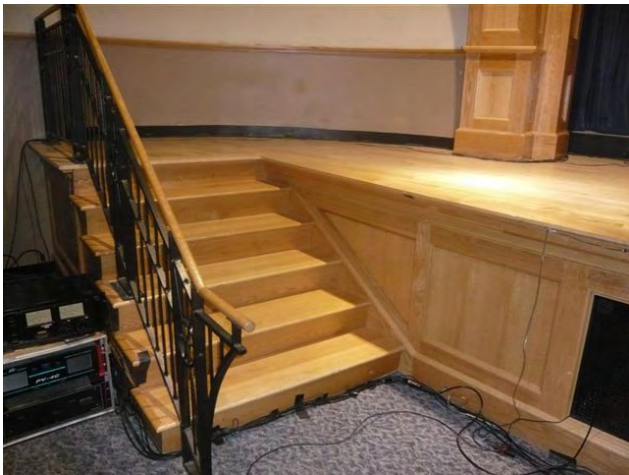
ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B03.10	Lockers (main hall)	What proportion are accessible lockers?	Install accessible locker hardware on 2%	1,000	10 @ 100	1	AAB 19.4.1
B03.11	Public toilet rooms (men A117 & women A116)	a. NC door weight (11#), b. Coat hook too high (64")	a. adjust pull weight b. Adjust hook height	50 150		1 1	AAB 26.8 AAB 30.6.1
B03.12	Work spaces/counters (library)	NC knee space (25.5") at table	provide 27" min. knee space at one of each work stations in library	2,400	4 @ 600	1	AAB 35.5
B03.13	Hull Community Television	a. Studio platform not accessible (6" step) b. TV projects into hall (6.5" @ 60") c. NC door weight at control room (8#)	a. Provide sloped walk or ramp b. Install cane detectable warning c. adjust pull weight	1,350 150 50	6 @ 225	1 1 1	AAB 22.3 AAB 20.6 AAB 26.8
B03.14	Public toilet room (Hull Community TV)	a. NC signage b. NC pull side clearance (14.5") c. NC door weight (8#)	a. Install signage b. Adjust door frame to allow 18" latch side clearance c. adjust pull weight	2,400 50		1 1 1	AAB 41.00 AAB 26.6.3 AAB 26.8
B03.15	Door (band classroom)	NC door weight (6# - 8#)	Adjust pull weight	50		1	AAB 26.8
B03.16	Protruding object (LIFEPAK)	7" @ 42"	install cane detectable warning	150		1	AAB 20.6
B03.17	Health classroom	No access route between beds	Requires staff assistance to reposition beds	na		1	na
B03.18	Public toilet room (men E-24 & women)	a. NC door weight (10# - 12#) b. Coat hooks too high c. Soap dispenser too high	a. Adjust pull weight a. Adjust hook height c. Adjust dispenser	300 150	2 @ 150	1 1 1	AAB 26.8 AAB 30.6.1 AAB 30.12

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
		d. Toilet paper dispenser too far from toilet	d. Adjust dispenser	150		1	AAB 30.12
B03.19	Door (Gym E124)	NC door weight (7#)	Adjust pull weight	50		1	AAB 26.8
B03.20	Locker room (girls)	shower head needs repair, removed stored items	Repair/ replace shower head, keep area clear	100		1	AAB 20.6 AAB 31.7
B03.21	Locker room (team)	missing sign on accessible shower	Install sign	100		1	AAB 41.00
B03.22	Locker room (boys)	Are accessible lockers available?	Install 2% accessible locker hardware. Remove stored whirlpool in accessible shower	800	8 @ 100	1	AAB 19.4.1
B03.23	Public toilet room (men, off boys locker room)	coat hook too high, soap dispenser too high	Adjust hook and dispenser	300		1	AAB 30.6.1
B03.24	Work spaces/counters (Science lab C113)	NC knee space (25") at tables	Modify work station to provide 27" min knee clearance	2,400	2 @ 1200	1	AAB 35.3
B03.25	Exhibit Space (2nd floor)	a. Oven controls too high (60")	a. Adjust control height	600		1	AAB 32.00
		b. NC pull side clearance at bridge (14"),	b. Space is not used by wheelshairs - no adjustment necessary	na		na	na
		c. verify if assistive listening system is available	c. Install assistive listening system	2,500		1	AAB 14.5
B03.26	Drinking fountain (2nd floor hall)	NC knee space (4" platform)	Remove platform	500		1	AAB 36.00
B03.27	Picnic tables (courtyard)	no extended table section	Provide at least one table with extended end for accessible seating	1,200		1	AAB 19.5.2
B03.28	Public toilet room (exterior)	a. Missing sign/symbol,	a. Install signage	200	2 @ 100	1	AAB 41.00
		b. Uninsulated pipes	b. Insulate pipes	300	2 @ 150		AAB 30.9.5
B03.29	Elevator (vertical wheelchair lift to press box)	NC pull side clearance (conflict with fence)	Adjust fence to allow 18" clearance	800		3	AAB 26.6.3

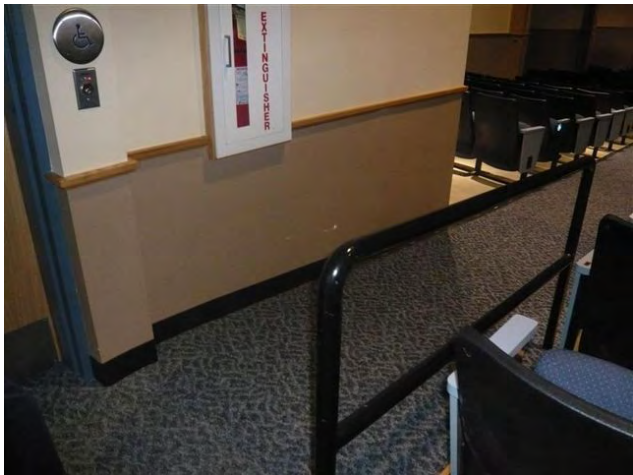
ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
B03.30	Stair (bleachers)	NC handrail extensions	Adjust handrails	800		3	AAB 27.4
B03.31	Walkways/accessible route (north egress)	no accessible route	Install paved accessible route	15,000	120 LF @ 125	1	AAB 22.00
B03.32	Work spaces/counters (athletic field ticket window)	too high (40")	Lower counter/ticket window	800		3	AAB 7.2
B03.33	Curb cut (at ticket window)	no access aisle, conflicts with parking	Install access aisle and prohibit parking in aisle	800		1	AAB 23.00
B03.34	Work spaces/counters (concession window)	too high (42")	Lower counter/ticket window	1,200		1	AAB 7.2
				54,600	sub-total		
				8,190	15% OH & profit		
				8,190	15% contingency		
				\$70,980	B03 Hull High School Total		



B03.04 Hull High School



B03.06 Hull High School



B03.08 Hull High School



B03.26 Hull High School



B03.27 Hull High School



B03.28 Hull High School



B03.30 Hull High School



B03.31 Hull High School



B03.33 Hull High School



B03.34 Hull High School

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C01 Green Hill Playground							
C01.01	Parking spaces	a. no designated spaces, road is busy and would be dangerous for someone to try to cross from existing spaces	Install accessible parking space with access aisle same side of street as Playground	8,000	320 @ 20	3	AAB 23.00
		b. Curb cut deteriorated	b. Re-build curb cut	4,500		3	AAB 21.00
		c. Curb cut does not align with crosswalk	c. redefine crosswalk	1,500		3	AAB 22.00
C01.02	Walkways/accessible route	a. deteriorated pavement	a. No immediate repair needed if parking moved	na		3	na
		b. no paved wheelchair access to play structures	b. construct access route to play structures	3,000	24 @ 125	3	AAB 22.00
		c. rough transitions onto basketball court	improve transition to basketball court	800		3	AAB 22.00
C01.03	Benches	no arm rests	provide bench with armrests	1,600	2 @ 800	UD	UD
				19,400	sub-total		
				2,910	15% OH & profit		
				2,910	15% contingency		
				\$25,220	C01 Green Hill Playground Total		



C01.01 Green Hill Playground



C01.02 Green Hill Playground



C01.02 Green Hill Playground

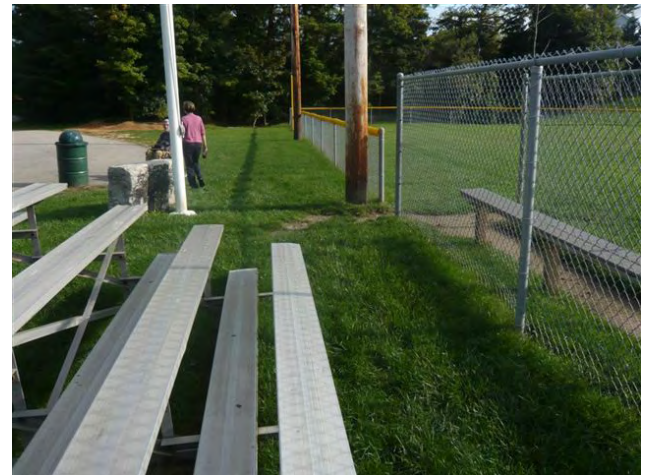
ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C02 Joe Menice Ball Field							
C02.01	Walkways/accessible route	a. No curb cuts from east side	a. Install curb cut and cross walk from east side of roadway	6,000		3	AAB 21.00 AAB 22.00
		b. No accessible route along roadway	b. Install striped walk area	2,000		3	AAB 22.00
C02.02	Parking spaces	No accessible parking	Stripe 2 van accessible parking spaces with shared aisle (add sign to prohibit aisle parking)	1,200		3	AAB 23.00
C02.03	Accessible path	No accessible path to bleachers or ball field	Install accessible path	1,800		3	AAB 22.00
C02.04	Gate opening	Opening in gate too narrow (22")	Widen opening	600		3	AAB 26.00
C02.05	Signage	conflicting signs ("Private Community - No Trespassing")	Install new, clear signage	600	2 @ 300	3	AAB 41.00
C02.06	Benches	no arm rests	provide bench with armrests	1,600	2 @ 800	UD	UD
C02.07	Seating	no designated seating at bleachers	Install signage	300		3	AAB 41.00
C02.08	Public toilet room (temporary portable toilet)	Concrete pad does not appear large enough for accessible unit	If a portable unit is used for public events it must be accessible	na		3	AAB 30.00
				14,100	sub-total		
				2,115	15% OH & profit		
				2,115	15% contingency		
				\$18,330	C02 Joe Menice Ballfield Total		



C02.02 Joe Menice Ballfield



C02.01 Joe Menice Ballfield



C02.04 Joe Menice Ballfield

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C03 Hampton Circle Playground							
C03.01	Parking spaces	No parking	Install a van accessible parking spaces with 8' acces aisle (add sign to access aisle prohibiting parking)	8,600	320 @ 25 2 @ 300	3	AAB 23.00
C03.02	Walkways/accessible route	No paved access from parking/streets, barrier around play structures, unpaved walkway obstructed by fence	Install accessible route connecting parking to field, Remove fencing barriers	3,500	36 @ 75 800	3	AAB 22.00
C03.03	Benches	no arm rests	provide benches with arm rests	1,600	2 @ 800	UD	UD
				13,700	sub-total		
				2,055	15% OH & profit		
				2,055	15% contingency		
				\$17,810	C03 Hampton Cir. Playground Total		



C03.01 Hampton Circle Playground



C03.02 Hampton Circle Playground



C03.02 Hampton Circle Playground

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C04 Kenberma Playground							
C04.01	Parking spaces	a. No designated parking at Playground,	Provide van-accessible space and 8' aisle with signage	8,600	320 @ 25 2 @ 300	1	AAB 23.00
		b. unpaved and sloped (10%-18%) parking area at tennis courts	Regrade and provide van-accessible space and 8' aisle with signage	8,600	320 @ 25 2 @ 300	1	AAB 23.00
C04.02	Walkways/accessible route	a. rough/deteriorated transition from street to walkway	a. Install curb cut and/or repair deteriorated surface	5,500		1	AAB 22.00
		b. walkway is obstructed by fence	b. remove fence	600		1	na
		c. no wheelchair access to tennis courts (6" wood curb)	c. Relocate access to tennis courts where grades work	2,500		1	AAB 22.00
		d. rough/dangerous dirt path from street to basketball court	e. Prohibit access from street, install fence and sign	1,200		1	na
C04.03	Benches	no arm rests	provide bench(s) with armrests	1,600	2 @ 800	UD	UD
C04.04	Picnic tables	no extended table section	Provide accessible tables	1,600	2 @ 800	1	AAB 19.5.2
C04.05	Public toilet room (temporary portable toilet)	Concrete pad does not appear large enough for accessible unit	General note: If a portable unit is used for public events it must be accessible	na		1	AAB 30.00
				30,200	sub-total		
				4,530	15% OH & profit		
				4,530	15% contingency		
				\$39,260	C04 Kenberma Playground Total		



C04.01 Kenberma Playground



C04.02 Kenberma Playground



C04.02 Kenberma Playground



C04.02 Kenberma Playground



C04.02 Kenberma Playground



C04.03 Kenberma Playground

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C05 McCauley Square Playground							
C05.01	Parking spaces	no designated parking	Provide access aisle and signage	3,800	320 @ 10 2 @ 300	3	AAB 23.00
C05.02	Walkways/accessible route	a. Rough transition from street to walkways, puddling at entrances,	a. Install paving at transitions	1,800		3	AAB 22.00
		b. Wood chips in play areas are firm but not flat	b. Flatten wood chips	800		3	na
		c. Deteriorated pavement along circular walkway	c. Repair walkways	3,500		3	AAB 22.00
C05.03	Benches	no arm rests	Provide accessible benches	1,600	2 @ 800	UD	UD
C05.04	Accessible swing	no paved access	Provide paving	1,200		3	AAB 22.00
C05.05	Public toilet room (temporary portable toilet)	Concrete pad does not appear large enough for accessible unit	General note: If a portable unit is used for public events it must be accessible	na		3	AAB 30.00
				12,700	sub-total		
				1,905	15% OH & profit		
				1,905	15% contingency		
				\$16,510	C05 McCauley Sq. Playground Total		



C.05.01 McCauley Square Playground



C.05.02 McCauley Square Playground



C.05.03 McCauley Square Playground

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C06 Hull Town Playground (L Street)							
C06.01	Walkways/accessible route (from south side parking)	rough (mud) transition from paving to grass at gate	Install firm paving	2,400	4 @ 600	1	AAB 22.00
C06.02	Walkways/accessible route (general condition)	not all areas connected by paving, gaps in existing paving, no sidewalk around park perimeter	Install paving where gaps exist	3,600	6 @ 600	1	AAB 22.00
C06.03	Benches (general condition)	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
C06.04	Ramp (bleachers)	tripping hazard at bottom, NC bottom handrail	Install accessible transition plate	800		1	AAB 24.00
C06.05	Public toilet rooms	locked, no Braille signs	Install signage	450	3 @ 150	1	AAB 41.00
C06.06	Concession stand	counter too high	Modify counter	1,200		1	AAB 7.2
C06.07	Ramp (access to tennis courts)	uneven slope, too steep ($\pm 9.5\%$) should have handrails	Regrade to be 1:20, repave	1,800		1	AAB 22.00
C06.08	Parking spaces	no van accessible space	Restripe for van-accessible space & aisle	750		1	AAB 23.00
C06.09	Play area access	Concrete curb prohibits access to play area	Install curb cut	900		1	AAB 21.00
				13,500	sub-total		
				2,025	15% OH & profit		
				2,025	15% contingency		
				\$17,550	C06 Hull Town Playground Total		



C06.01 Hull Town Playground



C06.04 Hull Town Playground



C06.05 Hull Town Playground



C06.07 Hull Town Playground



C06.08 Hull Town Playground



C06.09 Hull Town Playground

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C07 Joshua James Square							
C07.01	Parking spaces	deteriorated pavement, no access to sidewalk, NC van access aisle width	Relocate, repave and restripe spaces with van-accessible space	8,600		3	AAB 23.00
C07.02	Walkways/accessible route	no paved access to park/benches	Repave accessible walk and install signage	3,500		3	AAB 22.00
C07.03	Benches	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
				13,700	sub-total		
				2,055	15% OH & profit		
				2,055	15% contingency		
				\$17,810	C07 Joshua James Sq. Total		

C08 Mariner's Park							
C08.01	Parking spaces	no lines, no access aisle	Install striping and van-accessible aisle and signage	1,350		3	AAB 23.00
C08.02	Walkways/accessible route	Rough transitions (gaps) from parking to paved walkways, deteriorated walkways	Adjust transition paving, fix walkways	1,600		3	AAB 22.00
C08.03	Bandstand	no accessible route	Install lift	25,000		3	AAB 28.12
C08.04	Picnic table	no accessible route, no extended accessible surface	Pave accessible route, provide accessible table	2,400		3	AAB 19.5.2
C08.05	Benches	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
				31,950	sub-total		
				4,793	15% OH & profit		
				4,793	15% contingency		
				\$41,535	C08 Mariner's Park Total		



C07.01 Joshua James Park



C07.02 Joshua James Park



C07.03 Joshua James Park



C08.01 Mariners Park



C08.03 Mariners Park



C08.04 Mariners Park

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
C09 Pemberton Playground (William G. Mitchell)							
C09.01	Parking spaces	no designated spaces	Provide access aisle and signage	3,800	320 @ 10 2 @ 300	3	AAB 23.00
C09.02	Walkways/accessible route	no sidewalk, no paved access to playground, rough transition from street, low wood barrier around play structure	Adjust transitions and remove barrier around play structure	1,800		3	AAB 22.00
C09.03	Walk (to basketball court)	very rough asphalt walk	Regrade and provide accessible route	3,600		3	AAB 22.00
C09.04	Stair (from street to basketball court)	very dangerous set of uneven steps, no handrails	Eliminate access, close opening in fencing	1,200		1	na
C09.05	Benches	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
				12,000	sub-total		
				1,800	15% OH & profit		
				1,800	15% contingency		
				\$15,600	C09 Pemberton Playground Total		
C10 James Sullivan Jr. Memorial Field							
C10.01	Parking spaces	unpaved, no designated spaces	Provide van-accessible space, aisle and signage	3,800	320 @ 10 2 @ 300	3	AAB 23.00
C10.02	Walkways/accessible route	no accessible route	Provide accessible walk	1,800		3	AAB 22.00
C10.03	Benches	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
C10.04	Public toilet room (temporary portable toilet)	Concrete pad does not appear large enough for accessible unit	If a portable unit is used for public events it must be accessible	na		3	AAB 30.00
				7,200	sub-total		
				1,080	15% OH & profit		
				1,080	15% contingency		
				\$9,360	C10 Sullivan Memorial Field Total		



C09.02 Pemberton Playground



C09.03 Pemberton Playground



C09.04 Pemberton Playground



C10.02 James Sullivan Jr. Memorial Field



C10.04 James Sullivan Jr. Memorial Field

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D01 Crescent Beach							
D01.01	Parking spaces (Driftway Lane)	no public parking	No space available for parking.	na		3	na
D01.02	Walkways/accessible route	no accessible route, NC stair over seawall	Eliminate stair or provide fully compliant stair	12,000		3	AAB 27.00
				12,000	sub-total		
				1,800	15% OH & profit		
				1,800	15% contingency		
				\$15,600	D01 Crescent Beach Total		
D02 Gunrock Beach							
D02.01	Parking spaces (end of Stoney Beach RD)	no lines, no access aisle	Install new striping and van-accessible aisle with signage	1,350		1	AAB 23.00
D02.02	Curb cut (at crosswalk to parking)	does no line up with crosswalk, deteriorated pavement	Install new curb cuts, repave	12,600	2 @ 4500 3600	1	AAB 21.00
D02.03	Walkways/accessible route (Stoney Beach RD)	no access to beach, dangerous wood deck with gap in guard rail	Install new rail	2,400		1	na
D02.04	Walkway/accessible route (Gunrock Ave/Damon Pk Rd)	a. No public parking	a. Provide accessible path from parking in D02.01	2,400		1	AAB 23.00
		b. Deteriorated vehicle ramp from street to beach, no beach access	b. Install lift to beach with accessible route	40,000	allowance	1	AAB 28.12
				58,750	sub-total		AAB 22.00
				8,813	15% OH & profit		
				8,813	15% contingency		
				\$76,375	D02 Gunrock Beach Total		



D01.02 Crescent Beach



D02.01 Gunrock Beach



D02.02 Gunrock Beach



D02.04 Gunrock Beach

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D03 Nantasket Pier							
	This site is owned by the Town and leased to a private entity. The Town has an obligation to oversee that the private entity complies with the Title II obligation. The ADA Coordinator will be responsible for this oversight.			Town to allocate soft cost \$ for PA		ADA-PA	na
				\$0	D03 Nantasket Beach Total		
D04 Seawall & walkway (WBZ wetlands)							
D04.01	Parking spaces	no designated spaces, rough/deteriorated transitions	Provide van-accessible space and 8' aisle with signage	8,600	320 @ 25 2 @ 300	3	AAB 23.00
D04.02	Walkways/accessible route	steep slope, deteriorated pavement	Patch & repave	4,800		3	AAB 22.00
D04.03	Benches	no arm rests	Install accessible benches	1,600	2 @ 800	UD	UD
				15,000	sub-total		
				2,250	15% OH & profit		
				2,250	15% contingency		
				\$19,500	D04 Seawall and Walkway Total		



D03 Nantasket Pier



D03 Nantasket Pier



D04.01 Seawall & Walkway



D04.02 Seawall & Walkway



D04.03 Seawall & Walkway

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D05 Nantasket Beach							
D05.01	Beach access - Phipps St.	a. No curb cut at sidewalk	a. Install curb cut	9,000	2 @ 4500	3	AAB 21.00
		b. NC stairs	b. Re-build stairs to be fully compliant	4,800		3	AAB 27.00
		c. No handrails	c. Install compliant handrails	3,600	16 @ 225	3	AAB 27.4
		d. Deteriorated pavement	d. Repave walk	1,800		3	AAB 22.00
D05.02	Beach access - Phipps St to Adams St. - 11 access points	NC sand walkway, no handrails, no parking	Eliminate access points	na		3	na
D05.03	Beach Access - A St.	a. NC accessible parking	Repave and stripe for van-accessible space and aisle and signage	8,600	320 @ 25 2 @ 300	1	AAB 23.00
		b. No ramp	b. Install comp. ramp	14,400	24 @ 600	1	AAB 24.00
		c. NC stairs	c. Install fully compliant stairs	12,000		1	AAB 27.00
		d. No railings	d. Install railings	3,600	24 @ 225	1	AAB 27.00
		e. Deteriorated pavement	e. Repave walk area	2,400		1	AAB 22.00
D05.04	Beach access - B St. to L St. - 10 access points	NC sand walkway, no handrails, no parking	Eliminate access points	na		3	na
D05.05	Beach access - M St. to U St. - 9 access points	NC sand walkway, no handrails, no parking	Eliminate access points	na		3	na
D05.06	Beach access - V St.	a. NC accessible parking	a. Repave and stripe for van-accessible space and aisle and signage	8,600	320 @ 25 2 @ 300	3	AAB 23.00
		b. NC stairs	b. Install full compliant stairs	4,800		3	AAB 27.00
		c. No railings	c. Install railings	3,600	16 @ 225	3	AAB 27.00
		d. Deteriorated pavement	d. Repave walk area	1,200		3	AAB 22.00

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D05.07	Beach access - W St. to X St. - 2 access points	NC sand walkway, no handrails, no accessible parking	Eliminate access points	na		3	na
				78,400	sub-total		
				11,760	15% OH & profit		
				11,760	15% contingency		
				\$101,920	D05 Nantasket Beach Total		



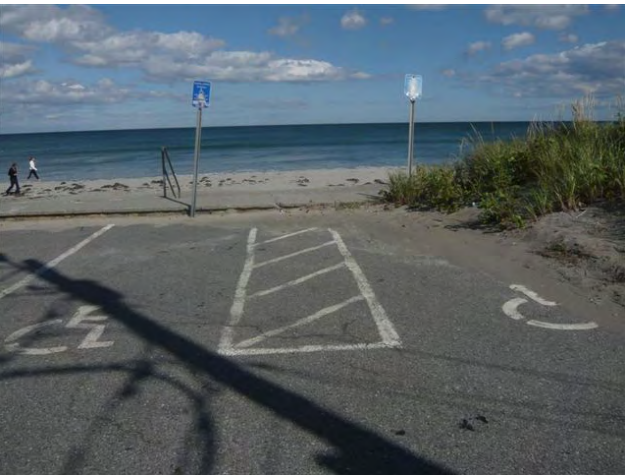
D05.01 Nantasket Beach



D05.02 Nantasket Beach



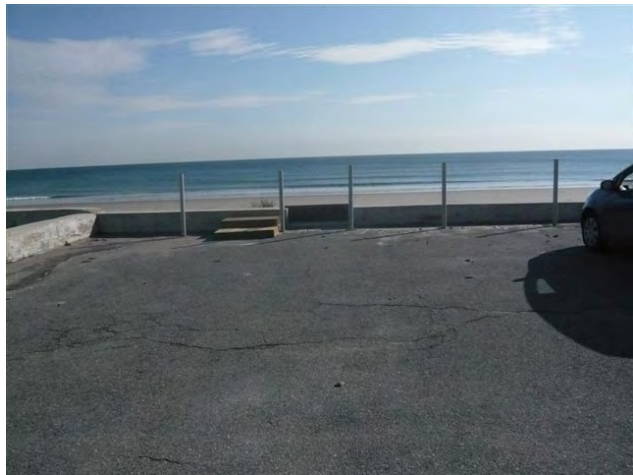
D05.02 Nantasket Beach



D05.03 Nantasket Beach



D05.05 Nantasket Beach



D05.06 Nantasket Beach

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D06 A Street Pier							
D06.01	Parking spaces (at pier)	no designated spaces	Install new striping and van-accessible aisle with signage	1,350		3	AAB 23.00
D06.02	Parking space (at Marina)	steep slope, access aisle too narrow (48")	na for Town survey	na		3	na
D06.03	Ramp (to pier)	no handrails, drops off at edges, tripping hazard at top	Install railing, adjust transition at top	5,400	24 @ 225	3	AAB 24.5
D06.04	Walkways/accessible route	uneven wood plank surface, dangerous edge condition (guard rail does not protect edge)	Repair decking, add rail at gap	6,000	allowance	3	AAB 22.00
				12,750	sub-total		
				1,913	15% OH & profit		
				1,913	15% contingency		
				\$16,575	D06 A Street Pier Total		

D07 Pier at Mariner's Park							
D07.01	Parking spaces	no designated spaces	Install new striping and van-accessible aisle with signage	1,350		3	AAB 23.00
D07.02	Walkways/accessible route	Wood decking is deteriorated in places (potential failure in one section)	Repair decking	2,000	allowance	3	AAB 22.00
D07.03	Pier/floating docks	large gap at transition from pier to floating dock	Install filler at gap	800		3	AAB 19.10
				4,150	sub-total		
				623	15% OH & profit		
				623	15% contingency		
				\$5,395	D07 Pier at Mariner's Park Total		



D06.03 A Street Pier



D06.04 A Street Pier



D07.01 Pier at Mariner's Park



D07.02 Pier at Mariner's Park



D07.03 Pier at Mariner's Park

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D08 James Wharf							
D08.01	Parking spaces	no designated spaces, deteriorated pavement	Install new striping and van-accessible aisle with signage	1,350		3	AAB 23.00
D08.02	Pier/floating dock	NC stair up to pier	Re-build stair to be fully compliant	5,500		3	AAB 27.00
				6,850	sub-total		
				1,028	15% OH & profit		
				1,028	15% contingency		
				\$8,905	D08 James Wharf Total		

D09 Village Beach							
D09.01	Walkway/accessible route	a. No accessible route to beach at east end of seawall	Install accessible walk to beach	6,000	48 @ 125	3	AAB 22.00
		b. NC stairs to beach at west end of seawall	Re-build stair to be fully compliant	5,500		3	AAB 27.00
D09.02	Walkway	Dangerous drop-off at seawall	Install barrier to prevent access to seawall	1,200		3	AAB 24.5
D09.03	Seating/benches	No path to benches	Install accessible paths	2,000	2 @ 1,000	3	AAB 22.00
		b. No armrests	b. Install accessible benches	1,600	2 @ 800	UD	UD
				16,300	sub-total		
				2,445	15% OH & profit		
				2,445	15% contingency		
				\$21,190	D09 Village Beachd Total		



D08.01 James Wharf



D08.02 James Wharf



D09.01 Village Beach



D09.01 Village Beach



D09.01 Village Beach

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
D10 Pemberton Pier							
	This site is owned by the Town and leased to a private entity. The Town has an obligation to oversee that the private entity complies with the Title II obligation. The ADA Coordinator will be responsible for this oversight.			Town to allocate soft cost \$ for PA		ADA-PA	na
D10.01	Ramp	No handrails	Install fully compliant handrails	13,500	60 LF @ 225	3	AAB 24.5
				13,500	sub-total		
				2,025	15% OH & profit		
				2,025	15% contingency		
				\$17,550	D10 Pemberton Pier Total		
D11 Picnic Area							
D11.01	Parking spaces	NC slope, NC van access aisle width	Install new striping and van-accessible aisle with signage	1,350		3	AAB 23.00
D11.02	Picnic tables	no extended table section	Provide accessible table	2,400	2 @ 1200	3	AAB 19.5.2
				3,750	sub-total		
				563	15% OH & profit		
				563	15% contingency		
				\$4,875	D11 Picnic Area Total		



D10.01 Pemberton Pier



D10.02 Pemberton Pier



D10.03 Pemberton Pier



D11.01 Picnic Area



D11.02 Picnic Area

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
E01 Recycling/Landfill							
E01.01	Parking spaces	no designated spaces, deteriorated pavement	Install new striping, van-accessible aisle, signage	1,350		2	AAB 23.00
E01.02	Assistance	no apparent way to notify staff for assistance	Provide notification system to alert staff. Post signage about system	2,500		2	AAB 41.10 equivalent
E01.03	Recycling containers	openings too high	Provide assistance	Town to allocate soft cost \$ for PA		ADA-PA	na
				3,850	sub-total		
				578	15% OH & profit		
				578	15% contingency		
				\$5,005	E01 Recycling/Landfill Total		
E02 Harbormaster's Office at Steamboat Wharf Marina							
E02.01	Parking (2 spaces)	a. NC slope	a. Re-grade to be fully compliant, raise area as necessary	600		3	AAB 23.00
		b. NC aisle (slope)	b. Re-grade to be fully compliant, stripe, raise area as necessary	300		3	AAB 23.00
		c. NC sloped walk, 7%	c. Re-grade to be fully compliant	300		3	AAB 22.00
E02.02	Door Hardware	NC hardware	Install compliant hardware	1,600	2 @ 800	3	AAB 26.11
E02.03	Stair	a. NC railings	a. Install fully comp. railing	2,700	12 @ 225	3	AAB 27.4
		b. Risers not enclosed	b. Enclose risers	600		3	AAB 27.2
				6,100	sub-total		
				915	15% OH & profit		
				915	15% contingency		
				\$7,930	E02 Harbormaster's Office Total		



E01.01 Recycling/Landfill



E01.03 Recycling/Landfill



E02.01 Harbormaster's Office



E02.02 Harbormaster's Office



E02.03 Harbormaster's Office

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
E03 Cemetery							
E03.01	Parking spaces	no designated spaces	Provide fully compliant parking spaces at top and bottom of cemetery with signage	2,700	2 @ 1,350	3	AAB 23.00
E03.02	Walkways/accessible route	steep slopes, most plots are not accessible	Provide signage	1,200	8 @ 150	3	AAB 22.00
E03.03	Assistance	no apparent way to notify staff for assistance	Provide notification system to alert staff. Post signage about system	Town to allocate soft cost \$ for PA		ADA-AP	na
				3,900	sub-total		
				585	15% OH & profit		
				585	15% contingency		
				\$5,070	E03 Cemetery Total		



E03.01 Cemetery



E03.01 Cemetery



E03.02 Cemetery

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
F01 Kenberma Business District							
F01.01	Curb cuts & sidewalks (Kenberma St & Nantasket Ave)	steep slopes on east side, deteriorated concrete & brick sidewalk, steep cross slopes	Re-build curb cuts	13,500	3 @ 4500	1	AAB 21.00
F01.02	Parking spaces (lower lot at SE corner of Kenberma St & Nantasket Ave)	a. Space near lot entrance has no access aisle, steep sloped sidewalk from parking space up to intersection	Relocate to near stair, strip new space with van-accessible access aisle and signage	1,350		1	AAB 23.00
		b. NC stair up to sidewalk	Rebuild stair, install accessible railings	11,600	8000 16 @ 225	1	AAB 27.00
F01.03	Sidewalk (along Nantasket Ave above parking lot)	dangerous edge condition, tripping hazards at brickwork	Patch & Repave sidewalk	24,000	allowance	1	AAB 22.00
F01.04	Curb cuts (Riddles Supermart)	rough asphalt patch on east side, NC slope ($\pm 14\%$) on west side	Re-build curb cuts	9,000	2 @ 4500	1	AAB 21.00
F01.05	Curb cuts (Nantasket Ave & Revere St)	no curb cut at one corner, no sidewalk at one corner	Re-build curb cuts	9,000	2 @ 4500	1	AAB 21.00
F01.06	Curb cuts (adjacent to above intersection)	mostly compliant, but with steep center slope (9%-11%) & small tripping hazard	Re-build curb cuts	9,000	2 @ 4500	1	AAB 21.00
F01.07	Parking spaces (several along Nantasket Ave)	No access aisle, no accessible route to sidewalk, nearest curb cuts too far away must travel along active roadway	Relocate parking where access aisle and accessible path can be installed	8,600	320 @ 25 2 @ 300	1	AAB 23.00
F01.08	Signage	NC or missing signs for parking	Install signs	1,000	10 @ 100	1	AAB 41.00
				87,050	sub-total		
				13,058	15% OH & profit		
				13,058	15% contingency		
				\$113,165	F01 Kenberma BD Total		



F01.01 Kenberma Business District



F01.02 Kenberma Business District



F01.02 Kenberma Business District



F01.04 Kenberma Business District



F01.05 Kenberma Business District



F01.07 Kenberma Business District

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
F02 A Street Business District							
F02.01	Curb cuts - A Street	No curb cuts at crosswalks, all four corners, deteriorated pavement in all locations	Re-build curb cuts	36,000	8 @ 4500	3	AAB 21.00
F02.02	Curb cut - B Street east side	No curb cuts	Install curb cuts	9,000	2 @ 4500	3	AAB 21.00
F02.03	Curb cut - C Street east side	No curb cuts	Install curb cuts	9,000	2 @ 4500	3	AAB 21.00
F02.04	Sidewalk (along Nantasket Ave east side between A St. & C St.)	Deteriorated pavement	Patch & repave sidewalk	24,000	allowance	3	AAB 22.00
F02.05	Sidewalk (along Nantasket Ave west side between A St. & B St.)	Deteriorated pavement	Patch & repave sidewalk	24,000	allowance	3	AAB 22.00
F02.06	Parking (along Nantasket Ave west side between A St. & B St.)	No accessible parking or aisle	Install parking, aisle or relocate parking	1,200		3	AAB 23.00
				103,200	sub-total		
				15,480	15% OH & profit		
				15,480	15% contingency		
				\$134,160	F02 A Street BD Total		



F02.01 A Street Business District



F02.01 A Street Business District



F02.01 A Street Business District



F02.01 A Street Business District



F02.02 A Street Business District



F02.03 A Street Business District

ID:	Barrier (location)	Description:	Solution:	Est \$	notes	Priority	AAB / ADA
F03 Wellspring Business District							
F03.01	Curb cut - R Street	Marked sidewalk with no curb cut on east side no sidewalk on west side	Install curb cut	13,500	3 @ 4500	3	AAB 21.00
F03.02	Curb cut - S Street	Sidewalk with no curb cut on east side no sidewalk on west side	Install curb cut	9,000	2 @ 4500	3	AAB 21.00
F03.03	Curb cut - T Street	Sidewalk with no curb cut on east side no sidewalk on west side	Install curb cut	9,000	2 @ 4500	3	AAB 21.00
F03.04	Curb cut - U Street	Sidewalk with no curb cut on east side no sidewalk on west side	Install curb cut	9,000	2 @ 4500	3	AAB 21.00
F03.05	Curb cut - V Street	Sidewalk with no curb cut on east side no sidewalk on west side	Install curb cut	9,000	2 @ 4500	3	AAB 21.00
F03.06	Sidewalk pavement - U Street	Deteriorated pavement	Repave sidewalk	24,000	1 Block @ 24000	3	AAB 22.00
				73,500	sub-total		
				11,025	15% OH & profit		
				11,025	15% contingency		
				\$95,550	F03 Wellspring BD Total		



F03.01 Wellspring Business District



F03.02 Wellspring Business District



F03.03 Wellspring Business District



F03.04 Wellspring Business District



F03.05 Wellspring Business District



F03.06 Wellspring Business District

Appendix B

Effective Communications & Job Accommodation Resources

The ADA requires that municipalities provide alternative formats, aids and services for effective communication to ensure effective communication for persons with any disabilities which may impact their vision, hearing, or processing of information. The law also requires that persons with disabilities be told these alternative means are available and asked what format they prefer. The law also states that primary consideration will be given to the specific format requested, unless providing it in this format would cause undue hardship for the town.

Four alternative formats for providing effective communication are specifically cited in the law: Braille, large print, audio-tapes and computer diskettes. The requirement to provide certain aids and services is cited in the law as well, including sign language interpretation and assisted listening support through a variety of technological means. These will be addressed separately.

Braille

Braille is a tactile language created by symbols of the alphabet expressed as raised dots embossed on paper. Almost any document can be transcribed into Braille by someone trained to use the special typing device required. The resulting documents (if more than a few pages) are usually quite large, however, and even persons with significant sight loss may find them cumbersome. Furthermore, only a small percentage of persons with even significant vision loss have been taught to read Braille type with their fingers, so requests for the translation of a large town document into Braille are apt to be infrequent. If such a request is made, arrangements for transcription can be made through:

The Massachusetts Association for the Blind's
Watertown Braille Transcription Center
(617) 926-4232

The Center can provide fairly rapid cost and time estimates for completing a project if a sample page of text is faxed to them. They report being able to do short pieces

(agendas, minutes) on 24-hour notice. Obviously large documents and town reports might take days or even weeks.

Large Print:

The simple reproduction of text documents using larger type is a frequently requested alternative format. Many municipalities already own and operate photocopiers that can enlarge type by several percentages and can print on larger sizes of paper, either 8 1/2 x 14 or 14 x 17. Most municipalities also have word processing equipment (desk top computers) that can format a document in almost any point size. How large is large enough? That is up to the person who needs to use the data. Here are some samples of different “point” sizes. If the persons making the requests don’t know what point size works best for them, ask them to choose something from your chart below.

12-pt The Town of Hull is committed to including all citizens in full

14-pt The Town of Hull is committed to including all citizens in

16-pt The Town of Hull is committed to including

18-pt The Town of Hull is committed to

20-pt The Town of Hull is committed to

24-pt The Town of Hull is comm-

28-pt The Town of Hull is

36-pt The Town of

If a request is made for documents to be increased in size/legibility in such a manner that a desktop computer or photocopier will not be effective (as might be the case in a request for a street map or original, handwritten document or deed):

Audio Cassettes:

Taped versions of short documents –or even extensive ones—can be produced using a standard tape recorder and cassettes. Many municipalities already routinely video/audio or audio-tape board meetings as a means of keeping minutes. Reading the text of documents onto tape can be an effective form of communication as long as the individual creating the recording has had some practice and can adequately note transitions (chapters and pages, etc.) and provide adequate descriptions of any visual elements (graphs, photos.)

Computer Diskette:

Copies of many town documents are often easy to produce electronically since many municipalities now already create the original documents via computer. However, people may request that you create a disk in ASCII, one of the technological languages used in early computers and one which can still be “read” and “filtered” by almost any computer, using almost any word processor. To do this, simply go to the FILE and then SAVE AS command on your word processor. Go to the “save as (this kind of) type” selection window. Choose “TEXT” only. This will create an ASCII version.

IMPORTANT: when a passage of text is saved as Text Only, it loses all of the formatting, such as bold type, italics, indents and bullets, that helps cue readers as to the importance of some information. To ensure that the disk provides effective communication – your goal – it is important that someone edit files prepared in this manner and write notes to the reader, such as:

Sign Language Interpretation:

Sign Language interpretation is one of the services that the ADA requires that municipalities provide upon request when necessary for effective communications. Sign language interpreters are specially trained to use a combination of American Sign Language and finger spelling to translate – with accuracy both as to content and nuance – spoken communication into a visual form of communication for those persons who are

deaf or hard of hearing and who have been trained in American Sign Language themselves. The hiring of an ASL interpreter, however, is rarely requested for most routine communications between a town official and an employee, job applicant or member of the public. The writing of notes, or taking turns at a computer monitor, may be perfectly effective means of communicating routine matters. The need for an interpreter may arise, however, whenever the outcome of the communication might have more serious impact on the parties. The hiring of an interpreter may well be the (only) fully effective means of communication in a legal hearing, a matter with financial implications, or matters impacting health or safety.

To schedule an ASL interpreter contact:

The Mass. Commission for the Deaf and Hard of Hearing
1-617-695-7500

Assistive Listening Devices:

Many types of sound amplification devices are available on the market, as are TTY machines – “typewriters” that can communicate over regular phone lines, in place of speech -- visual fire alarms and other office/residential equipment for persons who are deaf or hard-of-hearing. A large assortment of the available technology is available through:

Harris Communications
1-800-825-6758

Television and Video Captioning:

Almost any television or VCR manufactured since 1990 comes equipped with a chip that will allow pre-captioned programming and videos to be read instead of heard. Town employees and volunteers may check the instruction manual to familiarize themselves with turning on this feature.

If the town wishes to produce a captioned video, captioning and description services are available through:

Media Access Group at WGBH
(617) 300-3700
(617) 300-2489 TTY

Job Accommodation Resources:

For inquiries regarding job accommodations for persons with a disability contact the following organizations. What have other communities done to modify a job, equipment or facilities to allow persons with disabilities full participation in town life?

Massachusetts Rehabilitation Commission
Massachusetts Commission for the Blind
Job Accommodations Network
President's Committee on Employment of Persons with disabilities

Names and addresses of the providers noted in this appendix as well as additional providers can be requested from the Massachusetts Commission for the Blind.

Appendix C

Independent Living Resources

659 Park Hill Road Florence, MA 01062

Voice / Fax / TTY (413) 584-4687

Mr. Robert Fultz
Director of Planning and Community Development
Town Hall
Hull, MA 02045

November 11, 2008

Dear Mr. Fultz,

This letter addresses the question whether the wheelchair lift at the front entrance to the Jacobs school complies with state and federal scoping requirements for installation of a lift as an alternative to a ramp or elevator. Technical deficiencies relative to the exterior path of travel leading to the vestibule, exterior and interior call systems, and the installation of a lift itself will be addressed in the ADA Self-Evaluation and Transition Plan Update report scheduled for completion in January 2009. A complete listing of deficiencies is also shown on the spreadsheet section listing barriers and noncompliant elements identified at the school (attached).

Requirements of the Massachusetts Architectural Access Board at 521 CMR 28.12.1 and the ADA Accessibility Guidelines at 4.1.3 (5) d. limit use of wheelchair lifts as an alternative to ramps. Among the reasons cited in support of these restrictions:

- Lifts are difficult to maintain and subject to frequent interruptions of service,
- Lifts are not independently usable – to illustrate, when our team surveyed the school, eleven minutes elapsed after I entered the vestibule before a key was located and brought by a staff member in order to operate the lift,
- Lifts only address the needs of a limited set of users - unlike a ramp, a wheelchair lift is not usable by parents carrying small children or wheeling them in carriages,
- Lifts provide a separate, inherently unequal, and therefore stigmatizing means of access.

In my opinion the wheelchair lift at the entrance to the Jacobs elementary school does not provide an accessible route as required under state and federal standards, and does not meet either state or federal criteria for use of a lift.

When concerns were originally raised immediately after our survey of the school, we were provided a copy of the attached April 24, 2007 letter from Mr. Tom Hopkins, Executive Director of the Massachusetts Architectural Access Board, in response to an inquiry by the architect Mr. Randall regarding the proposed installation of the lift. After reviewing the letters and the relevant sections of 521 CFR and the ADA Accessibility Guidelines, I called Mr. Hopkins seeking clarification of the apparent contradiction between his statement that drawing “*SK2 shows that a ramp is feasible*”

and his conclusion that “installation of a vertical wheelchair lift”..... “*appears to be appropriate*”. It is not apparent from the letter how Mr. Hopkins reached this conclusion despite its obvious inconsistency with 521 CMR 28.12 .1e which states without qualification that a lift may be used “*where a ramp is not feasible.*”

Mr. Hopkins informed me that the question had not been brought before the board as a whole. The advisory opinion was issued on his own authority based on what he claims to be established precedent.

I do not find Mr. Hopkin’s explanation satisfactory and I am skeptical of his assertion that the opinion is supported by established Board policy. As a matter of law, I believe that the opinion is not binding on the Board and does not protect the School Department from a state or federal complaint or suit. Were a complaint brought before the MAAB, in all probability the Board would find a use of the wheelchair lift a violation of section 28.12.1.

Furthermore, in the unlikely event that the MAAB were to support the use of a lift and grants a variance, such a finding would not resolve the violation of federal standards. There is simply no precedent for a federal finding that additional distance involved in the use of a switchback ramp constitutes infeasibility.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Chris Palames', with a stylized, flowing script.

Chris Palames, Executive Director
Independent Living Resources

Appendix D

U.S. Department of Justice
Civil Rights Division
Disability Rights Section



Title II Highlights

- I. Who is covered by title II of the ADA
- II. Overview of Requirements
- III. "Qualified Individual with a Disability"
- IV. Program Access
- V. Integrated Programs
- VI. Communications
- VII. New Construction and Alterations
- VIII. Enforcement
- IX. Complaints
- X. Designated Agencies
- XI. Technical Assistance

I. Who is Covered by Title II of the ADA

The title II regulation covers "public entities."

"Public entities" include any State or local government and any of its departments, agencies, or other instrumentalities.

All activities, services, and programs of public entities are covered, including activities of State legislatures and courts, town meetings, police and fire departments, motor vehicle licensing, and employment.

Unlike section 504 of the Rehabilitation Act of 1973, which only covers programs receiving Federal financial assistance, title II extends to all the activities of State and local governments whether or not they receive Federal funds.

Private entities that operate public accommodations, such as hotels, restaurants, theaters, retail stores, dry cleaners, doctors' offices, amusement parks, and bowling alleys, are not covered by title II but are covered by title III of the ADA and the Department's regulation implementing title III.

Public transportation services operated by State and local governments are covered by regulations of the Department of Transportation.

DOT's regulations establish specific requirements for transportation vehicles and facilities, including a requirement that all new busses must be equipped to provide services to people who use wheelchairs.

II. Overview of Requirements

State and local governments --

May not refuse to allow a person with a disability to participate in a service, program, or activity simply because the person has a disability.

For example, a city may not refuse to allow a person with epilepsy to use parks and recreational facilities.

Must provide programs and services in an integrated setting, unless separate or different measures are necessary to ensure equal opportunity.

Must eliminate unnecessary eligibility standards or rules that deny individuals with disabilities an equal opportunity to enjoy their services, programs or activities unless "necessary" for the provisions of the service, program or activity.

Requirements that tend to screen out individuals with disabilities, such as requiring a driver's license as the only acceptable means of identification, are also prohibited.

Safety requirements that are necessary for the safe operation of the program in question, such as requirements for eligibility for drivers' licenses, may be imposed if they are based on actual risks and not on mere speculation, stereotypes, or generalizations about individuals with disabilities.

Are required to make reasonable modifications in policies, practices, and procedures that deny equal access to individuals with disabilities, unless a fundamental alteration in the program would result.

For example, a city office building would be required to make an exception to a rule prohibiting animals in public areas in order to admit guide dogs and other service animals assisting individuals with disabilities.

Must furnish auxiliary aids and services when necessary to ensure effective communication, unless an undue burden or fundamental alteration would result.

May provide special benefits, beyond those required by the regulation, to individuals with disabilities.

May not place special charges on individuals with disabilities to cover the costs of measures necessary to ensure nondiscriminatory treatment, such as making modifications required to provide program accessibility or providing qualified interpreters.

Shall operate their programs so that, when viewed in their entirety, they are readily accessible to and usable by individuals with disabilities.

III. "Qualified Individuals with Disabilities"

Title II of the Americans with Disabilities Act provides comprehensive civil rights protections for "qualified individuals with disabilities."

An "individual with a disability" is a person who --

Has a physical or mental impairment that substantially limits a "major life activity", or

Has a record of such an impairment, or

Is regarded as having such an impairment.

Examples of physical or mental impairments include, but are not limited to, such contagious and noncontagious diseases and conditions as orthopedic, visual, speech, and hearing impairments; cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, specific learning disabilities, HIV disease (whether symptomatic or asymptomatic), tuberculosis, drug addiction, and alcoholism. Homosexuality and bisexuality are not physical or mental impairments under the ADA.

"Major life activities" include functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

Individuals who currently engage in the illegal use of drugs are not protected by the ADA when an action is taken on the basis of their current illegal use of drugs.

"Qualified" individuals.

A "qualified" individual with a disability is one who meets the essential eligibility requirements for the program or activity offered by a public entity.

The "essential eligibility requirements" will depend on the type of service or activity involved.

For some activities, such as State licensing programs, the ability to meet specific skill and performance requirements may be "essential."

For other activities, such as where the public entity provides information to anyone who requests it, the "essential eligibility requirements" would be minimal.

IV. Program Access

State and local governments--

Must ensure that individuals with disabilities are not excluded from services, programs, and activities because buildings are inaccessible.

Need not remove physical barriers, such as stairs, in all existing buildings, as long as they make their programs accessible to individuals who are unable to use an inaccessible existing facility.

Can provide the services, programs, and activities offered in the facility to individuals with disabilities through alternative methods, if physical barriers are not removed, such as --

Relocating a service to an accessible facility, e.g., moving a public information office from the third floor to the first floor of a building.

Providing an aide or personal assistant to enable an individual with a disability to obtain the service.

Providing benefits or services at an individual's home, or at an alternative accessible site.

May not carry an individual with a disability as a method of providing program access, except in oemanifestly exceptional circumstances.

Are not required to take any action that would result in a fundamental alteration in the nature of the service, program, or activity or in undue financial and administrative burdens. However, public entities must take any other action, if available, that would not result in a fundamental alteration or undue burdens but would ensure that individuals with disabilities receive the benefits or services.

V. Integrated Programs

Integration of individuals with disabilities into the mainstream of society is fundamental to the purposes of the Americans with Disabilities Act.

Public entities may not provide services or benefits to individuals with disabilities through programs that are separate or different, unless the separate programs are necessary to ensure that the benefits and services are equally effective.

Even when separate programs are permitted, an individual with a disability still has the right to choose to participate in the regular program.

For example, it would not be a violation for a city to offer recreational programs specially designed for children with mobility impairments, but it would be a violation if the city refused to allow children with disabilities to participate in its other recreational programs.

State and local governments may not require an individual with a disability to accept a special accommodation or benefit if the individual chooses not to accept it.

VI. Communications

State and local governments must ensure effective communication with individuals with disabilities.

Where necessary to ensure that communications with individuals with hearing, vision, or speech impairments are as effective as communications with others, the public entity must provide appropriate auxiliary aids.

"Auxiliary aids" include such services or devices as qualified interpreters, assistive listening headsets, television captioning and decoders, telecommunications devices for deaf persons (TDD's), videotext displays, readers, taped texts, Brailled materials, and large print materials.

A public entity may not charge an individual with a disability for the use of an auxiliary aid.

Telephone emergency services, including 911 services, must provide direct access to individuals with speech or hearing impairments.

Public entities are not required to provide auxiliary aids that would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. However, public entities must still furnish another auxiliary aid, if available, that does not result in a fundamental alteration or undue burdens.

VII. New Construction and Alterations

Public entities must ensure that newly constructed buildings and facilities are free of architectural and communication barriers that restrict access or use by individuals with disabilities.

When a public entity undertakes alterations to an existing building, it must also ensure that the altered portions are accessible.

The ADA does not require retrofitting of existing buildings to eliminate barriers, but does establish a high standard of accessibility for new buildings.

Public entities may choose between two technical standards for accessible design: The Uniform Federal Accessibility Standard (UFAS), established under the Architectural Barriers Act, or the Americans with Disability Act Accessibility Guidelines, adopted

by the Department of Justice for places of public accommodation and commercial facilities covered by title III of the ADA.

The elevator exemption for small buildings under ADA Accessibility Guidelines would not apply to public entities covered by title II.

VIII. Enforcement

Private parties may bring lawsuits to enforce their rights under title II of the ADA. The remedies available are the same as those provided under section 504 of the Rehabilitation Act of 1973. A reasonable attorney's fee may be awarded to the prevailing party.

Individuals may also file complaints with appropriate administrative agencies.

The regulation designates eight Federal agencies to handle complaints filed under title II.

Complaints may also be filed with any Federal agency that provides financial assistance to the program in question, or with the Department of Justice, which will refer the complaint to the appropriate agency.

IX. Complaints

Any individual who believes that he or she is a victim of discrimination prohibited by the regulation may file a complaint. Complaints on behalf of classes of individuals are also permitted.

Complaints should be in writing, signed by the complainant or an authorized representative, and should contain the complainant's name and address and describe the public entity's alleged discriminatory action.

Complaints may be sent to --

Disability Rights Section
Civil Rights Division
U.S. Department of Justice
P.O. Box 66738
Washington, D.C. 20035-6738

Complaints may also be sent to agencies designated to process complaints under the regulation, or to agencies that provide Federal financial assistance to the program in question.

X. Designated Agencies

The following agencies are designated for enforcement of title II for components of State and local governments that exercise responsibilities, regulate, or administer services, programs, or activities

in the following functional areas --

Department of Agriculture: Farming and the raising of livestock, including extension services.

Department of Education: Education systems and institutions (other than health-related schools), and libraries.

Department of Health and Human Services: Schools of medicine, dentistry, nursing, and other health-related schools; health care and social service providers and institutions, including oegress-rootsi and community services organizations and programs; and preschool and daycare programs.

Department of Housing and Urban Development: State and local public housing, and housing assistance and referral.

Department of Interior: Lands and natural resources, including parks and recreation, water and waste management, environmental protection, energy, historic and cultural preservation, and museums.

Department of Justice: Public safety, law enforcement, and the administration of justice, including courts and correctional institutions; commerce and industry, including banking and finance, consumer protection, and insurance; planning, development, and regulation (unless otherwise assigned); State and local government support services; and all other government functions not assigned to other designated agencies.

Department of Labor: Labor and the work force.

Department of Transportation: Transportation, including highways, public transportation, traffic management (non-law enforcement), automobile licensing and inspection, and driver licensing.

XI. Technical Assistance

The ADA requires that the Federal agencies responsible for issuing ADA regulations provide "technical assistance."

Technical assistance is the dissemination of information (either directly by the Department or through grants and contracts) to assist the public, including individuals protected by the ADA and entities covered by the ADA, in understanding the new law.

Methods of providing information include, for example, audio-visual materials, pamphlets, manuals, electronic bulletin boards, checklists, and training.

The Department issued for public comment on December 5, 1990, a government-wide plan for the provision of technical assistance.

The Department's efforts focus on raising public awareness of the ADA by providing--

Factsheets and pamphlets in accessible formats,

Speakers for workshops, seminars, classes, and conferences,

An ADA telephone information line, and

Access to ADA documents through an electronic bulletin board for users of personal computers.

The Department has established a comprehensive program of technical assistance relating to public accommodations and State and local governments.

Grants will be awarded for projects to inform individuals with disabilities and covered entities about their rights and responsibilities under the ADA and to facilitate voluntary compliance.

The Department will issue a technical assistance manual by January 26, 1992, for individuals or entities with rights or duties under the ADA.

For additional information, contact:

U.S. Department of Justice
950 Pennsylvania Avenue, NW
Civil Rights Division
Disability Rights Section, NYAV
Washington, D.C. 20035-6738

(800) 514-0301 (Voice)
(800) 514-0383 (TDD)

www.ada.gov

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