



Florida Department of Transportation

ADA/504 Accessibility Program:

**FY 2018 Transition Plan
and Goals & Accomplishments Report**



Dean Perkins, RA, CPM
ADA Coordinator
Office of Design / Roadway Design Office
605 Suwannee St., MS-32
Tallahassee, FL 32399-0450



Florida Department of Transportation

ADA/504 Accessibility Program: FY 2018 Transition Plan and Goals & Accomplishments Report

INTRODUCTION:

This document describes the actions of the Florida Department of Transportation (FDOT, Department) to provide accessibility to its programs, services, activities and facilities for Florida travelers with disabilities, in compliance with [23 CFR 200.9](#), [28 CFR 35](#), [49 CFR 27](#) and [49 CFR 37](#), and other applicable regulations and authorities. It is intended to be a living document, updated annually to reflect the current state of the Department's Americans with Disabilities Act (ADA) and Section 504 (504) Accessibility program. The Department welcomes comments, suggestions and questions from the public, particularly those with disabilities or service groups representing communities with disabilities. For more information, please visit the Department's ADA Webpage (www.fdot.gov/roadway/ADA) or contact the Department's Statewide ADA/504 Coordinator:

Name: Dean Perkins, RA, CPM
Phone: 850-414-4359
Email: dean.perkins@dot.state.fl.us
Mail: Florida Department of Transportation
Office of Design, Roadway Design Office (MS 32)
605 Suwannee Street
Tallahassee, FL 32399-0450

BACKGROUND:

Adopted on July 26, 1990, the [ADA](#) is a federal civil rights law that provides protections for persons with disabilities against discrimination by public and private entities. The ADA extends similar protections provided by Section 504 of the Rehabilitation Act of 1973 ([Section 504](#)).

- Section 504 requires entities that receive federal financial assistance to ensure they do not discriminate against persons with disabilities when providing their services, programs and activities.
- The ADA prohibits discrimination on the basis of disability for operations conducted by State and local governments and for facilities owned by private businesses, even if they do not receive federal financial assistance.
- Title II of the ADA requires State and local governments to ensure their services, programs and activities are accessible to and useable by persons with disabilities.
- Title III requires public accommodations and commercial facilities to ensure their buildings and sites are designed, constructed and altered in compliance with accessibility standards.

As a State government agency, the operations of the Department are subject to both the requirements of Section 504 and Title II of the ADA. In addition, the Department provides

oversight of, information and resources to, and coordinates transportation-related activities with other Title II agencies in Florida, including city and county governments; metropolitan planning organizations (MPOs) and public transit providers.

As an employer within Florida State Government, and a provider and user of public and private services, the Florida Department of Transportation is also subject to requirements of ADA Title I (employment), Title III (contracts with private consultants and contractors) and Title IV (telecommunications services). Under a Governor's Executive Order, the Department's Websites are designed to meet the web content criteria under Section 508 of the Rehabilitation Act of 1973 – Standards for Electronic and Information Technology.

This document primarily describes the activities of the Department under [ADA Title II](#). For ADA Title I support, visit the Department's [Equal Opportunity Office](#) webpage for information and contact information on nondiscrimination and reasonable accommodations for employees and applicants for employment. For questions about Department compliance with ADA Title, II, Title III and Title IV, contact the [Statewide ADA Coordinator](#).

DEPARTMENT ADA/504 PROGRAM:

In July 1990, the Office of General Counsel advised Department management of the adoption of the ADA. Around that time, staff in the Special Facilities Section in the Roadway Design Office began to investigate the impact of this new law on building facilities owned and operated by the Department. When the ADA Standards were published in July 1991, the agency began to include accessible elements into the Department's programs, services and facilities.

The ADA became effective on January 26, 1992. On that date, the Department initiated its ADA Compliance Program with the appointment of a statewide ADA Coordinator and District ADA Coordinators in each of the Department's seven districts and the Florida Turnpike. These employees were tasked with implementing and administering Department compliance activities under ADA Title II(A) – State and Local Government Services, and coordinate some activities under Title III – Public Accommodations & Commercial Facilities. The statewide ADA Coordinator leads the Program for the Department and provides administration, training and technical support to the District ADA Coordinators. The [District ADA Coordinators](#) manage the Program and projects at the District level (*Appendix A*).

During the spring of 1992, the Department's Statewide ADA Coordinator designed ADA training courses and began conducting training for responsible Central Office and District staff. The Department initiated self-evaluations of its policies, procedures and practices to identify and eliminate barriers to accessibility in Department programs, services and facilities. The Department also developed a Quality Assurance Review (QAR) process to regularly test the state of the program both at Central Office and in each District.

ACCESSIBILITY TO BUILDING FACILITIES:

In addition to reviewing policies and procedures, Department staff and consultants conducted accessibility surveys for over 1,350 Department owned and operated buildings and facilities. The surveys included both public areas and employee-only areas. A high priority was placed on identifying and correcting deficiencies in public areas and facilities. Based on these self-evaluation surveys, the Department initiated district-level transition plans to implement corrections to ADA deficiencies identified in its buildings. Through planning, design and construction projects conducted within the Fixed Capital Outlay (FCO) program, these corrections were completed within 5 years. Currently, the building facilities are deemed to have been fully transitioned and are in maintenance-and-operations mode.

The FDOT ***Building Facilities Design Manual*** was developed and is routinely updated to ensure alterations to existing buildings and design & construction of future buildings & facilities would meet or exceed the ADA regulations and standards, as well as the requirements of the [Florida Accessibility Code](#) (modified in 1993 and again in 2012, 2014 & 2017 to adopt the ADA Standards). The intent was, and is, for FDOT design and construction criteria to provide accessibility beyond what is minimally required by state and federal authorities.

ACCESSIBILITY ON ROADWAY and BRIDGE FACILITIES:

The Department manages some 12,118 centerline miles of roadways on the State Highway System (SHS), including about 6,130 miles of public sidewalks. Beginning with the implementation of accessibility requirements established by the Rehab Act of 1973 Section 504 the Department has made every effort to provide accessibility to all of its facilities and services.

Concurrent with the activities for building facilities, and in conformance with FHWA direction, the Department began to include the identification of inaccessible pedestrian features through the Statewide Transportation Improvement Program ([STIP](#)) and Work Program ([WP](#)) processes. The Department includes in the scope of services for each project the requirement to identify and correct *all* inaccessible features and elements on pedestrian facilities along the SHS whose absence or condition would present a barrier to access for persons with disabilities: sidewalks, curb ramps, detectable warnings, crosswalks and pedestrian signals.

Accessibility deficiencies are continually identified and addressed during each project phase:

- During the [Project Development & Environmental \(PD&E\)](#) phase, accessibility deficiencies are identified and included in the Scope of Work for design. With guidance from Central Office, each District has implemented survey criteria that include sidewalks, curb ramps and other features affecting pedestrian accessibility. PD&E is heavily dependent upon public involvement and input, particularly on underserved or vulnerable communities, including those with disabilities.
- During the **Design** phase, each project that includes pedestrian facilities will include either new accessibility features or repair of existing facilities identified during PD&E that are no longer accessible or usable. These activities are planned and engineered using Department [Standard Plans](#), [FDOT Design Manual](#) and [Standard Specifications](#) that include criteria for accessible elements and features. The District ADA Coordinators are included in multiple progress reviews of plans during design, and in public involvement activities during design to solicit additional input from users.
- During the **Construction** phase, the Department builds new pedestrian facilities and accessible upgrades to existing pedestrian facilities. The Department continually inspects the work to ensure adherence to the design and the completion of upgrades to accessible features. A project is not closed out until it has been verified that accessible facilities have been completed. The State Construction Office has implemented criteria for inspectors to use during the project to look for accessible features and before the Department accepts the project as final. ([Construction Guidelist and Critical Requirements](#) – See: *FY 15/16, Item 20.*) In addition, districts have their own internal checklists and reporting procedures to ensure accessible features are verified at the completion of each project.
- The Department's *Maintenance Rating Program (MRP)* criteria includes basic accessible elements, primarily sidewalk and other roadside elements and features.

Inaccessible features (e.g., cracks, broken sidewalks, and curb ramps, etc.) are corrected during routine, ongoing reviews of facilities and in response to public requests. The [MRP Handbook](#) has been revised to include sidewalk criteria meeting the **ADA Standards**. The State Maintenance Office (SMO) tracks various maintenance activities throughout the year by major city and by district. The SMO also reports progress 3 times per year. Maintenance activities include upgrades to pedestrian-accessibility related elements such as: concrete sidewalk repairs and replacement (including curb ramps), adjustment of signs that may overhang sidewalks, tree-trimming and removal, edging and sweeping of sidewalks, etc.

- The Department manages and maintains two databases of its transportation facilities: the Roadway Characteristics Inventory ([RCI](#)) and the SHS [Video Log](#).
 - The RCI is a database repository used to track the existence and condition of roadway features, including pedestrian features. A project is underway to include accessible features/characteristics – curb ramps, detectable warnings and pedestrian detectors – into the RCI.
 - The Video Log is a visual record of state owned roadways. Users can view roadway features as well as roadside elements, including pedestrian features.
 - **NOTE:** Both the RCI and Video Log are scheduled to be ‘sunsetting’ and replaced with more-current GIS-based applications in 2019. Research is underway to find appropriate integrated roadway and asset identification systems and to identify new data collection methods to support the collection of ADA features and screening by 2019.

ON-GOING PROGRAM ACTIVITIES:

FDOT ADA Program Plan

Each year on November 1st, the Department submits to the Florida Division Office of the U.S. Department of Transportation Federal Highways Administration (FHWA) an updated ADA/504 Accessibility Program Plan. The Plan is composed of three areas:

- A description of the Department’s project-level and program-level activities directed toward providing accessibility to its facilities and services. These include a description of the Program; participants involved in the program – directly and indirectly; ADA training provided to Department staff, consultants and contractors; outreach to local government agencies and other business partners; public involvement activities during program implementation and project delivery; and responses to customer comments/complaints, including resolutions of accessibility issues.
- A list of any changes, emerging issues or accomplishments in the program during the past fiscal year, and any proposed innovation, activities or goals for the upcoming year.
- An accounting of transition plan activities, including features surveyed during the year, those identified as needing repair or upgrade and those actually programmed for work.

Nondiscrimination Assurances

As the head of Department, the Secretary of Transportation is ultimately responsible for ensuring equity and nondiscrimination in all Department program services and activities. Every three years or commensurate with a change in Department executive leadership, the Secretary executes a written commitment to nondiscrimination as required by [23 CFR 200.9\(a\)\(1\)](#) and [49 CFR 27.9\(a\)](#).

- The first is the [US DOT 1050.2A](#) Assurance for Title VI of the Civil Rights Act of 1964, referencing like and related statutes including ADA/504.
- The second is an [ADA/504 Assurance](#) stating that no person by virtue of disability will be excluded from, denied benefits of, or discriminated against, in any program, service, or activity of the Department.

Training

The Department has developed [Four Training Courses](#) describing the requirements of the ADA and its responsibilities under it. The courses cover, in detail, the ADA Regulations and Standards and how they impact Department operations. These courses cover the scoping and technical requirements of the **ADA Standards for Accessible Design** (ADAS), the **ADA Standards for Transportation Facilities** (ADASTF) and the proposed **Public Rights of Way Accessibility Guidelines** (PROWAG) and include examples of compliant and non-compliant facilities. Many classes include field exercises to demonstrate how persons who use wheelchairs and white canes interact with pedestrian facilities within public rights of way and an opportunity for participants to experience the practical differences between accessible and non-accessible elements.

Courses are continually updated to include the latest ADA information, guidance and direction from responsible federal agencies, primarily the [U.S. Access Board](#), the [Department of Justice \(DOJ\)](#), the Department of Transportation / Federal Highway Administration ([FHWA](#)). The courses are instructor-led, but may also be presented in a video-conference or Webcast venue. Most courses are certified by the Florida Department of Business and Professional Development, Board of Professional Engineers to provide continuing education professional development hours (PDHs) for Florida licensed professional engineers. Though similar in content regarding ADA regulations and the standards, the courses are targeted toward the specific project phases and disciplines.

The courses are:

- [ADA 101 – Just the Basics](#) (BT-05-0019) – 1 hour computer-based training
This course includes an overview of the ADA regulations and standards describing the history of accessibility legislation, its intent and how it applies to Department facilities and services. This is intended as an introduction to the next two courses.
- [ADA Facilities](#) (BT-05-0019) – 3 hours instructor-led (3 PDHs)
This course includes mostly building elements (sites, entrances, doors, spaces, restrooms, equipment, etc.) and includes some roadway issues – it is targeted primarily toward facilities project management and facilities maintenance staff.
- [ADA Design & Construction](#) (BT-05-0062) – 3 hours instructor-led (3 PDHs)
This course focuses on roadside pedestrian facilities along roadways, including sidewalks, curb ramps and detectable warnings – it is targeted toward Department and consultant staff involved in the planning, design, construction and inspection of roadway and bridge facilities, and to contractors and construction engineering & inspection consultants (CEIs).
- [ADA for Local Agency Programs](#) (LAP) – 3 hours instructor-led (3 PDHs)
This course focuses on pedestrian facilities along roadways, including sidewalks, curb ramps and detectable warnings – it is targeted toward city and county government staff

involved in the planning, design, construction and inspection of roadway and bridge facilities. This course is conducted in coordination with the Department's LAP program administrator and district LAP coordinators.

- Other ADA Training

In Spring 2018, the Department collaborated with FHWA Resource Center and FHWA Florida Division in presenting 2 sessions of the Designing Pedestrian Facilities for Accessibility (DPFA), a two day, instructor-led course specific to ADA design considerations for pedestrian rights of way. The Department ADA Coordinator helped design and is a certified trainer for DPFA. This course provides detailed information to state and local agency public works and transportation division staff responsible for accessible pedestrian environments within public rights of way.

The Department has developed, and provides upon request, ADA/504 training for other parties. Venues include: other state transportation agencies, state and national conferences, and contract-training for state universities.

For a full list of ADA/504 training provided by the Department in FY2016/17, see *Appendix C*.

Local Agency Program

The ADA/504 Coordinator works with the Title VI/Nondiscrimination (T-VI) Coordinator and Local Agency Program (LAP) Administrator to provide support to Department business partners. These activities include providing ADA/504 training, technical support and sub-recipient compliance reviews for city and county government agencies. The Department works with public works, engineering and risk-management staff and local agency administrators to provide the information they need to comply with the ADA, 504, Title VI and other nondiscrimination regulations. In addition, and in accordance with the Department's [LAP Manual](#), LAP agencies are required to use FDOT-certified inspectors or train their own in-house inspectors to meet FDOT criteria.

The Department currently has 150 local agencies that are certified to do business as sub-recipients of FHWA funds with 408 active LAP agreements. Though the Department does not undertake accessibility planning on behalf of these sub-recipients, it does require assurance that LAP agencies have nondiscrimination policies, complaint filing procedures, self-evaluations and transition plans, and that they are using current ADA standards for design and construction. The Department uses a screening tool, Sub-recipient Compliance Assessment Tool ([SCAT](#)), to survey agencies for compliance, selecting those with greatest need for further review and technical assistance. It maintains a webpage of [nondiscrimination information](#) and resources for LAP agencies, including an FDOT-published [Nondiscrimination Handbook for Florida LAP](#).

Planning Agencies

Metropolitan Planning Organizations (MPOs) and Transportation Planning Organizations (TPOs) assist the Department with determining the transportation needs of the State and help determine the priorities for future transportation projects. These include transportation system condition, capacity, safety and accessibility considerations. [MPOs/TPOs](#) coordinate with the Department on the development of goals, objectives and performance measures for transportation projects; the collection of safety- and accessibility-related data from state and local resources; prioritizing and coordinating funding for projects; participating in education and training of staff and stakeholders; and conducting/funding transportation research.

The Department works with the FHWA, [27 MPOs](#), 23 other federal and state agencies, and two tribal governments to review proposed transportation improvements.

As sub-recipients of FHWA funding, planning organizations must annually [self-certify](#) nondiscrimination compliance to the Department. They are also subject to [federal certification](#) reviews every four (4) years. Florida's independent MPOs often have important resources that are helpful to agencies within their jurisdiction, such as sidewalk inventories and essential community contacts. The Department encourages planning organizations to take an active role in assisting county and municipal governments with meeting their ADA responsibilities, particularly self-evaluations and transition plans. For more information on how the Department ensures ADA/504 compliance among MPOs/TPOs, visit Section 9.10 of the [FDOT MPO Handbook](#).

Public Involvement

To ensure maximum opportunity for the public to identify potential issues, the Department broadly posts and distributes nondiscrimination language: The Department does not discriminate on the basis of race, color, national origin, sex, age, disability or family status. Those with concerns or who require special accommodation under the ADA, should contact the Public Information Office at <http://www.fdot.gov/info/> or FDOT-EX_PIO@dot.state.fl.us.

All projects and activities of the Department include an extensive public involvement process. The Efficient Transportation Decision Making ([ETDM](#)) system, Project Development & Environmental ([PD&E](#)) Manual, and other [public involvement](#) resources describe the many ways that the Department, partner agencies and the public can participate in the early stages of transportation projects to determine potential environmental effects, including impacts to the social environment.

Further, these processes allow the Department to identify potential issues of concern, address them earlier, refine future studies, and ensure consideration of the human, natural and physical environments – of which accessibility is one.

Customer Comments/Complaints

Through a positive interactive process, the Department is able to quickly respond to customer comments, requests and complaints about the accessibility of Department operations and facilities. Contact information for statewide and district ADA coordinators is published on the Department's ADA Website. The statewide and district ADA/504 Coordinators have the responsibility to reply to customer comments and/or refer queries to other offices within the Department, and the authority to take action and direct activities of others to quickly resolve accessibility problems.

Customers who bring accessibility concerns and issues to the Department's attention receive an immediate response. In most cases, the Department can answer a customer's request within a few days. With 'push-button' contracts, the Department can usually implement a correction to a specific issue within two to four weeks.

Appendix B contains a list of the comments and concerns received by the Department during FY2017 along with a description of resolutions and dates, if any.

ADA Website

The Department's ADA Website is located at <http://www.fdot.gov/roadway/ada/> and includes a variety of program information and resources, including accessibility information, training and contacts. The ADA/504 Webpage provides links to the ADA Assurance, ADA Notice, ADA Grievance Procedure, Department Design Standards and contact information for the Statewide and District ADA Coordinators. A screen-shot of the ADA Website Home page may be found in *Appendix J*.

Recently added to the ADA Website is a list of common "[ADA Questions & Answers](#)". This document was developed in response to numerous similar requests for information. The Q&A are divided into project phases and related topics. This Q&A will be updated as new issues arise and new information becomes available.

The Website also includes links to outside sources of information related to accessibility to transportation services and facilities. It is updated regularly and monitored for section 508 compliance by the Department's Webmaster.

Questions about accessibility to Department's Websites may be directed to the Webmaster at: websupport@dot.state.fl.us.

Department Key Documents

Beginning in 1992, Department started adding and revising procedures, handbooks, guidelines and manuals to include direction to provide accessible elements to pedestrian facilities during the planning and development of Department building, road and bridge projects. The following table lists accessibility pertinent information presented in documents published by the Department:

Publication and Link	Publication Description
ADA & 504 Procedure (625-020-015)	Describes the Department's intent and procedures for complying with the ADA and Section 504 of the Rehabilitation Act. This Procedure was originally published in Spring 1992 and has been continually updated to incorporate revisions to ADA regulations, standards and guidance. The Procedure has been revised to incorporate the new 2012 Florida Accessibility Code, the 2010 ADA Standards for Accessible Design, the 2006 ADA Standards for Transportation Facilities, and reference to the soon-to-be adopted Guidelines for Accessible Public Rights of Way. It assigns program responsibilities for Department staff, consultants and contractors, and provides scoping and technical requirements for providing accessibility to Department services, programs and facilities.
Work Program Instructions	A comprehensive document, updated annually and including requirements to provide accessible elements when projects include pedestrian facilities.
FDOT Design Manual (FDM)	Provides Department specific criteria for the provision of pedestrian and bicycle accommodations, including accessibility requirements. Chapter 8 of the PPM includes requirements for providing accessible elements.
FDOT's Traffic Engineering Manual (TEM)	Revised 11/2016, it provides traffic engineering standards and guidelines to be used on the State Highway System. The manual covers the process whereby standards and guidelines are adopted, as well as chapters devoted to highway signs and markings, traffic signals, traffic optimization. Chapter 3.7 of the TEM describes a process for requesting accessible pedestrian signals.
Standards Plans	Revised annually to remain current with federal accessibility standards, especially for sidewalk, curb ramps and pedestrian signals. Minor Design Standards Modifications may be published between scheduled Standards revisions.

Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (Florida GreenBook)	Directs and coordinates transportation facilities on county roads and city streets. This resource includes requirements to comply with the draft Public Rights of Way Accessibility Guidelines (PROWAG). It is frequently updated in coordination with city and county representatives to include the latest requirements.
<i>Facilities Design Manual</i>	Specifies minimum design criteria for the provision of accessible features and elements during the development and implementation of building projects. (<i>NOTE: This document is currently under revision and will be posted when complete.</i>)
Accessing Transit Handbook and Update	Provides guidance for accessibility considerations when agencies plan and develop public transit systems and facilities.
Construction Project Administration Manual (CPAM)	Requires contractors to "Address pedestrian and bicycle accommodations" in conformance to requirements in the Plans Preparation Manual and Design Standard Indexes 600 (traffic control through work zones, including pedestrian traffic) and 660 (pedestrian control during sidewalk closures). It also describes acceptance criteria used by inspectors during and at the completion of a project.
Utilities Accommodation Manual (UAM)	Describes the authority of the Department to permit the use of public rights of way by public and private utility entities. It includes acceptable minimum clearances around above-grade utilities when they are placed in or near pedestrian facilities. The UAM is developed by Rule in close coordination with utility companies in Florida.
Maintenance Rating Program (MRP) <i>Handbook</i>	Establishes criteria for the maintenance of Department facilities within the State right of way. These include surface characteristics for minimum width, level changes, obstructions due to adjacent materials and objects, etc. The MRP Handbooks establishes schedules for reviews of facilities and acceptance criteria allowing for normal use, wear and tear of existing facilities.
Standard Specifications	Describes criteria for products used in the construction of transportation projects by the Department. Each specification include requirements for products, materials, installation and pay items. Most specifications speak generally about accessibility. One describes criteria specific to detectable warnings on walking surfaces (i.e., truncated domes).

FDOT Specifications

[Specification Section 527](#) establishes criteria for the selection and installation of detectable warnings. (See Section 527 on page 720, internal link in Table of Contents.)

[Specification Section 665](#) establishes criteria for the selection and installation of accessible pedestrian signals. (See Section 665-2.2 on page 899, internal link in Table of Contents.)

The Department's Approved Products List includes detectable warnings and accessible signals products and materials that have been tested and approved for use on Department facilities.

<https://fdotwp1.dot.state.fl.us/ApprovedProductList/Specifications> (See 527 Detectable Warnings on Walking Surfaces and 665 Audible/Tactile Pedestrian Detector.)

TRANSITION PLAN ACTIVITIES:

1992-2018

Through the implementation, development and maintenance of policies, procedures and practices, the Department has *institutionalized* the provision of accessible services, programs and facilities into Department operations. Essentially, the Department's Work Program operations have included the elements of an ADA Transition Plan. Having included accessible features in all projects since 1992, the Department has completed the 'transition' of pedestrian facilities to meet the requirement of being, "accessible to and useable by" everyone.

With its Resurfacing, Restoration and Rehabilitation (RRR) program, the Department has addressed ADA issues for curb ramps and sidewalks at least once for every mile on the State Highway System (SHS), based on a typical resurfacing schedule of 15 to 17 years. In addition, every capacity project, traffic operations project or safety improvement project completed on the SHS has addressed ADA needs since the early 1990's.

Adopted in 2003, the Departments "Pavement Only Projects" (POP) policy requires, with all resurfacing projects, accessibility upgrades to curb ramps so they meet ADA Standards. Under this policy, the Department believes it complies with the June [2013 USDOJ-USDOT Joint Technical Assistance](#) on Resurfacing and Curb Ramps.

Since the early 1980's, the Department has used a 'standard' 5' minimum width for sidewalks and established a 36" minimum width for curb ramps and sidewalk crossings of driveway turnouts. In 2006, the Department adopted a majority of the criteria described in the draft ***Guidelines for Accessible Public Rights of Way*** (known as ***PROWAG***). Starting with the 2006 ***Design Standards***, the Department adopted a 4' minimum width for curb ramps, curb ramp landings, and sidewalk crossings at driveways. The Department is extending this minimum width to include momentary reductions in sidewalk width at sign posts, fire hydrants, bus benches, etc. The Department is also working with local governments and public transportation agencies to coordinate accessibility upgrades to facilities provided by others on the State Highway System.

By 2011, the Department concluded that it had completed upgrades to existing facilities and included accessible features for new facilities. The Department then turned attention to administering a preservation program – an Accessibility Plan focused on maintaining the quality, safety and accessibility of its facilities. As elements change through normal wear & tear or are damaged, the Department can correct the problems quickly. The Department's public response abilities enable it to also quickly correct items brought to its attention by its customers.

Through 2018, the Department use three (3) methods of evaluating the condition of current facilities and ensuring that repair, maintenance or upgrades were scheduled as required.

- The Maintenance Rating Program ([MRP](#)), managed by the State Maintenance Office and implemented by each District Maintenance Office, issues annual reports of roadway and pedestrian facility conditions of randomly selected segments of 1/3 of the State Highway System. Thus, every three years, the entire SHS is evaluated. The MRP includes sidewalk condition aspects that are important for ADA/504 compliance:
 - Inaccessible or unusable sidewalk conditions (gaps, changes-in-level, etc.)
 - Obstructions to the path of travel (signage, foliage, utilities, etc.)

Information about those facilities requiring repair are then provided to the district offices to schedule work. Districts then determine when and how the features will be corrected (via maintenance contract, existing construction contract or work program project). The Statewide ADA/504 Coordinator maintains the list of ADA activities, ensuring it is available for public inspection as part of the annual Program Plan update (Appendix D).

- Project Development and Delivery occurs as part of the work program in each district. Per Department policy, all projects must be screened to ensure that ADA features are included. District ADA Coordinators track those projects that require replacement or upgrade of existing accessibility features. The Department Statewide ADA/504 Coordinator collects an annual list of those features identified for improvement as well as those completed. For the FY 2018 list of features and current work status see [Appendix D](#).

- The Department relies on public input not only to identify pedestrian features that may be inaccessible, but also to prioritize locations that are of greater concern to the community. The Department uses its extensive public involvement program as well as its ADA/504 Program [Customer Concerns](#) Web page to collect this information. The Statewide ADA/504 Coordinator ensures that customer requests are routed to the appropriate district/department and reports the results to the customer and to the public as part of the annual Transition Plan report.

In 2015, the Department applied for and received an FHWA “State Transportation Innovation Council” (STIC) Grant to develop a portable, tablet-based application to assist local agencies initiate and/or update their ADA Transition Plans. FDOT worked with Florida International University to develop the “Safe and Accessible Pedestrian Features Inventory Model” (SAPFIM), a GIS-based tool to identify, evaluate and program improvements to pedestrian facilities to improve safety and accessibility. This allows local agencies to inventory pedestrian facilities along their roadways, and to develop reports and work orders to implement transition plan activities. While the Department may not directly use the application, it may use the ADA elements and criteria in SAPFIM to improve existing databases of pedestrian facilities along the state highway system. SAPFIM has been completed and has been offered free of charge to local agencies and State DOTs nationwide. The Department believes that SAPFIM provides a low cost/no cost tool for agencies struggling to meet transition plan responsibilities. For more information on SAPFIM, see *Appendix G*.

In Fall 2017, the ADA Coordinator joined a national “ADA Roundtable”, hosted by the Oregon Department of Transportation. This group is comprised of state transportation agency ADA coordinators and interested parties from states around the U.S. The purpose of the roundtable is to share ideas, best practices and challenges states have experienced implementing their ADA/504 programs. The group holds monthly teleconference/webcasts to discuss various topics, including: sidewalk and curb ramp inventories, design/construction tolerances, LIDAR, utilities, accessible pedestrian signals, tracking barrier removal, etc.

2018 AND BEYOND

In Fall 2014, FDOT adopted a [Complete Streets](#) policy, a systematic way of designing facilities that are context sensitive – meeting the safety, accessibility, economic, aesthetic and commercial needs conforming to the vision of the community. During the spring & summer of 2015, FDOT conducted multiple statewide workshops with ‘Smart Growth America’ (SGA) to learn how to implement Complete Streets. The SGA discussed the concepts behind Complete Streets program, met with technical experts in planning for the needs across all modes of transportation: commercial trucking and rail, public transit, private automobiles, bicycles and pedestrians, including those with disabilities. The Statewide ADA Coordinator was a member of the Department’s Complete Streets Task Team, in addition to other District Bike/Ped and ADA Coordinators. As a result of the SGA recommendations, the Department developed and began delivery of a Complete Streets [Implementation Plan](#) early in 2016.

Beginning in 2016 and as a condition of FHWA acceptance of the Department’s Transition Plan, the ADA Coordinators began sample reviews of the state [video logs](#) in attempt to validate both the transition of pedestrian features for accessibility and any obvious issues in need of attention. The reviews include sidewalks, curb ramps, detectable warnings and pedestrian signal buttons. The Department continued these video log reviews through the 2017-18 fiscal year. The results of these reviews are available in *Appendix E*.

In Summer 2017, the Department started 'formalizing' the video log reviews by District ADA Coordinators. It developed a Flowchart and outline of ADA features to be identified during reviews. The Flowchart and Outline may be found in *Appendix H*.

In Spring 2017, FDOT initiated a multi-year research project to use Light Detection and Ranging (LiDAR) to collect roadways features, including elements. This research will compare collection times, costs, safety, and data consistency between traditional collection and LiDAR collection. The process for obtaining the research will include:

- The first step will be to compare LiDAR units/systems, identifying LiDAR collection methods, data accuracy, and exploring LiDAR delivery methods. This in-depth review of cameras, sensors, software, hardware, etc. will help determine the best LiDAR unit for FDOT's planning purposes. This review will also assist in determining what data collection methods are best and how data should be delivered.
- The second step involves reviewing existing data collection processes and then comparing LiDAR data collection to the existing data collection in terms of:
 - 1. Collection times
 - 2. Associated costs
 - 3. Safety
 - 4. Data consistency

This comparison will give sound results for defining which data collection method is best in each area.

Ultimately, this research will endeavor to shed light on the practicality and return on investment for FDOT to use LiDAR as a new data collection method for specific planning purposes as identified above. This project is anticipated to be complete by Fall 2019.

The Department has a pilot project for RCI that would utilize a commercial off-the-shelf system, "Roads and Highways", from ESRI in parallel to the IRAIS project procurement. FDOT hopes to get the pilot started and completed within the Fiscal Year and to have the IRAIS procurement awarded by June 2019.

ADA features to be included in the new system are: curb ramps, detectable warnings and pedestrian signals (including accessible pedestrian signals).

Summary of FY 2018 Accomplishments and FY 2019 Goals:

2018 Accomplishments

Activity	Number	Date(s)
Training courses provided to Department or Stakeholders	17	Multiple Dates
ADA complaints or concerns received	13	Multiple Dates
ADA complaints resolved or closed	9	Multiple Dates
Pedestrian features identified for accessibility repairs	90	Ongoing
Pedestrian facilities with accessibility repairs completed	37	Multiple Dates
ADA Session in FDOT Construction Academy conducted	1	08/13/18
ADA/504 Local Agency Webinar provided	1	08/29/17
Design Training Expo – 3 ADA Sessions	1	06/13-15/16
National Association of ADA Coordinator Conference	1	Apr. 2018
District and Local Agency ADA & T-VI training	6	Multiple Dates
Update ADA Program Website		Ongoing
Initiated ADA Features in RCI		Summer 2017
Established sample sizes and criteria for video log reviews		Summer 2017
Offered completed SAPFIM to local agencies		Summer 2017

Document Updates

The Department has completed significant modifications to the Department's ADA/504 program, policies, procedures and other documents to incorporate most elements of the proposed **Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)**, with the exception of accessible pedestrian signals, which are installed upon request. Documents modified include:

- Standard Plans:** published November 1, 2017, implemented Jan. 1, 2018)
- FDOT Design Manual:** published November 1, 2017 implemented Jan. 1, 2018)
- Florida GreenBook** (updates implemented June 19, 2017)
- ADA Procedure** (updates implemented November 1, 2017)
- Building Facilities Design Manual** (revisions underway)
- Accessing Transit Handbook** (updates implemented July 1, 2017)

2019 Goals (including 2018 completed 2018 Goals)

Goal	Date(s)	Comments
Finalize ADA Features in RCI	Fall 2018	Completion pending adoption of new LiDAR System. Updated completion: June 2019.
Continue reviewing video logs using Flow Chart & Outline (Appendix H)	Ongoing	Districts are using updated matrix and flow-chart for reviews
Upload video log data into RCI or replacement system	Ongoing	Anticipated to be included in updated LiDAR system. Second RFP has been issued.
Update all publications to PROWAG upon approval by US DOJ	Ongoing and Pending	Have adopted criteria in PROWAG except APSs, which are installed upon request (TEM Manual Chapter 3.7).
Develop ADA job descriptions and % for District ADA Coordinators	Pending	Have developed draft ADA coordinator descriptions and shared with District staff.
Groom replacement(s) for retiring Statewide ADA Coordinator	Ongoing	Working and training staff who are shadowing Statewide ADA coordinator.
Receive "Approved" ADA Transition Plan	Fall 2018	Anticipated
Receive "Approved" State Transportation Improvement Plan (STIP)	Fall 2019	Anticipated

Appendices:

Appendix A: FDOT ADA Coordinators

See **Appendix A** for a map of the FDOT Districts and a list of the Department's ADA Coordinators around the state.

Appendix B: Complaints and Concerns

See **Appendix B** for a list of complaints including filing dates, findings, resolution and closure dates.

Appendix C: Training

See **Appendix C** for a list of ADA training provided for and/or received by FDOT staff, customers and business partners, including dates and locations.

Appendix D: Accomplishments

See **Appendix D** for a list of projects including upgrades to accessible features conducted in FY 2016/2017.

Appendix E: District Video Log Reviews

See **Appendix E** for a list of reviews of FDOT Video Logs for accessible pedestrian features.

Appendix F: SAPFIM

See **Appendix F** for a description of the Safe and Accessible Pedestrian Features Inventory Model developed by Florida International University under an FHWA State Transportation Innovation Council (STIC) Grant. Included are a tri-fold brochure describing the application and a Quick Reference Guide intended for users to become familiar with the program. A Users Guide provides detailed instructions for field staff to collect the data and for office staff to develop reports.

Appendix G: VIDEO LOG REVIEW: FLOWCHART & OUTLINE

See **Appendix G** for a Flowchart and Outline for 'standardizing' reviews of video logs for ADA features. The data generated by these reviews will be uploaded into the RCI database and continued with the application anticipated to replace RCI in 2019.

Appendix H: FDOT ADA Website

See **Appendix H** for a screenshot of the Department's ADA Website homepage