Florida Department of Transportation
ADA/504 Transition Plan

1992 – 2011

This document describes the actions of the Florida Department of Transportation (Department) in response to of the Americans with Disabilities Act of 1990 (ADA).

HISTORY OF ADA:

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 (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 services, programs and activities provided by State and local governments to be accessible to and useable by persons with disabilities.

    - Title III requires buildings and sites of public accommodations and commercial facilities to be designed, constructed and altered in compliance with accessibility standards.

As a State government agency, the operations of the Department are primarily subject to the requirements of Title II of the ADA. The Department provides information and resources to, and coordinates transportation-related activities with, other Title II agencies in Florida (e.g., city and county governments, metropolitan planning organizations, public transportation entities, etc.)

As an employer within Florida State Government, 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).

This document primarily describes the activities of the Department under ADA Title IIa.

FDOT ADA PROGRAM DEVELOPMENT:

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 documents.

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 eight districts. These employees were tasked with implementing and administering Department compliance activities under ADA Title IIa - State and Local Government Services and coordinate some activities under Title III – Public Accommodations & Commercial Facilities. The Department also directed staff in other offices to manage compliance activities for other titles of the ADA: Title I - Employment, Title IIb - Public Transportation and Title IV - Telecommunications.

During the spring of 1992, the Department's Statewide ADA Coordinator designed ADA training courses and began training for responsible Central Office and District staff. The Department also initiated self-evaluations of its policies, procedures and practices to identify issues that may deny access to Department programs, services and activities.

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 surveys (facility self-evaluations), 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.

Existing building facility guidelines were revised and new facility standards were developed to assure alterations to existing buildings and design and construction of future buildings and facilities would more than comply with the ADA regulations and standards. They would provide more accessibility than is required by the regulations. Example: Florida's interstate rest areas provide accessible restroom stalls in compliance with the ADA and also 'family restrooms', which allow persons to have the assistance they may need in a private setting. Rest areas also have telecommunications devices for the deaf/teletypes (TDDs/TTYs) installed at the pay telephones on each site for the use of persons who are deaf or hard-of-hearing.

ACCESSIBILITY ON ROADWAY and BRIDGE FACILITIES:

The Department manages over 12,000 miles of roadways on the State Highway System (SHS), including over 3,100 miles of public sidewalks and thousands of curb ramps. Beginning with the implementation of accessibility requirements established by the Rehabilitation Act of 1973 Section 504, the Department has made every effort to provide accessibility to its facilities and services.

Concurrent with the building-related activities and in conformance with FHWA direction, the Department began to include the identification of and upgrades to accessibility issues through the Department's Statewide Transportation Improvement Plan (STIP) and Work Program (WP) processes. The Department includes in the scope of services for each project the requirement to identify and correct inaccessible features and elements on pedestrian facilities along the SHS – those features that would deny access to persons with disabilities such as sidewalks, curb ramps, crossings 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. As part of proactive public involvement process, the Department invites input from users of its services and facilities, including persons with disabilities (see ETDM process, below).

- During the **Design** phase, each project that includes pedestrian facilities will include new facilities and/or corrections to deficiencies on existing facilities identified during the PD&E phase. These are planned and engineered using Department ***Design Standards***, ***Plans Preparation Manual*** and ***Standard Specifications*** that include criteria for accessible elements and features. The District ADA Coordinator is included in multiple progress reviews of plans during design, including public involvement during design to solicit additional input from users.

- During the **Construction** phase, new pedestrian facilities and accessible upgrades to existing facilities are built. The Department continually inspects the work to assure adherence to the design and completion of upgrades to accessible features. The State Construction Office implemented criteria for has for inspectors to use when inspecting accessible features (***Construction Guidelist #20*** and ***Critical Requirements #20***).
  www.dot.state.fl.us/construction/CONSTADM/Guidelist/InspectGuidelist/FY1011/GL-20.pdf and
  www.dot.state.fl.us/construction/CONSTADM/Guidelist/criticalreq/FY1011/CR-20.pdf

- The Department's **Maintenance Rating Program (MRP)** criteria include accessible elements and features. Inaccessible features (e.g., sidewalk cracks, broken 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 accessible elements meeting the ADA Standards.

- During **Quality Assurance Reviews** (**QARs**), the Statewide ADA Coordinator reviews each district's implementation of ADA regulations. Program practices and documents are reviewed and updates as appropriate. Sample project files are reviewed to assure adherence to state and federal accessibility standards.

ON-GOING ACTIVITIES:

FHWA Program Plan

Each year on October 1st, the Department submits an ADA/504 Program Plan to the Florida Division office of the U.S. Department of Transportation Federal Highways Administration (FHWA). This report describes the accomplishments of the Department's ADA/504 Program for the past year and proposes goals and objectives for the upcoming year. The Plan includes 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 resolution of accessibility issues.

The Plan includes an ADA/504 Assurance from the Department Secretary and a list of customers and agencies served.

Training

The Department has developed four 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 (ADASAD), 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 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 information, guidance and direction from responsible federal agencies, primarily the Access Board, the Department of Justice (DOJ), the Department of Transportation, and the FHWA. The courses are

instructor-led, but may also be presented in a video-conference or Webcast venue. All 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. All are similar in content, describing the ADA regulations and standards. The course variations present information targeted toward the specific project phase/discipline. The courses are:

- ADA for Facilities (BT-05-0019) – 4 hours (4 PDHs)
  This course includes mostly building and some roadway issues – it is targeted primarily toward facilities project management and facilities maintenance staff.

- ADA for Roadway Design (BT-05-0092) – 3 hours (3 PDHs)
  This course focuses on roadside pedestrian facilities along roadways – it is targeted toward in-house and consultant staff involved in the planning and design of roadway facilities.

- ADA for Structures Design (BT-05-0093) – 3 hours (3 PDHs)
  This course focuses on pedestrian facilities on bridges – it is targeted toward in-house and consultant staff involved in the planning and design of bridge facilities.

- ADA for Construction (BT-05-0062) – 3 hours (3 PDHs)
  This course focuses on sidewalks, curb ramps and detectable warnings – it is targeted toward Department staff involved in the construction and inspection of roadway facilities and to contractors and construction engineering & inspection consultants (CEIs).

The intent of the course variety is to provide necessary information to participants in a short and concise manner without burdening them with information that does not relate to their duties and responsibilities.

The Statewide ADA/504 Coordinator, Dean Perkins, also participated in the development of the FHWA 1½ day ADA training course, "*Designing Pedestrian Facilities for Accessibility*" (DPFA). Dean is certified by FHWA to conduct this course for state and local agencies.

Outreach

The ADA/504 Coordinator coordinates with the Title 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 and Title VI.

MPOs/TPOs

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 mutually supportive goals, objective 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; and participating in education and training of staff and customers, and research.

Public Involvement

All projects and activities of the Department include an extensive public involvement process. The Efficient Transportation Decision Making (ETDM) process provides the Department, environmental agencies and the public the opportunity to participate in the early stages of transportation projects to determine potential environmental effects. This allows the Department to identify potential issues of concern, address them earlier, refine future studies, and ensure consideration of the human, natural and physical environments. The Department works with the FHWA, 26 metropolitan planning organizations, 23 other federal and state agencies, and two tribal governments to review proposed transportation improvements.

- <u>FDOT Efficient Transportation Decision Making (ETDM)</u>

  The fundamental goal of the ETDM process is to improve transportation decision making in a way that preserves and protects the human, natural and physical environments in Florida. Some key features of this process are:

  - Effective and timely decision making without compromising environmental quality
  - Early National Environmental Policy Act (NEPA) and State Environmental Impact Report (SEIR) reviews/approvals
  - Linking the Planning Processes with Environmental Review Process and integrating land use, resource and transportation planning
  - Integrating early environmental issue considerations with Long Range Transportation Planning and project priorities
  - Early and continuous agency and public participation
  - Meaningful dispute resolution mechanisms
  - Problem solving and collaborative decision making at the project level
  - The use of Graphic Information System (GIS) technology to review, evaluate and document agency comments on projects for decision-making purposes and contained with and accessible through an online project diary
  - Agencies review projects from their own context with their specific GIS data and requested analyses

- Performance measures established by mutual agreement
- Project solutions that are accepted by the resources agencies and the public

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 r Website. The statewide 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 accessible issues to the Department's attention receive an immediate response. In most cases, the Department is able to answer a customer's request within a few days. With the 'push-button' contracts, the Department can usually implement a correction to a specific issue within two or three weeks.

ADA Website
www.dot.state.fl.us/projectmanagementoffice/ADA/

The Department's ADA Website includes access to a description of its ADA/504 Program and links to Department accessibility information, training, resources and contacts. The ADA/504 Webpage provides ADA Notice, ADA Grievance Procedure, Department Design Standards and contact information for the Statewide and District ADA Coordinators. The site also includes links to outside sources of information related to accessibility to transportation services and facilities. (e.g., FHWA, U.S. Department of Justice (DOJ), Access Board memos, guidance, standards and regulations).

DEPARTMENT 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 lists pertinent information presented in documents published by the Department:

ADA & 504 Procedure
www2.dot.state.fl.us/proceduraldocuments/procedures/bin/625020015.pdf

- The ***ADA & 504 Procedure*** 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*** adopts by reference the ***ADA Standards for Accessible Design*** for building facilities, and the ***ADA Standards for Transportation***

Facilities for facilities within state 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, activities and facilities.

- The ***Procedure*** describes a process for responding to customer requests and complaints, including available forms; references other publications that contain information pertinent to ADA/504 compliance; establishes record-keeping responsibilities and describes training available to Department staff and business partners.

NOTE: The ***ADA & 504 Procedure*** is currently being revised to incorporate the new ***2010 ADA Standards for Accessible Design***, the ***2006 ADA Standards for Transportation Facilities***, and to reference the soon-to-be adopted ***Guidelines for Accessible Public Rights of Way***.

Work Program Instructions
www.dot.state.fl.us/programdevelopmentoffice/Development/WP_instructions.shtm

- The ***Work Program Instructions*** include requirements to provide accessible elements when projects include pedestrian facilities.

  BICYCLE AND PEDESTRIAN CONSIDERATIONS

  A. OVERVIEW

  In accordance with Section 335.065, F.S., pedestrian and bicycle accommodations should be considered for inclusion as an integral part of all construction, reconstruction, or other change to any state transportation facility. Independent projects specifically designed to construct or improve pedestrian and bicycle facilities should be considered and initiated. Transportation enhancement funds can be used for on and off-roadway facilities such as shared use paths, bicycle racks and storage lockers.

  There is a strong national and state emphasis on accommodating pedestrians and bicyclists along and across transportation facilities.

  - Title 23 U.S.C. (Section 217) requires the inclusion of non-motorized elements in the statewide and MPO long-range transportation plans. It also requires that each state have a Pedestrian/Bicycle Coordinator.
  - The Americans with Disabilities Act (Public Law 101-336, 28 CFR Part 35) requires that the needs of pedestrians with disabilities be included in transportation projects containing pedestrian accommodations.

Plans Preparation Manual (PPM)
www.dot.state.fl.us/rddesign/PPMManual/2011/Volume1/2011Vol1.shtm

- The ***Plans Preparation Manual*** provides Department specific criteria for the provision of pedestrian and bicycle accommodations, including accessibility

requirements. Chapter 8 of the ***PPM*** includes direction to provide accessible elements.

8.3 Pedestrian Facilities

All roadways and bridges where pedestrian travel is expected should have separate walking areas such as sidewalks or shared use paths that are outside the vehicle travel lanes. Refer to Section 8.6 for shared use paths.

8.3.1 Sidewalks

Sidewalks are walkways parallel to the roadway and designed for use by pedestrians. Generally, sidewalks should be provided along both sides of roadways that are in or within one mile of an urban area. However, the construction of sidewalks on both sides of the street would not be required in such cases when the roadway parallels a railroad or drainage canal and where pedestrians would not be expected. If sidewalks are constructed on the approaches to bridges, they should be continued across the structure. If continuous sidewalks are constructed on only one side of the street, pedestrians should be provided access to transit facilities located on the opposite side of the street.

The minimum width of a sidewalk shall be 5 feet on both curb and gutter and flush shoulder roadways. The minimum separation for a 5-foot sidewalk from the back of curb is 2 feet. If the sidewalk is located adjacent to the curb, the minimum width of sidewalk is 6 feet.

Grades on sidewalks should not exceed 5% when not adjacent to a travel way. There should be enough sidewalk cross slope to allow for adequate drainage, however the maximum shall be no more than 2% to comply with ADA requirements. Where practical, a clear 1-foot wide graded area (with a maximum 1:6 slope) should be provided adjacent to the sidewalk. Edge drop-offs should be avoided. When drop-offs cannot be avoided, they should be shielded as discussed in Section 8.8.

A 5-foot wide sidewalk that connects a transit stop or facility with an existing sidewalk or shared use path shall be included to comply with ADA accessibility standards.

Particular attention should be given to pedestrian accommodations at the termini of each project. If full accommodations cannot be provided due to the limited scope or an existing sidewalk isn't present at the termini, then temporary measures should be considered such as extending the sidewalk and project limits to next appropriate pedestrian crossing or access point. If special accommodations are made, it is equally important to address these measures on the adjoining projects. In all cases, the District Pedestrian/Bicycle Coordinator shall be contacted for input on making a determination regarding continuous passage.

New sidewalks should be placed as far from the roadway as practical in the following sequence of desirability:

1. As near the right of way line as possible.
2. Outside of the clear zone.
3. Five feet from the shoulder point on flush shoulder roadways.
4. As far from edge of traffic lane as practical.

Nearing intersections, the sidewalk should be transitioned as necessary to provide a more functional crossing location that also meets driver expectation. Further guidance on the placement of stop or yield lines and crosswalks is provided in the ***Manual on Uniform Traffic Control Devices (MUTCD)*** and the ***Design Standards***.

8.3.2 Accessibility Considerations

Sidewalks and shared use paths must be designed in accordance with ADA. Refer to the ***Design Standards*** for additional details.

Pull boxes, manholes (and other utility covers), and other types of existing surface features in the location of a proposed curb ramp or detectable warning should be relocated when feasible. When relocation is not feasible, the feature shall be adjusted to meet the ADA requirements for surfaces (including the provision of a non-slip top surface, and adjustment to be flush with and at the same slope as the adjacent surface).

The detectable warning systems on the QPL are designed to work with concrete surfaces. In areas where the pedestrian facility has an asphalt surface, such as a shared use path, the engineer must specify an appropriate detectable warning system. In these cases, consider including a short section of concrete that will accommodate any system.

To assist pedestrians who are visually or mobility impaired, curb ramps should be parallel to the crossing. By providing ramps parallel to the crossing, the pedestrian is directed into the crossing. At intersections where more than one road is crossed, each crossing should have a separate curb ramp. Curb ramps on shared use paths should be the same width as the path. Under no circumstance shall a curb ramp be installed allowing a pedestrian to enter a crossing without providing a curb cut (or at grade sidewalk if no curb is present) on the opposite side of the crossing. Crossings shall also meet the same grade and cross slope requirements as sidewalks where the grade should not exceed 5%, and the maximum cross slope shall be no more than 2%.

8.3.3 Crosswalks

Crosswalks occur at all intersections, whether or not they are marked and on any portion of a roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface. Reasonable accommodation should be made to make crossings both convenient and safe, and minimize the pedestrian's exposure in the roadway. Crosswalks are defined in Florida Statutes 316.003(6).

There are a number of treatments that may be used to help pedestrians safely across the street, whether crossing at an intersection or midblock. A marked crosswalk is one of these tools. Marking of crosswalks helps drivers better

identify the intersection, guides the pedestrian to the best crossing location and provides guidance for people with low vision.

The criteria provided in this section do not apply to school crossings.

Additional guidance on marked crosswalks can be found in the ***AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities*** and FHWA's ***Safety Effects of Marked vs. Unmarked Crosswalks at Uncontrolled Locations: Executive Summary and Recommended Guidelines***: (http://safety.fhwa.dot.gov/ped_bike/docs/cros.pdf).

8.3.3.1 Crosswalks at Intersections

Marked crosswalks shall be provided at all side streets where a pedestrian facility meets the roadway. As roadway volumes, speeds and number of travel lanes increase, marked crosswalks are best used in conjunction with other treatments (including signals, signs, beacons, curb extensions, raised medians, refuge islands, and enhanced overhead lighting).

When separated right turn lanes are used, place crosswalks so that an approaching motorist has a clear view of the pedestrian, and the crossing distance is minimized.

All marked crosswalks at uncontrolled locations (without signals, stop or yield signs) shall be coordinated with the District Traffic Operations Office and meet the guidelines of the FDOT ***Traffic Engineering Manual***. Marked crosswalks on an uncontrolled leg of an intersection shall be supplemented with other treatments (including beacons, curb extensions, raised medians, raised traffic islands, or enhanced overhead lighting) when any of the following conditions exist:

1. Where posted speeds are greater than 40 mph.
2. On a roadway with 4 or more lanes without a raised median or raised traffic island that has an ADT of 12,000 or greater.
3. On a roadway with 4 or more lanes with a raised median or raised traffic island that has or is projected to have (within 5 years) an ADT of 15,000 or greater.

Roundabouts present a unique challenge for the design of pedestrian crossings. In a roundabout, the crosswalk markings should comply with:

- FHWA's ***Manual on Uniform Traffic Control Devices (MUTCD)*** *mutcd.fhwa.dot.gov/pdfs/2009/pdf_index.htm*,
- FHWA's ***Roundabouts: An Informational Guide*** www.fhwa.dot.gov/publications/research/safety/00068/ and the
- FDOT's ***Traffic Engineering Manual***. www.dot.state.fl.us/trafficoperations/pdf/Traffic_Engineering_Manual_revised_July_2011.pdf

8.3.3.2 Midblock Crosswalks

Midblock crosswalks can be used to supplement the pedestrian crossing needs in an area between intersections. This can provide pedestrians with a more direct route to their destination. When used, midblock crosswalks should be illuminated, marked and signed in accordance with the ***MUTCD***, ***Traffic Engineering Manual*** (Section 3.8) and ***Design Standards*** Index 17346. Pedestrian-activated, signalized midblock crosswalks may be appropriate at some locations, but the locations must meet the warrants established in the ***MUTCD***.

In addition to the requirements in Section 8.3.3.1, the following conditions also apply:

1. Midblock crosswalks should not be located where the spacing between adjacent intersections is less than 660 feet
2. Midblock crosswalks should not be located where the distance from the crosswalk to the nearest intersection (or crossing location) is less than 300 feet
3. Midblock crosswalks shall not be provided where the crossing distance exceeds 60 feet (unless a median or a crossing island is provided)
4. Midblock crosswalks shall not be provided where the sight distance for both the pedestrian and motorist is not adequate (stopping sight distance per Table 2.7.1)
5. Midblock crosswalks shall not be located where the ADA cross slope and grade criteria along the crosswalk cannot be met (per Section 8.3.2).

An engineering study is required before a marked midblock crosswalk is installed at an uncontrolled location. This study shall examine such factors as sight distance for pedestrians and vehicles (stopping sight distance), traffic volume, turning volumes near proposed crosswalk location, roadway width, presence of a median, lighting, landscaping, drainage, traffic speed, adjacent land use (pedestrian generators / destinations), pedestrian volume and existing crossing patterns. Midblock crosswalks should only be used in areas where the need truly exists, and the engineering study will help to determine if an uncontrolled midblock crosswalk is a viable option. Refer to the Department's ***Manual on Uniform Traffic Studies (MUTS)***.
www.dot.state.fl.us/trafficoperations/Operations/Studies/MUTS/MUTS.shtm

If any problem areas are identified that would preclude the placement of a justified mid-block crosswalk, additional features must be included in the design to remedy those problem areas before a midblock crosswalk can be placed at that location. Features like overhead signing can help alert motorists and be used to light the crossing. Curb extensions or bulb-outs can improve sight distance and decrease the crossing distance. Adjustment of the profile on the roadway crossing may be required to improve the cross slope of the crosswalk.

8.10 Public Transit Facilities

When a project includes a public transit route, curb side and street side transit facilities for bus stops should be considered in the roadway design process.

The FDOT ***Accessing Transit: Version II, 2008 Design Handbook for Florida Bus Passenger Facilities*** provides guidance relating to provisions for curb side and street side facilities. Coordination with the District Modal Development Office and/or local public transit provider(s) is necessary in developing the plans. *www.dot.state.fl.us/transit/Pages/2008_Transit_Handbook.pdf*

8.10.1 Curb-Side Facilities

Curb-side facilities are the most common, simplest and convenient form of facilities at a bus stop. These include bus stop signs, passenger waiting shelters, boarding and alighting areas, curb ramps, benches, leaning rails, and shelter lighting.

On flush shoulder roadways, bus stops with a raised 5-foot by 8-foot boarding and alighting area may be constructed at the shoulder point (or edge of shoulder pavement on roadways with a design speed of 45 mph or less) to create an accessible bus stop. The raised area provides a platform that is compatible with a bus that kneels or extends a ramp with a slope of 1:6 or less. Boarding and alighting areas are not required at bus stops on flush shoulder roadways where only a bus stop sign is provided. Bus stops should be located in close proximity to existing intersections, and with sidewalk access. The boarding and alighting area shall:

1. Use a Type E curb (5” curb height)
2. Be connected to the sidewalk along the roadway; or to the roadway when no sidewalk is present

A sidewalk and/or ramp provided with the boarding and alighting area shall be a minimum of 5 feet in width; and the ramp shall not exceed a slope of 1:12. A detectable warning is required where a sidewalk associated with a boarding and alighting area connects to the roadway at grade. Except for the area adjacent to the 5” curb, the areas surrounding the boarding and alighting area shall be flush with the adjacent shoulder and side slopes and designed to be traversable by errant vehicles. On the upstream side of the platform, a maximum slope of 1:12 should be provided, and may be grass or a hardened surface. The boarding and alighting area (and ramp and level landing if needed) are to be paid for as 6” thick concrete.

8.10.2 Street-Side Facilities

Bus stop locations can be categorized as far-side, near-side and midblock stops. Bus stops may be designed with a bus bay or pullout to allow buses to pick up and discharge passengers in an area outside of the travel lane. This design feature allows traffic to flow freely without the obstruction of stopped buses. Chapter 2 of ***Accessing Transit*** provides additional information for each facility.

The greater distance placed between waiting passengers and the travel lane increases safety at a stop. Bus bays are encouraged on roadways with high operating speeds, such as roads that are part of the Urban Principal Arterial System. For a particular bus stop, a high frequency of crashes involving buses is a good indicator for the need of a bus bay. Bus bays are classified as closed, open or bulbs. Illustrations for various bus bay configurations are provided in the ***Transit Facilities Guidelines*** on the Public Transportation Office website: www.dot.state.fl.us/transit/Pages/NewTransitFacilitiesDesign.shtm

At a specific location, a balance must be obtained based on the designer's judgment and input from the applicable transit agencies. In locations where the traffic volumes exceed 1,000 vehicles per hour per lane, it is difficult to maneuver the bus into the bay and back into the travel lane. Incorporating an acceleration distance, signal priority, or a far-side (rather than near-side or midblock) placement, are potential solutions when traffic volumes exceed 1,000 vehicles per hour per lane.

The total length of the bus bay should allow room for an entrance taper, a stopping area, and an exit taper as a minimum. However, in some cases it may be appropriate to consider providing acceleration and deceleration lanes depending on the volume and speed of the through traffic. This decision should be based upon site specific conditions. ***Accessing Transit*** provides detailed bus bay dimensions for consideration when right of way is unlimited and access points are limited.

Design Standards
www.dot.state.fl.us/rddesign/rd/rtds/10/2010Standards.shtm

- The ***Design Standards*** are revised frequently to remain current with federal accessibility standards, especially for sidewalk, curb ramps and pedestrian signals. Minor Design Standards Modifications may be published between Standards revisions.

    - 304 – Sidewalk Curb Ramps & Detectable Warnings
    - 310 – Sidewalks & Driveways
    - 515 – Driveway Turnouts
    - 600/660 – Accessible Alternate Routes around sidewalk closures
    - 850/851/860/861/870/880 – Pedestrian Railings
    - 17302 – Placement of Signs
    - 17346 – Parking Space Layout and Markings
    - 17355 – Signs
    - 17600 – Motorist Aid Call Boxes
    - 17784 – Pedestrian Signals
    - 21100/21110 – Expansion Joints

Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (Florida Greenbook)

- The Department publishes the ***Florida Greenbook*** to direct and coordinate transportation facilities on county roads and city streets. This resource includes requirements to comply with the ADA Standards. It is frequently updated in coordination with city and county representatives to include the latest requirements.

Facilities Design Manual
www.dot.state.fl.us/projectmanagementoffice/Architectural/FDOT_FacilitiesDesignManual_2010.pdf

- The ***Facilities Design Manual*** specifies minimum design criteria for the provision of accessible features and elements during the development and implementation of building facility projects.

3.4 SITE DESIGN CONSIDERATIONS

3.4.1 Paving and Surfaces

Accessible parking for persons with disabilities:

- Locate accessible parking spaces near public entrances and major staff entrances.
- Accessible spaces should be adjacent to a curbed sidewalk that is 5' wide minimum.
  - Accessible space shall be 12’ minimum wide and 19’ minimum long.
  - Access aisle shall be 5’ minimum wide and full length of adjacent parking space(s) and shall be marked in accordance with Design Standards.
    - Two perpendicular accessible parking spaces may share a single access aisle.
    - If diagonal accessible parking spaces are used, provide an access aisle for each space, located on the right/passenger side of the space.
  - For elevated sidewalks, provide a curb ramp within the sidewalk limits or slope the sidewalk down to the level of the access aisles. A curb ramp shall NOT extend into the access aisle or accessible space.
  - Slopes in accessible parking spaces and access aisles shall not exceed 2% in any direction.

Building Entry Walks/Plazas:

- Sidewalks shall be a minimum of 5' wide. Surfaces shall be slip resistant under wet and dry conditions. Slope to drain away from building.
- Sidewalks shall meet the requirements of the ADA Accessibility Guidelines and the Florida Accessibility Code:
  - If slope is greater than 1:20 (5%), ramp must have 5’-0” minimum level landings each 30” rise.
    - 5’-0” landing at top of ramp and interim landings
    - 6’-0” landing at bottom of ramp
  - Maximum slope of ramp is 1:12; 1:14 maximum is preferred.

- Handrails are required on both sides of ramp
  - 34”-36” high to top of railing
  - 2” maximum pipe (outside diameter)

3.5 BUILDING CORE

3.5.1. Toilet Rooms

Toilet rooms shall meet all requirements of the Americans with Disabilities Act (ADA) and the Florida Accessibility Code for Building Construction (FACBC).

In assembly occupancies and assembly-use buildings, provide toilet rooms and fixtures meeting the requirements of ‘potty parity’ (three women’s toilets for each two men’s toilets and urinals.)

Accessing Transit Handbook
www.dot.state.fl.us/transit/Pages/2008_Transit_Handbook.pdf

- The ***Accessing Transit Handbook*** provides guidance for accessibility considerations when agencies plan and develop public transit systems and facilities.

FDOT Specifications
www2.dot.state.fl.us/SpecificationsEstimates/ProductEvaluation/QPL/QPLItems.aspx?QPLTitle=Specification_0527_Detectable_Warnings_on_Walking_Surfaces_QPLDesc=Detectable_Warnings_on_Walking_Surfaces_QPLNum=S527

- Specification Section 527 establishes criteria for the selection and installation of detectable warnings. The Department's Qualified Products List includes detectable warnings products and materials that have been tested and approved for use on Department facilities.

Construction Project Administration Manual (CPAM)
www.dot.state.fl.us/construction/Manuals/cpam/CPAMManual.shtm

- ***Construction Project Administration Manual*** requires contractors to "Address pedestrian and bicycle accommodations" in conformance to requirements in the Plans Preparation Manual and Design Standard Indexes 600 and 660. It also describes acceptance criteria used by inspectors during and at the completion of a project.

Utilities Accommodation Manual (UAM)
www2.dot.state.fl.us/proceduraldocuments/procedures/bin/710020001/710020001.pdf

- The ***Utilities Accommodation Manual*** 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 place in or near pedestrian facilities. The UAM is developed by Rule in close coordination with utility companies in Florida.

Maintenance Rating Program (MRP) Handbook
www.dot.state.fl.us/statemaintenanceoffice/Maintenance%20Rating%20Program%20Handbook%20(2010).pdf

- The ***Maintenance Rating Program Handbook*** 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.

TRANSITION PLAN ACTIONS THROUGH 2011

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.

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 12 to 15 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. The recently adopted Pavement Only Projects (POP) policy also requires accessibility upgrades to curb ramps for all resurfacing projects.

Since the early 1980's, the Department has used a 'standard' 5' minimum width for sidewalks and, beginning in 1992 established a 36" minimum width for curb ramps and sidewalk crossings of driveway turnouts. In 2006, the Department adopted criteria described in the draft ***Guidelines for Accessible Public Rights of Way*** (known as ***PROWAG***). 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.

Having completed upgrades to existing facilities and included accessible features for new facilities, the Department is currently administering a preservation program – maintaining the quality, safety and accessibility of its facilities. As elements change through normal wear and tear, are damaged, the Department is able to correct the problems soon after they occur. The Department's public response abilities enable it to also quickly correct items brought to its attention by its customers.

By including the identification and correction of inaccessible features and elements during the planning, development and implementation of all projects and, through a proactive public involvement process, the Department has fully incorporated the ADA Transition Planning process into its standard policies, procedures and practices.

Since the ADA became effective in 1992, the Department has enhanced accessibility to its facilities and services, and will continue to do so. It has been the Department's goal to provide its customers with the most accessible transportation services and facilities in the country – to be a model of accessibility for other state transportation agencies. The Department believes it has been able to accomplish this.

CONTINUING EFFORTS

On July 26, 2011, the U.S. Access Board issued a Notice of Proposed Rule-Making (NPRM), inviting public comments on the ***Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (Guidelines)***. Comments will be accepted until November 23, 2011. The Department is currently formulating comments on the possible impact of the proposed ***Guidelines*** to Department operations, practices and facilities. The Department plans to submit comments by the requested deadline.

NOTE: As mentioned previously, the Department has already adopted some of the criteria in the proposed ***Guidelines*** as Department standards. The Department does not anticipate the federal adoption of the proposed ***Guidelines*** as standards will require significant changes to its current program.

If and when new standards for accessibility to facilities within the public rights-of-way are adopted, the Department will update its policies, procedures and design criteria to include updated criteria. At that time, the Department will also review pedestrian facilities on the State Highway System to determine whether alterations or upgrades to some facilities may be necessary to implement the new standards.