



CITY OF MERCER ISLAND **REVISED**

CITY COUNCIL REGULAR VIDEO MEETING

Tuesday, February 01, 2022 at 5:00 PM

MERCER ISLAND CITY COUNCIL:

Mayor Salim Nice, Deputy Mayor David Rosenbaum,
Councilmembers: Lisa Anderl, Jake Jacobson,
Craig Reynolds, Wendy Weiker, and Ted Weinberg

LOCATION & CONTACT:

Mercer Island City Hall and via Zoom
9611 SE 36th Street | Mercer Island, WA 98040
206.275.7793 | www.mercerisland.gov

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 206.275.7793.

Registering to Speak for Appearances: Individuals wishing to speak live during Appearances (public comment period) must register with the City Clerk at **206.275.7793** or cityclerk@mercerisland.gov before 4 PM on the day of the Council meeting.

Please reference "Appearances" on your correspondence and state if you would like to speak on camera and staff will be prepared to permit temporary video access when you enter the live Council meeting. Please remember to activate the video option on your phone or computer, ensure your room is well lit, and kindly ensure that your background is appropriate for all audience ages. Screen sharing will not be permitted, but documents may be emailed to council@mercerisland.gov.

Each speaker will be allowed three (3) minutes to speak. A timer will be visible online to speakers, City Council, and meeting participants. Please be advised that there is a time delay between the Zoom broadcast and the YouTube or Channel 21 broadcast.

Join by Telephone at 5:00 PM (Appearances will start sometime after 6:00 PM): To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **865 5450 0473** and Password **730224** if prompted.

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- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
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- 4) The City Clerk will call on you by name or refer to your email address when it is your turn to speak. Please confirm that your audio works prior to participating.

Submitting Written Comments: Written comments may be submitted at the Mercer Island [Let's Talk Council Connects](#) page. Written comments received by 3 PM on the day of the meeting will be forwarded to all Councilmembers and a brief summary of the comments will be included in the minutes of the meeting.

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

STUDY SESSION

1. AB 6002: Draft ADA Transition Plan

Recommended Action: Receive report and provide initial comments and feedback. No formal action required.

CITY MANAGER REPORT

APPEARANCES *(This is the opportunity for anyone to speak to the City Council on any item.)*

CONSENT AGENDA

2. AB 6011: January 14, 2022 Payroll Certification

Recommended Action: Approve the January 14, 2022 Payroll Certification in the amount of \$876,895.18 and authorize the Mayor to sign the certification on behalf of the entire City Council.

3. Certification of Claims

- A. Check Register 210379-210476 | 1/14/2022 | \$703,626.87
- B. Check Register 210477-210566 | 1/21/2022 | \$957,726.09

Recommendation Action: Certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

4. City Council Meeting Minutes of January 18, 2022

Recommended Action: Adopt the City Council Special Video Meeting Minutes of January 18, 2022 as presented.

5. AB 6008: Roadside Shoulder Improvements, West Mercer Way Phase 3

Recommended Action:

1. Award Schedules 'A', 'B', and 'C' of the Roadside Shoulder Improvements, West Mercer Way Phase 3 project to OMA Construction, Inc.
2. Authorize the City Manager to execute a contract with OMA Construction, Inc. in an amount not to exceed \$418,807.24.
3. Appropriate \$117,777 from the Street Fund to fund the West Mercer Way Phase 3 project.

6. AB 6009: Sustainability Committee Charter

Recommended Action: Approve the proposed Council Sustainability Committee Charter.

7. AB 6012: ARPA Funds Appropriation for GIS Utility Network Data Upgrade

Recommended Action: Appropriate \$110,000 of American Rescue Plan Act (ARPA) Funds for the GIS Utility Network Data Upgrade.

8. AB 6004: 2021-2022 Work Plan Update

Recommended Action: Receive report.

REGULAR BUSINESS

9. AB 6007: Enterprise Financial Management System Purchase **REVISED**

Recommended Action: Discussion only.

10. AB 6013: Review and Provide Feedback on Mercer Island Coyote Management Plan **REVISED**

Recommended Action: Approve Resolution No. 1617, Endorsing the Draft Coyote Management Plan.

OTHER BUSINESS

11. Planning Schedule

12. Councilmember Absences & Reports

EXECUTIVE SESSION

13. Pending or Potential Litigation

Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i). No action will be taken.

ADJOURNMENT



**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND**

**AB 6002
February 1, 2022
Study Session**

AGENDA BILL INFORMATION

TITLE:	AB 6002: Draft ADA Transition Plan	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive report. No formal action required.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Patrick Yamashita, City Engineer Lia Klein, Transportation Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Draft ADA Transition Plan
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

SUMMARY

The purpose of this agenda bill is to hand-off the draft Americans with Disabilities Act (“ADA”) Transition Plan (see Exhibit 1) to the City Council. This also marks the start of the public review/comment period for the draft ADA Transition Plan. For purposes of this agenda bill, the “planning team” refers to staff from multiple City departments and the project consultant team, Transpo Group.

- Development of an ADA Transition Plan is a requirement of ADA Title II and was included in the City’s 2021-2022 work plan.
- Planning work began in May 2021 and included a public engagement process (survey, focus group, and mapping exercise.)
- The planning team prepared a draft ADA Transition Plan based on the public engagement process, review of existing assets, and review of City documents (see Exhibit 1).
- The draft ADA Transition Plan identifies barriers on City-owned public property and includes a cost estimate for associated projects, totaling \$40M.
- The planning team will provide an overview on the Transition Plan at the City Council meeting and is seeking initial feedback, questions, and comments.
- The draft ADA Transition Plan will be posted to Let’s Talk (note: page development was still pending at time of agenda bill publication) over the next three weeks through February 22 to solicit

community input. The planning team will incorporate feedback and suggestions into a revised draft for consideration at the April 5, 2022 City Council meeting.

- The planning team requests that the City Council submit comments and questions on the draft ADA Transition Plan by March 8, 2022 to provide staff time to prepare for the meeting on April 5, 2022.

BACKGROUND

The Americans with Disabilities Act aims to eliminate discrimination against people with disabilities and includes guidance for government agencies to provide reasonable accommodation for accessibility in public spaces and programs. The ADA's regulations and the ADA Standards for Accessible Design, originally published in 1991 and updated in 2010, establish minimum standards for facility accessibility. ADA Title II requires that government agencies provide equal access to programs and services they offer through the completion of a Self-Evaluation and development of an ADA Transition Plan.

DRAFT ADA TRANSITION PLAN

While the ADA applies to all aspects of government services, the ADA Transition Plan focuses on existing City of Mercer Island attributes within the public right-of-way, facilities (buildings), and parks. Attributes include things such as sidewalks, curb ramps, pedestrian pushbuttons, crosswalks, driveways, accessible parking stalls, staircases, wheelchair ramps, bathrooms, and City building interiors.

The ADA Transition Plan summarizes the requirements, methods, findings, and recommendations associated with achieving ADA compliance and improve accessibility for all residents. ADA Title II requirements for a Transition Plan include a self-evaluation, public engagement, data collection and analysis, development of a project list and associated cost estimates. Each plan component is detailed below.

Self-Evaluation (Transition Plan – Chapter 2)

ADA Title II requires the completion of a self-evaluation which entails review of City documents relating to ADA programs, policies, and practices. This includes review of standard engineering drawings, the Municipal Code, and the City's Comprehensive Plan. The findings from the Self-Evaluation identify several changes to current City standards to achieve ADA compliance and address gaps. Most recommendations improve clarity, increase consistency across standard design details, and provide a greater level of detail for design elements that have not yet been addressed. Recommended revisions to the City code include additional statements referring to WSDOT design standards in the absence of a City of Mercer Island standard.

Public Engagement (Transition Plan – Chapter 3)

ADA Title II requires engagement with the community, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the ADA Transition Plan.

The planning team used four methods to capture public feedback:

- A virtual open house (July 4 to September 14, 2021).
- Engagement survey - 17 questions regarding specific locations of barriers and community priorities posted on www.mercerislandada.com and promoted on social media.
- Online mapping tool from July 4 to September 14 - Allowed interactive feedback to be shared about specific locations.
- In-depth focus group on September 30, 2021 - The focus group was comprised of four community members either having a disability or supporting someone with a disability and having long histories of living on Mercer Island.

Promotion and advertising of these community engagement opportunities utilized the City's website and social media channels, as well as hard copy surveys and flyers delivered by City staff. Comments collected during these engagement activities were used to inform development of the ADA Transition Plan.

Data Collection (Transition Plan – Page 122)

The ADA Transition Plan includes an inventory and barrier assessment of all existing pedestrian assets. The physical inventory of facilities in the public right-of-way include 34 miles of sidewalk, 794 curb ramps, 84 signal pushbuttons, 144 bus stops, 326 driveways, 58 staircases, and 10 wheelchair ramps. Each asset was evaluated based on ADA design standards, which details the width, slope, location, etc.

The barrier assessment at facilities and parks identifies non-compliant features within City building entrances, pathways, bathrooms, docks, and parking lots. These barriers include non-compliant doors, ramps, drinking fountains, picnic tables, and more.

Prioritization (Transition Plan – Page 131)

ADA Transition Plan requirements include prioritization of each pedestrian asset based on a numerical score. Assets are scored independently on two factors: physical impact to accessibility and proximity to pedestrian destinations. The scores are used to categorize each asset on a scale of 1 to 75, indicating very high, high, medium, and low priority for barrier removal. This prioritization process will help inform project funding strategies.

Cost Estimates (Transition Plan – Page 50)

ADA Transition Plan requirements also include development of unit cost estimates for each barrier type using recent WSDOT and other construction bid tabulations, input from subject matter experts, and planning level cost assumptions. The estimates account for all design and construction costs, assuming contract-based construction. The total estimated cost to remove ADA barriers identified in the Transition Plan are summarized below in 2021 dollars:

- \$30,760,000 (public right-of-way)
- \$7,220,000 (parks)
- \$1,981,439 (City buildings) elements

For comparison, the City of Sammamish completed an ADA Transition Plan in 2021. Cost estimates for the same elements in the Sammamish Transition Plan were \$173 million (right-of-way), \$4.5 million (parks), and \$390k (buildings). For a city with 2.5 times the population of Mercer Island, the estimated costs were roughly 4.4 times higher.

Recommendations

The total investment outlined in the draft ADA Transition Plan is nearly \$40 million for the entire list of projects. As part of development of the final plan, staff will return to the City Council with a financing strategy to move forward improvement projects identified in the ADA Transition Plan.

The draft ADA Transition Plan recommends developing a two to five-year project plan to remove barriers. The plan also recommends that the City:

1. Evaluate all City programs and activities as they relate to ADA
2. Develop a process to track barrier removal
3. Develop a grievance process for accessibility concerns
4. Adopt a Citywide Accessible Pedestrian Signal (APS) policy
5. Develop a Maximum Extent Feasible (MEF) documentation and database

6. Review and clarify policies relating to accessibility and implementation of accessible features in construction projects

LOOKING AHEAD - ADOPTION OF THE PLAN

Following this meeting, the draft ADA Transition Plan will be made available for community input using Let’s Talk for the next three weeks through February 22. Staff will promote the community engagement process across social media channels, the MI Weekly, and through other channels. Input from the community and the City Council will be used to prepare a revised version of the ADA Transition Plan, scheduled to be presented to the City Council at the April 5, 2022 meeting.

RECOMMENDED ACTION

Receive report and provide initial comments and feedback. No formal action required.

City of Mercer Island

Americans with Disabilities Act



ADA Transition Plan

2022

Prepared by:





CITY OF MERCER ISLAND

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Mercer Island, WA 98040

206-275-7600

www.mercerisland.gov

CITY ADMINISTRATION

Jessi Bon, City Manager

CITY COUNCIL MEMBERS

Salim Nice, Mayor
David Rosenbaum, Deputy Mayor
Lisa Anderl, Councilmember
Jake Jacobson, Councilmember
Craig Reynolds, Councilmember
Ted Weinberg, Councilmember
Wendy Weiker, Councilmember

Additional copies of this document are available online at:

<https://www.mercerisland.gov/publicworks/page/ada>

For questions about the City of Mercer Island ADA Transition Plan or for access to an alternate format of this document email the City of Mercer Island ADA Coordinator Lia Klein at lia.klein@mercerisland.gov or by calling toll free, Voice: 206-275-7600 TTY Relay Service: 711

For those who are deaf or hard of hearing, the Washington State Relay can be contacted at 711 for assistance in making a request to the City.

PREPARED BY

Transpo Group
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transpogroup 
WHAT TRANSPORTATION CAN BE.

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Executive Summary

This Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan establishes the City of Mercer Island's ongoing commitment to providing equal access for all, including those with disabilities. In developing this plan, the City of Mercer Island has undertaken a comprehensive evaluation of its facilities and policies related to the public rights-of-way to determine what types of access barriers exist for individuals with disabilities. This plan will be used to help guide future planning and implementation of necessary accessibility improvements.

Both the Self-Evaluation and the Transition Plan are required elements of the federally mandated ADA Title II, which requires that government agencies provide equal access to programs and services they offer. While the ADA applies to all aspects of government services, **this document focuses on City of Mercer Island attributes within the public right-of-way, City facilities, and City parks. This includes attributes of sidewalks, curb ramps, pedestrian pushbuttons, bus stops, crosswalks, driveways, accessible parking stalls, staircases, and wheelchair ramps as these are the facility types inventoried by the City.**

This document summarizes the Self-Evaluation, which includes an accessibility assessment of pedestrian facilities as well as practices and procedures which relate to them, such as curb ramp design standards. It also contains a Transition Plan, which identifies a schedule for the removal of barriers and identifies how the City will address requests for accommodations in a consistent manner.

The City's objective is to remove physical barriers associated within the public right-of-way and facilities including buildings and parks using operation and maintenance, overlay, and Capital Improvement Program (CIP) project funding. The City is committed to removing these barriers and in future years will implement projects to remove barriers identified in this plan. In addition, the City is continually working towards maintaining ADA compliance for all future capital improvement projects, permitted development, and any other right-of-way construction projects.

Item 1.

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1 Plan Introduction

1.1 Plan Requirement

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990 and provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications.

Cities and other government agencies are required to have an ADA self-evaluation and transition plan when they grow beyond a threshold of 50 employees. Accessibility requirements extend to all public facilities. The scope of this plan is focused on accessibility within the public rights-of-way, parks, and building facilities.

The City completed an inventory of some of its pedestrian facilities and this plan allows the City to prioritize removal of barriers and update procedures as they relate to the public right-of-way.

There are five titles, or parts, to the ADA of which Title II is most pertinent to travel within the public right-of-way and government owned buildings. Title II of the ADA requires public entities to make their existing “programs” accessible “except where to do so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden.” Public right-of-way, public government buildings, and public parks all fall within the City’s programs.

This effort was initiated by the City of Mercer Island to satisfy the requirements of ADA Title II Part 35, Subpart D: Program Accessibility § 35.150 (d)(3) which states:

The plan shall, at a minimum:

- i. Identify physical obstacles in the public entity’s facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- ii. Describe in detail the methods that will be used to make the facilities accessible;
- iii. Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year
- iv. Indicate the official responsible for implementation of the plan.

To determine the physical obstacles in a public entity's facility, the proper standards and guidance must be identified for each feature type.

The 2010 ADA Standards for Accessible Design (ADAS), is the standards document in which all Federal ADA standards are collectively held. The 2010 ADAS and regulations from the 28 CFR Part 36 replaced the 1991 ADA (ADA Accessibility Guidelines (ADAAG)).

The [Revised Draft Guidelines for Accessible Public Rights-of-Way](#) was published by the United States Access Board in 2005 to provide guidance on establishing accessible facilities within the right-of-way. The United States Access Board's [Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way](#), or PROWAG, was then published for comment in 2011 as a revised set of guidelines for right-of-way pedestrian facilities. Both the 2005 and 2011 guidelines have not yet been adopted as federal standards. Despite this delay, many public entities currently use the 2005 draft PROWAG as 'best practice' for features within the public rights-of-way. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard the Washington Department of Transportation adheres to.

The public right-of-way facilities evaluated under this plan were evaluated against 2011 PROWAG as this is the latest guideline developed by the Access Board.

1.2 Plan Structure

The structure of this plan was organized to closely follow federal ADA transition plan requirements. This includes:

Chapter 1: Introduction

Chapter 2: Self-Evaluation Documents Self-Evaluation methods and findings for policies, practices, design standards, and pedestrian facilities that result in accessibility barriers.

Chapter 3: Stakeholder Engagement Documents public engagement methods and findings.

Chapter 4: Pedestrian Barrier Removal Methods and Schedule Provides an overview of existing barrier removal approaches employed by the City, describes barrier removal priorities, and develops a total planning level cost estimate for the removal of existing pedestrian barriers and an accompanying schedule.

Chapter 5 Recommendations and Next Steps Provides a set of recommendations to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers.

Several associated appendix items are included to supplement this plan.

2 Self-Evaluation

Title II of the Americans with Disabilities Act (ADA) requires that jurisdictions evaluate services, programs, policies, and practices to determine whether they comply with the nondiscrimination requirements of the ADA.

This chapter describes the methods and findings of the Self-Evaluation. Section 2.1 provides an overview of ADA-related City policies. Next, Section 2.2 reviews county practices and design standards. Finally, Section 2.3 summarizes the Self-Evaluation’s field data collection methods and findings regarding existing pedestrian facilities, such as sidewalks and curb ramps.

2.1 Policy Review

The City of Mercer Island primarily addresses pedestrian facilities in their City of Mercer Island Standard Details and Municipal Code. The City of Mercer Island Comprehensive Plan (2016) also includes goals and policies that address pedestrian connectivity.

The policies and standards were reviewed against the Access Board’s Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, PROWAG 2011 and recommendations were provided to fill gaps as they relate to the ADA.

2.1.1 Method

These documents were reviewed for content that relate to existing ADA programs, policies, and practices.

2.1.2 Findings

The City of Mercer Island develops a Comprehensive Plan in order to complete long range planning for the City. The latest version of this plan was updated in 2016. The plan covers topics including land use, housing, transportation, utilities, capital facilities, and shoreline master program policies.

Goals and policies connected to transportation, specifically pedestrian facilities, within the Comprehensive Plan generally include the following:

- Encourage measures to reduce vehicular trips using Transportation Demand Management strategies
- Provide for and encourage non-motorized travel modes

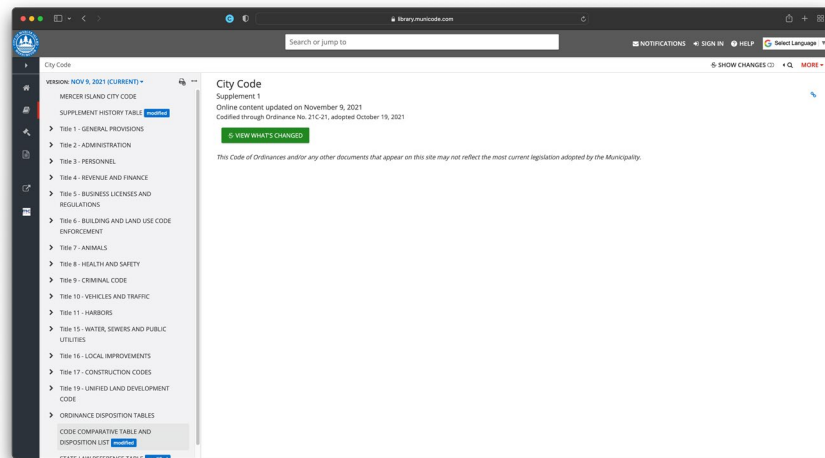


Figure 2-1 City of Mercer Island Municipal Code Web Page

- Improve pedestrian access to transit with on and off road pedestrian improvements
- Encourage site and building design that promotes pedestrian activity, rideshare opportunity, and transit use
- Promote development of pedestrian linkages between public development, private development, and transit
- Promote a multi-modal transportation system
- Promote bicycle and pedestrian networks that safely access and link commercial areas, residential areas, schools, and parks within the City
- Meet ADA requirements and apply ADA standards to the development of the transportation system

2.2 Practices and Design Standards

Practices and design standards that meet accessibility standards are essential to ensure that new or upgraded pedestrian facilities are accessible and therefore reduce the number of accessibility barriers throughout the City.

This section summarizes a review of the City of Mercer Island Standard Details (MI Std.) and City of Mercer Island Municipal Code (MIC) (to identify any barriers to accessible design. The review was conducted in November 2021. For greater detail on the practices and standards review, see **Appendix A** for a barrier audit memo.

2.2.1 Public ROW

Practices and design standards that meet accessibility standards are essential to ensure new or upgraded pedestrian facilities are accessible and that these upgrades contribute to the removal of accessibility barriers throughout the City. This section summarizes a review of City practices and design standards for barriers and includes major findings of this work. Complete documentation of this work can be found in **Appendix A**. The audit was conducted in November of 2021.

2.2.1.1 Method

The City of Mercer Island Standard Details and MIC were reviewed for compliance with ADA guidelines found in the 2011 Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG).

2.2.1.2 Findings

The City of Mercer Island maintains the MIC and adopted design standard plans for sidewalks, curb ramps, parking spaces, and driveways. Figure 2-1 shows the web pages where the municipal code can be accessed.

The City's design standards and code are limited to guidance for sidewalks, curb ramps, parking spaces, driveways, and stairways. This represents a portion of the design elements associated with ADA compliance. The review recommended several changes to the current City standards to achieve ADA compliance and improve clarity. Most recommendations to the City standards were intended to improve clarity, increase consistency across figures, and provide a greater level of detail for design elements that have not yet been addressed.

The City standards and code do not address or only partially address crosswalks, signals, transit stops, ramps, and handrails. It is recommended for many of these areas that the City may:

- Modify the City of Mercer Island Municipal Code to adopt the WSDOT Design Manual Chapter 15 **or**
- Modify the City of Mercer Island Municipal Code to include a section detailing the recommended design requirements that are currently missing **or**
- Modify the City of Mercer Island Municipal code to adopt a City of Mercer Island Design Manual with chapters pertaining to each of the design elements associated with ADA compliance.

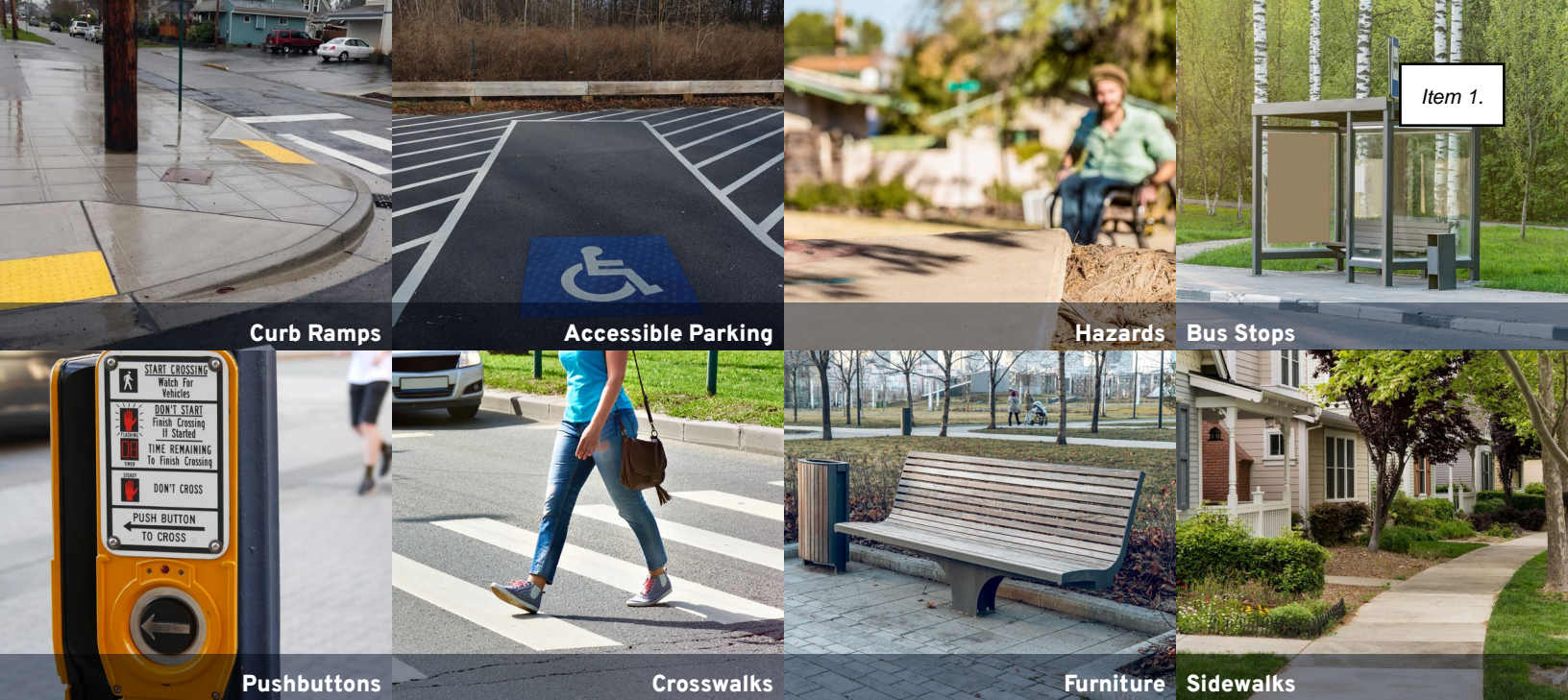


Figure 2-2 Public Right-of-Way (ROW) Features

2.2.2 Facilities & Parks

2.2.2.1 Method

The design of facilities and parks are governed by a variety of state, national, and international building codes.

Since the majority of these codes are developed on a national or international level, it was assumed that these codes comply with relevant ADA standards.

2.3 Existing Pedestrian Facilities

The Self-Evaluation inventoried barriers to access associated with existing pedestrian facilities, including curb ramps, sidewalks, pedestrian pushbuttons, as required by ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3). Each facility and associated barriers were field inventoried and cataloged within the project’s geospatial (GIS) database. Field data was collected by Transpo from June 2021 to October 2021.

2.3.1 Public ROW

Many existing pedestrian features within Mercer Island right-of-way contain barriers and require improvements to meet current ADA standards. It is important to note that many of these facilities were constructed before the adoption of current ADA standards, and likely met applicable state and federal standards at the time of construction. Additionally, it is important to note that ADA regulations require

facilities to be made accessible to “the maximum extent feasible,” (MEF) in “circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features” (U.S. Department of Justice, 28 CFR § 35.151 New construction and alterations). These circumstances are often a result of adjacent topography or otherwise constrained locations, which are common to the Mercer Island road system. This plan’s Self-Evaluation examined whether facilities were compliant with current ADA design requirements; it did not examine whether non-compliant facilities were built to the maximum extent feasible or practical.

Additional detail regarding the Self-Evaluation’s findings for curb ramps, sidewalks, and pedestrian pushbuttons is provided in the following sections.

2.3.1.1 Method

A self-evaluation of facilities within the public right-of-way was conducted by Transpo group.

The physical inventory of pedestrian facilities, as shown in Figure 2-2, included:

- 885 sidewalks, totaling approximately 34 miles
- 792 curb ramps
- 84 signal pushbuttons
- 144 bus stops
- 326 driveways
- 58 staircases
- 10 wheelchair ramps

Inventory maps of collected pedestrian features can be found in **Appendix B**.

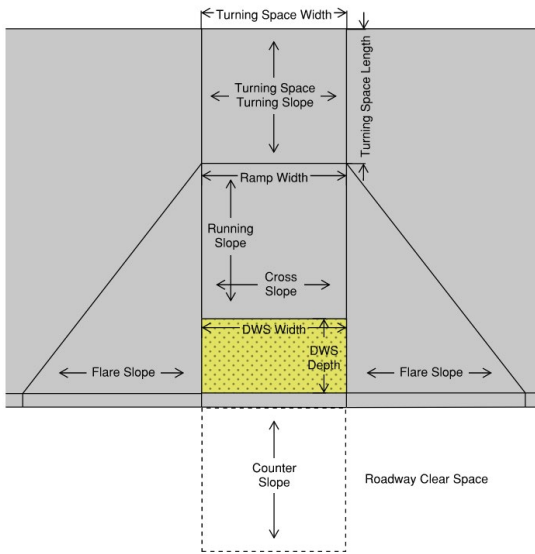


Figure 2-3 Perpendicular Curb Ramp Attributes

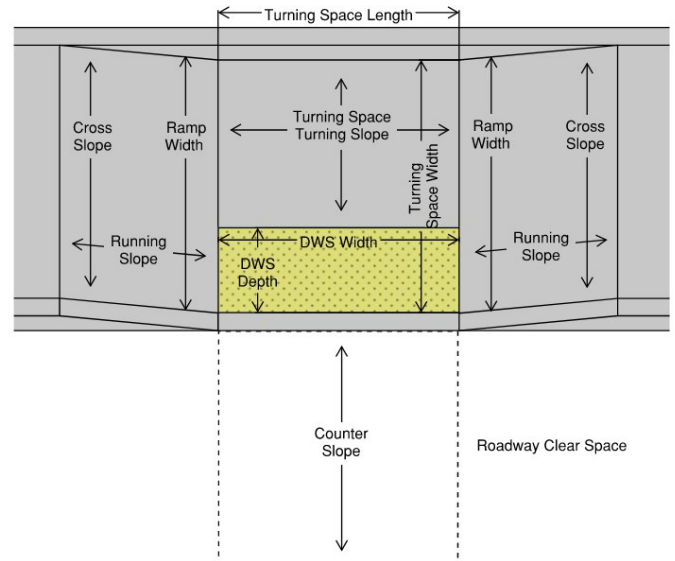


Figure 2-4 Parallel Curb Ramp Attributes

Curb Ramps

Field data was collected for existing curb ramps by Transpo. The field data was then evaluated for their compliance with ADA standards. Figures 2-3 and 2-4 show the major components of typical perpendicular and parallel curb ramps, respectively, two common types of curb ramps. Less common ramp types, such as ramps that provide a transition from the end of a sidewalk to the road shoulder are also located in the city.

Each curb ramp was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. Curb ramps were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant
- 1-29: Minor Compliance Issue
- 30: Significant Compliance Issue

These scores are referred to as the Accessibility Index Score (AIS). Curb ramps that had running slopes that were too steep received a score of 30 and were considered non-compliant. Curb ramps that had cross slopes slightly above the compliant threshold received a score of 25 while steeper cross slopes received a 30. Other criteria relating to turning space, flare slopes, detectable warning surfaces (DWS), obstructions, and condition were weighted lower, but could cumulatively reach the threshold for non-compliance.

Scoring and compliance criteria are discussed in more detail in Section 4.2.1 and in **Appendix C**.

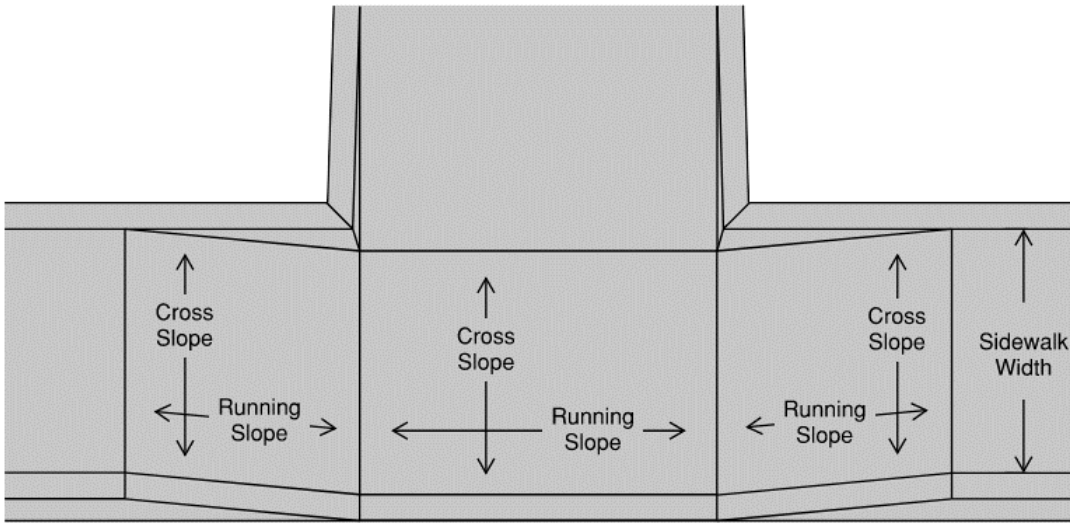


Figure 2-5 Sidewalk Attributes

Sidewalks

Field data was collected for sidewalks by the Transpo. This field data collection for sidewalks was completed along the length of each segment and then evaluated for their compliance with ADA standards. Common attributes for sidewalks are shown in Figure 2-5.

Each sidewalk was reviewed for compliance, then score based on the degree to which the barrier impeded accessibility.

- Sidewalk Width, i.e., the sidewalk is too narrow,
- Sidewalk Condition, i.e., amount of cracking.
- Number of barriers, i.e., vertical discontinuity, vegetation, non-slip lid, protruding obstacles, etc.

Sidewalks were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

Scoring and compliance criteria are discussed in more detail in Section 4.2.1 and in **Appendix C**.

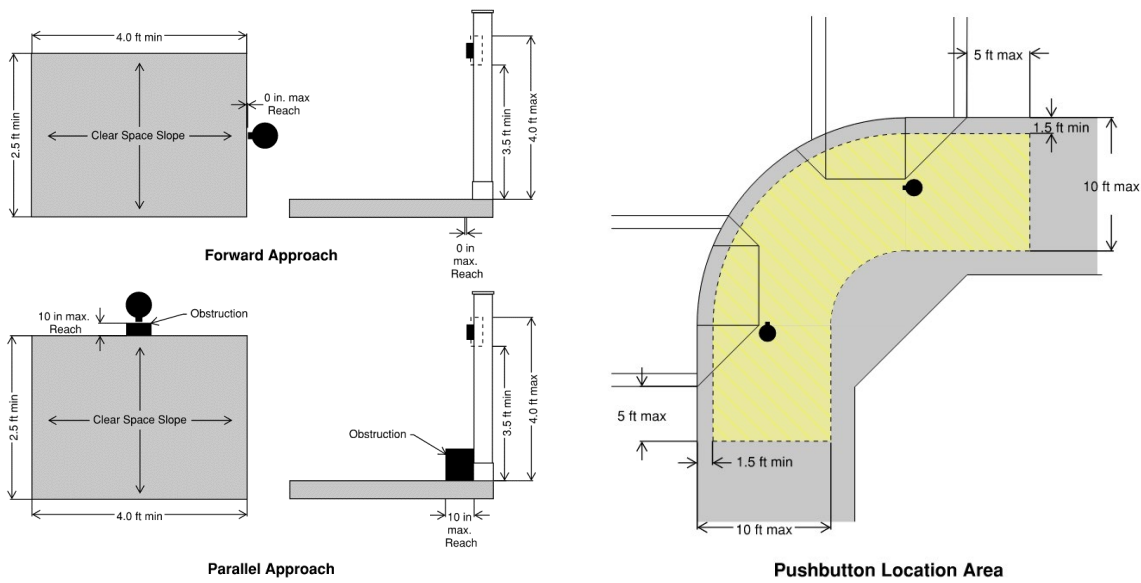


Figure 2-6 APS Pedestrian Pushbutton Location Attributes

Signal Pushbuttons

Accessible pedestrian signals and pushbuttons (APS) provide integrated visual, audible, and vibrotactile information to help pedestrians cross signalized intersections. Some pushbuttons can be programmed to request an extended crossing time or to make the name of the street being crossed audible when pushed for a longer time.

Field data was collected for pedestrian pushbuttons at traffic signals by Transpo Group. Data collectors recorded location and design attributes for each pushbutton. Location attributes included reach distance to the button, availability of a clear and level area at the button, and the location relative to the intersection and corresponding crosswalk (see Figure 2-6). Design

attributes included visual and tactile elements, such as a raised arrow pointing to the crossing, as well as features that provide audible and vibrational feedback.

Each pedestrian pushbutton was reviewed for compliance using fifteen criteria, then scored based on the degree to which the barrier impeded accessibility.

Pushbutton scores ranged from 0-30 and were categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

Scoring and compliance criteria are discussed in more detail in Section 4.2.1 and in **Appendix C**.



2.3.1.2 Findings

Curb Ramps

Approximately 98% of the 792 existing curb ramps do not meet ADA standards (see Table 2-1 and Figure 2-7).

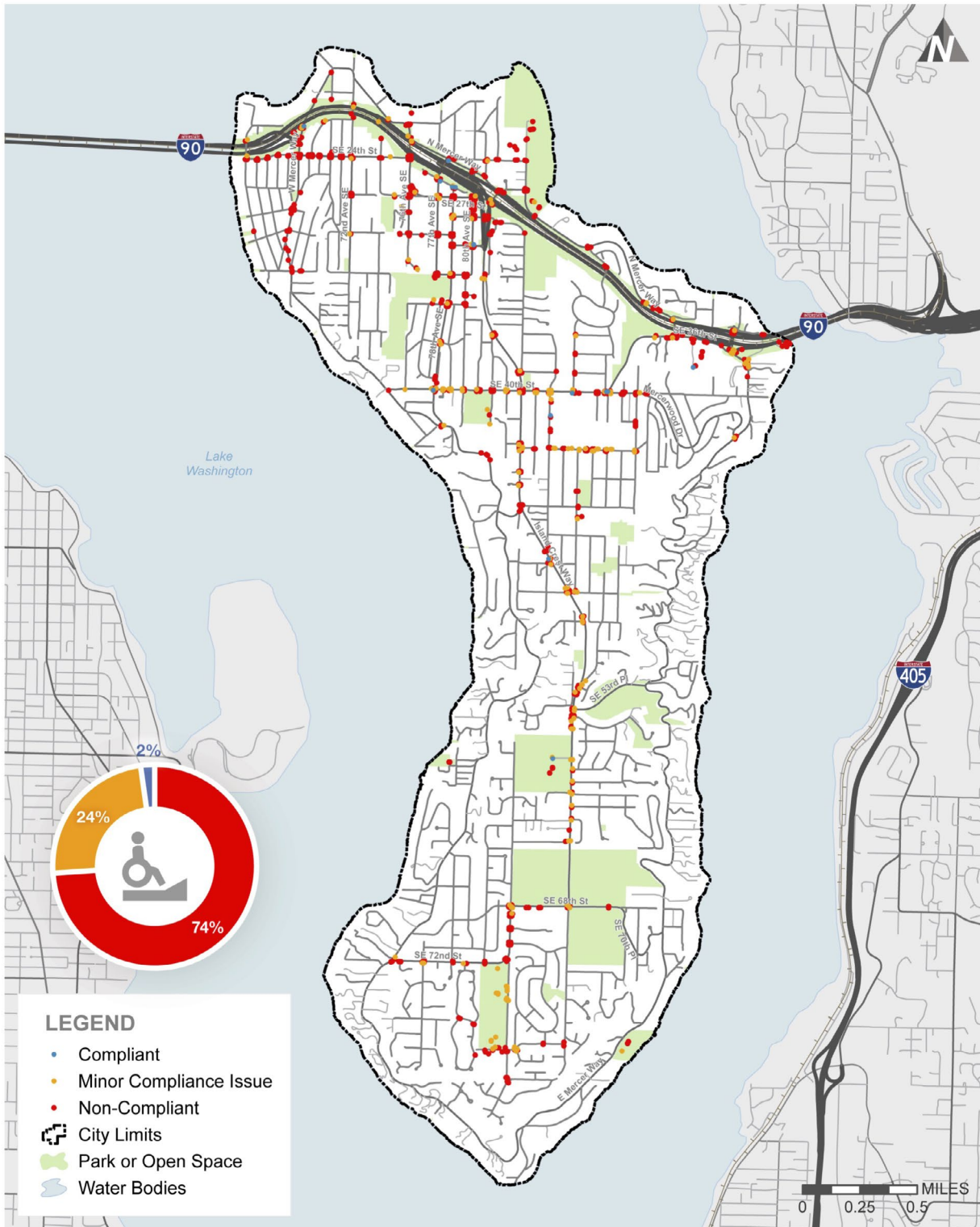
As discussed in Section 2.3.1, non-compliant ramps are those that have:

- Non-compliant ramp width, i.e., the ramping area is not present or too narrow (Figure 2-8).
- Non-compliant running slope, i.e., the ramp running slope is too steep (Figure 2-9). 288 curb ramps have running slopes greater than 8.3%.
- Non-compliant cross slope, i.e., the cross slope is too steep (Figure 2-10). 503 curb ramps have cross slopes greater than 2%, 312 of which have cross slopes greater than 3%.
- Several minor non-compliant features, such as flare slope, detectable warning surface (DWS) placement, receiving ramp, etc.

Table 2-1 Existing Curb Ramp Compliance

Curb Ramp Compliance	Total	
	Miles	% of Total
Significant Compliance Issue	589	74%
Minor Compliance Issue	187	24%
Compliant Ramps	16	2%
Total	792	

Curb ramps are designed and constructed to tie into the existing roadway. As noted previously, steep or otherwise constrained locations may make it infeasible to meet ADA grade standards. When it is not feasible to remove all curb ramp barriers, ramps may be built to the maximum extent feasible (MEF) to satisfy ADA requirements. This planning level Self-Evaluation did not examine whether non-compliant ramps were built to the maximum extent feasible. See Section 5.1 for additional information regarding MEF documentation.



Non-Compliant Curb Ramp

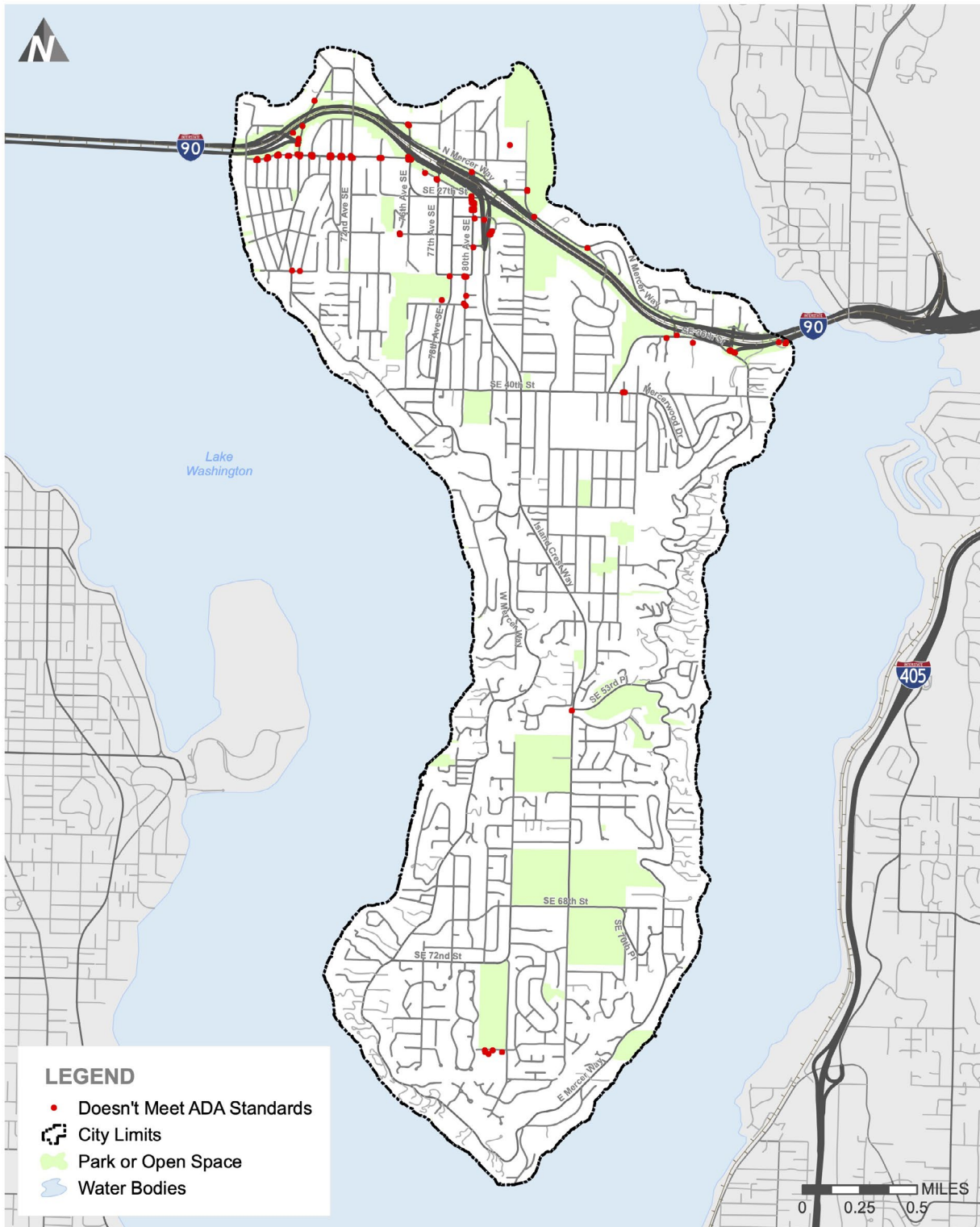
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FIGURE

2-7

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Curb Ramp Width

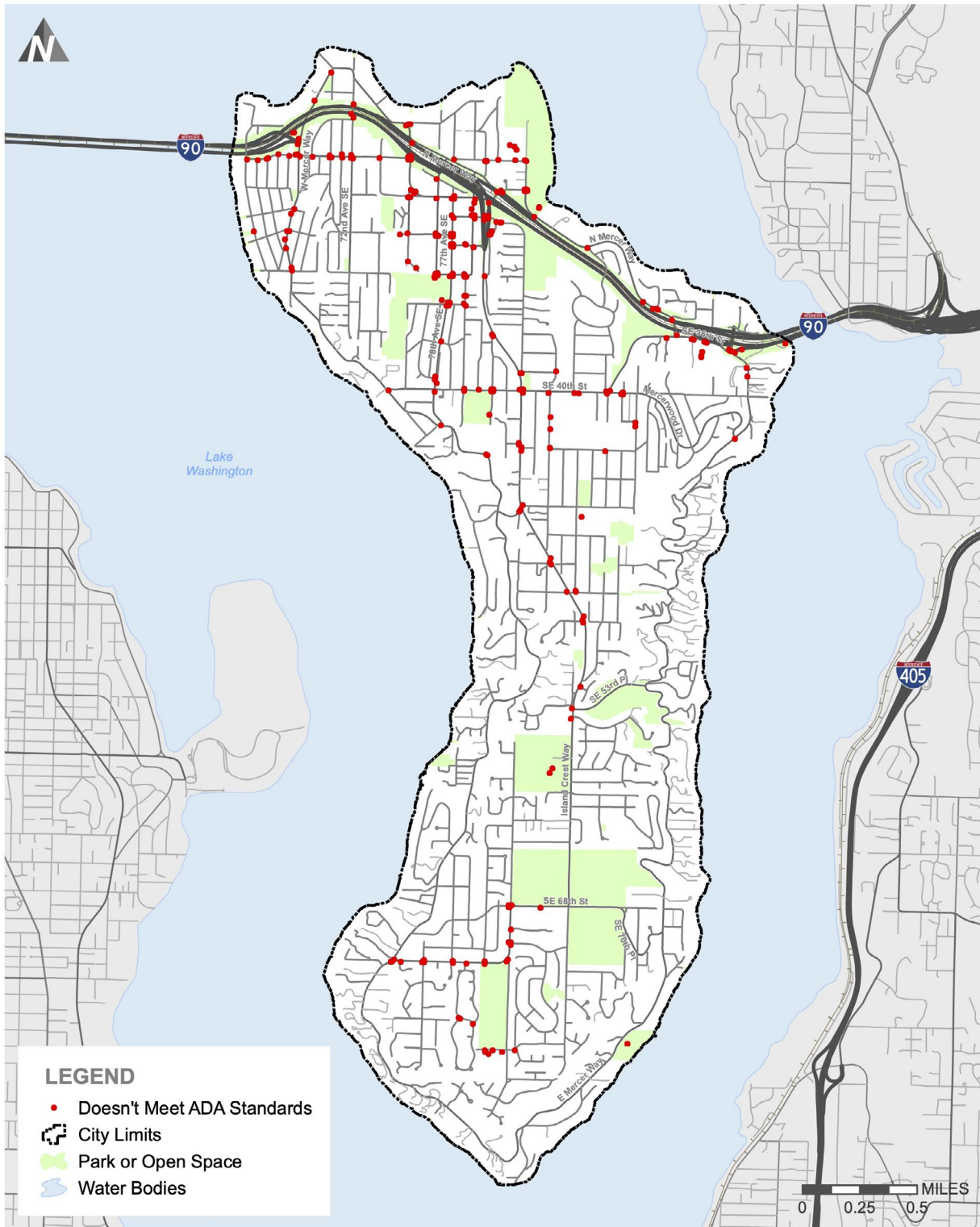
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FIGURE

2-8

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Curb Ramp Running Slope

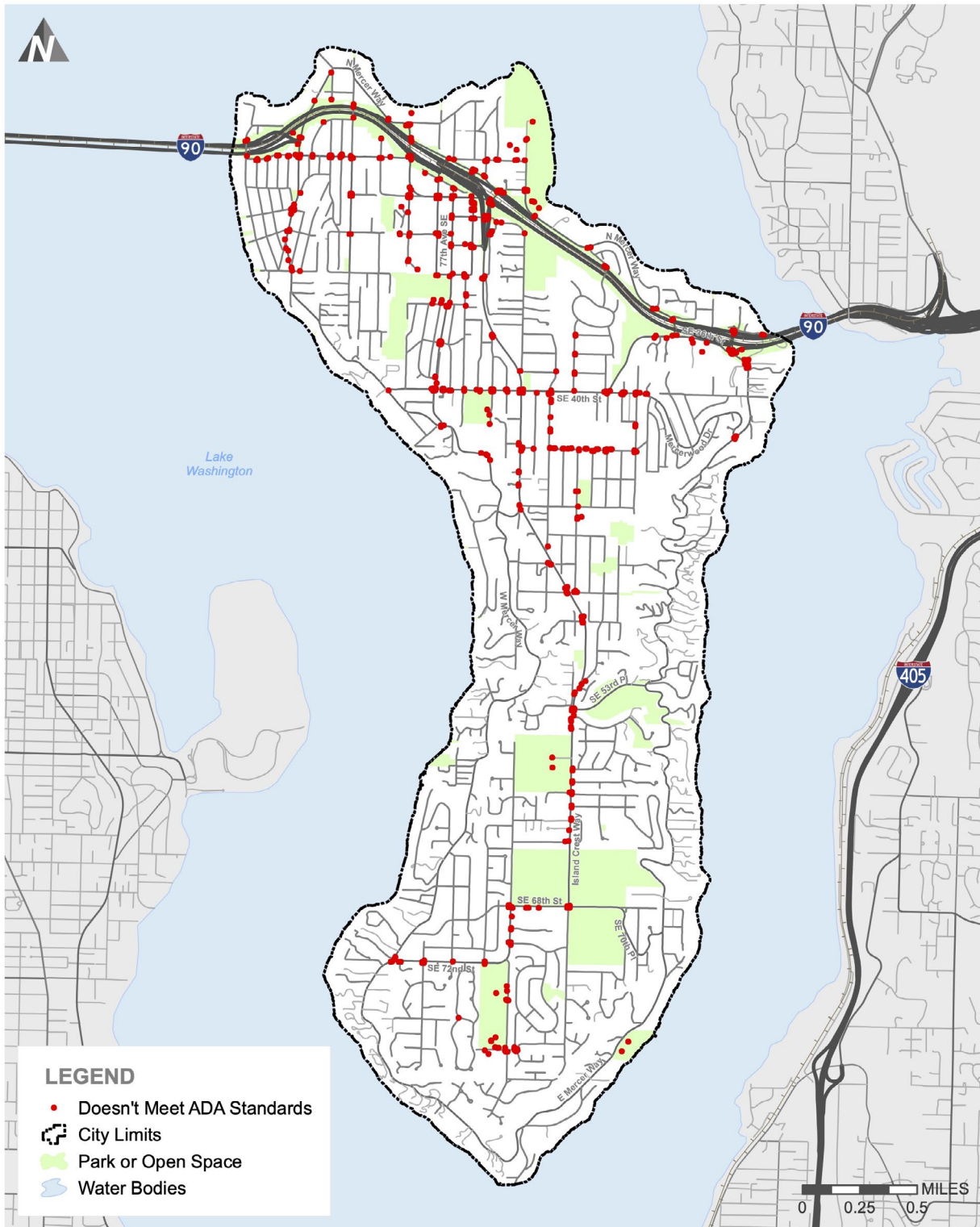
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FIGURE

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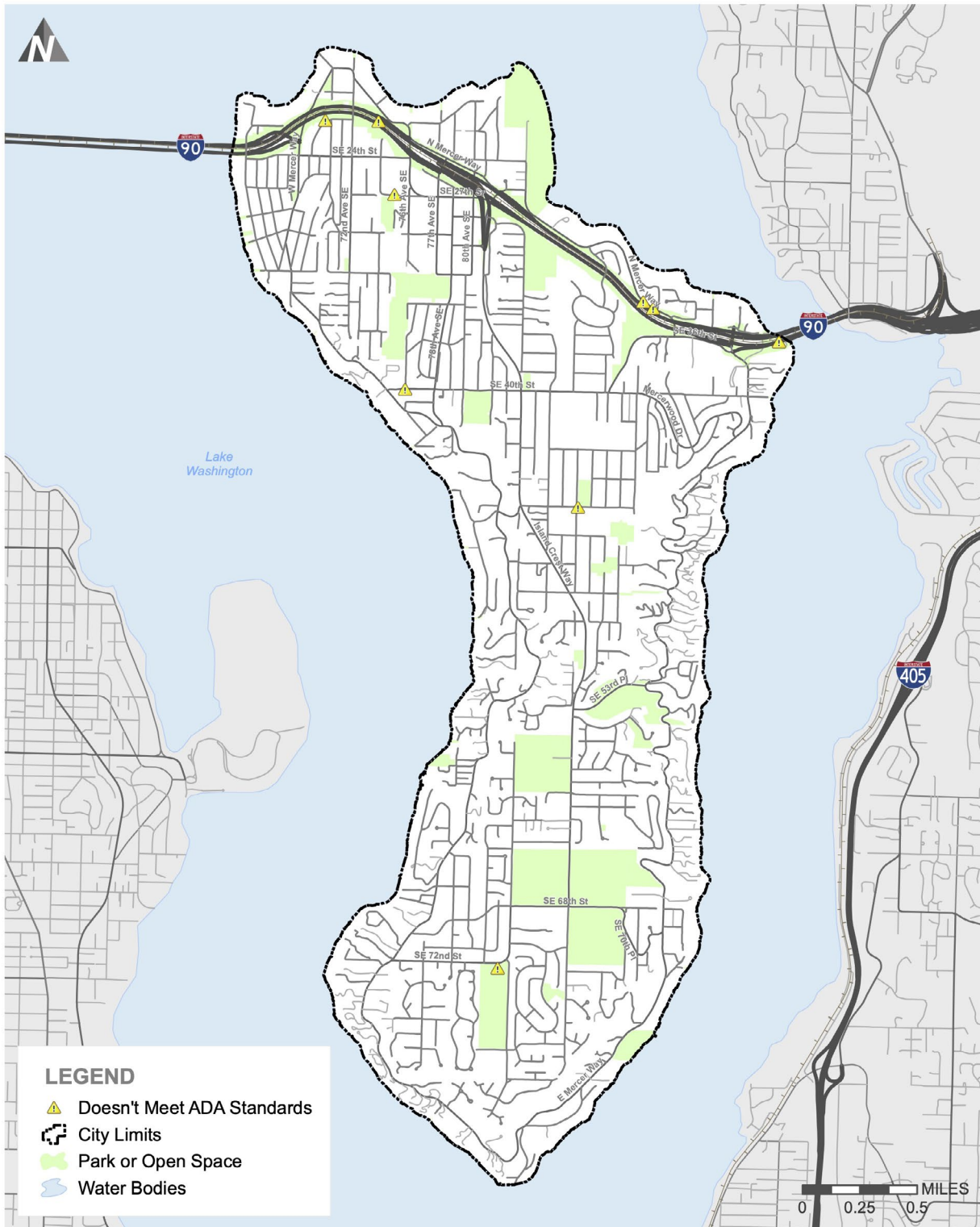
Curb Ramp Cross Slope

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FIGURE
2-10

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Curb Ramp No Receiving Ramp

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FIGURE

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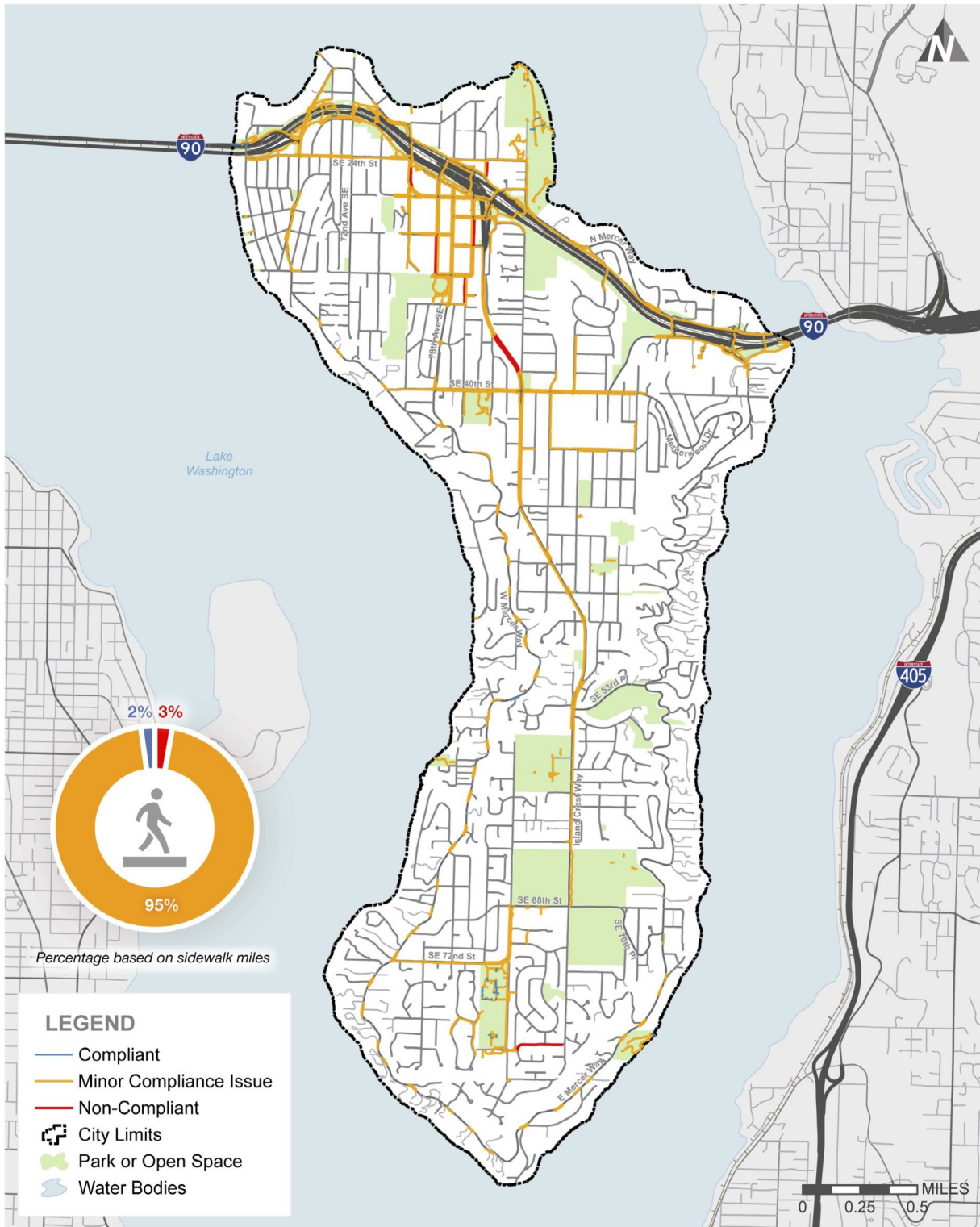


Sidewalks

Approximately 34 miles of sidewalk were inventoried with approximately 98% not meeting ADA standards (see Table 2-2 and Figure 2-12). Grinding, patch repair, and full reconstruction are potential solutions for removing the sidewalk barriers depending on the severity of the barrier.

Table 2-2 Sidewalk Compliance

Sidewalk Compliance	Total	
	Miles	% of Total
Significant Compliance Issue	1	3%
Minor Compliance Issue	32	95%
Compliant	1	2%
Total	34	



Non-Compliant Sidewalk

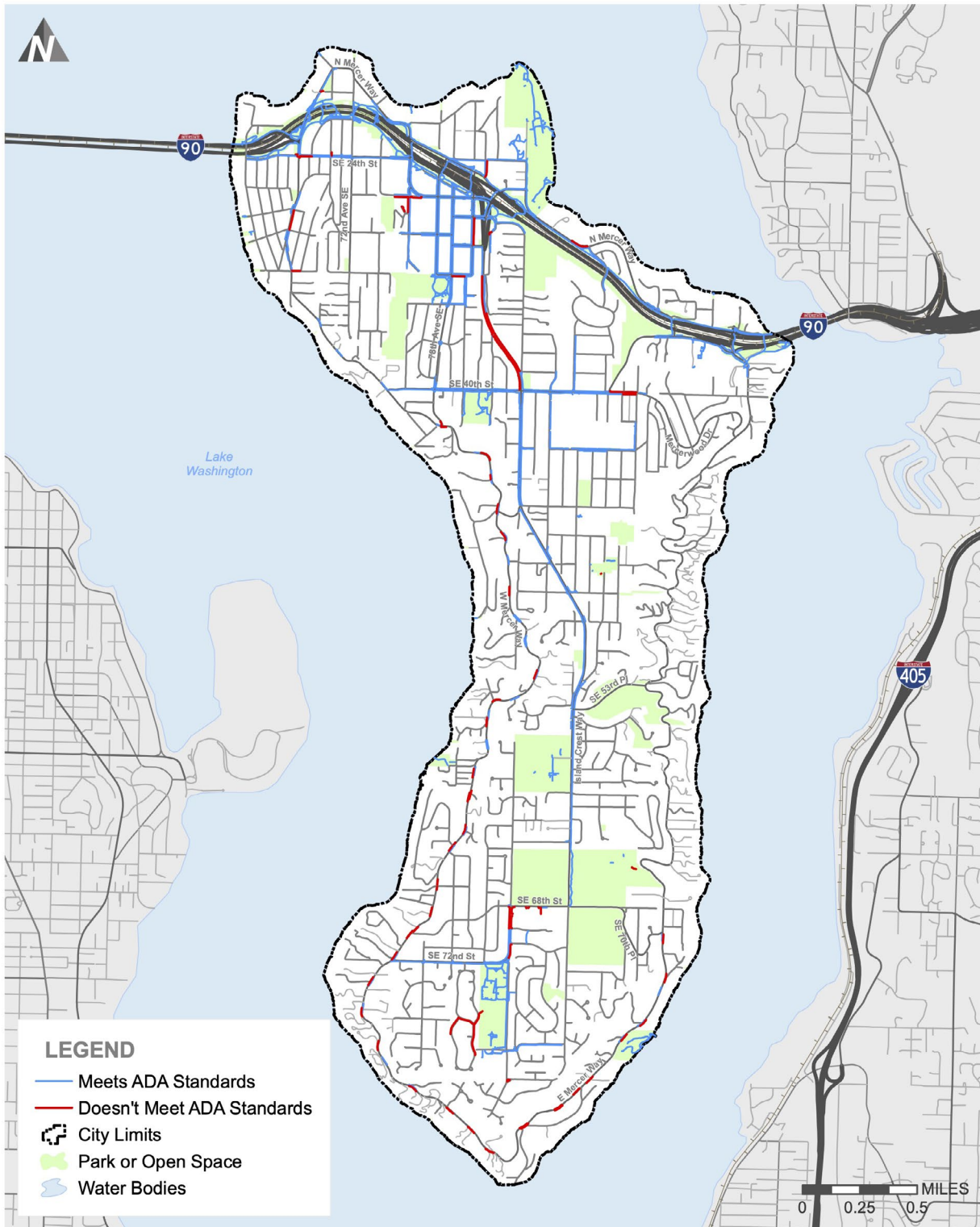
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FIGURE

2-12

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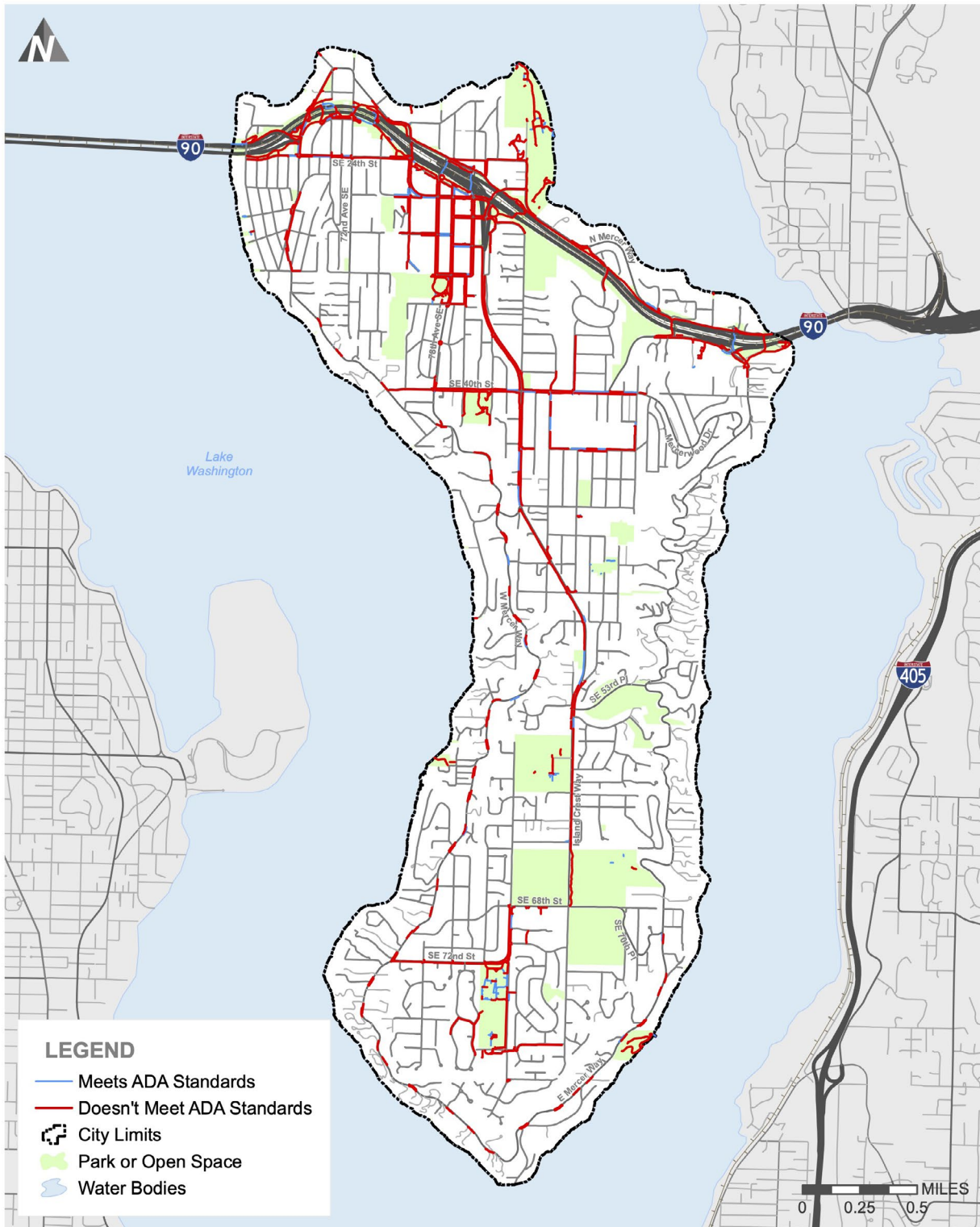
Sidewalk Width

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FIGURE 2-13

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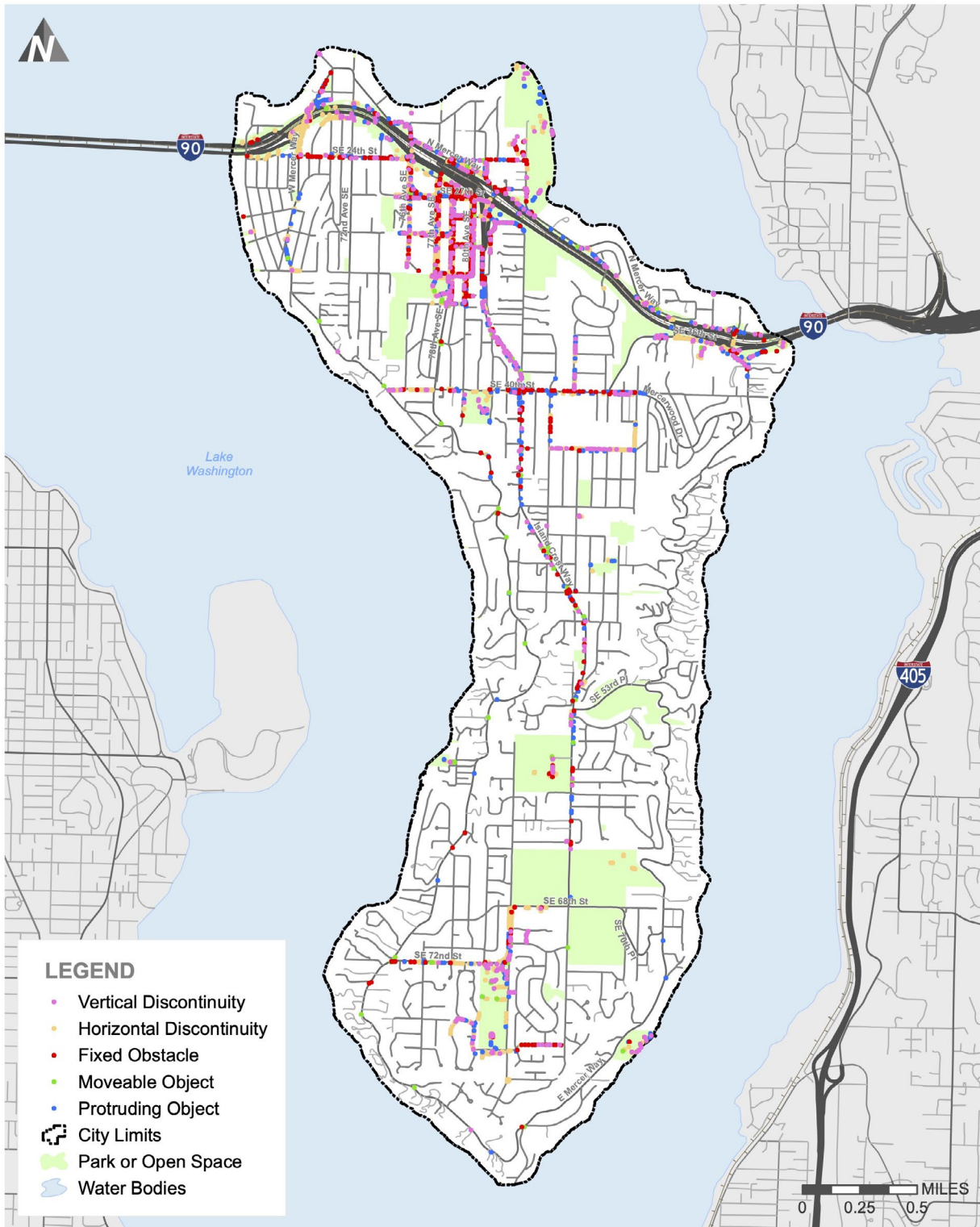


Sidewalk Cross Slope
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FIGURE
2-14

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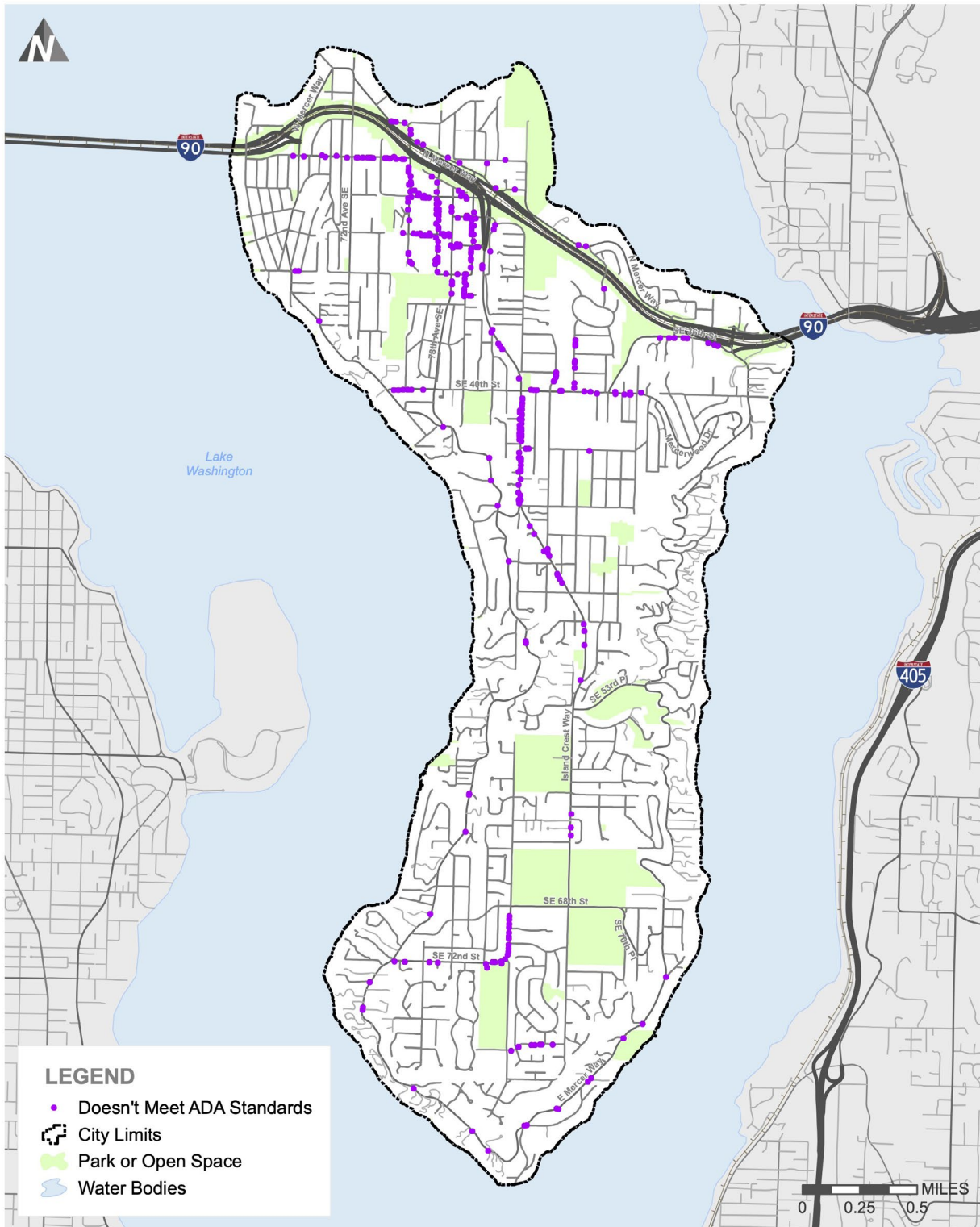
Sidewalk Barriers

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FIGURE 2-15

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Non-Compliant Driveways Along Sidewalk

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FIGURE

2-16

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Item 1.

Figure 2-17 “H-style” (left) and APS-style pedestrian pushbutton (right)

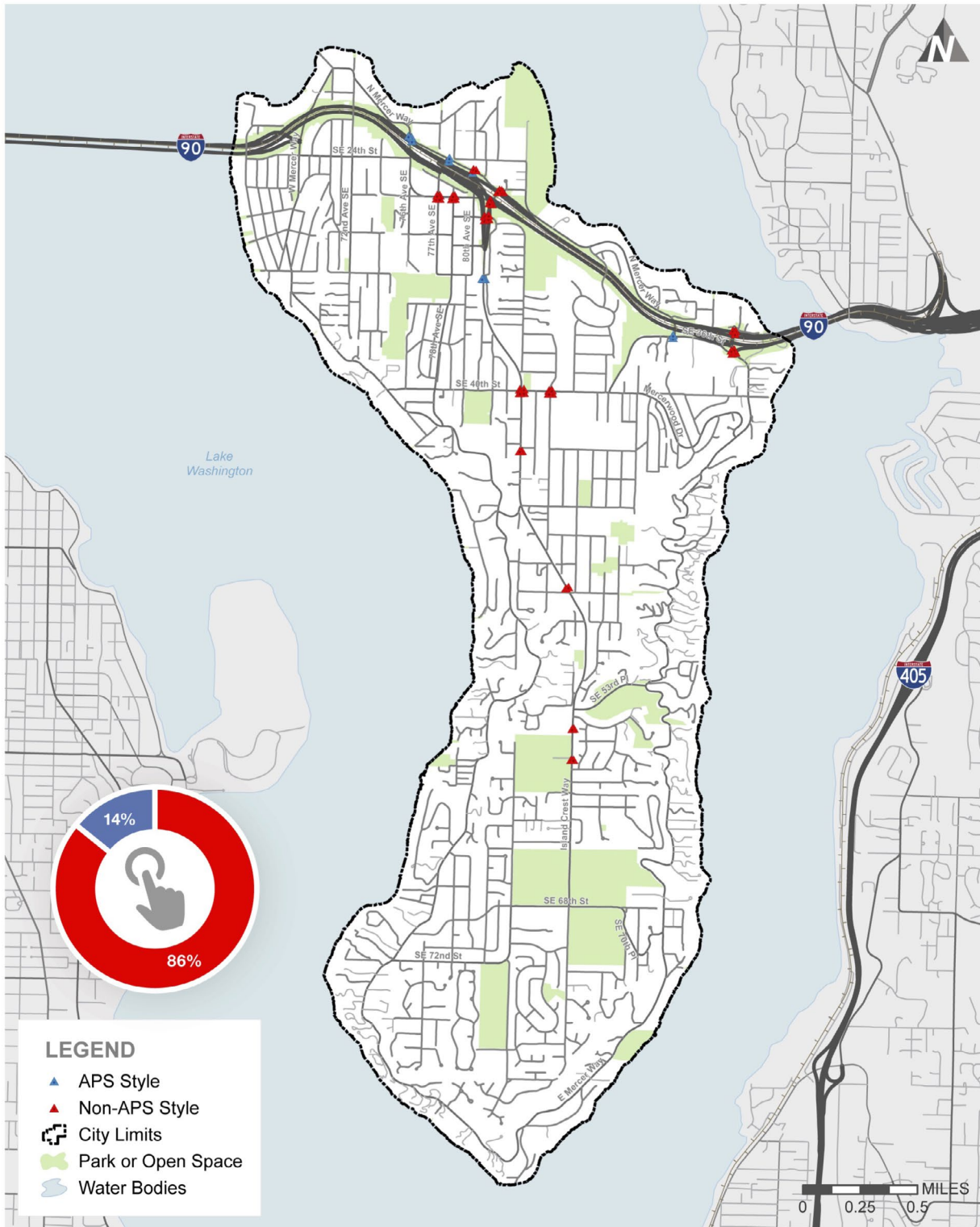
Signal Pushbuttons

All of the 84 inventoried pedestrian pushbuttons were not fully ADA compliant. The non-compliant pedestrian pushbuttons include non-APS style buttons to be replaced and APS-style buttons to be reprogrammed or relocated.

Approximately 86% of pedestrian pushbuttons in the city are an older “H-style” design (see Figure 2-17 top). This style of pushbutton can be upgraded to increase accessibility but must be fully replaced with an accessible pedestrian signal (APS)-style pushbutton to achieve full ADA compliance (see Figure 2-17).

The requirement to use APS-style pushbuttons is relatively new and lack of compliance is typically due to a crossing not being upgraded over time to reflect evolving requirements. Pushbuttons are typically upgraded to APS-style in groups rather than individually. As a result, APS-style additions and upgrades usually occur on an intersection-by-intersection basis.

Figure 2-18 demonstrates the type and locations of these pushbuttons throughout the city.



Signal Push Buttons: APS and Non-APS

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FIGURE

2-18

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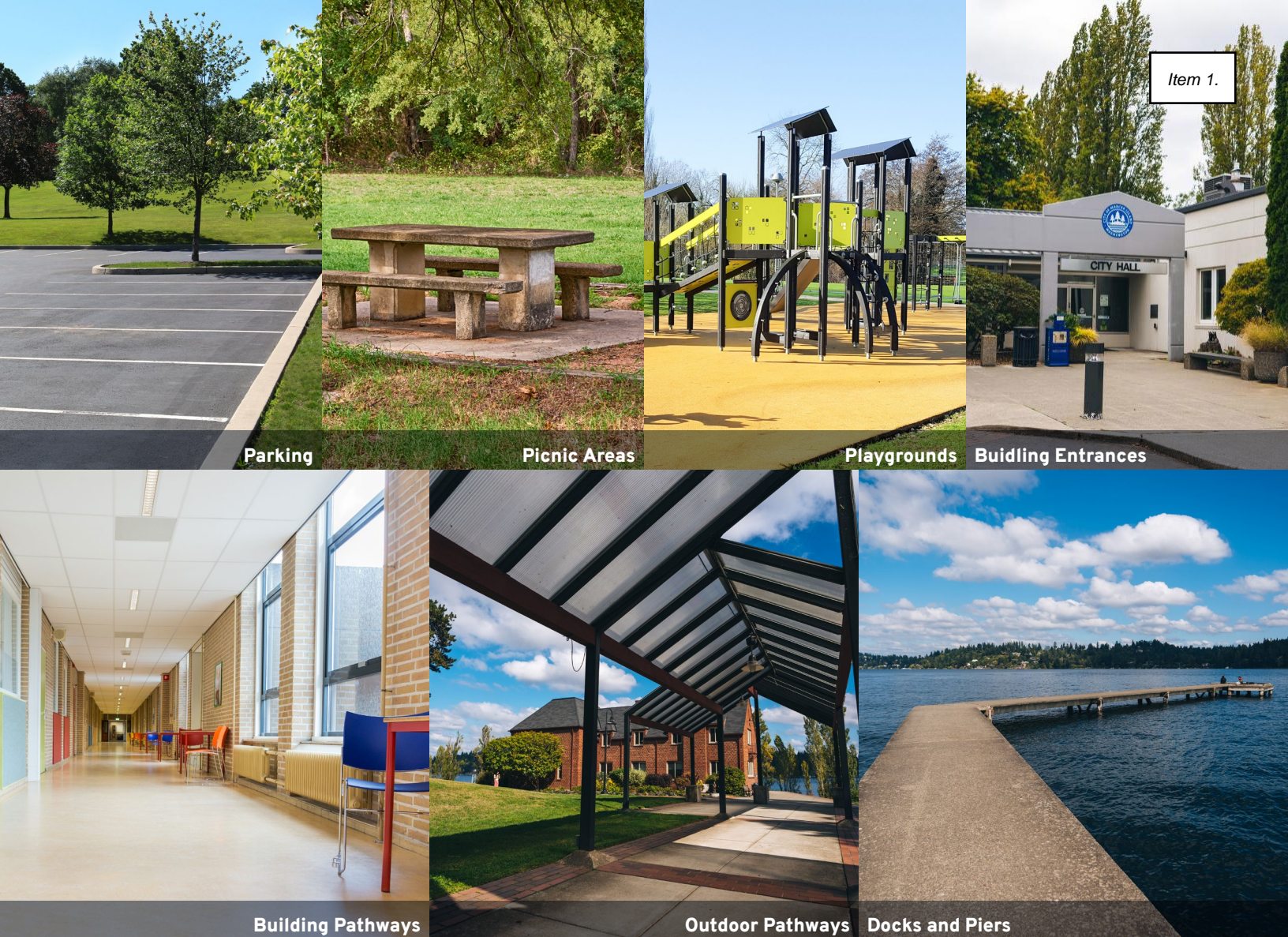


Figure 2-19 Facilities & Parks Features

2.3.3 Facilities & Parks

2.3.3.1 Method

Barrier assessment for facilities and parks covered elements of pedestrian pathways within buildings and at building entrances, as well as vertical elements in public parks. Facilities and parks barriers include non-compliant signage, restroom fixture height, countertop or table height, gate width, pedestrian access routes, and play area ramps, among other

barriers. 637 barriers were found in these areas. For each barrier found, information collected included a description of the barrier, recommended solution and estimated cost as well as other information such as recommended priority ranking and photos of the barrier. Survey Solutions™, a custom software database, was used to generate the ADA Survey Results. The consultant's data collection efforts for facilities and parks occurred between June to October 2021.

Table 2-3 Facilities & Parks Barrier Distribution

Sidewalk Compliance	Total
77th Avenue SE Landing	2
Aubrey Davis Park	43
Bicentennial Park	23
Boat Launch	3
Calkins Landing	5
Clarke Beach	14
Community and Events Center	106
Deane's Children's Park	19
Ellis Pond	3
First Hill Park	5
Forest Landing	2
Franklin Landing	2
Fruitland Landing	4
Garfield Landing	2
Groveland Beach	17
Homestead Park	29
Island Crest Park	44
Lincoln Landing	3
Luther Burbank Park	81
Luther Burbank Park Administration Building	24
Main Fire Station #91	4
Maintenance Hall	12
Mercer Island City Hall	65
Mercerdale Park	13
Miller Landing	1
Pioneer Park	7
Proctor Landing	2
Roanoke Landing	1
Roanoke Park	10
Rotary Park	5
Secret Park	6
Slater Park	4
South Fire Station #92	8
South Mercer Playfields	34
Wildwood Park	5
Youth & Family Services Thrift Shop/Recycling Center	34
Total	637

2.3.3.2 Findings

Table 2-3 shows the number of barriers found in each facility and park.

The field surveys for the properties were conducted using proven ADA survey instruments and calibrated measurement tools. Collected data was reviewed and analyzed, and recommended preliminary solutions were developed. A complete report of all barriers recorded in facilities and parks can be found in **Appendix D**.

3 Stakeholder Engagement

Public and stakeholder input is an essential element in the transition plan development and self-evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process and development of the transition plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). There were three primary goals for the public outreach activities prior to adopting the plan:

- Inform the public about the City’s plan and processes regarding removal of barriers to accessibility within the right-of-way. Provide information to assist interested parties to understand the issues faced by the City, alternatives considered and planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

3.1 Engagement Methods

To generate public involvement and capture public feedback on the ADA Transition Plan, the City used four methods: a virtual open house, engagement survey, online mapping tool, and an in-depth focus group. Promotion and advertising for these outreach methods utilized the City’s website and social media channels, as well as hardy copy surveys and flyers delivered by City staff. The City of Mercer Island developed a project website: <https://www.mercerislandada.com> for easy online access to project information and ways to provide feedback. A full account of the public engagement findings can be found in **Appendix E**.

3.1.1 Online Open House and Survey

An online open house that dove into the ADA transition plan project, goals and areas of focus of the project, was made available on the City’s website. Within the open house an online survey and reporting tool was provided for the public to give feedback on gaps and barriers at specific locations.

The surveyed contained questions focusing on the following areas.

- Whether they have a disability or support someone with one;
- Which type of accessibility barriers they currently experience;
- How they rate the accessibility conditions of existing right-of-way facilities; and,
- What facility types they believe should be prioritized when removing accessibility barriers.

The survey was made available for public participation from July 4, 2021 to September 14, 2021. A detailed summary of engagement and outreach efforts including promotion and advertising, online survey, online mapping tool, listening sessions, and a senior citizen advisory committee meeting are included in the Engagement & Public Involvement Summary in **Appendix E**.

The survey respondents identified their first and second priorities for improving pedestrian facilities within the city. The weighted rank priorities showed that the following three categories were highest priority:

- Transit
- Retail
- City parks

Detailed information regarding the priorities and locations identified through the survey and online mapping tool are included in **Appendix E**.

3.1.2 Focus Group

An in-depth virtual focus group and interviews were conducted on September 30, 2021. The focus group used the Zoom virtual platform that included closed captioning to facilitate discussion from Mercer Island residents and survey responders. All of the respondents interviewed live on Mercer Island and have a disability or support a person with a disability. The focus group identified priorities for barrier removal that include City parks, sidewalks, and accessible parking availability. Detailed information regarding the priorities and locations identified through the focus group are included in **Appendix E**.

4 Pedestrian Barrier Removal Methods and Schedule

Chapter 4 provides a summary of barrier removal methods and priorities to guide implementation of this plan. This chapter presents a total planning level cost estimate for the removal of existing pedestrian barriers. Finally, a schedule is presented that outlines the steps necessary to achieve compliance with current ADA standards.

4.1 Barrier Removal Methods – Public ROW

The City currently has a variety of barrier removal methods that are funded from sources that include Capital Improvement Program (CIP) projects, Transportation Improvement Program (TIP) projects, and permitted private development. Certain programs provide continual means of barrier removal while others vary based on outside influences such as permitted development and grants. The manner in which an existing pedestrian barrier is removed is typically a function of its complexity and cost. Less complex pedestrian barriers, such as a missing detectable warning surface (DWS), can be removed through maintenance and operations programs. More complex barriers, such as barriers associated with ramp or sidewalk design, typically require additional engineering as part of a more costly capital construction project.

For these methods to be effective, City practices and design standards must comply with federal ADA guidance. If standards are not updated and enforced, new or reconstructed pedestrian facilities may not be constructed to accessible standards, requiring costly revision, and increasing the duration it will take the City to remove accessibility barriers.

The following sections provide additional detail regarding CIP projects, TIP projects, and permitted development.

4.1.1 Transportation Improvement Program (TIP) Projects

The Transportation Improvement Program (TIP) is a rolling 6-year plan updated annually with a focus on maintaining the existing transportation network and improving it safely by using the City's Street Fund, Transportation Benefit District vehicle fees, Sound Transit East Link mitigation funds, and other funding sources. Transportation projects include residential street projects, arterial street improvements, and pedestrian and bicycle facility projects. The City of Mercer Island updates its TIP annually and forecasts projects for a six-year period. ADA compliant improvements (new or replacement) are often included as a component of these projects. With this transition plan, accessibility barriers are now easier to identify and include in TIP projects. The City's Six Year 2022-2027 TIP includes six projects with ADA barrier removal elements: 80th Avenue Sidewalk (SE 28th – SE 32nd), 78th Avenue Sidewalk (SE 32nd – SE 34th), SE 40th Sidewalk Improvements (Gallagher Hill – 93rd Ave SE), and SE 32nd St (77th to 78th Ave SE) Sidewalk Replacement, Sunset Hwy/77th Ave SE Improvements, and Mid-Block Crosswalk 76th Ave SE between SE 24th and SE 27th.

4.1.2 ADA Compliance Plan Implementation

As described above, the Transportation Improvement Program (TIP) is a rolling 6-year plan updated annually including projects to maintain and improve the City's transportation network. The City has identified a specific ADA Compliance Plan Implementation project to remove barriers identified by this transition planning effort.

4.1.3 Pedestrian and Bicycle Facilities (PBF) Plan Implementation

The City's Pedestrian and Bicycle Facilities Plan was last updated in 2010 and guides investments and actions related to maintaining and improving the City's pedestrian and bicycle networks. These networks include trails, crosswalks, bike lanes, and sidewalk facilities. Within the 2022-2027 TIP, the City has identified funding for PBF Plan Implementation. This annual program identifies, prioritizes, designs, and constructs small pedestrian or bicycle improvements on facilities citywide. It was assumed that a portion of this implementation is dedicated to ADA barrier removal.

4.1.4 Maintenance

Operational and maintenance activities typically resolve less costly and less complex barriers to

accessibility. A subset of the work completed by the Public Works Roadway, Trail & ROW Maintenance Team helps to remove ADA related barriers through curbs, streets, and sidewalk repairs. Though maintenance investments for pedestrian facilities often do not bring sidewalks, ramps, and other pedestrian infrastructure fully up to ADA standards, these investments of staff time and resources typically result in critically important access improvements. These activities include sidewalk panel grinding, panel replacement, and request-based curb ramp installations. Maintenance investments are crucial to increasing the longevity of the existing pedestrian network.

4.1.5 Street Resurfacing Programs

The Arterial Street Resurfacing Programs and Residential Street Resurfacing Programs is used to maintain the current roadway system by providing street resurfacing, pavement rehabilitation, and curb and sidewalk repair. When a street overlay is being conducted in areas adjacent to ADA features, the curb ramps will be retrofitted or replaced to meet current standards if found to be non-compliant.

4.1.6 Permitted Development

Even with the current funding for accessibility improvements, it will take many years to remove accessibility barriers or provide sidewalk connections between gaps. Redevelopment of properties such as construction of new housing or commercial buildings or major remodels can provide a valuable boost to barrier removal efforts. At times, private development results in street frontage improvements as a function of construction permit requirements. All such improvements are designed and built to meet City and ADA standards. This approach to barrier removal is incremental and depends on the outside influence of developers, and therefore was not included in the City's funding estimate.

4.2 Barrier Removal Methods: Facilities & Parks

The City currently uses a few methods to remove accessibility barriers for facilities and parks. Some of these methods are annual programs that provide continual means of barrier removal while others vary based on outside influences such as permitted development and available grant funding. The methods being used currently range from stand-alone projects, removal of barriers as part of other City projects and

removal of barriers during ongoing maintenance and operations. In order for these methods to be effective, City practice and design standards must comply with federal ADA guidance. If standards are not updated and enforced, new or reconstructed parks and facilities may not be constructed to accessibility standards, requiring costly revision, and increasing the duration it will take the City to remove accessibility barriers.

4.2.1 Capital Improvement Program (CIP) Parks Projects

The Capital Improvement Program (CIP) defines projects and identifies funding for different elements of the government including the Transportation Improvement Plan (TIP). The City has identified seven CIP projects that focus on parks improvements and include ADA barrier removal efforts. These projects include City Hall Building Repairs, FS91 and FS92 Building Repairs, Aubrey Davis Park Luther Lid Connector Trail, Aubrey Davis Park Safety Improvements, Luther Burbank Dock Repair and Reconfiguration, Merceddale Playground Replacement, and Roanoke Playground Replacement.

4.3 Barrier Removal Plan and Schedule

The ADA requires agencies to specify a schedule for taking the steps necessary to make existing facilities ADA compliant. This plan section summarizes the three-step process used to develop a barrier removal implementation plan and schedule, consistent with ADA transition plan requirements:

1. Prioritization of pedestrian barriers. Physical barriers identified through the Self-Evaluation were prioritized based on the degree to which they physically impacted accessibility and their proximity to key pedestrian destinations. Community input received through stakeholder engagement informed the prioritization process.
2. Estimation of planning level costs to remove pedestrian barriers. Unit costs were applied to the barrier inventory to generate a total planning level cost estimate to remove Self-Evaluation identified barriers. This planning level cost estimate is the total estimated 'need' for barrier removal.
3. Development of a schedule for barrier removal. An estimate of available financial resources was generated and compared to the total estimated need to develop a schedule for barrier removal.

4.3.1 Prioritization of Pedestrian Barriers: Public ROW

To inform the City's future project selection and understand the impact of barrier removal programs, a prioritization system was developed and used to score each pedestrian facility. This system was informed by the Self-Evaluation data, the community engagement process, and technical expertise. It reflects both a facility's physical characteristics and its importance to pedestrian travel. Under the prioritization system, each barrier was scored independently on two factors:

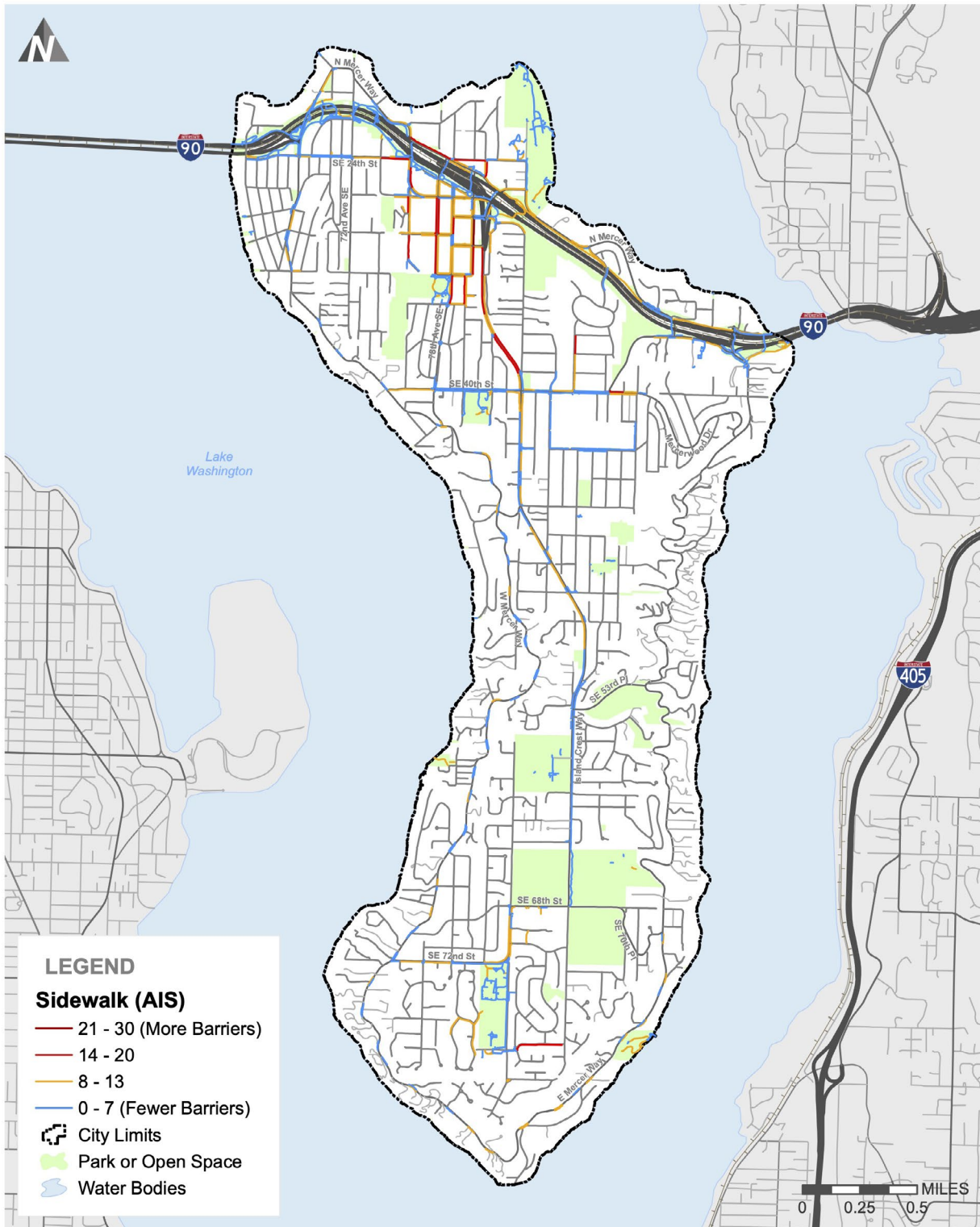
- Physical impact to accessibility
- Proximity to key pedestrian destinations, such as transit stops and schools.

The two resulting scores were added together to incorporate both factors into a single score for prioritization. Based on each facility's score, it was categorized as very high, high, medium, or low priority for barrier removal. Under this system, facilities that present greater barriers to accessibility and are located near multiple key pedestrian destinations are considered a high priority, while facilities with less significant physical barriers located farther from key pedestrian destinations are considered a low priority. Prioritization scoring factors are described below.

Physical impact to accessibility: Accessibility Index Score (AIS)

The Accessibility Index Score describes the degree to which each facility presents a physical barrier to accessibility. Criteria and weights were developed for sidewalks, curb ramps, and pedestrian pushbuttons. These criteria and weights are shown in **Appendix C**.

Potential scores for each facility range from 0 (compliant) to 30. Each facility's Accessibility Index Score is the sum of the individual criteria scores. Curb ramps with non-compliant ramp widths, running slopes, or cross-slopes greater than three percent were assigned the highest possible score of 30.



Accessibility Index Score Composite (Sidewalk)

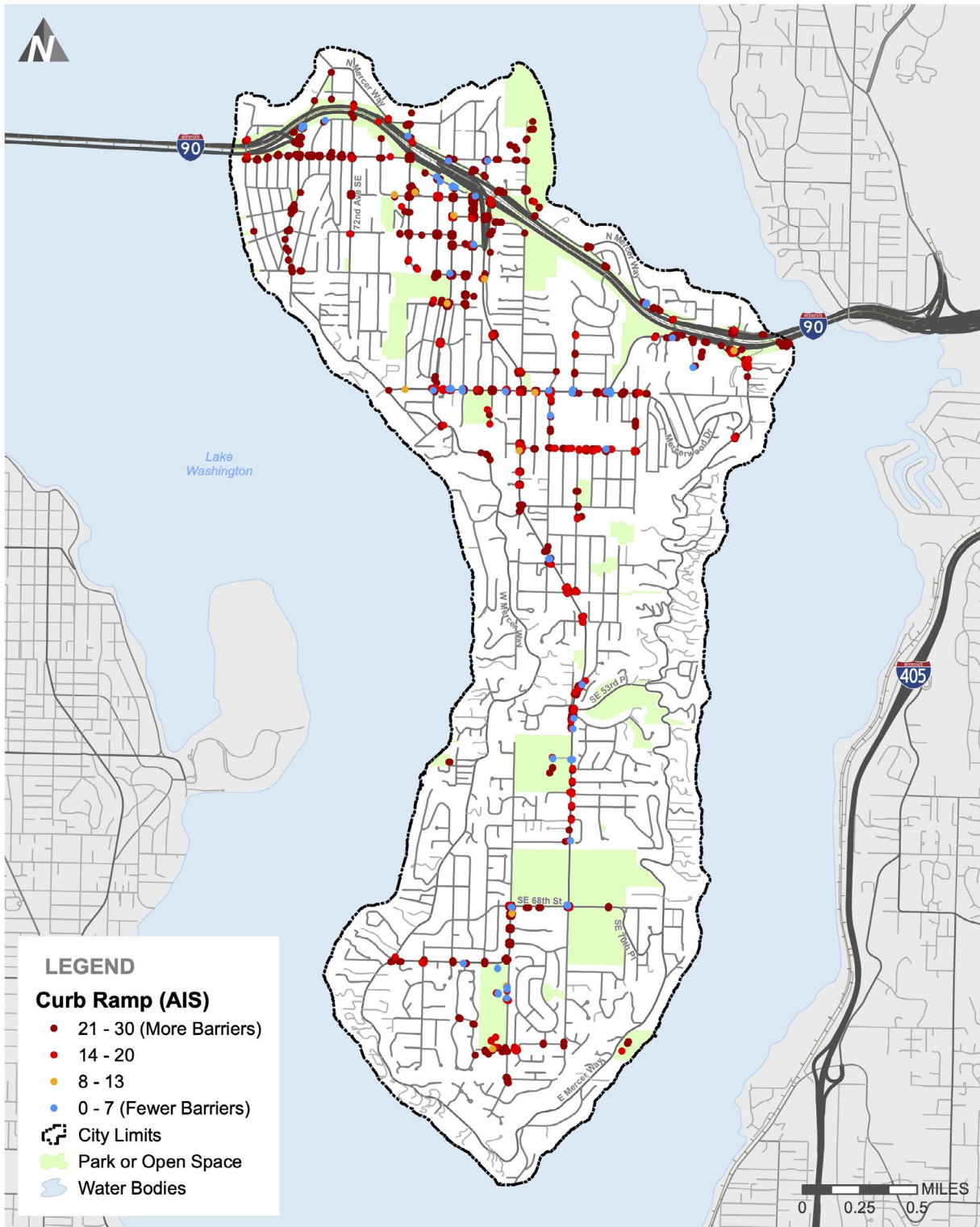
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FIGURE

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Accessibility Index Score Composite (Curb Ramp)

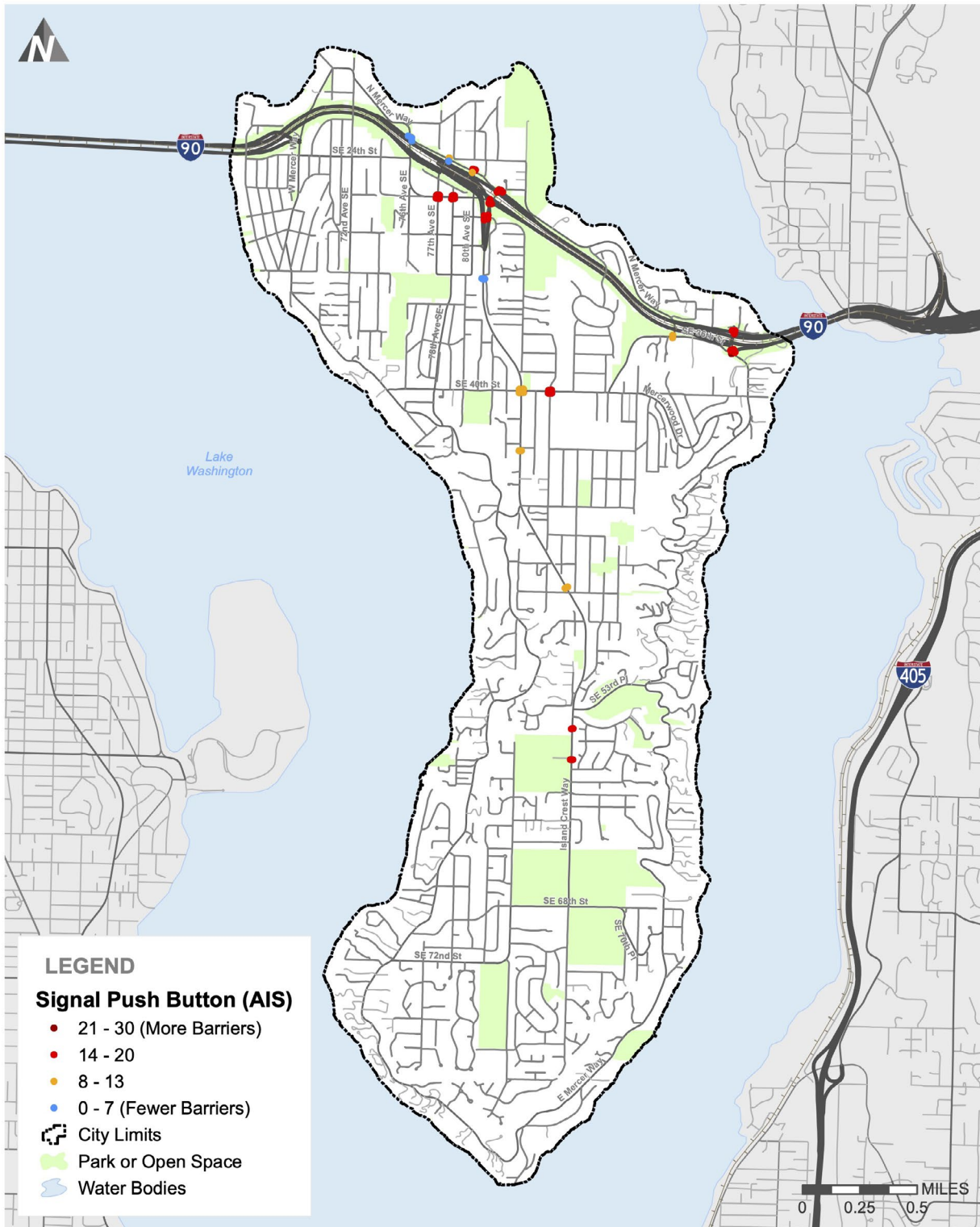
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FIGURE

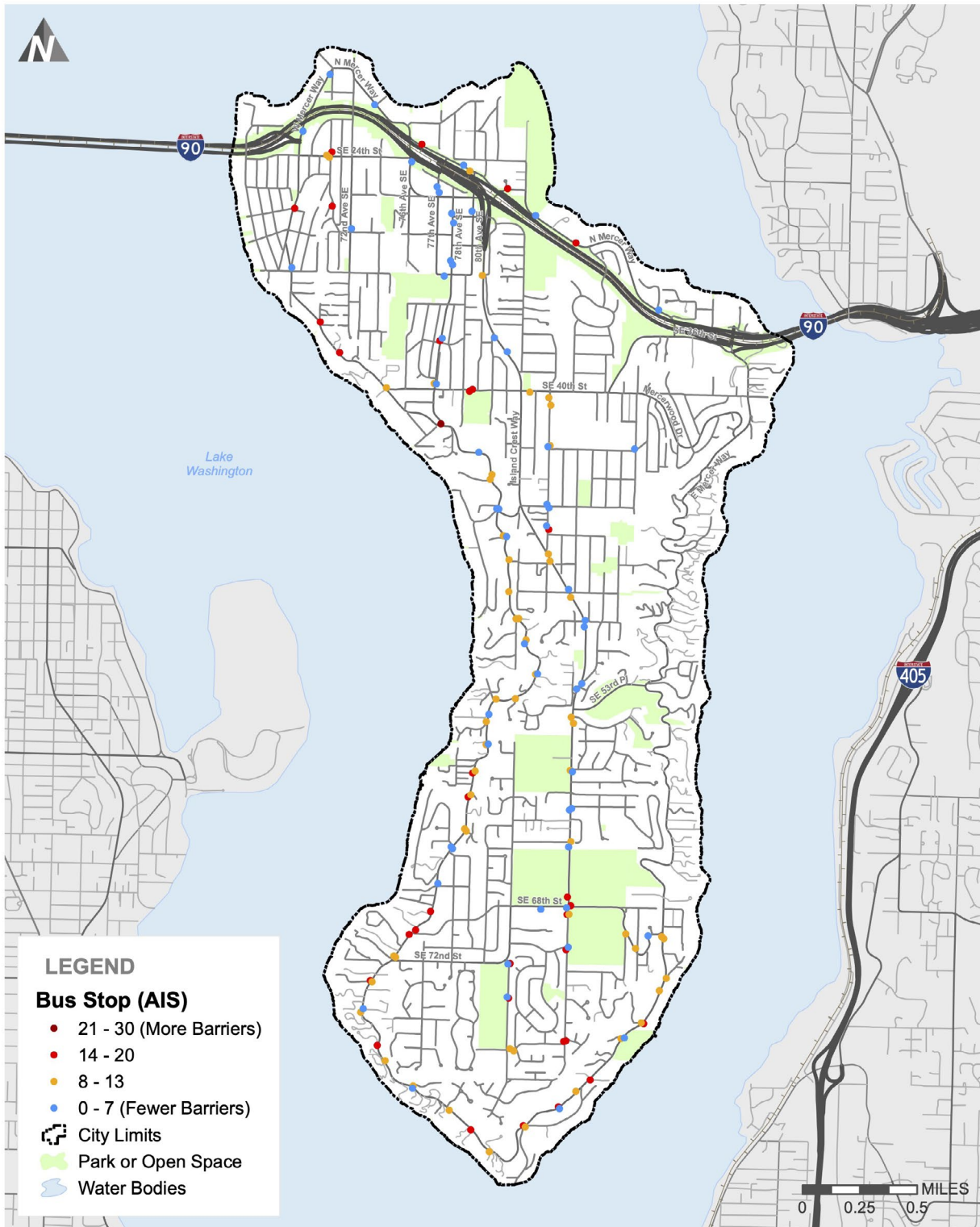
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 **Accessibility Index Score Composite (Signal Push Button)** FIGURE 4-3
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Accessibility Index Score Composite (Bus Stop)

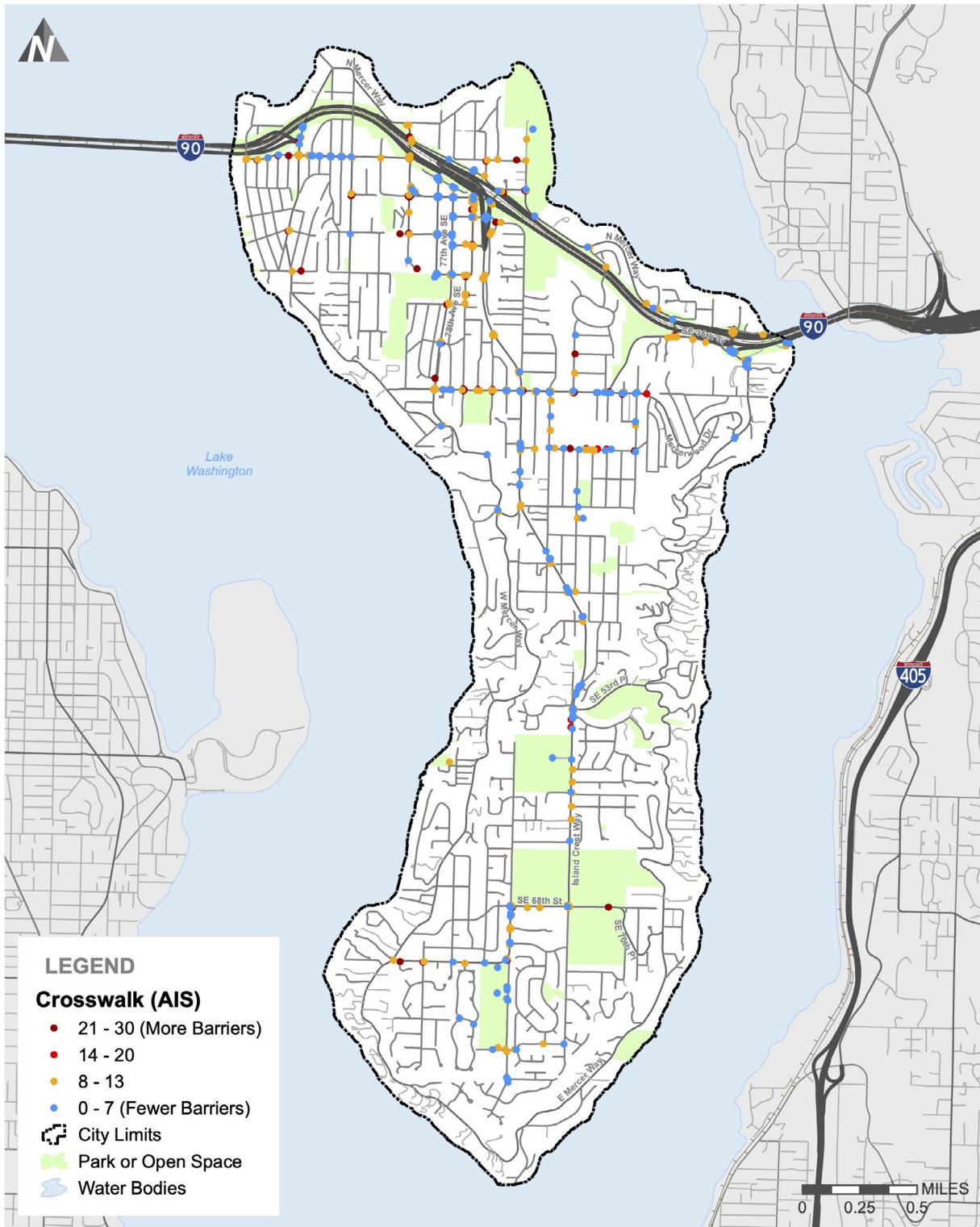
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FIGURE

4-4

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Accessibility Index Score Composite (Crosswalk)

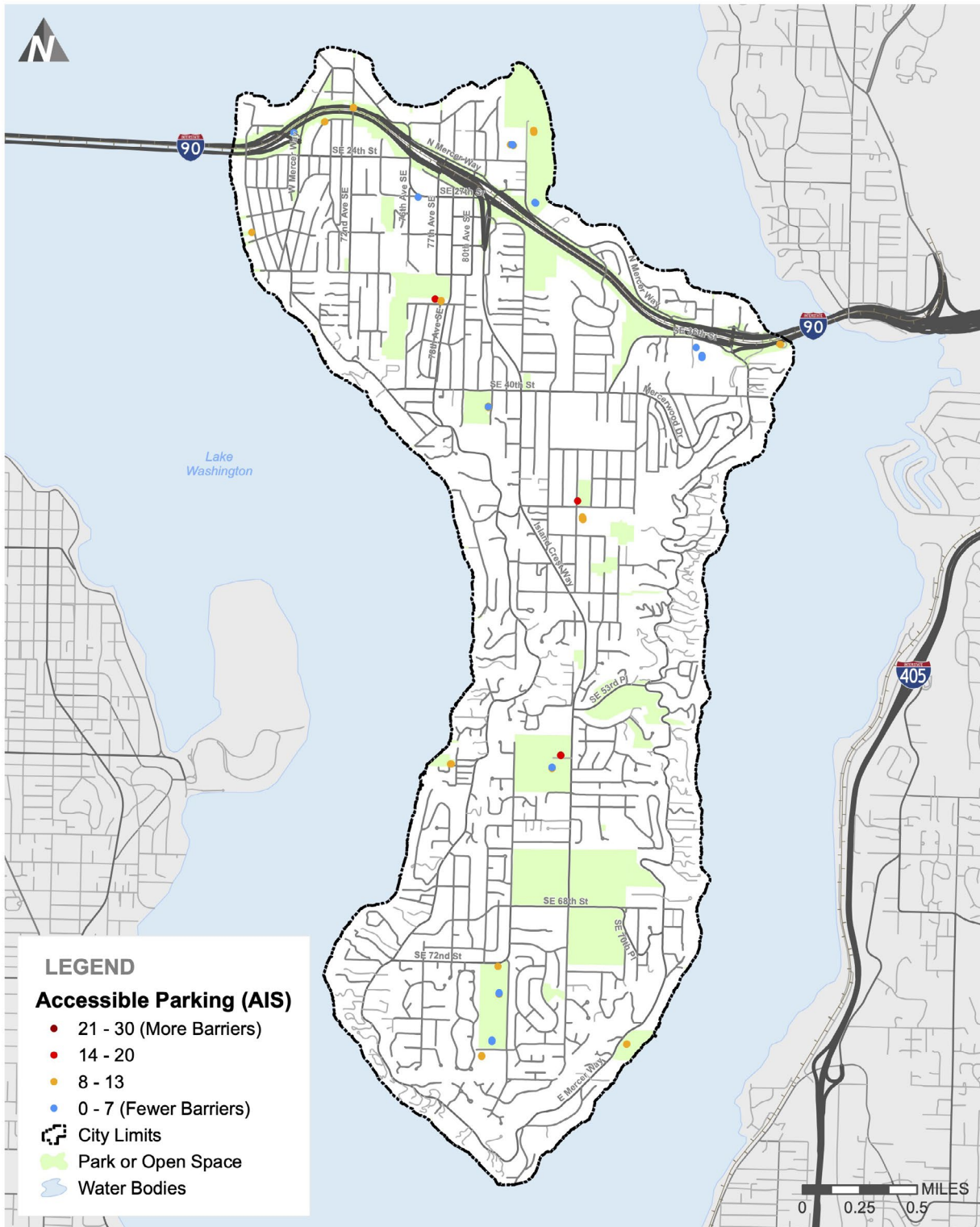
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FIGURE

4-5

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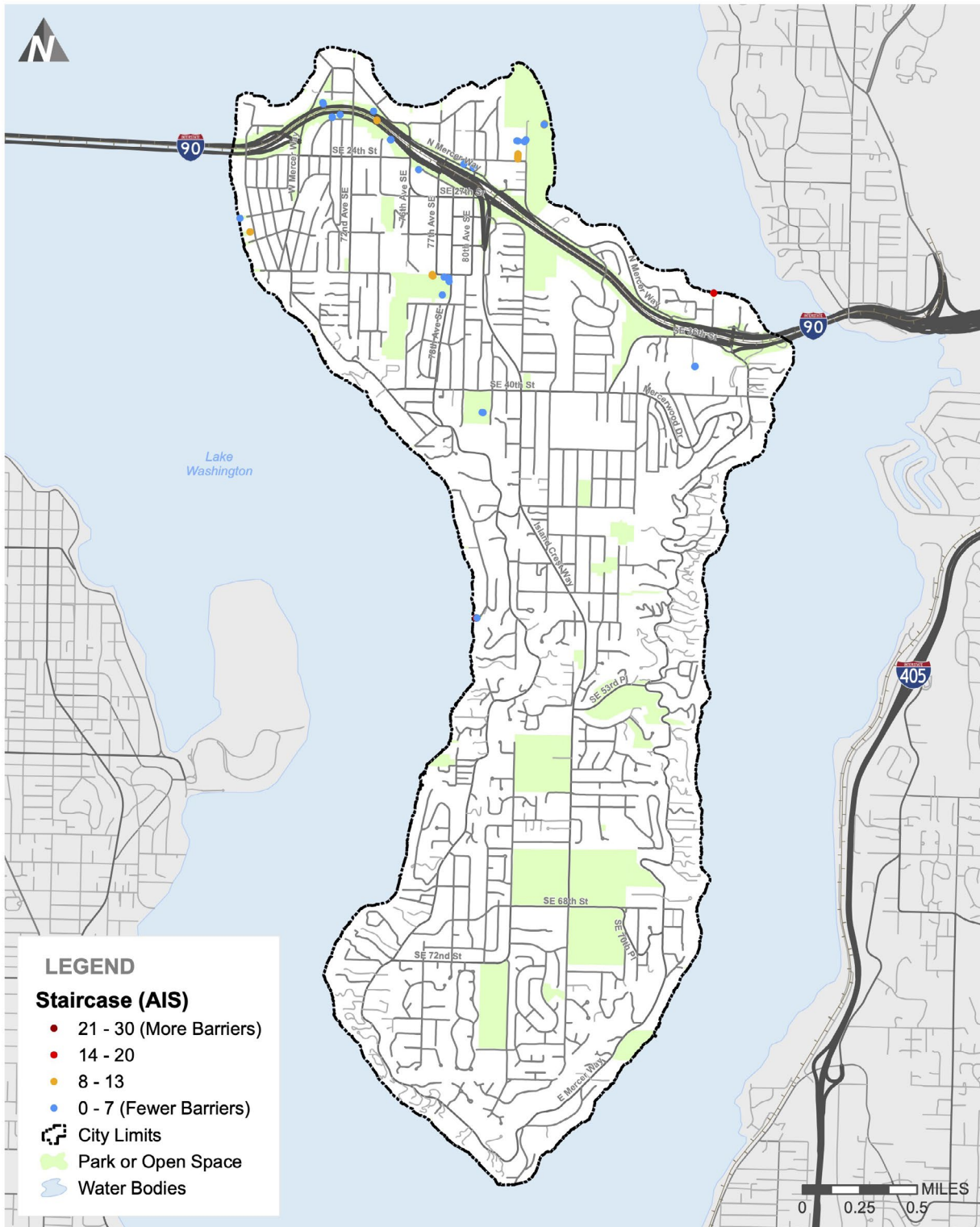


Accessibility Index Score Composite (Accessible Parking) FIGURE 4-6

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Accessibility Index Score Composite (Staircase)

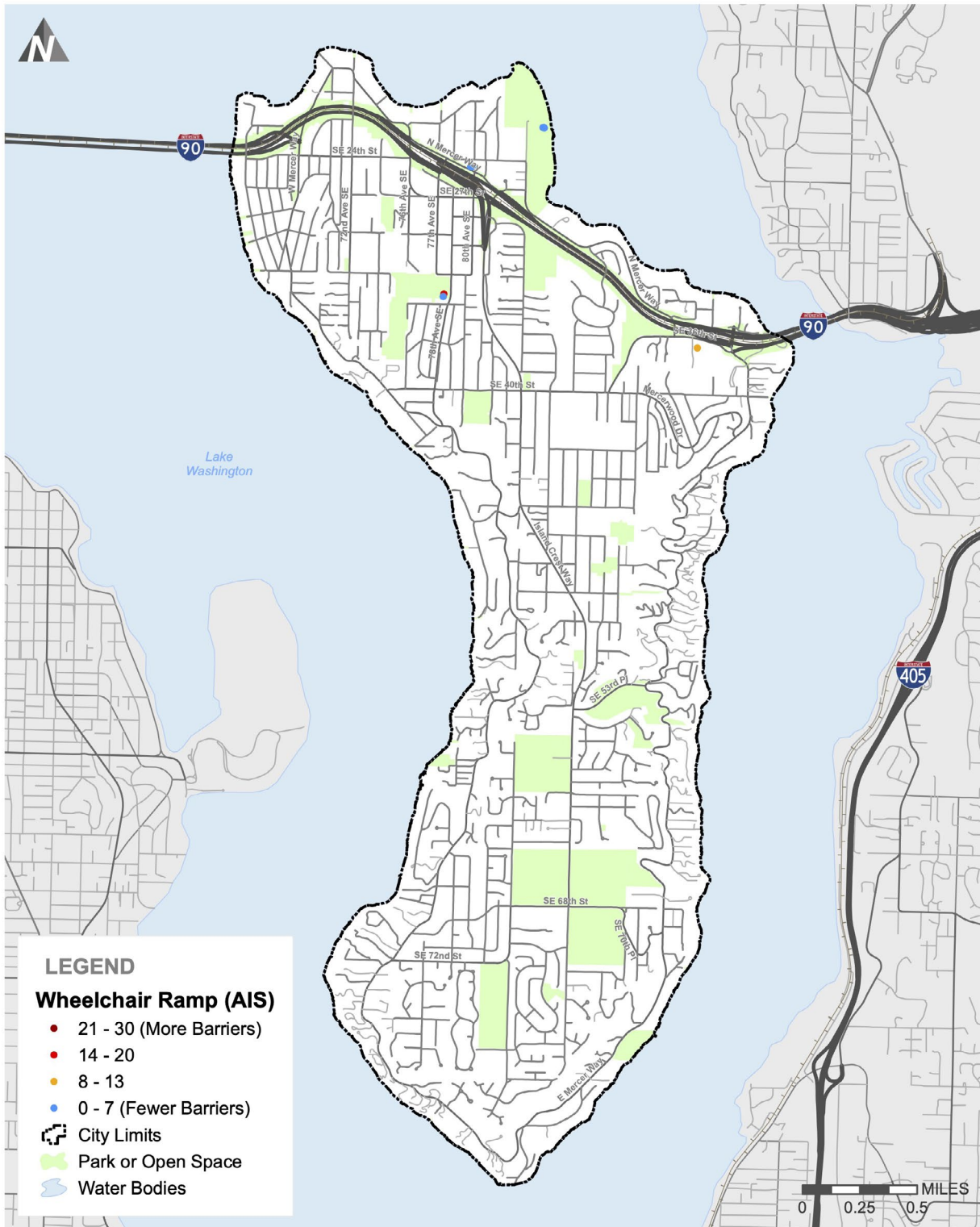
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FIGURE

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 **Accessibility Index Score Composite (Wheelchair Ramp)** FIGURE 4-8
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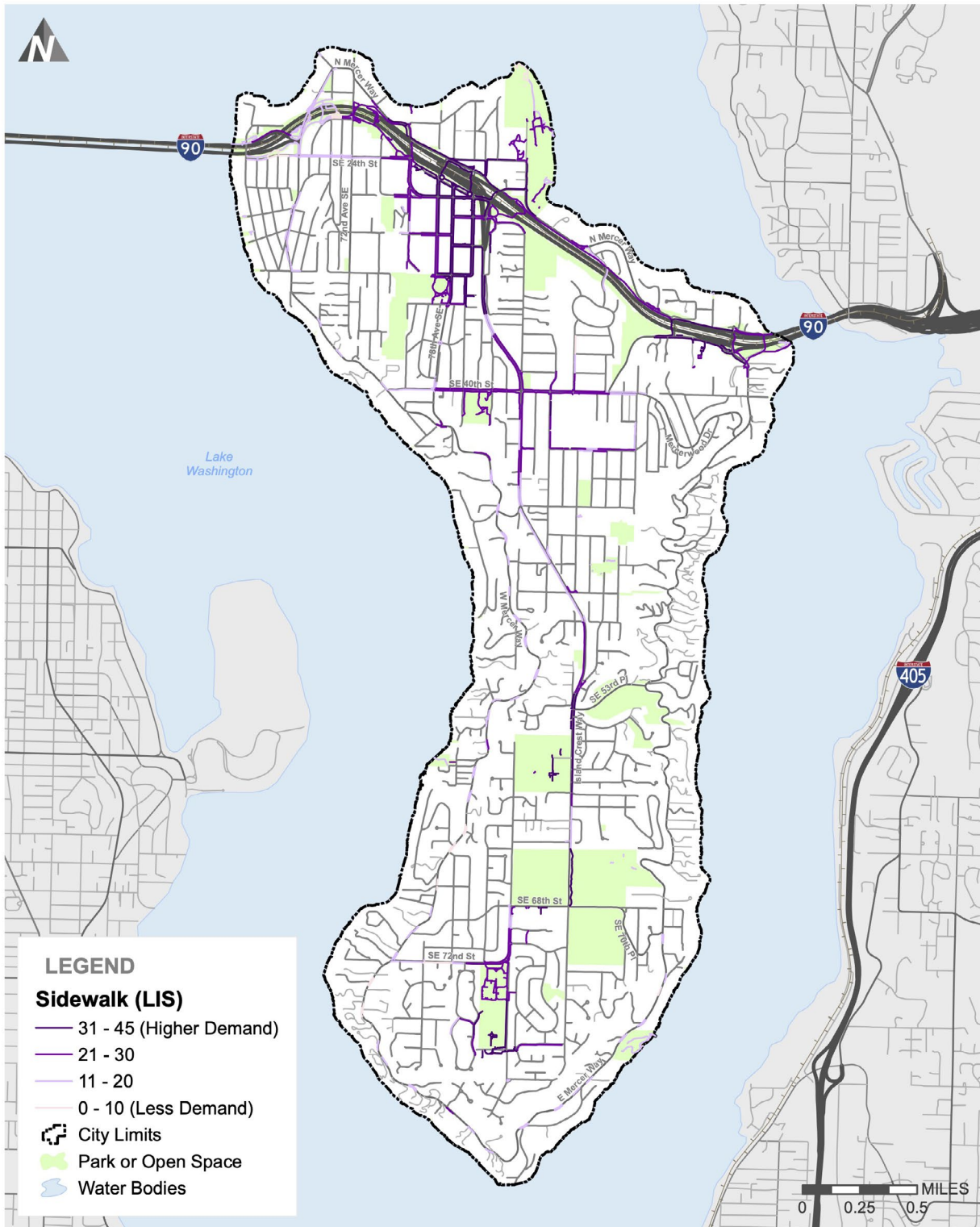
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Proximity to key pedestrian destinations: Location Index Score (LIS)

The Location Index Score describes the importance of the pedestrian facility to accessing key pedestrian destinations. Each existing pedestrian facility was scored based on its proximity to schools, parks, transit facilities, signals or roundabouts, public buildings, and downtown or commercial business centers. Facilities near government buildings, hospitals and medical facilities, and City parks received a higher score to reflect feedback received through the public engagement survey.

Location Index Scores reflect the number of types of key pedestrian destinations within a defined radius. The full score for each type of destination is assigned if at least one facility of that type is nearby; scores do not increase if a facility is within the radius of multiple destinations of the same type. For example, a facility within one-eighth mile of two parks will receive a score of 5, while a facility within one-eighth mile of a park and a school will receive a score of 10.

Total Location Index Scores ranged from 0 to 45. Location scoring criteria and weights are shown in **Appendix C**.



Location Index Score Composite (Sidewalk)

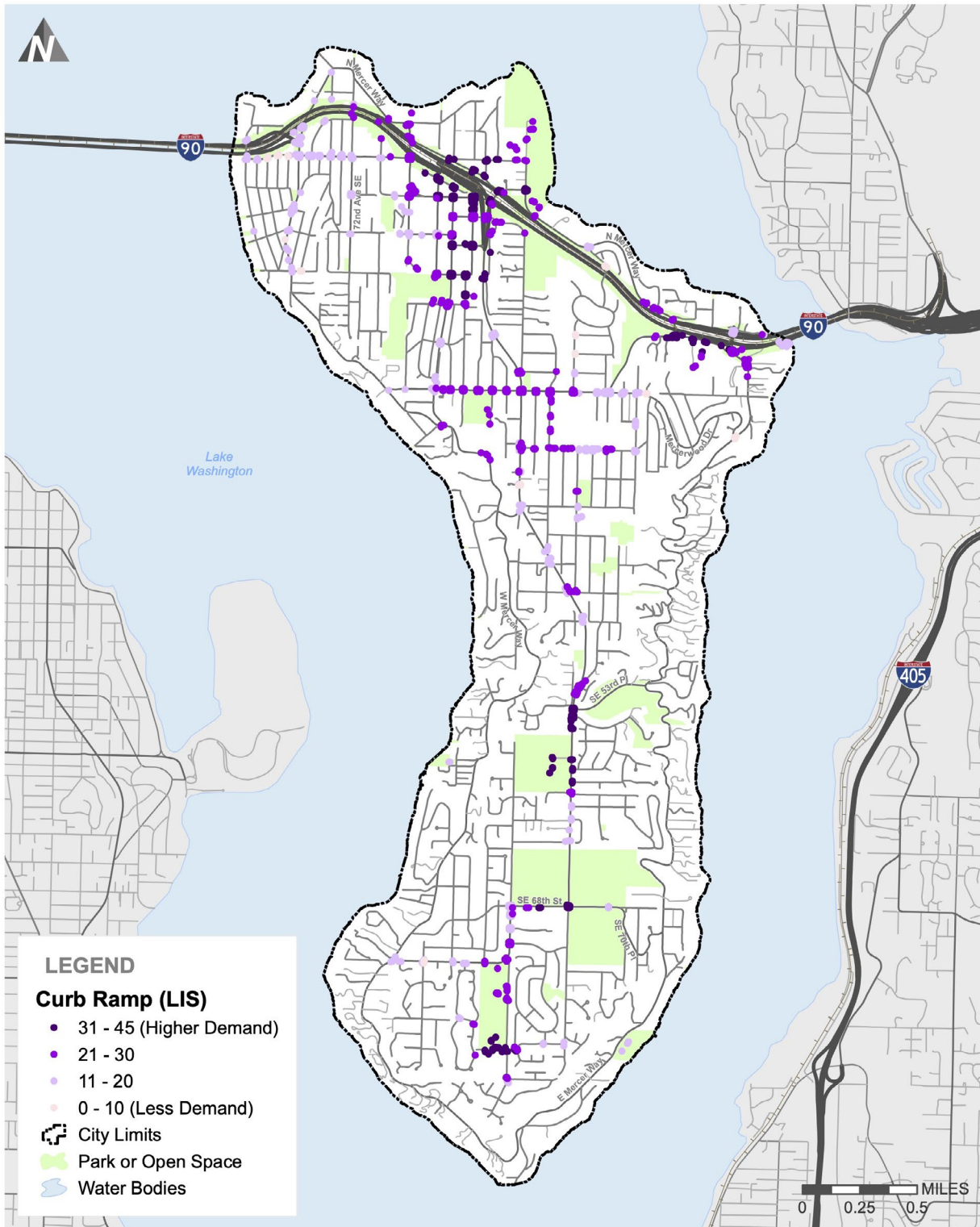
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FIGURE

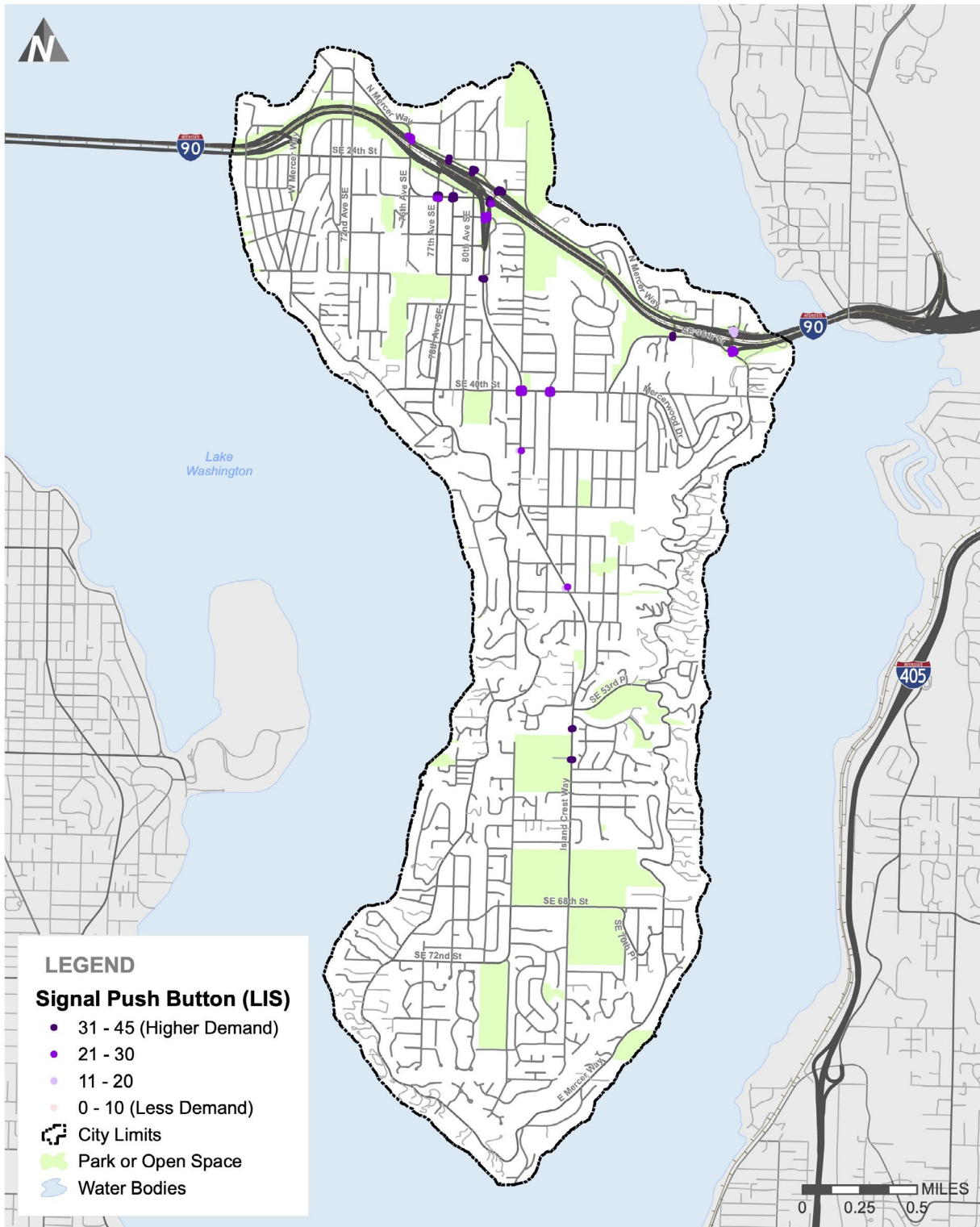
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Location Index Score Composite (Curb Ramp) FIGURE 4-10
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Location Index Score Composite (Signal Push Button)

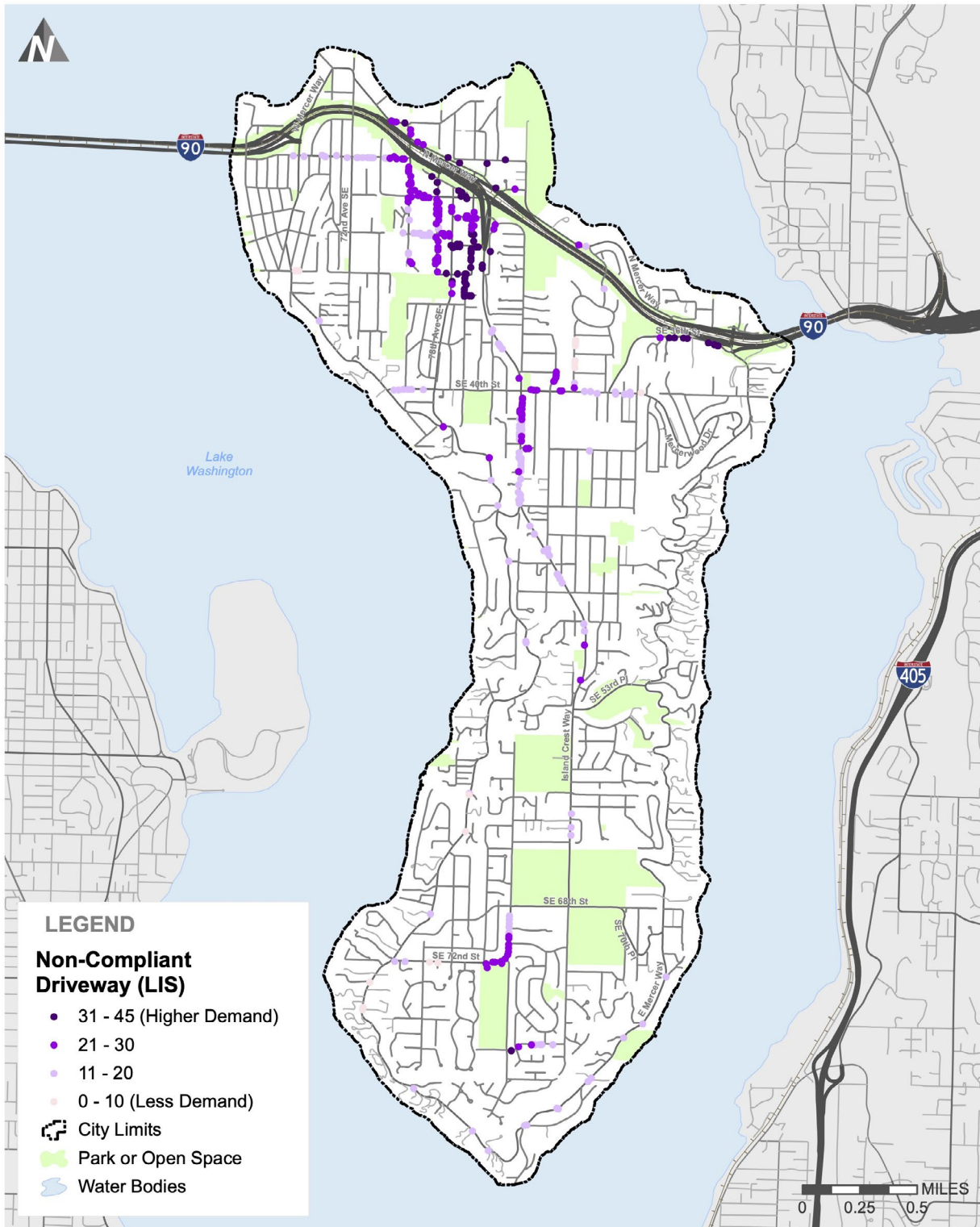
FIGURE

City of Mercer Island ADA Transition Plan

DRAFT transpogroup

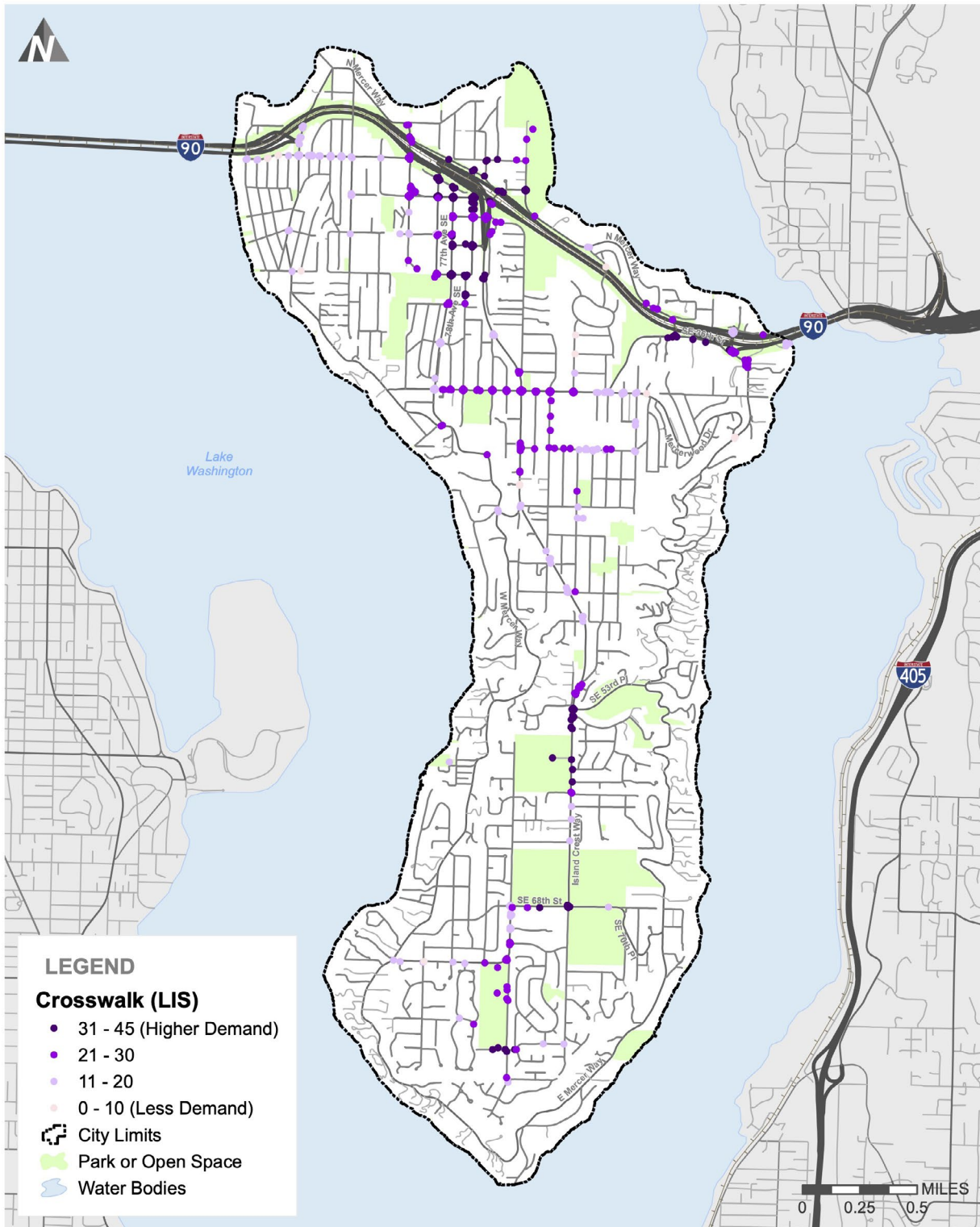
4-11

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 **Location Index Score Composite (Non-Compliant Driveway) FIGURE 4-12**
 City of Mercer Island ADA Transition Plan **DRAFT** transpogroup 

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Location Index Score Composite (Crosswalk)

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FIGURE

4-13

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Combined Index Score

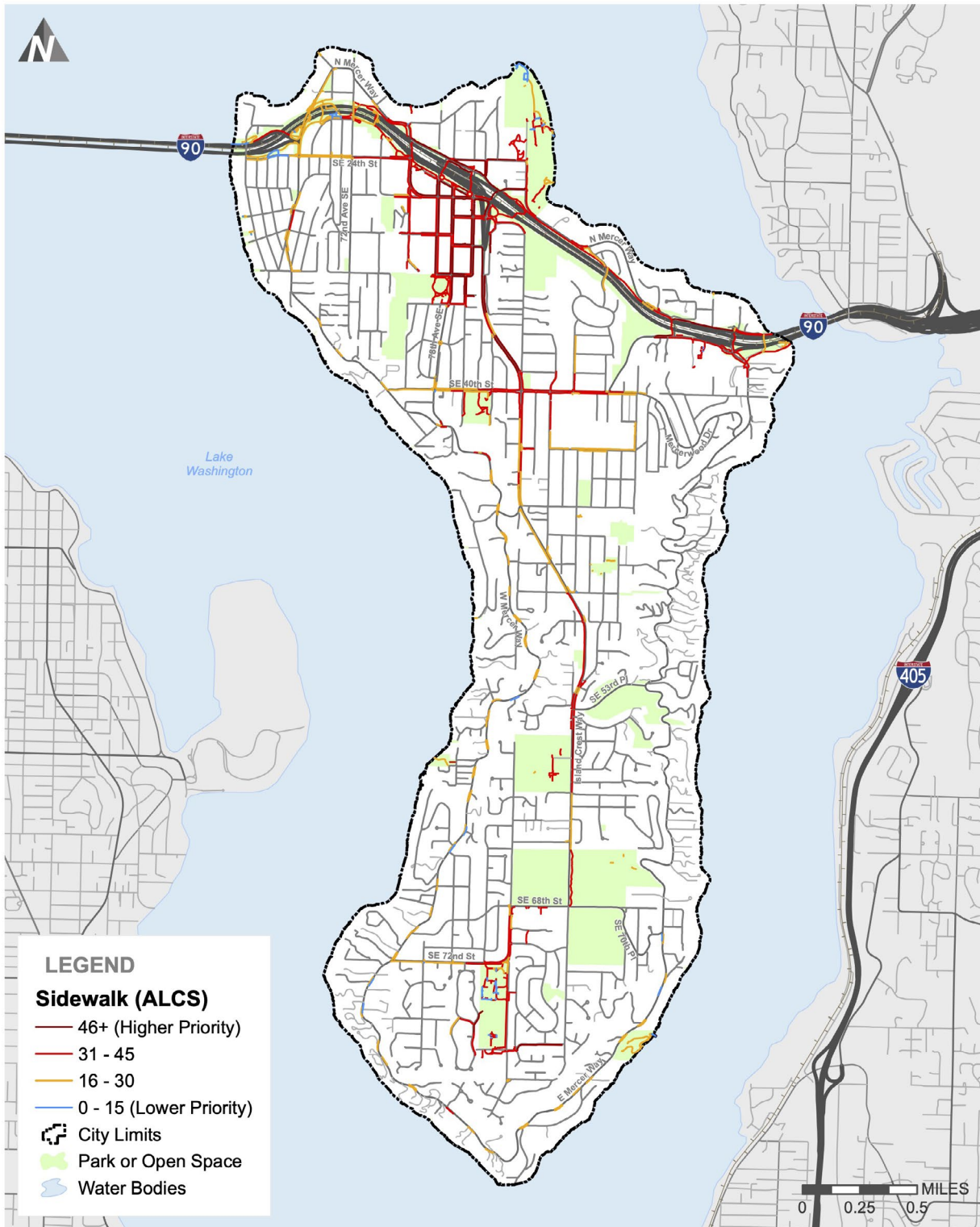
The Combined Index Score sums the Accessibility Index Score and Location Index Score to prioritize facilities with accessibility barriers in areas where pedestrians would be expected.

Scores were grouped into four categories:

- Very High: significant physical barriers in high-demand areas: 46-75 points
- High: 31-45 points
- Medium: 16-30 points
- Low: minor barriers in low-demand areas: 1-15 points

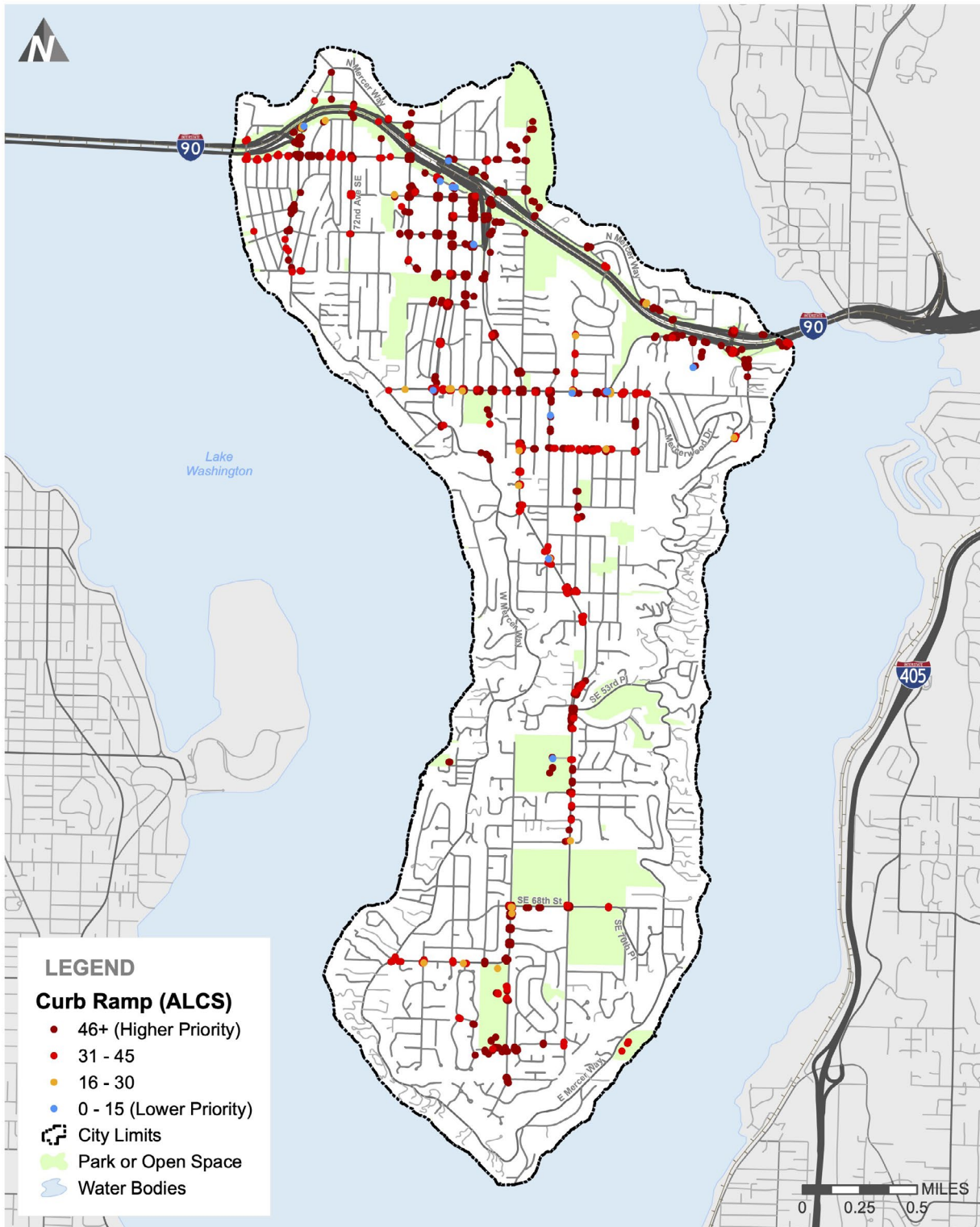
Scores reflect relative priority within each facility type; they do not indicate relative priority between facility types (ex., the importance of addressing a curb ramp barrier versus a sidewalk barrier).

Combined index scores provide planning level context to barrier removal and overall accessibility needs within the city. As this Transition Plan is implemented, barrier removal will be guided by multiple factors, including funding availability, location of capital projects that include pedestrian elements, construction efficiency, project-level analysis, etc. Barriers of all priority levels will be removed over time.



Accessibility (AIS) & Location (LIS) Combined Score (Sidewalk) FIGURE 4-14
 City of Mercer Island ADA Transition Plan **DRAFT** transpogroup **77**

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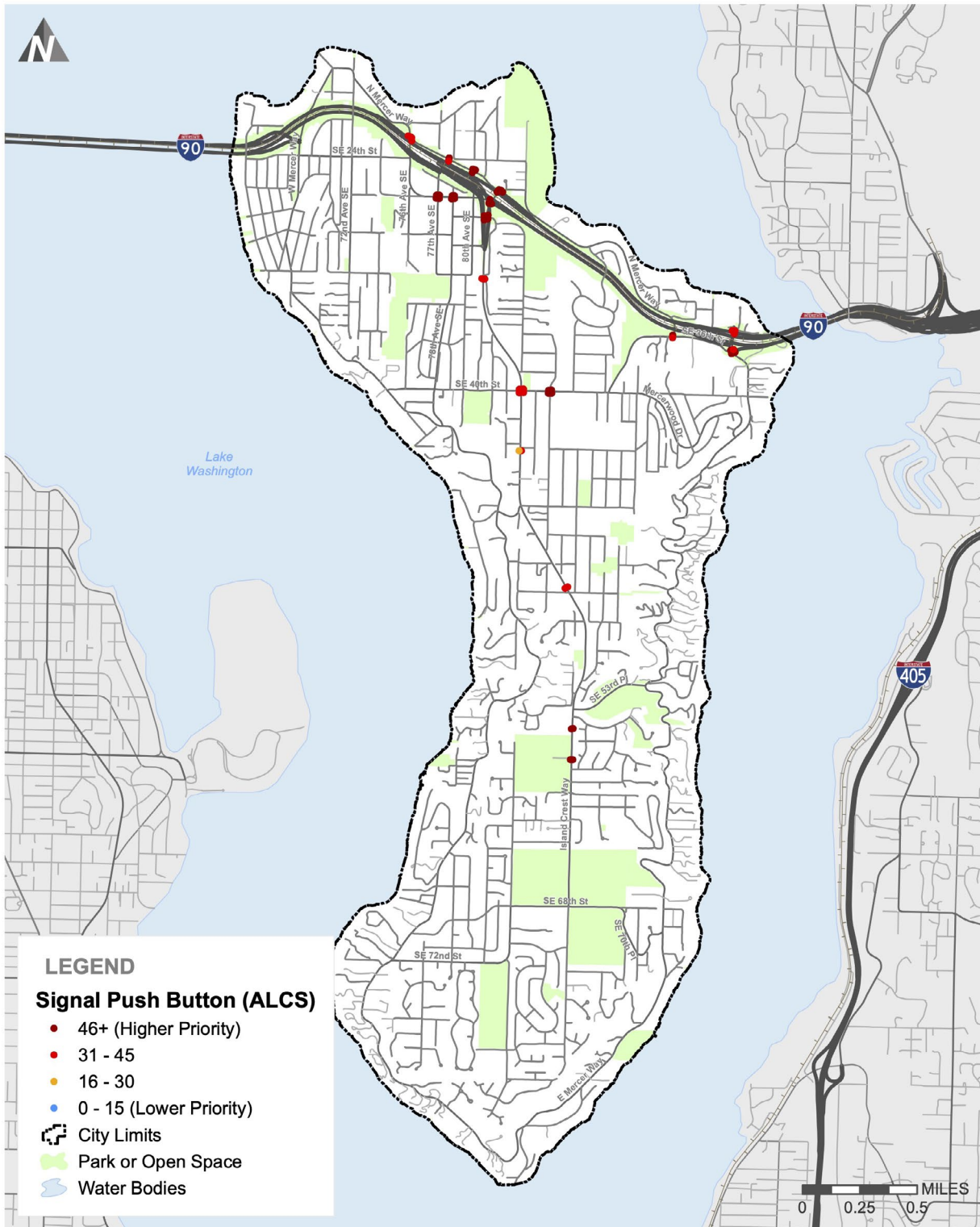


Accessibility (AIS) & Location (LIS) Combined Score (Curb Ramp) FIGURE

City of Mercer Island ADA Transition Plan

DRAFT transpogroup  **4-15**

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 Accessibility (AIS) & Location (LIS) Combined Score (Signal Push Button) FIGURE

City of Mercer Island ADA Transition Plan

DRAFT transpogroup  **4-16**

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4.3.2 Prioritization of Pedestrian Barriers – Facilities & Parks

A similar assessment was performed for barriers inventoried in facilities and parks. Each facility's attribute and most parks elements, collected in the field was prioritized by the criteria provided by the Department of Justice (CFR Title 28). The priority scores were combined with building or park use information to generate a final score. Pedestrian pathways and curb ramps within parks were scored using the same method as facilities in the public right-of-way. The highest scores were given to barriers with the highest priority that are located in high use facilities.

Physical impact to accessibility: Accessibility Index Score (AIS)

The Accessibility Index Score describes the degree to which each facility presents a physical barrier to accessibility. Criteria and weights were developed for sidewalks, curb ramps, and pedestrian pushbuttons. These criteria and weights are shown in **Appendix C**.

As each barrier was inventoried in the City's facilities and parks, each barrier was assigned a prioritization level based on Title 28 of the Code of Federal Regulations. CFR Title 28 defines four levels of priority based the level of access provision. **Appendix C** shows priority criteria as well as a description of each level. These priority levels were assigned points which were used as the Accessibility Index Score for facilities and parks.

Facility Use Index Score (FIS)

A Facility Use Index Score was developed for each building and park based on the level and type of use of each facility. Criteria used to develop this score for each facility and park is shown in Table 5-11. A summary of the scoring for each facility and park is included in **Appendix G**. Detailed prioritization criteria for parks facilities are included in **Appendix C**.

4.3.3 Planning Level Cost Estimates to Remove Pedestrian Barriers

To meet the ADA transition plan requirement of demonstrating how barriers are to be removed over time, annual available financial resources were estimated and compared to the total estimated barrier removal costs.

Process

Unit costs were developed for the improvements needed to address the pedestrian barriers inventoried through the Self-Evaluation. Unit cost estimates for each barrier type were developed using recent WSDOT and other construction bid tabulations, input from subject matter experts, and planning level cost assumptions. Unit cost estimates assumed contract-based construction, instead of use of in-house crews.

Unit cost estimates were applied to the inventoried barriers, with adjustments made to account for construction efficiencies and to avoid applying redundant improvements to the same facility. All cost estimates are in 2021 dollars. Cost estimate assumptions are detailed in **Appendix F**.

Barrier removal construction cost estimates account for contingency, design, right-of-way, mobilization, temporary erosion control, traffic control, and construction management. Sales tax, structural impacts to buildings, permit fees, inflation, and potential changes to accessibility standards are not assumed in the cost estimate.

This planning level cost analysis did not assess whether non-compliant pedestrian facilities had been built to the maximum extent feasible. Therefore, this cost estimate may overstate the amount of feasible improvements.

Planning level cost estimate to remove all identified barriers were developed for public right-of-way, parks, and facilities. **The removal costs for all non-compliant assets within the public right-of-way add to \$30,760,000, \$7,220,000 for the evaluated parks elements, and \$1,981,439 for the evaluated building elements (in 2021 dollars).** Cost estimates by facility and improvement type are shown in Table 4-1, Table 4-2, and Table 4-3.

Table 4-1 Planning Level Cost Estimate within Public Right of Way

Ada Deficiency	Improvement Types	Quantity	Unit Costs	Total Price
Sidewalk Improvements				
Non-compliant sidewalk	Reconstruct existing sidewalk/paved shoulder walkway	56,005 SY	\$145	\$8,121,000
Non-compliant driveway	New driveway with sidewalk	326 EA	\$2,900	\$946,000
Subtotal				\$9,067,000
Maintenance/Miscellaneous				
Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	349 EA	\$250	\$88,000
Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	170 EA	\$806	\$137,000
Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	9,375 EA	\$5	\$47,000
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	500 EA	\$3,000	\$1,500,000
Moveable Obstacles	Relocation of obstacles including tree/bush (prune-able), message boards, parked cars, etc.	97 EA	\$200	\$20,000
Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	516 EA	\$500	\$258,000
Subtotal				\$2,050,000
Curb Ramp Improvements				
Missing curb ramps	Install new curb ramp.	105 EA	\$6,000	\$630,000
Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp.	600 EA	\$6,000	\$3,600,000
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface.	9 EA	\$1,030	\$10,000
Subtotal				\$4,240,000
Pushbutton Improvements				
Non-APS pushbutton and pushbutton is located incorrectly.	Install new APS pushbutton and install new pole.	72 EA	\$5,900	\$425,000
APS pushbutton that has non-compliant dimensions and/or programming and located incorrectly.	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow and install new pole and relocate pushbutton.	8 EA	\$3,700	\$30,000
APS pushbutton located incorrectly.	Install new pole and relocate pushbutton.	3 EA	\$3,500	\$11,000
APS pushbutton that has non-compliant dimensions and/or programming	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow.	1 EA	\$200	\$1,000
Subtotal				\$467,000
Bus Stop Improvements				
Non-compliant bus shelter turning space cross slope	Replace bus shelter pad (7.5 SY per occurrence).	23 SY	\$180	\$5,000
Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area (8ftx5ft) and two transition panels (5ftx5ft) - 10 SY per occurrence.	1,240 SY	\$145	\$180,000
Subtotal				\$185,000
Accessible Parking Improvements				
Non-compliant parking stall/parking aisle slope	Grind surface and/or add asphalt lift.	5 EA	\$2,000	\$10,000
Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	2 EA	\$200	\$1,000
Subtotal				\$11,000
Total				\$16,020,000
Contingency @ 20%				\$3,204,000
Design @ 12%				\$1,923,000
Mobilization @ 8%				\$1,282,000
TESC + Traffic Control @ 12%				\$1,923,000
Construction Management @ 20%				\$3,204,000
Right-of-Way @ 20%				\$3,204,000
Public Right-of-Way Total 2021 Dollars				\$30,760,000

Table 4-2 Planning Level Cost Estimate within Parks

Ada Deficiency	Improvement Types	Quantity	Unit Costs	Total Price
Sidewalk Improvements				
Non-compliant sidewalk	Reconstruct, grind, or patch sidewalk.	22,035 SY	\$145	\$3,196,000
				Subtotal \$3,196,000
Maintenance/Miscellaneous				
Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	105 EA	\$250	\$27,000
Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	70 EA	\$806	\$57,000
Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	1,605 LF	\$5	\$9,000
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	35 EA	\$3,000	\$105,000
Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	18 EA	\$200	\$4,000
Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	88 EA	\$500	\$44,000
				Subtotal \$246,000
Curb Ramp Improvements				
Missing curb ramps	Install new curb ramp.	12 EA	\$6,000	\$72,000
Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp.	49 EA	\$6,000	\$294,000
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface.	1 EA	\$1,030	\$2,000
				Subtotal \$368,000
Staircase Improvements				
Non-compliant staircase (riser, tread, slope, etc.)	Replace concrete staircase (per 1ft width of step).	366 LF	\$100	\$37,000
Non-compliant handrail or missing handrail (height, diameter, extensions, etc.)	Replace handrail.	571 LF	\$150	\$86,000
				Subtotal \$123,000
Wheelchair Ramp Improvements				
Non-compliant ramp (width, slope, landing, etc.)	Replace ramp	114 SY	\$190	\$22,000
Non-compliant handrail (height, diameter, extensions, etc.) or missing handrail	Replace handrail	260 LF	\$150	\$39,000
				Subtotal \$61,000
Accessible Parking Improvements				
Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	95 EA	\$2,000	\$190,000
Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	23 EA	\$200	\$5,000
Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	32 EA	\$100	\$4,000
				Subtotal \$199,000
				Total \$4,193,000
				Contingency @ 20% \$839,000
				Design @ 12% \$504,000
				Mobilization @ 8% \$336,000
				TESC + Traffic Control @ 12% \$504,000
				Construction Management @ 20% \$839,000
				Public Right-of-Way Total 2021 Dollars \$7,220,000

Table 4-3 Planning Level Cost Estimate within Facilities

Ada Deficiency	Facility Index Score (FIS)	Total Cost
77th Avenue SE Landing	3	\$5,195
Aubrey Davis Park	22	\$66,994
Bicentennial Park	8	\$13,937
Boat Launch	3	\$7,201
Calkins Landing	3	\$29,157
Clarke Beach	8	\$69,963
Community and Events Center	37	\$300,258
Deane's Children's Park	29	\$24,045
Ellis Pond	3	\$478
First Hill Park	8	\$4,353
Forest Landing	3	\$1,133
Franklin Landing	3	\$1,663
Fruitland Landing	3	\$8,264
Garfield Landing	3	\$8,727
Groveland Beach	8	\$62,133
Homestead Park	8	\$55,397
Island Crest Park	15	\$49,356
Lincoln Landing	3	\$4,482
Luther Burbank Park	22	\$256,722
Luther Burbank Park Administration Building	30	\$30,363
Main Fire Station #91	22	\$39,730
Maintenance Hall	10	\$7,502
Mercer Island City Hall	37	\$122,008
Mercerdale Park	15	\$24,008
Miller Landing	3	\$710
Pioneer Park	15	\$6,380
Proctor Landing	3	\$1,016
Roanoke Landing	8	\$250
Roanoke Park	8	\$13,329
Rotary Park	8	\$8,232
Secret Park	8	\$6,399
Slater Park	8	\$4,629
South Fire Station #92	22	\$3,812
South Mercer Playfields	15	\$26,701
Wildwood Park	8	\$9,076
Youth & Family Services Thrift Shop/Recycling Center	30	\$29,975
Total		\$1,303,577
Contingency @ 20%		\$260,716
Design @ 12%		\$156,429
Construction Management @ 20%		\$260,716
Public Right-of-Way Total 2021 Dollars		\$1,981,439

Table 4-4 Funding Allocation by Barrier Priority

Investment Priority	Percent of Funding Allocated to Barrier Removal
Very High	40%
High	30%
Medium	20%
Low	10%

4.3.4 Barrier Removal Funding

A requirement of this plan is to forecast available funding that may be used to support plan implementation. The following sections summarize the City’s current barrier removal funding sources.

4.3.4.1 Public ROW

This plan assumes total annual funding for barrier removal of approximately \$364,000 per year for public ROW pedestrian barrier removal. A breakdown of the approximate annual budget resources anticipated to be available to support pedestrian barrier removal implementation follows.

- Transportation Improvement Program (TIP) Projects, \$322,000
- ADA Compliance Plan Implementation, \$36,000
- Pedestrian and Bicycle Facilities (PBF) Plan Implementation, \$6,000

See Section 4.1 for details on these programs. These improvements may address low, medium, high, and very high priority barriers based on the location of a proposed larger project or maintenance program. Assumptions regarding the percentage of total project funding that is applied to barrier removal were determined through coordination with City staff.

4.3.4.2 Facilities & Parks

This plan assumes total annual funding for barrier removal of approximately \$225,000 per year for pedestrian barrier removal. As described in detail in Section 4.2, this funding is associated with CIP parks projects that include elements of ADA barrier removal.

These improvements may address low, medium, high, and very high priority barriers based on the location of a proposed larger project or maintenance program. Assumptions regarding the percentage of total project funding that is applied to barrier removal were determined through coordination with City staff.

4.3.5 Schedule

Based upon the Self-Evaluation, planning-level cost estimates, identified barrier removal methods, and projected budgetary resources that may be available, a barrier removal budget and schedule was developed. Due to the large investment needed to remove accessibility barriers, it is important to identify the highest priority barriers and focus resources to remove them first.

An analysis of the barrier prioritization was completed to determine how many barriers found during the self-evaluation process are classified as ‘very high’ and ‘high’, ‘medium’, and ‘low’ priority as defined in Section 4.1. Highest priority level represents a significant barrier to accessibility in areas with higher pedestrian demand. Lower priority levels represent lesser barriers to accessibility in areas with lower pedestrian demand. Although some facilities will receive low ratings, all barriers associated with them will still need to be removed and be determined to have been built to the maximum extent feasible. Approximately 35% of barriers are classified as very high priority, 40% are classified as high priority, 23% are classified as medium priority, and 1% are classified as low priority.

The City should aim to remove the highest priority barriers first as targetable funding becomes available. This will support the goal of providing better access to the most needed programs in the shortest time frame possible.

4.3.5.1 Public ROW

A transition plan was developed to target removal of very high priority barriers. It was assumed that a greater percentage of current City funding would be allocated to higher priority barriers. Assumed funding allocation based on barrier priority is summarized in Table 4-4.

With the City’s current funding allocation, approximately 87 transition years would be required to remove all very high priority right-of-way barriers. An approximately 20- to 40-year plan was developed to estimate the additional annual funding required to remove all very high priority barriers. The transition plan is summarized in Table 4-5.

The City should create a two to five-year barrier removal plan with a list of projects to remove specific barriers. This program should focus on the highest priority barriers as funding allows. The purpose of the repeated program is to make progress in barrier removal but also to provide a way to reassess the 20-to-40 year plan and measure incremental progress. In order to inform the two-to-five-year program, a scoping effort should occur that includes site visits for areas identified as a high

priority to determine the severity of the barrier and to brainstorm possible solutions to fix the issue. When selecting projects, site conditions and improvement feasibility should be taken into account. Areas with multiple barriers within close proximity can be grouped together to achieve cost savings. As areas are identified, additional data collection should be completed in the vicinity of the proposed project and added into the facility’s GIS database. The additional information will be able to provide the remaining attributes necessary to determine if a facility fully meets PROWAG requirements.

Following completion of each two to five-year plan implementation cycle, lessons learned regarding costs, methods, schedule, and outcomes shall be evaluated to inform the next two-to-five-year cycle of pedestrian barrier removal investments. If progress is slower than anticipated, additional funding may be required. If progress is faster than anticipated, a shorter timeline may be achievable. Several factors may contribute to differences between the estimated transition schedule and the actual rate and cost of implementation. Some of these factors include actual funding acquired, individual project cost, site specific design savings, additional deterioration of pedestrian facilities, and unanticipated capital projects. In addition, it may be determined that some barriers identified through this transition plan are on facilities that have been built to the maximum extent feasible as discussed in Section 5.1. Each project to remove barriers should be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

4.3.5.2 Facilities & Parks

It is recommended that the City take a similar approach to barrier removal in public parks as discussed above for public right-of-way. It is anticipated that the existing level of annual funding for parks barrier removal will remain consistent moving forward.

Public facilities and parks barrier removal will be funded separately from the barrier removal for the public right-of-way and public parks. Table 4-3 summarizes the total amount of funding required to remove all barriers for each public facility included in this report, along with the Facility Index Score (FIS) for each facility. Locations with higher FIS scores should be prioritized before those with lower FIS scores. The costs listed include contingency, design, mobilization, and construction management costs. Each facility will likely be an isolated project to remove all barriers. The FIS can be used to prioritize the order of buildings to be updated. Detailed prioritization criteria is included in **Appendix C** and detailed FIS scoring is included in **Appendix G**.

Table 4-5 ADA Very High Barrier Removal Transition

Transition Years	Additional Annual Investment	Total Annual Investment
87 Years	\$0	\$364,000
40 Years	\$170,000	\$534,000
30 Years	\$270,000	\$634,000
20 Years	\$472,000	\$836,000

5 Recommendations and Next Steps

5.1 Recommended Actions

This chapter provides a set of recommendations intended to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers. Recommendations are not presented in priority order and represent near-term and longer-term Transition Plan implementation workplan tasks.

Recommendations identified as Pending require additional action from the City to implement. Underway recommendations are in progress at this time. On-going recommendations have been previously established and are continually in progress. Complete recommendations have been completed but may require additional action based on adjustments noted in this section.

Recommendation 1: Update City design standards to match ADA Standards

Status: Underway

A detailed audit of City design standards using Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way 2011 (PROWAG) was conducted to inform Chapter 2. This audit, which is included in **Appendix A** and recommends specific changes and additions to the City's standard plans and municipal code. Recommendations were identified for updating existing sidewalk, curb ramp, and pushbutton standards and filling in ADA guidelines for areas not covered in the City's standards and code. The City should update these documents to meet PROWAG standards.

Recommendation 2:

Identify an official responsible for Transition Plan implementation within the Public Works Department

Status: Complete

Lia Klein has been identified as the responsible official. This position, often referred to as the “ADA Coordinator,” is one of the four major federal requirements for every ADA transition plan. The ADA Coordinator is responsible for facilitating transition planning such as responding to grievance requests. They also function as a central figure for organizing the various programs within the City to maintain a consistent approach to barrier removal and achieving ADA standards across capital, maintenance, and operational activities.

Roads Official Responsible for Plan Implementation:

Lia Klein
ADA Coordinator

9611 SE 36th Street
Mercer Island, WA 98040

206-275-7600
TTY Relay Service: 711

Lia.Klein@mercerisland.gov

Recommendation 3:

Adopt a Citywide Accessible Pedestrian Signal (APS) policy

Status: Pending

Accessible Pedestrian Signal (APS) policies serve as a means for cities to be consistent with ADA requirements at traffic signals. The APS policy covers when installation of APS devices that “communicate information about pedestrian timing in nonvisual formats such as audible tones, verbal messages, and/or vibrating surfaces” (MUTCD) is required. The recommended APS policy is included in **Appendix G**.

Recommendation 4:

Educate City staff, consultants, and contractors on ADA standards

Status: On-Going

Transition plans are often a learning experience for City staff, consultants, and contractors alike since they change existing practices and expectations. The City should use updates to the City’s design standards as

an opportunity to teach and learn about accessibility and the barriers that those with limited mobility or sight experience when traveling in the City’s public right-of-way. This should include clarifying guidance from the Department of Justice, for example, that when pedestrian facilities (curb ramps, sidewalks, crosswalks, pedestrian signals, etc.) within the public right-of-way are altered, they must be revised/replaced to meet current ADA standards. Education can take many forms from review of updated design standards with key individuals such as field inspectors and contractors, development and review of City specific design standards or checklists with City engineers, or training from groups that serve those with disabilities.

Recommendations 5:

Develop a standard grievance process for barriers to accessibility

Status: Pending

Public entities subject to Title II of the ADA are required to adopt and publish a grievance procedure as part of their transition plan. A grievance process allows community members to formally report denial of access to a City facility, program, or activity on the basis of disability.

Currently, the City has an established process to file a service request via the Public Works Department web page or the general City contact web page. The Public Works Maintenance Service Request can be found at <https://www.mercerisland.gov/publicworks/page/submit-service-request> and includes mobile reporting and online reporting tools with the ability to select a specific location.

The general City contact can be found at <https://www.mercerisland.gov/contact> and includes an open-ended question or comment submittal form.

It is recommended that the City establish a grievance procedure specifically for ADA accessibility barriers. A template for an example grievance procedure specific to accessibility barriers can be found in **Appendix H**.

The following adjustments are recommended to the City’s existing service request process:

- Make the ADA grievance process easily navigable from the City’s main website, and streamline the process on the website and through the City’s mobile app. The ADA grievance request process should be clearly labeled and available via the City’s Request City Services web page.

- Clarify whether a grievance specific to accessibility barriers can be submitted via the existing Public Works Service Request web page. If so, connect the ADA grievance request to the Public Works Maintenance Service Request page. If not, establish an ADA grievance request web page with location reporting similar to the Public Works Maintenance Service Request process.
- Connect the reporting tool used in the public engagement effort for this plan to the Public Works Service Request web page.

Recommendation 6:

Develop a consistent and centralized MEF documentation database

Status: Pending

The ADA dictates that alterations that could affect the usability of a facility must be made in an accessible manner to the maximum extent feasible (MEF). ADA Standards for Accessible Design (2010) dictates that:

Each facility or part of a facility altered by, on behalf of, or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992.

The City should document newly constructed or altered facilities that have been built to the maximum extent feasible rather than full ADA standards using standard template. An example template is included in **Appendix I**. Each project is to be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

The reason for any variation from accessibility standards when it is infeasible to fully remove any barriers should be documented. To help organize MEF documentation, a central location for all MEF documentation can be established and geocoded to the facility location and ensure consistency of data for facilities designed and constructed by others. Consolidation of past MEF records into this data is also recommended.

Recommendation 7:

Develop performance measures and processes to track removal of barriers

Status: Pending

The primary purpose of an ADA transition plan is to develop a plan for removal of accessibility barriers. To show progress towards this requirement, the City should develop a process of tracking barrier removal on an annual basis. It is recommended that the City actively update the GIS ADA self-evaluation database developed for this plan, tracking how and when ADA barriers are removed. This data can be used to provide two-to-five-year updates on progress and demonstrate to the public as well as federal regulators that the City is making progress to meet Title II requirements. These updates should coincide with the two-to-five-year planning efforts completed to outline future barrier removal efforts.

Recommendations 8:

Continue data collection for pedestrian features in the public right-of-way

Status: Pending

The City should continue their data collection efforts to complete their database of pedestrian facilities in the public right-of-way. Attributes that are part of the PROWAG standards but not included in the first round of collection should be added to the GIS database as well as new types of facilities not inventoried like street parking, crosswalks, and bus stops. As construction projects within the City enter into the as-built phase, pedestrian facility data should be collected and entered into the GIS Database to enhance the barrier removal tracking process.

Recommendation 9:

Review and clarify policies relating to accessibility and implementation of accessible features in construction projects

Status: Pending

Work zones must provide the same level of accessibility as permanent pedestrian facilities covered by ADA requirements. Pedestrian accessibility must be maintained in areas of street construction and maintenance. The City should review its standards and policies to ensure that temporary, alternative walking routes are available within designated construction zones.

The City should develop and publish guidelines for replacing pedestrian facilities that are impacted by construction projects. When facilities are altered by construction, they should be reconstructed within ADA compliance to the maximum extent feasible. The City’s guidelines would outline expectations for reconstructed facilities and who holds responsibility for reconstruction.

Recommendation 10:

Evaluate all City Programs and Activities as they relate to the ADA

***Status:* Pending**

The focus of the initial self-evaluation was on ADA barriers related to the public right-of-way within the City. The requirements for accessibility found in Title II of the ADA apply to many functions, programs, and activities the City may provide or engage in. In addition to the public right-of-way, self-evaluation and transition planning related to activities such as hiring communications, recreational programs, physical facilities, etc. should be performed to identify barriers within these programs and activities.

Appendix A - Standards Review Barrier Audit

DRAFT



TECHNICAL MEMORANDUM

Date:	December 1, 2021	TG:	1.21012.00
To:	Lia Klein, City of Mercer Island		
From:	Patrick Lynch, AICP, Transpo Group		
Subject:	Barrier Removal Audit – City of Mercer Island ADA Transition Plan		

The City of Mercer Island maintains road design standards and municipal code covering pedestrian facilities. The design standards are used for City funded projects as well as privately designed and constructed projects within City public right-of-way. This memorandum describes design guidelines that meet the requirements of the Americans with Disabilities Act (ADA), common accessibility design issues, and references to specific design guidelines. The audit of the City’s roadway design standards and municipal code as they relate to pedestrian features within the public right-of-way include the City of Mercer Island Standard Details (MI Std.) and Mercer Island City Code (MIC).

Design Guidelines

There are several key design measurements that ADA design guidelines address. These measures are used because they are important to the accessibility and safety of the facility. When pedestrian facility designs cannot be constructed to full design requirements, they should be built to conform to the maximum extent feasible. When this arises, the City should identify the location this occurs, provide justification, and document for future reference.

Several guidelines and references are available to assist the City of Mercer Island in adhering to accessible design standards based on the needs for various projects. There are many opportunities to improve pedestrian conditions by identifying areas of need and establishing the appropriate accessibility design requirements.

2010 ADA Standards for Accessible Design (ADAS) (September 2010)

The Department of Justice published revised regulations for Titles II and III of the Americans with Disabilities Act of 1990 “ADA” in the Federal Register on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design “2010 Standards”. The 2010 Standards set minimum requirements – both scoping and technical — for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG) (November 2011)

The United States Access Board is the rule making body that guides ADA compliance across the US. Since the late 2000’s the US Access Board has been in the process of updating its Guidelines for Pedestrian Facilities in the Public Rights-of-Way. These draft guidelines focus on accessibility of sidewalks, curb ramps and in the soon to be released versions address shared-use trails. The draft guidelines cover legislative background, administration requirements, and design requirements.

Many public entities currently use the 2005 draft PROWAG as ‘best practice’ for features within the public right-of-ways. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard the Washington Department of Transportation adheres to. The City’s standards and codes were evaluated against 2011 PROWAG as this is the latest guideline developed by the Access Board. PROWAG sections referenced in this memo refer to 2011 PROWAG sections. When these standards conflicted with the 2010 ADA, the PROWAG standard is recommended.

Design Requirements

Although the City of Mercer Island has standards in place it is important for the standards to be consistent and compliant with the above standards and guidelines. To that end, this memo will provide recommendations to improve and clarify the

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existing city documents. Recommended actions are included where necessary to meet ADA design standards and best practice. The tables below describe requirements for specific design elements, how they are addressed in City standards, and recommendations for modifications. In addition to the following tables, Attachment A includes markups on the city standard details to expand on the recommendations below.

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Sidewalks and Pathways

Sidewalks are mentioned in the City’s standard details and city code. These standards cover desired dimensions and materials to be used for construction of these facilities. Sidewalks are a common element found in a pedestrian access route (PAR).

Design Element	Requirement	Review	Recommendations
Pedestrian Access Route (PAR) and Pedestrian Circulation Path (PCP)	Various	Sidewalks, pathways, and trails shown on multiple standard details.	N/A
Sidewalk Width	<p>Minimum clear width of PAR is 4 ft. excluding the curb; however, on PAR less than 5 ft. wide, passing space of 5 ft. by 5 ft. is required every 200 ft. minimum (PROWAG R302.3 and R302.4)</p> <p>Clear width of walking surfaces shall be 36 inches minimum. The clear width shall be permitted to be reduced to 32 inches minimum for a length of 24 inches maximum provided that reduced width segments are separated by segments that are 48 inches long minimum and 36 inches wide minimum. Additional space is required at turns (ADAS 403.5.1).</p>	<p>5 ft. minimum sidewalk width (MI Std. Detail ST-19).</p> <p>Passing width around mailbox cluster shown as 5’ recommended and 3’-6” minimum (MI Std. Detail ST-27B).</p> <p>4 ft. min. shoulder walkway width (MI Std. Detail T-5).</p> <p>8 ft. min. pathway width (MI Std. Detail T-8).</p> <p>6ft min. to 8 ft. max. pathway width (MI Std. Detail T-9).</p> <p>6ft min. to 10 ft. max. pathway width (MI Std. Detail T-10).</p> <p>5 ft. sidewalk width (MI Std. Detail T-16A).</p>	<p>Revise minimum passing width to 4 ft. (MI Std. Detail ST-27B).</p> <p>Revise minimum width to 5 ft. (MI Std. Detail T-5).</p>
Sidewalk Running Slope	<p>Where the PAR is contained within a street or highway right-of-way, its grade shall not exceed the general grade established for the adjacent street or highway. When the PAR is not contained within the street or highway right-of-way, the grade of shall not exceed 5 percent (PROWAG R302.5).</p> <p>The running slope of walking surfaces shall not be steeper than 1:20 (ADAS 403.3).</p>	Not mentioned.	Add note to MI Std. Detail T-16A, the running slope for a sidewalk along the roadway shall not exceed the general grade of the roadway. Sidewalks not adjacent to a roadway shall not have a running slope greater than 5%.
Sidewalk Cross Slope	<p>The cross slope of a PAR shall be 2 percent maximum (PROWAG R302.6).</p> <p>The cross slope of walking surfaces shall not be steeper than 1:48 (ADAS 403.3).</p>	<p>Sidewalk cross slope shown as 0.02 ft./ft. (MI Std. Details ST-10, ST-16, ST-37, ST-38, ST-39, T-7).</p> <p>Cross slope to match existing roadway (MI Std. Details T-5, T-8 & T-9).</p> <p>Cross slope to be minimum 2% (MI Std. Detail T-10).</p>	<p>Recommend including a desired cross slope of 1.5 percent or flatter to allow for construction tolerances with 2% as the maximum cross slope.</p> <p>Update slope units to be consistent across standard details.</p> <p>Show maximum cross slope of 2% instead of matching existing roadway (MI Std. Details T-5, T-8 & T-9).</p>

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Sidewalks and Pathways

		Cross slope shown as 2% (MI Std. Detail T-16A).	
Protruding Objects	<p>Objects with leading edges more than 2.25 ft. and not more than 6.7 ft. above the finish surface shall protrude 4 in. maximum horizontally into the pedestrian circulation path (PCP) (PROWAG R402.2 & ADAS 307.2).</p> <p>Objects mounted on free-standing posts or pylons more than 2.25 ft. and not more than 6.7 ft. above the finish surface shall overhang pedestrian circulation paths 4 in. maximum measured horizontally from the post or pylon base. The base dimension shall be 2.5 in. thick minimum. Where objects are mounted between posts or pylons and the clear distance between the posts or pylons is greater than 1.0 ft, the lowest edge of the object shall be 2.25 ft. maximum or 6.7 ft. minimum above the finish surface (PROWAG R402.3).</p> <p>Free-standing objects mounted on posts or pylons shall overhang circulation paths 12 inches maximum when located 27 inches minimum and 80 inches maximum above the finish floor or ground. Where a sign or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of such sign or obstruction shall be 27 inches maximum or 80 inches minimum above the finish floor or ground (ADAS 307.3).</p>	<p>Bottom sign should be mounted at 7 ft. (MI Std. Details TR-4 and TR-13).</p> <p>When sidewalk is present, edge of sign shall be located adjacent to back of sidewalk (MI Std. Detail TR-4).</p> <p>Passing width around mailbox cluster shown as 5' recommended and 3'-6" minimum (MI Std. Detail ST-27B).</p> <p>Tree branches to be trimmed a minimum 8 ft. clearance above walkway (MI Std. Detail UF-4 and MIC 19.10.140).</p> <p>Shrubs to be pruned to allow 6 inches of clearance behind sidewalk (MI Std. Detail UF-4).</p> <p>Placement of poles and associated equipment shall comply with regulations including ADA (MIC 19.06.075).</p> <p>Projecting Signs should clear the sidewalk by a minimum of eight feet (MIC 19.11.140).</p>	<p>Add a horizontal dimension to bottom sign showing the maximum protrusion into pathway the sign can extend (MI Std. Detail TR-13).</p> <p>Add note discussing protrusion requirements/cane detection requirements when mailbox is along a pedestrian circulation route (MI Std. Detail ST-27A).</p>
Surface Discontinuities	<p>Vertical surface discontinuities shall not exceed 0.5 in. maximum. Vertical discontinuities between 0.25 in. and 0.5 in. maximum shall be beveled not steeper than 50 percent (PROWAG R302.7.2)</p> <p>Horizontal openings shall not permit passage of a sphere more than 0.5 in. in diameter. Elongated openings in grates shall be placed so that the long dimension is perpendicular to the dominate travel direction (PROWAG R302.7.3).</p> <p>Vertical. Changes in level of 1/4 inch high maximum shall be permitted to be vertical. Changes in level between 1/4 inch high minimum and 1/2 inch high maximum shall be beveled with a slope not steeper than 1:2 (ADAS 302.2 & 302.3).</p>	<p>Expansion joints shall be 1/4 in. "V" groove (MI Std. Detail T-16B2).</p>	<p>Add requirement that utility boxes located in sidewalks shall have non-slip lids.</p>

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Sidewalks and Pathways

Crossings

Crosswalks are part of the PAR at intersections, midblock crossings, and pedestrian refuge islands. These are important connections across streets to enable pedestrians travelling from one side to the other.

Design Element	Requirement	Review	Recommendations
Crosswalk Running Slope	The running slope shall be 5 percent maximum, measured parallel to the direction of pedestrian travel in the crossing (PROWAG R302.5.1).	Not mentioned.	Include reference to WSDOT Design Manual Chapter 1510 crosswalk slope requirements (MI Std. Details T-7C1 and T-7C2).
Crosswalk Cross Slope	<p>Crosswalk cross slope at crossings without yield or stop control shall be 5 percent maximum (PROWAG R302.6.1).</p> <p>Crosswalk cross slope at yield or stop control crossings shall be 2 percent maximum (PROWAG Advisory R302.6.1).</p> <p>Crosswalks cross slope at midblock crossings shall be permitted to equal the street or highway grade (PROWAG R302.6.2).</p>	Not mentioned.	Include reference to WSDOT Design Manual Chapter 1510 crosswalk slope requirements (MI Std. Details T-7C1 and T-7C2).
Refuge Islands	<p>Detectable warning surfaces at cut-through islands shall be located at placed at the edges of the pedestrian island and separated by a 2.0 ft. minimum length of surface between detectable warning surfaces (PROWAG R305.2.4).</p> <p>The clear width of a PAR with median and pedestrian refuge islands shall be 5.0 ft. minimum (PROWAG R302.3.1).</p>	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'

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Curb Ramps

Curb ramps are the immediate junctions between the sidewalk and street crosswalk. Perpendicular and diagonal curb ramps have a running slope that cuts through the curb at right angles, while parallel curb ramps have a running slope that is in-line with the sidewalk. Combination ramps include elements of both parallel and perpendicular curb ramps.

Design Element	Requirement	Review	Recommendations
Ramp Width	<p>The clear width of curb ramp runs and blended transitions, excluding flares, shall be 4.0 ft. minimum (PROWAG R304.5.1).</p> <p>The clear width of a ramp run shall be 36 inches minimum (ADAS 405.5).</p>	<p>Curb ramp run width shown as 4ft. minimum and match sidewalk width (Std. Details ST-22A, ST-22B, ST-22D-1, and ST-22D-2).</p> <p>Curb ramp run width shown as 4ft. minimum (Std. Details ST-22C-1, ST-22C-2, ST-22E-1 and ST-22E-2).</p>	<p>Add "match sidewalk" to curb ramp run width label (Std. Details ST-22E-1 and ST-22E-2).</p>
Running Slope	<p>The running slope shall be 5 percent minimum and 8.3 percent maximum but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.2.2).</p> <p>The running slope of blended transitions shall be 5 percent maximum (PROWAG R304.4.1).</p> <p>Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).</p>	<p>Curb ramp running slope is shown as 8.3% maximum (MI Std. Details ST-22A, ST-22B, ST-22C-1, ST-22C-1, ST-22D-1, ST-22D-2, ST-22E-1, and ST-22E-2).</p> <p>The following note is included "Curb ramp maximum running shall not require the ramp length to exceed 15 feet to avoid chasing the slope indefinitely when connecting to steep grades. When applying the 15 foot maximum length, the running slope of the curb ramp shall be as flat as feasible." (MI Std. Details ST-22A, ST-22B, ST-22C-1, ST-22C-1, ST-22D-1, ST-22D-2, ST-22E-1, and ST-22E-2).</p>	<p>Recommend including a desired running slope of 7.5 percent or flatter to allow for construction tolerances with 8.3 percent as the maximum running slope.</p>
Cross Slope	<p>The cross slope shall be 2 percent maximum. At pedestrian street crossing without yield or stop control and at midblock pedestrian street crossings, the cross slope shall be permitted to equal the street or highway grade (PROWAG R304.5.3).</p> <p>Cross slope of ramp runs shall not be steeper than 1:48 (ADAS 405.3).</p>	<p>Curb ramp cross slope is shown as 2.0% max. (MI Std. Details ST-22A, ST-22B, ST-22D-1, ST-22E-1, and ST-22E-2).</p>	<p>Recommend including a desired cross slope of 1.5 percent or flatter to allow for construction tolerances with 2.0 percent as the maximum cross slope.</p> <p>Consider adding allowance for cross slope of curb ramps to match roadway grade for street crossings without yield or stop control and at midblock crossings.</p>
Flared Sides	<p>Flared sides with a slope of 10 percent maximum, measured parallel to the curb line, shall be provided where a pedestrian circulation path crosses the curb ramp (PROWAG R304.2.3).</p> <p>Curb ramp flares shall not be steeper than 10 percent (ADAS 406.3).</p>	<p>Flare slope is shown as 10% maximum measured parallel to curb (MI Std. Detail ST-22C-1).</p>	<p>N/A</p>

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Curb Ramps

Design Element	Requirement	Review	Recommendations
Direction	<p>Perpendicular curb ramps shall have a running slope that cuts through or is built up to the curb at right angles or meets the gutter grade break at right angles.</p> <p>Parallel curb ramps shall have a running slope that is in-line with the direction of sidewalk travel (PROWAG Advisory R304.1).</p>	<p>Curb ramp figures labeled correctly for the type of curb ramps shown (MI Std. Details ST-22A, ST-22B, ST-22C-1, ST-22C-2, ST-22D-1, ST-22D-2, ST-22E-1, and ST-22E-2).</p>	N/A
Counter Slope	<p>The counter slope of the gutter or street at the foot of curb ramp run, blended transitions, and turning space shall be 5 percent maximum (PROWAG R304.5.4).</p> <p>Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 5%. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level (ADAS 406.2).</p>	<p>Counter slope is shown as 5.0% maximum (MI Std. Details ST-22A, ST-22C-1, ST-22C-2, ST-22D-1, and ST-22E-1).</p>	<p>Add additional section views to show cross slope per Attachment A markups.</p>
Grade Breaks	<p>Grade breaks at the top and bottom of curb ramps shall be perpendicular to the direction of ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush (PROWAG R304.5.2).</p> <p>Changes in level other than the running slope and cross slope are not permitted on ramp runs (ADAS 405.4).</p>	<p>The following note is included "Where "grade break" is called out, the entire length of the grade break between the two adjacent surface planes shall be flush." (MI Std. Details ST-22A, ST-22B, ST-22C-1, ST-22C-2, ST-22D-1, ST-22D-2, ST-22E-1, and ST-22E-2).</p>	N/A

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Curb Ramps

Design Element	Requirement	Review	Recommendations
Turning Space/Landing Size	<p>For perpendicular curb ramps, a turning space 4.0ft. by 4.0ft. minimum shall be provided at the top of the curb ramp. If the turning space is constrained at the back of sidewalk, the turning space shall be 4.0ft. by 5.0ft. minimum. The 5.0ft. dimension shall be provided in the direction of the ramp run. (PROWAG R304.2.1).</p> <p>For parallel curb ramps, a turning space 4.0ft. by 4.0ft. minimum shall be provided at the bottom of the curb ramp. If the turning space is constrained on 2 or more sides, the turning space shall be 4.0ft. by 5.0ft. minimum. The 5.0ft. dimension shall be provided in the direction of the pedestrian crossings. (PROWAG R304.3.1).</p> <p>The landing clear length shall be 36 inches minimum. The landing clear width shall be at least as wide as the curb ramp, excluding flared sides, leading to the landing (ADAS 406.4).</p>	<p>Turning space required to be 4ft. by 4ft. minimum (MI Std. Details ST-22C-1, ST-22C-2, ST-22D-1, ST-22D-2, ST-22E-1, and ST-22E-2).</p> <p>Turning space required to be 4ft. by 5ft. minimum (MI Std. Details ST-22A and ST-22B).</p>	<p>Recommend including a desired cross slope of 1.5 percent or flatter to allow for construction tolerances with 2.0 percent as the maximum cross slope.</p> <p>Add note to discuss landing dimensions for when a landing is constrained to curb ramp standard figures.</p> <p>Perpendicular and Combination Curb Ramps: If the turning space is constrained at the back of sidewalk, the turning space shall be 4.0ft by 5.0ft minimum. The 5.0ft dimension shall be provided in the direction of the ramp run (MI Std. Details ST-22C-1, ST-22C-2, ST-22D-1, and ST-22D-2).</p> <p>Parallel Curb Ramps: If the turning space is constrained at the back of sidewalk, the turning space shall be 4.0ft by 5.0ft minimum. The 5.0ft dimension shall be provided in the direction of the pedestrian crossing (MI Std. Details ST-22E-1 and ST-22E-2). Recommend including a 5.0ft. by 5.0ft turning space for parallel curb ramps as the dimension of the turning space that should be 5.0ft is ambiguous in the guidelines.</p>
Turning Space/Landing Slope	<p>The running slope of turning spaces shall be 2 percent maximum (PROWAG R402.2 & PROWAG R304.3.2).</p> <p>The cross slopes of turning spaces shall be 2 percent maximum. At pedestrian street crossings without yield or stop control and at midblock pedestrian street crossings, the cross slope shall be permitted to equal the street or highway grade. (PROWAG R304.5.3).</p>	<p>Landing cross slope and run slope for curb ramps shown as 2.0% maximum (MI Std. Details ST-22A, ST-22C-1, ST-22C-2, and ST-22E-1).</p> <p>Either landing cross slope or run slope for curb ramps shown as 2.0% maximum (MI Std. Details ST-22B, ST-22D-1, ST-22D-2, and ST-22E-2).</p>	<p>Recommend including a desired cross slope of 1.5 percent or flatter to allow for construction tolerances with 2.0 percent as the maximum cross slope.</p> <p>Add missing cross/running slope label to landing of curb ramp (MI Std. Details ST-22B, ST-22D-1, ST-22D-2, and ST-22E-2).</p> <p>Consider adding allowance for cross slope of turning spaces to match roadway grade for street crossings without yield or stop control and at midblock crossings.</p>

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Curb Ramps

Design Element	Requirement	Review	Recommendations
Clear Space	<p>Beyond the bottom grade break, a clear space 4.0ft. by 4.0ft. minimum shall be provided within the width of the pedestrian crossing and wholly outside the parallel vehicle travel lane (R304.5.5).</p> <p>Diagonal or corner type curb ramps with returned curbs or other well-defined edges shall have the edges parallel to the direction of pedestrian flow. The bottom of diagonal curb ramps shall have a clear space 48 inches minimum outside active traffic lanes of the roadway. Diagonal curb ramps provided at marked crossings shall provide the 48 inches minimum clear space within the markings. Diagonal curb ramps with flared sides shall have a segment of curb 24 inches long minimum located on each side of the curb ramp and within the marked crossing (ADAS 406.6).</p>	<p>Clear space of 48" min. required at base of ramp within roadway (MI Std. Detail ST-21).</p>	<p>Add clarity to note that the 48" clear space should be outside of parallel travel lane (MI Std. Detail ST-21).</p>
Detectable Warning Surfaces	<p>Detectable warning surfaces shall extend 2.0 ft. minimum in the direction of pedestrian travel and the full width of the curb ramp (exclusive of flares), the turning space, or the blended transition. (PROWAG R305.1.4).</p> <p>The truncated domes in a detectable warning surface shall have a base diameter of 0.9 in. minimum and 1.4 in. maximum, a top diameter of 50 percent of the base diameter minimum and 65 percent of the base diameter maximum, and a height of 0.2 in. (PROWAG R305.1.1 & ADAS 705.1.1).</p> <p>The truncated domes shall have a center-to-center spacing of 1.6 in. minimum and 2.4 in. maximum, and a base-to-base spacing of 0.65 in. minimum, measured between the most adjacent domes (PROWAG R305.1.2 & ADAS 705.1.2)</p> <p>Detectable warning surfaces shall contrast visually with adjacent gutter, street or highway, or walkway surfaces, either light-on-dark or dark-on-light (PROWAG R305.1.3).</p> <p>Detectable warning surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light (ADAS 705.1.3).</p>	<p>Ramp texturing shown as a diamond grid pattern (MI Std. Detail ST-22).</p> <p>Truncated domes in the detectable warning surface dimensions shown as 0.45 in. min. and 0.90 in. max. top diameter, 0.90 in. min. and 1.40 in. max. bottom diameter, and 0.2 in. height.</p> <p>Center-to-center spacing between truncated domes shown as 1.60 in. to 2.40in. Distance from base-to-base of truncated domes shown as 0.65 in.</p> <p>Color of surface is per standard specifications. (MI Std. Detail ST-22F)</p>	<p>Remove MI Std. Detail ST-22.</p>

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Curb Ramps

Design Element	Requirement	Review	Recommendations
Detectable Warning Surface Placement	<p>On perpendicular curb ramps, detectable warning surfaces shall be placed as follows:</p> <ul style="list-style-type: none"> Where the ends of the bottom grade break are in front of the back of curb, detectable warning surfaces shall be placed at the back of curb. Where the ends of the bottom grade break are behind the back of curb and the distance from either end of the bottom grade brake to the back of curb is 5.0 ft. or less, detectable warning surfaces shall be placed on the ramp run within one dome spacing of the bottom grade break. Where the ends of the bottom grade break are behind the back of curb and the distance from either end of the bottom grade brake to the back of curb is more than 5.0 ft, detectable warning surfaces shall be placed on the lower landing at the back of curb. (PROWAG R305.2.1). <p>On parallel curb ramps, detectable warning surfaces shall be placed on the turning space at the flush transition between the street and sidewalk at the back of curb. (PROWAG R305.2.2).</p> <p>On blended transitions, detectable warning surfaces shall be placed at the back of curb. Where raised pedestrian street crossings, depressed corners, or other level pedestrian street crossings are provided, detectable warning surfaces shall be placed at the flush transition between the street and the sidewalk (PROWAG R305.2.3).</p>	<p>Following note included, "Detectable warning surface shall be placed at the back of curb, and need not follow the radius" (MI Std. Detail ST-22F).</p> <p>Following note included, "When the grade break between the curb ramp and the landing is less than or equal to 5 ft. from the back of curb at all points, place the detectable warning surface on the bottom of the curb ramp" (MI Std. Detail ST-22F).</p>	<p>Revise note 8 per markups in Attachment A.</p>
Receiving Ramp	<p>A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk Revised Code of Washington (RCW) 35.68.075.</p>	<p>When ramps are constructed on one side of the street, ramps shall be constructed at corresponding location on opposite side of street (MI Std. Detail ST-21).</p>	<p>Revise note to include a receiving ramp on opposite side of street except where there is no curb or sidewalk (MI Std. Detail ST-21).</p>

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Signals

Signals are important connections in the pedestrian network that provide crossings at intersections for all roadway users. Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian pushbuttons complying with sections 4E.08 through 4E.13 of the MUTCD (PROWAG R209.1).

Design Element	Requirement	Review	Recommendations
Accessible Pedestrian Signals and Pedestrian Pushbuttons	Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian pushbuttons complying with sections 4E.08 through 4E.13 of the MUTCD. An accessible pedestrian signal and pedestrian pushbutton is an integrated device that communicates information about the WALK and DON'T WALK intervals at signalized intersections in non-visual formats (i.e., audible tones and vibrotactile surfaces) to pedestrians who are blind or have low vision. (PROWAG R209.1). Existing pedestrian signals shall comply with R209.1 when the signal controller and software are altered, or the signal head is replaced (PROWAG R209.2).	Pedestrian push button to be mounted at 3'-6" from sidewalk to bottom of button assembly (MI Std. Detail TR-9).	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).
Accessible Pedestrian Pushbuttons Clear Space	Clear spaces shall be 2.5 ft. minimum by 4.0 ft. minimum with additional space needed if it is confined on all or part of three sides (PROWAG R404.3). One full unobstructed side of a clear space shall adjoin a pedestrian access route or adjoin another clear space (PROWAG R404.6).	Not mentioned.	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).
Accessible Pedestrian Pushbutton Reach Ranges	Where a forward reach is unobstructed, the high forward reach shall be 4.0 ft. maximum and the low forward reach shall be 1.25 ft. minimum above the finish surface. Forward reach over an obstruction is not permitted (PROWAG R406.2). Where a clear space allows a parallel approach to an element and the side reach is unobstructed, the high side reach shall be 4.0 ft. maximum and the low side reach shall be 1.25 ft. minimum above the finish surface. An obstruction shall be permitted between the clear space and the element where the depth of the obstruction is 10 in. maximum (PROWAG R406.3).	Not mentioned.	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).

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Signals

Design Element	Requirement	Review	Recommendations
Pedestrian Crossing Times	All pedestrian signal phase timing shall comply with section 4E.06 of the MUTCD, shall be based on a pedestrian clearance time that is calculated using a pedestrian walking speed of 3.5 ft./s. or less (PROWAG R306.2).	Not mentioned.	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).
At Roundabouts	At roundabouts with multi-lane pedestrian street crossings, a pedestrian activated signal shall be provided for each multi-lane segment of each pedestrian street crossing, including the splitter island (PROWAG R306.3.2).	Not mentioned.	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).
At multi-lane channelized turn lanes	At signalized intersections and roundabouts with multi-lane channelized turn lane crossings, pedestrian activated signals shall be provided (PROWAG R306.4 & PROWAG R306.5).	Not mentioned.	Refer to WSDOT Design Manual Chapters 1330 and 1510, and MUTCD for APS standards (MI Std. Detail TR-9).

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Other Pedestrian Areas

Other pedestrian areas include transit stops and work zones. Transit provides a critical lifeline of access and independence for those with limited mobility or vision. Transit stops have additional width requirements for boarding and alighting passengers, and work zones should provide the same level of accessibility as permanent pedestrian facilities.

Design Element	Requirement	Review	Recommendations
Transit Stops			
Boarding and Alighting Area Dimensions	Bus stop boarding and alighting areas shall provide a clear length of 8.0 ft. minimum, measured perpendicular to the curb or vehicle street or highway edge, and a clear width of 5.0 ft. minimum, measured parallel to the vehicle street or highway (PROWAG R308.1.1.1 & ADAS 810.2.2).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Boarding and Alighting Area Slopes	Parallel to the street or highway, the grade of the bus stop boarding and alighting areas shall be the same as the street or highway, to the extent practicable. Perpendicular to the street or highway, the grade of the bus stop boarding and alighting areas shall not be steeper than 2 percent (PROWAG R308.1.1.2 & ADAS 810.2.4).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Transit Shelters	<p>Transit shelters shall be connected by PARs to boarding and alighting areas. Transit shelters shall provide a minimum clear space complying with R404 entirely within the shelter. Where seating is provided within transit shelters, the clear space shall be located either at one end of a seat or shall not overlap the area within 1.5 ft. from the front edge of the seat (PROWAG R308.2).</p> <p>Bus shelters shall provide a minimum clear floor or ground space complying with 305 entirely within the shelter. Bus shelters shall be connected by an accessible route complying with 402 to a boarding and alighting area complying with 810.2 (ADAS 810.3).</p>	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'

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Other Pedestrian Areas

Parking			
Parking Spaces	<p>Where parking spaces are marked with lines, width measurements of parking spaces and access aisles shall be made from the centerline of the markings (ADAS 502.1).</p> <p>Car parking spaces shall be 96 inches wide minimum and van parking spaces shall be 132 inches wide minimum, shall be marked to define the width, and shall have an adjacent access aisle (ADAS 502.2).</p> <p>Van parking spaces shall be permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum (ADAS 502.2 Exception).</p>	<p>Off-street parking shall meet the relevant state design standards for the physically disabled (MIC 19.03.020, 19.04.040, 19.05.020).</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>
Parking Access Aisles	<p>Access aisles shall adjoin an accessible route. Two parking spaces shall be permitted to share a common access aisle (ADAS 502.3).</p> <p>Access aisles serving car and van parking spaces shall be 60 inches wide minimum (ADAS 502.3.1).</p> <p>Access aisles shall extend the full length of the parking spaces they serve (ADAS 502.3.2).</p> <p>Access aisles shall be marked so as to discourage parking in them (ADAS 502.3.3).</p> <p>Access aisles shall not overlap the vehicular way. Access aisles shall be permitted to be placed on either side of the parking space except for angled van parking spaces which shall have access aisles located on the passenger side of the parking spaces (ADAS 502.3.4).</p>	<p>Off-street parking shall meet the relevant state design standards for the physically disabled (MIC 19.03.020, 19.04.040, 19.05.020).</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>
Parking identification.	<p>Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign (ADAS 502.6).</p>	<p>Off-street parking shall meet the relevant state design standards for the physically disabled (MIC 19.03.020, 19.04.040, 19.05.020).</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>
Parallel Parking Spaces	<p>Where the width of the adjacent sidewalk or available right-of-way exceeds 14.0 ft, an access aisle 5.0 ft. wide minimum shall be provided at street level the full length of the parking space and shall connect to a pedestrian access route. The access aisle shall comply with R302.7 and</p>	<p>Off-street parking shall meet the relevant state design standards for the physically disabled (MIC 19.03.020, 19.04.040, 19.05.020).</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>

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Other Pedestrian Areas

	<p>shall not encroach on the vehicular travel lane (PROWAG R309.2.1).</p> <p>In alterations where the street or sidewalk adjacent to the parking spaces is not altered, an access aisle shall not be required provided the parking spaces are located at the end of the block face (PROWAG R309.2.1.1).</p> <p>An access aisle is not required where the width of the adjacent sidewalk or the available right-of-way is less than or equal to 14.0 ft. When an access aisle is not provided, the parking spaces shall be located at the end of the block face (PROWAG R309.2.2).</p>		
Perpendicular or Angled Parking Spaces	<p>Where perpendicular or angled parking is provided, an access aisle 8.0 ft. wide minimum shall be provided at street level the full length of the parking space and shall connect to a pedestrian access route. The access aisle shall comply with R302.7 and shall be marked so as to discourage parking in the access aisle. Two parking spaces are permitted to share a common access aisle (PROWAG R309.3).</p>	<p>Off-street parking shall meet the relevant state design standards for the physically disabled (MIC 19.03.020, 19.04.040, 19.05.020).</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>

Alternative Pedestrian Access Routes

Alternate Pedestrian Access Route	<p>When a pedestrian circulation path is temporarily closed by construction, alterations, maintenance operations, or other conditions, an alternate pedestrian access route complying with sections 6D.01, 6D.02, and 6G.05 of the MUTCD shall be provided. Where provided, pedestrian barricades and channelizing devices shall comply with sections 6F.63, 6F.68, and 6F.71 of the MUTCD (PROWAG R205).</p>	<p>Not mentioned.</p>	<p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>
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Driveways

Driveways	<p>The cross slope shall be 2 percent maximum (PROWAG R304.5.3).</p> <p>Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3)</p> <p>The running slope shall be 5 percent minimum and 8.3 percent maximum but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.2.2).</p>	<p>MI Std. Detail ST-19 shows grade breaks that are not perpendicular to the path of travel.</p> <p>MI Std. Detail ST-20 shows no ramping down of sidewalk to driveway grade.</p>	<p>Remove driveway options shown in MI Std. Details ST-19 and ST-20.</p> <p>Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'</p>
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Ramps

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Other Pedestrian Areas

Ramp Width	The clear width of a ramp run and, where handrails are provided, the clear width between handrails shall be 3.0 ft. minimum (PROWAG R407.4 & ADAS 405.5).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Running Slope	Ramp runs shall have a running slope between 5 percent minimum and 8.3 percent maximum (PROWAG R407.2) Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Cross Slope	The cross slope of ramp runs shall be 2 percent maximum (PROWAG R407.3). Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3)	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Rise	The rise for any ramp run shall be 2.5 ft. maximum (PROWAG R407.4 & ADAS 405.6).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Landing Size	Ramps shall have landings at the top and the bottom of each ramp run (PROWAG R407.6 & ADAS 405.7). The landing clear width shall be at least as wide as the widest ramp run leading to the landing (PROWAG R407.6.2 & ADAS 405.7.2) The landing clear length shall be 5.0 ft. long minimum (PROWAG R407.6.3 & ADAS 405.7.3) Ramps that change direction between runs at landings shall have a clear landing 5.0 ft. by 5.0 ft. minimum (PROWAG R407.6.4 & ADAS 405.7.4).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Landing Slope	Landing slopes shall be 2 percent maximum in any direction (PROWAG R407.6.1 & ADAS 405.7.1).	Not mentioned.	Add a statement in a location TBD that states 'For the design and construction of pedestrian facilities, in the absence of a City of Mercer Island standard, WSDOT design standards shall be followed.'
Stairways			
Stairway Treads and Risers	All steps on a flight of stairs shall have uniform riser heights and uniform tread depths. Risers shall be	Note states "All steps: same dimensions, within 3/8" max. difference".	Revise max. riser height to 7 inches (MI Standard Detail ST-24).

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Other Pedestrian Areas

	<p>4 in. high minimum and 7 in. high maximum. Treads shall be 11 in. deep minimum (PROWAG R408.2 & ADAS 504.2).</p> <p>Open risers are not permitted (PROWAG R408.3 & ADAS 504.3).</p> <p>The radius of curvature at the leading edge of the tread shall be 0.5 in. maximum. Nosings that project beyond risers shall have the underside of the leading edge curved or beveled. Risers shall be permitted to slope under the tread at an angle of 30 degrees maximum from vertical. The permitted projection of the nosing shall extend 1.5 in. maximum over the tread below (PROWAG R408.5 & ADAS 504.5).</p>	<p>Note states "Risers: 7 1/2" max., 5" min."</p> <p>Note states "Treads" 12" max., 11" min. with transverse 0.01 ft./ft. slope"</p> <p>Stair projection shown as 3/4" (MI Standard Detail ST-24).</p> <p>Risers shown as 7 in (MI Standard Detail ST-25).</p>		<p>Add tread minimum depth dimension (MI Std. Detail ST-25).</p>
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Handrails

<p>Handrails</p>	<p>Stairways shall have handrails (PROWAG R408.6).</p> <p>Handrails are required on ramp runs with a rise greater than 6 in. and on certain stairways (PROWAG R407.8 & ADAS 405.8).</p> <p>Edge protection complying shall be provided on each side of ramp runs and landings (PROWAG R407.9 & ADAS 405.9).</p> <p>Where required handrail shall be provided on both sides of ramps and stairways (PROWAG R409.2 & ADAS 505.2).</p> <p>Top of gripping surfaces of handrails shall be 2.8 ft. minimum and 3.2 ft. maximum vertically above walking surfaces, ramp surfaces, and stair nosings. Handrails shall be at a consistent height above walking surfaces, ramp surfaces, and stair nosings (PROWAG R409.4 & ADAS 505.4).</p> <p>Clearance between handrail gripping surfaces and adjacent surfaces shall be 1.5 in. minimum (PROWAG R409.5 & ADAS 505.5).</p> <p>Handrail gripping surfaces shall be continuous along their length and shall not be obstructed along their tops or sides. The bottoms of handrail gripping surfaces shall not be obstructed for more than 20 percent of their length. Where provided, horizontal projections shall occur 1.5 in. minimum below the bottom of the handrail gripping</p>	<p>Note states "A handrail is required on one side only as per U.B.C." (MI Standard Detail ST-24).</p> <p>Add reference to MI Standard Detail ST-24 to follow WSDOT Design Manual Chapter 1510 for handrail requirements in the public right-of-way.</p>
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Other Pedestrian Areas

	surface (PROWAG R409.6 & ADAS 505.6).		
Handrail Extension on Ramps	Ramp handrails shall extend horizontally above the landing for 1.0 ft. minimum beyond the top and bottom of ramp runs. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run. (PROWAG R409.10.1 & ADAS 505.10.1).	Not mentioned.	Add reference to MI Standard Detail ST-23 to follow WSDOT Design Manual Chapter 1510 for handrail requirements in the public right-of-way.
Handrail Extension on Stairways	At the top of a stair flight, handrails shall extend horizontally above the landing for 1.0 ft. minimum beginning directly above the first riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight (PROWAG R409.10.2 & ADAS 505.10.2). At the bottom of a stair flight, handrails shall extend at the slope of the stair flight for a horizontal distance at least equal to one tread depth beyond the last riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight. (PROWAG R409.10.3 & ADAS 505.10.3).	Bottom extension shown as horizontal and 1'-6". No top extension dimension shown (MI Std. Detail ST-24). Top extension shown horizontally for 1' – 9". No Bottom extension dimension shown (MI Std. Detail ST-25).	Add reference to MI Standard Details ST-24 and ST-25 to follow WSDOT Design Manual Chapter 1510 for handrail requirements in the public right-of-way. Show bottom extension parallel with slope of stairs for one tread length (MI Std. Detail ST-24). Add bottom extension dimension (MI Std. Detail ST-25).
Handrail Cross Section	Handrail gripping surfaces with a circular cross section shall have an outside diameter of 1.25 in. minimum and 2 in. maximum (PROWAG R409.7.1 & ADAS 505.7). Handrail gripping surfaces with a non-circular cross section shall have a perimeter dimension of 4 in. minimum and 6.25 in. maximum, and a cross-section dimension of 2.25 in. maximum (PROWAG R409.7.2 & ADAS 505.7).	Handrail to be 1.5" (MI Std. Detail ST-25).	Add reference to MI Standard Details ST-24 and ST-25 to follow WSDOT Design Manual Chapter 1510 for handrail requirements in the public right-of-way.

Railways

Railroad Flangeway Gaps	Flangeway gaps at pedestrian at-grade rail crossings shall be 2.5 in. maximum on non-freight rail track and 3 in. maximum on freight rail track (PROWAG R302.7.4). Where a circulation path serving boarding platforms crosses tracks, it shall comply with 402. Openings for wheel flanges shall be permitted to be 2 1/2 inches maximum (ADAS 810.10).	Not mentioned.	No recommendation as there are no railroad crossings with pedestrian facilities in City of Mercer Island.
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Other Pedestrian Areas

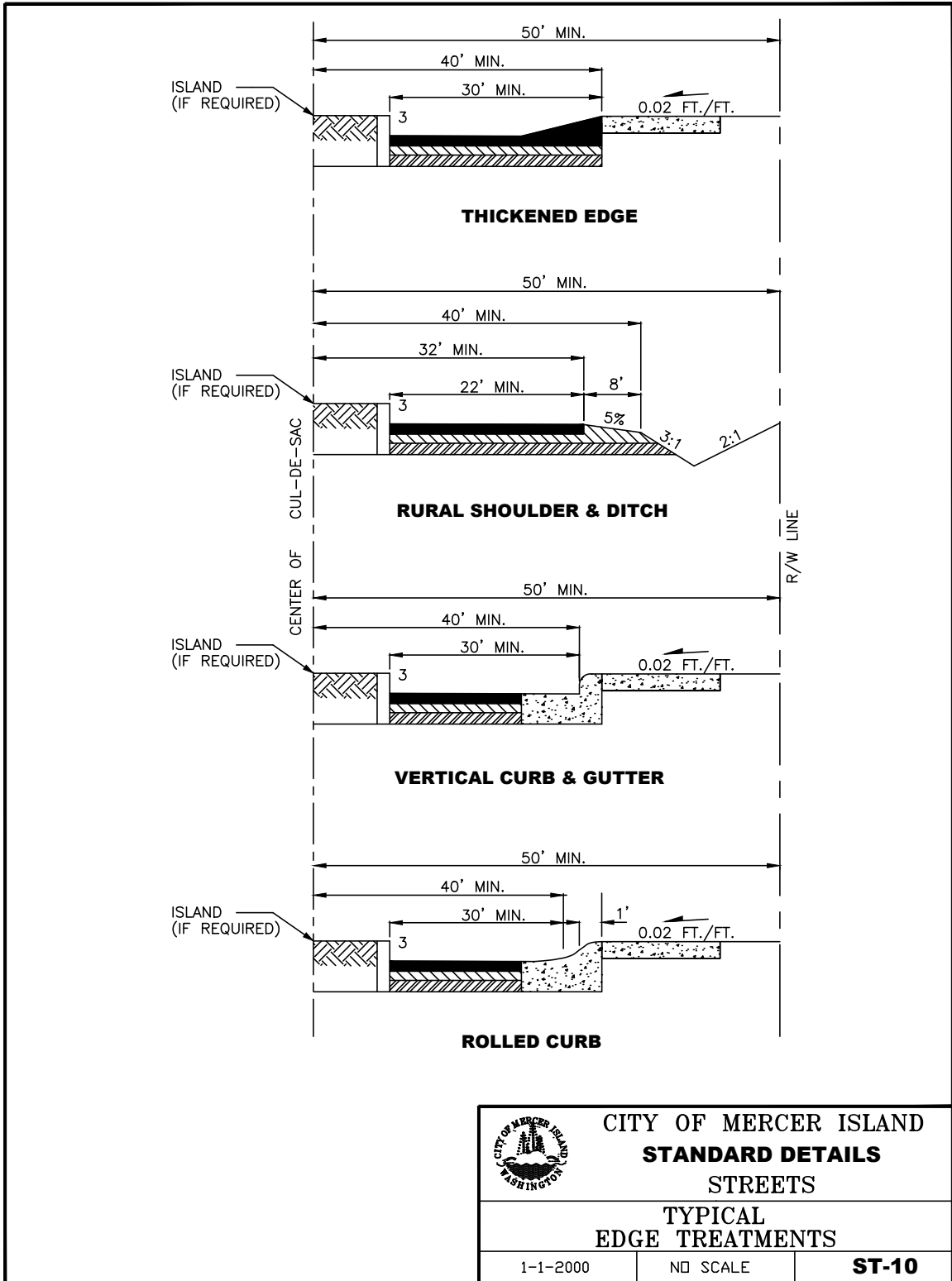
<p>Detectable Warning Surfaces at Rail Crossings</p>	<p>At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 6.0 ft. minimum and 15.0 ft. maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail. (PROWAG R305.2.5).</p>	<p>Not mentioned.</p>	<p>No recommendation as there are no railroad crossings with pedestrian facilities in City of Mercer Island.</p>
<p>Detectable Warning Surfaces at Rail Boarding Areas</p>	<p>At boarding platforms for rail vehicles, detectable warning surfaces shall be placed at the boarding edge of the platform (PROWAG R305.2.6).</p> <p>At boarding and alighting areas at sidewalk or street level transit stops for rail vehicles, detectable warning surfaces shall be placed at the side of the boarding and alighting area facing the rail vehicles (PROWAG R305.2.7).</p>	<p>Not mentioned.</p>	<p>No recommendation as there are no railroad crossings with pedestrian facilities in City of Mercer Island.</p>

Facilities & Parks

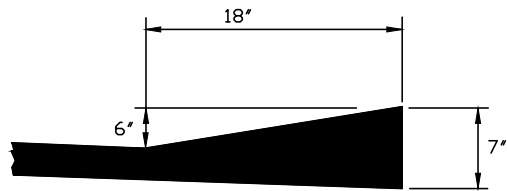
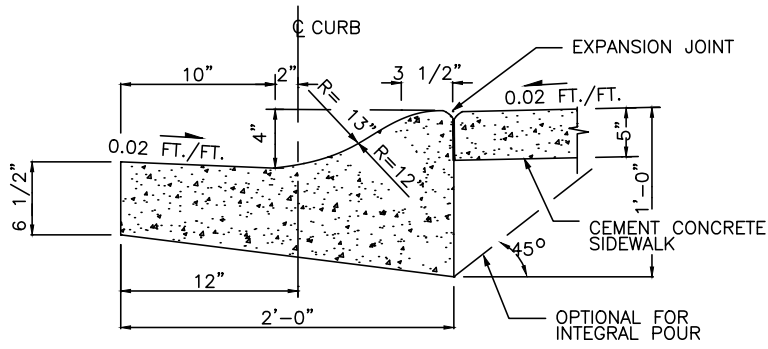
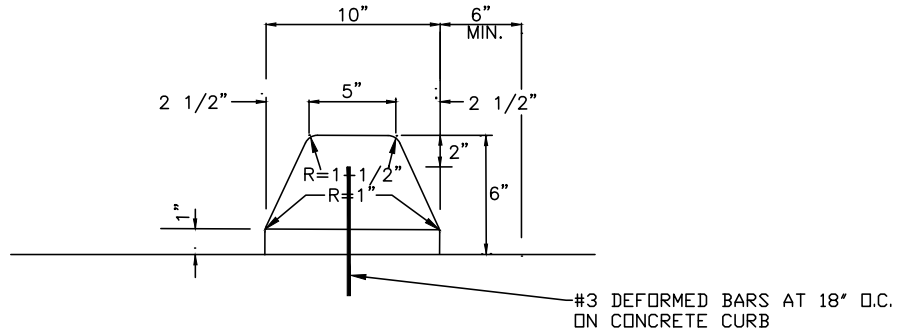
The design of facilities and parks are governed by a variety of state, national, and international building codes. Since the majority of these codes are developed on a national or international level, it was assumed that these codes comply with relevant ADA standards.

Attachments:

Attachment A: City of Mercer Island Standard Detail Markups




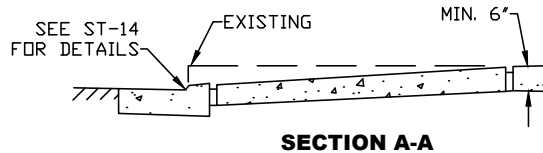
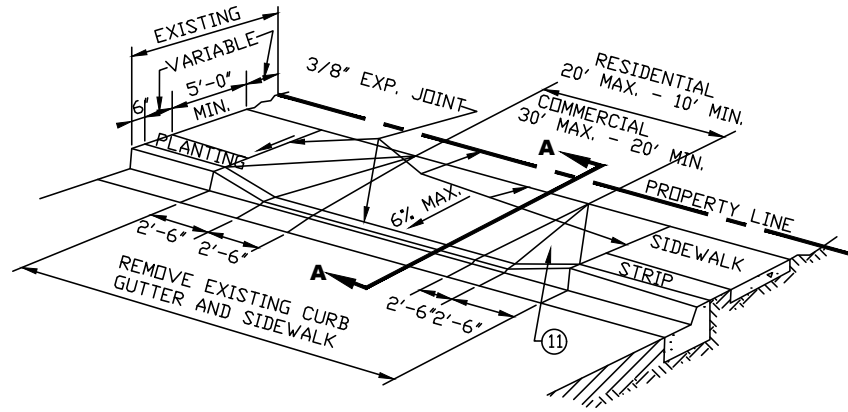
5-41



NOTES:

1. SEE DETAIL ST-14 FOR JOINT REQUIREMENTS.
2. ROLL GUTTER TO MATCH POSITIVE SUPERELEVATION.
3. SEE DRAWING NO. T-15A FOR CONFIGURATION OF FILL & WALKWAY BEHIND CURB IF REQUIRED.
4. FOR INTEGRAL POUR CONSTRUCTION, 1/4" EDGED GROOVE MAY REPLACE EXPANSION JOINT AT INTERFACE BETWEEN THE CURB AND ADJACENT SIDEWALK.


	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	CURB DETAILS	
11/23/99	NO SCALE	ST-16

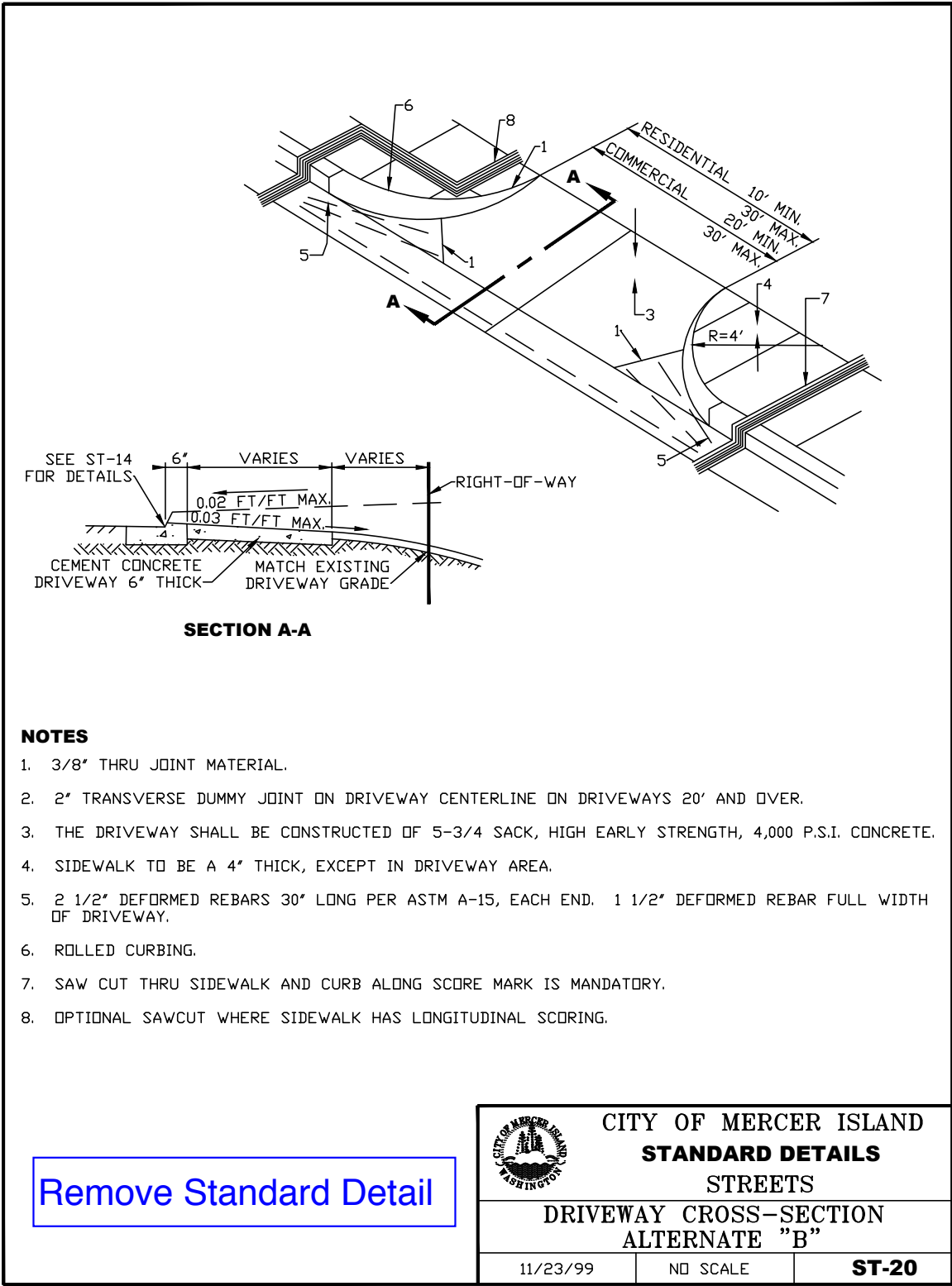


NOTES

1. DRIVEWAYS SHALL BE CONSTRUCTED IN ACCORDANCE WITH SECTION 5.03.3(18) OF THE STANDARD SPECIFICATIONS AND THIS STANDARD DETAIL.
2. WHERE DRIVEWAY EXCEEDS 16' IN WIDTH, A CONTROL JOINT SHALL BE PLACED LONGITUDINALLY AT THE CENTER OF THE DRIVEWAY. CLEAN AND EDGE ALL JOINTS. TRANSVERSE DRIVEWAY JOINTS SHALL BE AS SHOWN OR AS DIRECTED BY THE CITY ENGINEER.
3. SIDEWALK AND DRIVEWAY SHALL BE A MINIMUM OF 6" THICK.
4. THE CONCRETE PAVEMENT SHALL BE TRANSVERSELY BRUSH FINISHED WITH A FIBER OR WIRE BRUSH OF A TYPE APPROVED BY THE CITY ENGINEER.
5. THE RECOMMENDED DRIVEWAY GRADE IS 6%. THE MAXIMUM ALGEBRAIC CHANGE IN GRADE FOR VERTICAL CREST AND SAG CURVES, SHALL BE 10%, WITH A 10' VERTICAL CURVE.
6. REMOVE THE EXISTING SIDEWALK AND EXISTING CURB AND GUTTER AT AN EXISTING EXPANSION JOINT.
7. THE SUBBASE SHALL BE A MINIMUM 4" OF 5/8"(-) GRAVEL BASE DESIGNED TO ACCOMMODATE H-20 LOADING.
8. THE DRIVEWAY SHALL BE CONSTRUCTED OF 5-3/4 SACK, HIGH EARLY STRENGTH, 4,000 P.S.I. CONCRETE.
9. MAXIMUM SLOPE 6:1 TO MATCH STATE STANDARDS FOR WHEELCHAIRS.
10. A REVERSE DRIVEWAY IS SUBJECT TO APPROVAL BY THE CITY ENGINEER.
11. COMMERCIAL/INDUSTRIAL DRIVEWAYS WIDER THAN 30' MAY BE APPROVED CONSIDERING TRAFFIC SAFETY AND NEEDS OF THE ACTIVITY SERVED. ALL COMMERCIAL/INDUSTRIAL DRIVEWAYS SHALL HAVE AN EXPANSION JOINT LOCATED MID-WIDTH.
12. A STORM DRAIN INLET SHALL BE LOCATED WITHIN 20' BUT NO CLOSER THAN 10' UPGRADE FROM THE NEAREST EDGE OF CURB TAPER.

Remove Standard Detail


	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	DRIVEWAY CROSS-SECTION ALTERNATE "A"	
11/23/99	NO SCALE	ST-19

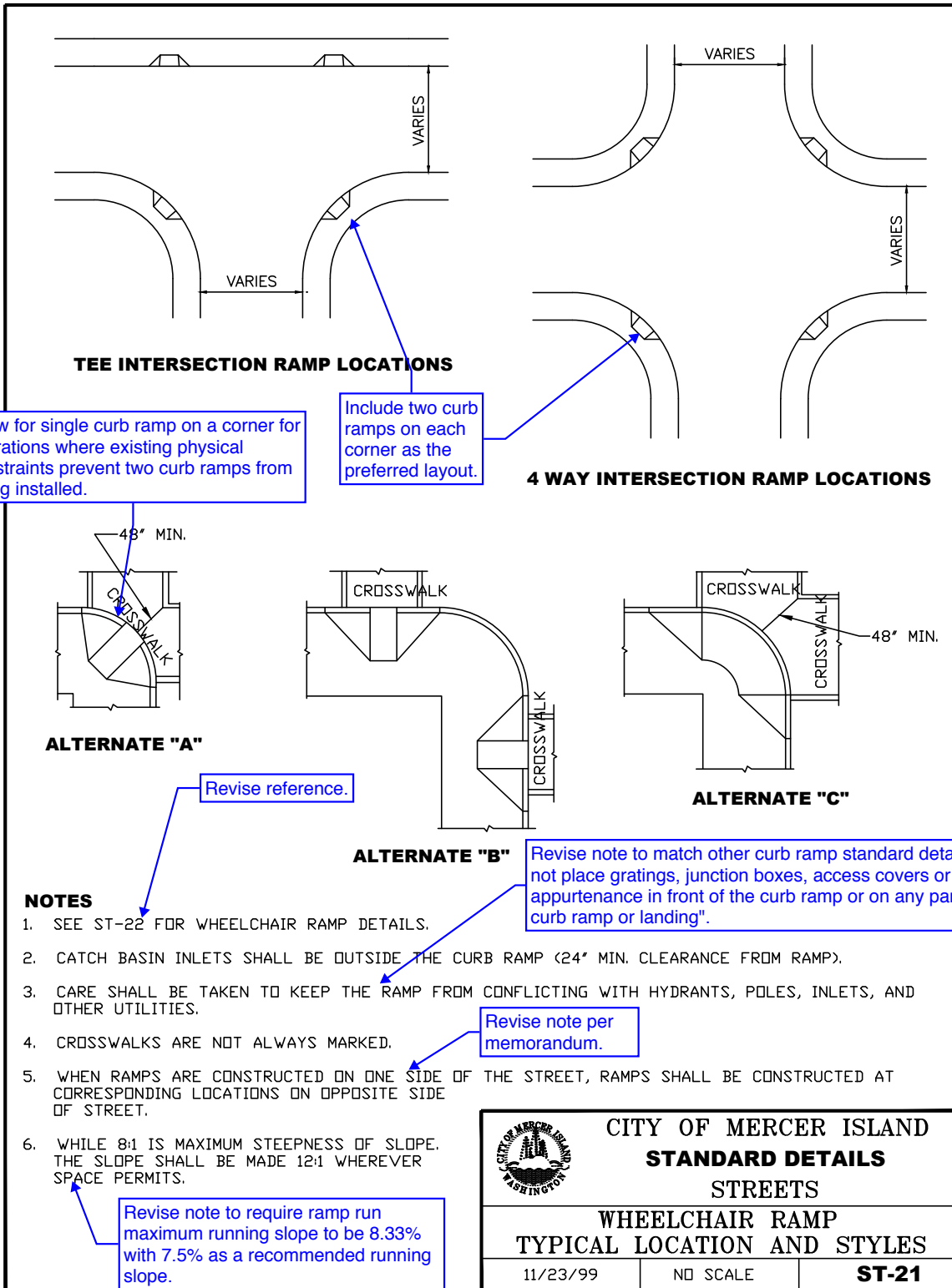


NOTES

1. 3/8" THRU JOINT MATERIAL.
2. 2" TRANSVERSE DUMMY JOINT ON DRIVEWAY CENTERLINE ON DRIVEWAYS 20' AND OVER.
3. THE DRIVEWAY SHALL BE CONSTRUCTED OF 5-3/4 SACK, HIGH EARLY STRENGTH, 4,000 P.S.I. CONCRETE.
4. SIDEWALK TO BE A 4" THICK, EXCEPT IN DRIVEWAY AREA.
5. 2 1/2" DEFORMED REBARS 30" LONG PER ASTM A-15, EACH END. 1 1/2" DEFORMED REBAR FULL WIDTH OF DRIVEWAY.
6. ROLLED CURBING.
7. SAW CUT THRU SIDEWALK AND CURB ALONG SCORE MARK IS MANDATORY.
8. OPTIONAL SAWCUT WHERE SIDEWALK HAS LONGITUDINAL SCORING.

Remove Standard Detail

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	DRIVEWAY CROSS-SECTION ALTERNATE "B"	
11/23/99	NO SCALE	ST-20



Allow for single curb ramp on a corner for alterations where existing physical constraints prevent two curb ramps from being installed.

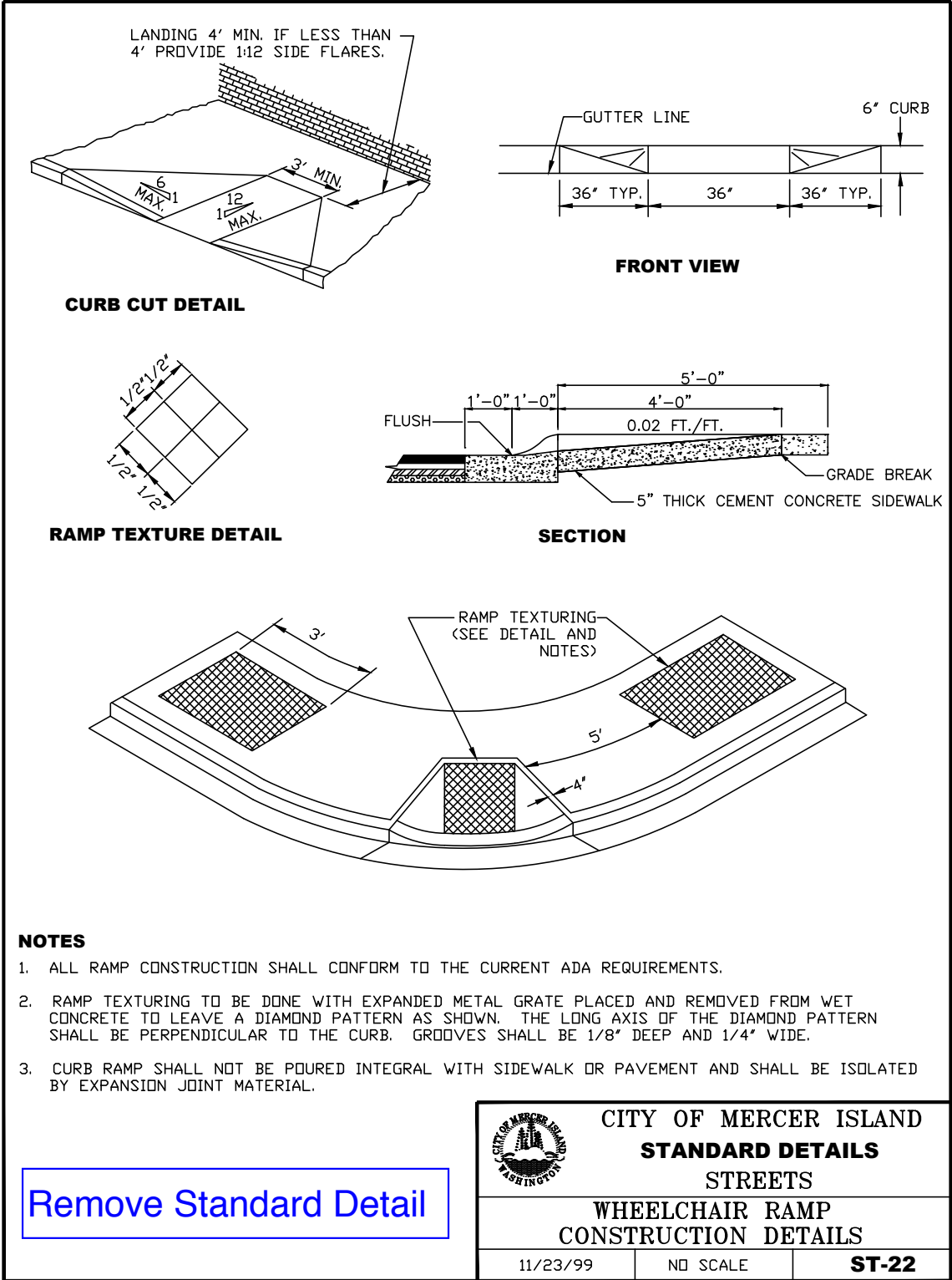
Include two curb ramps on each corner as the preferred layout.

Revise reference.

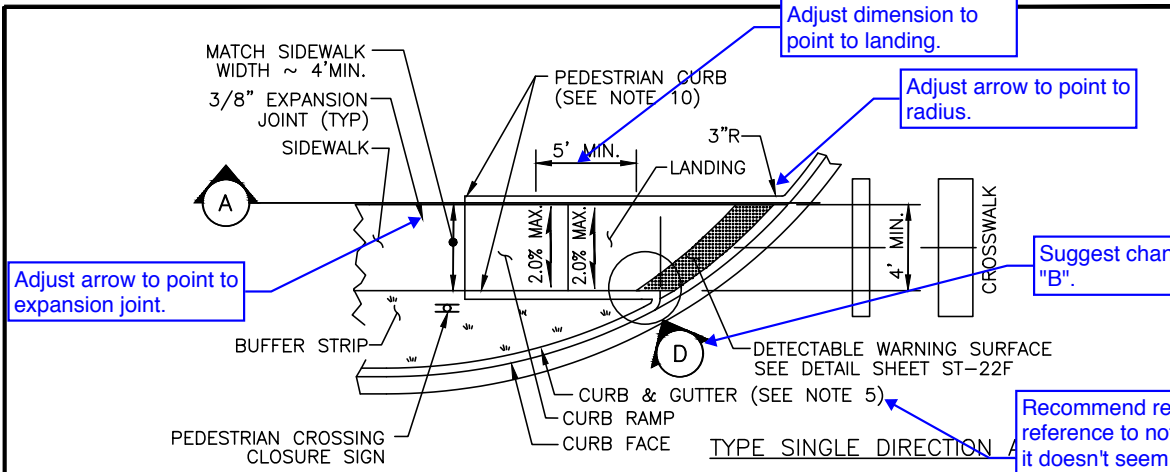
Revise note to match other curb ramp standard details, "Do not place gratings, junction boxes, access covers or other appurtenance in front of the curb ramp or on any part of the curb ramp or landing".

Revise note per memorandum.

Revise note to require ramp run maximum running slope to be 8.33% with 7.5% as a recommended running slope.



Remove Standard Detail



Adjust arrow to point to expansion joint.

Adjust dimension to point to landing.

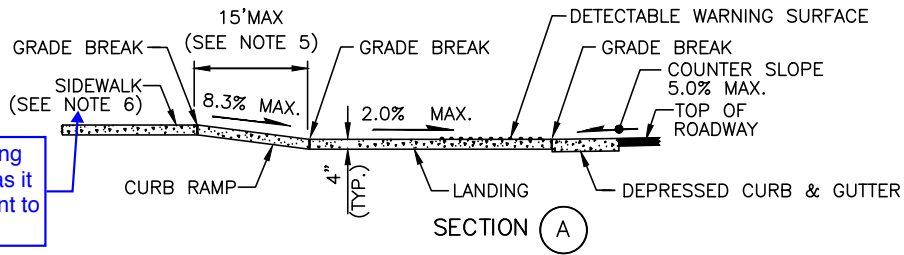
Adjust arrow to point to radius.

Suggest changing to "B".

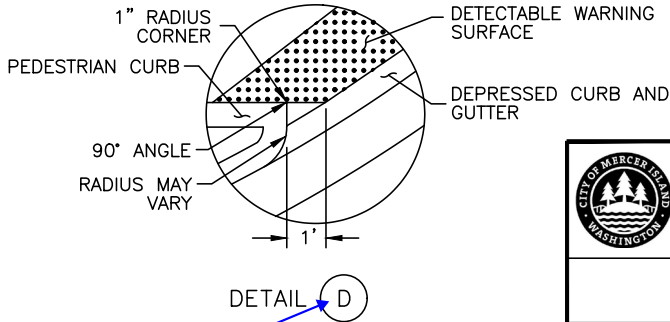
Recommend removing reference to note 5 as it doesn't seem relevant to the curb and gutter.

NOTES


1. THIS PLAN IS TO BE USED WHERE PEDESTRIAN CROSSING IN ONE DIRECTION IS NOT PERMITTED.
2. CURB RAMP LOCATION SHALL BE PLACED WITHIN THE WIDTH OF THE ASSOCIATED CROSSWALK, OR AS SHOWN IN THE CONTRACT PLANS.
3. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE GRADE BREAK BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
4. DO NOT PLACE GRATINGS, JUNCTION BOXES, ACCESS COVERS OR OTHER APPURTENANCES IN FRONT OF THE CURB RAMP OR ON ANY PART OF THE CURB RAMP OR LANDING.
5. THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15 FOOT MAXIMUM LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE.
6. CURB RAMPS AND LANDINGS SHALL RECEIVE BROOM FINISH.
7. PEDESTRIAN CURB MAY BE OMITTED IF THE GROUND SURFACE AT THE BACK OF THE CURB RAMP AND/OR LANDING WILL BE AT THE SAME ELEVATION AS THE CURB RAMP OR LANDING AND THERE WILL BE NO MATERIAL TO RETAIN.

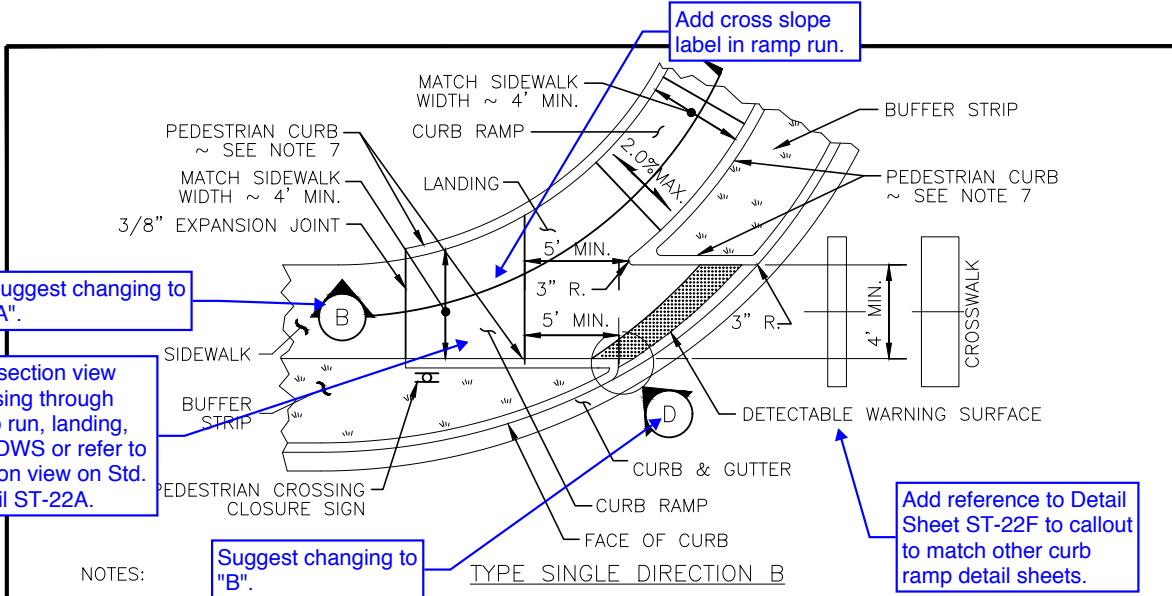


Recommend removing reference to note 6 as it doesn't seem relevant to the sidewalk.



Suggest changing to "B".

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	SINGLE DIRECTION A CURB RAMP	
8/14/2015	NO SCALE	ST-22A



Suggest changing to "A".

Add section view crossing through ramp run, landing, and DWS or refer to section view on Std. Detail ST-22A.

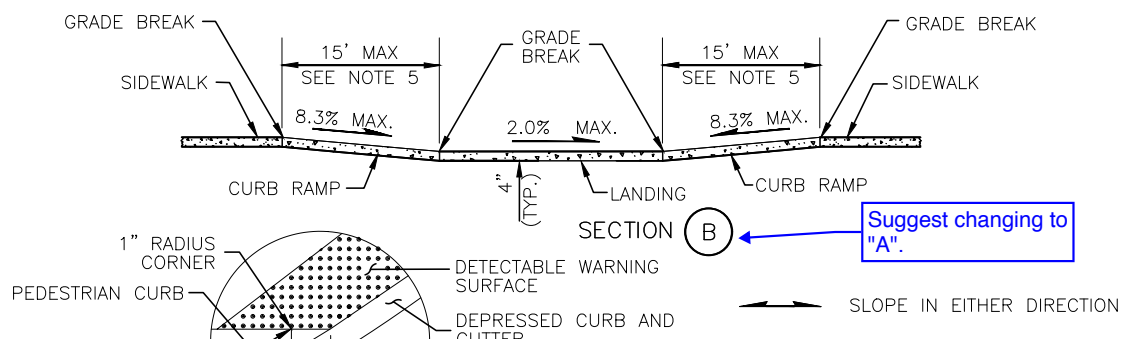
Add cross slope label in ramp run.

Suggest changing to "B".

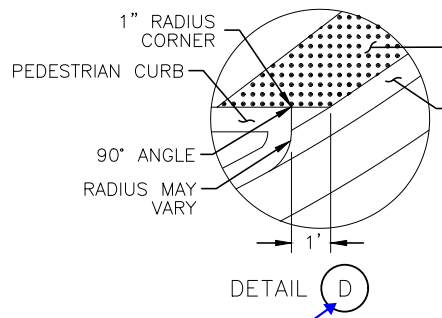
Add reference to Detail Sheet ST-22F to callout to match other curb ramp detail sheets.

NOTES:

- 1. THIS PLAN IS TO BE USED WHERE PEDESTRIAN CROSSING IN ONE DIRECTION IS NOT PERMITTED.
- 2. CURB RAMP LOCATION SHALL BE PLACED WITHIN THE WIDTH OF THE ASSOCIATED CROSSWALK, OR AS SHOWN IN THE CONTRACT PLANS.
- 3. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE GRADE BREAK BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
- 4. DO NOT PLACE GRATINGS, JUNCTION BOXES, ACCESS COVERS OR OTHER APPURTENANCES IN FRONT OF THE CURB RAMP OR ON ANY PART OF THE CURB RAMP OR LANDING.
- 5. THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15 FOOT MAXIMUM LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE.
- 6. CURB RAMPS AND LANDINGS SHALL RECEIVE BROOM FINISH.
- 7. PEDESTRIAN CURB MAY BE OMITTED IF THE GROUND SURFACE AT THE BACK OF THE CURB RAMP AND/OR LANDING WILL BE AT THE SAME ELEVATION AS THE CURB RAMP OR LANDING AND THERE WILL BE NO MATERIAL TO RETAIN.

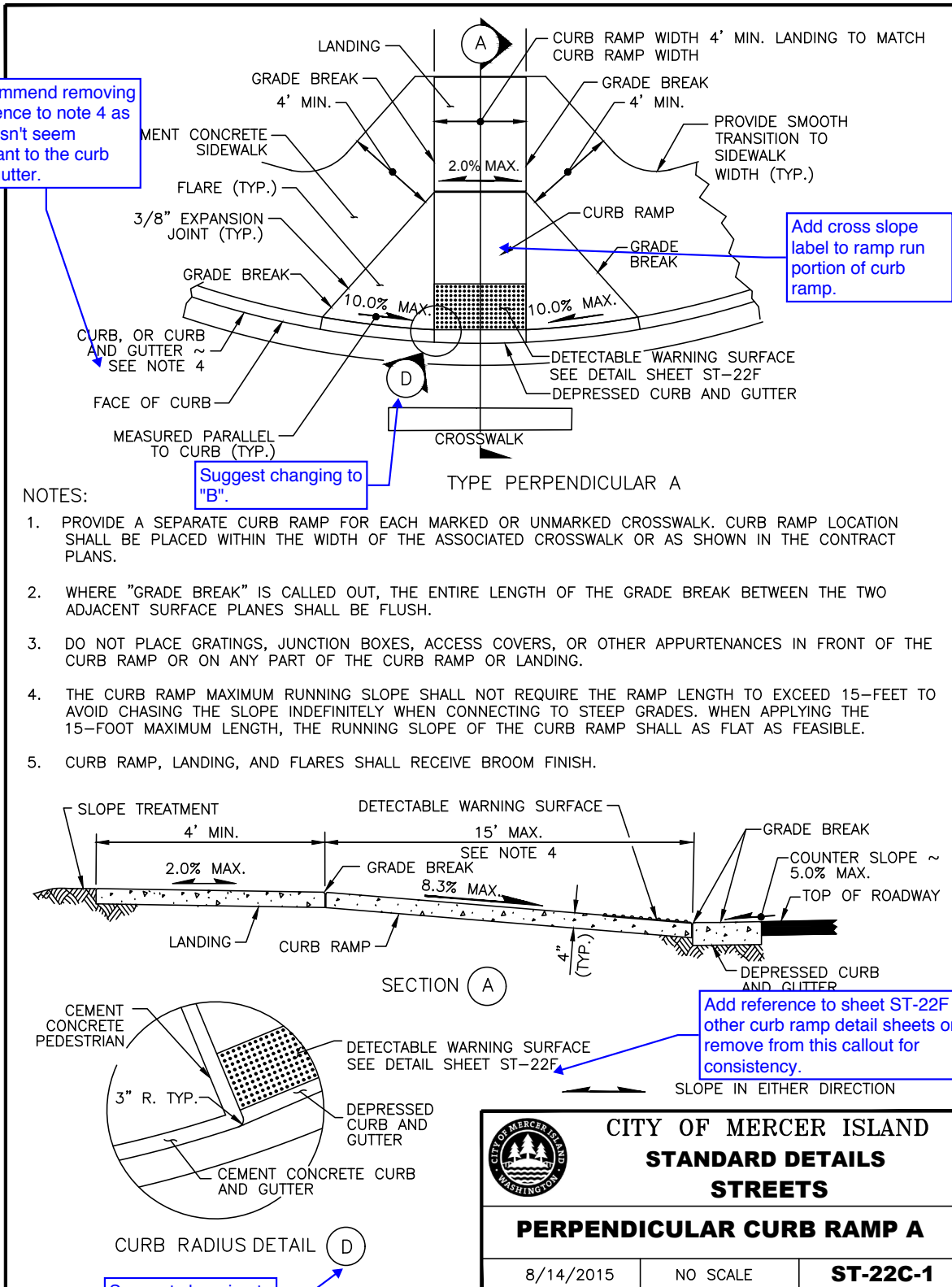


Suggest changing to "A".



Suggest changing to "B".

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	SINGLE DIRECTION B CURB RAMP	
8/14/2015	NO SCALE	ST-22B



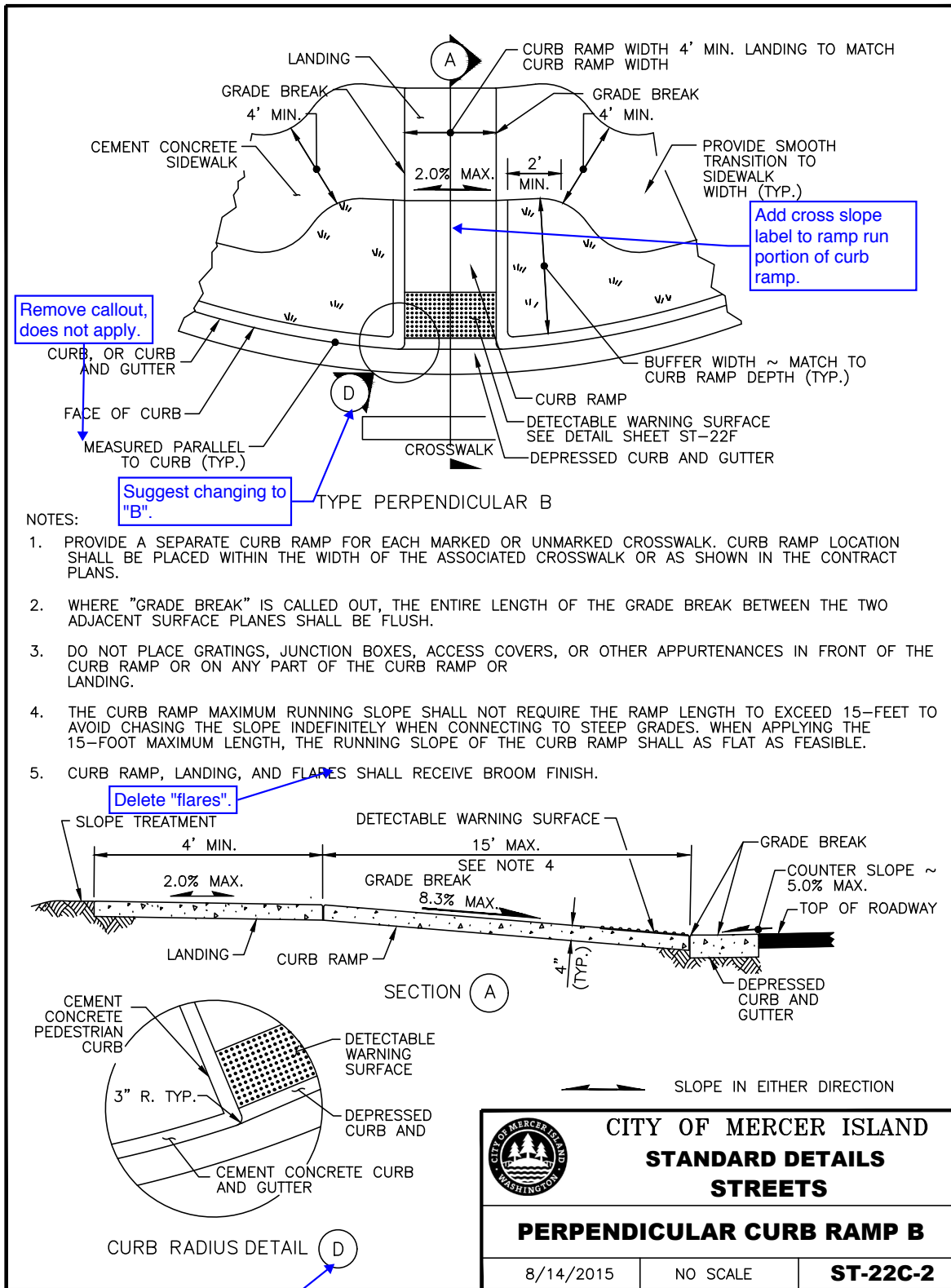
Recommend removing reference to note 4 as it doesn't seem relevant to the curb and gutter.

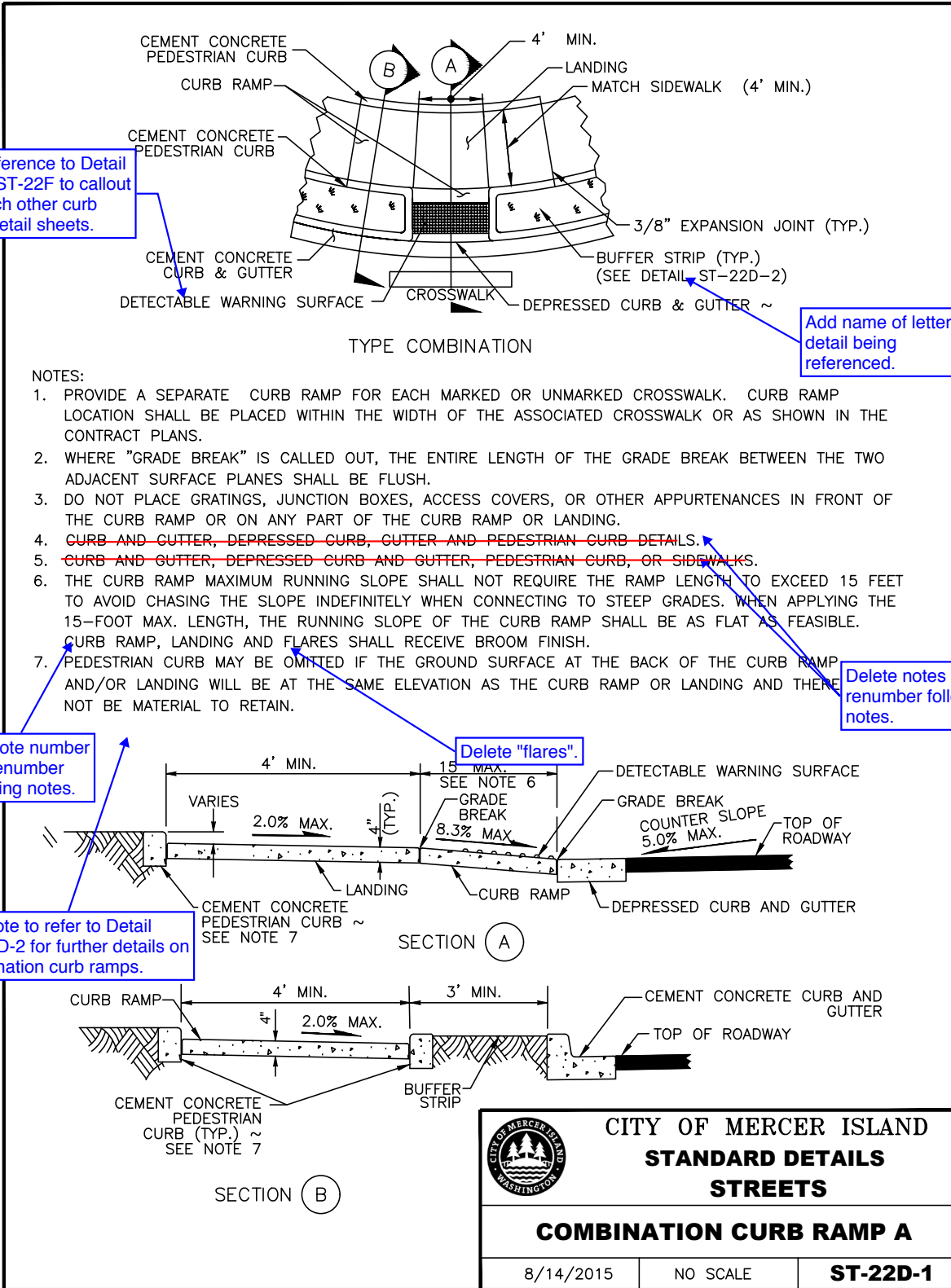
Add cross slope label to ramp run portion of curb ramp.

Suggest changing to "B".

Add reference to sheet ST-22F to other curb ramp detail sheets or remove from this callout for consistency.

Suggest changing to "B".





Add reference to Detail Sheet ST-22F to callout to match other curb ramp detail sheets.

Add name of letter of detail being referenced.

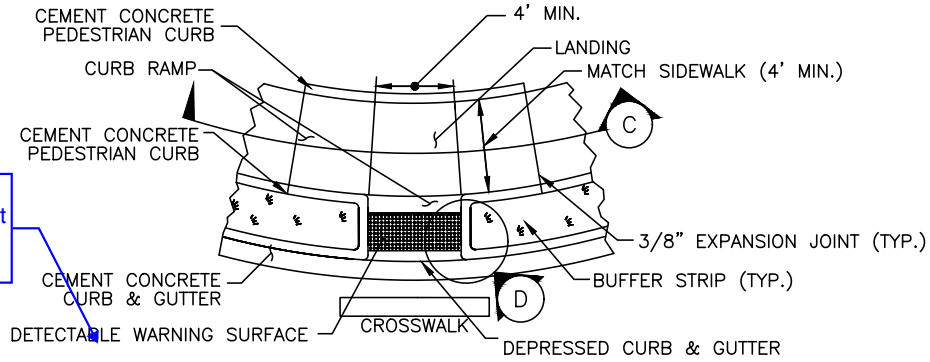
Delete notes and renumber following notes.

Add note number and renumber following notes.

Delete "flares".

Add note to refer to Detail ST-22D-2 for further details on combination curb ramps.

Add reference to Detail Sheet ST-22F to callout to match other curb ramp detail sheets.

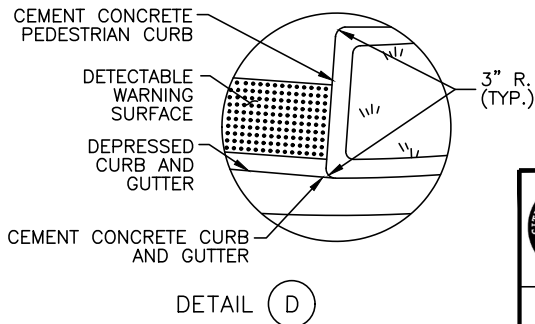
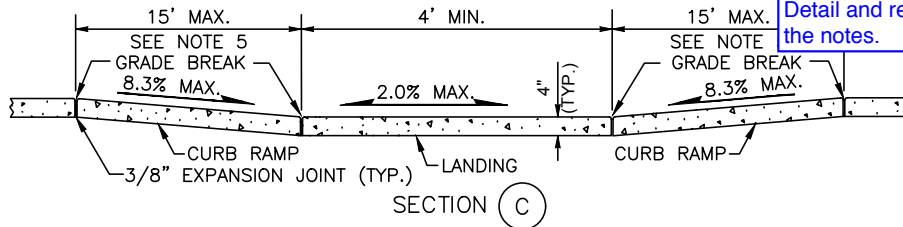


TYPE COMBINATION


NOTES:

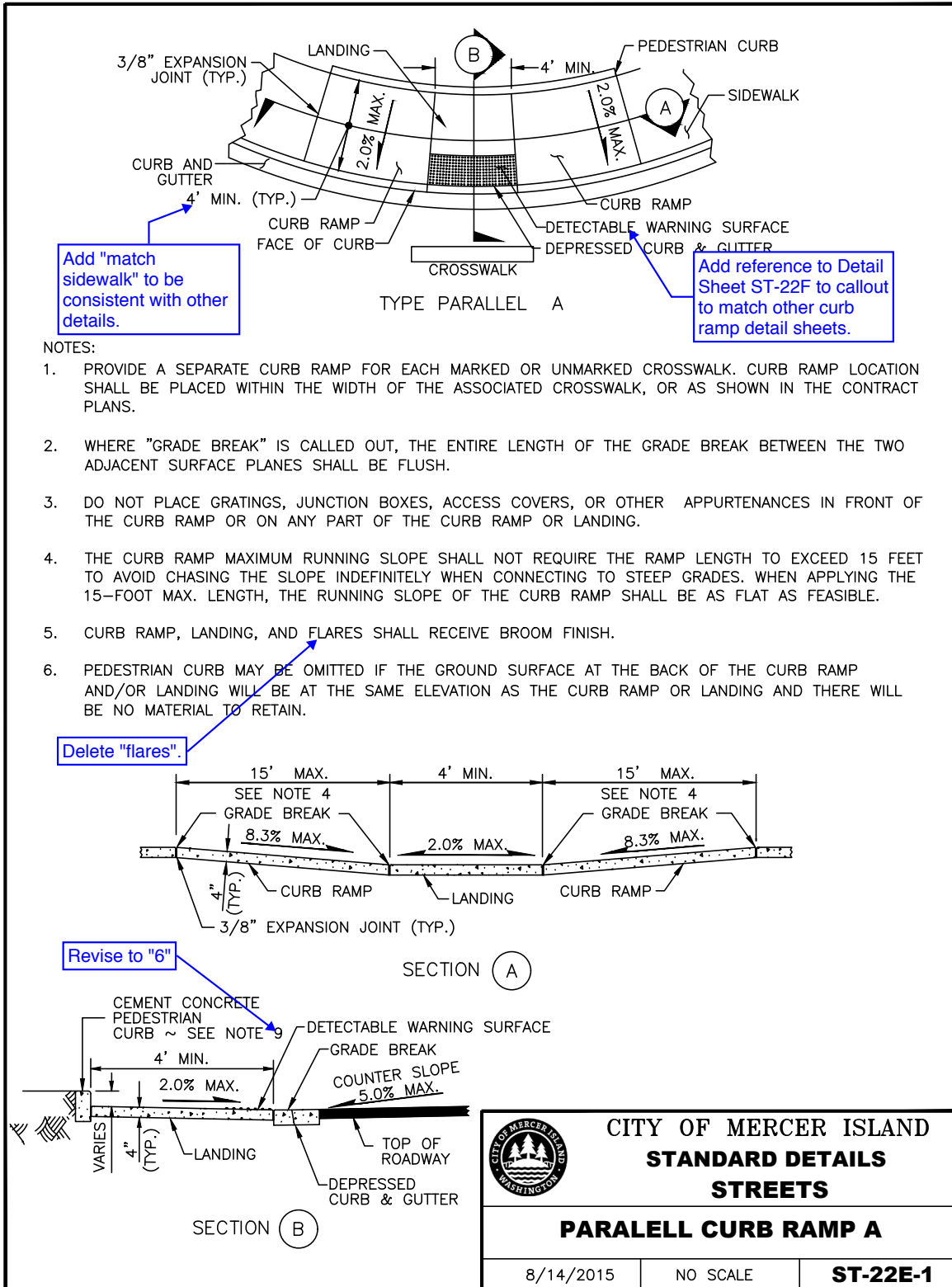
1. PROVIDE A SEPARATE CURB RAMP FOR EACH MARKED OR UNMARKED CROSSWALK. CURB RAMP LOCATION SHALL BE PLACED WITHIN THE WIDTH OF THE ASSOCIATED CROSSWALK OR AS SHOWN IN THE CONTRACT PLANS.
2. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE GRADE BREAK BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
3. DO NOT PLACE GRATINGS, JUNCTION BOXES, ACCESS COVERS, OR OTHER APPURTENANCES IN FRONT OF THE CURB RAMP OR ON ANY PART OF THE CURB RAMP OR LANDING.
4. CURB AND GUTTER, DEPRESSED CURB AND GUTTER, PEDESTRIAN CURB, OR SIDEWALKS.
5. THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15-FOOT MAX. LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE. CURB RAMP, LANDING AND FLARES SHALL RECEIVE BROOM FINISH.
6. PEDESTRIAN CURB MAY BE OMITTED IF THE GROUND SURFACE AT THE BACK OF THE CURB RAMP AND/OR LANDING WILL BE AT THE SAME ELEVATION AS THE CURB RAMP OR LANDING AND THERE WILL NOT BE MATERIAL TO RETAIN.

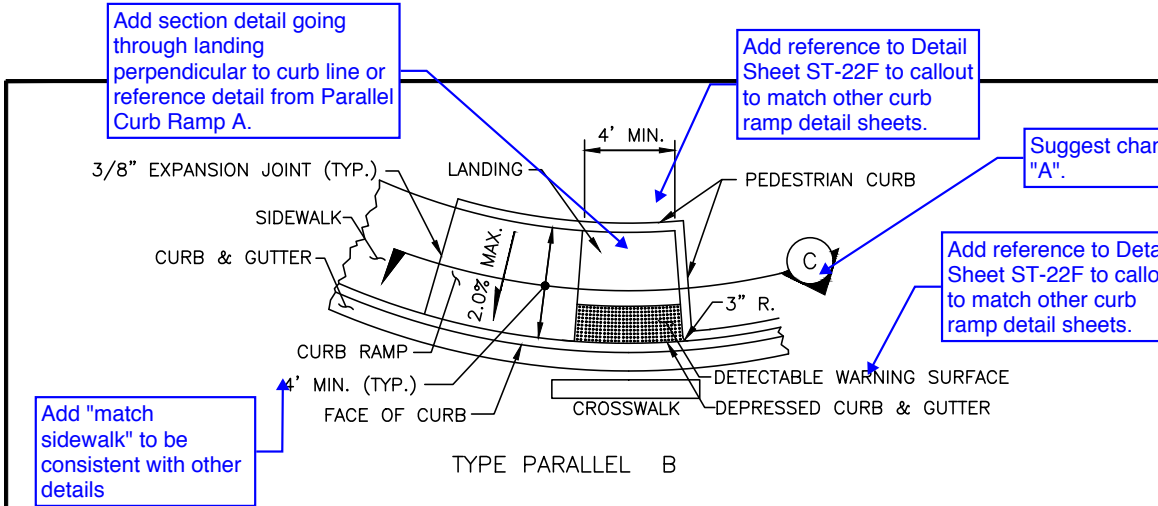
Suggest removing the notes from this sheet since they are covered in Combination Curb Ramp A Detail and refer to that detail for the notes.



← SLOPE IN EITHER DIRECTION →

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	COMBINATION CURB RAMP B	
8/14/2015	NO SCALE	ST-22D-2

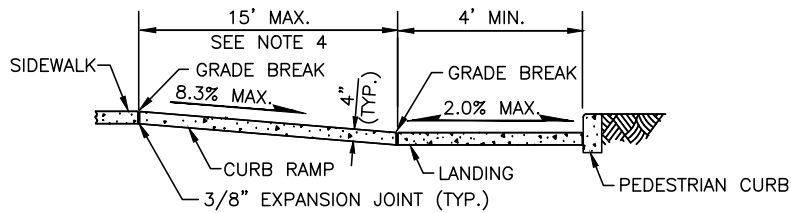




NOTE:

1. PROVIDE A SEPARATE CURB RAMP FOR EACH MARKED OR UNMARKED CROSSWALK. CURB RAMP LOCATION SHALL BE PLACED WITHIN THE WIDTH OF THE ASSOCIATED CROSSWALK, OR AS SHOWN IN THE CONTRACT PLANS.
2. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE GRADE BREAK BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
3. DO NOT PLACE GRATINGS, JUNCTION BOXES, ACCESS COVERS, OR OTHER APPURTENANCES IN FRONT OF THE CURB RAMP OR ON ANY PART OF THE CURB RAMP OR LANDING.
4. THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15-FOOT MAX. LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE.
5. CURB RAMP, LANDING, AND FLARES SHALL RECEIVE BROOM FINISH.
6. PEDESTRIAN CURB MAY BE OMITTED IF THE GROUND SURFACE AT THE BACK OF THE CURB RAMP AND/OR LANDING WILL BE AT THE SAME ELEVATION AS THE CURB RAMP OR LANDING AND THERE WILL BE NO MATERIAL TO RETAIN.


Delete "flares".

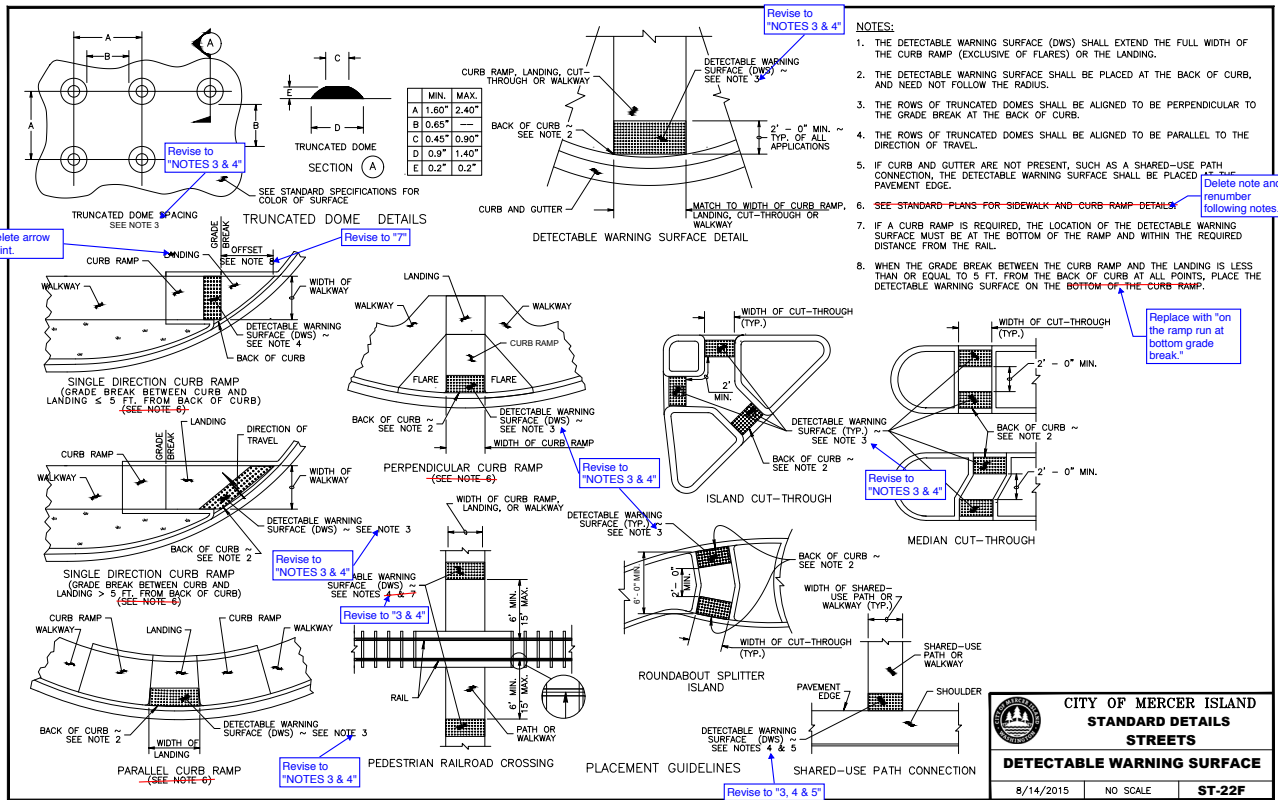


SECTION C

Suggest changing to "A".

SLOPE IN EITHER DIRECTION

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	PARALELL CURB RAMP B	
8/14/2015	NO SCALE	ST-22E-2



Delete arrow point.

Revise to "NOTES 3 & 4"

Revise to "7"

Revise to "NOTES 3 & 4"

Replace with "on the ramp run at bottom grade break."

Revise to "NOTES 3 & 4"

Revise to "NOTES 3 & 4"

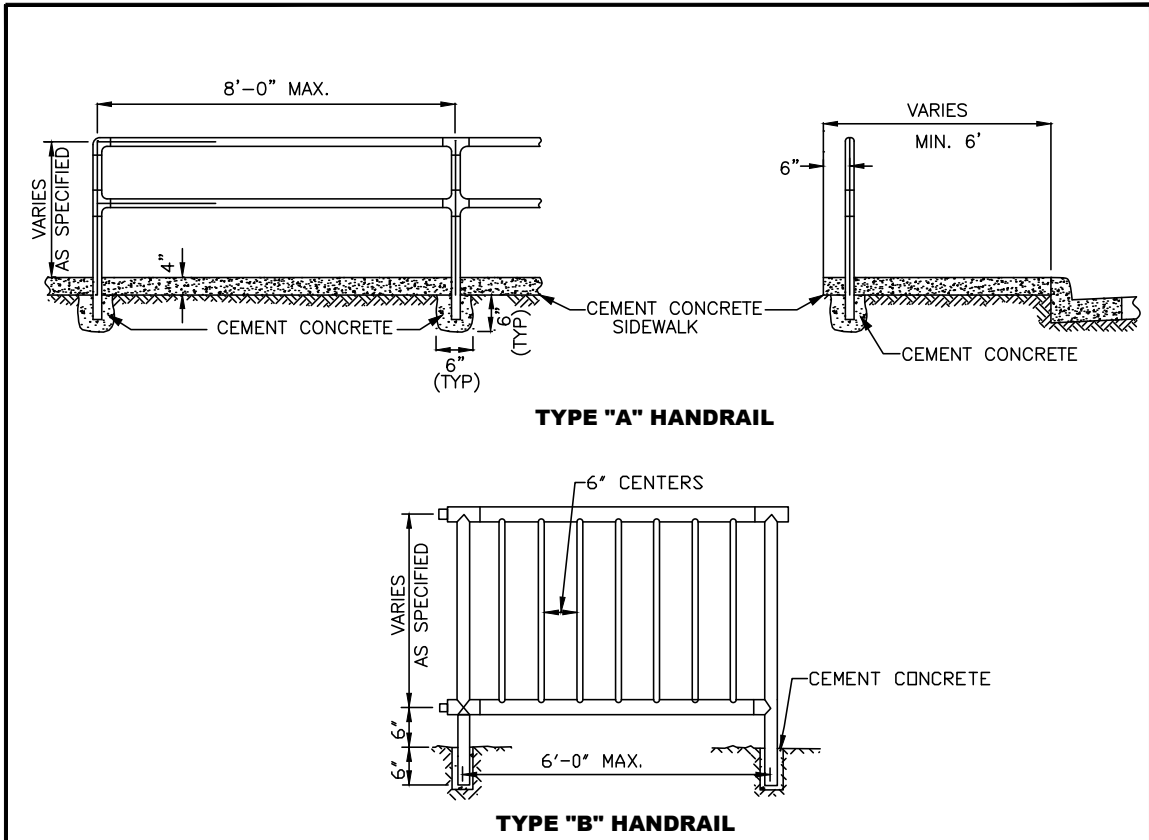
Revise to "3 & 4"

Revise to "NOTES 3 & 4"

Revise to "3, 4 & 5"


CITY OF MERCER ISLAND
STANDARD DETAILS
STREETS
DETECTABLE WARNING SURFACE

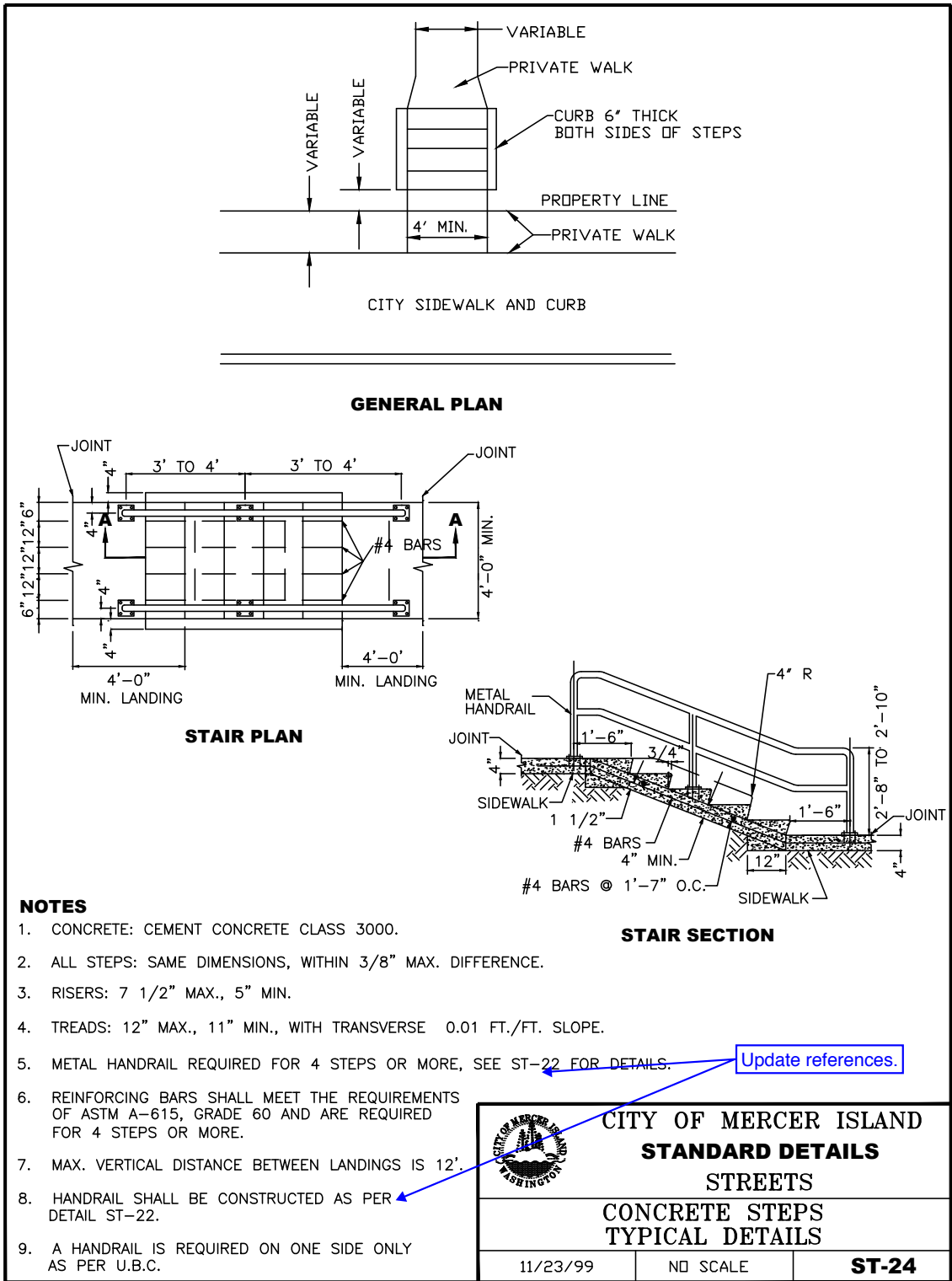
8/14/2015	NO SCALE	ST-22F
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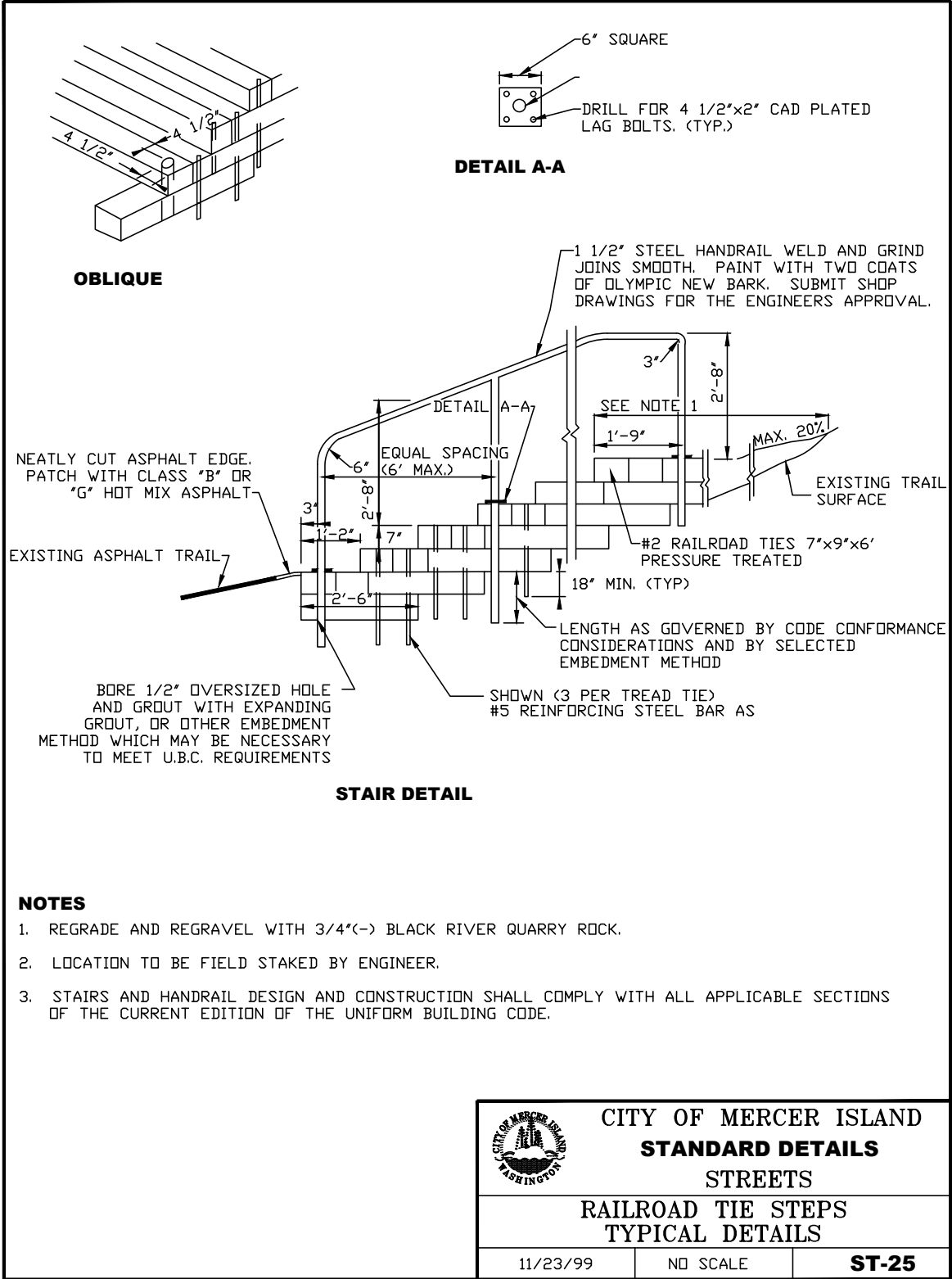
NOTES

1. RAILING SHALL BE GALVANIZED STEEL OR ALUMINUM OR APPROVED EQUAL. INSTALLATION PER MANUFACTURES RECOMMENDATIONS.
2. SHOP DRAWINGS OF RAILING SHALL BE SUBMITTED FOR APPROVAL SHOWING COMPLETE DIMENSIONS AND DETAILS OF FABRICATION AND INCLUDING AN ERECTION DIAGRAM, MATERIALS BEING USED SHALL BE SPECIFIED IN THE SHOP DRAWINGS.
3. ALL ALUMINUM PART SHALL BE GIVEN A CLEAR ANDDIC COATING AT LEAST 0.0006 INCH THICK AND HOT WATER SEALED AND SHALL HAVE A UNIFORM FINISH.
4. PIPE RAILING AND PIPE RAILING SPLICES MAY BE HEATED TO NOT MORE THAN 400°F FOR A PERIOD NOT TO EXCEED 30 MINUTES TO FACILITATE FORMING OR BENDING.
5. CUTTING SHALL BE DONE BY SAWING OR MILLING AND ALL CUTS SHALL BE TRUE AND SMOOTH. FLAME CUTTING WILL NOT BE PERMITTED.
6. PIPE RAILING, PIPE BALUSTERS AND PIPE RAILING SPLICES SHALL BE ADEQUATELY WRAPPED TO ENSURE SURFACE PROTECTION DURING HANDLING AND TRANSPARATION TO THE JOB SITE.
7. WELDS SHALL BE SMOOTH SURFACE IN ACCORDANCE WITH SECTION 5 OF THE LATEST AASHTO STANDARDS SPECIFICATIONS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINARIES AND TRAFFIC SIGNALS.
8. ALLOW FOR EXPANSION AT APPROXIMATELY EVERY FOURTH POST.
9. RAILS, POSTS AND FORMED ELBOWS SHALL BE A.S.T.M. B-241 OR B-429 ALLOW 6063-T6 SCHEDULE 40 (STD. PIPE). BRACKETS, END CAPS AND OTHER FITTINGS SHALL BE A.S.T.M. 6063-T5. SPLICES AND REINFORCING SLEEVES SHALL BE DRAWN ALUMINUM TUBING 6063-T832.

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	PIPE HANDRAIL DETAILS	
11/23/99	NO SCALE	ST-23



5-55



TYPE "A" ELEVATION

TYPE "B" ELEVATION

TYPE "B" DETAIL

NOTES

- MAILBOXES MUST BE APPROVED BY THE POSTMASTER GENERAL WITH A UNIFORM BOX STYLE AND METHOD OF ADDRESS IDENTIFICATION.
- LOCATION IS SUBJECT TO APPROVAL BY CITY ENGINEER FOR PROTECTION OF VIEWS AND ACCESS.
- THESE STANDARD DETAILS DEPICT THE MINIMUM STRUCTURAL AND DIMENSIONAL STANDARDS. DEVIATIONS MUST BE APPROVED BY THE CITY ENGINEER.
- MAILBOX HEIGHT VARIES ACCORDING TO THE TYPE OF DELIVERY VEHICLE. THESE HEIGHTS SHALL BE DETERMINED BY THE POSTMASTER DURING PLAN REVIEW.
- MAILBOX INSTALLATIONS ON PROJECTS FUNDED BY FEDERAL GRANTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH WSDOT/APWA STANDARD PLAN H-12.
- ALL MATERIAL SHALL BE NO. 1 GRADE CEDAR OR PRESSURE TREATED. ROOF WILL BE HAND SPLIT NO. CEDAR SHAKES.
- SEE STANDARD DETAIL ST-27B FOR ADDITIONAL DETAILS.

SIDE VIEW FRONT VIEW

TYPE "B" DETAIL

CITY OF MERCER ISLAND

STANDARD DETAILS

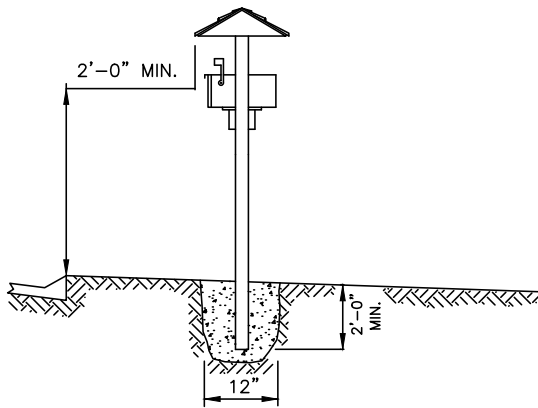
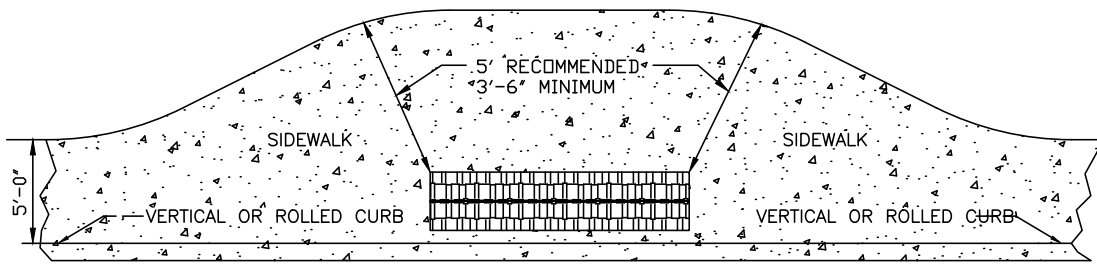
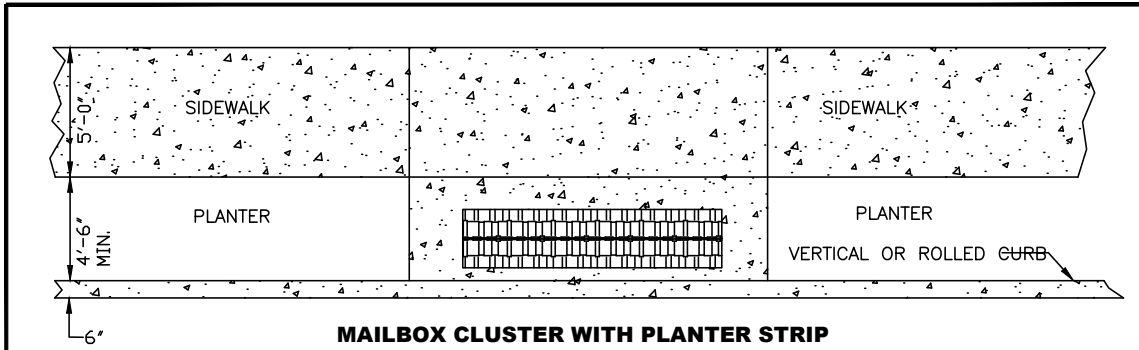
STREETS

MAILBOX

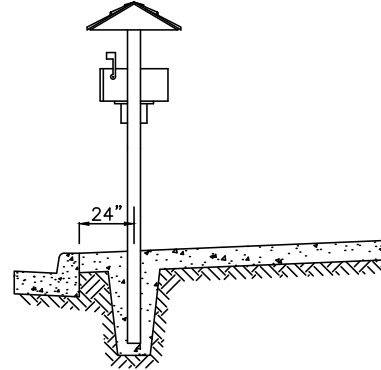
TYPICAL DETAILS

11/23/99	NO SCALE	ST-27A
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Update reference.




TYPICAL SHOULDER MOUNTING

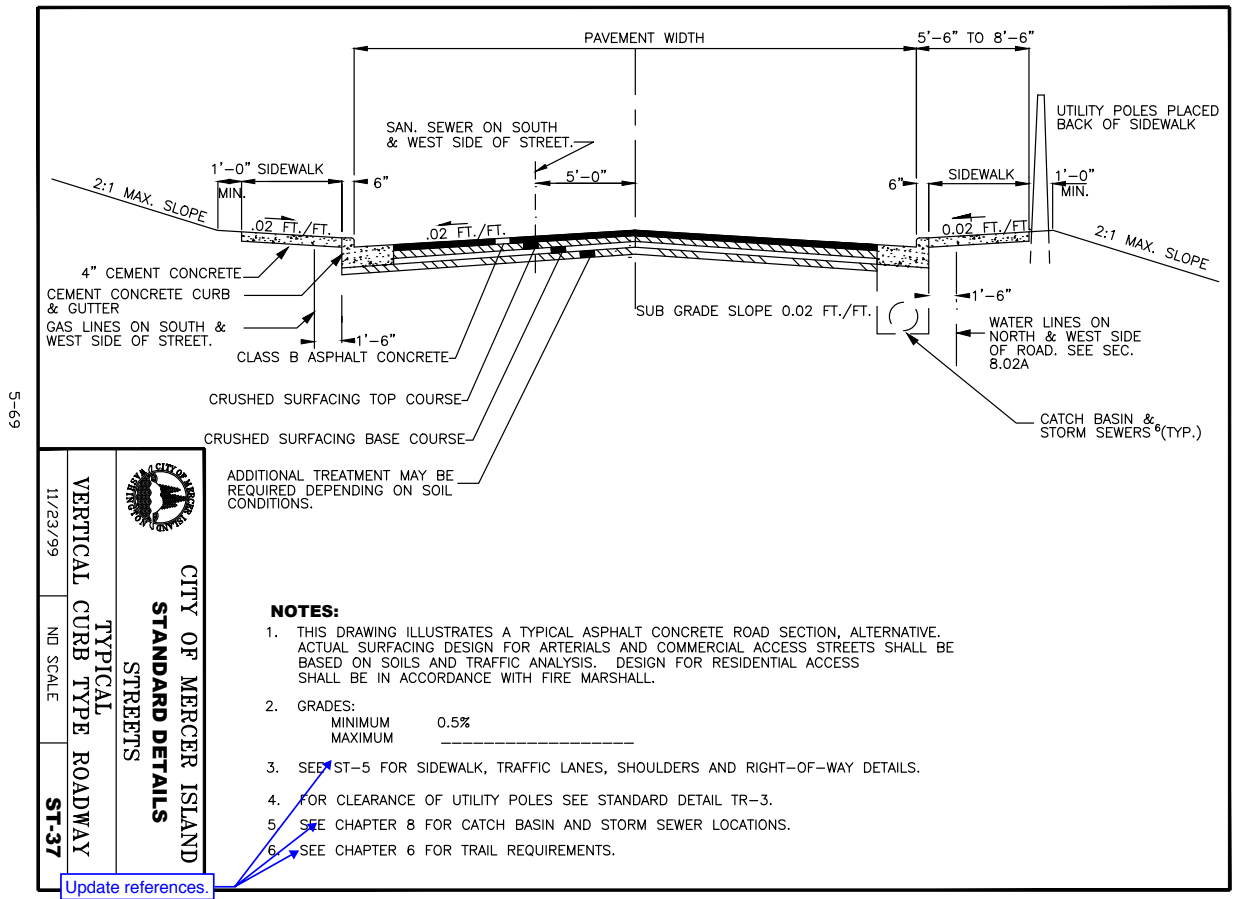


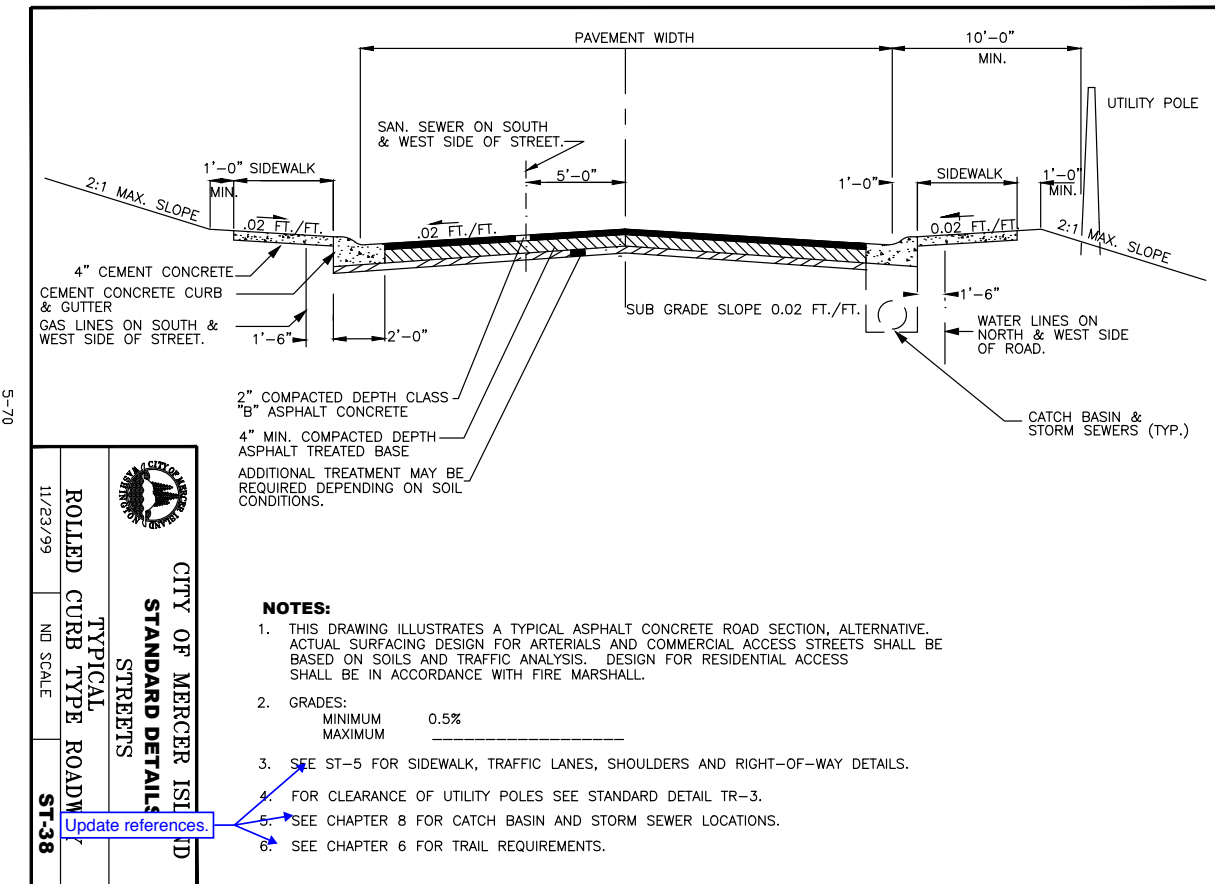
TYPICAL CURB MOUNTING

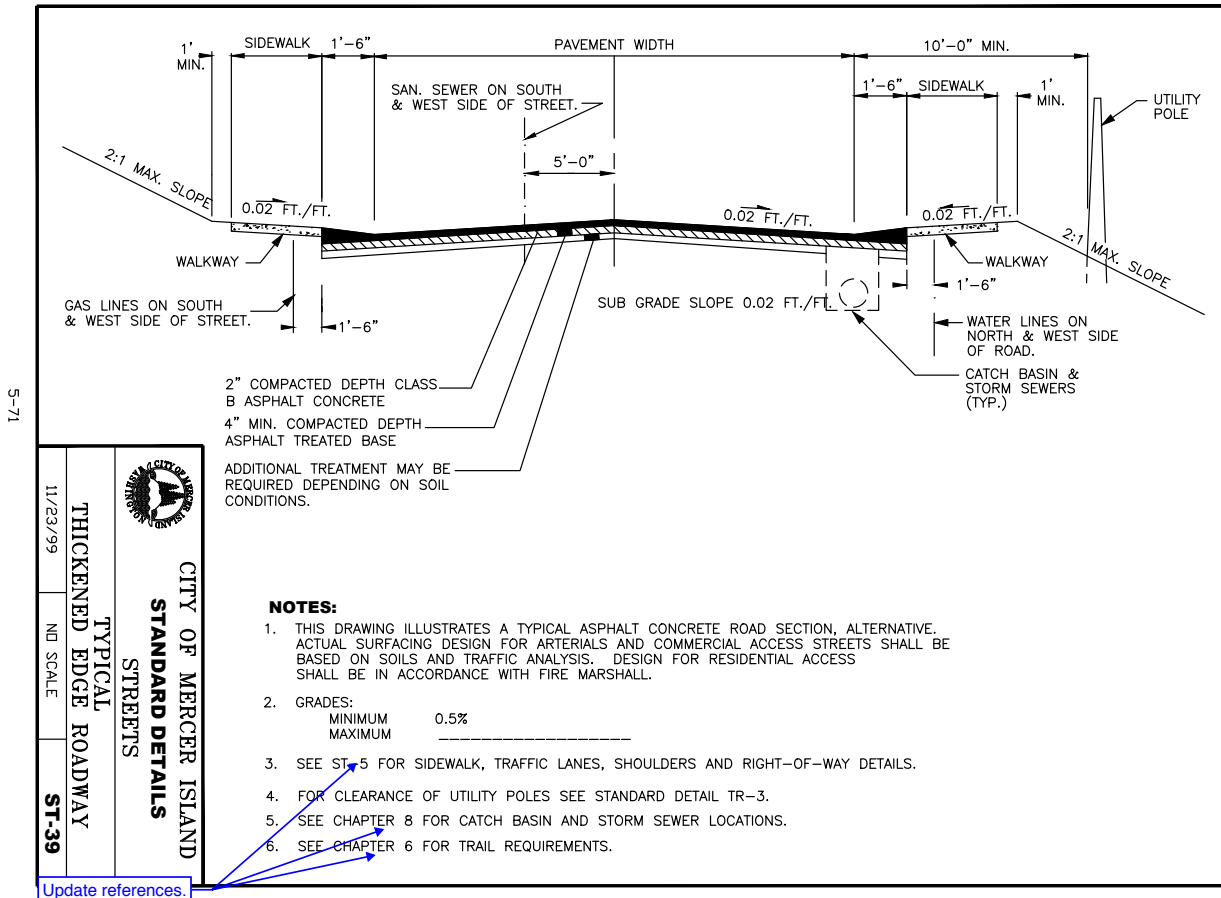
NOTES

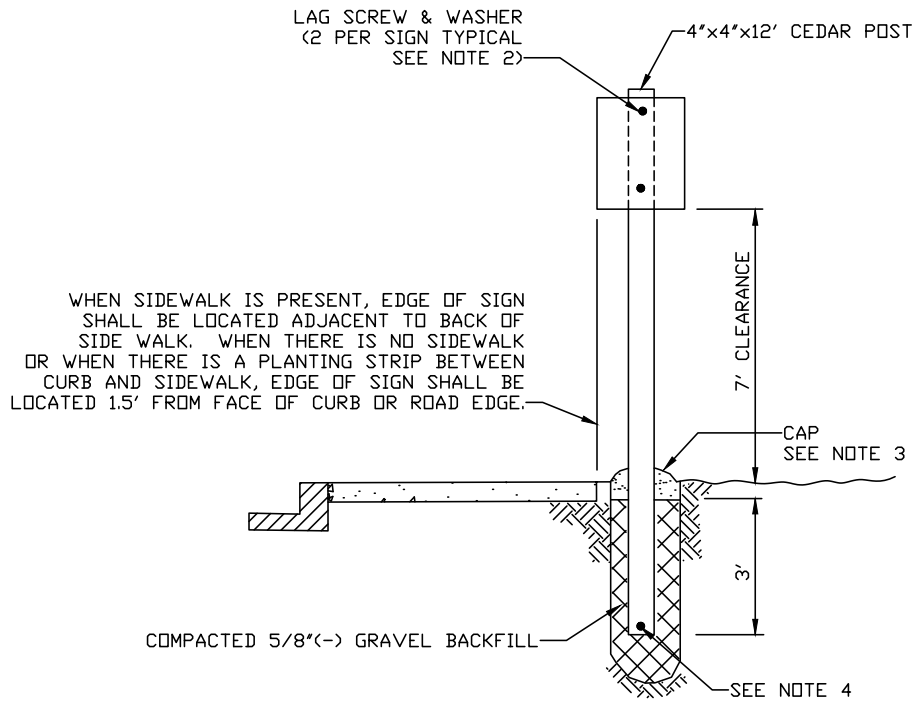
1. SEE STANDARD DETAIL ST-27A FOR ADDITIONAL DETAILS AND NOTES.

	CITY OF MERCER ISLAND STANDARD DETAILS STREETS	
	MAILBOX TYPICAL DETAILS	
	11/23/99	NO SCALE





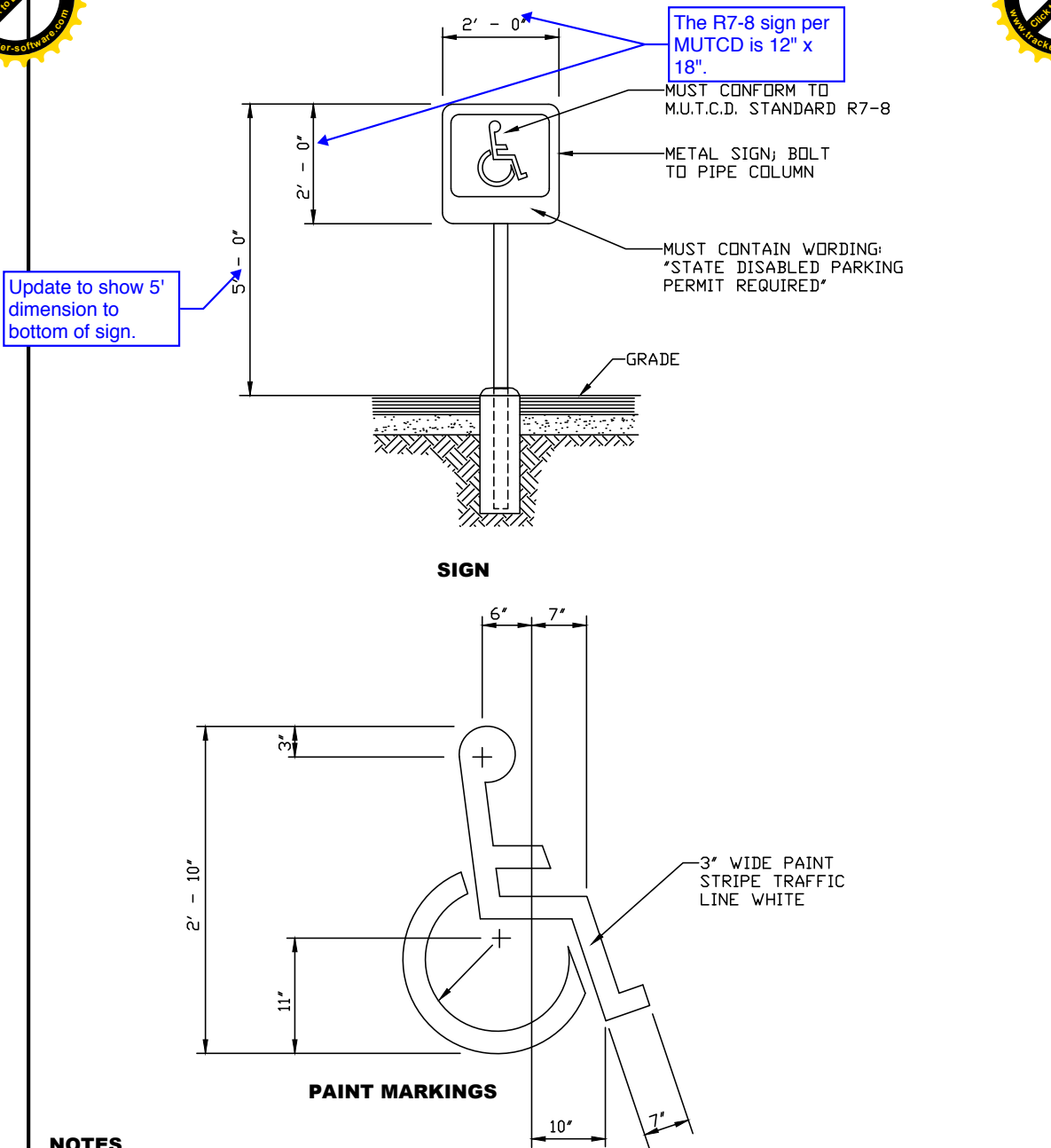




NOTES

1. INSTALLATION SHALL BE PER M.U.T.C.D.
2. 3 1/4" x 5/16" GALVANIZED OR PLATED LAG SCREW AND 3/16" I.D. x 1" D.D. NYLON WASHER.
3. CAP SHALL BE THE SAME MATERIAL AS THE SURROUNDING SURFACE.
4. INSTALL #300 GALVANIZED COMMON SPIKE ON THE FACE SIDE OF POST AS DIRECTED BY THE ENGINEER. SPIKE SHALL BE 8" ABOVE BOTTOM OF POST AND SHALL PROTRUDE 2" FROM POST.

	<p>CITY OF MERCER ISLAND</p> <p>STANDARD DETAILS</p> <p>TRAFFIC</p>
<p>STANDARD SIGN INSTALLATION</p>	
1-1-2000	NO SCALE
<p>TR-4</p>	



Update to show 5' dimension to bottom of sign.

The R7-8 sign per MUTCD is 12" x 18".

MUST CONFORM TO M.U.T.C.D. STANDARD R7-8

METAL SIGN; BOLT TO PIPE COLUMN

MUST CONTAIN WORDING: "STATE DISABLED PARKING PERMIT REQUIRED"

GRADE

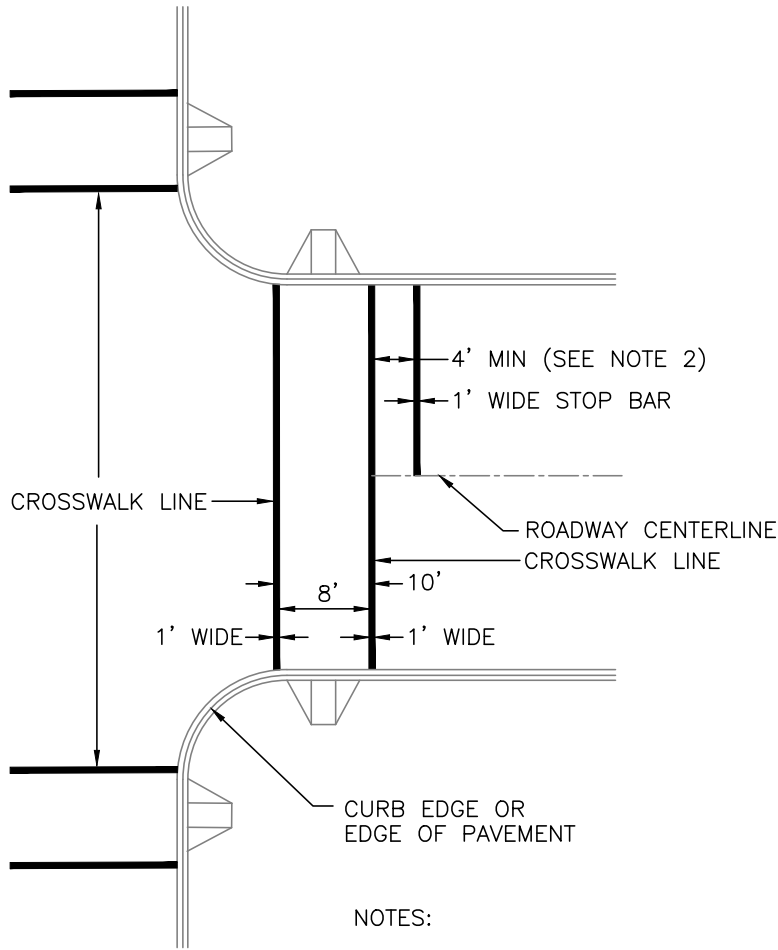
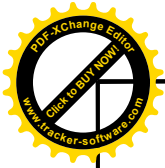
SIGN

PAINT MARKINGS

NOTES


1. SEE STANDARD DETAIL TR-4 FOR SIGN INSTALLATION DETAILS.
2. PROVIDE SIGNS AND SYMBOLS AT ALL HANDICAPPED PARKING STALLS AS INDICATED ON THE SITE PLAN.
3. ALL SIGNS AND MARKINGS SHALL CONFORM TO THE M.U.T.C.D. MANUAL.

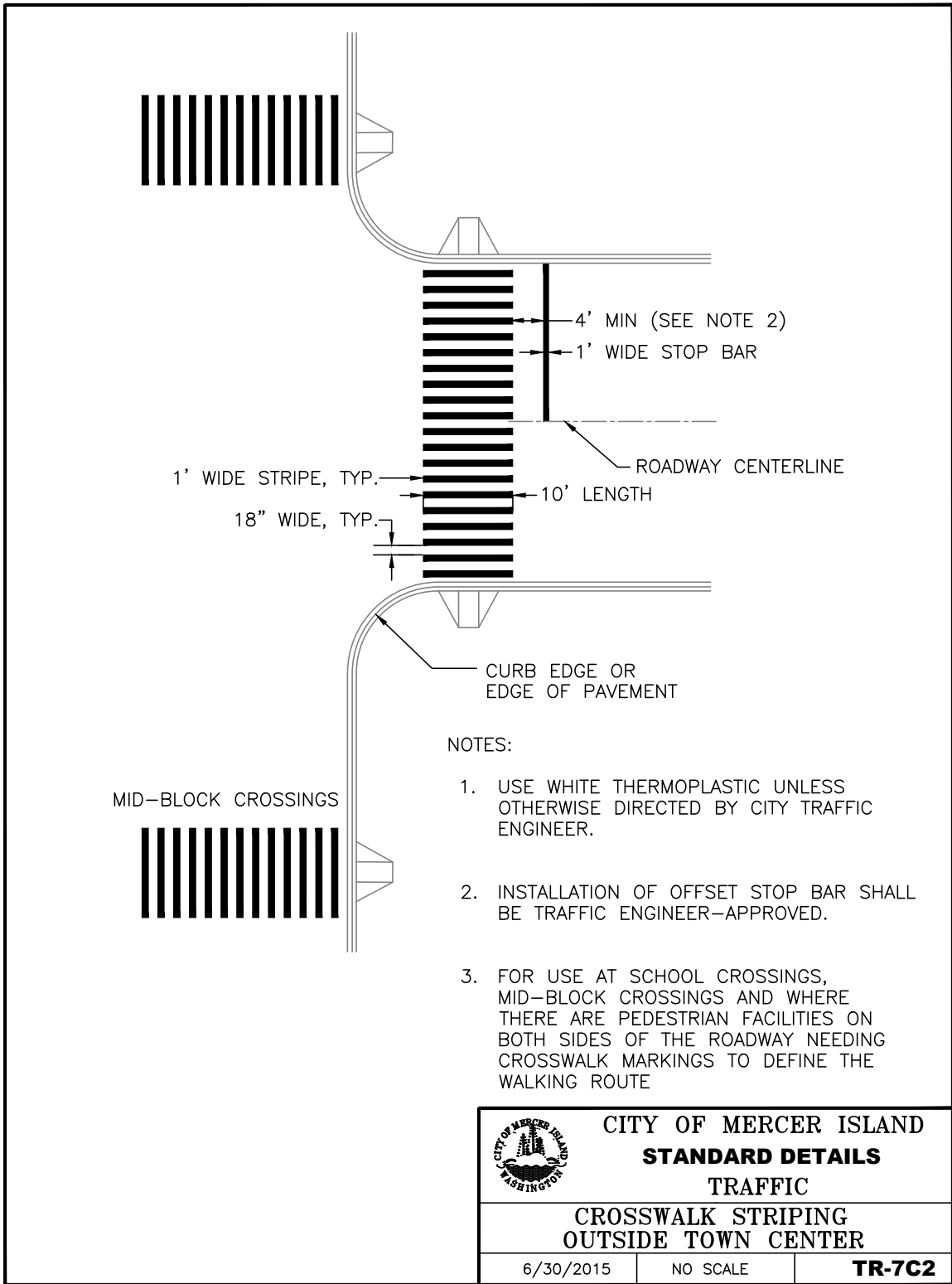
	CITY OF MERCER ISLAND STANDARD DETAILS TRAFFIC	
	HANDICAP SIGN AND MARKING	
1-1-2000	NO SCALE	TR-6



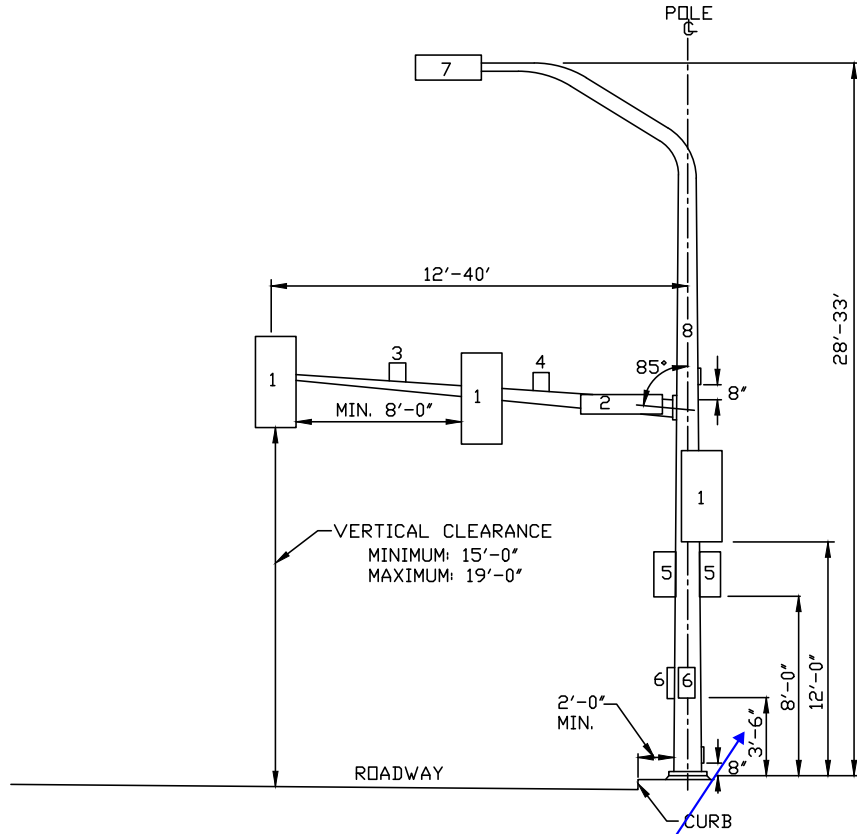
NOTES:

1. USE WHITE THERMOPLASTIC UNLESS OTHERWISE DIRECTED BY CITY TRAFFIC ENGINEER.
2. INSTALLATION OF OFFSET STOP BAR SHALL BE TRAFFIC ENGINEER-APPROVED.
3. FOR USE AT SIGNALIZED INTERSECTIONS AND INTERSECTIONS IN THE TOWN CENTER.

	CITY OF MERCER ISLAND STANDARD DETAILS TRAFFIC	
	CROSSWALK STRIPING SIGNALIZED I/S & TOWNCENTER	
3/06/2015	NO SCALE	TR-7C1



4-25



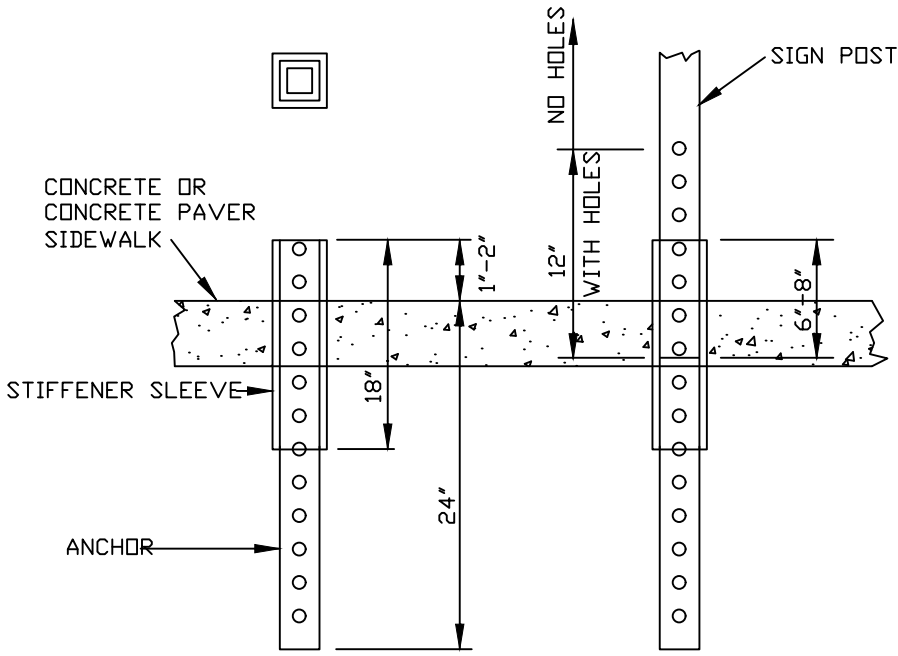
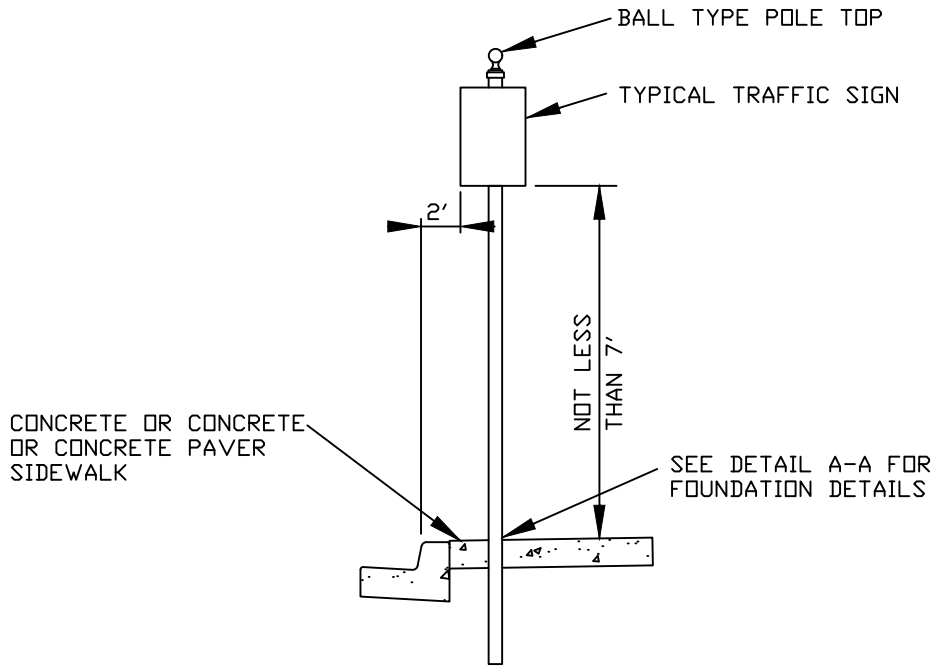
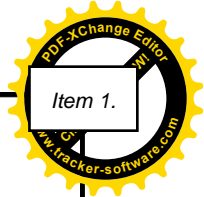
Revise dimension to measure to center of pushbutton.

NOTES

1. VEHICLE SIGNAL HEAD: DIE CAST ALUMINUM, WSDOT FOREST GREEN.
2. STREET NAME SIGN: 6' WHITE REFLECTORIZED LETTERS ON A GREEN BACKGROUND. SEE STANDARD DETAIL TR-5.
3. EMERGENCY VEHICLE PRE-EMPT ION DETECTOR.
4. EMERGENCY VEHICLE PRE-EMPT ION INDICATOR.
5. PEDESTRIAN SIGNAL HEAD: WSDOT FOREST GREEN.
6. PEDESTRIAN PUSH BUTTON.
7. LUMINAIRE: DARK ANODIC BRONZE, SHOEBOX STYLE PER STANDARD DETAIL IL-1.
8. SIGNAL STANDARD: NON-PAINTED GALVANIZED STEEL.
9. THE FOLLOWING WSDOT STANDARD PLANS ARE ADOPTED BY REFERENCE J-5e, J-5f, J-6h AND J-7a.

Update references.


	CITY OF MERCER ISLAND STANDARD DETAILS TRAFFIC	
	TRAFFIC SIGNALS	
1-1-2000	NO SCALE	TR-9

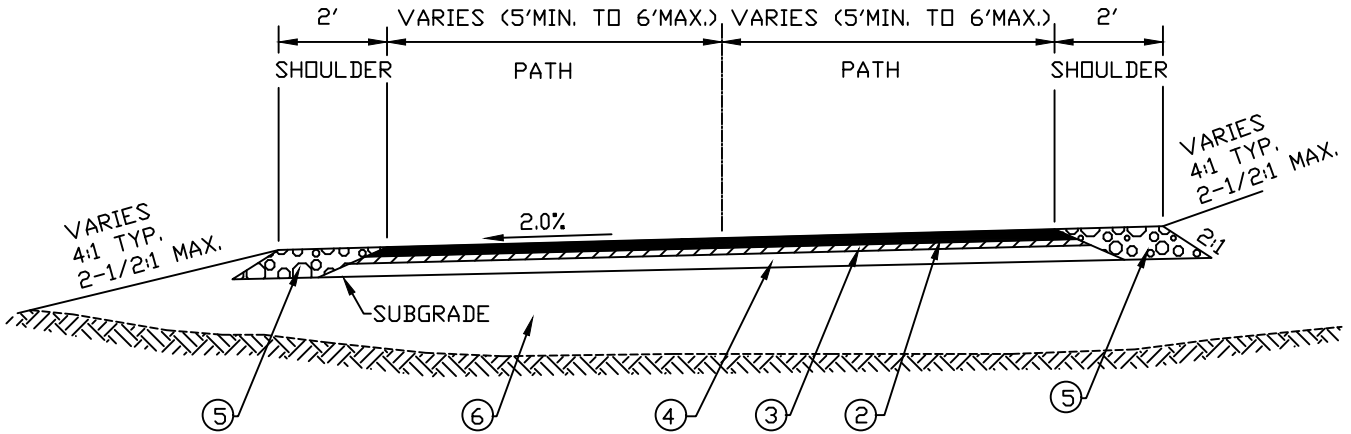


DETAIL A-A

NOTES


1. SIGN POST SHALL BE 2"x10' 10 GAUGE GALVANIZED STEEL NON-PERFORATED WITH A BALL CAP. THE POST SHALL BE POWDER COATED WITH PANATONE 5650U DARK GREEN.
2. THE ANCHOR SHALL BE 2"x2 1/4" 12 GAUGE PERFORATED GALVANIZED STEEL.
3. THE STIFFENER SLEEVE SHALL BE 18"x2 1/2" 12 GAUGE PERFORATED GALVANIZED STEEL POWDER COATED WITH PANATONE 5650U DARK GREEN.
4. THE POST SHALL HAVE A 2" BALL TYPE TOP AS MANUFACTURED BY MONUMENTAL IRON AND SUPPLIED BY ANCHOR FENCE OF WOODINVILLE, WASHINGTON.

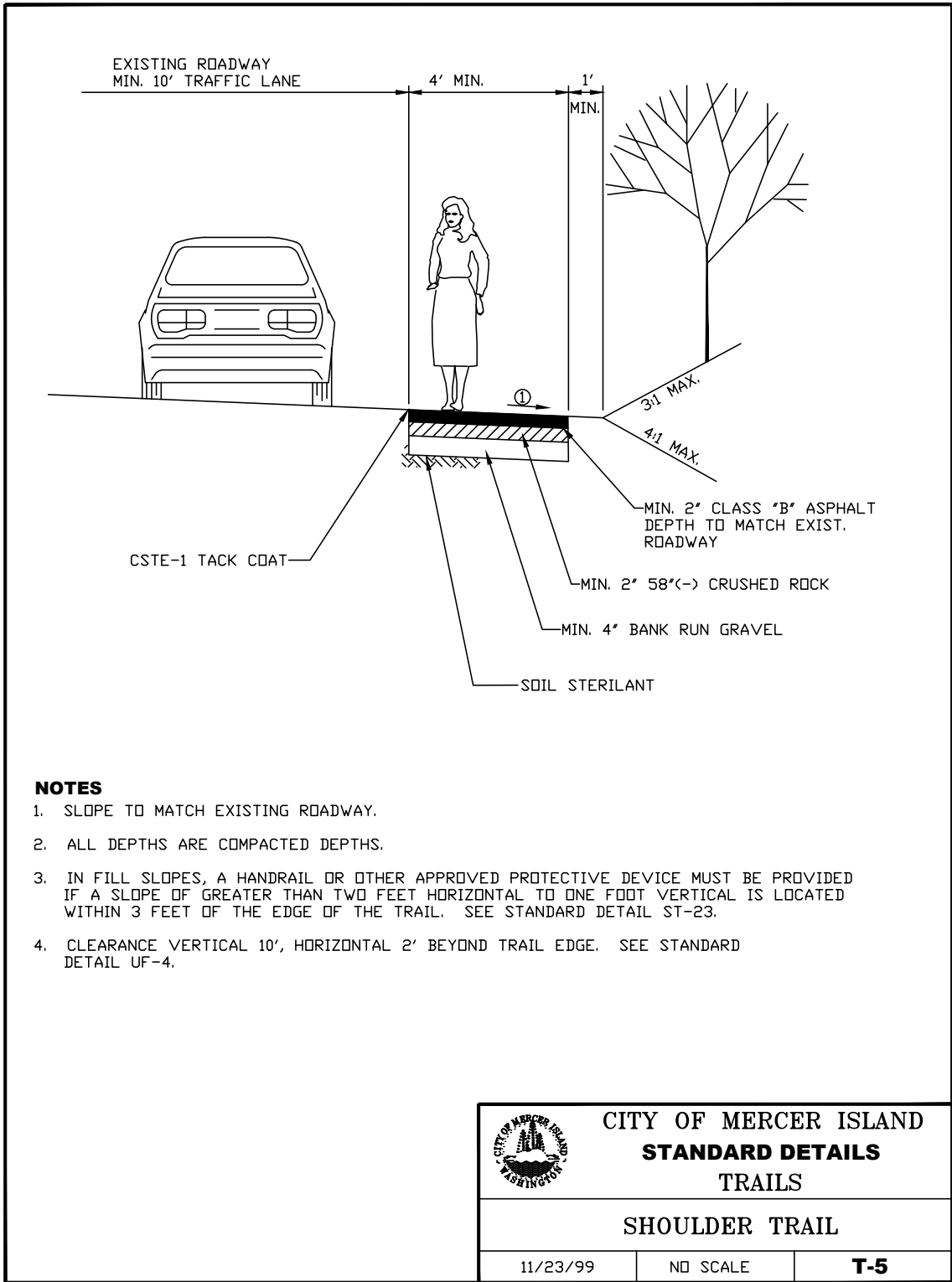
	CITY OF MERCER ISLAND STANDARD DETAILS TRAFFIC	
	TYPICAL METAL POST TRAFFIC SIGN - CBD	
1-1-2000	NO SCALE	TR-13

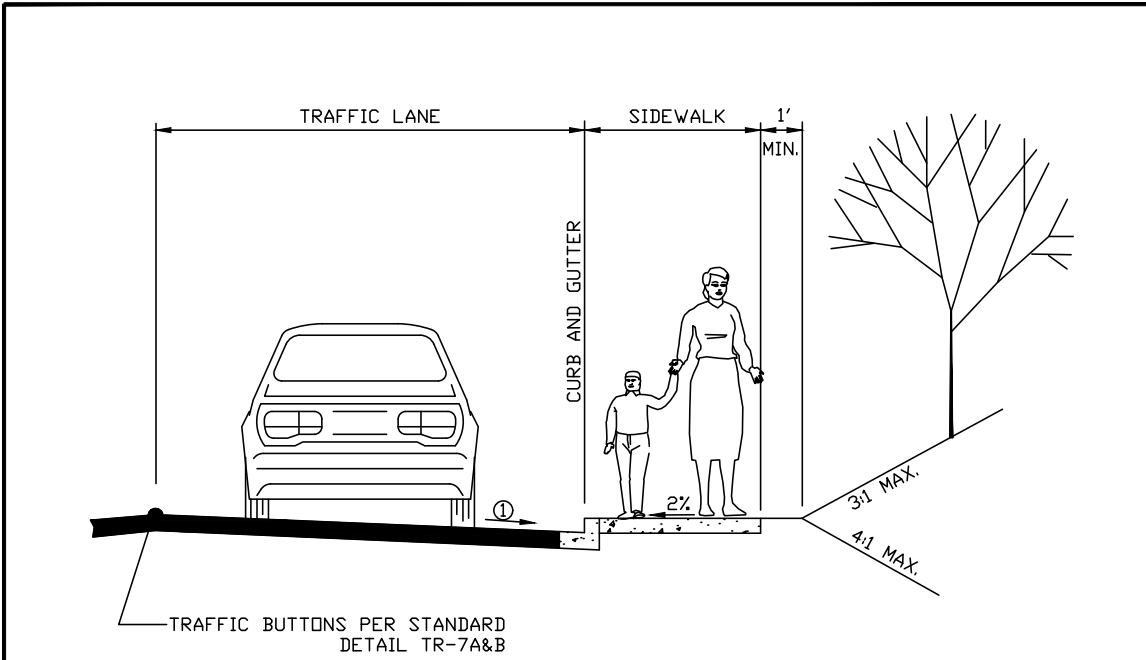


NOTES

1. THIS SEATTLE TO BELLEVUE TRAIL (MARYMOOR PARK) WAS CONSTRUCTED BY THE I-90 PROJECT AND HAS BEEN DESIGNED IN ACCORDANCE TO FEDERAL AND STATE DESIGN GUIDELINES FOR BICYCLE TRAILS. IT HAS THE FOLLOWING CHARACTERISTICS
 - A. 12' WIDE ASPHALT TRAIL
 - B. MAXIMUM GRADE 7%
2. ASPHALT CONCRETE PAVEMENT, CLASS "B", 0.25' COMPACTED DEPTH.
3. CRUSHED SURFACING TOP COURSE, 0.15' COMPACTED DEPTH.
4. GRAVEL BASE, 0.35' COMPACTED DEPTH.
5. CRUSHED SURFACING TIP COURSE, 0.75' COMPACTED DEPTH.
6. GRAVEL BORROW, VARIABLE COMPACTED DEPTH.
7. SEE STANDARD DETAIL UF-4 FOR TRIMMING REQUIREMENTS.


	CITY OF MERCER ISLAND STANDARD DETAILS TRAILS	
	REGIONAL TRAIL PEDESTRIAN-BICYCLE	
11/23/99	NO SCALE	T-2

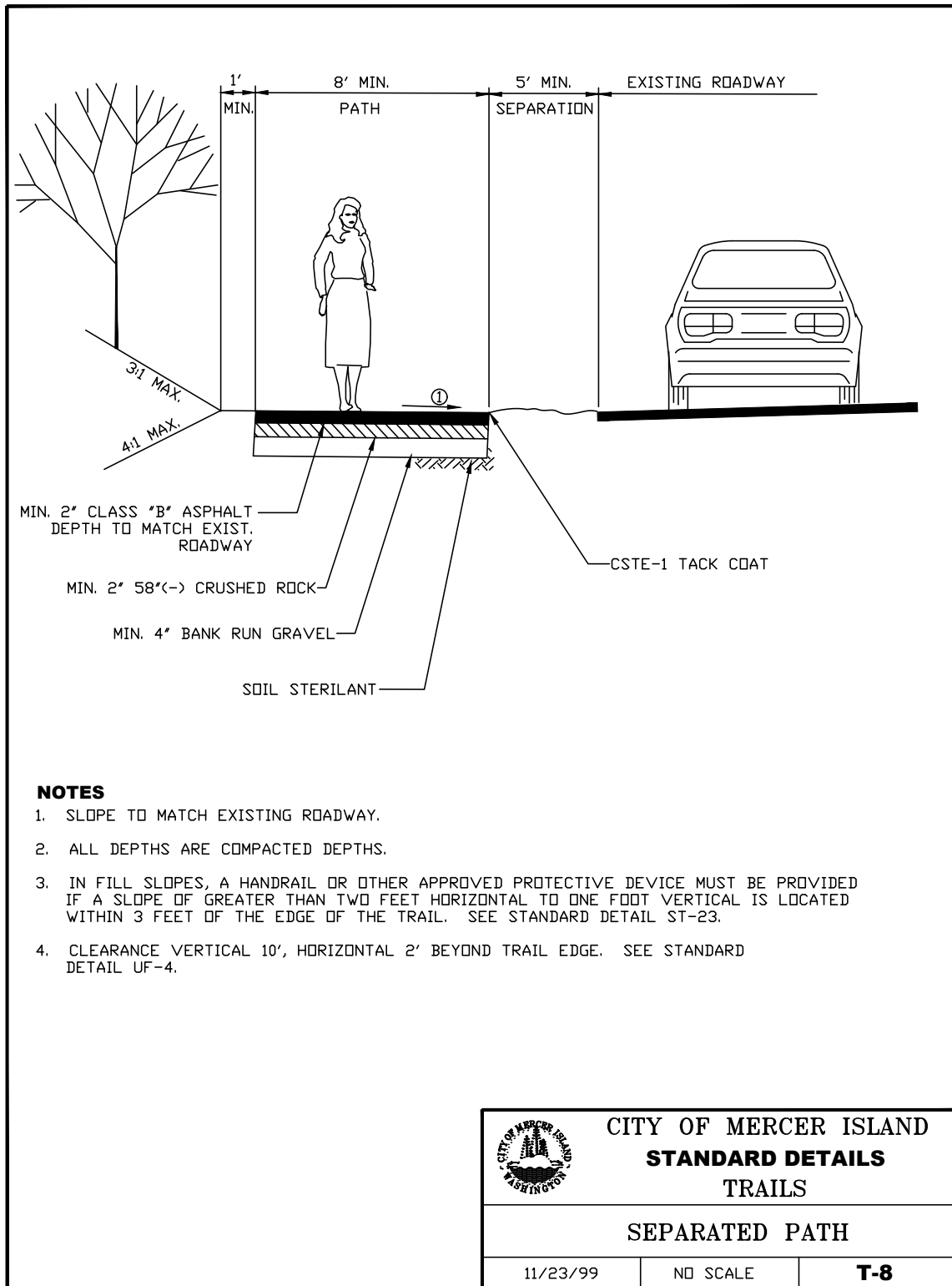


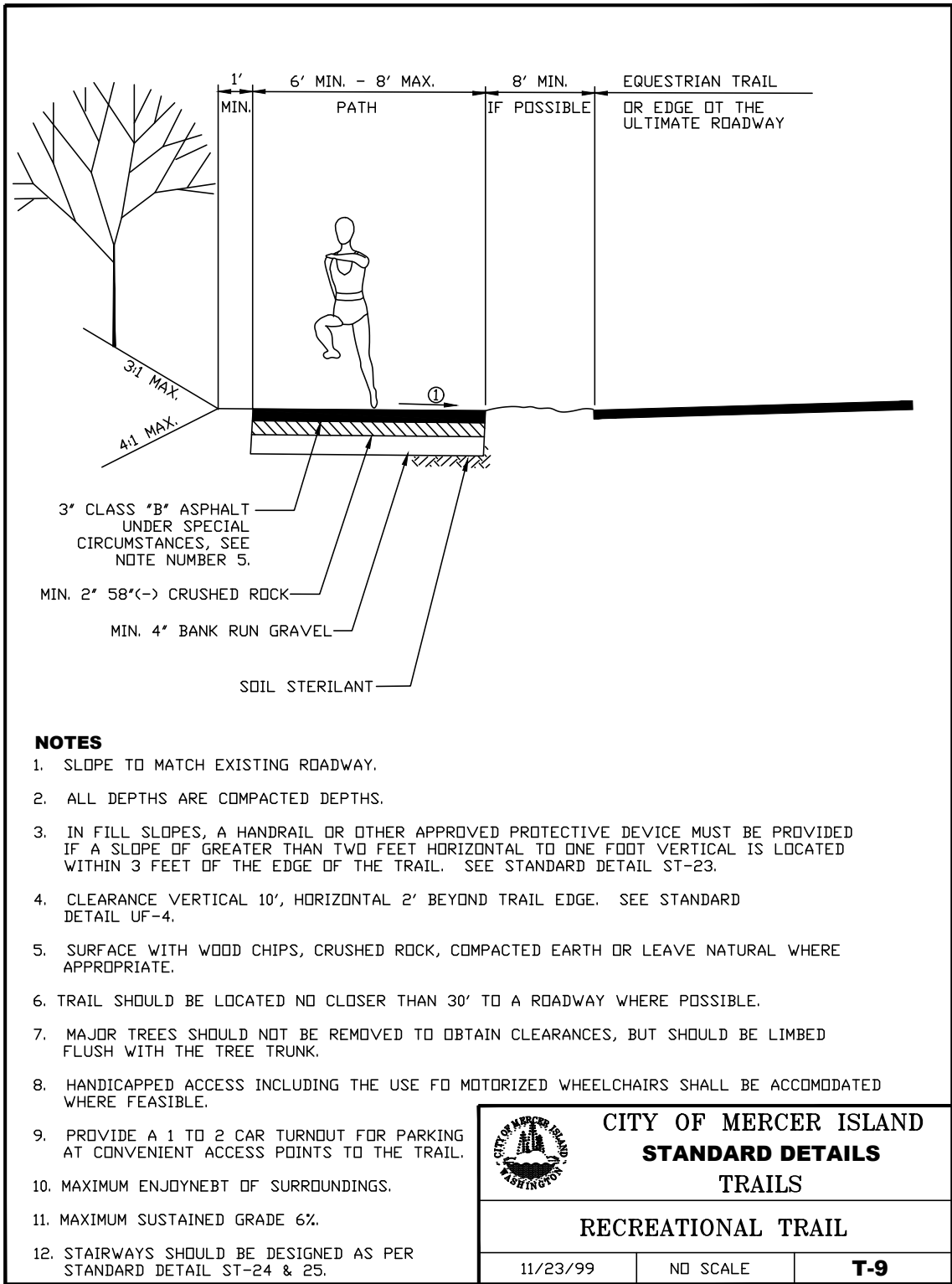


NOTES

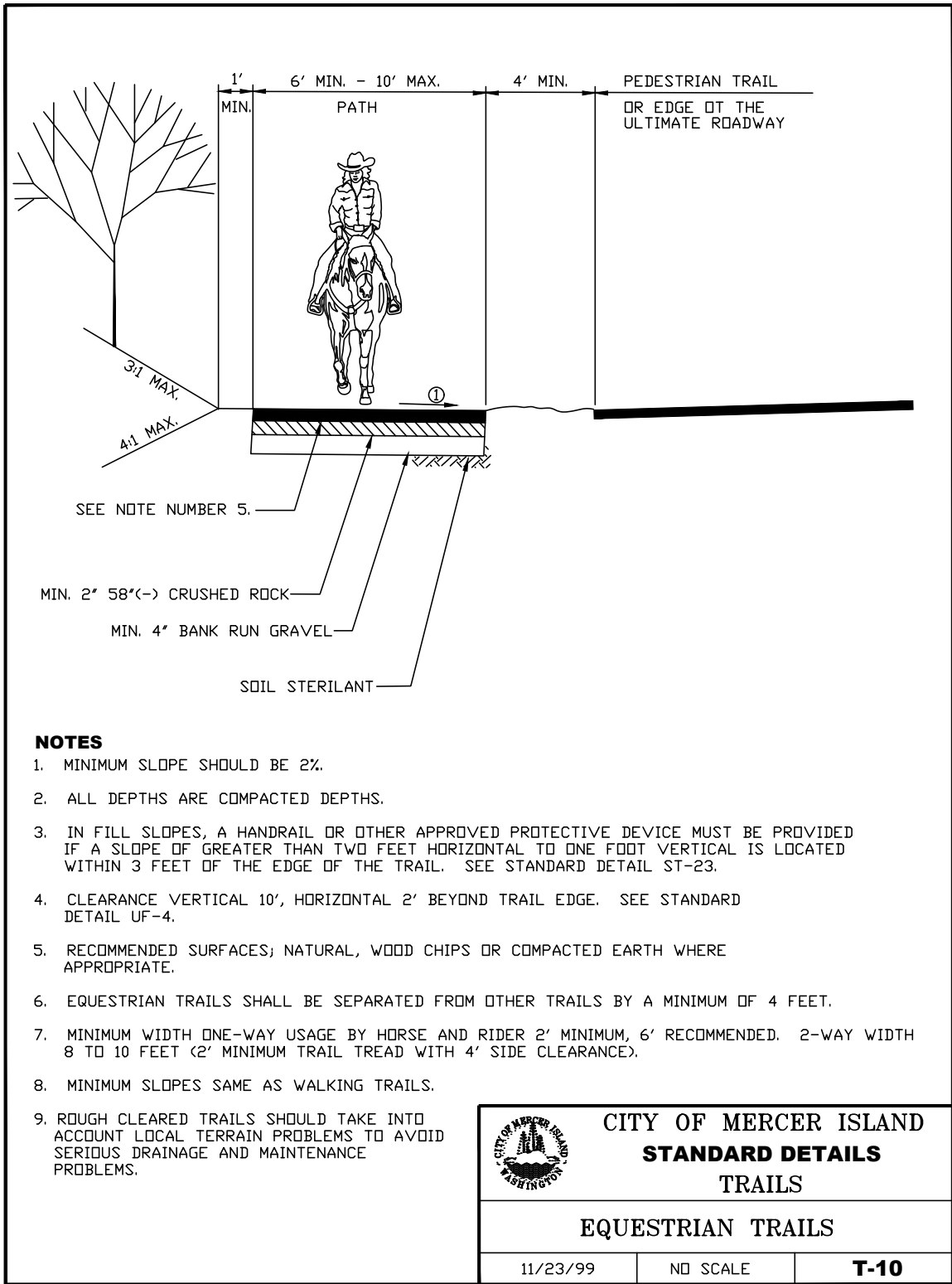
1. SLOPE ROADWAY TO A MINIMUM OF 2%.
2. ALL DEPTHS ARE COMPACTED DEPTHS.
3. IN FILL SLOPES, A HANDRAIL OR OTHER APPROVED PROTECTIVE DEVICE MUST BE PROVIDED IF A SLOPE OF GREATER THAN TWO FEET HORIZONTAL TO ONE FOOT VERTICAL IS LOCATED WITHIN 3 FEET OF THE EDGE OF THE TRAIL. SEE STANDARD DETAIL ST-23.
4. CLEARANCE VERTICAL 10', HORIZONTAL 2' BEYOND TRAIL EDGE. SEE STANDARD DETAIL UF-4.
5. SEE STANDARD DETAIL T-15A&B FOR SIDEWALK DETAILS.

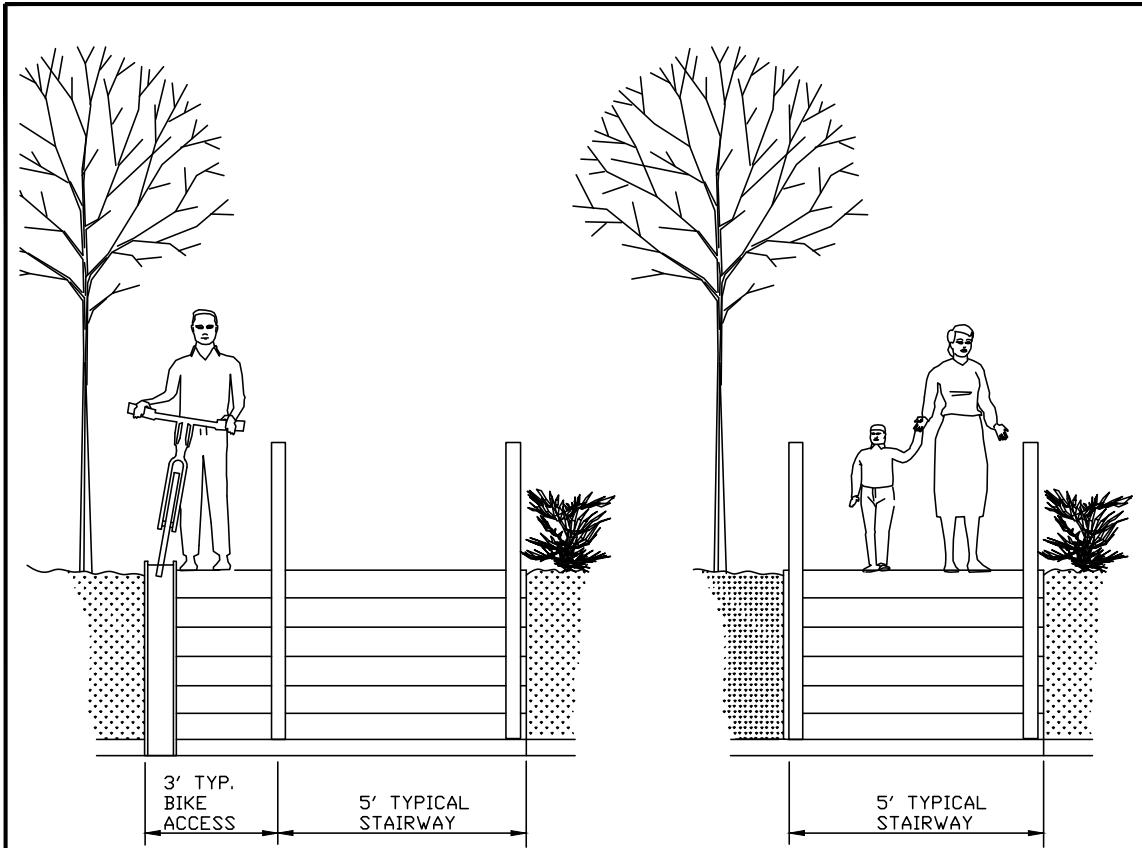
	CITY OF MERCER ISLAND STANDARD DETAILS TRAILS
SIDEWALK	
11/23/99	NO SCALE
T-7	






6-25

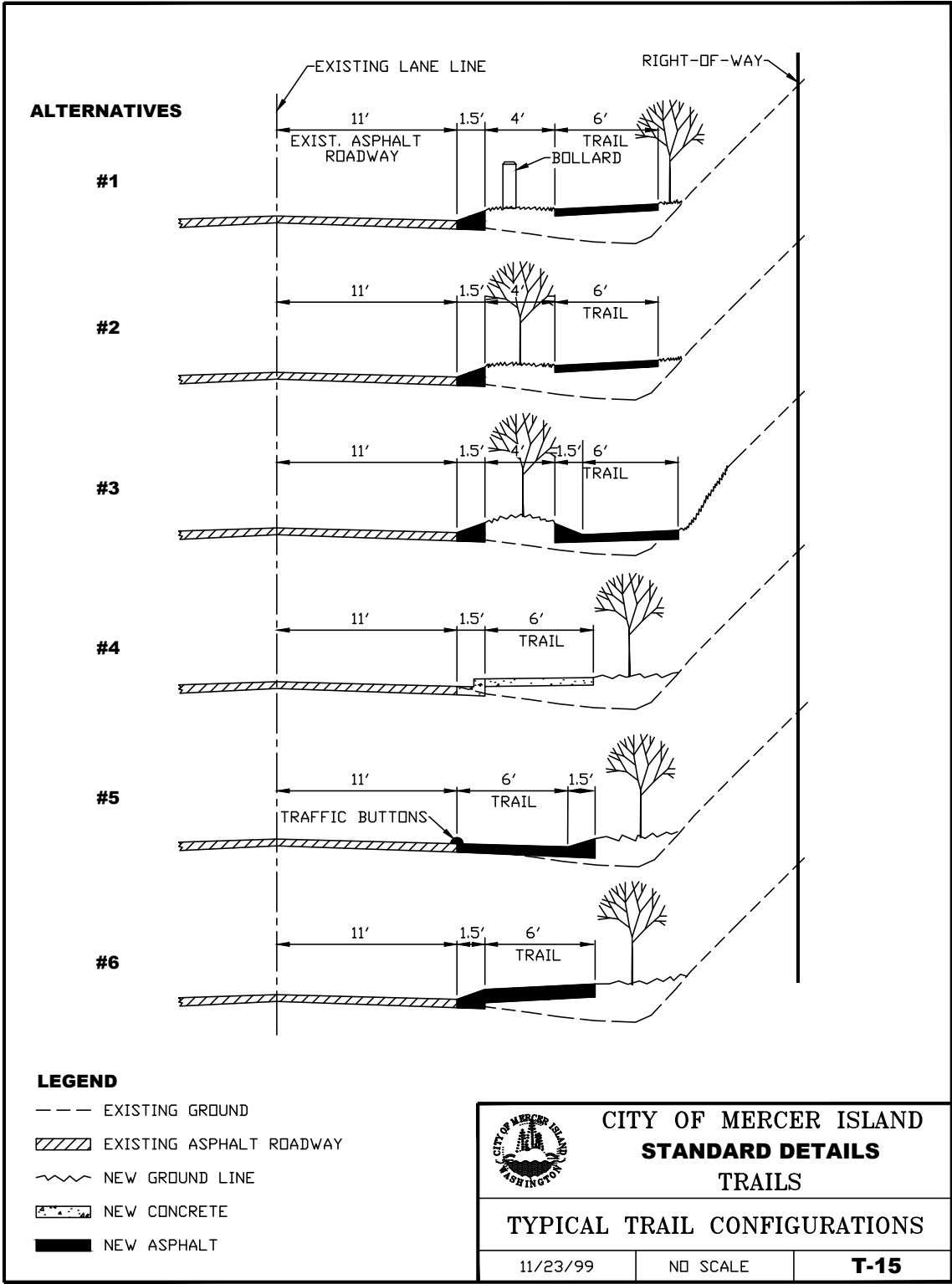




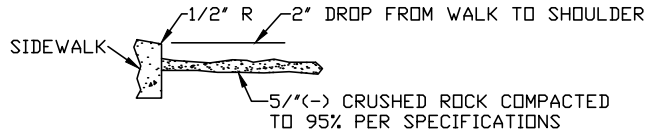
NOTES

1. FOR SPECIFIC DESIGN REQUIREMENTS SEE STANDARD DETAIL ST-24 & 25.

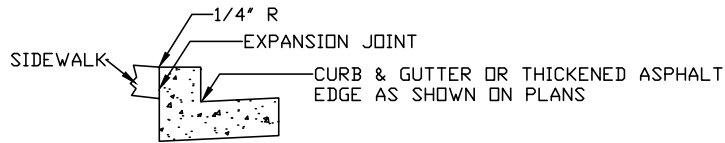
	CITY OF MERCER ISLAND STANDARD DETAILS TRAILS	
	STAIRWAYS	
11/23/99	NO SCALE	T-11



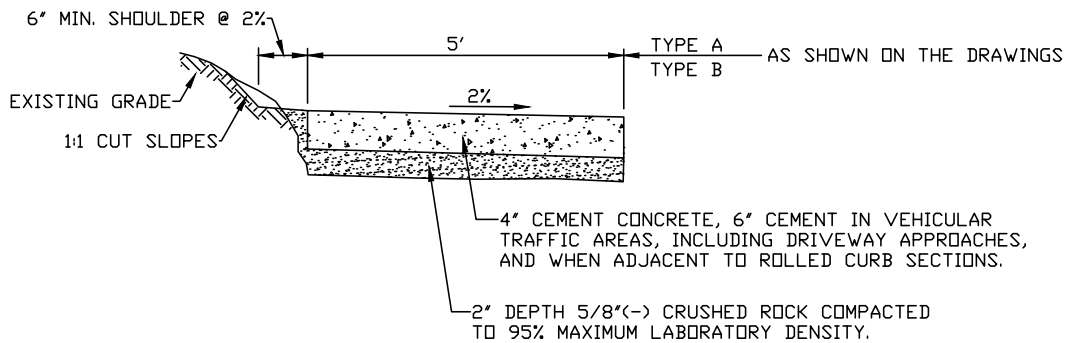
6-32



TYPE A - SEPARATED WALK




TYPE B - ADJACENT WALK

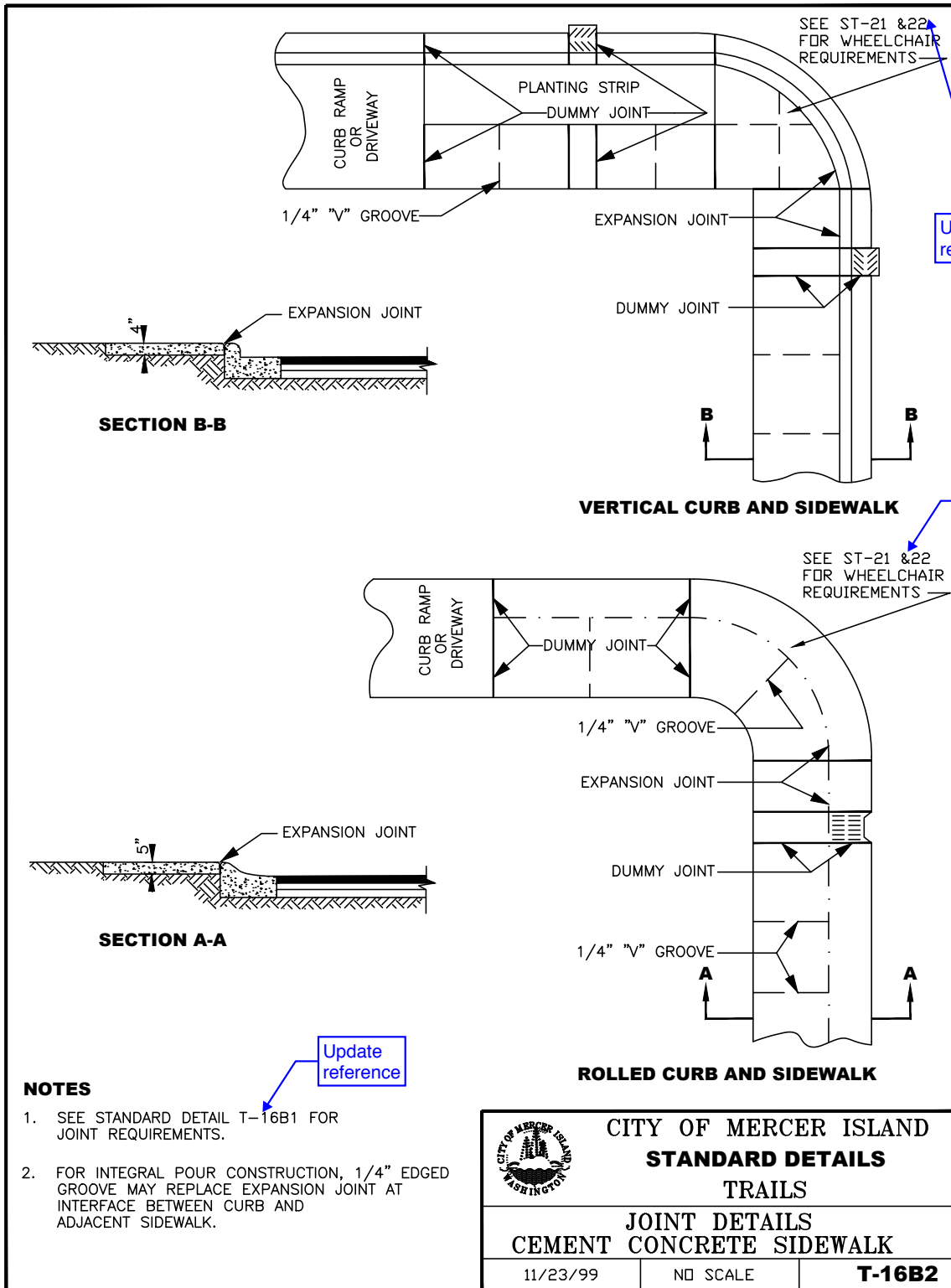


CEMENT CONCRETE WALK

NOTES

1. BRUSH FINISH TRANSVERSE TO SIDEWALK DIRECTION. TROWEL SMOOTH FIRST 2" AT ALL EDGES AND JOINTS WITH EDGAR.
2. INSTALL EXPANSION JOINTS AS PER STANDARD DETAIL T-16B2.
3. ALL JOINTS AND EDGES SHALL BE CLEAN AND BE ROUNDED TO 1/4" RADIUS, EXCEPT 1/2" RADIUS AT SIDEWALK EDGES. JOINTS SHALL BE FLUSH WITH THE FINISHED SURFACE.
4. ALL UTILITY POLES, METER BOXES, ETC. IN SIDEWALK AREA SHALL HAVE A 3/8" PREMOULDED JOINT FILLER, FULL DEPTH, PLACED AROUND THEM BEFORE PLACING CONCRETE.
5. ALL WORK SHALL CONFORM TO THE PLANS AND SPECIFICATIONS.

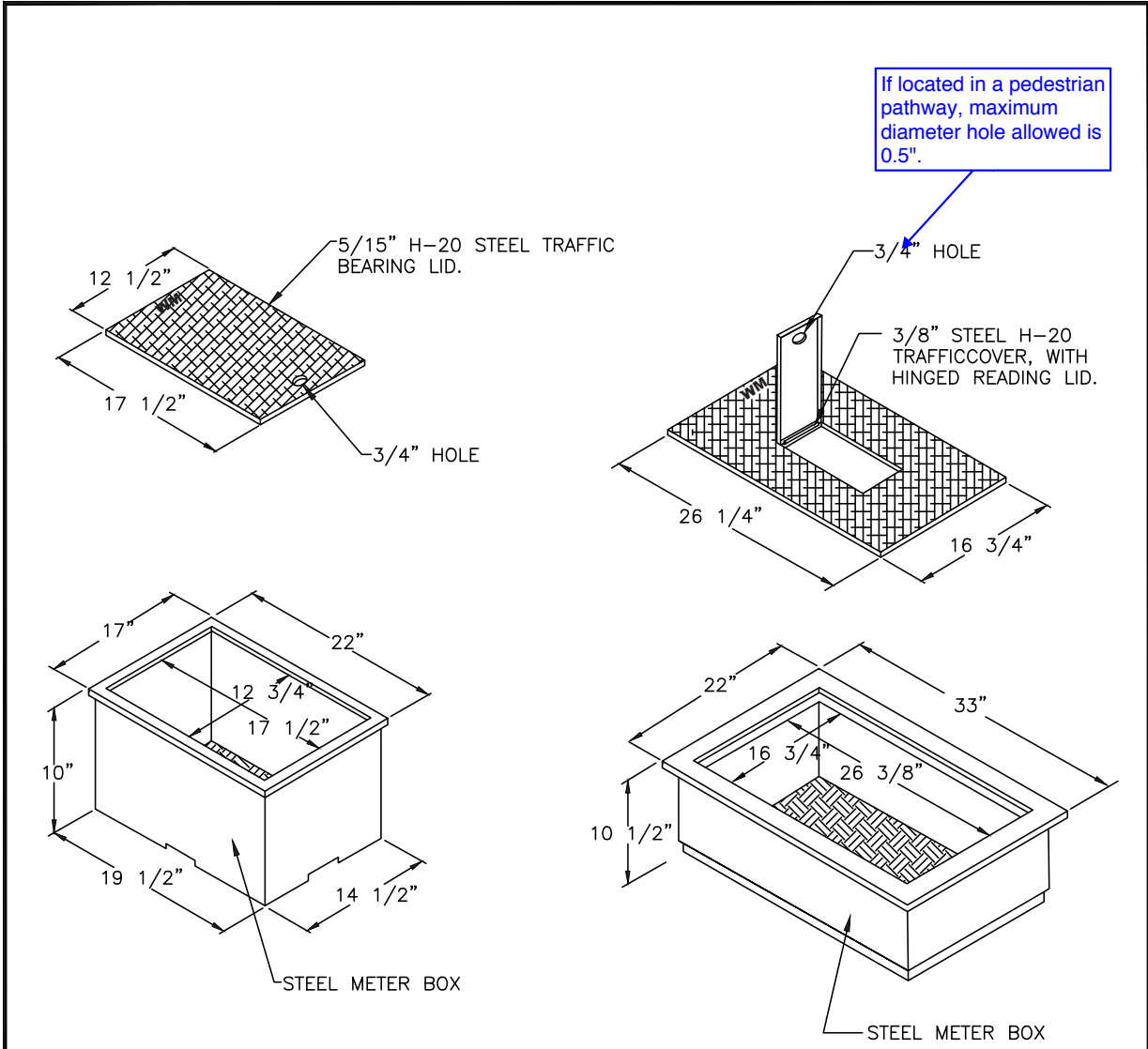
	CITY OF MERCER ISLAND STANDARD DETAILS TRAILS	
	DETAILS CEMENT CONCRETE SIDEWALK	
11/23/99	NO SCALE	T-16A



Update reference

Update reference

Update reference




1" STEEL METER BOX

2" STEEL METER BOX

NOTES

1. FOR 1" STEEL BOX, USE FOG TITE J20S LID OR EQUAL, WITH A 3/4" ROUND HOLE.
2. 2" METER BOX SHALL BE FOG TITE #J20S ALL STEEL BOX WITH TAR COATING. LID SHALL BE HINGED WITH 3/4" DIA. LIFTING HOLE.

	CITY OF MERCER ISLAND STANDARD DETAILS WATER	
1" AND 2" STEEL WATER METER BOX		
12-23-2013	NO SCALE	W-17
REV DATE	APPROVED	

MSBC

MSBCF

LONG SIDE VIEW

SHORT SIDE VIEW

If located in a pedestrian pathway, maximum diameter hole allowed is 0.5".

TOP VIEW

WATER SERVICE SIZE	PART NO.	A	B	C	D	E
1"	MSBCF1324-12	13.75"	23.1875"	12"	12.125"	24.5"
2"	MSBC1730-18	17.625"	30.5"	18"	22.875"	35"

NOTES:

- METER BOX SHALL BE MID-STATES PLASTICS AS SHOWN, WITH A DUCTILE IRON LID WITH A FLIP OR HINGED INSPECTION LID TO INCLUDE A 3/4" PICK HOLE.
- PLASTIC WATER METER BOXES SHALL NOT BE INSTALLED WITHIN A DRIVING OR PARKING AREA.

CITY OF MERCER ISLAND

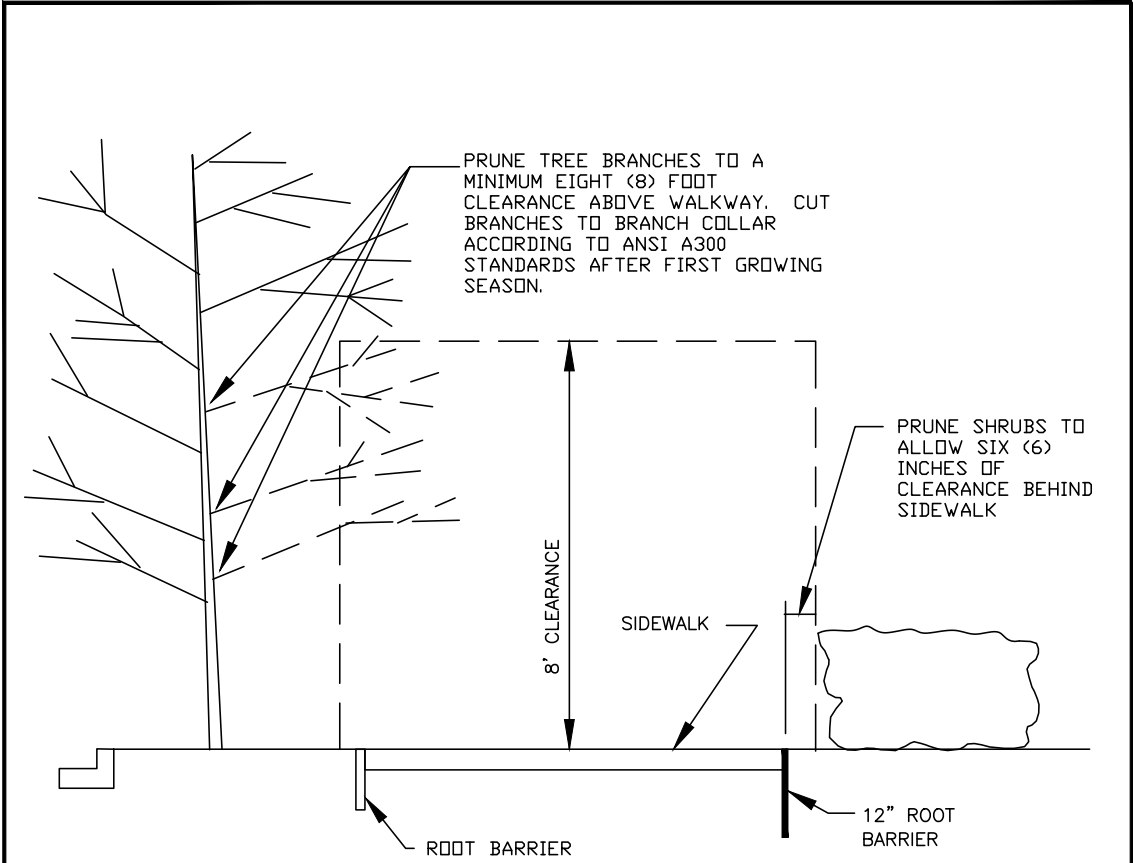
STANDARD DETAILS

WATER

1" & 2" PLASTIC


WATER METER BOX

12-23-2013	NO SCALE	W-18A
REV DATE		APPROVED

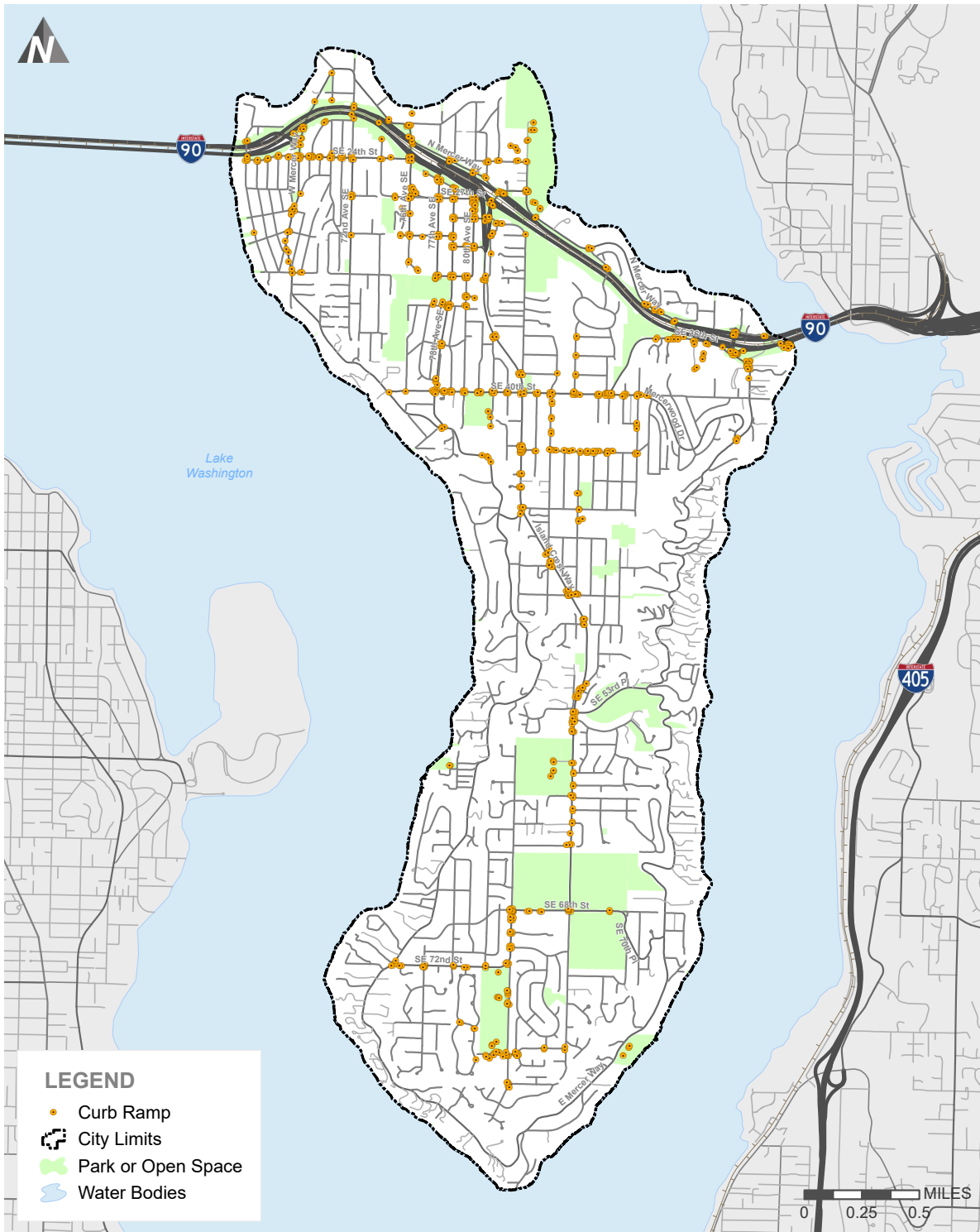


NOTES:

1. PRUNE MINIMALLY ON INSTALLATION AND ONLY AS NEEDED.
2. BRANCHES ON NEWLY PLANTED TREES MAY BE HEADED BACK TO PROVIDE CLEARANCE AND RETAIN LEAF AREA.
3. PRUNING ESTABLISHED TREES SHALL CONFORM TO ANSI A300.

	CITY OF MERCER ISLAND STANDARD DETAILS URBAN FORESTRY	
	WALKWAY TRIMMING DETAIL	
9-23-2002	NO SCALE	UF-4
REV DATE		APPROVED

Appendix B - Existing Data Inventory



Inventory Curb Ramp

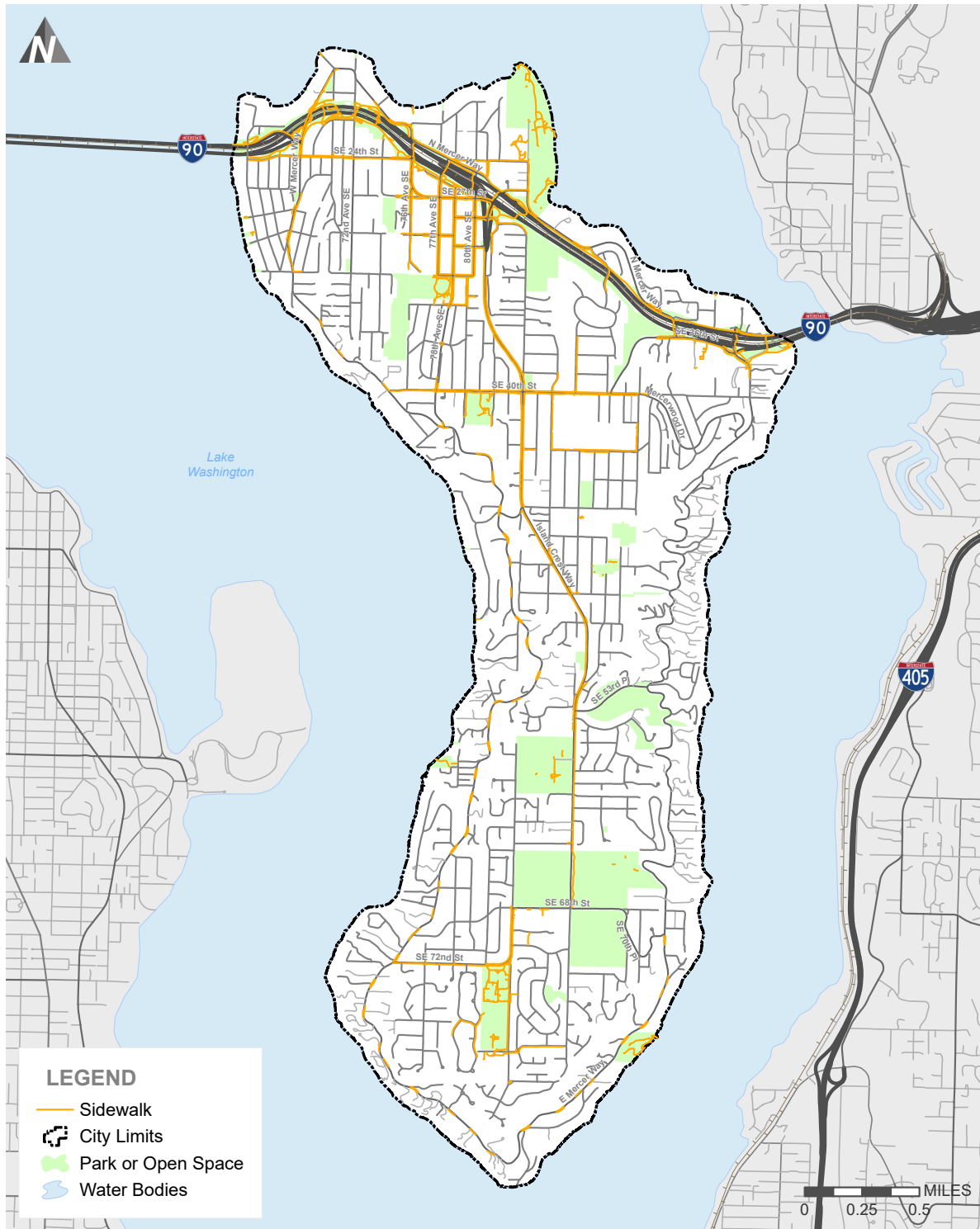
City of Mercer Island ADA Transition Plan

DRAFT transpogroup

FIGURE

I-1

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



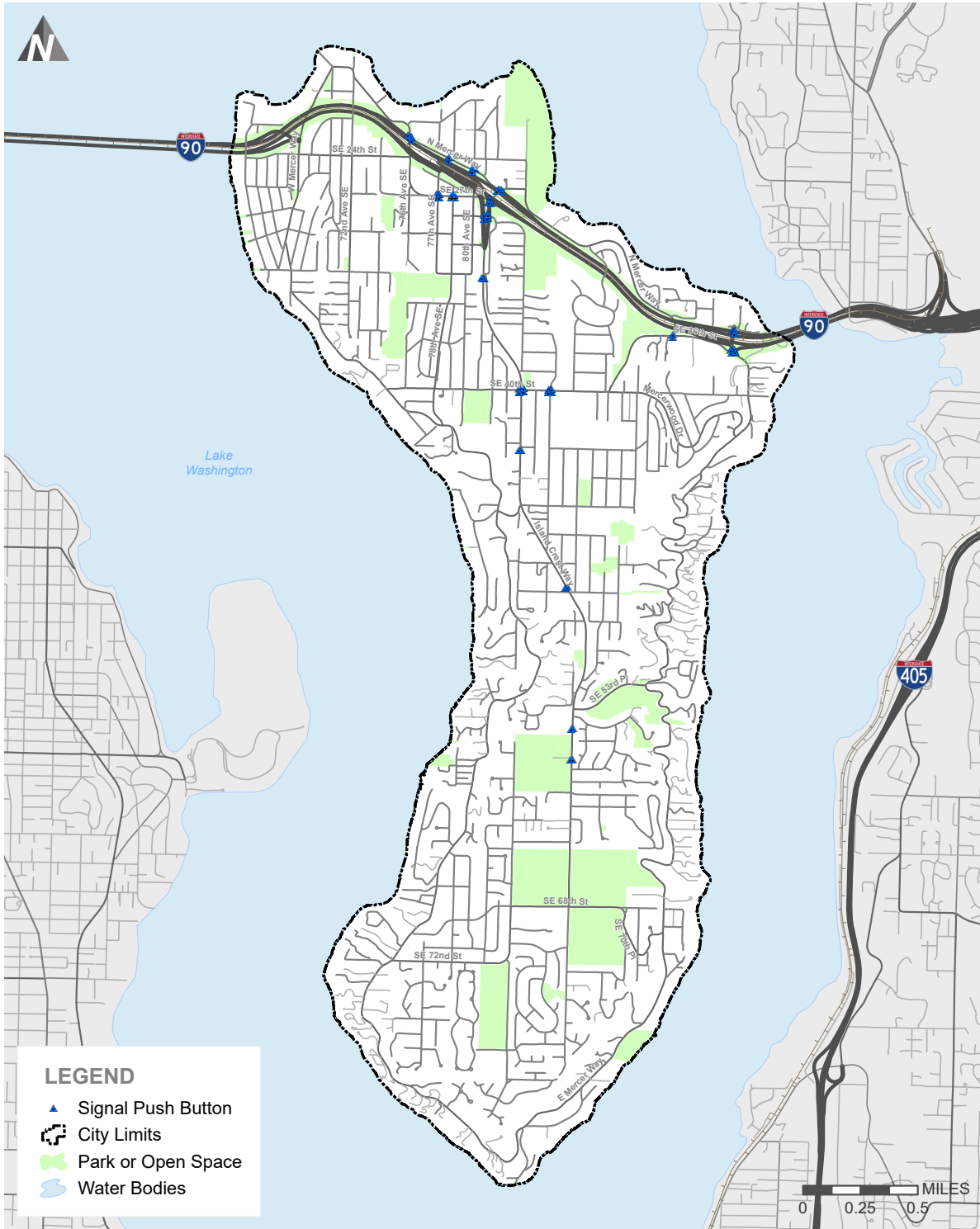
Inventory Sidewalk
 City of Mercer Island ADA Transition Plan

FIGURE

DRAFT transpogroup

I-2

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



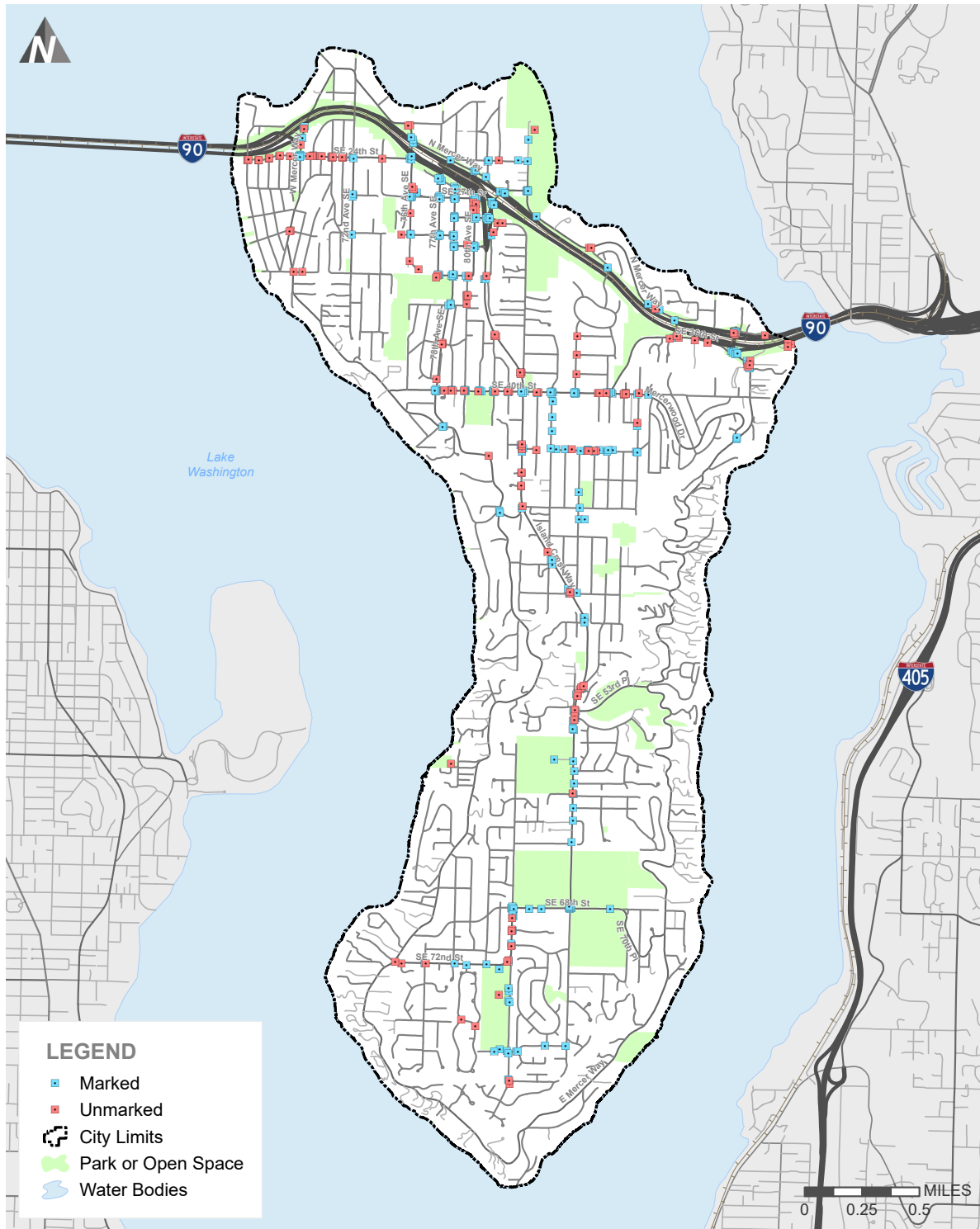
 **Inventory Signal Push Button**
City of Mercer Island ADA Transition Plan

FIGURE

DRAFT transpogroup 

I-3

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



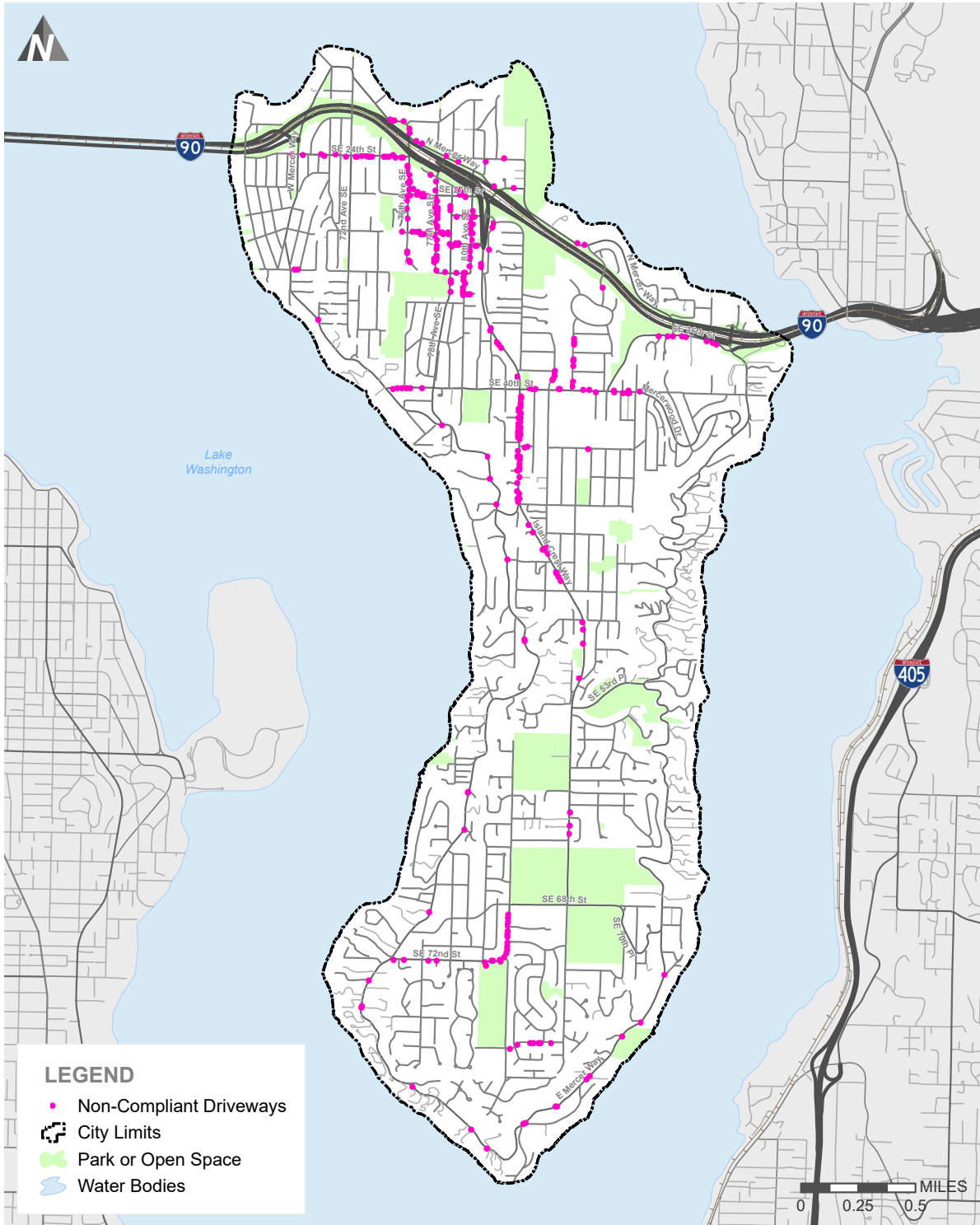
Inventory Crosswalk
 City of Mercer Island ADA Transition Plan

FIGURE

DRAFT transpogroup

I-4

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



Inventory Non-Compliant Driveway

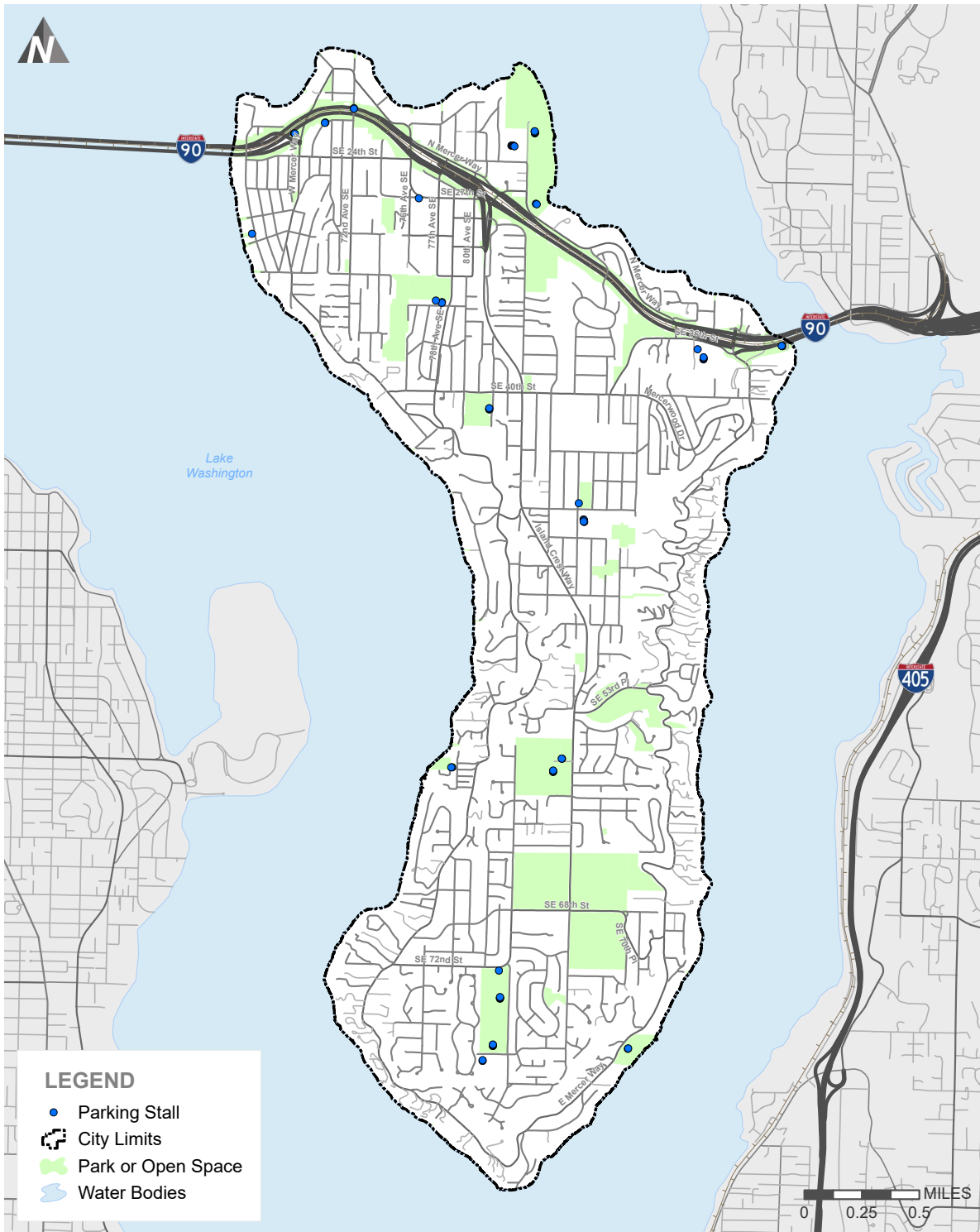
City of Mercer Island ADA Transition Plan

DRAFT transpogroup

FIGURE

I-5

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



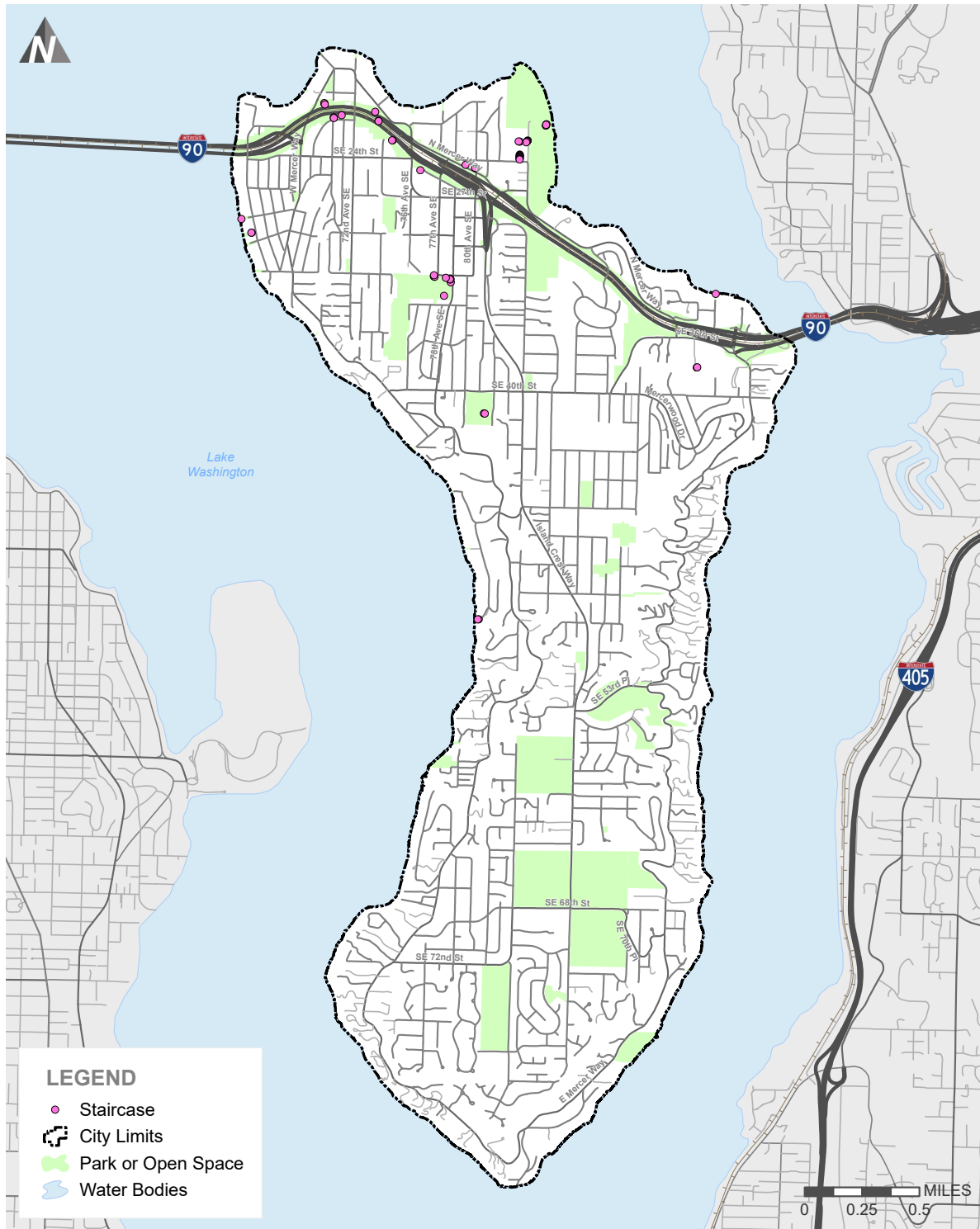
Inventory Parking Stall
City of Mercer Island ADA Transition Plan

FIGURE

DRAFT transpogroup

I-6

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



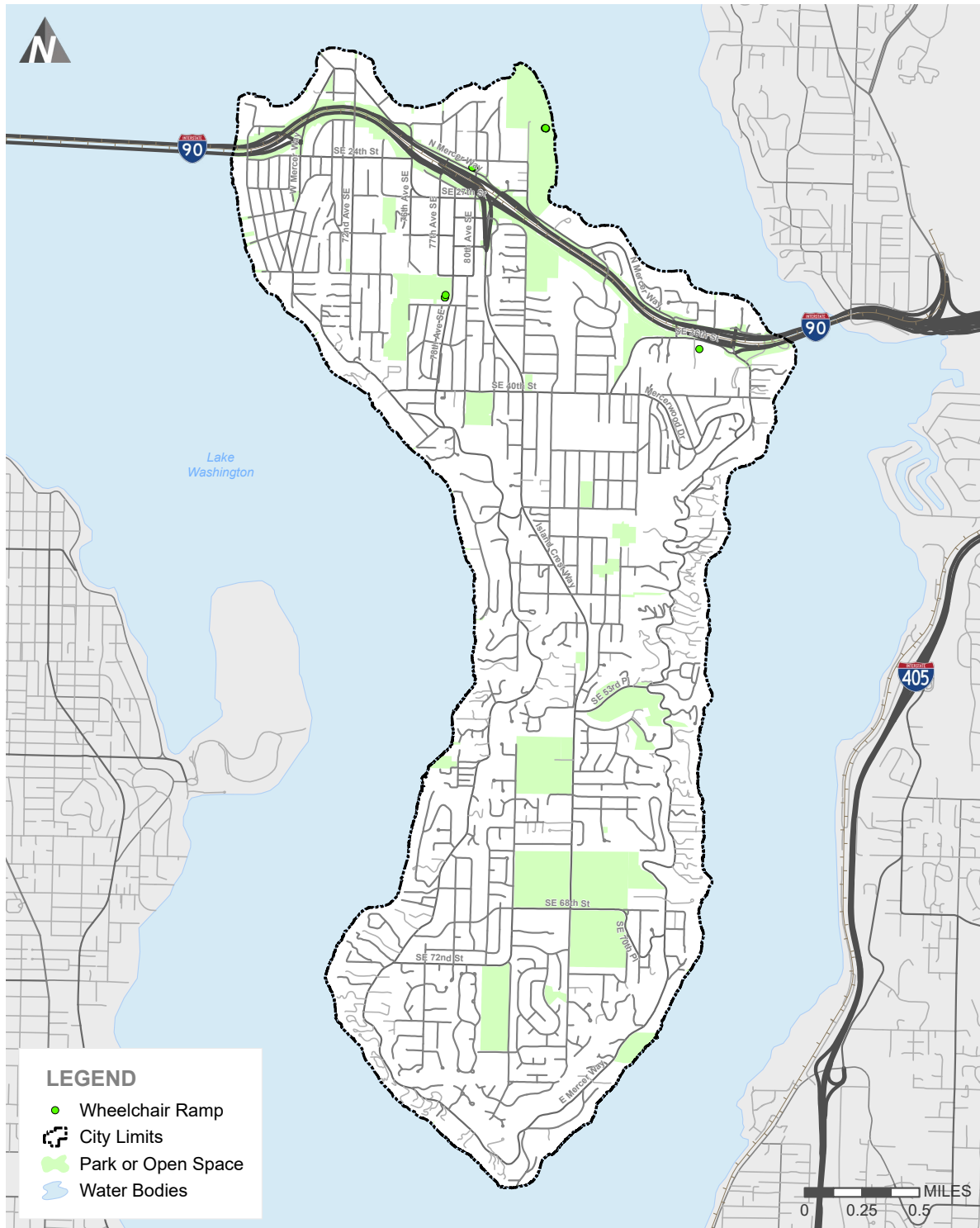
 **Inventory Staircase**
City of Mercer Island ADA Transition Plan

FIGURE

DRAFT transpogroup 

I-7

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx



Inventory Wheelchair Ramp

City of Mercer Island ADA Transition Plan

DRAFT transpogroup

FIGURE

I-8

M:\2111.21012.00 - Mercer Island ADA Transition Plan\GIS\ArcGISPro\MercerIslandADA\MercerIslandADA_FigureExport.aprx

Appendix C - Prioritization Criteria

DRAFT ADA Transition Plan Prioritization Process

Public Right-of-Way

To focus efforts toward facilities that pose the largest barrier within the public right-of-way, an analysis of the accessibility of each pedestrian facility and its proximity to public destinations such as schools, libraries, parks, transit, and city buildings will be completed. The result of this analysis is a prioritized list of projects, with the highest benefit projects identified for removal first.

To complete this assessment, a multi-criteria analysis is conducted to determine which facilities do not meet existing sidewalks and curb ramp standards. Each attribute collected in the field is compared against PROWAG requirements.

If the facility does not meet PROWAG criteria or is located near public destinations, points are assigned, with the number of points dependent on the relative importance or proximity. Sidewalks or curb ramps with poor PROWAG compliance and a number of proximate destinations receive a high score and are prioritized for removal while PROWAG compliant ramps far from public destinations have a score of zero. Missing curb ramps are assigned the greatest number of points.

Accessibility Prioritization (aka Accessibility Index Score)

A number of criteria are used to establish the extent to which each pedestrian facility did or did not present a barrier to accessible mobility. Table shows these criteria, the threshold used to identify them as a barrier, and the score used to indicate the severity of each barrier relative to each other. Pedestrian facilities with a higher Accessibility Index Score (AIS) presented a large accessibility barrier and have a higher score. Facilities with fewer or no barriers have a lower score.

Below is an example of typical weighted values to equal a total possible score of 30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Sidewalks	Width	In ROW, < 48 inches or >= 48 - <60 inches w/ out pullouts. On-Site, <36 inches	4	4
	Run Slope	> 5% (and not similar to roadway grade if in ROW)	3	3
	Cross Slope Issue	> 2%	1	3
	Cross Slope Issue	> 2.4%	1	
	Cross Slope Issue	> 3%	1	
	Condition	< Average	2	2
	Vertical Discontinuity Issue > ¼ inch and <= ½ inch without bevel or >½ inch	Barriers Present >=1	1	3
	Vertical Discontinuity Issue	Barriers Present >=5	1	
	Vertical Discontinuity Issue	Barriers Present >=10	1	
	Horizontal Discontinuity Issue	Barriers Present >=1	1	1

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	> ½ inch			3
	Horizontal Discontinuity Issue	Barriers Present >=5	1	
	Horizontal Discontinuity Issue	Barriers Present >=10	1	
	Fixed Obstacles	Barriers Present >=1	1	
	Fixed Obstacles	Barriers Present >=2	1	
	Fixed Obstacles	Barriers Present >=3	1	
	Moveable Obstacles	Barriers Present >=1	1	
	Moveable Obstacles	Barriers Present >=2	1	
	Moveable Obstacles	Barriers Present >=3	1	
	Protruding Obstacles	Barriers Present >=1	1	
	Protruding Obstacles	Barriers Present >=2	1	
	Protruding Obstacles	Barriers Present >=3	1	
	Non-Compliant Driveways Non-Compliant >2% cross-slope, and/or Non-Concurrent Grade Break and/or >8.3% Running Slope	Barriers Present >=1	1	
	Non-Compliant Driveways	Barriers Present >=2	1	
	Non-Compliant Driveways	Barriers Present >=3	1	
Maximum Sidewalk (AIS) Score				30
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30	30
	Ramp Running Slope	> 8.3% (less than 15-ft) or >5% (Blended)	30	30
	Ramp Cross Slope Issue	> 2% - <=3%	20	30
	Ramp Cross Slope Issue	> 3%	10	
	Curb Ramp Type	Non-Compliant Type	30	30
Curb Ramps	Accessible Path	No	2	2
	Turning Space	None or width < full width of ramp or length < 48 inches	5	5
	Turning Space Cross Slope	>2%	3	3
	Flare Slope	>10%	2	2
	Receiving Ramp	No	2	2
	Truncated Domes (DWS)	No	3	3
	Truncated Domes (DWS) Placement	Other than Back of Curb	1	3
	Truncated Domes (DWS) Depth	<2 feet	1	
	Truncated Domes (DWS) Width	Less than Full Width	1	
	Grade Break	Not Concurrent	2	2
	Counter Slope	>5%	2	2
	Lip	> ¼ inch	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	End inside of Marked Crosswalk if present	No	2	2
	Roadway Clear Space	<4ft x 4ft	2	2
	Maximum Sidewalk (AIS) Score			30
Signal Pushbuttons	Curb Distance	Pushbutton less than 10 feet from curb = No	2	2
	Crosswalk Extension Distance	Pushbutton less than 5 feet from the extension of the crosswalk line = No	2	2
	Force Less Than 5lbs	Pushbutton Force less than 5 pounds = No	2	2
	Vibe Feedback	Pushbutton provides vibratory feedback when pushed = No	2	2
	Button Size and Visual Contrast	Pushbutton size meets minimum 2-inch diameter with visual contrast from housing = No	2	2
	Distance of 2 Buttons on Same Corner	Distance between pushbuttons on the same corner less than 10 feet and audible indication of WALK interval in speech = No	2	2
	Reach Depth from Landing	Reach depth from pushbutton to the landing is less than 10 inches = No	2	2
	Mounting Height	Mounting height of pushbutton from landing area is < 42 inches or > 48 inches	2	2
	Tactile Arrow	Tactile Arrow provided = No	2	2
	Directional Arrow	Directional arrow on pushbutton face, housing, or mounting & pushbutton with parallel orientation to crosswalk direction = No	2	2
	Level Clear Space	Level clear space provided at pushbutton (min. 30" x 48") landing area provided with less than a 2% cross slope in any direction = No	2	2
	Both Audible Tone during "Walk" Cycle and Audible Speech during "Walk" Cycle	Audible indication of WALK interval in tone = No and Audible indication of WALK interval in speech = No	2	2
	Locator Tone during "Don't Walk" Cycle	Locator tone operates during DON'T WALK and flashing DON'T WALK intervals = No	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Braille Street Name	Braille correctly showing street name = No and audible indication of street name at any time = No	2	2
	APS Style Housing	Housing is APS Style = No	2	2
	Maximum Signal Pushbutton (AIS) Score			30
Crosswalks	Width	< 6 feet	6	6
	Run Slope	> 5%	12	12
	Cross Slope	> 5% at Non-Stop/Yield Controlled Intersections or > 2% at any other type except for mid-block crossings	12	12
	Maximum Crosswalk (AIS) Score			30
Bus Stops	Boarding Area Dimensions	< 5'x8' or no boarding area	8	8
	Condition	Poor	5	5
	Boarding Area Cross Slope	> 2%	5	5
	Boarding Area Run Slope	> 5% and not similar to roadway grade	4	4
	Accessible Route Slope	> 5% and not similar to roadway grade (if separation between boarding area and shelter)	4	4
	Shelter Cross Slope	> 2% (If there is a shelter)	4	4
	Maximum Bus Stop (AIS) Score			30
Parking Stalls	Stall Width	If regular stall, < 96 inches. If van accessible stall, < 132 inches and adjacent aisle is < 96 inches.	4	4
	Stall Turning Slope	> 2%	4	4
	Stall Pavement Marking	No Marking	3	3
	Sign Present	No Sign	2	2
	Sign Height	< 60 inches	1	1
	Wheelstop or Curb Present	No Wheelstop/Curb (and not a parallel stall)	2	2
	Vertical Clearance	< 98 inches and a van accessible parking stall	2	2
	Adjacent Walkway Width	For parallel on-street parking with a sidewalk <= 14 feet wide nearby, stall is not at end of block. If sidewalk is > 14 feet wide, no access aisle provided in	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
		road parallel to stall or access aisle is < 5 feet wide.		
	Connected to Access Aisle (Max. Score)	No Access Aisle	10	10
	Connected to Accessible Path	Not Connected	2	
	Access Aisle Width	< 60 inches	3	
	Access Aisle Turning Slope	> 2%	3	
	Pavement Marking	No Hatching	2	
	Maximum Parking Stall (AIS) Score			
Pedestrian Railroad Crossings	Flange Gap	> 3 inches wide	10	10
	DWS	No DWS	10	10
	DWS Placement	< 6 feet or > 15 feet from edge of nearest rail, or No DWS	10	10
	Maximum Railroad Crossing (AIS) Score			

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
ADA Parking Stalls	Stall Width	If regular stall, < 96 inches. If van accessible stall, < 132 inches and adjacent aisle is < 96 inches.	4	4
	Stall Turning Slope	> 2%	4	4
	Stall Pavement Marking	No Marking	3	3
	Sign Present	No Sign	2	2
	Sign Height	< 60 inches	1	1
	Wheelstop or Curb Present	No Wheelstop/Curb (and not a parallel stall)	2	2
	Vertical Clearance	< 98 inches and a van accessible parking stall	2	2
	Adjacent Walkway Width	For parallel on-street parking with a sidewalk <= 14 feet wide nearby, stall is not at end of block. If sidewalk is > 14 feet wide, no access aisle provided in road parallel to stall or access aisle is < 5 feet wide.	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Connected to Access Aisle (Max. Score)	No Access Aisle	10	10
	Connected to Accessible Path	Not Connected	2	
	Access Aisle Width	< 60 inches	3	
	Access Aisle Turning Slope	> 2%	3	
	Pavement Marking	No Hatching	2	
	Maximum Parking Stall (AIS) Score			
Wheelchair Ramps	Rise	> 30 inches	3	3
	Run Slope	> 8.3%	3	3
	Cross Slope	> 2%	3	3
	Width	< 4 feet if in ROW, < 3 feet if on-site	3	3
	Top Landing Length	< 5 feet or no top landing	1	1
	Bottom Landing Length	< 5 feet or no bottom landing	1	1
	Top Landing Width	< Ramp width or < 5 ft if ramp requires change in direction at landing or no top landing	1	1
	Bottom Landing Width	< Ramp width or < 5 ft if ramp requires change in direction at landing or no bottom landing	1	1
	Top Landing Cross Slope	> 2% or no top landing	1	1
	Bottom Landing Cross Slope	> 2% or no bottom landing	1	1
	Extended Ramp Surface/Edge Barrier	No extended ramp surface or < 12 inches and no barrier or barrier opening >= 4 inches	1	1
	Grade Breaks	One or both ends not concurrent	1	1
	Handrail Placement (Max. Score)	No handrails present and rise > 6 inches	10	10
	Handrail Placement	Handrail on one side only and rise > 6 inches	2	
	Handrail Height	< 34 inches or > 38 inches	1	
	Handrail Clearance	< 1.5 inches	1	
	Handrail Grip Surface Obstructed	> 20% obstructed	1	
	Handrail Cross Section	If circular, diameter < 1.25 inches or > 2 inches If non-circular, perimeter < 4 inches or > 6 inches	1	
	Handrail Top Extension Slope	Not horizontal and/or doesn't begin at first	1	

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
		nosing, or no top extension		
	Handrail Top Extension Length	< 12 inches	1	
	Handrail Bottom Extension Slope	Not horizontal and/or doesn't begin at bottom of ramp, or no bottom extension	1	
	Handrail Bottom Extension Length	< 12 inches	1	
	Maximum Wheelchair Ramp (AIS) Score			
Staircases	Riser	< 4 inches or > 7 inches	4	4
	Tread	< 11 inches	4	4
	Tread Cross Slope	> 2%	3	3
	Contrasting Strip	If no contrasting strips and staircase within ROW	2	2
	Contrasting Strip Placement/ Width/ Length	If there are strips and they're placed elsewhere than front of steps AND/OR If there are strips and they're < 2 inches AND/OR If there are strips and they're less than the full width of each step	1	1
	Nosing Radius	> 0.5 inches	2	2
	Riser Slope	> 30 degrees	2	2
	Tread Projection	> 1.5 inches	2	2
	Handrail Placement (Max. Score)	No handrails present	10	10
	Handrail Placement	Handrail on one side only	2	
	Handrail Height	< 34 inches or > 38 inches	1	
	Handrail Clearance	< 1.5 inches	1	
	Handrail Grip Surface Obstructed	> 20% obstructed	1	
	Handrail Cross Section	If circular, diameter < 1.25 inches or > 2 inches If non-circular, perimeter < 4 inches or > 6 inches	1	
	Handrail Top Extension Slope	Not horizontal and/or doesn't begin at first nosing, or no top extension	1	
	Handrail Top Extension Length	< 12 inches	1	
	Handrail Bottom Extension Slope	Not same slope as stairway or no bottom extension	1	

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Handrail Bottom Extension Length	< Tread width	1	
	Maximum Staircase (AIS) Score			30

Location Prioritization (aka Location Index Score)

A number of destinations are used to identify high priority pedestrian facilities within the City. This is done by identifying public destinations such as public buildings, transit and parks and identifying pedestrian facilities within close proximity of one or more of these destinations.

Pedestrian facilities within the identified proximity were assigned points based on each destination they were close to, as shown in Table. This measure is called the Location Index Score (LIS), which identifies high pedestrian generating overlapping areas. Ultimately the more pedestrian generating areas an asset is within, the higher number. Community Defined Destinations criteria is added to the Location Index Score (LIS) following comments and results received from open house attendees, City staff, other stakeholders during engagement and public outreach. This assists in factoring in what’s important to the citizens and community to help with the overall prioritization.

Below is an example of typical weighted values to equal a total possible score of 45

LOCATION CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Schools		
Proximity to Schools	Within 1/8-mile radius of school	5
Walk-To-School Route Proximity	Within 1/2-mile radius of school	5
Parks		5
Within 1/8-mile radius of park		
Transit		
High-Capacity Transit / Park and Ride	Within 1/8-mile of park and ride or high-capacity transit	5
Bus Stops	Within 1/8-mile of transit stop	5
Traffic Signal/Roundabout		5
Within 1/8-mile of signal or roundabout		
Public Buildings		5
Within 1/8-mile of location		
Downtown / Urban / Commercial Business Centers		5
Within 1/4-mile radius of Downtown, Urban and Commercial Business Center Zoning		
Community Defined Destinations (defined by Stakeholder/Public Engagement*)		5
Within 1/8-mile of location		
TOTAL LOCATION INDEX SCORE (LIS)		45

* Note: Community Defined Destinations to be identified based on public outreach, ADA surveys, etc. on what locations are more important, thus giving extra weight to those community defined destinations. (To be determined)

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Combined Composite Index Score was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) and represent facilities that present a clear physical barrier and are in high-demand areas. Facilities with lower scores should be address last (0 to 15 points), have minor barriers, and are in locations where pedestrian demand would be expected to be lower. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

Public Parks & Buildings

Parks & Building Accessibility Index Score

The Department of Justice (CFR Title 28) provides criteria to be used to establish the priority of each type of barrier. As barriers are identified during the self-assessment, priority levels are assigned and recorded for each barrier. Once the self-assessment is complete, a Park & Building Accessibility Index Score (PBAIS) is calculated for each barrier based on its assigned priority level. Facilities with a higher PBAIS score represent higher priority barriers while facilities assigned lower priority levels have a lower score. Table 3 shows the priority levels and the number of possible points assigned to barriers for each priority level.

PUBLIC PARKS & BUILDING ACCESSIBILITY INDEX SCORE	RATING CRITERIA	POSSIBLE SCORE
Priority 1	Provision of access to a place of public accommodation from public sidewalks, parking or public transportation. (entrance ramps, widening entrances, accessible parking etc.)	30
Priority 2	Provision of access to those places where goods and services are made available. (revising interior routes, adjusting layout of tables, signage, doorways and ramps)	20
Priority 3	Provisions of accessible restrooms. (Widening doorways, widening restroom stalls,	10
Priority 4	Modifications to provide access to the goods, services, facilities, privileges, advantages, or accommodations. (public phones, water fountains etc.)	0
TOTAL PUBLIC PARKS & BUILDING ACCESSIBILITY INDEX SCORE (PBAIS)		30

Parks & Building Location Index Score

Similar to the Location Index Score for Public ROW, each barrier for parks and buildings are assigned a LIS based on the relative importance of the facility in which the barrier is located. Several criteria are used to identify high priority facilities within the City with points awarded for each criterion. Values can be revised per comments received from open house attendees, City staff, other stakeholders during engagement and public outreach. Below is an example of typical weighted values to equal a total possible score of 45.

PUBLIC PARKS & BUILDING CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Level of Public Use	Low(2) Medium(5) High(8)	8
Unique Public Programs	Facility with unique public programs (Y/N)	7
Critical Public Programs	Low(2) Medium(5) High(8)	8
Public Input / Identified Complaints	Facility has been identified to be an issue by public complaints (Y/N)	7
Social Equality	Facility serves historically underserved populations (Y/N)	7
Level of Investment	<\$500(8) <\$5,000(5) >\$5,000(2)	8
TOTAL PARKS & BUILDING LOCATION INDEX SCORE (PBLIS)		45

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Composite Index Score is calculated. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) and represent facilities that present a clear physical barrier and are in high-demand/high-importance locations. Facilities with lower scores should be address last (0 to 15 points), have minor barriers, and are in locations where pedestrian demand would be expected to be lower. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present.

School Buildings & Common Areas

School Buildings & Common Areas Accessibility Index Score

A number of criteria are used to identify high priority facilities on the UW Bothell/Cascadia Community College campus. This was done by identifying buildings, and common areas and how much the facility is utilized by the public.

Facilities identified were assigned points based on each several criteria, as shown in Table 5. This measure was called the Building and Common Area Accessibility Index Score (BCAIS). Intermediate scores may be used for buildings that may lay between the designated priority levels, if a building falls between two designated levels, use the value midway between the designated possible scores. For example, a score of 25 would be given to a building that is between Priority 1 and 2. Facilities with a higher BCAIS values presented a large accessibility barrier, facilities with fewer or no barriers have a lower scores.

BUILDINGS & COMMON AREA ACCESSIBILITY INDEX SCORE	RATING CRITERIA	POSSIBLE SCORE
Priority 1	There are no accessible bathrooms or classrooms.	30
Priority 2	At least one accessible bathroom and one accessible general education classroom exist on the ground floor.	20
Priority 3	Certain public assembly areas or classrooms may not be accessible due to changes in elevation or other barriers.	10
Priority 4	All educational and primary function areas within the building are accessible.	0
TOTAL BUILDINGS & COMMON AREA ACCESSIBILITY INDEX SCORE (BCAIS)		30

School Buildings & Common Areas Location Index Score

Facilities identified were assigned points based on each several criteria, as shown in Table 6. Buildings and common areas are assigned scores based on the presence of different facilities, as shown in Table 6, regardless of the accessibility of the facility in question. For example, a building that contains admin facilities, classrooms, and study rooms would receive a score of 23 even if the admin facility is the only inaccessible area. Very few buildings are expected to receive maximum scores, as such higher values were assigned to higher priority facility types. Facilities may be reordered based on student or institution comments.

BUILDINGS & COMMON AREA LOCATION INDEX SCORE	RATING CRITERIA	POSSIBLE SCORE
Admin Facilities		10
Faculty Offices		8
Classrooms		7
Library/Study Rooms/Computer Lab		6
Student Gathering Areas		5
Dining/Food Service Facilities		4
Housing		3
Maintenance Facilities		2
TOTAL BUILDINGS & COMMON AREA LOCATION INDEX SCORE (BCLIS)		45

Barrier Removal Priorities (Combined Composite Index Score)

By combining the BCAIS and the BCLIS together, a Composite Index Score (CCIS) was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) and represent facilities that present a clear physical barrier and are in high-demand areas. Facilities with lower scores should be address last (0 to 15 points), have minor barriers, and are in locations where pedestrian demand would be expected to be lower. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

DRAFT

Appendix D - Facilities & Parks Survey Report



City of Mercer Island, WA
ADA Accessibility Survey Report



Prepared for
Transpo Group
12131 113th Avenue NE, #203
Kirkland, WA 98034

Attn: Mr. Ryan Peterson

Submitted on December 1, 2021

**ENDELMAN
& ASSOCIATES** PLLC
Accessibility Consulting | ADA-FHA Compliance

Michael B. Schneider, AIA, Principal | William E. Endelman, AIA, Founder
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December 1, 2021

Attn: Mr. Ryan Peterson
Transpo Group
12131 113th Ave. NE
Kirkland, WA 98034

Via Email: Ryan.Peterson@transpogroup.com

Re: Proj07 – ADA Facility Survey Report
City of Mercer Island, Mercer Island, WA
E&A Project #20.1036.6

Dear Ryan:

Endelman & Associates PLLC (E&A) is pleased to present this ADA Facility Survey Report in PDF format. This report is an assessment of compliance of the vertical elements only of select City of Mercer Island facilities with the Americans with Disabilities Act using the 2010 Standards for Accessible Design, as discussed more fully in the Overview / Executive Summary section. We trust you will find the report thorough and useful.

The Overview / Executive Summary explains the survey context. This leads to an important recommendation: E&A recommends that anyone receiving a copy of any portion of the report data be provided the Overview / Executive Summary section. This section answers many questions and helps ensure that the data is used properly.

It has been our pleasure working with you, and we will be glad to provide you with any clarifications you require regarding the contents in our report.

Sincerely,

Jody L. Meldrum
Consultant

David Machermer
Senior Consultant

Bart Sanderson, CASp
Associate, Technical Director

Transpo-Proj07-CityofMercerIsland-ADASurvey-CvrLtrFINAL

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**City of Mercer Island, WA
for
Transpo Group
ADA FACILITY SURVEY REPORT**

Prepared by: Endelman & Associates PLLC – December 1, 2021

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Section 2 - APPENDIX / LEGEND

- A. Abbreviations
- B. Legend for the ADA Survey Results

Section 3 - ADA SURVEY RESULTS

Matrix followed by Captioned Photo Pages for each location



For each of the following facilities, sorted by location #, a detailed Matrix of observed issues and captioned photo pages have been provided, in the following order.

1	77th Avenue SE Landing
2	Aubrey Davis Park
3	Bicentennial Park
4	Boat Launch
5	Calkins Landing
6	Clarke Beach
7	Clise Park
8	Community and Events Center
9	Deane's Children's Park
10	Ellis Pond
11	First Hill Park
12	Forest Landing
13	Franklin Landing
14	Fruitland Landing
15	Garfield Landing
16	Groveland Beach
17	Homestead Park
18	Island Crest Park
19	Lincoln Landing
20	Luther Burbank Park
21	Luther Burbank Park Administration Building & Caretaking Facility
22	Main Fire Station #91
23	Maintenance Hall
24	Mercer Island City Hall
25	Mercerdale Park
26	Miller Landing
27	Pioneer Park

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28	Proctor Landing
29	Roanoke Landing
30	Roanoke Park
31	Rotary Park
32	Secret Park
33	Slater Park
34	South Fire Station #92
35	South Mercer Playfields
36	Wildwood Park
37	Youth and Family Services Thrift Shop & Recycling Center



Transpo Group
City of Mercer Island, WA
ADA FACILITY SURVEY REPORT

Prepared by: Endelman & Associates PLLC – December 1, 2021

I. OVERVIEW / SCOPE OF SERVICES

Transpo Group contracted with Endelman & Associates PLLC (E&A) to perform an Americans with Disabilities Act (ADA) Survey of vertical elements for public areas of 37 facilities owned by the City of Mercer Island, WA. This ADA Facility Survey Report is an effort to identify observed barriers to program accessibility in the public areas of existing City facilities for compliance with the “program accessibility” requirements of Title II of the ADA.

As per our specific scope of work, E&A did not cite “horizontal elements” such as number of and requirements for parking spaces, access aisles, curb ramp and accessible routes, including stability of surface, level changes, slopes, stairs, ramps, and handrails.

E&A is responsible for citing “vertical elements” (excluding handrails at stairs) including buildings, toilet rooms, benches, drinking fountains, trash, recycling and dog waste receptacles, play areas, bleachers, dugouts, picnic shelters and tables, boardwalks, raised patios, and signage. Accordingly, when an element is located along an unpaved path, E&A cites the element and any clearances required, but not the path itself, which is beyond our scope of work. However, when an element is not located adjacent an accessible pathway, E&A cites clearances and the accessible route from the nearest path (regardless of whether that path is currently paved) up to elements in a given area.

When vertical elements are adjacent to an unpaved path that would be difficult to make readily accessible (such as a grade that is too steep or uneven from roots or large stones), E&A assumes these elements will not be made accessible and does not cite elements on such an inaccessible pathway.

It is important to understand the facilities are one component of City program accessibility, and E&A’s scope of work is limited to facility access only. Additionally, there may be many available programmatic solutions for facility access, such as relocating programs to alternate accessible locations. However, the focus of this report is on removing physical barriers at each facility in order to provide enduring program access.

This ADA Facility Survey was performed to assess observed barriers under the ADA located in areas and facilities accessible to the public. Employee-only (or staff areas) were not assessed or part of E&A’s scope of work. Specifically excluded are assessments of staff-only (employee) areas where the public is not given self-directed access. Under Title I of the ADA, the City must make “reasonable accommodation” to employees with disabilities. However, staff-only areas are beyond E&A’s scope of work. In facilities subject to the ADA the common areas of the employee areas fall under Title II. Corridors, toilet rooms, kitchenettes, and break rooms are considered “common areas” for which Title II is applicable).



E&A is also providing preliminary “Recommended Solutions” to remove each barrier, along with itemized budget costs. Title II of the ADA requires Owners to remove barriers to programs over time to the extent that it is “does not cause an undue burden.” In this report, the “Owner” refers to the City of Mercer Island.

This report does not evaluate whether the facility was constructed in full compliance with the applicable building code accessibility provisions in force at the time of the original permit, or during any subsequent renovations. Note building code accessibility compliance is not enforced retroactively. However, ADA compliance is retroactive and is a civil rights law that presents the biggest exposure from a risk management perspective. It is important to note that in obtaining a building permit for any areas to be renovated for ADA compliance, there may be some more stringent dimensional aspects under the current building Code that would also apply.

This survey does not address “auxiliary aids” or operational issues ensuring that people with disabilities are not denied equivalent services, such as provision of interpreters or braille printed material.

The field ADA Facility Surveys for the properties were conducted using proven ADA Survey instruments and calibrated measurement tools. Collected data was reviewed and analyzed, and recommended preliminary solutions were developed and are presented in this ADA Facility Survey Report. We used E&A’s custom Survey Solutions™ software database to generate the ADA Survey Results section. The field ADA Surveys were performed during June, July, and August 2021.

Please see Section III, ADA Survey Report, for details and format. Each item in the ADA Survey Results for each facility that follows this Overview & Executive Summary includes the *2010 ADA Standards for Accessible Design Citation (ADAS)*, the *Observed Barrier, Location, General Priority (PR)*, a *“Sufficiency” Code*, and a *Comments* field per item. (Please see “Survey Legend” in Appendix B for definitions.)

The Report includes captioned photographs of typical or unique conditions.

ADA Survey Standard

This survey is an assessment to determine compliance with ADA using the 2010 ADA Standards. The 2010 ADA Standards for Accessible Design (ADAS), and Regulations under 28 CFR Part 36, were adopted 09/15/10 to replace the original 1991 ADA (with its ADA Accessibility Guidelines [ADAAG] Appendix section revision dated July 1, 1994). Under Title II, there was an 18 month “grace period” which has expired, during which the 1991 Standards or the 2010 ADA Standards (ADAS) may be used. A single standard must be selected in its entirety for ADA compliance of all elements of a facility, and “cherry picking” portions of each is not permitted. The project was surveyed using the new 2010 ADAS in full force effective March 15, 2012.

All facilities built after January 23, 1993 should have been constructed in full compliance with the ADA per the 1991 Standards. Per Title II of the ADA, existing public sector facilities are subject to the continuing obligation to make facilities readily accessible to the extent that is not structurally impracticable.



The new regulations offer “safe harbor” for “elements” that were built or altered between 1992 and 2012 and that conform to the original 1991 ADA Standards. Any such elements that meet the 1991 Standards can remain in place indefinitely until such time as they are physically altered. As an example, light switches installed at 54 inches above the floor in conformance with the old ADAAG may remain in place until they are altered in future remodeling projects, even though the 2010 ADAS require light switches to be installed no higher than 48 inches above the floor.

In some instances, the 2010 ADAS is more stringent, but in other instances, the 2010 ADAS is less stringent than the original ADAAG, and in these cases accessibility can be reduced to the level of the 2010 ADAS. As an example, the location of an accessible toilet centerline in the original ADAAG must be 18” exactly to a side wall. In the 2010 ADAS, the toilet may be between 16” and 18” to the side wall.

There are also 14 new scoping elements that must comply now with the 2010 ADAS that did not appear at all in the original ADAAG. The 14 new scoping areas include some items that apply to these facilities:

(A) Residential facilities and dwelling units (B) Amusement rides, (C) Recreational boating facilities, (D) Exercise machines and equipment, (E) Fishing piers and platforms, (F) Golf facilities, (G) Miniature golf facilities, (H) Play areas, (I) Saunas and Steam rooms, (J) Swimming pools, wading pools, and spas, (K) Shooting facilities with firing positions (L) Miscellaneous - (1) Team or player seating, (2) Accessible route to bowling lanes, (3) Accessible route in court sports facilities.

II. OVERVIEW OF ADA REQUIREMENTS

A. BACKGROUND

The ADA is civil rights legislation designed to extend civil rights protection to persons with disabilities. It is not a building code, although many of the technical requirements in the ADAAG and 2010 ADAS resemble technical standards of a building code. It is primarily administered by the US Department of Justice (USDOJ). A complaint can be filed by any person, and fines and other penalties may be assessed as determined by the USDOJ. In addition, the ADA includes a mechanism for the USDOJ’s approval of local codes to be consistent with the requirements of the ADA.

There are four Titles to the ADA:

Title I Employment – Prohibits discrimination in hiring and requires employers to provide "reasonable accommodation" to disabled individuals with respect to job description and the workplace. Employment accessibility is/was not included in the E&A scope of work and is not part of this report.

Title II Public Services and Transportation – Prohibits state and local governments from discrimination by requiring "program accessibility." Program accessibility can be attained by rescheduling and/or relocating programs to accessible locations or by making physical facility changes, called "structural changes" in the ADA. Program accessibility must be achieved to the extent that it does not cause "an undue burden," a significantly higher



standard than "readily achievable," applicable under Title III, which applies to privately owned "public accommodations." The City Owned Facilities surveyed for this report fall under Title II.

Title III Public Accommodations – Places of public accommodations are required to be made accessible where "it is readily achievable," with a deadline for existing facilities as of January 26, 1992. Title III is applicable to the private sector.

Title IV Telecommunications – Applies to companies providing telephone service to the public. They must offer telecommunications devices for the deaf (TDD'S), or other equipment.

Title II applies to the ADA Surveys of Public Spaces as part of the City's "program."

Under Title II, the ADA requires public entities to remove barriers in their existing programs *to the extent that it does not cause an "undue burden."* In preparing this report, E&A was not provided confidential information on the details of the City's finances and/or annual budgeting. Therefore, it is the responsibility of the City to make the final determination of what constitutes an "undue burden" for the entity of a given year. In addition, the ADA is designed so that accessibility can be achieved over the long term. This means what is not achievable in year one (based on what constitutes an "undue burden") may be achievable at a future point in time.

Because E&A did not survey areas within staff spaces, E&A is not addressing any potential Title I Employee issues that may be required as "reasonable accommodation" to any disabled employees.

B. TECHNICAL REQUIREMENTS / STANDARDS

The ADAS is the current technical accessibility standard applicable when constructing new public accommodation facilities or altering existing facilities. These standards apply retroactively in requiring owners to remove barriers to existing facilities.

When implementing solutions to barrier removal, as an alternative to literally complying with a technical standard cited in 2010 ADAS, the ADA allows for an "equivalent facilitation" to accomplish barrier removal. This is acceptable to the extent that such action provides greater or equal access. For example, a pharmacy may provide a free prescription drug delivery service in lieu of renovating the entry to the pharmacy. However, the Owner should be aware that providing "operational solutions," rather than physical facility solutions, is a less enduring approach to barrier removal and may require continued training, monitoring and enforcement of staff operations.

State and local code requirements apply to buildings constructed or renovated under a building permit. These may also apply if, and when renovations are made to remove barriers. As previously stated, E&A assessed for compliance with the currently enforceable 2010 ADA Standards only. Building code compliance is not applied retroactively, unlike the ADA. Fortunately, ADAS requirements and the current building code are an estimated 95% identical.



In addition, ADA Title II requires that the program of the trail system must be accessible. However, the 2010 ADA Standards do not yet address Developed Outdoor Recreation Areas, such as trail systems, and only detail more typical building and site standards, within property lines. Thus, Title II puts public entities in a difficult position – to make entity programs accessible without standards yet detailing what is compliant. Developed Outdoor Recreation Area standards have been under development for over 20 years with participation from a wide range of stakeholders and are proposed at some future date to be adopted by the Department of Justice as law, thus providing the necessary technical standards.

As of this date, these standards have been adopted by DOJ only for federal lands, and not for other public entities. In absence of any other adopted reasonable standard for trails, E&A recommends the City of Mercer Island use these same standards for technical compliance of the trail and link. No one can then argue whether the most carefully developed and reasonable standards have been applied, despite not being formally adopted for use by the City.

C. GENERAL PRIORITIES UNDER THE ADA

The ADA provides general priorities in 28 CFR Part 36.304(c) as guidance only for barrier removal in public accommodations (Title III). These would also be reasonable to apply to public entity facilities as well to help prioritize program access per Title II. These are not mandatory priorities, but rather, general guidance as to relative importance. As the Owner makes a determination of phasing and implementation priorities for barrier removal, E&A recommends taking the ADA general priorities into account, along with other factors including budget, operational issues, and public usage data. In this report E&A has assigned these ADA general priorities (PR) to each noted barrier for guidance only. As part of a transition plan, it is the City’s responsibility to further prioritize removal of barriers to program based upon finances and program priorities to the extent that it does not cause an “undue financial burden.”

ADA Priorities per 28 CFR Part 36.304(c)	
1	Provision of access to a place of public accommodation from public sidewalks, parking, or public transportation. These measures include installing entrance ramps, widening entrances, and providing accessible parking spaces/signage.
2	Provision of access to those places where goods and services are made available. These measures include revising interior routes, adjusting the layout of tables, providing Braille and raised character building signage, widening interior doors, and installing ramps.
3	Provision of accessible restrooms, such as removal of obstructing items on the route to the restroom, widening of restroom doors, widening of toilet stalls, provision of accessible plumbing fixtures, and installation of grab bars.
4	Making other modifications to provide access to the goods, services, facilities, privileges, advantages, or accommodations, such as accessible public phones and water fountains.



III. ADA FACILITY SURVEY REPORT OVERVIEW

A. REPORT CONTENTS AND FORMAT

This report is based upon field observations of barriers, as defined by the currently enforceable 2010 ADA Standards (28 CFR Part 35). The complete report for each facility includes the following:

1. The *Overview / Executive Summary* includes the essential *Assumptions* sections
2. The *Appendix* includes an *ADA Survey Results Legend* and *Abbreviation List*
3. The *ADA Survey Results* is the detailed report of the barriers observed at each facility, with citations, and comments on ADA compliance. Please reference the *ADA Survey Results Legend* for more information on reading the report.
4. The *Captioned Photo Pages* is provided for each facility for illustrative purposes. Photos are not intended as comprehensive documentation.

All Report data is being provided in electronic format, either on our customer accessed web-based version of the Survey Solutions database or exportable to MS Excel, for the Owner to use in managing a barrier removal program.

B. ASSUMPTIONS & CONSIDERATIONS

This report divides Assumptions and Considerations into three categories: *Facility*, *General*, and *Technical*.

Facility Assumptions

These assumptions are specific to this Transpo Group / City of Mercer Island project.

1. *Public Use* – E&A treated the term “public” to mean facilities used by “other than City employees only.” This may include City residents, school groups, vendors, and other similar outside users.
2. *Operations and Program Information* – E&A was provided with limited program information concerning facility operations. Solutions for barrier removal were developed based upon our observations of existing conditions and the program information provided.
3. *Department Office Spaces* – This ADA Facility Survey Report addresses public program areas of facilities. In a typical administrative office, this might include a public information counter and/or a conference room (spaces where the public may be directed unescorted). E&A did *not* survey staff areas unless noted herein. If the public is allowed into these areas, the assumption is that the public would only do so in an escorted manner, where any assistance (such as an inaccessible door knob) could be provided by the person escorting. Title I of the ADA covers employee issues, and the city needs to make reasonable accommodations to employees with disabilities, on a personal basis, not a prescriptive standard.
4. *Properties Surveyed* – The list of properties surveyed was selected by the City.



5. *Public Rights-of-Way* – The surveys by E&A did not include the public right-of-way sidewalks and curb ramps. Public right-of-way sidewalks and curb ramps are part of the City’s program but are beyond the scope of this survey and report. Refer to the Transpo report for these areas. Note that final technical standards for public rights-of-way have not been issued by the Access Board or adopted by DOJ at this time. The Proposed standards (commonly called PROWAG) are in draft form only and should be used only for guidance. ADAS is recommended for use as a reasonable standard to the extent technically feasible, and E&A used this standard in our survey.
6. *Park Facilities* – Note that technical standards for outdoor developed public recreation areas have not been issued by the Access Board or adopted by DOJ at this time. Specifically excluded from this survey are outdoor trails. Vertical elements that are provided within these areas were only assessed if applicable for height and clear floor space. ADAS is recommended as a reasonable standard to the extent technically feasible, and E&A used this standard in our survey for accessible routes in developed areas of the park. For undeveloped areas of the park where trails exist, we recommend using the outdoor recreation standard as described above.
7. *City Policies for Equivalent Facilitation* – E&A is not aware of any formal or informal policies currently used in facilities to provide an equivalent facilitation. E&A recommends all such operational policies be formally adopted in writing, and signage be posted in a conspicuous location to allow customers to note such available equivalent services
8. *E&A Recommended Solutions* – The solutions proposed in our survey are recommendations based upon survey observations and our experience, and do not reflect any design study. There may be alternative compliant solutions. For some items, E&A indicated “further design study required” where the solution requires detailed study, or where there is no obvious solution. In retrofits, accessibility must be provided to the maximum extent technically feasible. Proposed solutions also may not take into account notable aesthetic considerations which could modify or increase the cost of implementing the solution in an acceptable way.
9. *Door Maneuvering Space* – E&A’s report uses the term “level” for door maneuvering space, clear floor space, and landings at ramps. In this context “level” means having a slope in all directions no more than 2% (1:48) per ADAS requirements, which is a slope of 1/4” per foot. This is considered level per ADAS.
10. *Plumbing Fixture Counts* – E&A did not perform an analysis of plumbing code requirements to determine if the minimum number of plumbing fixtures is provided in each room or space.
11. *Owner Items* – Some recommendations indicate “Owner Items” and carry no cost for removal. Since the City maintains in-house forces that may be responsible for general building maintenance and small projects, it will be more cost efficient to have City staff address these relatively minor issues.
12. *Public Areas versus Staff Areas* – Only public areas were surveyed for purposes of identifying and correcting barriers as part of this survey. Staff work areas would be included as part of a reasonable accommodation per Title I of the ADA.



13. *Vehicle Charging Stations* – There are currently no enforceable standards for charging stations. E&A recommends that where provided, an accessible route from the building entry be provided to the charging stations. This is to include a 60” access aisle on one side that will give access to the charger. E&A also recommends having the operable control within the required reach range.
14. *Specific Facility Assumptions* – Refer to below for specific assumptions and for specific horizontal elements not surveyed as part of E&A’s scope of work.

Although E&A did not cite existing routes, E&A did cite required accessible routes where no route currently exists, such as routes to picnic tables, benches, trash receptacles, dog waste stations, beaches or play areas located in lawns or other areas with no discernable pathways leading to the elements.

E&A did not cite vertical elements for accessible parking along the street if street parking was not clearly indicated at the property.

At Luther Burbank Park, the Pea Patch did not appear to be clearly divided between individual users by easily discernable modules or areas. Accordingly, E&A only cited required accessible route the full length of the Pea Patch from south to north in the center (where clearance between patches appears widest).

At Luther Burbank Administration Building, a new elevator shaft is cited as required to provide an accessible route between floors. This requirement could potentially be satisfied (for program access) by reallocation of all programs onto the ground floor connected by accessible routes from accessible entrances.

General Assumptions

1. *Operations and Program Information* – E&A was provided limited general information concerning facility operations. The report was developed based upon E&A’s observations of existing conditions and programmatic information provided. The facilities were surveyed, and solutions derived based upon the current use as observed.
2. *ADAS Amendments* – The 2010 ADA Standards may be periodically amended by The Access Board and adopted by DOJ. The ADA Facility Survey Report and citations applied were based upon the ADAS currently enforceable by USDOJ at the time of conducting the field survey. Amendments issued in the Federal Register as adopted by the Department of Justice subsequent to the issuance of the report may affect future barrier removal plans.
3. *“Undue Burden” and Barrier Removal* – The Public Entity is solely responsible for determining when program accessibility does not cause an undue burden based upon the Owner’s current finances. Generally, where the Consultant has made a recommendation to not remove a barrier at the present time, it is only if the cost appeared extremely high *and* only if minor increased accessibility would be achieved as a result of this removal. Such recommendations should be reviewed by the Owner at intervals over time, as finances may change.



4. *Reasonable Accommodation to Employees* – Under the ADA Title I, staff areas of existing facilities need not be changed unless an employee (or potential employee) with a disability requests a reasonable accommodation be provided. Note that actual accommodations required by an individual with a disability will depend upon their specific needs. Also note that if currently designated “staff” areas were changed into designated “public” areas in the future, it may require removing additional barriers to satisfy ADA requirements for public use.
5. *Building Code* – The 2018 IBC / ICC A117.1 - 2009 with local amendments may be applicable when securing a building permit for renovations requiring such a permit. There may be some deviations from ADAS in dimensional requirements for accessibility, which should be verified prior to construction. E&A has attempted to take these into account in our recommended solutions.
6. *Code Required Accessibility Expenditures* – Alteration projects completely distinct from an ADA project may trigger the building code “percentage of cost for path of travel compliance” rules. These regulations require that a portion of the total money spent on renovation be spent to improve the accessibility of the building. Therefore, it would be prudent to evaluate the long-term facility uses and renovation plans prior to implementing ADA barrier removal, to perform work most cost effectively.
7. *No Testing of Hidden Conditions or Alarms* – Barrier removal solutions were based upon field observations of existing conditions. No testing, review of construction documents, or review of building codes was undertaken as part of this ADA Facility Survey Report. For example, grab bar reinforcing within walls was not verified by E&A to be present or tested by E&A to assure the reinforcing meets the required loads for safety. E&A did no testing of alarm systems for compliance with technical standards in ADAAG.
8. *Risk Management* – The ADA is a complex law. It contains many concepts and terms which have not been tested by actual experience or defined in the courts with respect to particular factual situations. Accordingly, E&A makes no claim, expressed or implied, that, in preparing this limited verification ADA Facility Survey Report, all barriers (to all individuals with disabilities) have been identified whose removal might be required by the ADA.
9. *Fixtures, Furniture and Equipment* – Estimated costs are budgetary only and do not include moveable fixtures, furniture, and equipment (FF&E), unless specifically noted in the Matrix.
10. *Preliminary Solutions* – Some recommended solutions are very preliminary in nature and require more detailed design study and code verification to confirm feasibility and costs. The solutions are intended to provide scoping for a designer to provide construction documents for implementation. These are generally noted in the Facility Survey data as “further design study required.”
11. *Owner Items* – Some recommendations indicate “Owner Items” and carry no cost for removal. Since the Owner maintains in-house forces that may be responsible for general building maintenance and small projects, it will be more cost efficient to have the Owner’s staff address these relatively minor issues.



The Owner is solely responsible for non-discrimination under the ADA and other applicable laws, and civil lawsuits under the ADA (frivolous or otherwise) remain possible regardless of the number or types of barriers, if any, that are removed.

E&A's recommendations should be reviewed by the Owner's legal counsel and risk management and compliance personnel. The modification work required to comply with the ADA varies according to many factors among which are the financial resources of the Owner and significance and/or severity of the barriers. The Owner's decisions regarding the scope of work to perform should be based upon the professional advice of the noted parties, along with input from the disabled community or representatives, whenever possible.

Technical Assumptions

1. *Slip Resistance* – ADAS Section 302 requires that both floors on accessible routes and floors within accessible room areas are to be slip resistant. While OSHA has considered a static coefficient of friction of 0.5 to be slip resistant, the Access Board recommends a coefficient of 0.6. Ramps require a higher slip resistance of 0.8.

There is more than one testing methodology, and the results of the different tests are not interchangeable. Tests are for dry surfaces, and do not take wet surfaces into account.

The Owner should be aware that some VCT (vinyl composition tile) and sheet vinyl floors commonly used may not have 0.6 coefficients of friction; therefore, would not be considered slip resistant under the new standard. Generally, stone, tile, wood, and vinyl floors with specified "polished" finishes are likely to not meet the slip resistant coefficient. Polishes and contaminants further exacerbate the situation, suggesting a maintenance program. Floors in wet areas, such as restrooms, are made more slippery by water and soaps. E&A recommends that detailed product information for new installations be carefully reviewed to ensure compliance. More discussion is available from the Access Board in "Technical Bulletin: Ground and Floor Surfaces" (available online at www.access-board.gov).

The Owner's cleaning and maintenance program should be reviewed in the context of slip resistance.

For the playground areas and other park features that use Engineered Wood Fiber (EWF), verify if EWF meets ASTM F 1951. Ground surfaces must be inspected and maintained regularly and frequently to ensure continued compliance with the ASTM F 1951-99 standard.

Floors and surfaces were neither tested nor specifically cited in the ADA Facility Survey Report as this testing is not included in E&A's scope of work, nor is it our technical expertise.

2. *Dimensional Tolerances* – Section 104.1.1 of the ADAS states all dimensions are subject to conventional building industry tolerances for field conditions, "except where the requirement is stated as a range with specific minimum and maximum end points."



Although many studies have been performed to determine what acceptable dimensional tolerances are, there are relatively few widely accepted tolerances. It should be noted that in the case of new construction, design documents can often lead to dimensions that exceed ADAS maximums and minimums, such as a ramp that is designed with a 1:12 slope. The contractor may construct the ramp with a slight field tolerance which results in a ramp that slightly exceeds the 1:12 slope, which is actually the maximum slope allowed by ADAS, not a desired slope. Therefore, design documents should specify maximums and minimums where applicable and also allow for field tolerances.

USDOJ's position and as specified in Section 104.1.1 of the 2010 ADAS states where a range of dimensions is cited as allowable, there is no tolerance above or below that range, because the range is the tolerance. As an example, for a ramp with a slope range greater than 5% and less than 8.33%, 8.5% would not be considered an allowable construction tolerance.

3. *Door Closers* – ADAS does not have a requirement for opening pressure for exterior hinged doors. It has been E&A's experience that existing door closers can only be adjusted to within approximately 3 - 5 lbs. of their current operating force. Accordingly, E&A may recommend replacement of door closers, as opposed to simple adjustment, where the opening pressure exceeds 8 lbs. Although the ADA does not contain a requirement for exterior doors, it has been E&A's experience that building code requirements for exterior doors is extremely necessary for many individuals to enter a building.
4. *Level Door Maneuvering Clearances / Landing* – E&A may use the term "level" for door maneuvering clearances, ramps, and landings. In this context "level" means having a slope in all directions no more than 2% (1:48) per ADAS requirements, which is a slope of 1/4" per foot.

C. BUDGET COST ASSUMPTIONS

The budget costs included in the ADA Facility Survey Report are concept level costs that are provided only to assist the Owner with establishing budgets to remove physical barriers in public accommodation areas, subject to the assumptions in this Executive Summary.

*The costs in the Survey Report are **budget** costs, **not** an estimate of probable cost, subject to the following conditions:*

Budget costs INCLUDE:

- Costs for direct material, labor, and equipment; without general contractor mark-ups for overhead and profit, general conditions, or sales tax
- Costs are based upon costs typical for the region of the facilities at the time of survey. Please refer to indexes such as the Means Construction Index to reflect changing costs over time
- Costs based upon typical costs for labor and materials for each item, given moderate quantities for typical construction types



*The following are some specific budget items **not included** in the budget costs which the Owner should consider in project budgeting, **in addition to** the costs summarized in this report.*

Budget costs DO NOT INCLUDE:

- General Contractor overhead, profit, and general conditions
- Construction Management, if used
- Design and project management fees
- Inflation factors when phasing construction over time
- Contingency for unforeseen existing conditions
- Premiums due to construction in occupied and heavily used spaces
- Premium for any potential overactive bid climate and potential high volatility and unpredictability reported for certain materials such as lumber and steel
- Potential asbestos abatement, lead paint abatement, or other environmental impact costs that may arise during accessibility renovation work
- Alternate costs that may be included in comment field, not in budget cost field
- High levels of fit, finish and detail that may be desired on an aesthetic basis
- Contingency due to future changes in the accessibility laws and codes
- Permit fees
- Sales tax
- Any in-house costs allocated to projects

D. REMOVING BARRIERS TO FACILITIES - Using This ADA Survey Report

It is important to understand that the ADA Facility Survey Report represents preliminary solutions and costs for physical facility modifications to remove barriers, as if the building were to be constructed to new compliant standards, and that it is NOT automatically necessary to remove barriers to facilities by making all these expenditures. There are also some limitations due to structural or technical infeasibility (as specifically defined in the law).

As outlined above in the requirements for Public Sector entities under Title II of the ADA, there are many ways to remove barriers to the City's programs, and program accessibility includes far more than the facility survey that is E&A scope of work under our contract.

To implement the survey information in this report, there are some important concepts to consider.

- The ADA requires that public entities perform a “Self-Assessment” and a “Transition Plan” (implementation plan). The Self-Assessment is the list of barriers. Because this ADA Facility Survey Report includes recommended solutions and itemized costs, the detailed portion of a Transition Plan is completed. The missing piece is the overview planning and prioritization and matching the needs to annual budgets. It is the City’s responsibility to perform this part of the Transition Plan.



- This report provides physical facility solution to remove barriers, and such solutions are enduring solutions.
- There may be other methods to remove barriers in a compliant fashion which may be found as a result of further design study. E&A's recommendations are preliminary, based upon observed conditions and our experience, and are NOT based upon any design work.
- Equivalent facilitation, such as providing the service in a different way, is permitted under the ADA. However, operationally dependent solutions require clear written policies, ongoing monitoring, enforcement, and training of staff, and usually cannot be depended upon to work on a long-term basis.

Alterations

Per Section 202.3 and 202.4 in the ADAS, there are some aspects worth highlighting.

- **202.3.1 Prohibited Reduction in Access** – An *alteration* that decreases or has the effect of decreasing *accessibility* of a *building* or *facility* below the requirements for new construction at the time of *alteration* is prohibited.
- **202.3.2 Extent of Application** – An *alteration* of an existing *element*, *space*, or area of a *building* or *facility* shall not impose a requirement for *accessibility* greater than required for new construction.
- **202.4 Alterations Affecting Primary Function Areas** – In addition to the requirements of 202.3, an *alteration* that affects or could affect the usability of or access to an area containing a primary function shall be made so as to ensure that, to the maximum extent feasible, the path of travel to the *altered* area, including the rest rooms, telephones, and drinking fountains serving the *altered* area, are readily *accessible* to and usable by individuals with disabilities, unless such *alterations* are disproportionate to the overall *alterations* in terms of cost and scope as determined under criteria established by the Attorney General. In existing transportation *facilities*, an area of primary function shall be as defined under regulations published by the Secretary of the Department of Transportation or the Attorney General.

IV. EXECUTIVE ACCESSIBILITY SUMMARY

ADA Surveys – Public Spaces

E&A contracted with Transpo Group to perform an ADA Facility Survey of vertical elements in public areas of 37 facilities owned by the City of Mercer Island to assess observed barriers under Title II of the ADA using the 2010 ADA Standards (ADAS) currently enforceable by the US Dept. of Justice as a technical standard. A review of accessibility issues per applicable building code was NOT part of E&A's scope of work. Review of accessibility within staff only areas was NOT part of E&A's scope of work. However, E&A's proposed preliminary solutions do attempt to consider some more stringent building code dimensional requirements, where clearly applicable.

Under the ADA, the public entities need to remove barriers to programs to the extent that it "does not cause an undue burden" over time. All new construction after January 26, 1993 should have been constructed in compliance with 1991 Standards (1994 ADAAG). Please reference essential Assumptions in Section III - B above.



As previously stated, the ADA Facility Survey Report represents preliminary solutions and costs for physical facility modifications to remove barriers, as if the building were to be constructed to new compliant standards, and it is NOT automatically necessary to remove barriers to programs by making all these expenditures.

The total cost to remove all barriers to the facilities using facility modifications per the detailed reports is: \$1,303,577 subject to all the budget assumptions above. Again, this is not what it is likely to cost for full barrier removal if other operational solutions are applied where possible.

Some items that have the “general appearance or symbols of accessibility” are not compliant with the ADA standards.

Administrative spaces were viewed from the perspective of the limited areas that the public can use unaccompanied by staff. These areas are often essential interface points for public service.

Where appropriate, the City may relocate and reschedule programs to alternate accessible locations, or rethink how some services are provided. A transition plan, matching the findings to annual budgets, and an overall strategy for removal of barriers to programs must be completed.

E&A based recommendations on somewhat limited input from representatives on the sites and the City’s published information, which may not be a complete understanding of the operation. Again, the City’s judgment needs to be applied during implementation. It should be noted that there is virtually no such thing as a perfectly compliant new facility, and E&A did find some issues in the newest City facilities.

Finally, E&A recommends that the appropriate people from City departments take some time to digest the wealth of detail to understand the large picture of their operations and facility issues. The standards are not simple and implementing barrier removal should be a considered action.

E&A is providing the survey data in electronic format, with client access to our web based custom ADA Survey Solutions™ software, for Transpo Group to use in managing the process.

Endelman & Associates PLLC has been pleased to work with Transpo Group and will remain available to work with you as your future needs may require.



Overview of Findings

The following are “snapshots” of the significant issues and extent of non-compliance in the surveyed facilities. These are not intended to be complete summaries. Please see the ADA Facility Survey Report for detailed information on each facility.

77th Avenue SE Landing

An accessible route from the park entry to amenities is not provided.

Aubrey Davis Park

Bleachers at baseball diamonds require some location adjustment to provide wheelchair spaces together with companion seats (aligned with the front row) at the ends of the bleachers. Bleacher locations shall ensure accessible routes are provided in front and along sides. Signage is required for wheelchair seat areas.

Baseball team dugouts require gate openings of 32” min. width, with an 18” min. width at the gate maneuvering space on the pull side.

The play area adjacent to Feroglia Fields requires a compliant ramp.

Restrooms require some adjustment of fixture locations as well as replacement of grab bars (which are too short), and relocation of dispensers encroaching on grab bar clearances and mirrors mounted at non-compliant heights.

Bicentennial Park

Restrooms require compliant signage, including Braille. Restroom door closers require adjustment to minimize force required to open.

Restrooms require some adjustment of fixture locations and heights, and stall partition sizes. New grab bars are required. Dispensers require relocation within accessible reach ranges. The mirror in the Men’s restroom is mounted at a non-compliant height. Men’s restroom floor has an excessive slope.

Boat Launch

The slope of the existing gangway to the floating boat launch pier is too steep.

Revise life jacket hook heights to provide one of each type at an accessible height.

Calkins Landing

An accessible route is required from the end of the sidewalk (at the picnic table) to the beach area.

The beach is accessed by stairs only. A ramp may be required.

Clarke Beach

Restrooms and changing rooms are substantially non-accessible.



Clise Park

No vertical elements were observed requiring attention.

Community and Events Center

The Game Room and Landing Room have multiple tables and seating areas, none of which provide accessible work surfaces with compliant knee and toe space below.

The meeting rooms on the entry level have countertops with sinks exceeding the 34" max. accessible height and no knee and toe space below for a forward approach.

The Slater Room is used for public functions and has a unisex restroom with 2 toilet compartments with solid walls extending to the floor. The depth of the accessible toilet compartment is too small unless toe clearance 9" high is provided.

Deane's Children's Park

Play areas require ramps at the entries.

The restroom entry requires new exterior surface to provide a compliant door maneuvering clearance. Restroom signage is non-compliant. The restroom requires revised rear wall behind the toilet and replacement of grab bars. The toilet and lavatory are not accessible. The mirror and baby changing station are mounted too high.

Ellis Pond

The park has no paved accessible route to amenities.

The edge of the boardwalk has an excessive vertical rise (1-1/2" high).

First Hill Park

The play area is surrounded by a raised wooden border, which must be altered to provide an accessible route.

Forest Landing

No accessible route is provided to the water's edge.

Franklin Landing

The park has no paved accessible route (but a flagstone path) to the water's edge.

Fruitland Landing

A gravel path is provided thru the park toward the water's edge.

Garfield Landing

The park has no paved accessible route to the water's edge.



Groveland Beach

An accessible route is lacking to restrooms, the beach, volleyball court, and the pier. Restrooms and changing rooms are substantially non-accessible.

Homestead Park

Bleachers at baseball diamonds require some location adjustment to provide wheelchair spaces together with companion seats (aligned with the front row) at the ends of the bleachers, and to ensure accessible routes are provided in front and along the side. Signage is also required for wheelchair seat areas. Dugouts lack an accessible route and a clear floor space on one side of bench for a wheelchair space.

An accessible route is lacking to tennis courts and ballfields.

Restroom signage is non-compliant. Grab bars are too short and mounted at the wrong height. Toilet paper dispensers are mounted too close to the grab bars. Accessible toilets in restrooms are too far from the side wall. Seat cover dispensers require relocation to an accessible location.

Island Crest Park

Bleachers at baseball diamonds require some location adjustment to provide wheelchair spaces together with companion seats (aligned with the front row) at the ends of the bleachers, and to ensure accessible routes are provided in front and along the side. Signage is also required for wheelchair seat areas.

Baseball team dugouts require a wheelchair space at the end of the team bench.

An accessible route to the tennis court would require a ramp.

Signage at restroom entries is non-compliant in location, lettering, and braille. Restroom entry doors lack the required door maneuvering clearances on the push side. The accessible stall in each restroom is too narrow and the toilet seat heights are too low. Men's accessible toilet requires flush control relocation to the open side of the toilet. Accessible lavatories do not have compliant knee spaces. Toilet paper dispensers encroach on grab bar clearances. Seat cover dispensers, mirrors, coat hooks, and soap dispensers require relocation due to non-compliant heights and locations. Restrooms also serve as dressing rooms, and the provided benches are non-compliant.

Lincoln Landing

The landing has a paved walk that terminates in the lawn area without extending to the water's edge.

Luther Burbank Park

The amphitheater requires wheelchair accessible seating areas (together with companion seating) on an accessible route from adjacent paths. Signs are required at each space. An accessible route is also required to the stage area.



Service counter at guard station (at swimming area near Picnic Area C) is too high. A portion of the counter shall be lowered for accessibility.

Gates at the dog parks require a level paved maneuvering space on each side of the gate. Paved door maneuvering space outside the Women’s restroom door (near tennis courts) has an excessive slope.

Restrooms require some adjustment of fixture locations as well as replacement of grab bars (which are too short), relocation of dispensers encroaching on grab bar clearances, mirrors mounted too high, and pipes below lavatories lacking insulation. Restrooms by the old boiler room and near Picnic Area C are substantially non-accessible and require renovation.

Tennis courts lack an accessible route to the courts. A ramp could be provided from the north seating area.

The roof above the restrooms (by the tennis courts) is not accessible. A wheelchair lift is required, or access to this roof top could be eliminated as a public amenity.

The designated accessible dock for boat slips has an excessive slope.

Luther Burbank Park Administration Building & Caretaking Facility

The north entry door is recessed deeper than 8” permitted for door maneuvering clearance. A power operator with backup power is required to preserve historic door frame.

The south entry door is designated as an accessible entry, but the door is recessed 34”, while a max. 8” recess is permitted into the door maneuvering space. A min. 18” clearance beyond the door latch is required on the pull side (only 6” is provided). The external slab has an excessive slope, and the vision panel is too high. Consider designating this door as exit only.

The building has 3 stories, with only an interior stairway. An elevator is required to provide an accessible route connecting all levels.

The second floor restroom is too small to provide turning space and fixture clearances.

Door maneuvering space at the first floor restroom door is encroached on by significant protrusion of grab bar due to non-compliant configuration of toilet side wall. Side wall and door frame should be reconfigured, and grab bars installed with compliant lengths and clearances. Flush control shall be on the open side of the toilet. Shelf / mirror combination and coat hook are not at compliant heights.

Main Fire Station #91

The service counter has a clear floor space, but the curved configuration prevents a strictly parallel approach.

The high level drinking fountain is on the open side, protruding into the path of travel.

Public meeting room has a dividing partition, separating it into two rooms. Each room’s wet bar has a sink that is approximately 2” too high.



Both public restrooms are substantially non-compliant and require renovation.

Maintenance Hall

Door hardware at the upper level administration entry is above accessible reach range.

The kitchen countertop is too high for public use. The range has non-accessible controls on the rear panel. The sink and a work surface (directly adjacent the oven) must have knee and toe space below for a forward approach when a range is provided.

The accessible entry is on the upper level, leading to the administrative areas. An accessible route is required to the restrooms and locker rooms downstairs.

Mercer Island City Hall

Exterior slab in front of the main entry doors to City Hall has an excessive slope.

Restrooms near the Licensing Department are substantially non-compliant. Accessible signage is not provided. No wheelchair accessible toilet stalls are provided. Knee and toe space are not provided at the lavatory in the Women's restroom. Multiple urinals are provided at Men's restrooms, but none are designated as accessible.

Entry doors for all restrooms swing in, and do not provide the min. 18" wide door maneuvering space on the pull side.

Courtroom has raised area for jurors and witnesses that are accessed by stairs only. Ramps cannot be installed due to insufficient space. Wheelchair lifts may be required.

The Council Room has raised seating areas for the public, with no wheelchair space adjacent to a companion seat. The speaker podium requires an accessible forward approach.

The police lobby has call buttons, telephone, and countertops higher than accessible reach.

Mercerdale Park

Ramps in play areas have excessive slopes and lack compliant handrails on both sides.

Accessible routes are required through the wooden borders to some exercise stations and to the information plaque at the sculpture.

Miller Landing

The change in level from the roadway down to the water's edge is very steep, and the property is narrow. Providing an accessible route may cause an "undue burden."

Signage should be provided, indicating that the landing is not accessible.

Pioneer Park

No specific items. See Typical for Multiple Properties below.

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Proctor Landing

There is a 9" step down to the pier. An accessible ramp with handrails is required.

Roanoke Landing

No specific items. See Typical for Multiple Properties below.

Roanoke Park

No specific items. See Typical for Multiple Properties below.

Rotary Park

No specific items. See Typical for Multiple Properties below.

Secret Park

The entry to the play area requires a ramp.

Slater Park

No specific items. See Typical for Multiple Properties below.

South Fire Station #92

AED cabinet by the front entry door is mounted too high. Controls should be 48" max. and bottom edge of cabinet (protruding more than 4" from wall) should be 27" max. above the paving.

The lavatory in the restroom is mounted too high and encroaches on both the door maneuvering space and toilet clearance. The toilet is installed at a skewed angle and too far from the wall. Grab bars are mounted too high.

South Mercer Playfields

Bleachers at baseball diamonds require some location adjustment to provide wheelchair spaces together with companion seats (aligned with the front row) at the ends of the bleachers. Bleacher locations shall ensure accessible routes are provided in front and along sides. Signage is required for wheelchair seat areas.

A hose bib is located in the knee space of the low level drinking fountain.

The play area requires a compliant ramp at the entry.

Men's and Women's restroom floors have an excessive slope.

Accessible toilet stalls are too small, and stall entry doors are required to be self-closing. Toilets in these stalls require excessive force to flush. Some dispensers encroach on grab bar clearances. others are mounted too high or beyond accessible reach ranges. Sink faucets require excessive force to operate.

Restroom doors require compliant signage. Restroom doors require removal of hold open devices to provide a clear 10" bottom surface on the push side.



Wildwood Park

No specific items. See Typical for Multiple Properties below.

Youth and Family Services Thrift Shop & Recycling Center

The exit door on the south side of the building has an exterior column blocking the door maneuvering clearance. The exit door on the east side of the building lacks a paved exterior surface for the door maneuvering clearance.

The check-out counter lacks an accessible version.

The work table encroaches on the door maneuvering clearance for the door exiting the Workroom.

The sink in the Workroom is too high and requires knee and toe space below for a forward approach.

The dining table in the second floor kitchen lacks an accessible seat with knee and toe clearance. The countertop is too high for an accessible reach to outlets on the back wall. The kitchen lacks 50% accessible storage. 5% of the provided lockers are required to be accessible.

At least one dressing room is required to provide a turning space and a bench.

Grab bars in the ground floor restroom are too short on the side wall. The seat cover dispenser is not accessible above the toilet. The lavatory does not provide the required knee space.

Provide directional signage to the accessible restroom on the second floor. The accessible restroom signage is too high. Grab bars are mounted too high. The toilet flush control is on the wrong side. The mirror is too high.

Typical for Multiple Properties

At properties with accessible parking stalls, some accessible stalls have signage that is too low and needs to be raised to compliant heights.

Where picnic tables are provided in parks, 5% of total seating at picnic tables is required to be accessible seating (with forward approach clear floor space below) and dispersed between each picnic area.

Where benches are provided, recommendation is that some benches have an adjacent clear floor space at one end of the bench. (Although dispersed seating is not clearly scoped in ADAS, this recommendation complies with the principle of equal access to all features and elements.)

Drinking fountains in various areas of multiple parks tend to be singular and/or mounted at non-compliant heights. Drinking fountains where provided should have a minimum of two, serving both wheelchair users and standing persons.

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All play areas require compliant ground surfaces, which must be periodically inspected and maintained. (No cost was included pending testing of surface materials.)

Accessible routes are required to accessible versions of all elements, including picnic tables, bike racks, benches, BBQ grills, and trash receptacles.

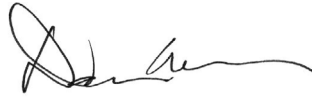
Please see the ADA Facility Survey Report results for details of these and other items not discussed above. Total budget cost to address all the issues as defined, subject to assumptions herein, is included at the end of the ADA Facility Survey Report.

Please call E&A if you require any clarifications on this report.


Respectfully Submitted,



Jody L. Meldrum
Consultant



David Machemer
Senior Consultant



Bart Sanderson, CASp
Associate, Technical Director

Transpo-Proj07-CityofMercerIsland-ADASurvey-ExecSumFINAL



APPENDIX

Included in the Appendix are the following items:

A. Abbreviations

B. Legend for the ADA Survey Results Report



Appendix A – Abbreviations

General: These are common abbreviations that may be used in the ADA Facility Survey Report.

@	At	LL	Lower Level
AC	Asphalt Paving	LBS	Pounds Force
ACCESS	Accessible	LS (or LSum)	Lump Sum
ADA	Americans with Disabilities Act	MAX	Maximum
ADAAG	ADA Accessibility Guidelines	MIN	Minimum
ADAS	The ADA Standards for Accessible Design - 2010	MEZZ	Mezzanine
AFF	Above Finished Floor	N	North
AHJ	Authority Having Jurisdiction	PH	Phone
AMBU	Ambulatory Stall	P	Public
ANSI	American National Standards Institute, Inc.	POS	Point of Sale
APPROX	Approximately	PR	Priority
BBQ	Barbecue	PUB	Public
BLDG	Building	RM	Room
BSMT	Basement	RR	Restroom
CBC	2013 California Building Code	S	South
COMM'L	Commercial	S	Staff
CONC	Concrete	SF	Square Feet
CONF	Conference	SAN NAPKIN	Sanitary Napkin
CORR	Corridor	STR	Stair
CT	Court (Tennis, etc.)	T	Toilet
E	East	TYP	Typical
EA	Each	W	West
ELEV	Elevator	WF	Water Fountain
EXT	Exterior		
EWF	Engineered Wood Fiber		
FLR or FL	Floor		
INT	Interior		
LEV	Level		
LF	Lineal Feet		



Appendix B – Legend for the ADA Facility Survey Report

This Legend is essential to assist in properly interpreting the recommendations for facility accessibility solutions to program barriers in the report.

Building ID (Client): The facility location may be followed by an ID# using any Client provided numbers or abbreviations.

Barrier (#xxx): This item describes the observed barrier (or potential barrier) to the disabled. (Numbers are used for report cross referencing use only)

ADA Citation: This item identifies the section of the 2010 ADA Standards for Accessible Design (ADAS) referenced for each barrier.

Location: This is the area where the barrier was observed. Where appropriate, items may be grouped and shown with multiple quantities.

Recommendation (Proposed Solution): This column describes the solution proposed to remove or reduce the potential barrier identified, compliant with the ADA standards current at the time of survey. Sometimes there may be alternate solutions. Some solutions may require further design study.

Comments: This column is used to clarify the existing condition and the ADA requirement or further clarify the Recommendation shown.

Type (S/P): This column provides an indication of the area in which the barrier was observed. E&A's scope of work is solely public accommodation areas (excluding tenant spaces), and excludes Staff areas. **S** indicates that it is in a **Staff** area; **P** indicates a **Public Accommodation** area, and therefore subject to Title II. Under Title I, work in a staff area would not technically be required to be performed until a person with a disability employed in this area requires reasonable accommodation, except for provision of an accessible route to staff areas.

Responsibility (Resp.): This column indicates whether the issue is the responsibility of the Owner ("O"). "P" indicates it is for a public entity, such as for public sidewalks. "T" indicates it is a tenant responsibility.

Code: Each recommended solution is given a compliance sufficiency code, numbered from 1 to 8. The sufficiency code further qualifies the level of compliance achieved by, or other major aspect of, the recommended solution. The meanings are as follows:

- 1 When the proposed solution is implemented this barrier will be removed and will be, in our opinion, in compliance with the requirements of the Americans with Disabilities Act's current ADA Standards.



- 2 Complete compliance with the requirements of the ADA will not be provided. It is either “technically infeasible,” or (for the public sector), the solution would appear to be an “undue burden” per ADA Standards for public entities. Therefore, the Consultants have recommended that no changes be made at this time. Strict adherence with the ADA would in E&A’s opinion carry an unreasonable cost (to be solely determined by the Owner) or be technically infeasible. In enforcement, the USDOJ would consider the Owner’s financial capability, among other ADA criteria.
- 3 The solution appears to be the responsibility of another entity such as a tenant or other entity, who we recommend be notified of the barrier.
- 4 The condition identified technically does not meet the requirements of the ADA. However, in our professional opinion, the deviation is minor enough or within construction tolerances that correction of it would not likely significantly increase the degree of accessibility of the condition. For that reason, no modification beyond what is described in the Recommendation column is proposed, but sufficiency is not indicated as fully compliant.
- 5 Because complete compliance appears to be technically infeasible or extremely difficult due to the existing building configuration, the proposed alternative means (or policy implementation) has been proposed. While this recommended solution provides less than complete physical compliance, it may constitute a reasonable course of action for this situation that improves the condition.
- 6 Delay implementation of solution pending final approval by law.
- 7 The subject item is not accessible, but it is not required to be, based upon an exemption in the law. It may, however, be a program issue that requires some action.
- 8 The subject item meets the 1991 ADA guidelines, so is therefore “grandfathered” and need not meet the 2010 ADAS until it is physically altered.

PRI (ADA Guidance Priority): For general guidance only, the recommended solution is given an ADA general priority coding of 1, 2, 3, or 4. These codes correspond to the barrier removal categories provided for general guidance for public accommodations in the *Regulation on Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities* (reference 28 CFR Part 36.304(c)). Upon completion of the Survey, the Owner may establish implementation priorities in detail based upon criteria such as the law, operational needs, funding, and long-range planning.

- 1 Provision of access to a place of public accommodation from public sidewalks, parking, or public transportation. These measures include installing entrance ramps, widening entrances, and providing accessible parking spaces / signage.
- 2 Provision of access to those places where goods and services are made available. These measures include revising interior routes, adjusting the layout of tables, providing Braille and raised character building signage, widening interior doors, and installing ramps.



- 3 Provision of accessible restrooms, such as removal of obstructing items on the route to the restroom, widening of restroom doors, widening of toilet stalls, provision of accessible plumbing fixtures, and installation of grab bars.
- 4 Making other modifications to provide access to the goods, services, facilities, privileges, advantages, or accommodations, such as accessible public phones and water fountains.

Qty / Units: The quantity includes the unit of measure applicable to the Recommended Solution, and to the Budget Cost immediately following.

Budget (Budget Cost): This column provides a budgetary opinion of approximate construction cost per item, based only upon descriptive scope, not a completed design. This is not a cost estimate. Design fees, management costs, sales tax, internal costs, General Contractor overhead and profit, escalation, and other items are not included in these figures. Allowances are shown when further design study is required. *All costs for implementation are not included in these costs. Therefore, please see Budget Cost Assumptions section and Facility Assumptions sub-section in the Overview for details.*

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo
Community and Events Center

Date: 12/01/2021
Page: 1

LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Alarms								
Barrier	562	The fire alarm pull station is mounted too high (48" max.), lacks clear floor space, or the model type requires twisting or gripping to operate.	Citation	2010 ADA Stds. 308.3				
ITEM 1: DAYCARE BUILDING	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Existing condition: Classrooms 2 & 3 have fire pull stations mounted at 50" AFF.	P	O	8	2	2 EA	\$0
ITEM 2: LOWER LEVEL - GYMNASIUM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Existing 3 pull stations are mounted between 50" and 51" AFF.	P	O	8	2	3 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Community and Events Center

Date: 12/01/2021

Page: 2

LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2					
ITEM 3: DAYCARE CENTER - EXTERIOR AREA	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Exception: Fixed or built-in seating or tables used primarily by children ages 12 and younger may be from 26" min. to 30" max. AFF. Existing picnic tables do not provide an accessible seating area with compliant knee & toe space.	P	O	1	2	1	EA	\$2,500
ITEM 4: GAME ROOM 105	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing tables providing seating do not provide an accessible seating area.	P	O	1	2	1	EA	\$1,320
ITEM 5: LANDING ROOM 106	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing tables providing seating do not provide an accessible seating area.	P	O	1	2	1	EA	\$1,320

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 6: DAYCARE BUILDING - CLASSROOM 2	Relocate the furniture or movable object that is encroaching into door maneuvering space.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front/pull side approach and 48" perpendicular to door for front or side/push side approach (latch & closer). See additional Dimensions for other approaches in 404.2.4.1. Existing condition: Entry door has cabinetry blocking the required 12" width at the door's push side.	P	O	1	2	1 EA	\$0
ITEM 7: DAYCARE BUILDING - CLASSROOM 4	Relocate the furniture or movable object that is encroaching into door maneuvering space.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front/pull side approach and 48" perpendicular to door for front or side/push side approach (latch & closer). See additional Dimensions for other approaches in 404.2.4.1. Existing condition: Entry door has cabinetry blocking the required 12" width at the door's push side.	P	O	1	2	1 EA	\$0
ITEM 8: ENTRY LOBBY LEVEL - MERCER ROOM 107, DOOR TO LANDING ROOM 106	Relocate the door / frame to provide door maneuvering space, recessed 8" max. on either side. An alternate solution would be to remove the closer if allowed by Fire Code.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1. Existing door has a closer and latch, therefore 12" width is required on the push side. Door is recessed 11" deep.	P	O	1	2	1 EA	\$1,100

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Doors									
ITEM 9: LOWER LEVEL - GYMNASIUM, NORTHEAST EXTERIOR ENTRY	Add new portion of exterior surface (at door approach).	Provide clear floor space min. 60" perpendicular to door for front/pull side approach. Existing condition: Door maneuvering clearance on exterior concrete surface measured 3% slope.	P	O	1	2	30	SF	\$1,515
ITEM 10: SLATER ROOM - EXTERIOR ENTRY	Secure movable area rug or mat with double stick tape at all edges.	Existing condition: Loose rubber mat at inside area.	P	O	1	1	1	EA	\$0
Barrier	619	The door requires excessive force to operate, or the door closes too quickly.	Citation	2010 ADA Stds. 404.2.8, 404.2.9					
ITEM 11: SLATER ROOM - EXTERIOR ENTRY	Adjust the exterior door closer to meet min. required force.	Fire doors may meet min. allowable by code, usually 15 lbs. force. Verify with local building codes for min. allowable force for exterior and fire doors. Door closers and gate closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 secs. min. Existing door requires a 13 lbs. force to open.	P	O	1	1	1	EA	\$150
Barrier	622	The existing door does not have a smooth surface a minimum of 10" from the floor or exterior surface or the kick plate installed is not capped.	Citation	2010 ADA Stds. 404.2.10					
ITEM 12: ENTRY LOBBY LEVEL - ENTRY TO MERCER 107	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	1	2	1 STY	\$0
ITEM 13: ENTRY LOBBY LEVEL - RESTROOM DOORS	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	1	2	1 STY	\$0

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
ITEM 14: GAME ROOM - ENTRY OFF LOBBY	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	1	1 STY	\$0
ITEM 15: LOWER LEVEL - GYMNASIUM	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	2	1 STY	\$0
ITEM 16: LOWER LEVEL - GYMNASIUM, DOORS TO THE EXTERIOR	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	6	1 STY	\$0
ITEM 17: MERCER ROOM 107 - ALUM. / GLASS ENTRY DOORS	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	4	1 STY	\$0
ITEM 18: SLATER ROOM - EXTERIOR ENTRY	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	1	1 STY	\$0
ITEM 19: SLATER ROOM - RESTROOM DOORS	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	2	1 STY	\$0
ITEM 20: SLATER ROOM - RESTROOM ENTRY	Recommend no change.	If altered, per 2010 Standards, existing doors would be required to have a kickplate the full width of the door and up to 10" AFF.	P	O	1	1	1 STY	\$0

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Dressing Rooms, Fitting Room, Locker Room								
Barrier	760	The accessible dressing or fitting room lacks a 42" min. long x 20" to 24" deep bench mounted between 17" and 19" high, or lacks 30"x48" clear floor space at the end of the bench, or lacks an accessible back support.	Citation	2010 ADA Stds. 222, 903				
ITEM 21: FAMILY RESTROOM	Decommission the single user bathroom and provide a cased opening into the space. Remove the toilet and lavatory and create a compliant changing room accessible only through the Family RR. Provide a new 20" to 24" deep x 42" long bench at 17" to 19" height affixed to a wall or with accessible back support in an accessible location within the adjacent Single user bathroom. This will provide 30" x 48" clear floor space to the side of the bench.	The bench lacks the required dimensions.	P	O	1	2	1 EA	\$6,110
ITEM 22: LOWER LEVEL - MEN'S RESTROOM, SHOWER / LOCKER ROOM	Provide a new 20" to 24" deep x 42" long bench at 17" to 19" height affixed to a wall or with accessible back support in an accessible location within the dressing room.	If the bench is not affixed to a wall, then a back support the length of the bench (42" min.), 18" high min. shall be provided. Existing condition: 2 moveable benches with no back support are provided.	P	O	1	2	1 EA	\$1,110
ITEM 23: LOWER LEVEL - WOMEN'S RESTROOM, SHOWER / LOCKER ROOM	Provide a new 20" to 24" deep x 42" long bench at 17" to 19" height affixed to a wall or with accessible back support in an accessible location within the dressing room.	If the bench is not affixed to a wall, then a back support the length of the bench (42" min.), 18" high min. shall be provided. Existing condition: 2 moveable benches with no back support are provided.	P	O	1	2	1 EA	\$1,110

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	7380	The standing person water fountain is a protruding object.						
			Citation	2010 ADA Stds. 602.7				
ITEM 24: LOWER LEVEL - HALLWAY	Provide a cane detection device less than 27" AFF. Typically, the drinking fountain manufacturer has skirts that can be installed on the bottom of the fountains to bring the surface down to 27" or below.	Existing drinking fountain has the high standing person fountain located on the open side, within the path of travel. Note that existing play equipment is located adjacent to the low fountain. The bottom of the low fountain is 28" AFF, which would present a protruding object hazard if play equipment is moved.	P	O	1	1	EA	\$530
Barrier	753	The water fountain lacks a min. 27" high knee clearance for a front approach OR is too high, creating a protruding object.						
			Citation	2010 ADA Stds. 602.2,307				
ITEM 25: LOWER LEVEL - FITNESS ROOM 2	Provide an additional accessible water fountain with required knee space.	The knee space is required to be 30" wide, 27" high, and at least 17" deep. Where there is one per floor, one must be wheelchair accessible, and those with difficulty bending should be accommodated by use of a hi-lo or other means (such as a paper cup dispenser). Where more than one per floor, 50% must be wheelchair accessible. Existing drinking fountain is a single fountain with spout at 39" (height for standing person fountain). Note that existing trash containers located adjacent to this protruding object block the protruding object hazard.	P	O	1	4	EA	\$6,990
ITEM 26: LOWER LEVEL - GYMNASIUM	Provide an additional accessible water fountain with required knee space.	The knee space is required to be 30" wide, 27" high, and at least 17" deep. Where there is one per floor, one must be wheelchair accessible, and those with difficulty bending should be accommodated by use of a hi-lo or other means (such as a paper cup dispenser). Where more than one per floor, 50% must be wheelchair accessible. Existing drinking fountain does not provide a knee space, and spout exceeds 36" AFF (39" spout height provided, which is height for standing person fountain).	P	O	1	4	EA	\$6,990

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
ITEM 27: MAIN LOBBY - ADJACENT TO VENDING MACHINES	The fountain is a protruding object. Lower the fountain (or provide a skirt) to 27" exactly where it will not be a protruding object and meet knee space requirements. Another option is to provide a non-movable object adjacent to this fountain, while maintaining a min. of 30" wide forward approach, centered on the fountain.	Existing drinking fountain is a hi-low model. However, the lower fountain is in the path of travel and has a bottom surface at 28" AFF.	P	O	1	4	1	EA \$2,440

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier 37314	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.		Citation	2010 ADA Stds. 302.1				
ITEM 28: LOWER LEVEL - NORTH ENTRY	Provide new 48" wide concrete walk to replace gravel walk.	Existing condition: The north entry door (leading to the entry vestibule) has an auto-door opener button, but no accessible route to the opener.	P	O	1	2	5	LF \$360
Barrier 510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.		Citation	2010 ADA Stds. 206.2.2				
ITEM 29: EXTERIOR ENTRY PLAZA	Provide 44" min. wide (per Code) concrete paving to the indicated amenities.	Existing bike racks lack an adjacent clear floor space.	P	O	1	2	4	LF \$230

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Interior Accessible Routes								
Barrier	642	The accessible route measures less than 36" wide, or is reduced to less than 32" wide for a length of more than 24".	Citation	2010 ADA Stds. 403.5.1				
ITEM 30: DAYCARE BUILDING - CLASSROOM 1, STORAGE ROOM ON SOUTH SIDE	Move furniture and miscellaneous items to widen the route.	Room has storage items placed in the center, forming an island with clearances of 23" - 34" max. between island and adjacent wall mounted shelving and misc. items.	P	O	1	2	1	EA \$0
Barrier	648	The object exceeds 48" high for an unobstructed side or front approach OR for obstructed approach exceeds 46" high x 24" depth on a 34" countertop OR is placed on a countertop exceeding 34" in height and is not flush with the countertop edge.	Citation	2010 ADA Stds. 308				
ITEM 31: DAYCARE BUILDING	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Existing condition: multiple light switches are mounted at 54" AFF.	P	O	8	2	8	EA \$0
ITEM 32: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Provide another of the same feature at an accessible level at 48" max.	The item should be below 48" AFF. Existing clothes hooks are mounted at 70" AFF.	P	O	1	2	1	EA \$390
ITEM 33: DAYCARE BUILDING - CLASSROOM 1, KITCHENETTE	Wall mounted outlets and switches require extenders to place their faces within 24" of the front edge of the countertop, and must not exceed 46" AFF. Verify quantity.	Existing condition: Kitchen countertop measures 25" deep, and is 32" high. Due to objects located on countertop, outlets and switches could not be observed.	P	O	1	2	1	EA \$190

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
ITEM 34: DAYCARE BUILDING - CLASSROOM 2, KITCHENETTE	Relocate outlets and switches to the face of the base cabinets.	Existing wall mounted above countertop outlets are mounted above a 34-1/2" high countertop that is 25-1/2" deep.	P	O	1	2	3 EA	\$570
ITEM 35: DAYCARE BUILDING - CLASSROOM 3, KITCHENETTE	Wall mounted outlets and switches require extenders to place their faces within 24" of the front edge of the countertop, and must not exceed 46" AFF. Verify quantity.	Existing condition: Kitchen countertop measures 25-1/2" deep, and is 34" high. Due to objects located on countertop - outlets and switches could not be observed.	P	O	1	2	1 EA	\$190
ITEM 36: DAYCARE BUILDING - CLASSROOM 4, KITCHENETTE	Wall mounted outlets and switches require extenders to place their faces within 24" of the front edge of the countertop, and must not exceed 46" AFF. Verify quantity.	Existing condition: Kitchen countertop measures 24-1/2" deep, and is 34" high. Due to objects located on countertop, outlets and switches could not be observed.	P	O	1	2	1 EA	\$190
ITEM 37: ENTRY LOBBY LEVEL - MERCER ROOM 107	Provide outlets and switches on the front face of the base cabinets, or relocate to a side wall location.	If the reach is over an obstruction, the obstruction (countertop in this case) is limited to 34" height and 10" max, high reach depth for 48" high reach. For reach depths 10" to 24" deep, the height is limited to 46". Existing condition: This room has folding divider walls, which divides the space into 3 separate areas. Each area has a 36" high x 25" deep countertop. Outlets and switches on the rear wall (above countertop) will not be accessible for a side reach.	P	O	1	2	3 EA	\$9,600
ITEM 38: LOWER LEVEL - DANCE ROOM 1	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Existing light switches are mounted at 49" AFF.	P	O	8	2	2 EA	\$0

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
ITEM 39: LOWER LEVEL - FITNESS ROOM 2	Provide another of the same feature at an accessible level at 48" max.	The item should be below 48" AFF. Existing clothes hooks are mounted at 70" AFF.	P	O	1	2	1 EA	\$390
ITEM 40: LOWER LEVEL - GYMNASIUM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Existing light switches are mounted at 50" AFF.	P	O	8	2	3 EA	\$0
ITEM 41: LOWER LEVEL - WOMEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Existing light switches are mounted at 48-1/2" AFF.	P	O	8	2	1 EA	\$0
ITEM 42: SLATER ROOM - KITCHENETTE	Provide another of the same feature at an accessible level at 48" max.	Paper towel and soap dispensers are mounted above a 35-1/2" high countertop.	P	O	1	2	2 EA	\$780
Barrier	654 The object is a protruding object, which projects more than 4" into the accessible route with its leading edge between 27" and 80" high (making it not cane detectable).	Citation 2010 ADA Stds. 307.2, 204						
ITEM 43: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Remove wall mounted cabinets, as they are located in the required clear floor space for the toilet.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. The vertical clearance of an obstruction may be 27" max. or 80" min. AFF. Existing condition: Restroom has 2 sets of wall mounted cabinets with bottom edge at 53" AFF, protruding 13" from the wall.	P	O	1	2	1 EA	\$0

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Interior Accessible Routes								
ITEM 44: LOWER LEVEL - STAIR HANDRAIL	Extend the leading edge of the object down to 27" AFF (or below).	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. If the object is post mounted it may protrude 12" max. The vertical clearance of an obstruction may be 27" max. or 80" min. AFF. Exception: Handrails may protrude 4-1/2" max. Existing condition: Handrail protrudes 5-1/4" at 33-1/2" AFF.	P	O	1	2	1 EA	\$108
Barrier	656 The controls / operating mechanisms require twisting, pinching, or gripping to operate, require in excess of 5 lbs. force, are not within compliant reach range, or lack 30"x48" clear floor space.		Citation	2010 ADA Stds. 205, 308, 309				
ITEM 45: SLATER ROOM - KITCHENETTE	Relocate the countertop outlets and switches to the front face of the base cabinets.	Countertop depths per ADAS are limited to 24" max. in depth and 34" max. in height to allow for an accessible reach range. In E&A's experience, typically base cabinets are 24" deep with an additional 1" - 1-1/2" countertop overhang for which none comply. The 2009 edition of the ICC ANSI (not applicable) addresses this overlooked item and allows for 25-1/2" deep countertop in regards to over counter outlets. Existing countertop is 35-1/2" AFF with a 25" deep reach to wall mounted outlets and switches that are 45-1/2" AFF.	P	O	1	1	4 EA	\$760

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Kitchens - Lounges									
Barrier	531	The kitchen sink exceeds 34" high, lacks 30" wide knee space if a range or cooktop is provided, or has inaccessible hardware.	Citation	2010 ADA Stds. 804.4					
ITEM 46: SLATER ROOM - KITCHENETTE	Lower the sink to be 34" max.	Existing kitchenette has a sink in a 35-1/2" high countertop.		P	O	1	2	1	EA \$2,100
Barrier	532	The kitchen lacks the 50% of storage at an accessible level of 15" min. to 48" max.	Citation	2010 ADA Stds. 804.5					
ITEM 47: DAYCARE BUILDING - CLASSROOM 1	Modify cabinets to provide the required 50%.	Existing upper cabinets are mounted at 56" to top of bottom shelf.		P	O	1	2	1	EA \$530
ITEM 48: DAYCARE BUILDING - CLASSROOM 2	Modify cabinets to provide the required 50%.	Existing upper cabinets are mounted at 58" to top of bottom shelf.		P	O	1	2	1	EA \$530
ITEM 49: DAYCARE BUILDING - CLASSROOM 3	Modify cabinets to provide the required 50%.	Existing upper cabinets are mounted at 56" to top of bottom shelf.		P	O	1	2	1	EA \$530
ITEM 50: DAYCARE BUILDING - CLASSROOM 4	Modify cabinets to provide the required 50%.	Existing upper cabinets are mounted at 58" to top of bottom shelf.		P	O	1	2	1	EA \$530

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Kitchens - Lounges								
Barrier	533	The dishwasher, range, oven, refrigerator or other appliance lacks the required 30"x48" clear floor space or has controls that are not compliant.	Citation	2010 ADA Stds. 804.6				
ITEM 51: SLATER ROOM - KITCHENETTE	Relocate the microwave to an accessible location with all controls within a 48" reach range.	Existing kitchenette has a microwave mounted in upper cabinets.	P	O	1	2	1	EA \$0

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Play Areas

Barrier	37310	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6				
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ITEM 52: DAYCARE BUILDING - EXTERIOR PLAY AREA, EAST SIDE	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA	\$0
ITEM 53: DAYCARE BUILDING - EXTERIOR PLAY AREA, NORTH SIDE	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA	\$0

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Play Areas										
ITEM 54: LAWN AREA - EXTERIOR PLAY AREA, NORTH OF GYMNASIUM	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O		1	2	1	EA	\$0

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Restrooms / Bathrooms								
Barrier	671	The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation	2010 ADA Stds. 604, 213				
ITEM 55: FAMILY RESTROOM		Remove the lavatory vanity and provide a wall hung lavatory (less than 20" wide) to provide min. 60" width between lavatory and toilet side wall.		P	O	1	3	1 EA \$1,975
		Existing clearance measures 47-1/2". 2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches).						
Barrier	672	The accessible stall lacks the min. 9" high toe clearance required in the front partition and at least one side partition.	Citation	2010 ADA Stds. 604.8.1.4				
ITEM 56: SLATER ROOM - RESTROOM, ACCESSIBLE TOILET COMPARTMENT		Remove the wall in front of the toilet (with door) and replace with toilet compartment partition that provides 9" high toe space.		P	O	1	3	1 EA \$1,000
		Stalls deeper than 62" for wall mounted toilets or 65" for floor mounted toilets do not require toe space in the front partition. Stalls wider than 66" do not require toe space at the side partition. Existing toilet compartment (room) is 58" deep with walls that extend down to the floor.						
Barrier	675	The stall door swing encroaches on clear floor space within stall, or the door is not located on the wide side of the stall, or the door is more than 4" from side panel.	Citation	2010 ADA Stds. 604.8.1.2				
ITEM 57: ENTRY LOBBY LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL		Revise the front stall partition to relocate the door to the wide side of the stall with a 4" max. hinge side panel.		P	O	1	3	1 EA \$1,640
		The door to the accessible stall is required to be the open side of the stall to provide door maneuvering space on the inside of the stall. Existing toilet stall has door located 20" from the side partition panel.						

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 58: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Revise the front stall partition to relocate the door to the wide side of the stall with a 4" max. hinge side panel.	The door to the accessible stall is required to be the open side of the stall to provide door maneuvering space on the inside of the stall. Existing toilet stall has door located 20" from the side partition panel.	P	O	1	3	1 EA	\$1,640
Barrier	677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.	Citation	2010 ADA Stds. 603.4, 308				
ITEM 59: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Existing hook is mounted at 49" AFF.	P	O	8	2	1 EA	\$0
ITEM 60: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Existing shelf is mounted with top surface at 38" AFF.	P	O	8	2	1 EA	\$0
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation	2010 ADA Stds. 604.2				
ITEM 61: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing toilet has centerline of toilet to the side wall measuring 18-1/2".	P	O	1	3	1 EA	\$230
ITEM 62: ENTRY LOBBY LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing accessible toilet stall has centerline of toilet to the side wall measuring 19-1/2".	P	O	1	3	1 EA	\$230

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Restrooms / Bathrooms									
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation						2010 ADA Stds. 604.2
ITEM 63: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing accessible toilet stall has centerline of toilet to the side wall measuring 18-1/2".	P	O	1	3	1 EA	\$230	
ITEM 64: FAMILY RESTROOM	Relocate the wall hung toilet to be 16" - 18" from centerline to side wall by revising plumbing. Repair wall finish.	The toilet measures 18-1/2". Note: The toilet may be considered an architectural component of a building for which when altered, must be brought into full compliance with the 2010 Standards. If toilet has less than 60" wide clearance, then modifications will need to be made to comply.	P	O	1	3	1 EA	\$960	
ITEM 65: LOWER LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing accessible toilet stall has centerline of toilet to the side wall measuring 19".	P	O	1	3	1 EA	\$230	
ITEM 66: LOWER LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing accessible toilet stall has centerline of toilet to the side wall measuring 18-3/4".	P	O	1	3	1 EA	\$230	
ITEM 67: SLATER ROOM - RESTROOM, ACCESSIBLE TOILET COMPARTMENT	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing accessible toilet compartment (the one closest to the lavatory) has centerline of toilet to the side wall measuring 18-1/2".	P	O	1	3	1 EA	\$230	

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Restrooms / Bathrooms								
Barrier	679	The toilet seat height is not between 17" and 19" high.						
			Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 68: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Recommend no change. This restroom is used primarily by children ages 12 and under.	Seat shall not be sprung to return to a lifted position. Exception: Water closets used primarily by children ages 12 and under shall be 11" min. to 17" max. high and there are no seat requirements if single occupant private office toilet. Existing condition: Top of seat measured 16-3/4" AFF.	P	O	4	3	1	EA \$0
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.						
			Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 69: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side.	P	O	1	3	1	EA \$1,300
ITEM 70: ENTRY LOBBY LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL	Replace with new grab bars. Mount at compliant height.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side, and is mounted 36-3/4" AFF to top.	P	O	1	3	1	EA \$1,300

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Restrooms / Bathrooms								
ITEM 71: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side.	P	O	1	3	1 EA	\$1,300
ITEM 72: LOWER LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side. Also, top of grab bars are 36-3/4" AFF. 33" - 36" AFF required.	P	O	1	3	1 EA	\$1,300

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Restrooms / Bathrooms								
ITEM 73: LOWER LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" to 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side. Also, top of grab bars are 37" AFF. 33" - 36" AFF required.	P	O	1	3	1 EA	\$1,300
ITEM 74: SLATER ROOM - ACCESSIBLE TOILET COMPARTMENT	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar extends 18" from toilet center to the transfer side.	P	O	1	3	1 EA	\$1,300
Barrier	683	The toilet paper dispenser is not mounted 7" - 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation		2010 ADA Stds. 604.7			
ITEM 75: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Recommend no change until the element is renovated as it meet 1991 Standards for a dispenser to be 36" from rear wall to far side of dispenser.		P	O	5	3	1 EA	\$0

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Restrooms / Bathrooms								
Barrier	683	The toilet paper dispenser is not mounted 7" - 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation	2010 ADA Stds. 604.7				
ITEM 76: ENTRY LOBBY LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET STALL	Recommend no change until the element is renovated as it meet 1991 Standards for a dispenser to be 36" from rear wall to far side of dispenser.	Toilet paper rolls installed in recessed combination toilet paper and seat cover dispenser encroaches into the 1-1/2" required clearance between the wall and the grab bar (1-1/4" is provided). Also, centerline of toilet paper is 4" from front edge of toilet.	P	O	5	3	1 EA	\$0
ITEM 77: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET STALL	Relocate the dispenser. Ensure toilet paper dispenser is 7" - 9" from the front edge of the toilet.	Toilet paper rolls installed in recessed combination toilet paper and seat cover dispenser encroaches into the 1-1/2" required clearance between the wall and the grab bar (1-1/4" is provided). Also, centerline of toilet paper is 11" from front edge of toilet.	P	O	1	3	1 EA	\$0
ITEM 78: LOWER LEVEL - MEN'S RESTROOM, ACCESSIBLE TOILET COMPARTMENT	Recommend no change until the element is renovated as it meet 1991 Standards for a dispenser to be 36" from rear wall to far side of dispenser.	Toilet paper rolls installed in recessed combination toilet paper and seat cover dispenser encroaches into the 1-1/2" required clearance between the wall and the grab bar (1-1/4" is provided). Also, toilet paper dispenser is located 4" behind the front rim of the toilet (7" - 9" in front is required).	P	O	5	3	1 EA	\$0
ITEM 79: LOWER LEVEL - WOMEN'S RESTROOM, ACCESSIBLE TOILET COMPARTMENT	Recommend no change until the element is renovated as it meet 1991 Standards for a dispenser to be 36" from rear wall to far side of dispenser.	Toilet paper rolls installed in recessed combination toilet paper and seat cover dispenser encroaches into the 1-1/2" required clearance between the wall and the grab bar (1-1/4" is provided). Also, toilet paper dispenser is located 4" behind the front rim of the toilet (7" - 9" in front is required).	P	O	5	3	1 EA	\$0
ITEM 80: SLATER ROOM - ACCESSIBLE TOILET COMPARTMENT	Recommend no change until the element is renovated as it meet 1991 Standards for a dispenser to be 36" from rear wall to far side of dispenser.		P	O	5	3	1 EA	\$0

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Restrooms / Bathrooms								
Barrier	687	The lavatory rim exceeds 34" high measured to the rim or countertop, whichever is higher.	Citation	2010 ADA Stds. 606.3				
ITEM 81: ENTRY LOBBY LEVEL - MEN'S RESTROOM	Replace lavatory with an accessible model, flush with 34" high countertop.	Where lavatories are provided at least 1 shall be accessible and not be located in a toilet compartment. Existing countertops are 34" AFF, and provide knee and toe space, but sink rims are 34-1/2" AFF.	P	O	1	3	1 EA	\$2,340
ITEM 82: ENTRY LOBBY LEVEL - WOMEN'S RESTROOM	Replace lavatory with an accessible model, flush with 34" high countertop.	Where lavatories are provided at least 1 shall be accessible and not be located in a toilet compartment. Existing countertops are 34" AFF, and provide knee and toe space, but sink rims are 34-1/2" AFF.	P	O	1	3	1 EA	\$2,340
ITEM 83: SLATER ROOM - RESTROOM	Reduce height of existing lavatory. Ensure 27" min. height knee & toe space is maintained.	Where lavatories are provided at least 1 shall be accessible and not be located in a toilet compartment. Existing restroom has a sink with rim at 35" AFF in a 34-1/2" high countertop.	P	O	1	3	1 EA	\$960
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 84: FAMILY RESTROOM	Replace the lavatory to provide toilet clearance of 60" min. Refer to Toilet clearance citation for description and cost.	Lavatory exceeds 34" at 34-3/4" AFF.	P	O	1	3	1 EA	\$0

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Restrooms / Bathrooms								
Barrier	693	The indicated object at the restroom is a protruding object, which projects more than 4" into accessible route with its leading edge between 27" and 80" high.	Citation	2010 ADA Stds. 307.2				
ITEM 85: LOWER LEVEL - WOMEN'S RESTROOM, SHOWER / LOCKER ROOM	Place a plant, waste receptacle, or other detectable object beneath the protruding object.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing tampon dispenser unit has bottom surface at 34" AFF, and projects 6-1/2" from the wall.	P	O	1	3	1 EA	\$0
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 86: DAYCARE CENTER	Provide a completely new restroom inside the facility in an accessible location or completely remodel in the existing location. An alternate solution based upon program of the 4 rooms is to combine 2 restrooms into one accessible for both spaces (Budget \$89,620.00).	Cost shown is for a restroom with two fixtures and a lavatory, including all accessories, and wall construction.	P	O	1	3	4 EA	\$179,240
Barrier	7836	The specified baby changing station exceeds a max. reach range of 48" high for a front or side approach, and/or it lacks clear floor space or the table surface is not 28" - 34" high when folded down.	Citation	2010 ADA Stds. 309, 308.3				
ITEM 87: ENTRY LOBBY LEVEL - RESTROOMS	Relocate the tables not meeting 2010 Standards of 48" height or tables not meeting the work surface requirement of 34" max. when table is in the fold down position.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing baby changing tables are mounted with table "lip" at 36" AFF.	P	O	1	3	2 EA	\$300

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Shower Stalls / Bathtubs								
Barrier	711	The shower lacks required clear floor space adjacent to the shower stall (36"x48" aligned with control wall for transfer shower or 30"x60" parallel to roll in) OR exceeds 2% slope.						
			Citation	2010 ADA Stds. 608.2, 608.2.2.1				
ITEM 88: LOWER LEVEL - MEN'S RESTROOM, ACCESSIBLE SHOWER STALL	Replace with a 36"x36" accessible transfer shower. Revise length of the wall between the 2 showers to align with the face of the transfer shower, and revise location of the controls (to the opposite wall) to provide the 48" long clear floor space, starting at the control wall, and running parallel and immediately adjacent to the shower opening.	Shower stalls must have a 36"x48" clear floor space in front aligned with the control wall for 36"x36" transfer showers; rectangular roll in showers must have a 30"x60" clear floor space in front. Existing condition: Shower enclosure size is 36" wide x 37". Also, the control wall is located where the required 48" deep clear floor space, aligning with the control wall, is only 36-1/2".	P	O	1	3	1	EA \$18,440
ITEM 89: LOWER LEVEL - WOMEN'S RESTROOM, ACCESSIBLE SHOWER STALL	Replace with a 36"x36" accessible transfer shower. Revise length of the wall between the 2 showers to align with the face of the transfer shower, and revise location of the controls (to the opposite wall) to provide the 48" long clear floor space, starting at the control wall, and running parallel and immediately adjacent to the shower opening.	Shower stalls must have a 36"x48" clear floor space in front aligned with the control wall for 36"x36" transfer showers; rectangular roll in showers must have a 30"x60" clear floor space in front. Existing condition: Shower enclosure size is 36-1/2" x 36-1/2". Also, the control wall is located where the required 48" deep clear floor space, aligning with the control wall is only 36-1/2".	P	O	1	3	1	EA \$18,440

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Signage									
Barrier	716	The accessible building entry or restroom sign lacks signage displaying the International Symbol of Accessibility OR the Pictogram is not 6" high min.	Citation		2010 ADA Stds. 703.7.2.1, 216.6, 216.8				
ITEM 90: DAYCARE BUILDING - CLASSROOM 1, ACCESSIBLE PUBLIC RESTROOM	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing sign does not have the International Symbol of Accessibility.	P	O	1	2	1	EA	\$180
ITEM 91: LOWER LEVEL - MEN'S RESTROOM	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing sign does not have the International Symbol of Accessibility.	P	O	1	2	1	EA	\$180
ITEM 92: LOWER LEVEL - WOMEN'S RESTROOM	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing sign does not have the International Symbol of Accessibility.	P	O	1	2	1	EA	\$180
ITEM 93: MAIN LOBBY - MEN'S RESTROOM	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing sign does not have the International Symbol of Accessibility.	P	O	1	2	1	EA	\$180

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Signage									
ITEM 94: MAIN LOBBY - WOMEN'S RESTROOM	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing sign does not have the International Symbol of Accessibility.	P	O		1	2	1	EA \$180

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Sinks								
Barrier	723	At least 5%, or min. 1 of the sinks in accessible spaces exceeds 34" to the rim or counter OR lacks min. 30" wide knee space that is 27" high and 17" deep for a front approach OR lacks 30"x48" parallel approach. Note: A parallel approach is allowed in kitchens, kitchenettes, and wet bars if there is no cooktop or range.	Citation	2010 ADA Stds. 212.3,606.2, 606.3				
ITEM 95: DAYCARE BUILDING - CLASSROOM 2, KITCHENETTE	Lower the mounting height of the sink and cabinet to 34" max.	Existing kitchenette has 3 sinks, and no cooktop - therefore no forward approach is required. However, all sinks are mounted above a 34-1/2" high countertop.	P	O	1	2	1 EA	\$960
ITEM 96: LOWER LEVEL - MEN'S RESTROOM	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" high knee space.	Existing countertop is 35" high, with sink rim at 35-1/2" AFF.	P	O	1	2	1 EA	\$960
ITEM 97: LOWER LEVEL - WOMEN'S RESTROOM	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" high knee space.	Existing countertop is 33-3/4" high, with sink rim at 34-1/2" AFF.	P	O	1	2	1 EA	\$960
ITEM 98: MEETING ROOM 101	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" knee space.	Existing countertop is 36" high, with sink rim at 36-1/4" AFF and no forward approach provided to sink.	P	O	1	2	1 EA	\$960
ITEM 99: MEETING ROOM 102	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" knee space.	Existing countertop is 36" high, with sink rim at 36-1/4" AFF and no forward approach provided to sink.	P	O	1	2	1 EA	\$960
ITEM 100: MEETING ROOM 103	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" knee space.	Existing countertop is 36" high, with sink rim at 36-1/4" AFF and no forward approach provided to sink.	P	O	1	2	1 EA	\$960

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo
Community and Events Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Sinks								
Barrier	723	At least 5%, or min. 1 of the sinks in accessible spaces exceeds 34" to the rim or counter OR lacks min. 30" wide knee space that is 27" high and 17" deep for a front approach OR lacks 30"x48" parallel approach. Note: A parallel approach is allowed in kitchens, kitchenettes, and wet bars if there is no cooktop or range.	Citation	2010 ADA Stds. 212.3,606.2, 606.3				
ITEM 101: MEETING ROOM 104	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" knee space.	Existing countertop is 36" high, with sink rim at 36-1/4" AFF and no forward approach provided to sink.	P	O	1	2	1 EA	\$960
ITEM 102: MERCER ROOM 107	Lower the mounting height of the sink to 34" max. while still providing the required 30" wide x 27" knee space.	Existing countertop is 36" high, with sink rim at 36-1/4" AFF and no forward approach provided to sink.	P	O	1	2	1 EA	\$960

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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 Community and Events Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Storage / Lockers									
Barrier	742	The lockers lack the required 5% accessible lockers.							
			Citation	2010 ADA Stds. 225.2.1, 811					
ITEM 103: LOWER LEVER - MEN'S RESTROOM, SHOWER / LOCKER ROOM	Replace 1 of the existing large lockers with one that is accessible.	A clear space at least 30"x48" that allows forward or parallel approach, accessible hardware, and storage elements that are within a 15" - 48" reach range are required. Existing condition: there are 2 sizes of lockers provided. The small size has accessible lockers. The larger size does not.	P	O	5	4	1	EA \$320	
ITEM 104: LOWER LEVER - WOMEN'S RESTROOM, SHOWER / LOCKER ROOM	Replace 1 of the existing large lockers with one that is accessible.	A clear space at least 30"x48" that allows forward or parallel approach, accessible hardware, and storage elements that are within a 15" - 48" reach range are required. Existing condition: there are 2 sizes of lockers provided. The small size has accessible lockers. The larger size does not.	P	O	5	4	1	EA \$320	

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Telephones								
Barrier	745	The highest operable part exceeds max. 48" high for a front or side approach.						
			Citation	2010 ADA Stds. 308, 704.2.2				
ITEM 105: ENTRY LOBBY LEVEL - MERCER ROOM 107	Lower the existing telephone to meet requirements for reach ranges (for a side or a front approach).	Reach range (measured from highest operable part of telephone to finish floor) to be max. 48" AFF for a side or front approach. Existing wall mounted telephone is 54"+ AFF to controls.	P	O	1	4	1 EA	\$710
ITEM 106: LOWER LEVEL - DANCE ROOM 1	Lower the existing telephone to meet requirements for reach ranges (for a side or a front approach).	Reach range (measured from highest operable part of telephone to finish floor) to be max. 48" AFF for a side or front approach. Existing wall mounted telephone is 50"+ to operable controls.	P	O	1	4	1 EA	\$710
Total for Building: Community and Events Center								\$300,258

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

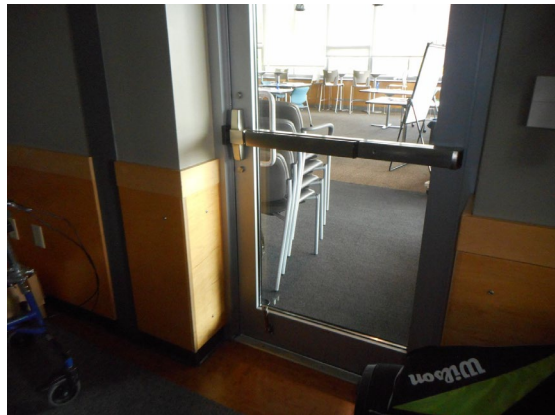


Community and Events Center

- Upper Left: Accessible parking signs are mounted too low.
- Upper Right: Exterior entry to the gymnasium has paving with an excessive slope.
- Lower Left: Lower level entry door lacks a paved accessible route to the automatic door opener button.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Community and Events Center

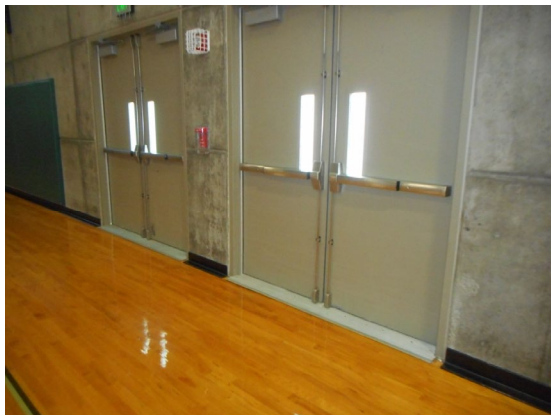
Upper Left: Terrace does not provide edge protection &/or a guardrail between terrace and seating steps.

Upper Right: Door between Mercer Rm. & Landing Rm. is recessed 11", and does not provide the required clearance on the push side.

Lower Left: Fire alarm pull stations are mounted too high. 48" max. AFF required.

Community and Events Center

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Community and Events Center

Upper Left: Landing Rm. & Game Rm. require tables with accessible seating.

Upper Right: Numerous door have 7-1/2" high bottom rail with hold open devices. Bottom surface of door on push side is required to be a smooth surface to 10" AFF.

Lower Left: Surface mounted latching mechanisms obstruct the required 10" bottom smooth surface required on the push side.

Community and Events Center

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Community and Events Center

- Upper Left: Entry level meeting rooms have countertops with sinks above the required 34" max. AFF height, and do not provide the forward approach knee space below sink.
- Upper Right: Slater Rm. public restroom does not provide an accessible stall of the min. required size.
- Lower Left: Mercer Rm. above countertop outlets and switches are not accessible for a side reach.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4



Community and Events Center

- Upper Left: Stair handrail protrudes into the accessible route.
- Upper Right: Gymnasium does not provide an accessible drinking fountain at required height, and with a forward approach knee space.
- Lower Left: Fitness Rm. drinking fountain is mounted at standing person height. An accessible drinking fountain at required height, and with a forward approach knee space is required.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.5



Community and Events Center

- Upper Left: Restroom signage does not provide the International Symbol of Accessibility.
- Upper Right: Locker room benches do not provide the required back support, and are not of the required size for accessibility. Each locker room requires an accessible bench.
- Lower Left: Toilet in the accessible stall is required to be 16" min. - 18" max. from the side wall. Many of these toilets are mounted too far from wall.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.6



Community and Events Center

- Upper Left: The length of the L-shaped grab bar section behind toilet is too short. Many grab bars are mounted too high. 1-1/2" between the grab bar and adjacent surface is required. Dispenser encroaches on clearance.
- Upper Right: Height of the sink rim exceeds the max. 34" AFF.
- Lower Left: At least one of the large lockers must be accessible.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.7



Community and Events Center

Upper Left: Cabinetry blocks the required door maneuvering clearance at Daycare entry door.

Upper Right: Wall mounted cabinets protrude into the required clear floor space at toilet. The length of the L-shaped grab bar section behind toilet is too short.

Lower Left: Picnic tables in Daycare Center do not provide an accessible seat.

Community and Events Center

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.8

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT - ADJACENT TO UPPER LEVEL ENTRY	Remount / raise existing stall signage.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: bottom of sign is 48" above paving.	P	O	1	1	1	EA \$72

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	488	The operable controls exceed max. 48" high for a front or side approach for items less than 20" depth OR 44" for items that are 20" - 25" depth, and/or lacks 30"x48" clear floor space.	Citation	2010 ADA Stds. 309; 308				
ITEM 2: KITCHEN - TOWEL DISPENSER & FIRE EXTINGUISHER	Provide an additional item that has lower operating controls, or lower these items to 48" max. reach.	Existing paper towel dispenser and fire extinguisher are located above 56" AFF.	P	O	1	2	2 EA	\$0
ITEM 3: STAFF ENTRANCE - UPPER LEVEL	Provide an additional item that has lower operating controls.	Existing card reader is mounted at 49" - 53" AFF, and entry code buttons are mounted at 54" - 58" AFF.	P	O	1	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 4: STAFF ENTRANCE DOOR - UPPER LEVEL	Relocate existing walls adjacent to door to provide maneuvering space at door.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1 Existing condition: on the exterior, the 18" is provided at a depth less than 8" (angled entry wall.). On the push side, door latch to the side wall measures 6" (12" required when door has both a latch & closer).	P	O	1	2	10	LF \$720
ITEM 5: UPPER LEVEL - SW OFFICE	Reverse the swing direction of the door.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). See additional Dimensions for other approaches in 404.2.4.1 Existing door has 6" width on the pull / latch side.	P	O	1	2	1	EA \$810
Barrier	617	The door hardware is lower than 34" min. or exceeds max. 48" high.	Citation	2010 ADA Stds. 404.2.7				
ITEM 6: STAFF ENTRANCE DOOR - UPPER LEVEL	Remount existing hardware to be within allowable height. Put blank plate over old location.	Existing lever-style door hardware is 51" AFF.	P	O	1	2	1	EA \$390

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
Barrier	656	The controls / operating mechanisms require twisting, pinching, or gripping to operate, require in excess of 5 lbs. force, are not within compliant reach range, or lack 30"x48" clear floor space.	Citation	2010 ADA Stds. 205, 308, 309				
ITEM 7: KITCHEN - UPPER LEVEL	Relocate the indicated countertop outlet or switch to an accessible level 46" max. to the highest operable over a 34" max. height countertop. Suggest mounting outlets in the face of the base cabinets.	Countertop depths per ADAS are limited to 24" max. in depth and 34" max. in height to allow for an accessible reach range. Existing condition: 25-1/2" deep x 36" high countertop, with outlets at 46-1/2" AFF.	P	O	1	1	1	1 STY \$190

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Kitchens - Lounges								
Barrier	529	The U-shaped kitchen or dead end kitchen (enclosed on 3 sides) lacks 60" clear between all opposing counters, base cabinets, appliances or walls.	Citation	2010 ADA Stds. 804.2.2				
ITEM 8: KITCHEN - UPPER LEVEL	Relocate misc. items.	Existing water bottles and misc. items block the required 60" diameter turning space.	P	O	1	2	0	EA \$0
Barrier	531	The kitchen sink exceeds 34" high, lacks 30" wide knee space if a range or cooktop is provided, or has inaccessible hardware.	Citation	2010 ADA Stds. 804.4				
ITEM 9: KITCHEN - UPPER LEVEL	Lower the sink to be 34" max. AFF and provide cabinets below the sink that have the knee & toe space clearance.	Existing condition: sink is in a 36" high countertop. Due to the kitchen containing a range, a forward approach is required at the kitchen sink.	P	O	1	2	1	EA \$2,100
Barrier	532	The kitchen lacks the 50% of storage at an accessible level of 15" min. to 48" max.	Citation	2010 ADA Stds. 804.5				
ITEM 10: KITCHEN - UPPER LEVEL	Provide additional storage to meet the required 50% max. E&A suggests the existing metal cabinet be used as a pantry.	Existing kitchen cabinets are in excess of 54" AFF.	P	O	1	2	0	LF \$0
Barrier	534	The oven lacks the required work surface on the latch side of the oven for side hinge doors, the bottom hinge oven lacks the work surface on either side of the oven, or the controls are not on the front panel.	Citation	2010 ADA Stds. 804.6.5				
ITEM 11: KITCHEN - UPPER LEVEL	Replace the oven with one that has front mounted controls.	Existing range has controls on the rear panel.	P	O	1	2	1	EA \$1,390

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Kitchens - Lounges										
ITEM 12: KITCHEN - UPPER LEVEL	Provide compliant 30" wide x 34" high work surface on the latch side of the door for side hinge or either side for bottom hinge. Work surface requires a forward approach with knee & toe space.	Existing kitchen has no work surface adjacent to the oven.	P	O		1	2	1	EA	\$1,830
Total for Building: Maintenance Hall									\$7,502	

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Maintenance Building

Upper Left: Accessible parking sign is required to be remounted to 60" min. above pavement to bottom surface.

Upper Right: Entry door lacks the required maneuvering clearance space.

Lower Left: Entry door hardware is mounted above accessible reach.

Maintenance Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Maintenance Building

- Upper Left: Kitchen range has controls that require a reach over the burners. Kitchens with cooktops require an adjacent work surface with knee & toe space.
- Upper Right: Sink is 36" AFF (34" max. required). Outlets and switches mounted above countertop are not accessible for a side reach due to countertop height & depth.
- Lower Left: Metal cabinets and water bottles block the required turn-around space. Paper towel dispenser and fire extinguisher are mounted too high.

Maintenance Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2

ADA SURVEY RESULTS
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor								
Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.						
								Citation 2010 ADA Stds. 221.2.1
ITEM 1: COUNCIL ROOM	Provide new wheelchair accessible areas (with adjoining designated companion seat) at interior assembly area. Demolish a section of the first platform to provide accessible wheelchair space with companion seat on each side. Provide sign at each designated space. Wheelchair spaces must be provided in more than one location.	Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces. Existing Council Room provides 33 seats for the public - all are accessed by stairs. 2 wheelchair spaces with adjacent companion seats are required, and must be on an accessible route.	P	O	1	2	2	EA \$5,960
Barrier	572	In each assembly area if an audible communication system is provided and integral to the use of the space, it lacks an assistive listening system, or lacks the adequate number of receivers or receivers with hearing aid capability.						
								Citation 2010 ADA Stds. 219.2, 706, 219.3
ITEM 2: COUNCIL CHAMBERS	Provide a wireless assistive listening system (induction loop, infrared, or FM radio transmission). Provide signage which complies with 4.30 to notify of the availability of this system.	Such assembly areas with fixed or loose seating (with exception of courtrooms), if they have audio-amplification systems they shall have a permanently installed assistive listening system complying with 706. Receivers: A 1/8" standard mono jack shall be provided per table 219.3. Quantity required: For (50 or less) seats = 2 and 2 hearing aid compatible; (51 to 200) seats = 2 plus 1 for every 25 over 50 seats and 2 hearing aid compatible, etc. (see table in 219.3). (Note: Hearing aid compatible receivers shall interface with telecoils in hearing aids through the provision of neck-loops.) If more than 1 assembly area is under one management - total calculation based upon total seats in assembly areas in the building, provided they are usable with all systems. (Note: where seats in assembly area are served by induction loop system, not required to be hearing aid compatible.)	P	O	1	2	2	EA \$2,200

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor								
Barrier	827	The courtroom lacks an assistive listening system or lacks the adequate number of receivers or receivers with hearing aid capability.						
			Citation	2010 ADA Stds. 219.2, 706, 219.3				

ITEM 3: COURTROOM	Provide a wireless assistive listening system (induction loop, infrared, or FM radio transmission). Provide signage which complies with 4.30 to notify of the availability of this system.	Such assembly areas with fixed or loose seating (with exception of courtrooms), if they have audio-amplification systems they shall have a permanently installed assistive listening system complying with 706. Receivers: A 1/8" standard mono jack shall be provided per table 219.3. Quantity required: For (50 or less) seats = 2 and 2 hearing aid compatible; For (51 to 200) seats = 2 plus 1 for every 25 over 50 seats and 2 hearing aid compatible, etc. (see table in 219.3). (Note: Hearing aid compatible receivers shall interface with telecoils in hearing aids through the provision of neck-loops.) If more than 1 assembly area is under one management - total calculation based upon total seats in assembly areas in the building, provided they are usable with all systems. (Note: where seats in assembly area are served by induction loop system, not required to be hearing aid compatible.)	P	O	1	2	2	EA	\$2,200
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See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier 481	The sales or service counter lacks a 36" long lowered portion of counter that is max. 36" high for a 48" parallel approach or is not 30" long min. with knee space for a forward approach or does not extend the same depth as the sales or service countertop.		Citation	2010 ADA Stds. 227.3, 904.4.2, 902.3				
ITEM 4: BUSINESS LICENSING COUNTER	Provide an accessible counter with a 36" AFF countertop height (min. 36" length).	Existing service counter for Finance, Utility Bills, and Business Licensing is 42" AFF.	P	O	1	2	1 EA	\$1,250
ITEM 5: COURT CLERK	Modify the existing counter to 36" max. AFF for 36" min. long, or 24" min. long if the 36" length would result in the loss of a station.	Existing court clerk counter is 44" AFF.	P	O	1	2	1 EA	\$750
ITEM 6: DEVELOPMENT SERVICES COUNTER	Remove the contents and displays on the counter in order to provide 36" unobstructed width.	Service counter has an adjacent counter at compliant height and with the required knee & toe space. However, work surface is occupied with miscellaneous brochures and items.	P	O	1	2	1 EA	\$0
ITEM 7: POLICE LOBBY	Lower the existing counter to 36" AFF (with min. 36" length). Add skirt to bottom or a cane detection device at the floor where it will not be a protruding object.	Existing countertop adjacent to Police window is 39" AFF.	P	O	1	2	1 EA	\$750

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	2010 ADA Stds. 902.1, 226, 226.2						
ITEM 8: ACCESSIBLE PICNIC TABLE IN COURTYARD - NORTH OF COURTROOM		Provide additional accessible picnic table in courtyard with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table.	Existing picnic table is not accessible.	P	O	1	2	1	EA \$2,500

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 9: CITY HALL MAIN ENTRY - SOUTH OF COURTROOM	Add new portion of exterior surface (at door approach).	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Existing door maneuvering space at door approach measures 4% slope.	P	O	1	2	40 SF	\$2,020
ITEM 10: CITY HALL MAIN ENTRY - SOUTH OF COURTROOM	Secure movable area rug or mat with double stick tape at all edges.	Owner / Maintenance item.	P	O	1	1	2 EA	\$0
ITEM 11: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Remove obstruction to allow door to open fully.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1 Existing entry door does not open fully (90 degrees) to provide door maneuvering space on the interior restroom side.	P	O	1	2	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
ITEM 12: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Reverse the swing direction of the door to swing out from restroom.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1 Existing entry door lacks the 18" width on the pull side, and is recessed 18" on the bathroom side of the door.	P	O	1	2	1 EA	\$810
ITEM 13: POLICE ENTRY - SOUTH ENTRY DOORS	Secure movable area rug or mat with double stick tape at all edges.	Owner / Maintenance item.	P	O	1	1	1 EA	\$0
ITEM 14: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Reverse the swing direction of the door to swing out from restroom.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1 Existing entry door lacks the 18" width on the pull side, and is recessed 25" on the bathroom side of the door.	P	O	1	2	1 EA	\$810

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Doors										
ITEM 15: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Reverse the swing direction of the door to swing out from restroom.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1 Existing entry door lacks the 18" width on the pull side, and is recessed 18" on the bathroom side of the door.	P	O		1	2	1	EA	\$810

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	757	The water fountain is not accessible to standing persons with a spout outlet located 38" to 43" high.						
			Citation	2010 ADA Stds. 602.7				

ITEM 16: MUNICIPAL COURT - ENTRY LOBBY	Remove the water fountain and provide a hi-low wall mounted fountain. Ensure the lower fountain bottom surface is at 27" AFF, and located on the open side.	The knee space is required to be 30" wide, 27" high, and at least 17" deep. Where there is one per floor, one must be wheelchair accessible, and those with difficulty bending should be accommodated by use of a hi-low or other means (such as a paper cup dispenser). Where more than one per floor, 50% must be wheelchair accessible. In WA, a hi-low model is required where there is one fountain. Existing fountain is a single fountain with spout at 39" AFF.	P	O	1	4	1	EA	\$6,600
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
Barrier	647	The area has existing steps but lacks an accessible route.	Citation	2010 ADA Stds. 303, 405, 406, 206.7				
ITEM 17: COURTROOM	Provide a wheelchair platform lift.	Platform lifts shall be permitted as a component of an accessible route in an existing building or facility. Existing courtroom has steps up to the jury box, the witness station, and the judges platform.	P	O	1	2	2	EA \$61,800
Barrier	648	The object exceeds 48" high for an unobstructed side or front approach OR for obstructed approach exceeds 46" high x 24" depth on a 34" countertop OR is placed on a countertop exceeding 34" in height and is not flush with the countertop edge.	Citation	2010 ADA Stds. 308				
ITEM 18: LICENSING AREA	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing fire extinguisher cabinet has door handle with its lowest part at 48-1/2" AFF. If altered per 2010 Standards, the item should be below 48" AFF.	P	O	8	2	1	EA \$0
ITEM 19: LICENSING AREA - FIRE EXTINGUISHER CABINET	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	The door handle measures 48-1/2". If altered, per 2010 Standards, the item should be below 48" AFF.	P	O	8	2	1	EA \$0
ITEM 20: POLICE LOBBY - PHONE BY TV	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing telephone that is to be used when police window blinds are closed is mounted with controls above 54" AFF, and is located above a 42" high countertop. If altered, per 2010 Standards, the item should be below 48" AFF.	P	O	8	2	1	EA \$0

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Interior Accessible Routes								
Barrier	651	The ramp lacks compliant handrails OR the existing handrails are not compliant in configuration.						
			Citation	2010 ADA Stds. 505.5, 505.7.2, 405.8				
ITEM 21: COUNCIL ROOM	Leave the existing handrail and provide a new one at 34" - 38" AFF on the other side of the ramp.	Handrails should be 34" - 38" AFF, 1-1/2" min. from a wall. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 6-1/4" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. Existing ramp to judge's platform has a handrail on one side only.	P	O	4	2	8 LF	\$404
Barrier	656	The controls/operating mechanisms require twisting, pinching, or gripping to operate, require in excess of 5 lbs. force, are not within compliant reach range, or lack 30"x48" clear floor space.						
			Citation	2010 ADA Stds. 205, 308, 309				
ITEM 22: COUNCIL CHAMBERS	Replace the control with an accessible model and/or relocate to an accessible height.	Existing speaker podium platform is 42" AFF and has a microphone mounted on it. No forward approach with knee & toe space is provided. Control is required to be 15" min. - 48" max. for an unobstructed approach. Controls over obstructions between 10" - 24" deep and 34" max. high shall be 46" max. high for a parallel approach and 44" max. high for a forward approach with knee space.	P	O	1	2	1 EA	\$1,500
ITEM 23: POLICE LOBBY	Replace the control with an accessible model and/or relocate to an accessible height, with no countertop below.	Control is required to be 15" min. - 48" max. for an unobstructed approach. Controls over obstructions between 10" - 24" deep and 34" max. high shall be 46" max. high for a parallel approach and 44" max. high for a forward approach with knee space. Existing condition: "Push for Service" button / speaker is mounted at 60" AFF and above a countertop.	P	O	1	2	1 EA	\$220

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Restrooms / Bathrooms

Barrier	671	The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation	2010 ADA Stds. 604, 213					
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ITEM 24: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Remove 1 toilet stall, and reconfigure area to provide 1 compliant accessible stall that meets standard stall size requirements. Budget cost includes removing metal partition and toilet fixture with accessories, and replacing with new portion of partition.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Note: In alterations where technically infeasible, not required to be accessible IF accessible unisex toilet is provided nearby. Existing restroom does not provide an accessible stall.	P	O	1	3	1	EA	\$3,080
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ITEM 25: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Remove 1 toilet stall, and reconfigure area to provide 1 compliant accessible stall that meets standard stall size requirements. Budget cost includes removing metal partition and toilet fixture with accessories, and replacing with new portion of partition.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Note: In alterations where technically infeasible, not required to be accessible IF accessible unisex toilet is provided nearby. Existing restroom does not provide an accessible stall.	P	O	1	3	1	EA	\$3,080
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Restrooms / Bathrooms								
Barrier	675	The stall door swing encroaches on clear floor space within stall, or the door is not located on the wide side of the stall, or the door is more than 4" from side panel.	Citation	2010 ADA Stds. 604.8.1.2				
ITEM 26: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA, WHEELCHAIR ACCESSIBLE STALL	Revise the front stall partition to relocate the door to the wide side of the stall with a 4" max. hinge side panel, and revise door to swing out of the stall..	The door to the accessible stall is required to be the open side of the stall to provide door maneuvering space on the inside of the stall. Existing door swings into the stall and hits the front of the toilet.	P	O	1	3	1 EA	\$1,640
Barrier	677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.	Citation	2010 ADA Stds. 603.4, 308				
ITEM 27: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Lower the shelf or provide another at an accessible location. Mount shelf at 40" min. to 48" max.	Existing shelf is mounted at 50" AFF.	P	O	1	3	1 EA	\$150
ITEM 28: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA, WHEELCHAIR ACCESSIBLE STALL	Provide an additional lower coat hook. Mount at 48" or lower.	Existing coat hook in wheelchair accessible stall is mounted 61" AFF.	P	O	1	3	1 EA	\$150
ITEM 29: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Lower the shelf or provide another at an accessible location. Mount shelf at 40" min. to 48" max.	Existing shelf is mounted at 51" AFF.	P	O	1	3	1 EA	\$150

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Restrooms / Bathrooms								
ITEM 30: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA, WHEELCHAIR ACCESSIBLE STALL	Provide an additional lower coat hook. Mount at 48" or lower.	Existing coat hook is mounted 60" AFF.	P	O	1	3	1 EA	\$150
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation 2010 ADA Stds. 604.2					
ITEM 31: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing toilet is 15-1/4" from side wall.	P	O	1	3	1 EA	\$230
ITEM 32: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Replace the toilet with an accessible model and relocate to be 16" - 18" from the centerline to the wall, with seat height 17" - 19" AFF, and flush handle located on the open side..	Existing restroom does not have an accessible toilet and/or toilet stall.	P	O	1	3	1 EA	\$3,610
ITEM 33: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing toilet is 18-1/2" from side wall.	P	O	1	3	1 EA	\$230
ITEM 34: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Replace the toilet with an accessible model and relocate to be 16" - 18" from the centerline to the wall, with seat height 17" - 19" AFF, and flush handle located on the open side.	Existing restroom does not have an accessible toilet and/or toilet stall.	P	O	1	3	1 EA	\$3,610

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Restrooms / Bathrooms								
Barrier	679	The toilet seat height is not between 17" and 19" high.	Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 35: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Install a lift seat.	Seat shall not be sprung to return to a lifted position. Existing toilet seat is 16" AFF.	P	O	1	3	1 EA	\$210
Barrier	680	The toilet lacks compliant side and/or rear grab bars.	Citation	2010 ADA Stds. 604.5				
ITEM 36: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Install new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. 2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height. Existing restroom does not provide an accessible toilet and toilet stall.	P	O	1	3	1 EA	\$1,150
ITEM 37: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Install new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. 2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height. Existing restroom does not provide an accessible toilet and toilet stall.	P	O	1	3	1 EA	\$1,150

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Restrooms / Bathrooms									
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting or pinching to operate.	Citation	2010 ADA Stds. 604.6					
ITEM 38: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Reverse controls or provide a retrofit sensor control on the wall mounted toilet.	Flush controls shall comply with reach ranges specified in Section 309. Existing flush control is located on the corner side.	P	O	1	3	1	EA	\$810
Barrier	683	The toilet paper dispenser is not mounted 7" to 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation	2010 ADA Stds. 604.7					
ITEM 39: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Relocate the dispenser in compliant location in new accessible toilet stall.	Existing restroom does not have an accessible toilet and toilet stall.	P	O	1	3	1	EA	\$72
ITEM 40: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Relocate the dispenser in compliant location in new accessible toilet stall.	Existing restroom does not have an accessible toilet and toilet stall.	P	O	1	3	1	EA	\$72
Barrier	684	The bathroom contains more than one urinal and the rim exceeds 17" high or is not 13-1/2" deep.	Citation	2010 ADA Stds. 605.2					
ITEM 41: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Replace the urinal with an accessible one.	Urinals shall be mounted with the rim no higher than 17" AFF and the urinal should extend 13-1/2" min. Existing restroom has three non-accessible urinals.	P	O	1	3	1	EA	\$2,440
ITEM 42: MEN'S RESTROOM - ADJACENT TO THE COURTROOM AREA	Lower one urinal.	Cost includes lowering flush valve at the same time. Urinals shall be mounted with the rim no higher than 17" AFF and the urinal should extend 13-1/2" min. Existing five urinals are mounted with rim at 24" AFF.	P	O	1	3	1	EA	\$1,910

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Restrooms / Bathrooms								
Barrier	687	The lavatory rim exceeds 34" high measured to the rim or countertop, whichever is higher.	Citation	2010 ADA Stds. 606.3				
ITEM 43: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Reduce height of existing lavatory.	Where lavatories are provided at least 1 shall be accessible and not be located in a toilet compartment. Existing lavatory rims are 34-1/2" AFF.	P	O	1	3	1 EA	\$960
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 44: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Replace lavatory with an accessible model.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing lavatories do not provide compliant knee space area.	P	O	1	3	1 EA	\$2,340
ITEM 45: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Cut apron to provide knee space.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing vanity has knee space with bottom at 23" AFF (27" min. AFF required).	P	O	1	3	1 EA	\$450
Barrier	689	The lavatory lacks insulation at water supply and drain pipes.	Citation	2010 ADA Stds. 606.5				
ITEM 46: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Insulate pipes.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing lavatory sink pipes are unwrapped.	P	O	1	3	2 EA	\$360
ITEM 47: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Insulate pipes.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing lavatory sinks are unwrapped.	P	O	1	3	2 EA	\$360

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Restrooms / Bathrooms								
ITEM 48: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Insulate pipes.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing lavatory sinks are unwrapped.	P	O	1	3	3 EA	\$540
Barrier	690	The faucet hardware requires twisting, pinching, or gripping to operate OR requires excessive force (over 5 lbs.) to operate OR metered faucet does not stay on for a min. of 10 seconds.	Citation	2010 ADA Stds. 606.4				
ITEM 49: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Replace faucet hardware with lever-type handles.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing faucet hardware requires grasping and twisting of the wrist to operate.	P	O	1	3	1 EA	\$960
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 50: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Wall mounted mirrors are required to be 35" max. and 74" min. to the reflected surface (tall mirrors). Existing above countertop mirror is 41-1/2" AFF.	P	O	1	3	1 EA	\$150
ITEM 51: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Wall mounted mirrors are required to be 35" max. and 74" min. to the reflected surface (tall mirrors). Existing above countertop mirror is 40-1/2" AFF.	P	O	1	3	1 EA	\$150

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Restrooms / Bathrooms								
Barrier	693	The indicated object at the restroom is a protruding object, which projects more than 4" into accessible route with its leading edge between 27" and 80" high.	Citation		2010 ADA Stds. 307.2			
ITEM 52: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Place a waste receptacle or other detectable object beneath the protruding object.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing shelf extends more than 4" from the wall, and is 50" AFF to its bottom edge.	P	O	1	3	1 EA	\$0
ITEM 53: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Place a waste receptacle or other detectable object beneath the protruding object.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing shelf extends more than 4" from the wall, and is 50" AFF to its bottom edge.	P	O	1	3	1 EA	\$0
ITEM 54: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Place a waste receptacle or other detectable object beneath the protruding object.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing sanitary dispenser projects 6-1/2" from the wall, and bottom surface is 36" AFF.	P	O	1	3	1 EA	\$0
ITEM 55: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Place a waste receptacle or other detectable object beneath the protruding object.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing paper towel dispenser and sanitary dispenser extend more than 4" from the wall, and are above 27" AFF to bottom edge.	P	O	1	3	1 EA	\$0

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Restrooms / Bathrooms								
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 56: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Relocate or lower the towel dispenser(s).	Existing towel dispenser is mounted with controls at 49" AFF. Dispensers are required to be max. 48" high for a front and parallel approach. CA Title 24 requires 40" max. height. Dispensers are required to be max. 48" high for a front and parallel approach. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	1	3	1 EA	\$150
ITEM 57: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing seat cover dispenser in the wheelchair accessible toilet stall measures 54" AFF to dispenser. If altered, per 2010 Standards, the item should be below 48" AFF.	P	O	8	2	1 EA	\$0
ITEM 58: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Relocate or lower the towel dispenser(s). Suggest relocation be adjacent to countertop, not above it.	Existing towel dispenser(s) are mounted with controls at 61" AFF.	P	O	1	3	1 EA	\$150
ITEM 59: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing towel dispenser is mounted with controls at 51" AFF. If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.	P	O	8	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Mercer Island City Hall

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 60: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Relocate or lower the towel dispenser(s). Suggest relocation be adjacent to countertop, not above it.	Existing towel dispenser(s) are mounted with controls at 60" AFF.	P	O	1	3	1 EA	\$150
Barrier	7836	The specified baby changing station exceeds a max. reach range of 48" high for a front or side approach, and/or it lacks clear floor space or the table surface is not 28" - 34" high when folded down.	Citation	2010 ADA Stds. 309, 308.3				
ITEM 61: MEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Relocate the tables not meeting the work surface requirement of 28" - 34" high x 27" min. knee space x 17" min. depth when table is in the fold down position. To avoid protruding object hazard, bottom surface of table in the open position should be 27" AFF.	Existing baby changing table has table surface rim at 39" AFF and table surface at 35-1/2" AFF. When in the open position table presents a protruding object hazard.	P	O	1	3	1 EA	\$150
ITEM 62: WOMEN'S RESTROOM - ADJACENT TO COURTROOM AREA	Relocate the tables not meeting the work surface requirement of 28" - 34" high x 27" min. knee space x 17" min. depth when table is in the fold down position. To avoid protruding object hazard, bottom surface of table in the open position should be 27" AFF.	Existing baby changing table has table surface rim at 38-1/2" AFF and table surface at 35" AFF. When in the open position table presents a protruding object hazard.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Mercer Island City Hall

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	716	The accessible building entry or restroom sign lacks signage displaying the International Symbol of Accessibility OR the Pictogram is not 6" high min.	Citation	2010 ADA Stds. 703.7.2.1, 216.6, 216.8				
ITEM 63: MEN'S RESTROOM - ADJACENT TO LICENSING AREA	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing restroom has no accessible signage.	P	O	1	2	1 EA	\$180
ITEM 64: WOMEN'S RESTROOM - ADJACENT TO LICENSING AREA	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing restroom has no accessible signage.	P	O	1	2	1 EA	\$180

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Mercer Island City Hall

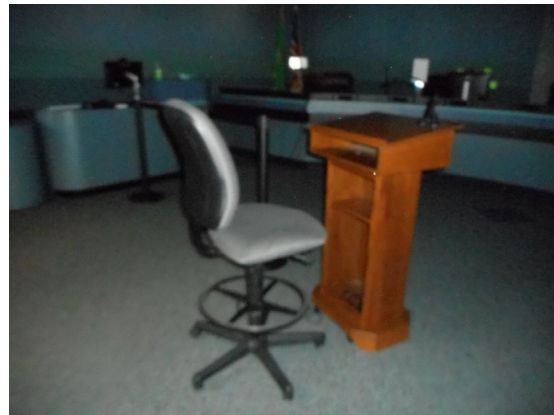
Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Telephones								
Barrier	745	The telephone's highest operable part exceeds max. 48" high for a front or side approach.						
			Citation	2010 ADA Stds. 308, 704.2.2				
ITEM 65: POLICE LOBBY - PHONE BY TV	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied.	P	O	8	2	1	EA \$0
Total for Building: Mercer Island City Hall								\$122,008

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

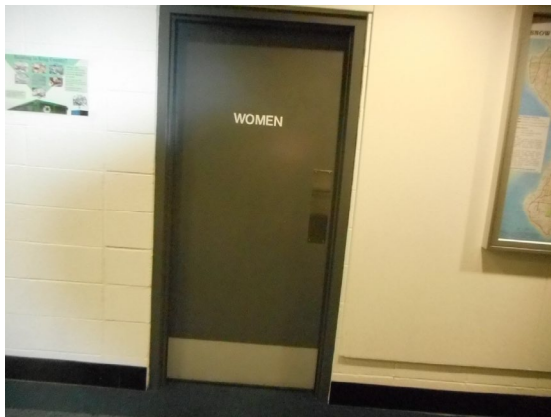


City Hall

- Upper Left: Council Room requires accessible seating adjacent to a companion seat.
- Upper Right: Speaker's podium in Council Room to provide a forward approach to accessible microphone.
- Lower Left: Ramp to judge's platform in Council Room requires additional handrail.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



City Hall

Upper Left: Business License area requires an accessible counter.

Upper Right: Fire extinguishers and their cabinets required to be located at an accessible height.

Lower Left: Accessible restroom signage is required.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



City Hall

- Upper Left: Restrooms adjacent to Licensing area shall provide an accessible stall.
- Upper Right: Men's restroom adjacent to Licensing area shall provide an accessible urinal.
- Lower Left: Men's restroom adjacent to Licensing area shall provide an accessible lavatory with compliant knee & toe space.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



City Hall

- Upper Left: Restroom entry doors require min. 18" maneuvering clearance on pull side (or a power door operator).
- Upper Right: Restroom entry doors require min. 18" maneuvering clearance on pull side (or a power door operator).
- Lower Left: Women's restroom near Licensing shall have at least one lavatory with accessible controls on faucets, and exposed pipes isolated from contact.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4



City Hall

- Upper Left: Dispensers present protruding object hazard, requiring relocation or permanent barrier located below.
- Upper Right: Baby changing tables require relocation due to height.
- Lower Left: Wheelchair accessible toilets are required to be 16" min. - 18" max. from side wall. Relocation required at some toilets.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.5



City Hall

- Upper Left: Women's restroom near Courtroom: door to accessible compartment located on wrong side of compartment and swings in.
- Upper Right: Women's restroom near Courtroom: toilet location should be adjusted. Flush control should be on open side.
- Lower Left: Men's restroom near Courtroom: one urinal should be accessible.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.6

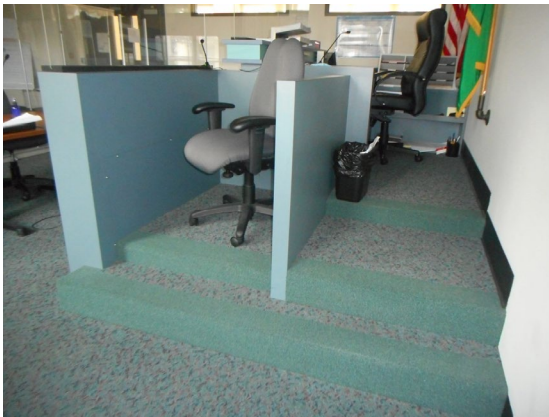


City Hall

- Upper Left: Coat hooks and dispensers in accessible toilet stalls shall be mounted at accessible heights.
- Upper Right: Rubber mats at entries shall be secured.
- Lower Left: Drinking fountain near courtroom entry should be a hi-low type for both wheelchair users and standing persons.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.7

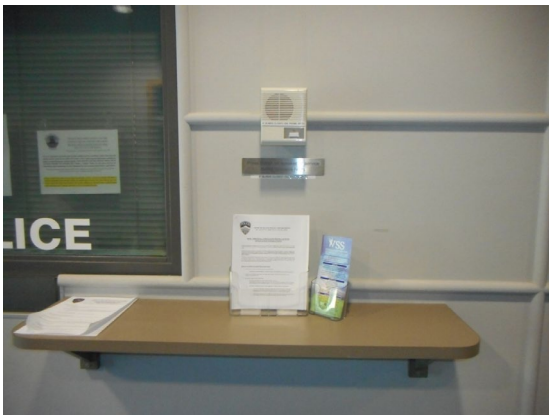


City Hall

- Upper Left: Courtroom: witness box and judge's platform have stairs (no accessible route).
- Upper Right: Courtroom: juror's area has stairs (no accessible route).
- Lower Left: Courtroom: court clerk counter required to be lowered to 36" AFF max.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.8



City Hall

- Upper Left: Exterior sidewalk approaching main entry has an excessive slope.
- Upper Right: Picnic table requires an accessible seat.
- Lower Left: Police Lobby: Service call button should be at accessible height. Countertop shall be lowered to 36" max. AFF.

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.9



City Hall

Upper Left: Police Lobby; telephone and counter should be lowered to accessible height.

Upper Right:

Lower Left:

City Hall

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.10

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

77th Ave. SE Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 1: ACCESSIBLE ROUTE TO BENCH AND WATERFRONT		Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings. Further design study and civil engineering may be required.	Existing site has a dirt path down to the bench and waterfront viewing area.	P	O	1	2 140	LF \$4,945
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 2: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: adjacent to each side of the bench is a lawn area, and no clear floor space is provided.	P	O	7	2 10	SF \$250
Total for Building: 77th Ave. SE Landing								\$5,195

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



77th Ave. SE Street End

Upper Left: Park entry lacks an accessible route. No parking is provided.

Upper Right: No accessible route to park amenities.

Lower Left: Bench requires an adjacent clear floor space at one end.

77th Ave. SE Street End

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Aubrey Davis Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT AT FERONGLIA FIELDS - ACCESSIBLE PARKING	Provide new sign posts to raise existing signs to accessible height.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: Signs provided measured 39" high.	P	O	1	1	2 EA	\$580
ITEM 2: WEST PARKING LOT - ACCESSIBLE PARKING	Add new sign displaying the International Symbol of Accessibility at one existing accessible stall.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: No sign is provided at one accessible parking space (other accessible space has sign).	P	O	1	1	1 EA	\$290

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Assembly Areas - Indoor / Outdoor

Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.	Citation	2010 ADA Stds. 221.2.1				
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ITEM 3: EAST BALLFIELD - EAST BLEACHERS, FERROGLIA FIELDS	Designate min. 66"x48" space between bleachers and dugout for 1 wheelchair space and 1 companion seat (aligned with front edge of bleachers). Move bleachers as required away from dugout and ballfield fencing to maintain 36" min. wide accessible route (44" min. per Code). Relocate trash and recycling receptacles as required (ensuring 30"x48" level clear floor space adjacent opening). Costs are for 2 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 18 people - 1 wheelchair space and 1 companion space required. Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$102
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ITEM 4: EAST BALLFIELD - NORTH BLEACHERS, FERROGLIA FIELDS	Designate min. 66"x48" space between bleachers and dugout for 1 wheelchair space and 1 companion seat (aligned with front edge of bleachers). Move bleachers as required away from dugout and ballfield fencing to maintain 36" min. wide accessible route (44" min. per Code). Relocate trash and recycling receptacles as required (ensuring 30"x48" level clear floor space adjacent opening). Costs are for 2 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 18 people - 1 wheelchair space and 1 companion space required. Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$102
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor								
ITEM 5: WEST BALLFIELD - SOUTH BLEACHERS, FERROGLIA FIELDS	Designate min. 66"x48" space between bleachers and dugout for 1 wheelchair space and 1 companion seat (aligned with front edge of bleachers). Move bleachers as required away from dugout and ballfield fencing to maintain 36" min. wide accessible route (44" min. per Code). Relocate trash and recycling receptacles as required (ensuring 30"x48" level clear floor space adjacent opening). Costs are for 2 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 18 people - 1 wheelchair space and 1 companion space required. Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2 EA	\$102
ITEM 6: WEST BALLFIELD - WEST BLEACHERS, FERROGLIA FIELDS	Designate min. 66"x48" space between bleachers and dugout for 1 wheelchair space and 1 companion seat (aligned with front edge of bleachers). Move bleachers as required away from dugout and ballfield fencing to maintain 36" min. wide accessible route (44" min. per Code). Relocate trash and recycling receptacles as required (ensuring 30"x48" level clear floor space adjacent opening). Costs are for 2 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 18 people - 1 wheelchair space and 1 companion space required. Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2 EA	\$102

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 7: PICNIC TABLES AT CENTRAL GREEN SPACE	Replace 3 picnic tables with accessible picnic tables (or remove 1 bench on 3 existing picnic tables to make them accessible). Ensure mounting plate is recessed in slab or does not encroach on toe space 17" min. deep from front edge of table.	Picnic table tops shall be no higher than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space. Ensure mounting plate does not encroach on toe space; change in level is not permitted within 30"x48" clear floor space at accessible seating. Existing condition: 1 accessible picnic table is provided; 4 are required.	P	O	1	2	3	EA \$7,500
ITEM 8: PICNIC TABLES IN & AROUND PICNIC SHELTER	Replace 3 picnic tables with accessible picnic tables (or remove 1 bench on 3 existing picnic tables to make them accessible). Ensure mounting plate is recessed in slab or does not encroach on toe space 17" min. deep from front edge of table.	Picnic table tops shall be no higher than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space. Ensure mounting plate does not encroach on toe space; change in level is not permitted within 30"x48" clear floor space at accessible seating. Existing condition: 1 accessible picnic table is provided; 4 are required.	P	O	1	2	3	EA \$7,500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	611	The single door or single leaf of a double leaf door lacks the min. 32" clear opening width measured between the open door face and door stop.	Citation	2010 ADA Stds. 404.2.3, 404.2.2				
ITEM 9: EXTERIOR GATE TO EAST DUGOUT - EAST BALL DIAMOND, FERROGLIA FIELDS	Widen the opening and install a wider gate (with min. 32" clear opening width).	Gate shall provide min. clear width of 32" when gate is opened 90 degrees. Existing condition: Gate opening measured 29" wide.	P	O	1	2	1 EA	\$575
ITEM 10: EXTERIOR GATE TO NORTH DUGOUT - EAST BALL DIAMOND, FERROGLIA FIELDS	Widen the opening and install a wider gate (with min. 32" clear opening width).	Gate shall provide min. clear width of 32" when gate is opened 90 degrees. Existing condition: Gate opening measured 29" wide.	P	O	1	2	1 EA	\$575
ITEM 11: EXTERIOR GATE TO SOUTH DUGOUT - WEST BALL DIAMOND, FERROGLIA FIELDS	Widen the opening and install a wider gate (with min. 32" clear opening width).	Gate shall provide min. clear width of 32" when gate is opened 90 degrees. Existing condition: Gate opening measured 28-1/2" wide.	P	O	1	2	1 EA	\$575
ITEM 12: EXTERIOR GATE TO WEST DUGOUT - WEST BALL DIAMOND, FERROGLIA FIELDS	Widen the opening and install a wider gate (with min. 32" clear opening width).	Gate shall provide min. clear width of 32" when gate is opened 90 degrees. Existing condition: Gate opening measured 29" wide.	P	O	1	2	1 EA	\$575
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 13: DIAMOND GATE TO EAST DUGOUT - EAST BALL DIAMOND, FERROGLIA FIELDS	Switch the hinge side of the gate.	Gate from diamond to dugout has no maneuvering space beyond latch side of gate. Maneuvering space shall be 18" min. at latch side and 60" min. perpendicular to gate for pull side of gate, forward approach.	P	O	1	2	1 EA	\$250

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 14: DIAMOND GATE TO NORTH DUGOUT - EAST BALL DIAMOND, FERROGLIA FIELDS	Switch the hinge side of the gate.	Gate from diamond to dugout has no maneuvering space beyond latch side of gate. Maneuvering space shall be 18" min. at latch side and 60" min. perpendicular to gate for pull side of gate, forward approach.	P	O	1	2	1 EA	\$250
ITEM 15: DIAMOND GATE TO SOUTH DUGOUT - WEST BALL DIAMOND, FERROGLIA FIELDS	Switch the hinge side of the gate.	Gate from diamond to dugout has no maneuvering space beyond latch side of gate. Maneuvering space shall be 18" min. at latch side and 60" min. perpendicular to gate for pull side of gate, forward approach.	P	O	1	2	1 EA	\$250
ITEM 16: DIAMOND GATE TO WEST DUGOUT - WEST BALL DIAMOND, FERROGLIA FIELDS	Switch the hinge side of the gate.	Gate from diamond to dugout has no maneuvering space beyond latch side of gate. Maneuvering space shall be 18" min. at latch side and 60" min. perpendicular to gate for pull side of gate, forward approach.	P	O	1	2	1 EA	\$250
Barrier	622	The existing door does not have a smooth surface a minimum of 10" from the floor or exterior surface and/or the kick plate installed is not capped.	Citation	2010 ADA Stds. 404.2.10				
ITEM 17: RESTROOMS AT FERROGLIA FIELDS	Provide new kick plates on the push side of the door 10" high.	Doors shall have smooth surface full width of door up to 10" min. AFF. Any variation of door surface (such as edge of kick plate) shall not exceed 1/16". Existing condition: Kick plate measured 7-1/2" AFF.	P	O	1	1	2 EA	\$450

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Drinking Fountains

Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).						
			Citation	2010 ADA Stds. 211.2				

ITEM 18: EAST BALLFIELD - NORTH DUGOUT, FERROGLIA FIELDS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O	1	4	1	EA	\$4,400
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ITEM 19: NORTH OF TENNIS COURTS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O	1	4	1	EA	\$4,400
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Aubrey Davis Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
ITEM 20: PICNIC SHELTER	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O	1	4	1 EA	\$4,400
ITEM 21: RESTROOMS AT FERROGLIA FIELDS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain with rim at 35" AFF and spout at 37" AFF is provided. Dog fountain is acceptable, but not required.	P	O	1	4	1 EA	\$4,400

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains									
ITEM 22: SOUTH OF TENNIS COURTS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O		1	4	1	EA \$4,400
ITEM 23: WEST BALLFIELD - SOUTH DUGOUT, FEROGLIA FIELDS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O		1	4	1	EA \$4,400

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 24: ACCESSIBLE ROUTE TO PICNIC TABLE	Provide 44" wide (per Code) asphalt paving from existing accessible picnic table (in northwest group) to 1 grille and 1 more picnic table. Provide additional accessible route from path to picnic table in south group nearest pathway and then to 1 grille, 1 more table, and trash receptacles. Any slopes exceeding 5% requires a compliant ramp with complying handrails and landings.	Accessible route is provided to 1 of 8 picnic tables, no grilles and no trash receptacles.	P	O	1	2	168 LF	\$5,934
Barrier	512	The object is a protruding object, which projects more than 4" into the accessible route with its leading edge between 27" and 80" high, making it not cane detectable, with exception to handrails which are allowed 4-1/2" projection.	Citation	2010 ADA Stds. 307.2, 204				
ITEM 25: BOTTLE FILLER OUTSIDE RESTROOMS - FERROGLIA FIELDS	Provide cane detection below at 27" max. above slab.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing condition: Wall mounted bottle filler outside restrooms protrudes 7-1/2" from wall and bottom edge of unit measured 31-1/4" above slab.	P	O	1	1	2 LF	\$173
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 26: BIKE RACK AT RESTROOMS AT FERROGLIA FIELDS	Replace portion of concrete slab for 30"x48" clear floor space directly adjacent bike rack and sidewalk.	Paving at bike rack near restroom building is too steep for 30"x48" clear floor space to access bike rack.	P	O	1	4	10 SF	\$350

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 27: BENCH ALONG GREENWAY TRAIL - FERROGLIA FIELDS	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of bench along trail (nearest to West Ballfield, as other bench has step up to pad).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is along street sidewalk, but slab is too small for clear floor space on either end.	P	O	7	2	10 SF	\$250
ITEM 28: BENCH AT RESTROOMS AT FERROGLIA FIELDS	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: Concrete slab in front of concrete wall measures only 47" deep on both ends of bench, 1" too short for clear floor space on either end.	P	O	7	2	8 SF	\$200
ITEM 29: BENCH AT SOUTHEAST TENNIS COURT ENTRY	Recommendation: Remove existing paving and provide level clear floor space (concrete pad) on sidewalk side of bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: Clear floor space at end of bench has slope of 5% on sidewalk side (and too narrow at tennis court side).	P	O	7	2	10 SF	\$350
ITEM 30: BENCH NEAR WEST ENTRY FROM 66TH AVENUE NE	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is along street sidewalk, but slab is too small for clear floor space on either end.	P	O	7	2	10 SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries									
ITEM 31: BENCH NORTHEAST OF TENNIS COURTS	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is along street sidewalk, but slab is too small for clear floor space on either end.	P	O	7	2	10	SF	\$250
ITEM 32: SINGLE BENCH ALONG ROAD FACING WEST SOCCER FIELD	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is along street sidewalk, but slab is too small for clear floor space on either end.	P	O	7	2	10	SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Play Areas

Barrier	5081	The ramp to the play area exceeds 1:12 slope, or there is no accessible route to the play area.						
			Citation	2010 ADA Stds. 206.2.17				

ITEM 33: PLAY AREA NEAR FEROGLIA FIELDS	Remove and replace curb ramp with one that complies with slope and top landing.	Curb ramp shall be 44" min. wide (per Code) with running slope not to exceed 8.33% (1:12) and with flares on both sides with slopes not to exceed 10.0% (1:10). Top landing shall be 36" min. deep and level (max. slope of 1:48 in any direction). Existing condition: Curb ramp has flares with slopes measuring up to 14%, top landing 24" deep and a step down into play areas measuring 2" - 3" high.	P	O	1	1	8	LF	\$2,800
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Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.						
			Citation	2010 ADA Stds. 1008.2.6				

ITEM 34: PLAY AREA NEAR FEROGLIA FIELDS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones. Also, ensure that surface is level with bottom of curb ramp into play area (currently steps down a few inches).	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA	\$0
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Play Areas									
ITEM 35: SAFARI PLAYGROUND	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones. Also, ensure that surface is level with bottom of curb ramp into play area (currently steps down a few inches).	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O		1	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

For City of Mercer Island for Transpo

Aubrey Davis Park

LOCATION	RECOMMENDATION	COMMENTS
Restrooms / Bathrooms		
Barrier 675	The stall door swing encroaches on clear floor space within stall, or the door is not located on the wide side of the stall, or the door is more than 4" from side panel.	Citation 20
ITEM 36: RESTROOMS AT FEROGLIA FIELDS - ACCESSIBLE STALL DOOR	Revise the front stall partitions to relocate doors to the wide side of the stalls with 4" max. hinge side panels.	Doors to accessible stalls are required to be on the open side of the stall to provide door maneuvering space on the inside of the stall. Existing condition: Doors open on toilet side of accessible stalls in both restrooms.
Barrier 678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation 20
ITEM 37: MEN'S RESTROOM AT FEROGLIA FIELDS	Relocate the wall-hung toilet to be 16" - 18" from centerline to side wall by revising plumbing. Repair wall finish.	Wall-hung toilet measures 18-1/2" from centerline of toilet to side wall.
Barrier 681	The existing grab bars are non-compliant in size, configuration, or mounting height.	Citation 20
ITEM 38: RESTROOMS AT FEROGLIA FIELDS - ACCESSIBLE STALLS	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Horizontally, grab bar on rear wall shall extend from toilet centerline 12" min. toward side wall and 24" min. away from side wall. Side wall grab bar shall begin 12" max. from rear wall and extend 54" min. from rear wall. Existing condition: Side wall grab bar extends 52" from rear wall in Women's Restroom & 52-1/2" from rear wall in Men's Restroom.

See Survey Legend and ADA Overview Report Section for more important information.

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TYPE	REASON	CODE	PRI	QTY	UNITS	RECOMMENDATION	COMMENTS
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Restrooms / Bathrooms

10 ADA	Barrier	604	8.1.2	682		The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation 20
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P	ITEM 39: WOMEN'S RESTROOM AT FEROGLIA FIELDS - ACCESSIBLE STALL	1	EA	38,200		Repair or replace push button flush control as required.	Flush controls shall comply with Section 309.4 in regards to 5 lbs. max. force required to operate. Existing condition: Flush control is difficult to operate.
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10 ADA	Barrier	604.2	684			The bathroom contains more than one urinal and the rim exceeds 17" high or is not 13-1/2" deep.	Citation 20
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P	ITEM 40: MEN'S RESTROOM AT FEROGLIA FIELDS	1	EA	380		Lower one urinal.	Cost includes lowering flush valve at the same time. Urinal shall be mounted with the rim no higher than 17" AFF and the urinal should extend 13-1/2" min. Existing condition: Two urinals are both installed with rim at 24-1/2" AFF.
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10 ADA Stds. Fig. 604.5.2, 609.2, 604.9

P	Barrier	692	1	3	2	EA	\$2,600	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation 20
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	ITEM 41: RESTROOMS AT FEROGLIA FIELDS					Relocate mirrors to above lavatories with bottom edge of reflective surface at 40" max. AFF.	Mirrors above countertops are required to be 40" max. to the reflective surface. Wall mounted mirrors are required to be 35" max. and 74" min. to the reflected surface (tall mirrors). Existing condition: Mirrors are size for installation above lavatory but installed on side wall with bottom edge at 44" AFF in Women's Restroom and 44-1/2" AFF in Men's Restroom.
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See Survey Findings and Associates Public Section for more important information.

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Aubrey Davis Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 42: RESTROOMS AT FEROGLIA FIELDS	Recommend no change. The items are not being altered and measure less than 54" AFF for a side approach, which meets the 1991 Standards (if restrooms were constructed to that earlier standard).	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. Dispensers are required to be max. 48" high for a front and parallel approach. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.) Existing condition: Hand dryer push button controls measure 49-1/2" AFF.	P	O	8	2	2 EA	\$0
ITEM 43: RESTROOMS AT FEROGLIA FIELDS - ACCESSIBLE TOILET STALLS	Relocate the seat cover dispensers from above the grab bar to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: Dispensers are located too low above grab bar, but with outlet too high for compliant reach range.	P	O	1	3	2 EA	\$300
Total for Building: Aubrey Davis Park								\$66,994

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

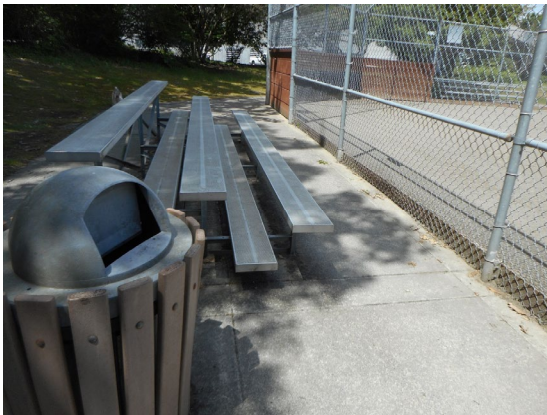


Aubrey Davis Park

- Upper Left: Accessible parking sign is required on westernmost stall in the western parking lot
- Upper Right: 30"x48" clear floor space is required on one end of bike rack.
- Lower Left: 30"x48" clear floor space is required on one end of bench.

Aubrey Davis Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Aubrey Davis Park

- Upper Left: Bleachers require wheelchair seating (with signage).
- Upper Right: Only low level drinking fountain is provided. Hi-low drinking fountain required.
- Lower Left: Team dugout gates require 32" min. wide openings with maneuvering space on pull side.

Aubrey Davis Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



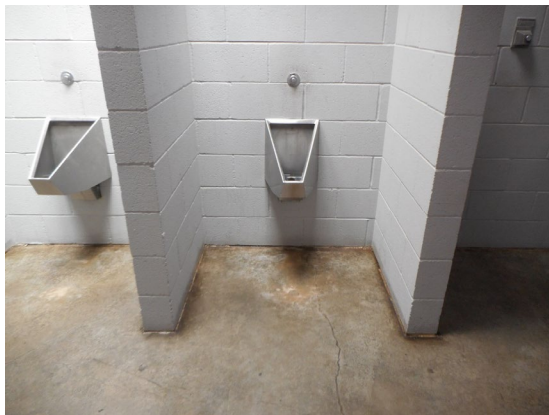
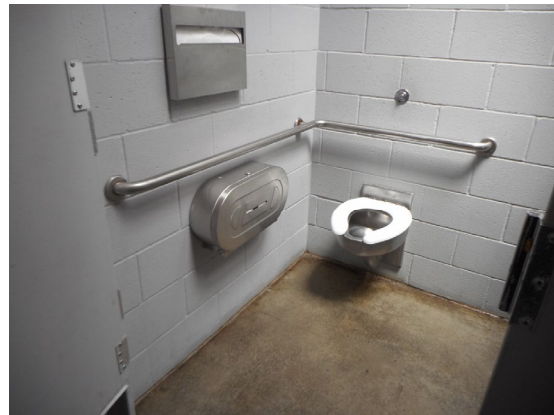
Aubrey Davis Park

Upper Left: Ground surfaces of all play areas must be compliant and require periodic inspections & maintenance.

Upper Right: A compliant ramp is required for the play area east of Feroglia Fields.

Lower Left: 5% of picnic table seating should be accessible.

Aubrey Davis Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Aubrey Davis Park

- Upper Left: Only low level drinking fountain is provided. Hi-low drinking fountain required.
- Upper Right: Toilet in Men's restroom by Feroglia Fields should be relocated (centerline is in excess of 18" from corner).
- Lower Left: 1 urinal in Men's restroom by Feroglia Fields should be lowered to accessible height (17" max. AFF).

Aubrey Davis Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4



Aubrey Davis Park

- Upper Left: Mirrors in both restrooms by Feroglia Fields should be relocated to above sinks at 40" max. AFF.
- Upper Right: Doors are located on wrong side of accessible stalls at restrooms by Feroglia Fields and should be relocated.
- Lower Left: Flush control in Women's restroom by Feroglia Fields should be repaired or replaced due to operation difficulty.

Aubrey Davis Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.5

ADA SURVEY RESULTS
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Bicentennial Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	619	The door requires excessive force to operate, or the door closes too quickly.	Citation	2010 ADA Stds. 404.2.8, 404.2.9				
ITEM 1: MEN'S RESTROOM	Adjust the exterior door closer to meet min. required force.	Existing entry door requires 10 lbs. force to open. Door closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 secs. min.	P	O	1	1	1 EA	\$150
ITEM 2: WOMEN'S RESTROOM	Adjust the exterior door closer to meet min. required force.	Existing entry door requires 8 lbs. force to open. Door closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 secs. min.	P	O	1	1	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Drinking Fountains									
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2					
ITEM 3: PARK ENTRY AREA		Replace the fountain with a hi-low model.							
		Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: A single non-accessible fountain is provided.	P	O	1	4	1	EA \$4,400	
Barrier	754	The drinking fountain lacks a 30"x48" clear floor space for a front approach OR the clear floor space slope exceeds 2% in all directions.	Citation	2010 ADA Stds. 602.2					
ITEM 4: PARK ENTRANCE		Remove existing curb and slab and provide level clear floor space under low level fountain of min. size 30"x48" with slope of 2% max. (1:48) max. in any direction.							
		Curb encroached into clear floor space under low fountain.	P	O	1	4	10	SF \$250	

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

For City of Mercer Island for Transpo

Bicentennial Park

LOCATION	RECOMMENDATION	COMMENTS
Interior Accessible Routes		
Barrier	646	The accessible route has cross slopes that exceed max. 2% (1:48). Citation 20

ITEM 5: MEN'S RESTROOM

Apply a topping coat on the concrete slab to level it. Slope must be no more than 1:48 (2%).

Slope of existing floor measured in excess of 3%.

See Survey Legend and ADA Overview Report Section for more important information.

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TYPE	REASON	CODE	PRI	QTY	UNITS	RECOMMENDATION	COMMENTS
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Restrooms / Bathrooms

10 ADA	Barrier	03	3	671		The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation 20
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P	O	1	2	50	SF	\$263	<p>ITEM 6: MEN'S RESTROOM - ACCESSIBLE TOILET STALL</p> <p>Relocate side toilet partition to provide one compliant accessible stall that meets standard stall size requirements. Budget cost includes removing metal partition with accessories, and replacing with new portion of partition.</p>	<p>2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: Toilet stall is 58" wide - 60" min. is required.</p>
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							<p>ITEM 7: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL</p> <p>Relocate front toilet partition to provide one compliant accessible stall that meets standard stall size requirements. Budget cost includes removing metal partition with accessories, and replacing with new portion of partition.</p>	<p>2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: Toilet is floor mounted, requiring a min. 59" deep toilet stall - 56" provided.</p>
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	Barrier			676		The stall door hardware on both sides requires gripping, twisting, or pinching to operate, which is not accessible, or the door is not self closing.	Citation 20
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						Adjust stall door closer.	Existing stall door is not fully self-closing.
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See Survey Findings and Recommendations Section for more important information.

ADA SURVEY RESULTS
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.	Citation	2010 ADA Stds. 603.4, 308				
ITEM 9: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 standards.	If altered, per 2010 Standards, the item should be below 48" AFF. Many Building Codes are more stringent and have a max. 48" reach for any approach, which should be applied.	P	O	8	2	1 EA	\$0
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation	2010 ADA Stds. 604.2				
ITEM 10: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Existing toilet measured 19" from centerline to side wall.	P	O	1	3	1 EA	\$230
Barrier	679	The toilet seat height is not between 17" - 19" high.	Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 11: MEN'S RESTROOM - ACCESSIBLE TOILET	Install a lift seat. Note that due to this toilet being a stainless steel toilet without a seat, a new toilet may be necessary to be installed for compliance.	Top of existing stainless steel toilet measures 16-1/4" AFF.	P	O	1	3	1 EA	\$210
Barrier	680	The toilet lacks compliant side and/or rear grab bars.	Citation	2010 ADA Stds. 604.5				
ITEM 12: MEN'S RESTROOM - ACCESSIBLE STALL	Reinstall side wall grab bar. Install new grab bar on rear wall.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Rear grab bar min. 24" long from centerline of toilet at transfer side; side wall grab bar min. 54" long from rear wall. Existing condition: Side wall has a grab bar that needs to be relocated to be 54" min. from the corner (53" measured). Rear wall has no grab bar.	P	O	1	3	1 EA	\$1,150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Bicentennial Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	680	The toilet lacks compliant side and/or rear grab bars.						
			Citation	2010 ADA Stds. 604.5				
ITEM 13: WOMEN'S RESTROOM - ACCESSIBLE STALL	Install new grab bar on rear wall.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Rear grab bar min. 24" long from centerline of toilet at transfer side; side wall grab bar min. 54" long from rear wall. Existing condition: Side wall has a compliant grab bar. Rear wall has no grab bar.	P	O	1	3	1	EA \$1,150
Barrier	683	The toilet paper dispenser is not mounted 7" to 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.						
			Citation	2010 ADA Stds. 604.7				
ITEM 14: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	The existing toilet paper dispenser is located above the side wall grab bar, within the required 12" clearance.	P	O	1	3	1	EA \$72
ITEM 15: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	The existing toilet paper dispenser is located above the side wall grab bar, within the required 12" clearance.	P	O	1	3	1	EA \$72
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.						
			Citation	2010 ADA Stds. 603.3				
ITEM 16: MEN'S RESTROOM	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing mirror above sink measures 41" AFF to bottom of reflective surface.	P	O	1	3	1	EA \$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 17: MEN'S RESTROOM	Relocate or lower the dispensers to compliant heights.	Dispensers are required to be max. 48" high for a front and parallel approach, and 44" max. for a forward reach over an obstruction between 20" and 25" deep. Existing condition: soap dispenser has 22" deep reach to controls mounted at 46" AFF.	P	O	1	3	1 EA	\$150
ITEM 18: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150
ITEM 19: WOMEN'S RESTROOM	Relocate or lower the dispensers.	Dispensers are required to be max. 48" high for a front and parallel approach, and 44" max. for a forward reach over an obstruction between 20" and 25" deep. Existing condition: soap dispenser has 22" deep reach to controls mounted at 46" AFF.	P	O	1	3	1 EA	\$150
ITEM 20: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range from clear floor space directly adjacent.	Dispensers are required to be max. 48" high for a forward and parallel approach.	P	O	1	3	1 EA	\$150
ITEM 21: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate or lower the dispensers as required to make way for relocated grab bars.	Existing sanitary disposal unit is located where the required (to be installed) rear grab bar will be located.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Bicentennial Park

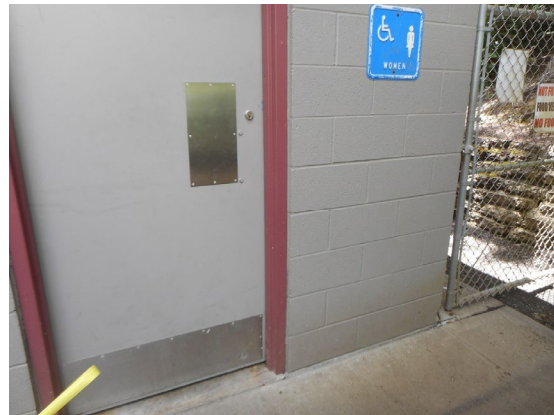
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Signage									
Barrier	713	The permanent room sign lacks raised letters and braille characters OR the raised letters characters do not meet the requirements.	Citation	2010 ADA Stds. 216, 703.3, 703.2, 703.5					
ITEM 22: MEN'S RESTROOM - ENTRY DOOR	Provide new compliant sign at the latch side of the door. New sign to also have the International Symbol of Accessibility.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Signs not located in public use areas shall not be required to comply with 216. Existing sign does not provide braille.	P	O	1	2	1	EA	\$290
ITEM 23: WOMEN'S RESTROOM - ENTRY DOOR	Provide new compliant sign at the latch side of the door. New sign to also have the International Symbol of Accessibility.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Signs not located in public use areas shall not be required to comply with 216. Existing sign does not provide braille.	P	O	1	2	1	EA	\$290
Total for Building: Bicentennial Park									\$13,937

See Survey Legend and ADA Overview Report Section for more important information.

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Bicentennial Park

- Upper Left: Only low level drinking fountain is provided. Hi-low drinking fountain is required for both wheelchair users and standing persons.
- Upper Right: Restroom signage lacks Braille.
- Lower Left: Women's restroom: toilet location should be adjusted, rear wall grab bar is required, and dispensers should be relocated within accessible reach ranges.

Bicentennial Park

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Bicentennial Park

Upper Left: Men's restroom: toilet seat height is non-compliant, rear wall grab bar is required, dispensers shall be relocated within accessible reach ranges.

Upper Right: Restroom door closers should be adjust due to excessive force required to open.

Lower Left: Women's accessible stall door should be self-closing.

Bicentennial Park

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Boat Launch

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Exterior Accessible Routes / Entries

Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
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ITEM 1: LIFE JACKET HOOK - INFORMATION SIGN	Lower one hook for each type of life jackets to borrow down to 48" max. accessible height.	A max. 48" and min. 15" reach for any approach, which should be applied. Existing condition: Hooks for life jackets to borrow measured 5'-0" high. Owner/maintenance item.	P	O	1	2	1	EA	\$0
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Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
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ITEM 2: BENCH NEAR SCULPTURE	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench and 44" wide (per Code) paved walkway from existing sidewalk at an angle to ensure compliant running slope of 5% or 1:20 max. (If running slope is greater than 1:20, provide compliant ramp with running slope of 1:12 max. 60" min. long landings top and bottom and continuous handrails both sides with 12" min. extensions beyond top and bottom of ramp.) Assumed length of path (without a ramp) is 30'-0".	Although not required under 2010 ADA scoping, E&A recommends providing a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is located in lawn, and no clear floor space is provided.	P	O	1	2	34	LF	\$1,201
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See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Boat Launch

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Recreation - Boating Facilities									
Barrier	862	The slope at gangway with LESS than 30'-0" total run at a facility with less than 25 total boat slips exceeds 8.33% OR has cross slope that exceeds 2% OR is a ramp that lacks handrails.	Citation	2010 ADA Stds. 1003.2.1					
ITEM 3: GANGWAY TO BOAT LAUNCH PIER	Provide 44" min. (per Code) wide (clear between handrails) aluminum gangway structure with max. running slope of 8.33% or 1:12, or a min. of 30'-0" in length. Slope shall be measured based on median water level of Lake Washington.	Existing condition: Slope of existing gangway to floating boat launch pier measured up to 28% and is less than 30'-0" in length. EXCEPTIONS: 1. Accessible routes serving floating fishing piers and platforms shall be permitted to use Exceptions 1, 2, 5, 6, 7, and 8 in 1003.2.1.2. Where the total length of the gangway or series of gangways serving as part of a required accessible route is 30'-0" min., gangways shall not be required to comply with 405.2 (1:12 slope). Section - 1003.2.1.2: 1. Where an existing gangway or series of gangways is replaced or altered, an increase in the length of the gangway shall not be required to comply with 1003.2 unless required by 202.4. 2. Gangways shall not be required to comply with the max. rise specified in 405.6. 5. Where gangways connect to transition plates, landings specified by 405.7 shall not be required. 6. Where gangways and transition plates connect and are required to have handrails, handrail extensions shall not be required. Where handrail extensions are provided on gangways or transition plates, the handrail extensions shall not be required to be parallel with the ground or floor surface. 7. The cross slope specified in 403.3 and 405.3 for gangways, transition plates, and floating piers that are part of accessible routes shall be measured in the static position. 8. Changes in level complying with 303.3 and 303.4 shall be permitted on the surfaces of gangways and boat launch ramps.	P	O	1	2	1	EA	\$6,000
Total for Building: Boat Launch								\$7,201	

See Survey Legend and ADA Overview Report Section for more important information.

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Mercer Island Boat Launch

Upper Left: Gangway to boat launch pier requires an accessible route.

Upper Right: 30"x48" clear floor space is required on one side of bench, and an accessible route shall be provided.

Lower Left: Life jacket hooks are mounted too high. Lower one of each type to 48" max. AFF.

Mercer Island Boat Launch

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Calkins Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				

ITEM 1: LANDING ENTRY	It is assumed that new van accessible parking space will be provided, but that sign is not required because no more than 4 parking spaces will be provided.	Sign displaying the International Symbol of Accessibility with van sign panel should be 60" min. above grade, measured to bottom of signs. Note: Where a total of four or fewer parking spaces, including accessible parking are provided on site, signs are not required.	P	O	1	1	0	EA	\$0
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See Survey Legend and ADA Overview Report Section for more important information.

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Calkins Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				

ITEM 2: ACCESSIBLE PICNIC TABLE	Replace table with one providing top surface no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space. Alternately, modify table supports to provide the required knee and toe space.	Existing picnic table has support angles with bottom edge at 26" AFF, and are 26" apart. A 30" wide knee space is required at a min. of 27" AFF.	P	O	1	2	1	EA	\$2,500
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See Survey Legend and ADA Overview Report Section for more important information.

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Calkins Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	500	The accessible route with a level change lacks a ramp, or the existing ramp is substantially non-compliant.	Citation	2010 ADA Stds. 303, 303.4				
ITEM 3: STAIRS TO BEACH		Construct a ramp structure with max. 1:12 (8.33%) ramp at the indicated number of locations. Further design study may be required.		P	O	1	2	30 LF \$22,500
		Existing condition: Concrete stairs lead down to the beach and no accessible ramp is provided. Max. ramp slope is 1:12. Continuous handrails on both sides of ramp are required where the rise is greater than 6".						
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 4: ACCESSIBLE ROUTE TO BEACH		Provide 44" min. wide (per Code) concrete paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.		P	O	1	2	70 LF \$4,032
		Existing site has concrete walk ending at the picnic table. No accessible route is provided beyond picnic table area to the concrete stairs leading to the beach.						
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 5: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.		P	O	7	2	5 SF \$125
		Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Bench is provided, however no adjacent clear floor space is provided.						
Total for Building: Calkins Landing								\$29,157

See Survey Legend and ADA Overview Report Section for more important information.

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Calkins Landing

- Upper Left: Parking is provided for 3 vehicles, however no accessible parking is provided.
- Upper Right: Knee clearance at accessible picnic table seat is encroached on by steel supports.
- Lower Left: Bench requires an adjacent clear floor space at one end.

Calkins Landing

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Calkins Landing

Upper Left: Accessible sidewalk ends at picnic table.
Upper Right: No accessible route is provided to the beach.
Lower Left: No accessible route is provided to the beach.

Calkins Landing

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Clarke Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				

ITEM 1: ACCESSIBLE PICNIC TABLES	Assuming 6 people per picnic table, designate 4 existing tables (dispersed throughout the park) as accessible by replacing sloped paving below one end of table with "level" clear floor space (slope not to exceed 1:48) ensuring knee space is 30" min. wide and 27" min. high. Provide accessible route 44" min. wide (per Code) to nearest walkway (price assumes 5'-0" long for all 4 tables). Add wooden extension to end of tables to provide toe space 17" min. deep. If tables are not mounted deep enough, or if they cannot be retrofitted, replace 4 of the 11 tables with accessible type (Budget \$10,000.00 at \$2500.00 EA).	Of a total of 11 existing picnic tables embedded in paving, 10 have knee space with height 1-1/2" - 3" too low, all have toe space approximately 3" too shallow and most have clear floor space that is too steep.	P	O	1	2	4	EA	\$8,000
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See Survey Legend and ADA Overview Report Section for more important information.

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Clarke Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains									
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2					
ITEM 2: PICNIC AREA NEAR PARKING LOT	Replace the fountain with a hi-low model with new 30"x48" min. clear floor space near new ramp landing.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only one drinking fountain is provided which is low, not operable and has no clear floor space.	P	O	1	4	1	EA	\$4,650
ITEM 3: RESTROOMS NEAR BEACH	Replace the fountain with a hi-low model with new 30"x48" min. clear floor space near new ramp landing.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only drinking fountain is provided which is not operable and has steep clear floor space.	P	O	1	4	1	EA	\$4,650

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	502	The ramp slope exceeds max. 1:12 (8.33%), or the ramp is less than 36" wide measured between the handrails.	Citation	2010 ADA Stds. 405.2, 405.5				
ITEM 4: RESTROOMS AT BEACH	Remove existing paving and provide ramp (assumed 24'-0" long and 48" wide) with conforming slope, 60" min. long landings at top and bottom, and handrails both sides with 12" min. extensions at top and bottom of ramp.	Existing approach to restrooms from walkway is too steep for accessible route. Max. permissible slope is 1:12 (8.33%). Cross slope and slopes at landings shall be 1:48 (2%) max.	P	O	1	1	24	LF \$12,400
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 5: ACCESSIBLE PICNIC TABLE NEAR PARKING LOT	Provide asphalt paved path 44" min. wide (per Code) from slab under accessible picnic table to nearest accessible route (assumed length 30').	Locate one accessible picnic table directly adjacent paved circulation route; locate other accessible picnic table deeper into lawn (assume 20' from paved circulation route).	P	O	1	2	30	LF \$1,060
ITEM 6: BBQ GRILLE NEAR PARKING LOT	Provide asphalt paved path 44" min. wide (per Code) from clear floor space at BBQ grille to nearest accessible picnic table (assumed 10').	Locate one accessible picnic table directly adjacent paved circulation route; locate other accessible picnic table deeper into lawn (assume 20' from paved circulation route).	P	O	1	2	10	LF \$353

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Exterior Accessible Routes / Entries

Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.						Citation 2010 ADA Stds. 308
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ITEM 7: BBQ GRILL NEAR BEACH	Provide new concrete paving for clear floor space adjacent BBQ grille closest to designated accessible picnic table. Ensure clear floor space has 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from paved walkway (assumed 10'-0" long).	Existing BBQ grilles have no paved clear floor space adjacent.	P	O	1	4	14	SF	\$350
ITEM 8: BBQ GRILL NEAR PARKING LOT	Provide new concrete paving for clear floor space adjacent BBQ grille with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from entry to play area.	Clear floor space adjacent BBQ grille measured too steep.	P	O	1	4	12	SF	\$300
ITEM 9: FISHING LINE RECEPTACLE - FISHING PIER AT SOUTH END OF PARK	Lower the item to 48" max. accessible height.	A max. 48" and min. 15" reach for any approach, which should be applied. Existing condition: Recycling receptacle for fishing line measured 5'-0" high. Owner/Maintenance item.	P	O	1	2	1	EA	\$0
ITEM 10: RESTROOM SIGNS - RESTROOMS NEAR BEACH	Provide new concrete paving for clear floor space adjacent signage for both restrooms with a 2% max. cross slope (1:48) adjacent paved walkway.	No paved clear floor space is provided adjacent signage.	P	O	1	4	20	SF	\$500

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
ITEM 11: TRASH AND HOT COAL RECEPTACLES NEAR BEACH	Provide new concrete paving for clear floor space adjacent trash and hot coal receptacles with a 2% max. cross slope (1:48) adjacent paved walkway.	Clear floor space adjacent opening of trash and hot coal receptacles are not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	20 SF	\$500
Barrier	522 Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation 2010 ADA Stds. 903						
ITEM 12: BENCH AT SAND PLAY AREA	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one bench plus accessible route from adjacent paved walkway (assumed 5'-0" long).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: 2 benches at perimeter of sand play area, but no slab is provided at end of benches nor is accessible route provided.	P	O	1	2	28 SF	\$700
ITEM 13: CONTINUOUS BENCH AT NORTH PIER	Recommendation: Cut out portion of continuous bench for 2 wheelchair spaces and ensure level clear floor space (30"x48" min.) between sections of bench (1 clear floor space shall be along end of pier).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of bench seating, provide a compliant 30"x48" clear floor space to one side of the bench. For a continuous bench, provide occasional gaps for clear floor space with representative orientations and views. Existing condition: Continuous bench along length of one side and end of north pier, but no clear floor spaces are provided along the bench length and the bench ends at the edge of the pier.	P	O	1	2	1 EA	\$1,500

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Clarke Beach

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 14: RESTROOMS NEAR BEACH	Demolish the interior fixture layout and completely renovate the restroom and dressing room within its current footprint.	Restrooms and dressing rooms are substantially non-compliant requiring significant renovation. Cost shown is an allowance, until further design studies are carried out.	P	O	1	3	1	EA \$35,000
Total for Building: Clarke Beach								\$69,963

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Clarke Beach Park

- Upper Left: Hi-low drinking fountain required adjacent to restrooms.
- Upper Right: Hi-low drinking fountain required adjacent to upper picnic area.
- Lower Left: An accessible route is lacking to picnic table in upper picnic area.

Clarke Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Clarke Beach Park

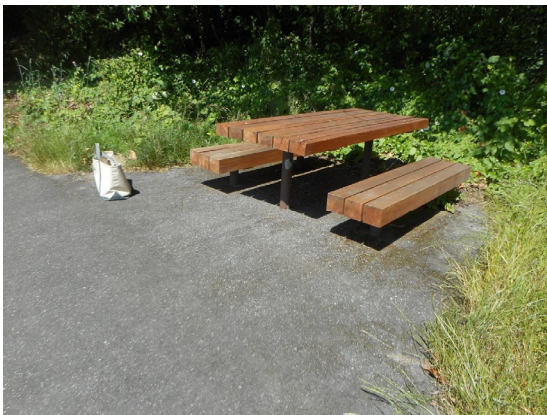
Upper Left: Route to restrooms has an excessive slope.

Upper Right: Restroom signage lacks an adjacent clear floor space below.

Lower Left: 30"x48" clear floor space is required along each leg of the pier's continuous bench.

Clarke Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2

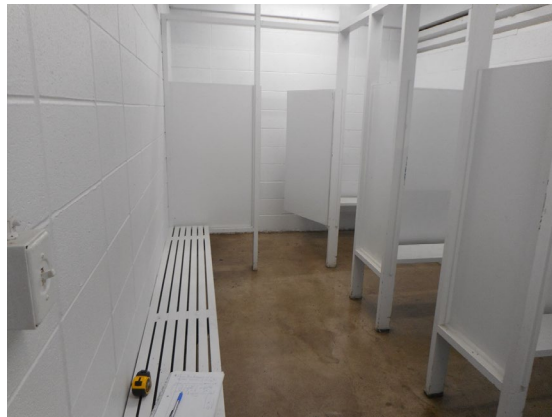


Clarke Beach Park

- Upper Left: 30"x48" clear floor space, paved and level, is required at BBQ grill closest to accessible picnic table.
- Upper Right: 30"x48" clear floor space, paved and level, is required at one end of one of the benches by the sand play area.
- Lower Left: 5% of picnic tables in each seating area require an accessible seat.

Clarke Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Clarke Beach Park

Upper Left: Restrooms are substantially non-accessible. Accessible stall in each restroom is non-compliant in size, grab bars are not compliant, flush control in Women's is incorrectly located, turn-around not provided in Men's restroom. Other issues were recorded.

Upper Right: Changing rooms are substantially non-accessible. Women's changing room: no turn-around space is provided, and changing cubicles are not compliant in size. Men's changing room: non-compliant bench.

Clarke Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Deane's Children's Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT - ADJACENT TO UNISEX RESTROOM	Remount / raise existing stall signage.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: Bottom of the van accessible parking sign adjacent to the unisex restroom is 57" AFF.	P	O	1	1	EA	\$72

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Deane's Children's Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2					
ITEM 2: PAVILLION	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Exception: Fixed or built-in seating or tables used primarily by children ages 12 and younger may be from 26" min. to 30" max. AFF. Existing condition: Pavillion has 4 picnic tables - none of them provide knee and toe space.	P	O	1	2	1	EA	\$2,500
ITEM 3: PICNIC TABLE - ADJACENT TO BBQ	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Exception: Fixed or built-in seating or tables used primarily by children ages 12 and younger may be from 26" min. to 30" max. AFF. Existing condition: Picnic table does not provide knee and toe space.	P	O	1	2	1	EA	\$2,500
ITEM 4: PICNIC TABLE - ADJACENT TO PAVILLION	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing condition: The picnic table does not provide a compliant knee and toe space.	P	O	1	2	1	EA	\$2,500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Deane's Children's Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 5: UNISEX RESTROOM	Add new portion of exterior surface (at door approach).	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). For a latch side approach pull side, 24" min. is required to the side of latch x 48" deep without closer and 54" deep with closer. See additional dimensions for other approaches in 404.2.4.1. Existing condition: door location provides a latch side approach, but exterior concrete surface is 40" deep.	P	O	1	2	25 SF	\$1,263

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Deane's Children's Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	497	The accessible route is less than 36" wide.	Citation	2010 ADA Stds. 403.5.1				
ITEM 6: UNISEX RESTROOM	Remove the movable objects that restrict passage.	Accessible routes may be reduced to 32" min. for 24" max. depth separated by segments 48" apart. Owner maintenance item. Existing condition: trash can encroaches on the 44" min. accessible route.	P	O	1	1	EA	\$0
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 7: PICNIC TABLE - ADJACENT TO, BBQ	Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. Include a 30"x48" clear floor space adjacent to the accessible side of the picnic table.	Existing condition: Picnic table lacks a paved accessible route to it.	P	O	1	2	LF	\$706
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 8: UNISEX RESTROOM - BIKE RACK	Install concrete pad adjacent to bike rack with a max. 2% cross slope (1:48).	Existing condition: Bike rack outside of restroom does not have a 30"x48" clear floor space adjacent to one end.	P	O	1	2	SF	\$289
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 9: ADJACENT TO PAVILLION	Recommendation: Alter the existing area adjacent to 1 bench to provide a level clear floor space (concrete pad).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: there are 2 benches located in packed dirt area. 1 of them should provided a clear floor space adjacent to one end.	P	O	7	2	SF	\$125

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Deane's Children's Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Play Areas									
Barrier	37310	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					
ITEM 10: ALL PLAY AREAS WITH WOOD CHIPS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	5	EA \$0	
Barrier	5081	The ramp to the play area exceeds 1:12 slope, or 1:48 cross slope or lacks edge protection, or there is no accessible route to the play area.	Citation	2010 ADA Stds. 206.2.17					
ITEM 11: BOTH PLAY AREA WITH PLAY STRUCTURES	Remove wood border and replace with a ramp that complies with slope and landings top and bottom.	Existing condition: there is no accessible route in to the play areas. Wood border with entry areas drop off into wood chip surface.	P	O	1	1	10	LF \$3,500	
ITEM 12: PLAY AREA - DRAGON	Remove wood border and replace with a ramp that complies with slope and landings top and bottom.	Existing condition: there is no accessible route in to the Dragon play area.	P	O	1	1	5	LF \$1,750	

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Deane's Children's Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
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Restrooms / Bathrooms

Barrier	681 The existing grab bars are non-compliant in size, configuration, or mounting height.								
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Citation | 2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9

ITEM 13: UNISEX RESTROOM - CHILDRENS' USE	Replace with new grab bars. Revise wall surface on the rear wall of the toilet.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" to 2" cross section and non-circular shapes; allows alternate children's use height.] Existing condition: grab bars are 33" AFF, and depending on the age group, they are to be installed between 18" - 27" AFF. Side wall grab bar is incorrectly located (46" from the corner to the end; 54" min. is required), and is required to be min. 42" long. Rear wall grab bar is incorrectly located (the end on the open side is to be 24" from the centerline of the toilet), and is required to be min. 36" long (18" is provided). The wall behind the toilet needs to be infilled, so that there is 1-1/2" between the grab bar and the wall surface.	P	O		1	3	1	EA	\$2,300
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Barrier	682 The flush controls are not located at open side of toilet, or controls require gripping, twisting or pinching to operate.								
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Citation | 2010 ADA Stds. 604.6

ITEM 14: UNISEX RESTROOM - CHILDRENS' USE	Replace the toilet with a stainless steel children's accessible model with accessible controls. Relocate as required for the appropriate age group.	Stainless steel is used in high vandalism or maintenance situations. Flush controls shall comply with reach ranges specified in Section 604.9.5. Existing condition: center of toilet is 18-1/4" from wall. Depending on the age group, toilet is required to be between 12" - 18" from the side wall. Toilet seat height is 17" AFF. Depending on the age group, seat height varies from 11" - 17" AFF. Flush control is 45-1/2" AFF. Toilets for children are required to have flush controls at 36" max. AFF.	P	O		1	3	1	EA	\$3,610
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Deane's Children's Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 15: UNISEX RESTROOM - CHILDRENS USE	Replace lavatory with an accessible model.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. (Exception: Lavatories used primarily by children ages 6 through 12 may have 31" max. height with apron 24" AFF. For children 5 and younger, clearances not required if compliant parallel approach provided.) Existing condition: sink is 32-1/2" AFF, knee clearance 8", and back is 26" AFF (27" min. required).	P	O	1	3	1 EA	\$2,340
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 16: UNISEX RESTROOM - CHILDRENS USE	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing condition: bottom of mirror reflective surface is 48" AFF.	P	O	1	3	1 EA	\$150
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 17: UNISEX RESTROOM - CHILDRENS USE	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Deane's Children's Park

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms									
Barrier	7836	The specified baby changing station exceeds a max. reach range of 48" high for a front or side approach, and/or it lacks clear floor space or the table surface is not 28" - 34" high when folded down.	2010 ADA Stds. 309, 308.3						
ITEM 18: UNISEX RESTROOM - CHILDRENS USE		Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards. If installed after September 15, 2010 then lower to 48" max.	If altered, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied.	P	O	8	2	1	EA \$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Deane's Children's Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	713	The permanent room sign lacks raised letters and braille characters OR the raised letters characters do not meet the requirements.	Citation	2010 ADA Stds. 216, 703.3, 703.2, 703.5				
ITEM 19: BALLFIELD AREA - UNI-SEX RESTROOM	Provide new compliant sign at the latch side of the door.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Signs not located in public use areas shall not be required to comply with 216. Existing condition: Signage does not have raised lettering, and braille is below 48" AFF.	P	O	1	2	1 EA	\$290
Total for Building: Deane's Children's Park								\$24,045

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Deane's Children's Park

- Upper Left: Van accessible parking sign is mounted too low.
- Upper Right: Pavilion lacks a picnic table with an accessible seat with knee & toe clearance. 5% of picnic tables in each seating area require an accessible seat.
- Lower Left: Bench lacks a paved clear floor space at one end.

Deane's Children's Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

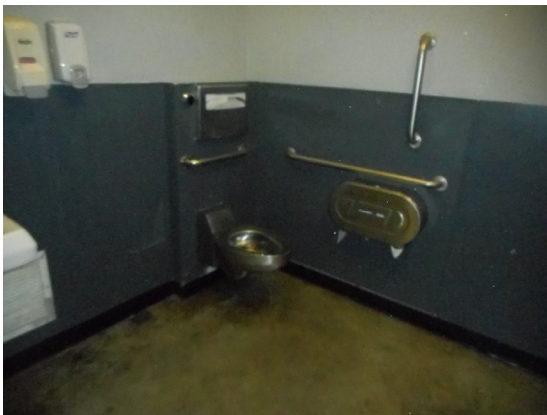


Deane's Children's Park

- Upper Left: Play area requires compliant ground surfaces, which must be periodically inspected and maintained.
- Upper Right: Wood border at play areas block accessible route. Removal of wood border and installation of ramp to play areas required.
- Lower Left: Bike rack lacks an adjacent (paved) clear floor space along one side.

Deane's Children's Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Deane's Children's Park

- Upper Left: Restroom signage lacks raised lettering, and is non-compliant in mounting height.
- Upper Right: Entry door into restroom lacks sufficient area for door maneuvering clearance. Concrete walk to be enlarged, and garbage can relocated.
- Lower Left: Grab bars at toilet are non-compliant in length & height. Wall surface behind toilet to be revised for grab bar. Seat cover dispenser lacks a forward approach. Toilet non-compliant for children's use.

Deane's Children's Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Deane's Children's Park

Upper Left: Lavatory does not provide knee & toe clearance and is mounted too high for children's use. Mirror is mounted too high.

Upper Right: Baby changing station is mounted too high.

Deane's Children's Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Ellis Pond

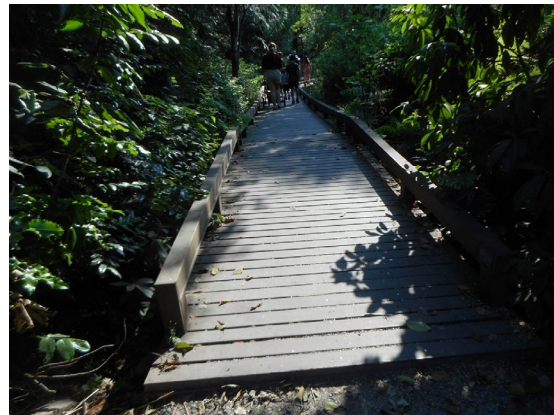
Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	509	The accessible route has a change in level between 1/4" and 1/2" without a 1:2 bevel or more than 1/2" high without a compliant ramp.						
			Citation	2010 ADA Stds. 303.4, 405, 406				
ITEM 1: BOARDWALK		Ensure new paved path (not included in this report) provides accessible slopes and/or level changes at both ends of wooden bridge.		P	O	1	2	2 EA \$0
				Level changes at ends of boardwalk measure approximately 1-1/2" at both ends. A 1/4" vertical change is permissible. A 1/4" - 1/2" change must have a beveled slope. A change greater than 1/2" requires a ramp.				
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.						
			Citation	2010 ADA Stds. 206.2.2				
ITEM 2: ACCESSIBLE ROUTE TO BENCH AND WATERFRONT		Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings. Further design study and civil engineering required.		P	O	1	2	10 LF \$353
				Existing site has a lawn area (only) between entry area and bench at waterfront.				
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.						
			Citation	2010 ADA Stds. 903				
ITEM 3: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.		P	O	7	2	5 SF \$125
				Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Adjacent to each side of the bench is a dirt path, and no clear floor space is provided.				
Total for Building: Ellis Pond								\$478

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Ellis Pond

- Upper Left: Park lacks a paved accessible route to bench, and one end of the bench required a paved clear floor space.
- Upper Right: Boardwalk lacks an accessible route to it.
- Lower Left: Boardwalk ends have level changes exceeding 1-1/2".

Ellis Pond

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

First Hill Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier 482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.		Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 1: ACCESSIBLE PICNIC TABLE NEAR BASKETBALL HALF COURT	Provide accessible picnic table (in addition to existing table) on existing slab with top surface 34" max. AFF, and with knee and toe space on one end of table 30" min. wide, 27" min. high, and 17" min. deep. Locate table where slab at clear floor space is 2% (1:48) max. in any direction.	Existing picnic table on concrete slab measured 29-1/2" to top surface with knee and toe space below (on end of table) 27" high and only 13" deep.	P	O	1	2	1 EA	\$2,500
Barrier 489	The bench is not 42" long, 20" - 24" deep, or has a 17" - 19" high seat and does not have a 18" high (back unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.		Citation	2010 ADA Stds. 903				
ITEM 2: TRASH RECEPTACLES - EAST ENTRY	Provide new 30"x48" level clear floor space adjacent opening side of trash & recycling receptacles. Locate along new paved accessible route to basketball half court.	Existing trash and recycling receptacles have no accessible route or clear floor space adjacent.	P	O	1	2	20 SF	\$500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

First Hill Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries									
Barrier	497	The accessible route is less than 36" wide.	Citation	2010 ADA Stds. 403.5.1					
ITEM 3: ENTRY TO PLAY AREAS	Cut through wooden borders at both play areas as required to provide accessible route to play areas 44" min. wide (per Code).	Entrance is required to be 36" min. wide per ADA (but 44" min. wide per Code). Existing condition: One play area has entry 42" wide cut into wooden border; other play area has no entry through wooden border.	P	O	1	1	2	EA	\$1,000
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2					
ITEM 4: ACCESSIBLE ROUTE TO ACCESSIBLE PICNIC TABLE - WEST SIDE OF BASKETBALL HALF COURT	Provide new accessible route 44" wide (per Code) asphalt paving from existing basketball half court to existing concrete slab at picnic tables (assume length 10'-0").	No accessible route is provided to picnic tables.	P	O	1	2	10	LF	\$353

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

First Hill Park

Date: 12/01/2021
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Play Areas									
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					
ITEM 5: PLAY AREAS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones. Also, ensure that surface is level with bottom of curb ramp into play area (currently steps down a few inches).	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Owner/maintenance item	P	O	1	2	2	EA	\$0
Total for Building: First Hill Park									\$4,353

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



First Hill Park

Upper Left: Ground surfaces of all play areas must be compliant and require periodic inspections & maintenance. An accessible route is required into the play area.

Upper Right: The picnic table does not have an accessible seat.

Lower Left: Accessible route is required to all park amenities: basketball half-court, picnic tables, play area, and trash & recycling receptacles.

First Hill Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Forest Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 1: ACCESSIBLE ROUTE TO BENCH		Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.	Existing site has a path consisting of pavers and stepping stones.	P	O	1	25	LF \$883
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 2: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Bench is provided, however no adjacent clear floor space is provided.	P	O	7	2	10 SF \$250
Total for Building: Forest Landing								\$1,133

See Survey Legend and ADA Overview Report Section for more important information.



Forest Landing

- Upper Left: Site has a path consisting of pavers and stepping stones. No accessible route is provided to site amenities.
- Upper Right: Stone steps to beach. No accessible route is provided.
- Lower Left: Bench requires an adjacent clear floor space at one end, and an accessible route.

Forest Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Franklin Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries										
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	2010 ADA Stds. 206.2.2							
ITEM 1: ACCESSIBLE ROUTE TO BENCH AND WATERFRONT		Provide 44" min. (per Code) wide asphalt paving to the indicated amenities.	Existing site has a flagstone path to the bench and the waterfront.	P	O	1	2	40	LF	\$1,413
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	2010 ADA Stds. 903							
ITEM 2: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Adjacent to each side of the bench is loose gravel, and no clear floor space is provided.	P	O	7	2	10	SF	\$250
Total for Building: Franklin Landing										\$1,663

See Survey Legend and ADA Overview Report Section for more important information.

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Franklin Landing

Upper Left: A paved accessible route is lacking to the bench.

Upper Right: A paved accessible route is lacking to the water's edge.

Lower Left: Bench requires a paved adjacent clear floor space at one end.

Franklin Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Fruitland Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 1: ACCESSIBLE PICNIC TABLES		Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.						
		Existing condition provides 1 picnic table which does not provide an accessible clear floor space for a forward approach.	P	O	1	2	1	EA \$2,500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Fruitland Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Exterior Accessible Routes / Entries										
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2						
ITEM 2: ACCESSIBLE ROUTE TO BENCH AND WATERFRONT		Provide 44" min. (per Code) wide asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings. Further design study may be required.	Existing site has a gravel path from entry area to picnic table, bench, and waterfront.	P	O	1	2	150	LF	\$5,298
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308						
ITEM 3: PICNIC TABLE		Remove and replace concrete slab with a 2% max. cross slope (1:48).	Existing concrete pad at picnic table is too small to provide required clear floor space.	P	O	1	2	3	LF	\$216
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903						
ITEM 4: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: adjacent to each side of the bench is a lawn area, and no clear floor space is provided.	P	O	7	2	10	SF	\$250
Total for Building: Fruitland Landing									\$8,264	

See Survey Legend and ADA Overview Report Section for more important information.

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Fruitland Landing

Upper Left: A paved accessible route is lacking to the picnic table, bench, and waterfront. Picnic table does not provide an accessible seat area with a paved clear floor space below.

Upper Right: A paved accessible route is lacking to the waterfront.

Lower Left: Bench requires an adjacent clear floor space at one end.

Fruitland Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Garfield Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 1: ACCESSIBLE ROUTE TO BENCH AND WATERFRONT		Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings. Further design study may be required.	Existing site has a lawn area (only) between entry area and bench at waterfront.	P	O	1	2 240 LF	\$8,477
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 2: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Bench is in a lawn area, and no clear floor space is provided.	P	O	7	2 10 SF	\$250
Total for Building: Garfield Landing								\$8,727

See Survey Legend and ADA Overview Report Section for more important information.

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Garfield Landing

Upper Left: The site has a lawn area only. A paved accessible route is lacking to the bench and water's edge.

Upper Right: No accessible route is provided to the water's edge.

Lower Left: The bench requires an adjacent clear floor space at one end.

Garfield Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
 Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT - ACCESSIBLE PARKING	Add new sign displaying the International Symbol of Accessibility at one existing accessible stall.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: No sign is provided at one accessible parking space (other accessible space has sign).	P	O	1	1	EA	\$290

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 2: ACCESSIBLE PICNIC TABLE NEAR VOLLEYBALL COURT		Provide accessible picnic table (in addition to existing table) with top no more than 34" AFF, and with knee and toe space on one end of table 30" min. wide, 27" min. high, and 17" min. deep.	Free standing picnic table provided in the lawn, measured 30" to top surface with knee and toe space below (on end of table) 28-1/2" high and 11-1/2" deep.	P	O	1	2	1 EA \$2,500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				
ITEM 3: DRINKING FOUNTAIN AT RESTROOMS		Retain low level drinking fountain (integral with rinse shower and foot rinse nozzles) and add a high level drinking fountain for standing persons.		P	O	1	4	1 EA \$5,590
		Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Compliant low level drinking fountain is provided for wheelchair users integral with exterior rinse shower nozzle and low level foot rinse nozzle.						
Barrier	754	The drinking fountain lacks a 30"x48" clear floor space for a front approach OR the clear floor space slope exceeds 2% in all directions.	Citation	2010 ADA Stds. 602.2				
ITEM 4: DRINKING FOUNTAIN AT RESTROOMS		Provide level clear floor space under low level fountain of min. size 30"x48" with slope of 2% max. (1:48) max. in any direction.		P	O	1	4	10 SF \$576
		Clear floor space under low fountain measured only 19" from post.						
ITEM 5: DRINKING FOUNTAIN NEAR PLAY AREA		Lower the wooden curb for full width of clear floor space and provide level clear floor space under low level fountain of min. size 30"x48" with slope of 2% max. (1:48) max. in any direction.		P	O	1	4	15 SF \$864
		The knee space is required to be 30" wide, 27" high, and at least 17" deep. Existing condition: Drinking fountain has curb that obstructs clear floor space at low fountain, and knee space measures 26" high.						

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 6: ACCESSIBLE PICNIC TABLE NEAR VOLLEYBALL COURT	Provide concrete paving at clear floor space under accessible picnic table (slope not to exceed 2.08%).	Locate directly adjacent accessible route to pier.	P	O	1	2	15 SF	\$375
ITEM 7: ACCESSIBLE ROUTE TO PIER	Provide 44" wide (per Code) asphalt paving to the pier, furnishing accessible route to picnic tables with barbecue, trash receptacles and volleyball court along the way. Provide gradual incline toward pier; slopes exceeding 5% require compliant ramp with complying handrails and landings.	No accessible route is provided to pier and asphalt approach to pier had many uneven areas and running slope measuring up to 8%.	P	O	1	2	210 LF	\$7,417
ITEM 8: ACCESSIBLE ROUTE TO RESTROOMS	Provide 44" wide (per Code) asphalt paving to the restroom building, furnishing accessible routes to benches and trash receptacles. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.	No accessible route is provided to restrooms.	P	O	1	2	150 LF	\$5,298
ITEM 9: ACCESSIBLE ROUTE TO WATER	Design study is required to consider use of existing roadway to the beach and whether to provide accessible route to water's edge. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings. No pricing included for this item pending strategy sessions and design study.	Asphalt roadway extends from parking lot, past play area and toward the beach. Roadway is too steep for accessible route, but is chained off from vehicular use. Roadway ends in lawn section of beach (and proposed accessible routes extend from end of this roadway). Beach has low level wood retaining walls between lawn and sand, and between sand and water (with ladder access into water).	P	O	1	2	1 LF	\$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier 518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.		Citation	2010 ADA Stds. 308				
ITEM 10: DOG WASTE RECEPTACLE NEAR PARKING LOT	Provide new concrete paving for clear floor space adjacent dog waste receptacle with a 2% max. slope (1:48) adjacent existing trail.	Dog waste receptacle is set back too far from paving (i.e., clear floor space is not stable, firm, or slip resistant).	P	O	1	4	10 SF	\$250
ITEM 11: TRASH RECEPTACLE NEAR PARKING LOT	Provide new concrete paving for clear floor space adjacent trash receptacle with a 2% max. slope (1:48) adjacent existing trail.	Trash receptacle is set back too far from paved path and clear floor space adjacent opening of trash receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	10 SF	\$250
ITEM 12: TRASH RECEPTACLES	Provide new concrete paving for clear floor space adjacent receptacles for trash and recycling with a 2% max. cross slope (1:48) adjacent new accessible routes to restrooms (one of each near benches) and pier (one of each near picnic tables and barbecue).	Clear floor space adjacent opening of trash receptacles are not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	40 SF	\$1,000
Barrier 522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.		Citation	2010 ADA Stds. 903				
ITEM 13: ACCESSIBLE BENCHES ALONG VOLLEYBALL COURT	Recommendation: Provide 30"x48" min. level clear floor space adjacent to one end of benches on both sides of court and 44" wide (per Code) paved walkway from new paved route.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: benches along volleyball court are located in lawn and have clear floor space is provided.	P	O	7	2	50 LF	\$1,766

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries									
ITEM 14: BENCH IN PLAY AREA	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench and 44" wide (per Code) paved walkway from play area entrance (extending by, and providing clear floor space for, trash receptacle).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is located in wood chips at play area, and no clear floor space is provided.	P	O	7	2	20	LF	\$706
ITEM 15: BENCH NEAR RESTROOMS	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one bench adjacent new paved walkway to restrooms.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches - provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: two benches are surrounded by lawn, and no clear floor space is provided.	P	O	7	2	10	SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Play Areas									
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					

ITEM 16: PLAY AREA	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA	\$0
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Groveland Beach

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 17: RESTROOMS NEAR BEACH	Demolish the interior fixture layout and completely renovate the restroom and dressing room within its current footprint.	Restrooms and dressing rooms are substantially non-compliant requiring significant renovation. Cost shown is an allowance until further design studies are carried out.	P	O	1	3	1	EA \$35,000
Total for Building: Groveland Beach								\$62,133

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Groveland Beach Park

- Upper Left: Accessible parking stall lacks signage.
- Upper Right: Curb obstructs toe space and a clear floor space is lacking at the lower fountain.
- Lower Left: Drinking fountain by restrooms lacks a clear floor space and an accessible route.

Groveland Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Groveland Beach Park

- Upper Left: Paved road ends. No accessible route is provided to beach, restrooms, volleyball court, or pier.
- Upper Right: No accessible route is provided through the lawn to the restrooms.
- Lower Left: No accessible route is provided to the beach or pier.

Groveland Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Groveland Beach Park

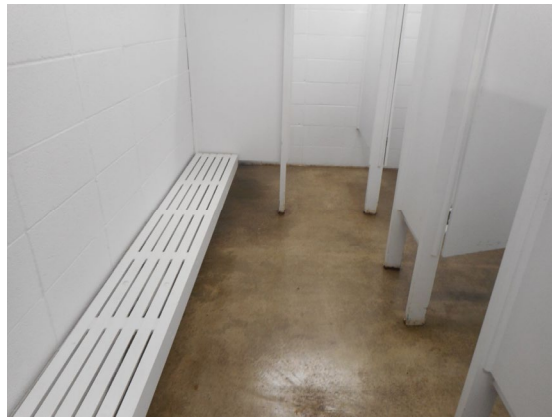
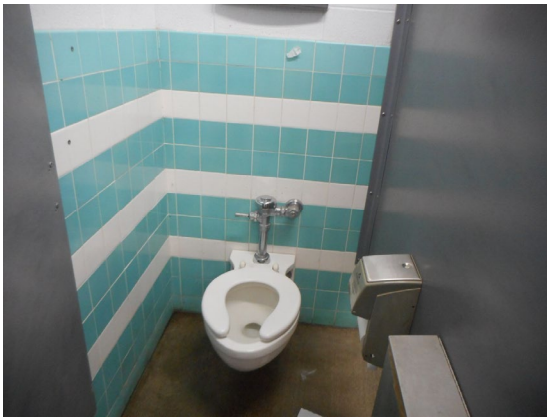
Upper Left: Play area requires compliant ground surfaces, which must be periodically inspected and maintained.

Upper Right: Restroom signage lacks an adjacent clear floor space below.

Lower Left: The picnic table lacks an accessible seat, clear floor space, and accessible route.

Groveland Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Groveland Beach Park

Upper Left: Restrooms are substantially non-compliant. Accessible stall in the Women's restroom is too small, grab bars are missing, flush control is incorrectly located. The Men's restroom lacks a turn-around.

Upper Right: Changing rooms are affected by adjacent restrooms which are substantially non-compliant. No turning space is provided, changing cubicles are too small, and benches in Men's changing room are non-compliant.

Groveland Beach Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Homestead Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: ACCESSIBLE PARKING	Remount / raise existing stall signage.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing accessible parking is provided for 3 vehicles (including 1 van), but 2 of the signs are mounted below 60" AFF.	P	O	1	1	2 EA	\$144

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Homestead Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Assembly Areas - Indoor / Outdoor

Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.							
			Citation	2010 ADA Stds. 221.2.1					

ITEM 2: NORTH BALLFIELD - EAST BLEACHERS	Move bleachers away from the fencing to provide min. 5'-8" clearance. Add a 36"x48" min. concrete pad adjacent to the south end of the bleachers for one of the wheelchair spaces (the other one will be located between the bleachers and the dugout).	Existing bleachers provide seating for approximately 33 people - 2 wheelchair spaces are required. Due to the proximity of the bleachers to the ballfield fencing, bleachers need to move back, away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$3,622
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ITEM 3: NORTH BALLFIELD - NORTH BLEACHERS	Move bleachers away from the fencing to provide a min. of 5'-8" clearance. Add a 36"x48" min. concrete pad adjacent to the west end of the bleachers for one of the wheelchair spaces (the other one will be located between the bleachers and the dugout).	Existing bleachers provide seating for approximately 33 people - 2 wheelchair spaces are required. Due to the proximity of the bleachers to the ballfield fencing (44" exists, 68" min. required), bleachers need to move back, away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats= 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$3,622
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See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
 Survey Results - by Building / Element

For City of Mercer Island for Transpo

Homestead Park

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
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Assembly Areas - Indoor / Outdoor

ITEM 4: SOUTH BALLFIELD	Move bleachers away from the fencing to provide min. 5'-8" clearance. Relocate wood border on the east side of the bleachers to provide 110" clearance for 2 wheelchairs plus 44" accessible route.	Existing bleachers provide seating for approximately 33 people - 2 wheelchair spaces are required. Space for 2 wheelchairs should be provided along the east end of the bleachers (66" + 44" accessible route = 110" required; 65" is provided). Due to the proximity of the bleachers to the ballfield fencing (37" exists; 68" min. required), bleachers need to move back, away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$3,622
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See Survey Legend and ADA Overview Report Section for more important information.

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Drinking Fountains

Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				
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ITEM 5: NORTH BASEBALL DIAMOND	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets shall be 38" min. and 43" max. AFF. Existing condition: Single drinking fountain is provided with rim measuring 26" AFF and spout 27" AFF.	P	O	1	4	1	EA	\$4,400
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Barrier	754	The drinking fountain lacks a 30"x48" clear floor space for a front approach OR the clear floor space slope exceeds 2% in all directions.	Citation	2010 ADA Stds. 602.2				
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ITEM 6: NEAR PLAY AREA	Remove existing and provide level clear floor space under low level fountain of min. size 30"x48" with slope of 2% max. (1:48) max. in any direction. Ensure rim of low level fountain is 34" max. and knee space is 27" min. above new slab.	Pavement at clear floor space under low level fountain is fragmented with slopes measuring up to 3.5%.	P	O	1	4	10	SF	\$576
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Exterior Accessible Routes / Entries									
Barrier	497	The accessible route is less than 36" wide.	Citation						2010 ADA Stds. 403.5.1
ITEM 7: NORTH BALLFIELD - EAST DUGOUT	Widen end section of dugout as required (including concrete pavement, chain link fencing, and metal roof as required) to provide clear floor space for forward approach facing baseball diamond with accessible route passing by in front.	Dugout measures approximately 54" wide where 84" min. is required. Ensure accessible route of 44" min. clear width (per Code) in front of 30"x48" clear floor space adjacent to the end of the bench for wheelchair space.	P	O	1	2	1 EA	\$1,500	
ITEM 8: NORTH BALLFIELD - NORTH DUGOUT	Widen end section of dugout as required (including concrete pavement, chain link fencing, and metal roof as required) to provide clear floor space for forward approach facing baseball diamond with accessible route passing by in front.	Dugout measures approximately 54" wide where 84" min. is required. Ensure accessible route of 44" min. clear width (per Code) in front of 30"x48" clear floor space adjacent to the end of the bench for wheelchair space.	P	O	1	2	1 EA	\$1,500	
ITEM 9: SOUTH BALLFIELD - SOUTH DUGOUT	Widen end section of dugout as required (including concrete pavement, chain link fencing, and metal roof as required) to provide clear floor space for forward approach facing baseball diamond with accessible route passing by in front.	Dugout measures approximately 54" wide where 84" min. is required. Ensure accessible route of 44" min. clear width (per Code) in front of 30"x48" clear floor space adjacent to the end of the bench for wheelchair space.	P	O	1	2	1 EA	\$1,500	
ITEM 10: SOUTH BALLFIELD - WEST DUGOUT	Widen end section of dugout as required (including concrete pavement, chain link fencing, and metal roof as required) to provide clear floor space for forward approach facing baseball diamond with accessible route passing by in front.	Dugout measures approximately 50" wide where 84" min. is required. Ensure accessible route of 44" min. clear width (per Code) in front of 30"x48" clear floor space adjacent to the end of the bench for wheelchair space.	P	O	1	2	1 EA	\$1,500	

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 11: NORTH BALLFIELD	Provide 44" wide concrete paving to the indicated amenities. At any slope exceeding 5%, provide a compliant ramp with complying handrails and landings.	Existing condition: there is no paved accessible route to the ballfield, and behind the bleachers and dugouts.	P	O	1	2	150 LF	\$8,640
ITEM 12: SOUTH BALLFIELD	Provide 44" wide concrete paving to the indicated amenities. At any slope exceeding 5%, provide a compliant ramp with complying handrails and landings.	Existing condition: there is no paved accessible route to the ballfield, bleachers, and dugout.	P	O	1	2	150 LF	\$8,640
ITEM 13: TENNIS COURTS	Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slope exceeding 5%, a compliant ramp with complying handrails and landings is required. (Included in Transpo's scope.)	Fenced in tennis courts are surrounded by grass and separated from parking lot by steep grade change.	P	O	1	2	195 LF	\$8,887

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LOCATION	RECOMMENDATION	COMMENTS	Citation	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms									
Barrier	676	The stall door hardware on both sides requires gripping, twisting, or pinching to operate, which is not accessible, or the door is not self closing.	2010 ADA Stds. 604.8.1.2						
ITEM 14: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL		Add self-closing door hardware and pull on inside of door.	Door does not have the required pull on each side of the door, and door is not self-closing.	P	O	1	3	1	EA \$290
Barrier	677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.	2010 ADA Stds. 603.4, 308						
ITEM 15: MEN'S RESTROOM - ACCESSIBLE TOILET STALL		Provide an additional lower coat hook. Mount at 48" or lower.	Existing coat hook is 59" AFF.	P	O	1	3	1	EA \$150
ITEM 16: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL		Provide an additional lower coat hook. Mount at 48" or lower.	Existing coat hook is 59" AFF.	P	O	1	3	1	EA \$150
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	2010 ADA Stds. 604.2						
ITEM 17: MEN'S RESTROOM - ACCESSIBLE TOILET STALL		Relocate the wall hung toilet to be 16" - 18" from centerline to side wall by revising plumbing and providing an auto flush sensor. Repair wall finish. Repair wall finish.	Existing toilet measured 19" from centerline to side wall.	P	O	1	3	1	EA \$1,960

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 18: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the wall hung toilet to be 16" - 18" from centerline to side wall by revising plumbing and providing an auto flush sensor. Repair wall finish.	Existing toilet measured 19-1/2" from centerline to side wall.	P	O	1	3	1 EA	\$1,960
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.	Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 19: MEN'S RESTROOM - ACCESSIBLE STALL	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" to 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar does not provide required min. 24" long from centerline of toilet at transfer side. Also, height to the top measured 32-3/4". Height to be 33" - 36" AFF.	P	O	1	3	1 EA	\$1,300
ITEM 20: WOMEN'S RESTROOM - ACCESSIBLE STALL	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" to 2" cross section and non-circular shapes; allows alternate children's use height.] Existing L-shaped grab bar does not provide required min. 24" long from centerline of toilet at transfer side. Also, height to the top measured 32-1/2". Height to be 33" - 36" AFF.	P	O	1	3	1 EA	\$1,300

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation	2010 ADA Stds. 604.6				
ITEM 21: MEN'S AND WOMEN'S RR FLUSH CONTROL	Lower the flush controls or provide a retrofit sensor. Cost included in other barriers.	Flush controls shall comply with reach ranges specified in Section 309 (unless the facility was constructed before 2012, in which case it is permitted to be 54" max. AFF according to the 1991 standards, and does not need to be relocated until it is altered).	P	O	1	3	2 EA	\$0
Barrier	683	The toilet paper dispenser is not mounted 7" - 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation	2010 ADA Stds. 604.7				
ITEM 22: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	Existing toilet paper dispenser is located within the min. 12" clearance required above the grab bar.	P	O	1	3	1 EA	\$72
ITEM 23: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	Existing toilet paper dispenser is located within the min. 12" clearance required above the grab bar.	P	O	1	3	1 EA	\$72
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 24: MEN'S RESTROOM	Raise height of existing lavatory, assuming max. 34" height.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing lavatory does not provide knee space of 8" deep at 27" AFF.	P	O	1	3	1 EA	\$960

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 25: MEN'S RESTROOM	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing mirror measured 40-3/4" to bottom of reflective surface.	P	O	1	3	1 EA	\$150
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 26: MEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing soap dispenser is mounted at 50" AFF to control lever. If altered or built after Sept. 15, 2010, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. CA Title 24 requires 40" max. height. Dispensers are required to be max. 48" high for a front and parallel approach. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1 EA	\$0
ITEM 27: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150
ITEM 28: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	716	The accessible building entry or restroom sign lacks signage displaying the International Symbol of Accessibility OR the Pictogram is not 6" high min.	Citation	2010 ADA Stds. 703.7.2.1, 216.6, 216.8				
ITEM 29: ACCESSIBLE RESTROOM	Provide a sign with the International Symbol of Accessibility, raised characters, and braille at latch side of door.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing condition: Both restroom signs lack raised characters, braille is 36" AFF, and pictograms are not 6" (min.) high.	P	O	1	2	2 EA	\$580
Total for Building: Homestead Park								\$55,397

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Homestead Park

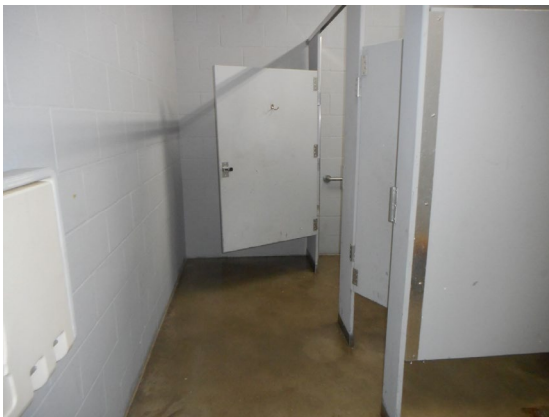
Upper Left: Parking signs are mounted too low. Bottom to be 60" min. above paving.

Upper Right: Bleachers require wheelchair seating (with signage).

Lower Left: Tennis courts lack an accessible route.

Homestead Park

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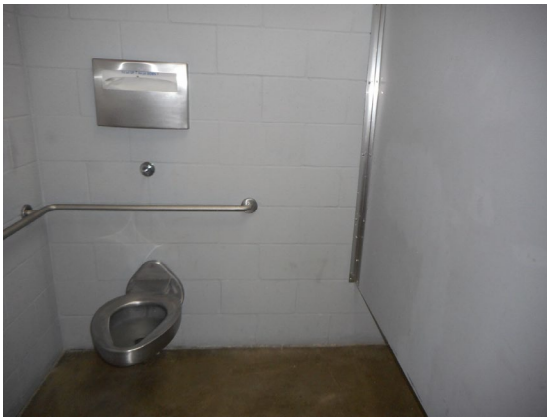


Homestead Park

- Upper Left: Ballfields lack an accessible route.
- Upper Right: Restroom signage is mounted too low.
- Lower Left: Accessible toilet stall doors are required to be self-closing, have a pull on the inside surface, and have coat hooks at 48" max. AFF.

Homestead Park

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Homestead Park

- Upper Left: Grab bars in accessible toilet stalls are not compliant in length and mounting height. Seat cover dispensers mounted behind toilet are not accessible. Toilets are too far from wall (should be located 16" min. - 18" max. from side wall).
- Upper Right: Toilet paper dispensers are mounted within the required 12" clearance space above the grab bar.
- Lower Left: Men's lavatory does not provide compliant knee clearance. Soap dispenser is mounted too high.

Homestead Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: MAIN PARKING LOT - ACCESSIBLE PARKING, ADJACENT TO BALLFIELD #1	Relocation of signage is required due to restriping accessible parking spaces and aisles.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Note: Where a total of four or fewer parking spaces, including accessible parking are provided on site, signs not required.	P	O	1	1	3 EA	\$216

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
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Assembly Areas - Indoor / Outdoor

Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.								
			Citation	2010 ADA Stds. 221.2.1						

ITEM 2: BALLFIELD #1 - HOME TEAM BLEACHERS	Relocate the companion seats to provide min. 66" for 2 wheelchairs, and 36" min. for 1 wheelchair. Provide sign at each designated space. Pricing included is for signage, not bleacher companion seat relocation.	Existing bleachers (1 large set, 1 small set) provide seating for approximately 125 spectators, which requires min. 4 wheelchair spaces. Wheelchair spaces adjacent to companion seats are provided in front of the large set of bleachers, however 36" width (or 66" for 2 wheelchairs) is not provided. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; 5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA	\$204
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ITEM 3: BALLFIELD #1 - VISITOR TEAM BLEACHERS	Replace the south set of of bleachers with a shorter bleacher to provide min. width of 66" between the 2 sets for 2 wheelchairs, and 44" on the south end (before the angled non-viewable fencing begins) for another wheelchair. Move both sets of bleachers away from the ballfield fencing to provide 5'-8" min. clearance for an accessible route and space for wheelchair. Provide sign at each designated space. Pricing included is for signage, not bleacher replacement and bleacher relocation.	Existing bleachers provide seating for approximately 80 people; 4 wheelchair spaces are required. Space for 1 wheelchair is provided on the north end. Due to the non-viewable fencing area behind home base and 20" width provided between the 2 sets of bleachers, sufficient space is not provided for the additional 3 required wheel chair spaces. Also, 5'-8" clearance is required between the front of the bleachers and the ballfield fencing (44" code required exterior accessible route plus 24" for the wheelchair space extension adjacent to the companion bleacher seat); 5'-4" is provided. Note that space for an accessible route is also not provided between the back of the bleachers to the curb (14" is provided). Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA	\$204
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor									
Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.	Citation	2010 ADA Stds. 221.2.1					
ITEM 4: BALLFIELD #2 - HOME TEAM BLEACHERS	Move (all) bleachers away from the ballfield fencing to provide min. 5'-8" clearance. Costs are for 4 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 104 people; 4 wheelchair spaces are required. 2 spaces @ 36" width are provided on each end of the 5-tier bleachers, and the width for 2 wheelchair spaces (66" required) is provided at the end of the 3-tier bleachers. However, the accessible route in front of the bleachers will be compromised. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA	\$204
ITEM 5: BALLFIELD #2 - VISITOR TEAM BLEACHERS	Move bleachers away from the fencing to provide min. 5'-8" clearance. Costs are for 2 signs, not for moving the bleachers.	Existing bleachers provide seating for approximately 42 people; 2 wheelchair spaces are required. Space for 2 wheelchairs is provided between the dugout and the bleachers (66" + 44" accessible route = 110" required; 107" is provided). Due to the proximity of the bleachers to the ballfield fencing (39" exists; 68" min. required), bleachers also need to move back, away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	2	EA	\$102

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Assembly Areas - Indoor / Outdoor									
Barrier	566	The Team or Player seating area lacks at least 1 accessible wheelchair seating area.	Citation						2010 ADA Stds. 221.2.1.4, 802.1
ITEM 6: BALLFIELD #1 - HOME TEAM DUGOUT	Add sign at existing designated wheelchair space & companion seating area.	Dugout has space for 1 wheelchair adjacent to the team seating bench.	P	O	1	2	1 EA	\$120	
ITEM 7: BALLFIELD #1 - VISITOR TEAM DUGOUT	Revise length of bench to provide min. 36" at the end of the bench for 1 wheelchair space. Add sign at wheelchair space and companion seating area.	Dugout does not have space for 1 wheelchair adjacent to the team seating bench.	P	O	1	2	1 EA	\$781	
ITEM 8: BALLFIELD #2 - HOME TEAM DUGOUT	Revise length of bench to provide min. 36" at the end of the bench for 1 wheelchair space. Add sign at wheelchair space & companion seating area.	Dugout does not have space for 1 wheelchair adjacent to the team seating bench.	P	O	1	2	1 EA	\$781	
ITEM 9: BALLFIELD #2 - VISITOR TEAM DUGOUT	Add sign at existing designated wheelchair space & companion seating area.	Dugout has space for 1 wheelchair adjacent to the team seating bench.	P	O	1	2	1 EA	\$120	

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 10: BALLFIELD #2 - PICNIC TABLE AREA	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing condition: 4 picnic tables are provided, but none provides an accessible forward approach with knee and toe space.	P	O	1	2	1 EA	\$2,500
ITEM 11: TENNIS COURT AREA - NORTH PARK AREA	Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing condition: There are 2 picnic tables; neither one provides an accessible forward approach with knee and toe space. Suggest replacing the picnic table on the west side, as it has an accessible route to it.	P	O	1	2	1 EA	\$2,500

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Doors									
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4					
ITEM 12: MEN'S RESTROOM	Revise door hardware so that door does not have BOTH a closer and a latch.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). See additional dimensions for other approaches in 404.2.4.1. Existing condition: Both of the restroom entry doors have a latch and a closer, requiring 12" min. width at the push side.	P	O	1	2	1	SET	\$200
ITEM 13: WOMEN'S RESTROOM	Revise door hardware so that door does not have BOTH a closer and a latch.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). See additional dimensions for other approaches in 404.2.4.1. Existing condition: Both of the restroom entry doors have a latch and a closer, requiring 12" min. width at the push side.	P	O	1	2	1	SET	\$200

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Dressing Rooms, Fitting Room, Locker Room								
Barrier	760	The accessible dressing or fitting room lacks a 42" min. long x 20" to 24" deep bench mounted between 17" - 19" high, or lacks 30"x48" clear floor space at the end of the bench, or lacks an accessible back support.	Citation	2010 ADA Stds. 222, 903				
ITEM 14: MEN'S RESTROOM - DRESSING AREA	Provide a new 20" to 24" deep x 42" long bench at 17" - 19" height affixed to a wall or with accessible back support in an accessible location within the dressing room. Provide a 30"x48" clear floor space at the end of the bench for wheelchair user transfer..	Existing condition: Restroom appears to be used for a dressing rooms for team sports. 3 benches are provided, and none comply with Section 903.	P	O	1	2	1	EA \$1,110
ITEM 15: WOMEN'S RESTROOM - DRESSING AREA	Provide a new 20" to 24" deep x 42" long bench at 17" - 19" height affixed to a wall or with accessible back support in an accessible location within the dressing room. Provide a 30"x48" clear floor space at the end of the bench for wheelchair user transfer..	Existing condition: Restroom appears to be used for a dressing rooms for team sports. 3 benches are provided, and none comply with Section 903.	P	O	1	2	1	EA \$1,110
Barrier	761	The coat hooks are too high, or the shelves are not 40" min. to 48" max. AFF.	Citation	2010 ADA Stds. 222, 304.4, 803.2				
ITEM 16: MEN'S RESTROOM - ABOVE THE BENCHES	Lower the coat hooks or provide an additional one.	Coat hooks are required to be 48" and/or comply with reach ranges per Section 308. Existing condition: Hooks are 56" AFF.	P	O	1	2	1	EA \$108
ITEM 17: WOMEN'S RESTROOM - ABOVE THE BENCHES	Lower the coat hooks or provide an additional one.	Coat hooks are required to be 48" and/or comply with reach ranges per Section 308. Existing condition: Hooks are 56" AFF.	P	O	1	2	1	EA \$108

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				
ITEM 18: EAST SIDE OF TENNIS COURTS	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets shall be 38" min. and 43" max. AFF. Existing condition: Single drinking fountain is provided with rim measuring 28" above grade.	P	O	1	4	1	EA \$4,400
ITEM 19: OUTSIDE LOCKER ROOMS	Replace each drinking fountain with a hi-low model (or eliminate 1 or 2 fountains as determined by city).	Where drinking fountains are provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF. Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: A single low level drinking fountain with insufficient knee depth is provided outside locker room doors (total 3 locations).	P	O	1	4	3	EA \$13,200

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier 500	The accessible route with a level change lacks a ramp, or the existing ramp is substantially non-compliant.		Citation	2010 ADA Stds. 303, 303.4				
ITEM 20: ACCESSIBLE ROUTE TO TENNIS COURTS - NORTH PARK AREA	Construct a ramp structure with max. 1:12 (8.33%) ramp at the indicated number of locations.	Max. ramp slope is 1:12. Ramps with a level change at or less than 3" can have a slope up to 1:8 max. Ramps with level change at or less than 6" can have a slope up to 1:10 max. Ramp slopes shall not exceed 1:8. Handrails are required where the rise is greater than 6". Existing condition: From the picnic table area up to the tennis court, route has 2 steps up.	P	O	1	2	1 LF	\$750
Barrier 510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.		Citation	2010 ADA Stds. 206.2.2				
ITEM 21: BALLFIELD #2 - PICNIC TABLE AREA	Provide 44" min. wide (per Code) asphalt paving to an accessible picnic table. Include a 30"x48" clear floor space at knee & toe approach area.	Existing condition: picnic tables are provided in lawn area.	P	O	1	2	15 LF	\$530
ITEM 22: DRINKING FOUNTAIN EAST OF TENNIS COURTS	Provide new accessible route 44" wide (per Code) asphalt paving from nearest path.	No accessible route is provided to drinking fountain east of tennis court.	P	O	1	2	9 LF	\$318
ITEM 23: PICNIC AREA - ADJACENT TO NORTH PARKING LOT, BBQ	Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. Include a 30"x48" clear floor space adjacent to the front of the BBQ.	Existing condition: BBQ lacks a paved accessible route to it.	P	O	1	2	20 LF	\$706

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	671	The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation	2010 ADA Stds. 604, 213				
ITEM 24: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Remove 1 reinforced masonry toilet stall partition and replace it with a narrower metal toilet partition, providing the extra space in the accessible stall.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: toilet stall measures 54" wide x 58" long.	P	O	1	3	1 EA	\$5,190
ITEM 25: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Remove 1 reinforced masonry toilet stall partition and replace it with a narrower metal toilet partition, providing the extra space in the accessible stall.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: toilet stall measures 55" wide x 58" long.	P	O	1	3	1 EA	\$5,190
Barrier	677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.	Citation	2010 ADA Stds. 603.4, 308				
ITEM 26: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Provide an additional lower coat hook.	Mount at 48" or lower. Existing condition: hook is mounted 58" AFF.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 27: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Provide an additional lower coat hook.	Mount at 48" or lower. Existing condition: Hook is mounted 56" AFF.	P	O	1	3	1 EA	\$150
Barrier	679	The toilet seat height is not between 17" - 19" high.	Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 28: MEN'S RESTROOM - ACCESSIBLE TOILET	Install a lift seat.	Existing condition: top of seat is 16-1/2" AFF.	P	O	1	3	1 EA	\$210
ITEM 29: WOMEN'S RESTROOM - ACCESSIBLE TOILET	Install a lift seat.	Existing condition: top of seat is 16-1/2" AFF.	P	O	1	3	1 EA	\$210
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.	Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 30: MEN'S RESTROOM	Remount the existing grab bars.	Existing condition: The grab bars are the proper length, but are mounted too close to the corner. The 42" side wall grab bar should be 54" min. from the corner, and the 36" rear wall grab bar should be mounted so that 24" is from the toilet centerline to the end of the grab bar on the open side.	P	O	1	3	1 EA	\$410
ITEM 31: WOMEN'S RESTROOM	Remount the existing grab bars.	Existing condition: The grab bars are the proper length, but are mounted too close to the corner. The 42" side wall grab bar should be 54" min. from the corner, and the 36" rear wall grab bar should be mounted so that 24" is from the toilet centerline to the end of the grab bar on the open side.	P	O	1	3	1 EA	\$410

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation	2010 ADA Stds. 604.6				
ITEM 32: MEN'S RESTROOM - ACCESSIBLE TOILET STALL		Reverse controls or provide a retrofit sensor control on the wall mounted toilet.		P	O	1	3	1 EA \$810
Barrier	683	The toilet paper dispenser is not mounted 7" - 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation	2010 ADA Stds. 604.7				
ITEM 33: MEN'S RESTROOM - ACCESSIBLE TOILET STALL		Relocate the dispenser.		P	O	1	3	1 EA \$72
ITEM 34: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL		Relocate the dispenser.		P	O	1	3	1 EA \$72
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 35: MEN'S RESTROOM		Replace lavatory with an accessible model.		P	O	1	3	1 EA \$2,340

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 36: WOMEN'S RESTROOM	Replace lavatory with an accessible model.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing condition: Knee space is not provided below either lavatory.	P	O	1	3	1 EA	\$2,340
Barrier	694 The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation 2010 ADA Stds. 308.3						
ITEM 37: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150
ITEM 38: MEN'S RESTROOM - SOAP DISPENSERS	Relocate or lower the dispensers not meeting 2010 Standards to meet more stringent code requirement of a lower height.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: Soap dispensers are mounted above 48" AFF to the controls.	P	O	1	3	2 EA	\$300
ITEM 39: MEN'S RR - HAND DRYER	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing condition: the button control for electric hand dryer at each sink is mounted at 49" AFF. If altered or built after Sept. 15, 2010, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. CA Title 24 requires 40" max. height. Dispensers are required to be max. 48" high for a front and parallel approach. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms									
ITEM 40: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1	EA	\$150
ITEM 41: WOMEN'S RESTROOM - HAND DRYER	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing condition: the button control for electric hand dryer at each sink is mounted at 50" AFF. If altered or built prior to Sept. 15, 2010, per 2010 Standards, the item should be below 48" AFF. Many building codes are more stringent and have a max. 48" reach for any approach, which should be applied. CA Title 24 requires 40" max. height. Dispensers are required to be max. 48" high for a front and parallel approach. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1	EA	\$0
ITEM 42: WOMEN'S RESTROOM - SOAP DISPENSERS	Relocate or lower the dispensers not meeting 2010 Standards to meet more stringent code requirement of a lower height.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: 1 soap dispenser is mounted at 50" AFF to the controls, and the other is compliant at 42" AFF.	P	O	1	3	1	EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	713	The permanent room sign lacks raised letters and braille characters OR the raised letters characters do not meet the requirements.	Citation	2010 ADA Stds. 216, 703.3, 703.2, 703.5				
ITEM 43: BALLFIELD AREA - MEN'S RESTROOM	Provide new compliant sign at the latch side of the door.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Signs not located in public use areas shall not be required to comply with 216. Existing condition: Signage does not have raised lettering, and braille is 40" AFF.	P	O	1	2	1 EA	\$290
ITEM 44: BALLFIELD AREA - WOMEN'S RESTROOM	Provide new compliant sign at the latch side of the door.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Signs not located in public use areas shall not be required to comply with 216. Existing condition: Signage does not have raised lettering, and braille is 40" AFF.	P	O	1	2	1 EA	\$290
Total for Building: Island Crest Park								\$49,356

See Survey Legend and ADA Overview Report Section for more important information.

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Island Crest Park

- Upper Left: Van accessible parking space is insufficient in width. Relocation of signage is required due to restriping.
- Upper Right: Ballfield #1 Home Team bleachers — companion seats do not provide the required width for adjacent wheelchair seating.
- Lower Left: Ballfield #1 Visitor Team bleachers — space is not sufficient for wheelchair seating, including accessible route.

Island Crest Park

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Island Crest Park

Upper Left: Ballfield #2 Home Team bleachers are too close to fencing to provide an accessible route in front of the required wheelchair spaces.

Upper Right: Ballfield #2 Visitor Team bleachers are too close to fencing to provide an accessible route in front of the required wheelchair spaces.

Lower Left: Dugouts require a wheelchair space adjacent to the end of the bench. Some benches must be adjusted in length to provide wheelchair space.

Island Crest Park

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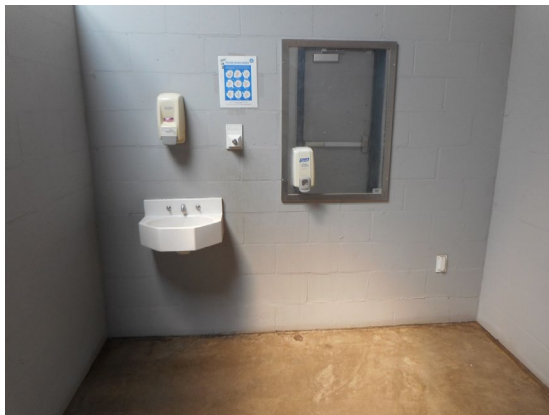
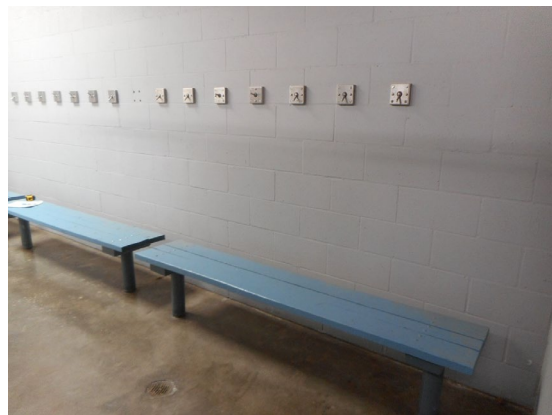
Island Crest Park

Upper Left: 1 picnic table is required to provide an accessible seat. An accessible route is required to table.

Upper Right: 1 picnic table is required to provide an accessible seat. An accessible route is required to table. A ramp is required to tennis courts.

Lower Left: A single low drinking fountain is provided outside of each restroom, with insufficient knee space. Hi-low drinking fountains are required.

Island Crest Park
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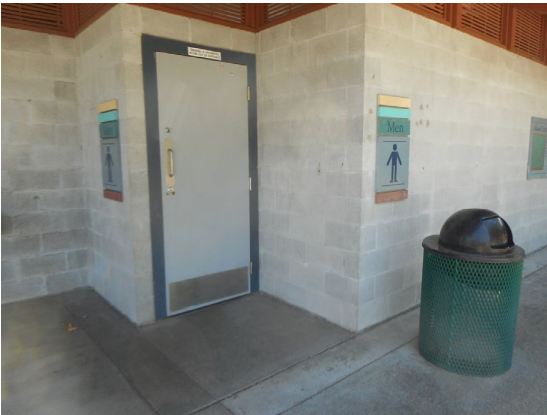
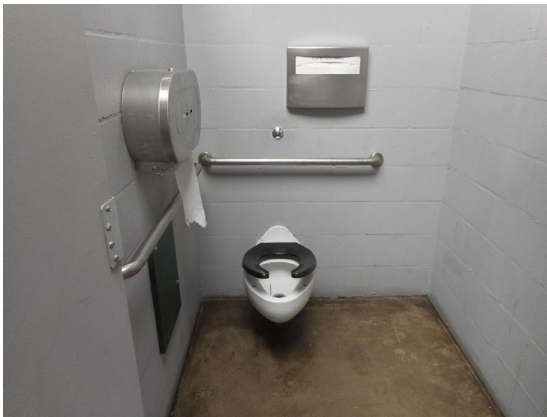


Island Crest Park

- Upper Left: Restroom doors have a latch and a closer, requiring 12" min. width on the push side.
- Upper Right: Dressing room benches are non-compliant, an additional bench is required in each dressing room. Clothes hooks are mounted too high, one in each room must be lowered or provide a new hook at 48" max. AFF.
- Lower Left: Each restroom has 2 lavatories. Neither has an accessible knee space clearance. 1 in each restroom must be compliant. Soap dispenser mounted too high.

Island Crest Park

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Island Crest Park

- Upper Left: Accessible toilet stall in each restroom is insufficient in width. Seat heights are too low. Grab bars require relocation. Flush control in Men's accessible stall is incorrectly located. Photo is Men's restroom.
- Upper Right: The accessible toilet stall in each restroom requires toilet paper & seat cover dispensers to be relocated. Photo is Women's restroom.
- Lower Left: Restroom signage is non-compliant (requires raised lettering and braille), and is non-compliant in location.

Island Crest Park

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ADA SURVEY RESULTS
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Lincoln Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 1: ACCESSIBLE PICNIC TABLES		Provide the indicated number of tables with tops no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.	Existing condition provides 2 picnic tables, and neither has an accessible clear floor space for a forward approach.	P	O	1	2	1 EA \$2,500

See Survey Legend and ADA Overview Report Section for more important information.

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Lincoln Landing

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries										
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	2010 ADA Stds. 206.2.2							
ITEM 2: ACCESSIBLE ROUTE TO PICNIC TABLES		Provide 44" min. wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.	Existing asphalt ends before reaching either of the 2 picnic tables. Accessible route is required to 1 table.	P	O	1	2	50	LF	\$1,766
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	2010 ADA Stds. 308							
ITEM 3: ACCESSIBLE PICNIC TABLES		Remove section of concrete paving and regrade & pave with concrete with a 2% max. cross slope (1:48).	Provide a 30" wide x 48" deep concrete clear floor space at 1 seating area of an accessible picnic table.	P	O	1	2	3	LF	\$216
Total for Building: Lincoln Landing										\$4,482

See Survey Legend and ADA Overview Report Section for more important information.

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Lincoln Landing

- Upper Left: No accessible route is provided to picnic tables.
- Upper Right: Neither of the 2 picnic tables provides an accessible seat with the required knee and toe clearance. 1 accessible picnic table must be provided.
- Lower Left: The accessible picnic table requires a paved clear floor space at the accessible seat, and an accessible route to it.

Lincoln Landing

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ADA SURVEY RESULTS
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Luther Burbank Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				

ITEM 1: NORTH PARKING LOT - ACCESSIBLE PARKING	Mount existing signs displaying the International Symbol of Accessibility on new permanent posts directly beyond head of spaces at compliant height of 60" min. to bottom edge of signs.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: Compliant signs are provided, but mounted on wall (far back from head of spaces) at height of 44" above grade.	P	O	1	1	5	EA	\$1,450
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Luther Burbank Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor								
Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.						
			Citation 2010 ADA Stds. 221.2.1					
ITEM 2: AMPITHEATER	Provide new wheelchair accessible areas (wheelchair space with adjoining designated companion seat) at exterior assembly area - 2 at left side, 2 at right. Provide sign at each designated space.	Existing condition: Terraced lawn seating provided, but no accessible spaces are provided. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	88 SF	\$2,200
Barrier	573	There is no direct accessible route from the wheelchair seating area to the performing areas, such as the stage.						
			Citation 2010 ADA Stds. 206.2.6					
ITEM 3: AMPITHEATER	Provide new 44" min. wide (per Code) accessible route to the stage from circulation path to north.	Where a circulation path directly connects a performance area to an assembly seating area, an accessible route shall directly connect the assembly seating area with the performance area.	P	O	1	2	15 LF	\$530
Barrier	574	The lawn seating or overflow seating without fixed seats lacks an accessible route.						
			Citation 2010 ADA Stds. 221.5					
ITEM 4: AMPITHEATER	Provide accessible routes to new accessible seating areas on left and right sides of stage from circulation paths to west and north.	Accessible routes shall be 44" min. wide (per Code); lengths are assumed at 35'-0" from west circulation path to left side of stage (to negotiate slope of lawn) and 5'-0" from north circulation path to right side of stage.	P	O	1	2	40 LF	\$1,413

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Built In Elements								
Barrier	481	The sales or service counter lacks a 36" long lowered portion of counter that is max. 36" high for a 48" parallel approach or is not 30" long min. with knee space for a forward approach or does not extend the same depth as the sales or service countertop.	Citation	2010 ADA Stds. 227.3, 904.4.2, 902.3				
ITEM 5: GUARD STATION - SERVICE COUNTER	Lower a section of existing counter to 36" AFF (for 36" min. length).	Service counter is rolling door with sill measuring approximately 40" above lawn.	P	O	1	2	1 EA	\$3,000
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 6: ACCESSIBLE PICNIC TABLE - PLAY AREA NEAR TENNIS COURTS	Provide additional accessible picnic table near existing picnic table with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table. Ensure clear floor space below end of accessible table has slope of 1:48 (2%) max. in any direction.	Existing picnic table located at the north side of play area has table surface measuring 30" from grade with knee space measuring 26-1/4" high and 23-1/4" wide.	P	O	1	2	1 EA	\$2,500
ITEM 7: ACCESSIBLE PICNIC TABLE IN BIG DOG PARK	Provide additional accessible picnic table near south gate with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table.	Existing picnic table is a stand alone located in the middle of dog park with no clear floor space. Table surface measures 29-1/2" from grade with knee space measures 28" high and 12" deep.	P	O	1	2	1 EA	\$2,500

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Built In Elements								
ITEM 8: ACCESSIBLE PICNIC TABLE IN SMALL DOG PARK	Provide additional accessible picnic table near gate with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table.	Existing picnic table is a stand alone located in the middle of dog park with no clear floor space. Table surface measures 28-1/2" from grade with knee space measures 27" high and 9" deep.	P	O	1	2	1 EA	\$2,500
ITEM 9: ACCESSIBLE PICNIC TABLE NEAR PLAY AREA - NEAR PICNIC AREA C	Raise tables (or alter accessible end of tables) by 3/4" min. to provide knee height of 27".	Existing picnic tables are have table surface measuring 30" from grade with knee space measuring 30-1/2" wide and 26-1/4" high (with unlimited depth). Owner/maintenance item.	P	O	1	2	1 EA	\$350
ITEM 10: ACCESSIBLE PICNIC TABLE ON BOARDWALK - WETLAND TRAIL	Add accessible picnic table with surface 34" max. AFF and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table.	Existing picnic table is stand alone located on boardwalk platform with table surface measuring 28" from grade with knee space measures 26-1/2" high and 9" deep.	P	O	1	2	1 EA	\$2,500
ITEM 11: ACCESSIBLE PICNIC TABLES - CALKINS POINT	Replace accessible picnic tables with top of tables at 28" to 34" above slab, and with 27" min. high, 30" min. wide, 17" deep knee and toe space. If table is pedestal type (similar to existing), ensure central post is embedded or recessed in concrete. Pedestal base with change in level at steel plate and protruding bolts is not permitted to encroach into toe space within 30"x48" clear floor space.	Accessible picnic tables are provided on paving on both sides of Calkins Point beach, with surface at 32" AFF, but knee space below measured 25-1/2" from slab to bottom edge of steel angles spaced 26" apart.	P	O	1	2	2 EA	\$5,000

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
ITEM 12: ACCESSIBLE PICNIC TABLES - PICNIC AREA A	Assuming 8 people per picnic table (and 3 existing tables), add 2 new accessible tables with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table. Locate new accessible tables along new accessible route to BBQ grille and trash receptacles.	3 existing stand alone picnic tables were observed in lawn with no clear floor space. Knee space at end of all of them was too low and/or too shallow.	P	O	1	2	2 EA	\$5,000
ITEM 13: ACCESSIBLE PICNIC TABLES - PICNIC AREA B	Assuming 8 people per picnic table, replace accessible table (which is not compliant) with 2 compliant accessible tables, each with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table. Locate new accessible tables along new accessible route to BBQ grille and hot coal receptacle.	3 existing picnic tables were observed in lawn, including 1 designated as accessible table. Knee space at accessible table measured 27" high to bottom surface of table, but only 24-1/2" to bottom edge of steel supports spaced 21-1/2" apart and encroaching on knee space, making it non-compliant.	P	O	1	2	2 EA	\$5,000
ITEM 14: ACCESSIBLE PICNIC TABLES - PICNIC AREA C	Assuming 8 people per picnic table (and 8 picnic tables dispersed across Picnic Area C), replace 4 existing tables with accessible picnic tables with knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table. Locate accessible tables so that slab for 30"x48" clear floor space at accessible end of table has slope of 2% (1:48) at concrete slabs closest to paved walkway.	Existing picnic tables have knee space measuring too low and/or too shallow.	P	O	1	2	4 EA	\$10,000

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Built In Elements								
ITEM 15: ACCESSIBLE PICNIC TABLES EAST OF AMPITHEATER	Assuming 8 people per picnic table, replace 2 existing tables with accessible picnic tables with surface 34" max. above grade and knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table.	Existing picnic tables are stand alone located in lawn with no clear floor space. Table surface measures 28" from grade with knee space measures 26-1/2" high and 12" deep.	P	O	1	2	2 EA	\$5,000
ITEM 16: ACCESSIBLE PICNIC TABLES NEAR PLAY AREAS - NEAR TENNIS COURTS	Raise tables (or alter accessible end of tables) by 3/4" min. to provide knee height of 27".	Existing picnic tables are have table surface measuring 30" from grade with knee space measuring 30-1/2" wide and 26-1/4" high (with unlimited depth). Owner/maintenance item.	P	O	1	2	2 EA	\$700

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Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 17: GATE TO SMALL DOG PARK - VESTIBULE BETWEEN DOG PARKS	Remove existing paving at door maneuvering space for small dog park gate and provide new paving at door maneuvering space on both sides of both dog park gate.	Ensure door maneuvering spaces are min. gate width x 48" deep for push side forward approach. Door maneuvering space at small dog park has non-compliant level change on latch side.	P	O	1	2	24 SF	\$1,212
ITEM 18: USER PASSAGE GATES - NORTH END OF BIG DOG PARK	Provide new paving at door maneuvering space on both sides of both dog park gates.	Ensure door maneuvering spaces are min. gate width x 48" deep for push side forward approach. North end of big dog park has 2 user passage gates: 1 north entry to big dog park and 1 entry to pathway leading to the water. Both gates have no paving at door maneuvering space. (Double gate is assumed to be for employees only.)	P	O	1	2	96 SF	\$2,400
ITEM 19: WOMEN'S RESTROOM NEAR TENNIS COURTS	Remove and repave exterior concrete surface (at door entry) to provide a level approach.	Slope of exterior door maneuvering space measures up to 5.5%. Ensure door maneuvering space slopes 2% (1:48) max. in any direction.	P	O	1	2	23 SF	\$1,053
Barrier	622	The existing door does not have a smooth surface a min. 10" from the floor or exterior surface and/or the kick plate installed is not capped.	Citation	2010 ADA Stds. 404.2.10				
ITEM 20: GATES TO DOG PARKS	Recommend no change, as gates pre-date the 2010 ADAS and the 1994 ADAAG did not include this requirement. When gates are replaced or otherwise altered, however, they will need to be brought into compliance with ADAS	For double acting gates, kick plate is required on both sides. Existing condition: Total 3 gates are provided at vestibule between small dog and big dog parks and 2 gates (for user passage) at north end of big dog park; all 5 gates have chain link full height and swing both ways (thus both sides are counted as "push side")	P	O	8	1	10 EA	\$0

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Drinking Fountains								
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				
ITEM 21: DRINKING FOUNTAIN AT RESTROOMS - PICNIC AREA C	Retain low level drinking fountain (integral with rinse shower and foot rinse nozzles) and add a high level drinking fountain for standing persons.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Compliant low level drinking fountain is provided for wheelchair users integral with exterior rinse shower nozzle and low level foot rinse nozzle.	P	O	1	4	1	EA \$4,400
ITEM 22: RESTROOMS AT BOILER ROOM	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only one drinking fountain is provided.	P	O	1	4	1	EA \$4,400
Barrier	753	The water fountain lacks a min. 27" high knee clearance for a front approach, OR is too high, creating a protruding object.	Citation	2010 ADA Stds. 602.2,307				
ITEM 23: SOUTH OF ADMIN. BLDG.	Where the spout height complies at 36" max., add a furring strip to the bottom of the fountain to 27" exactly.	Objects that protrude over 4" horizontal are considered a protruding object if the leading edge is above 27" AFF. Existing condition; low fountain bottom is at 27-3/4" AFF.	P	O	1	4	1	EA \$320

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Drinking Fountains								
Barrier	754	The drinking fountain lacks a 30"x48" clear floor space for a front approach OR the clear floor space slope exceeds 2% in all directions.	Citation	2010 ADA Stds. 602.2				
ITEM 24: DRINKING FOUNTAIN AT RESTROOMS - PICNIC AREA C	Remove existing and provide level clear floor space under low level fountain of min. size 30"x48" with slope of 2% max. (1:48) max. in any direction.	Clear floor space under low fountain is too small and measured between 2.5% and 3%.	P	O	1	4	15 SF	\$864
ITEM 25: NEAR RAMP TO PLAY AREA - NEAR TENNIS COURTS	Remove existing and provide level clear floor space under low level fountain of minimum size 30"x48" with slope of 2% max. (1:48) max. in any direction.	Slope of clear floor space under low fountain measured between 8% and 12%.	P	O	1	4	15 SF	\$864
ITEM 26: SOUTH OF ADMIN. BLDG.	Level a min. 30"x48" clear floor space to provide 2% in all directions at the fountain.	Existing condition: clear floor space at fountain measured up to 4.6% slope.	P	O	1	4	10 SF	\$576

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Exterior Accessible Routes / Entries								
Barrier	500	The accessible route with a level change lacks a ramp, or the existing ramp is substantially non-compliant.	Citation	2010 ADA Stds. 303, 303.4				
ITEM 27: NEW RAMP TO EXISTING TENNIS COURTS	Demolish retaining wall on north side as required and construct new ramp with retaining walls with max. 1:12 (8.33%) slope for total rise of approximately 42", comprised of 2 ramp runs with 60" min. long landings at top, bottom, and middle. Seating levels along retaining wall shall be reworked with this new ramp construction to provide seating areas with slopes of 1:48 (2%) max. and on accessible routes.	Existing level change on north side of tennis court is approximately 42" (estimated from stairs with 7 risers each 6" high). Existing seating areas are a large step down (not on accessible route) and sloped between 3% and 5%. Ramp slope shall be 1:12 max. Ramps shall have continuous handrails on both sides with 12" min. long extensions at top and bottom of ramps before bending down or returning to wall.	P	O	1	2	60	LF \$45,000
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 28: ACCESSIBLE PICNIC TABLE - PICNIC AREA C	Provide new accessible route 44" wide (per Code) asphalt paving to 2 existing picnic table concrete pads from existing path and to 1 existing picnic table pad from Guard station (passing by and accessing dog waste station and trash receptacle along the way).	Accessible route is provided to only 1 concrete pad at picnic tables. 2 existing concrete pads nearest to paved walkway measured approximately 6'-0" and 19'-0" away from edge of pavement. A 4th concrete pad at picnic table measured approximately 35'-0" from Guard station.	P	O	1	2	60	LF \$2,119
ITEM 29: ACCESSIBLE PICNIC TABLE IN BIG DOG PARK	Provide concrete paving at clear floor space under accessible picnic table (slope not to exceed 2.08%).	Locate accessible picnic table near south gate (assume 5'-0" from paving at south gate).	P	O	1	2	30	SF \$750

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Exterior Accessible Routes / Entries								
ITEM 30: ACCESSIBLE PICNIC TABLE IN SMALL DOG PARK	Provide concrete paving at clear floor space under accessible picnic table (slope not to exceed 2.08%).	Locate accessible picnic table near gate (assume 5'-0" from paving).	P	O	1	2	30 SF	\$750
ITEM 31: ACCESSIBLE PICNIC TABLE ON BOARDWALK - WETLAND TRAIL	Adjust boardwalk boards or fill in gaps as required to provide joints no wider than 1/2" and perpendicular with direction of travel (slope not to exceed 2.08%).	Boardwalk surface at clear floor space has joints that measure as wide as 3/4" in some places and are parallel with direction of forward approach into accessible seat.	P	O	1	2	12 SF	\$0
ITEM 32: ACCESSIBLE PICNIC TABLES EAST OF AMPITHEATER	Provide concrete paving at clear floor space under 2 accessible picnic tables (slope not to exceed 2.08%).	Locate 1 accessible picnic table directly adjacent paved circulation route; locate other accessible picnic table deeper into lawn (assume 20'-0" from paved circulation route).	P	O	1	2	100 SF	\$2,500
ITEM 33: ACCESSIBLE ROUTE TO - NEAR SWIM BEACH	Provide new accessible route 44" wide (per Code) asphalt paving from restroom building to existing Guard station.	No accessible route is provided to Guard station	P	O	1	2	55 LF	\$1,943
ITEM 34: ACCESSIBLE ROUTE TO BENCH NEAR DOG WASH	Provide new accessible route 44" wide (per Code) asphalt paving from existing paved path to bench.	No accessible route is provided to bench.	P	O	1	2	40 LF	\$1,413
ITEM 35: ACCESSIBLE ROUTE TO BENCH NEAR NORTH GATE - BIG DOG PARK	Provide new accessible route 44" wide (per Code) asphalt paving from north gate to existing bench along north fence.	No accessible route is provided to bench.	P	O	1	2	28 LF	\$989

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Exterior Accessible Routes / Entries								
ITEM 36: ACCESSIBLE ROUTE TO BENCH NEAR PATH - CALKINS POINT	Provide new accessible route 44" wide (per Code) asphalt paving from north gate to existing bench along north fence.	No accessible route is provided to bench.	P	O	1	2	8 LF	\$283
ITEM 37: ACCESSIBLE ROUTE TO BENCH NEAR PATH - EAST OF AMPITHEATER	Provide new accessible route 44" wide (per Code) asphalt paving from existing paved path to accessible bench near path facing shore.	No accessible route is provided to benches.	P	O	1	2	12 LF	\$424
ITEM 38: ACCESSIBLE ROUTE TO BENCH NEAR PICNIC AREA B	Provide new accessible route 44" wide (per Code) asphalt paving from new accessible route along Picnic Area B to nearest bench.	2 benches are provided near Picnic Area B and no accessible route is provided to either bench. Running slope of accessible route shall be 1:20 (5%) max. (otherwise a compliant ramp would be required).	P	O	1	2	30 LF	\$1,060
ITEM 39: ACCESSIBLE ROUTE TO BENCH NEAR WALLACE POND	Provide new accessible route 44" wide (per Code) asphalt paving from existing paved path to bench nearest North Lot.	2 benches are provided near Wallace Pond and no accessible route is provided to either bench. Running slope of accessible route shall be 1:20 (5%) max. (otherwise a compliant ramp would be required).	P	O	1	2	25 LF	\$883
ITEM 40: ACCESSIBLE ROUTE TO BENCH UNDER TREE - EAST OF AMPITHEATER	Provide new accessible route 44" wide (per Code) asphalt paving from nearest existing paved path to accessible bench under tree.	No accessible route is provided to benches.	P	O	1	2	35 LF	\$1,236
ITEM 41: ACCESSIBLE ROUTE TO DOG BEACH - BIG DOG PARK	Provide 44" min. wide (per Code) asphalt paving to dog beach. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.	No accessible route is provided to dog beach. Slope of decline toward water measured as steep as 18%.	P	O	1	2	190 LF	\$12,540

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Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 42: ACCESSIBLE ROUTE TO DOG WASH	Provide new accessible route 44" wide (per Code) asphalt paving from existing paved path to dog wash.	No accessible route is provided to dog wash.	P	O	1	2	30	LF \$1,060
ITEM 43: BBQ GRILLE - PICNIC AREA C	Provide new accessible route 44" wide (per Code) asphalt paving to existing grilles from existing picnic table slabs (one 13'-0" long, one 20'-0" long).	No accessible routes are provided to BBQ grilles in Picnic Area C.	P	O	1	2	33	LF \$1,166
ITEM 44: BBQ GRILLE AND COAL RECEPTACLES - PICNIC AREA B	Provide new accessible route 44" wide (per Code) asphalt paving from existing path on the east past trash, recycling and hot coals receptacles to BBQ grille.	No accessible route is provided to BBQ grille or hot coal receptacle.	P	O	1	2	60	LF \$2,119
ITEM 45: BBQ GRILLE AND RECEPTACLES - PICNIC AREA A	Provide new accessible route 44" wide (per Code) asphalt paving from existing path on the east past trash, recycling, and hot coals receptacles to BBQ grille.	No accessible route is provided to BBQ grille, hot coal, trash, and recycling receptacles.	P	O	1	2	75	LF \$2,649
ITEM 46: BULLETIN BOARD - BIG DOG PARK	Provide new bulletin board adjacent paving at south gate in order to provide accessible route and clear floor space nearby.	Existing bulletin board is provided in center of big dog park (approximately 240'-0" from south gate and 185'-0" from north gate).	P	O	1	2	1	EA \$3,500
ITEM 47: PEA PATCH	Provide new accessible route 44" wide (per Code) asphalt paving to existing pea patch from the nearest walkway.	No accessible routes are provided to, or within, the pea patch.	P	O	1	2	370	LF \$13,068

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Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 48: ROOF OF RESTROOM BUILDING - NEAR TENNIS COURTS	Providing accessible route is not readily achievable without providing wheelchair lift. Consider blocking off access to this space for all children. If route is desired budget \$24,580.00 for wheelchair lift.	Circular stair (with handrail on one side only) climbs up to play / lookout area on roof of restrooms, but no accessible route is provided to this space.	P	O	2	2	1	EA \$0
ITEM 49: SMALL CHILDREN AREA - PLAY AREA NEAR TENNIS COURTS	Provide new accessible route 44" wide (per Code) asphalt paving at opening in wooden border from existing path.	Although 3 openings are provided in wooden border around small children's play area, none of them is accessed by paved accessible route.	P	O	1	2	3	LF \$106
Barrier	512	The object is a protruding object, which projects more than 4" into the accessible route with its leading edge between 27" and 80" high, making it not cane detectable, with exception to handrails which are allowed 4-1/2" projection.	Citation	2010 ADA Stds. 307.2, 204				
ITEM 50: RAMP TO PLAY AREA - NEAR TENNIS COURTS	Alter handrail return to down to 27" max. above slab - 2 places at bottom of ramp, 2 places at top of ramp, and 1 place at middle landing.	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. Existing condition: At ramp to play area, handrails bend down on an angle to vertical post, but protrude approximately 7" at height of 27" above slab.	P	O	1	1	5	EA \$432
ITEM 51: SIGN KIOSK - NEAR BOILER ROOM RESTROOMS	Provide a lower horizontal rail to existing railing down to 27". (Alternatively, ensure no signs protrude more than 4" from surface at 27" above slab.)	An object may not protrude more than 4" into an accessible path if its leading edge is between 27" and 80" AFF. If the object is post mounted it may protrude 12" max. Existing condition: From height of 27" above slab, sign surfaces protrude up to 6" into accessible route.	P	O	1	1	10	LF \$863

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Exterior Accessible Routes / Entries								
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 52: BIKE RACK ALONG PAVED PATH - EAST OF AMPITHEATER	Replace slab at bike rack and include 30"x48" clear floor space one end of rack.	Bike rack has paved slab measuring up to 9.1% with no clear floor space on either side.	P	O	1	4	30 SF	\$750
ITEM 53: FLAG POLE - EAST OF AMPITHEATER	Provide concrete slab for 60"x60" clear floor space directly adjacent flag pole plaque (large enough for turning around at end of long accessible route).	Flag pole has no paved clear floor space adjacent plaque.	P	O	1	4	25 SF	\$625
ITEM 54: RECEPTACLES & DISPENSER NEAR PICNIC AREA B	Provide concrete slab for 30"x48" clear floor space directly adjacent trash receptacle, recycling receptacle, and dog waste dispenser.	Trash and recycling receptacles and dog waste dispenser have no clear floor space adjacent pathway near Picnic Area B.	P	O	1	4	30 SF	\$750
ITEM 55: RECYCLING RECEPTACLE AT PICNIC AREA NEAR AMPITHEATER	Provide concrete slab for 30"x48" clear floor space directly adjacent recycling receptacle.	Recycling receptacle has opening in center of top surface measuring 26" from edge of paving. Reach range shall be limited to 24" deep over obstruction 34" max. above grade.	P	O	1	4	10 SF	\$250
ITEM 56: TRASH RECEPTACLE ACROSS FROM PLAY AREA - NEAR SOUTH LOT	Provide concrete slab for 30"x48" clear floor space directly adjacent trash receptacle.	Trash receptacle is set back too far from paved surface across from play area near south lot.	P	O	1	4	10 SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
ITEM 57: TRASH RECEPTACLE NEAR SOUTH GATE - BIG DOG PARK	Provide concrete slab for 30"x48" clear floor space directly adjacent trash receptacle.	Trash receptacle is set back too far from paved surface near south gate entry to big dog park.	P	O	1	4	10 SF	\$250
ITEM 58: WATER CONTROL AT DOG WASH	Lower the water pipe so control is no higher than 48" above slab when on or off.	Accessible reach range shall be max. 48" and min. 15" reach for any approach. Existing condition: Water control is 42" above slab when off but over 48" when on.	P	O	1	2	1 EA	\$0
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 59: ACCESSIBLE BENCH BETWEEN ZIP LINE & PLAY AREA - PLAY AREA NEAR TENNIS COURTS	Recommendation: Provide a new bench at edge of accessible surface for adjacent play area, located so that 30"x48" clear floor space is provided on one end with slope of 1:48 (2%) max. in any direction.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: 2 existing benches are located on far side of zip line on concrete slabs with clear floor space on ends measuring 24" wide; no accessible route leads to benches.	P	O	7	2	1 EA	\$750
ITEM 60: ACCESSIBLE BENCH IN TENNIS COURT	Recommendation: Relocate or provide a new bench along new accessible route and provide 30"x48" clear floor space on at least one end with slope of 1:48 (2%) max. in any direction.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Existing bench has clear floor space on ends with slope measuring 5% and route leading to bench has cross slope also measuring 5%.	P	O	7	2	1 EA	\$750

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
ITEM 61: BENCH ACROSS FROM PLAY AREA - NEAR SOUTH LOT	Recommendation: Add 30"x48" min. clear floor space at one end of bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches, provide compliant 30"x48" clear floor space to one side of the bench with slope in any direction not to exceed 1:48. Existing condition: Slab at bench is too small to accommodate clear floor space on either end.	P	O	7	2	10 SF	\$250
ITEM 62: BENCH NEAR DOG WASH	Recommendation: Add 30"x48" min. clear floor space at one end of bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches, provide compliant 30"x48" clear floor space to one side of the bench with slope in any direction not to exceed 1:48. Existing condition: Slab at bench is too small to accommodate clear floor space on one end.	P	O	7	2	10 SF	\$250
ITEM 63: BENCHES EAST OF AMPITHEATER	Recommendation: Add 30"x48" min. clear floor space at one end of 2 benches (one under tree and one near path facing shore).	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches, provide compliant 30"x48" clear floor space to one side of the bench with slope in any direction not to exceed 1:48. Existing condition: Slab at benches (if any) is too small to accommodate clear floor space on one end.	P	O	7	2	20 SF	\$500

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Play Areas								
Barrier	5081	The ramp to the play area exceeds 1:12 slope, or there is no accessible route to the play area.	Citation	2010 ADA Stds. 206.2.17				
ITEM 64: SMALL CHILDREN PLAY AREA - PLAY AREA NEAR SOUTH LOT	Provide a curb ramp 44" min. wide (per Code) down into play area with slope not to exceed 8.333% (1:12) and with flares on both sides with slopes not to exceed 10.0% (1:10). If curb is removed or play surface is raised (meeting ASTM F 1951 or ASTM F 1292 requirements for resilience and accessible route) to eliminate the step, the curb ramp would not be required.	The entry into the play area includes a vertical step down approximately 6" and no accessible ramp is provided.	P	O	1	1	1	EA \$2,500
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6				
ITEM 65: SMALL CHILDREN AREA - PLAY AREA NEAR SOUTH LOT	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Existing condition: Ground level is loose wood chips.	P	O	1	2	1	EA \$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Play Areas								
ITEM 66: SMALL CHILDREN AREA - PLAY AREA NEAR TENNIS COURTS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones. Also, confirm that interface with rubberized surface at adjacent play area is accessible.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Existing condition: Ground level is loose wood chips and interface with rubberized surface at adjacent play area has narrow transition that measures up to 45% in places, which would be a compliant slope for change in level of 1/2" max.	P	O	1	2	1 EA	\$0
ITEM 67: SMALL CHILDREN AREA - PLAY AREA NEAR TENNIS COURTS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Existing condition: Ground level is loose wood chips.	P	O	1	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Play Areas										
ITEM 68: ZIP LINE - PLAY AREA NEAR TENNIS COURTS	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones. Also, confirm that interface with rubberized surface at adjacent play area is accessible.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Existing condition: Ground level is loose wood chips and interface with rubberized surface at adjacent play area has narrow transition that measures up to 45% in places, which would be a compliant slope for change in level of 1/2" max.	P	O		1	2	1	EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Recreation - Boating Facilities									
Barrier	862	The slope at gangway with LESS than 30'-0" total run at a facility with less than 25 total boat slips exceeds 8.33% OR has cross slope that exceeds 2% OR is a ramp that lacks handrails.	2010 ADA Stds. 1003.2.1						

ITEM 69: ACCESSIBLE BOAT SLIP	Build up wood surface of accessible boat slip as required to ensure compliant running slope. Also, if change in level does not exceed 6", handrails will not be required.	Running slope of designated accessible boat slip measured as steep as 14% for approximately 8'-0" running length. Accessible boat slips shall comply with Chapter 4, including a running slope of 1:12 or (8.33%) max. EXCEPTIONS: 1. Where an existing gangway or series of gangways is replaced or altered, an increase in the length of the gangway shall not be required to comply with 1003.2 unless required by 202.4. 2. Gangways shall not be required to comply with the max. rise specified in 405.6. 5. Where gangways connect to transition plates, landings specified by 405.7 shall not be required. 6. Where gangways and transition plates connect and are required to have handrails, handrail extensions shall not be required. Where handrail extensions are provided on gangways or transition plates, the handrail extensions shall not be required to be parallel with the ground or floor surface. 7. The cross slope specified in 403.3 and 405.3 for gangways, transition plates, and floating piers that are part of accessible routes shall be measured in the static position. 8. Changes in level complying with 303.3 and 303.4 shall be permitted on the surfaces of gangways and boat launch ramps.	P	O	1	2	1	EA	\$2,500
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See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Recreation - Boating Facilities									
ITEM 70: GANGWAY TO FLOATING DOCK	Rotate direction of gangway as required to provide required length for compliant running slope of transition plates. Eliminate changes in level higher than 1/2" (with 1:2 bevel), ensure running slope of gangway is 1:12 (8.33%) max. and provide transition plates with 1:12 (8.33%) max. running slopes.	Existing gangway is approximately 16'-0" long and slope of transition plate measured 22%. Change in level on one end measured 1-1/2" high. Transition plates for gangway less than 30'-0" long shall have compliant slope of 1:12 (8.33%). Cross slope must be less than 1:48 (2%). 1003.2.1 Boat Slips. Accessible routes serving boat slips shall be permitted to use the exceptions in 1003.2.1. EXCEPTIONS: 1. Where an existing gangway or series of gangways is replaced or altered, an increase in the length of the gangway shall not be required to comply with 1003.2 unless required by 202.4.2. Gangways shall not be required to comply with the max. rise specified in 405.6. 3. Where the total length of a gangway or series of gangways serving as part of a required accessible route is 80'-0" min., gangways shall not be required to comply with 405.2. 4. Where facilities contain fewer than 25 boat slips and the total length of the gangway or series of gangways serving as part of a required accessible route is 30'-0" min., gangways shall not be required to comply with 405.2. 5. Where gangways connect to transition plates, landings specified by 405.7 shall not be required. 6. Where gangways and transition plates connect and are required to have handrails, handrail extensions shall not be required. Where handrail extensions are provided on gangways or transition plates, the handrail extensions shall not be required to be parallel with the ground or floor surface. 7. The cross slope specified in 403.3 and 405.3 for gangways, transition plates, and floating piers that are part of accessible routes shall be measured in the static position. 8. Changes in level complying with 303.3 and 303.4 shall be permitted on the surfaces of gangways and boat launch ramps.	P	O	1	1	1	EA	\$1,500

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	675	The stall door swing encroaches on clear floor space within stall, or the door is not located on the wide side of the stall, or the door is more than 4" from side panel.	Citation	2010 ADA Stds. 604.8.1.2				
ITEM 71: RESTROOMS NEAR TENNIS COURTS - ACCESSIBLE STALL DOOR	Revise the front stall partition to relocate door to the wide side of the stalls with 4" max. hinge side panel.	Door to accessible stalls are required to be on the open side of the stall with hinge side of door 4" max. from side of stall. Existing condition: Door hinge side is on opposite side and latch side of door measured 11" from side of accessible stall in restroom.	P	O	1	1	2	EA \$3,280
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation	2010 ADA Stds. 604.2				
ITEM 72: MEN'S RESTROOM NEAR TENNIS COURTS - ACCESSIBLE STALL	Relocate the wall-hung toilet to be 16" - 18" from centerline to side wall by revising plumbing. Repair wall finish.	Wall-hung toilet measures 19" from centerline of toilet to side wall.	P	O	1	3	1	EA \$870
Barrier	679	The toilet seat height is not between 17" and 19" high.	Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 73: WOMEN'S RESTROOM NEAR TENNIS COURTS - ACCESSIBLE TOILET STALL	The seat is too high, replace existing toilet seat with a lower profile seat.	Toilet seat height measured 19-1/2". Toilet seat height in accessible stalls shall be between 17" and 19" AFF.	P	O	1	3	1	EA \$210

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.						
			Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 74: RESTROOMS NEAR TENNIS COURTS - ACCESSIBLE STALLS	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Horizontally, grab bar on rear wall shall extend from toilet centerline 12" min. toward side wall and 24" min. away from side wall. Side wall grab bar shall begin 12" max. from rear wall and extend 54" min. from rear wall. Existing condition: Single piece horizontal grab bars in L-shape are provided with non-compliant horizontal lengths in accessible stall of both restrooms.	P	O	1	3	2	EA \$2,600
Barrier	683	The toilet paper dispenser is not mounted 7" to 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.						
			Citation	2010 ADA Stds. 604.7				
ITEM 75: MEN'S RESTROOM NEAR TENNIS COURTS - ACCESSIBLE TOILET STALL	Relocate the dispenser as required to ensure 1-1/2" min. below bottom edge of new horizontal grab bar.	Top of toilet paper dispenser measured 1" from bottom of horizontal grab bar. Toilet paper dispenser shall be mounted with opening between 7" - 9" in front of front edge of toilet bowl and 19" min. AFF. All surface mounted equipment or dispensers shall be mounted 1-1/2" min. below or 12" min. above nearest edge of horizontal grab bars.	P	O	1	3	1	EA \$72
ITEM 76: WOMEN'S RESTROOM NEAR TENNIS COURTS - ACCESSIBLE TOILET STALL	Relocate the dispenser.	Opening of toilet paper dispenser measured less than 7" from front of toilet and 20-1/2" AFF. Toilet paper dispenser shall be mounted with opening between 7" - 9" in front of front edge of toilet bowl and 19" min. AFF.	P	O	1	3	1	EA \$72

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 77: RESTROOMS NEAR TENNIS COURTS	Replace lavatories with an accessible model.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing condition: Lavatory rim measured 34" AFF and knee space below measured only 26" high in Women's restroom. Lavatory rim in Men's restroom measured 34-1/2" AFF and knee space 26-1/2" AFF.	P	O	1	3	2 EA	\$4,680
Barrier	689	The lavatory lacks insulation at water supply and drain pipes.	Citation	2010 ADA Stds. 606.5				
ITEM 78: WOMEN'S RESTROOM NEAR TENNIS COURTS	Insulate pipes.	Lavatory pipes are not insulated.	P	O	1	3	1 EA	\$180
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 79: RESTROOMS NEAR TENNIS COURTS	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing condition: Bottom edge of mirror measured 41-1/4" AFF in Women's restroom and 43-1/2" AFF in Men's restroom.	P	O	1	3	2 EA	\$300
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 80: RESTROOMS NEAR BOILER ROOM & DOCK	Demolish the interior fixture layout and completely renovate the restroom within its current footprint.	Restrooms are substantially non-compliant requiring significant renovation. Cost shown is an allowance, until further design studies are carried out.	P	O	1	3	1 EA	\$35,000

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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Luther Burbank Park

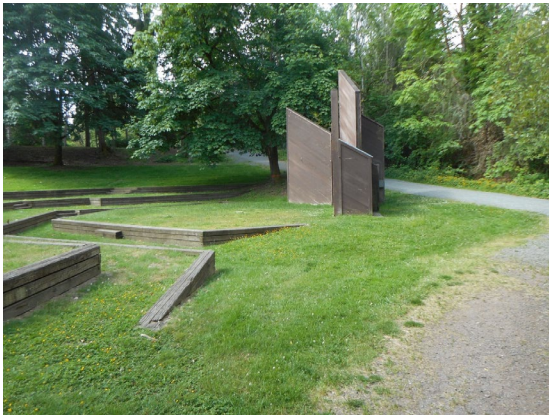
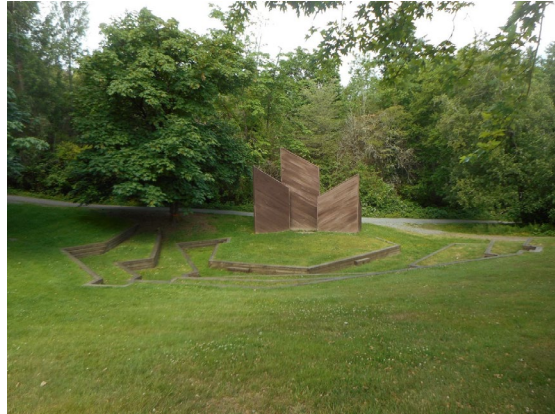
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 81: RESTROOMS NEAR PICNIC AREA C	Demolish the interior fixture layout and completely renovate the restroom within its current footprint.	Restrooms are substantially non-compliant requiring significant renovation. Cost shown is an allowance, until further design studies are carried out.	P	O	1	3	1	EA \$35,000
Total for Building: Luther Burbank Park								\$256,722

See Survey Legend and ADA Overview Report Section for more important information.

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Luther Burbank Park

Upper Left: Accessible parking signs are mounted too low (and too far from stall). Provide pole mounted signs at head of stalls.

Upper Right: Amphitheatre lacks an accessible route to seating area and stage.

Lower Left: There are no accessible seating areas in the Amphitheatre. Wheelchair accessible area next to a companion seat could be accommodated near paths on both sides of stage.

Luther Burbank Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Luther Burbank Park

- Upper Left: Rooftop viewing platform is provided above the restrooms near the tennis courts.
- Upper Right: Rooftop platform lacks an accessible route.
- Lower Left: Entry into the play area near Picnic Area C includes a step down and no accessible ramp is provided.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Luther Burbank Park

Upper Left: Ground surfaces of all play areas must be compliant and require periodic inspections & maintenance.

Upper Right: Service counter at Guard station lacks an accessible route and is too high. An accessible portion is required.

Lower Left: Dog wash area lacks an accessible route, and water control is above accessible reach.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Luther Burbank Park

- Upper Left: Only low level drinking fountain is provided near old boiler room. Hi-low drinking fountain required.
- Upper Right: Drinking fountain with foot rinse and shower lacks a high level drinking fountain.
- Lower Left: The hi-low fountain near the tennis courts has a clear floor space with excessive slope that affects the height of the fountain, resulting in a protruding object hazard.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4



Luther Burbank Park

Upper Left: Restrooms near Picnic Area C are substantially non-accessible.

Upper Right: Designated accessible stalls are significantly too small, toilets are mounted too far from side wall, dispensers require relocation, grab bars are not compliant in location.

Lower Left: Door maneuvering space is too narrow and shallow.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.5



Luther Burbank Park

Upper Left: Restrooms near the old boiler room are substantially non-accessible.

Upper Right: Designated accessible stalls are too small, dispensers require relocation, grab bars are not compliant in length and location, mirrors are mounted too high.

Lower Left: Door maneuvering space is too narrow.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.6



Luther Burbank Park

Upper Left: Bike rack lacks a paved clear floor space at one end.

Upper Right: Min. 1 bench in each area should have a clear floor space on one end and be on an accessible route.

Lower Left: BBQ grill and hot coal disposal unit lack an accessible route and paved clear floor space directly adjacent.

Luther Burbank Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.7



Luther Burbank Park

Upper Left: An accessible picnic table in each area requires a paved accessible route and an accessible seat.

Upper Right: Picnic Area B provides 1 table designated as accessible, however support angles encroach on the required knee space clearance and no paved clear floor space is provided.

Lower Left: Door maneuvering space at gates to dog parks are too narrow and lack paving.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.8



Luther Burbank Park

Upper Left: Grab bars in restrooms near tennis courts are too short. Toilet paper dispenser is too close to grab bar and toilet in Men's restroom is too far from wall.

Upper Right: Both restrooms near tennis courts have lavatories without compliant knee space clearance and pipes are not insulated.

Lower Left: Handrails do not extend low enough to prevent a protruding object of more than 4" into accessible route.

Luther Burbank Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.9

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Luther Burbank Park Administration Building & Caretaking Facility

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	481	The sales or service counter lacks a 36" long lowered portion of counter that is max. 36" high for a 48" parallel approach or is not 30" long min. with knee space for a forward approach or does not extend the same depth as the sales or service countertop.	2010 ADA Stds. 227.3, 904.4.2, 902.3						
ITEM 1: RECEPTION DESK - FIRST FLOOR		Provide an accessible counter with a 36" AFF countertop height (min. 36" length).	Existing reception desk is 42" AFF.	P	O	1	2	1	EA \$650

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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Luther Burbank Park Administration Building & Caretaking Facility

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	610	The door with vision panel lacks at least one vision panel mounted at max. 43" high measured to lowest bottom edge.	Citation	2010 ADA Stds. 404.2.11				
ITEM 2: NORTH ENTRY DOOR		No change required if power door operator with backup power is provided.	Existing door has vision panel with bottom edge at 59" AFF.	P	O	1	2	1 EA \$0
ITEM 3: SOUTH ACCESSIBLE ENTRY		No change is required if door is abandoned as an entry and used for emergency exit only.	Existing door has vision panel with bottom edge at 54" AFF.	P	O	1	2	1 LEAF \$0
Barrier	611	The single door or single leaf of a double leaf door lacks the min. 32" clear opening width measured between the open door face and door stop.	Citation	2010 ADA Stds. 404.2.3, 404.2.2				
ITEM 4: OFFICE - FIRST FLOOR, NORTH OF RECEPTION		Remove the door / hinges and leave a framed opening (min. 32" clear width).	Existing "Office" has a door with a 30" wide opening.	P	O	1	2	1 EA \$180
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				
ITEM 5: RESTROOM - FIRST FLOOR		Relocate the door / frame as required after toilet side wall is reconfigured to provide door maneuvering space of 18" min. beyond latch (with side wall grab bar protruding less than 8" permitted encroachment). Latch clearance is not required on push side if door is not equipped with closer.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Doors are allowed to be recessed 8" max. from the face of door to face of wall surface. See additional Dimensions for other approaches in 404.2.4.1. Existing door maneuvering space on the pull side is blocked by the significant protrusion of the toilet side wall grab bar.	P	O	1	2	1 EA \$1,100

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Luther Burbank Park Administration Building & Caretaking Facility

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
ITEM 6: SOUTH ACCESSIBLE ENTRY	Consider abandoning this entry and designate as emergency exit only.	Door maneuvering spaces at latch are required to be min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Existing condition: On exterior - door is recessed 34" and does not provide the 18" width on the pull side (6" exists). On the interior - door has both a closer and a latch, therefore 12" width on the latch / push side is required - 2" exists.	P	O	1	2	1 LEAF	\$0
ITEM 7: SOUTH ACCESSIBLE ENTRY	Add new portion of exterior surface (at door approach).	Ensure door maneuvering spaces are min. 18" at pull side x 60" min. perpendicular on exterior, and 2.08% max. slope. Existing area has up to 5% slope.	P	O	1	2	25 SF	\$1,263
Barrier	615	The face of door is recessed more than 8" deep max. or there is an obstruction within 18" of the latch side of a doorway that projects more than 8" beyond the face of the door, measured perpendicular to the face of the door and maneuvering space for a forward approach is not provided.	Citation 2010 ADA Stds. 404.2.4.3					
ITEM 8: NORTH ENTRY DOOR	Install power assisted door operator with push button and backup power. (Alternative is to abandon door as public entry.)	Existing door is recessed 12" from exterior brick facade; the 18" wide maneuvering space on the (exterior) pull side is not provided due to historic frame profile. Power door requires access to electric power. Without power operator, door maneuvering spaces would be required as follows: min. 18" at the pull side and min. 12" at the push side (if equipped with latch and closer); min. 60" perpendicular to door for forward approach on pull side and 48" perpendicular to door for forward approach on push side.	P	O	2	2	1 LEAF	\$6,250

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	616	The door hardware requires pinching, gripping, or twisting to operate.						
			Citation	2010 ADA Stds. 404.2.7				
ITEM 9: INTERIOR DOORS	Replace existing hardware with new accessible lever-type (or U-shaped) interior hardware.	Hardware is required to be mounted 34" min. and 48" max. AFF. Existing interior doors have knob type hardware.	P	O	1	2	8 EA	\$7,040
Barrier	618	The existing swing or sliding door threshold exceeds 3/4" and/or does not have a 1:2 bevel, or threshold measures between 1/4" and 3/4" but lacks a 1:2 beveled transition.						
			Citation	2010 ADA Stds. 404.2.5, 302, 303				
ITEM 10: SOUTH ACCESSIBLE ENTRY	Replace the threshold.	Threshold height shall not exceed 1/2", and have a beveled 1:2 slope. (Exception allows 3/4" with 1:2 bevel at doors in existing buildings or alterations.) E&A recommends replacing to meet current 1/2" max. standard. Existing condition: Threshold measured over 1" high.	P	O	1	2	1 EA	\$300
Barrier	622	The existing door does not have a smooth surface min. 10" from the floor or exterior surface and / or the kick plate installed is not capped.						
			Citation	2010 ADA Stds. 404.2.10				
ITEM 11: NORTH ENTRY DOOR	Remove the hold open device.	Existing door has a hold open device located within the required 10" smooth surface on the push side.	P	O	1	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				
ITEM 12: RECEPTION AREA - FIRST FLOOR	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing fountain is a single unit for low / wheelchair users.	P	O	1	4	1	EA \$8,010

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
Barrier	641	The multistory private building with 3 or more floors OR more than 3000 sf per floor OR public building with 2 or more floors lacks an accessible route connecting each floor.	Citation	2010 ADA Stds. 206.2.3				
ITEM 13: GENERAL BUILDING		Explore the possibility of relocating all of the public programs that occur on the lower and second levels to the accessible level of the building. An alternate solution would be to provide a new elevator that will access all three levels of the building. Further design study required (budget \$225,000 for elevator and shaft accessing three levels).		P	O	1	2	1 EA \$0
		2010 Standards does not require the installation of an elevator in an altered private facility that is less than three stories or private building with less than 3,000 sf per story unless the building is a shopping center, a shopping mall, the professional office of a health care provider, a terminal / depot (or other station used for specified public transportation), or any other type of facility as determined by the Attorney General. Public building must comply unless it is one story with occupant load of 5 or fewer that does not contain public use space. Existing condition: Building is three stories, and only the first floor level has an entry (the south entry) that is on the same level as the remainder of that floor level. The north entry enters into a stair structure with no accessible route to the floors above or below.						
Barrier	652	The surface is not firm, stable, and slip resistant; or the carpet area prohibits easy access due to high pile / thick pad.	Citation	2010 ADA Stds. 302				
ITEM 14: SOUTH ACCESSIBLE ENTRY		Secure movable area rug or mat with double stick tape at all edges.		P	O	1	2	1 EA \$150
		Existing interior space has loose rubber mats at the approach to the exit door.						

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier 670	The restroom lacks the required 60" diameter (or T-shaped) turning space, or the door swings into the required fixture clearance and 30"x48" is not provided beyond the door swing.		Citation	2010 ADA Stds. 304.4, 603.2.1				
ITEM 15: RESTROOM - SECOND FLOOR	Recommend no change; solution would require building expansion in order to make room fully accessible, which may cause undue burden.	The clear floor space at fixtures, accessible route, and turning space may overlap, but doors may not swing into fixture clear floor space unless there is a 30"x48" clear floor space beyond the door swing. Existing bathroom does not provide a turning space, and door encroaches on fixture clearances.	P	O	2	3	1 EA	\$0
Barrier 677	The coat hook exceeds 48" high for a front or side approach or the shelves are not mounted 40" min. and 48" max. AFF.		Citation	2010 ADA Stds. 603.4, 308				
ITEM 16: RESTROOM - FIRST FLOOR	Provide an additional lower coat hook. Mount at 48" or lower.	Existing door mounted coat hook is mounted at 62" AFF.	P	O	1	3	1 EA	\$150
ITEM 17: RESTROOM - FIRST FLOOR	Lower the shelf or provide another at an accessible location.	Mount shelf at 40" min. - 48" max. Existing shelf / mirror combination unit is 52" AFF.	P	O	1	3	1 EA	\$150
Barrier 678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.		Citation	2010 ADA Stds. 604.2				
ITEM 18: RESTROOM - FIRST FLOOR	Relocate the toilet fixture to measure 16" - 18" from centerline of toilet to side wall using an offset flange.	Note: The toilet may be considered an architectural component of a building for which when altered, must be brought into full compliance with the 2010 Standards. If toilet has less than 60" wide clearance, then modifications will need to be made to comply. Existing condition: Centerline of toilet measures 20" from side wall.	P	O	1	3	1 EA	\$730

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	679	The toilet seat height is not between 17" and 19" high.	Citation	2010 ADA Stds. 604.4, 604.9				
ITEM 19: RESTROOM - FIRST FLOOR	Install a lift seat.	Seat shall not be sprung to return to a lifted position. Existing toilet measures 15-1/2" to top of seat.	P	O	1	3	1 EA	\$210
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.	Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 20: RESTROOM - FIRST FLOOR	Replace with new grab bars. Install new wall surface at side wall to provide 1-1/2" between grab bar and wall.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" to 2" cross section and non-circular shapes; allows alternate children's use height.]. Existing condition: Both grab bars are not compliant in length. Grab bars are required to provide 1-1/2" space between bar and the wall; wall jogs back 8" at 27" from corner.	P	O	1	3	1 EA	\$2,300
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation	2010 ADA Stds. 604.6				
ITEM 21: RESTROOM - FIRST FLOOR	Reverse controls or provide a retrofit sensor control on the wall mounted toilet.	Flush controls shall comply with reach ranges specified in Section 309. Existing toilet has flush control on the inside / corner side.	P	O	1	3	1 EA	\$810
Barrier	689	The lavatory lacks insulation at water supply and drain pipes.	Citation	2010 ADA Stds. 606.5				
ITEM 22: RESTROOM - FIRST FLOOR	Insulate pipes.	Existing lavatory has exposed pipes.	P	O	1	3	1 EA	\$180

See Survey Legend and ADA Overview Report Section for more important information.

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Luther Burbank Park Administration Building & Caretaking Facility

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 23: RESTROOM - FIRST FLOOR	Provide a tall mirror mounted from 35" - 74" AFF.	Wall mounted mirrors are required to be 35" max. and 74" min. to the reflected surface (tall mirrors). Existing mirror / shelf unit is 52" AFF.	P	O	1	3	1 EA	\$710

See Survey Legend and ADA Overview Report Section for more important information.

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Luther Burbank Park Administration Building & Caretaking Facility

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	716	The accessible building entry or restroom sign lacks signage displaying the International Symbol of Accessibility OR the Pictogram is not 6" high min.	Citation	2010 ADA Stds. 703.7.2.1, 216.6, 216.8				
ITEM 24: RESTROOM - FIRST FLOOR	Provide a sign with the International Symbol of Accessibility.	Sign to be mounted 48" high min. measured from finished floor to bottom of the visual characters to 60" max. to the bottom of the visual characters. Existing condition: No compliant signage.	P	O	1	2	1 EA	\$180
Total for Building: Luther Burbank Park Administration Building & Caretaking Facility								\$30,363

See Survey Legend and ADA Overview Report Section for more important information.

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Luther Burbank Park Administration Building

Upper Left: North entry door is recessed 12" from brick façade. To preserve historic doorway, power operator would be required.

Upper Right: Entry door's vision panel is above the max. allowed height of 43" AFF, but permitted for a power door.

Lower Left: Building has 3 stories, with only an interior stairway. An elevator is required to provide an accessible route connecting all levels.

Luther Burbank Park Administration Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Luther Burbank Park Administration Building

Upper Left: South entry is designated as accessible entry, but door is recessed 34" (8" max. allowed) into required door maneuvering space. Consider abandoning entry.

Upper Right: A hi-low drinking fountain is required.

Lower Left: Turning space is not provided, and lavatory encroaches on door maneuvering space at second floor restroom.

Luther Burbank Park Administration Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Luther Burbank Park Administration Building

- Upper Left: First floor reception desk does not provide an accessible height counter.
- Upper Right: Office door is too narrow. Remove door and provide 32" min. wide framed opening (otherwise door opening needs to be widened).
- Lower Left: Doors have knob type hardware. Lever-type is required for accessibility.

Luther Burbank Park Administration Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3

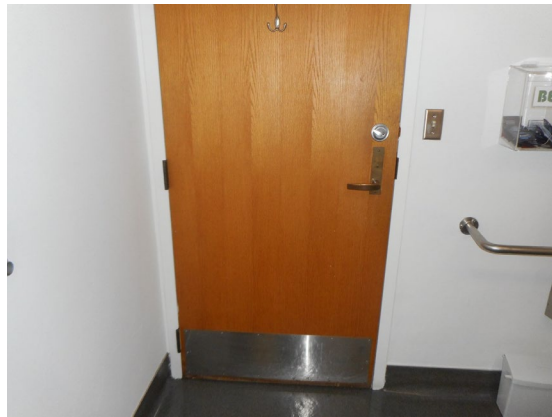
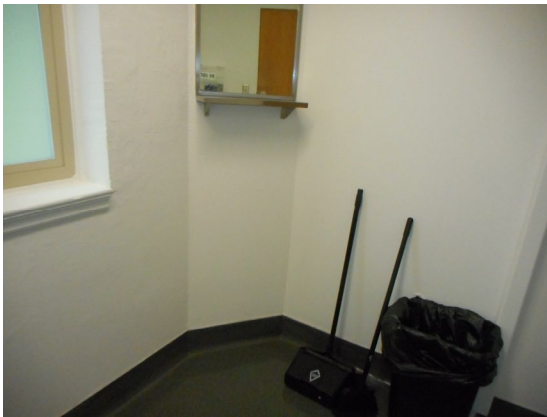


Luther Burbank Park Administration Building

- Upper Left: Restroom signage is non-compliant. The International Symbol of Accessibility is required.
- Upper Right: Grab bar encroaches on door maneuvering space; should be 1-1/2" from the side wall behind. Revised side wall (and door opening) is required. Toilet requires seat height between 17" - 19" AFF and flush control shall be on open side of toilet.
- Lower Left: Pipes below lavatory are not insulated.

Luther Burbank Park Administration Building

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4



Luther Burbank Park Administration Building

- Upper Left: Existing shelf/mirror unit is mounted too high. Shelf to be 40" - 48" AFF. An additional tall mirror is required.
- Upper Right: Coat hook is mounted above the required 48" max. height.

Luther Burbank Park Administration Building

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Main Fire Station #91

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	481	The sales or service counter lacks a 36" long lowered portion of counter that is max. 36" high for a 48" parallel approach or is not 30" long min. with knee space for a forward approach or does not extend the same depth as the sales or service countertop.	Citation	2010 ADA Stds. 227.3, 904.4.2, 902.3				
ITEM 1: COUNTERTOP AT RECEPTION WINDOW	Recommend no change. The counter provided meets the 1991 Standard for sales and service counters.	Existing countertop is 36" AFF, and has clear floor space adjacent, but (due to the curved configuration) clear floor space is not parallel to the countertop. 1991 Standard does not address the parallel approach directly.	P	O	8	2	1	EA \$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Main Fire Station #91

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	7380	The standing persons water fountain is a protruding object.	Citation	2010 ADA Stds. 602.7				
ITEM 2: DRINKING FOUNTAINS	Provide a cane detection device less than 27" AFF.	High level drinking fountain is on the open end, near path of travel, with bottom edge at 34-1/2" AFF.	P	O	1	4	1	EA \$530

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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Main Fire Station #91

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Kitchens - Lounges								
Barrier	531	The kitchen sink exceeds 34" high, lacks 30" wide knee space if a range or cooktop is provided, or has inaccessible hardware.	Citation	2010 ADA Stds. 804.4				
ITEM 3: PUBLIC MEETING ROOM	Lower the sink to be 34" max.	Each half of the meeting room has a wet bar with a sink / countertop at 36" AFF. A parallel approach is permitted at wet bars, however the rim of the sink must not exceed 34" AFF.	P	O	1	2	2	EA \$4,200

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Main Fire Station #91

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	698	The restroom is substantially inaccessible - lacks overall turning space, clear floor space at fixtures, and/or compliant fixtures and dispensers.	Citation	2010 ADA Stds. 603				
ITEM 4: PUBLIC RESTROOMS	Demolish the interior fixture layouts of both restrooms and completely renovate within its current footprint.	Restrooms are substantially non-compliant (especially in fixture encroaching on door maneuvering space). Design study is required to determine if two restrooms can be retained or if only a single compliant unisex restroom can be accommodated. Cost shown is an allowance, until further design studies are carried out.	P	O	1	3	1	EA \$35,000
Total for Building: Main Fire Station #91								\$39,730

See Survey Legend and ADA Overview Report Section for more important information.

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Main Fire Station #91

- Upper Left: Service counter accommodates clear floor space, but curved configuration prevents a parallel approach.
- Upper Right: Meeting room has a movable partition divider, separating it into 2 rooms. Each of these rooms has a wet bar with a sink at 36" AFF. Sinks are required to be 34" max. AFF.
- Lower Left: See above.

Main Fire Station #91

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Main Fire Station #91

Upper Left: The high level drinking fountain protrudes into the path of travel, with the bottom surface at 34-1/2" AFF.

Upper Right: Lavatory is not compliant and encroaches on door maneuvering space. Restrooms require renovation.

Lower Left: Toilets in both restrooms are too far from the side wall. Grab bars are too short. Seat cover dispenser encroaches on 12" clearance above grab bar and is not accessible.

Main Fire Station #91

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Mercedale Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT NEAR THRIFT SHOP - ACCESSIBLE PARKING	Mount existing sign displaying the International Symbol of Accessibility on new permanent post at compliant height of 60" min. to bottom edge of sign.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: Compliant sign is provided at one parking space, but mounted on temporary traffic cone at height of 22" above paving.	P	O	1	1	EA	\$290

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Mercedale Park

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	2010 ADA Stds. 902.1, 226, 226.2						

ITEM 2: ACCESSIBLE PICNIC TABLES - NORTHEAST PLAZA	Assuming 6 people per metal picnic table and 8 people per faux wood picnic table, replace 3 existing tables (either metal or faux wood) with accessible picnic tables with knee space 30" min. wide, 27" min. high and 17" min. deep on one end of table. Locate tables so that slab for 30"x48" clear floor space at accessible end of table has slope of 2% (1:48).	Existing metal picnic tables have elliptical table top with knee space measuring 16-1/2" deep at deepest point. Existing wood picnic tables have knee space measuring only 7" deep.	P	O	1	2	3	EA	\$7,500
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ADA SURVEY RESULTS
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Mercedale Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	502	The ramp slope exceeds max. 1:12 (8.33%), or the ramp is less than 36" wide measured between the handrails.	Citation	2010 ADA Stds. 405.2, 405.5				
ITEM 3: PLAY AREA EAST HALF	Remove existing curb ramp and provide new compliant ramp with continuous handrails both sides with 12" min. extension at top and bottom of ramp.	Max. running slope is 1:12 (8.33%). Max. cross slope is 1:48 (2%). A slope of 1:20 (5%) is not considered a ramp. Existing condition: Change in level is greater than 6" (too high for a curb ramp) and curb ramp is provided with slope measuring 8.5% and flare with slope measuring 21%.	P	O	1	1	10	LF \$3,500
ITEM 4: PLAY AREA WEST HALF	Remove existing ramp and provide new compliant ramp with level landing and continuous handrails both sides with 12" min. extension at top and bottom of ramp.	Max. running slope is 1:12 (8.33%). Max. cross slope is 1:48 (2%). A slope of 1:20 (5%) is not considered a ramp. Existing condition: Running slope of ramp sections measured 6% and 11% and landing slope measured as steep as 3.4%.	P	O	1	1	20	LF \$7,000
Barrier	509	The accessible route has a change in level between 1/4" and 1/2" without a 1:2 bevel or more than 1/2" high without a compliant ramp.	Citation	2010 ADA Stds. 303.4, 405, 406				
ITEM 5: ENTRY TO FITNESS STATIONS	Cut through wooden borders at entry side of fitness stations to provide accessible route 44" min. wide (per Code).	A 1/4" vertical level change is permissible. A 1/4" - 1/2" change must have a beveled slope. A change greater than 1/2" requires compliant ramp. Existing condition: Fitness stations (total 5) have wooden borders; although wooden border is lower on entry side, it is still too high for accessible route.	P	O	1	2	5	EA \$2,500
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 6: SCULPTURE	Provide 44" min. wide (per Code) asphalt paving to the side of sculpture where plaque can be read. Ensure running slope does not exceed 5% (1:20).	Sculpture named "Duet" has dedication plaque but no accessible route to it.	P	O	1	2	9	LF \$318

See Survey Legend and ADA Overview Report Section for more important information.

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Mercedale Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is required to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 7: BENCH BETWEEN PUSH-UP & POWER STEP FITNESS STATIONS	Recommendation: Replace slab at bench and provide clear floor space on one end of the bench with maximum slope of 2% (1:48) in any direction.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches, provide compliant 30"x48" clear floor space to one side of the bench with slope in any direction not to exceed 1:48. Existing condition: No clear floor space is provided on ends of bench and slope of slab measured 11%.	P	O	7	2	50 SF	\$1,250
ITEM 8: BENCH IN NATIVE PLANT GARDEN	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one bench plus accessible route from adjacent paved walkway (assumed 5'-0" long).	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: 2 benches at perimeter of sand play area, but no slab is provided at end of benches, nor is accessible route provided.	P	O	7	2	28 SF	\$700
ITEM 9: BENCH NEAR PUSH-UP FITNESS STATION	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one bench.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: Bench near push-up fitness station is on slab too narrow to provide clear floor space.	P	O	7	2	13 SF	\$325
ITEM 10: BENCH NEAR SKATE PARK	Recommendation: Alter the existing area adjacent to at least one end of the bench to provide level clear floor space.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench with slope in any direction not to exceed 1:48. Existing condition: Slope of clear floor space on both ends of bench measured 3.5%.	P	O	7	2	12 SF	\$300

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Mercerdale Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
ITEM 11: BENCH NEAR STATIC STRETCH FITNESS STATION	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one bench.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: Bench near static stretch fitness station is on slab too narrow to provide clear floor space.	P	O	7	2	13	SF \$325

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Merceddale Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Play Areas									
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					
ITEM 12: FITNESS STATIONS (TOTAL 5)	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	5	EA \$0	
ITEM 13: PLAY AREAS (2 SEPARATE SECTIONS)	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA \$0	
Total for Building: Merceddale Park								\$24,008	

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Mercerdale Park

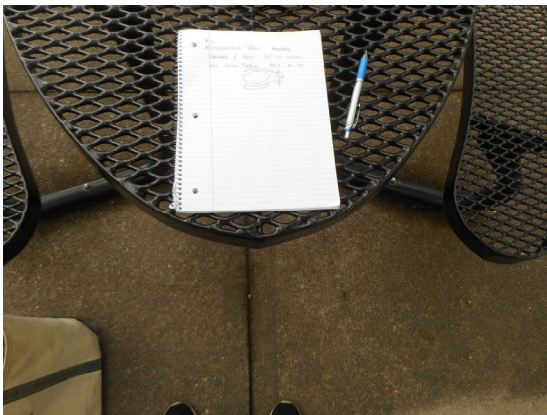
Upper Left: Accessible parking sign is required to be 60" min. above paving to bottom of sign.

Upper Right: Ground surfaces of fitness areas must be compliant and require periodic inspections & maintenance

Lower Left: Ground surfaces of play area must be compliant and require periodic inspections & maintenance

Mercerdale Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Mercerdale Park

Upper Left: Picnic table does not provide an accessible seat with knee & toe space.

Upper Right: Benches require a clear floor space on one end.

Lower Left: Picnic table does not provide an accessible seat with knee & toe space.

Mercerdale Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Mercerdale Park

Upper Left: Ramp and top landing have excessive slopes and lacks compliant handrails on both sides.

Upper Right: Ramp has excessive slope and lacks handrails on both sides.

Lower Left: Fitness stations lack an accessible route thru wooden borders.

Mercerdale Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3



Mercerdale Park

Upper Left: Sculpture lacks a clear floor space and accessible route to the information plaque.

Upper Right: Adjacent clear floor space at either end of bench has excessive slope.

Lower Left: Bench requires a clear floor space at one end.

Mercerdale Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.4

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Miller Landing

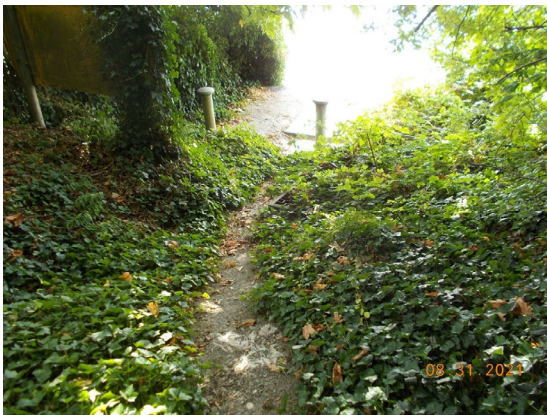
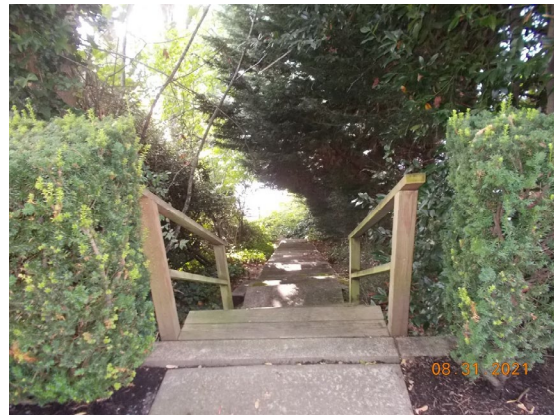
Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	30244	There is no directional signage providing direction to accessible interior spaces, exterior spaces, facilities and/or elements.	Citation	2010 ADA Stds. 216.6, 703.5				
ITEM 1: VEHICULAR APPROACH TO MILLER LANDING	Provide new pole mounted directional sign along vehicular access route indicating that landing is not accessible.	Change in level is substantial and property is narrow. May cause an "undue burden" to provide accessible route to water's edge. It is a risk management decision to allow access to able bodied persons but not wheelchair users or other disabilities that may have problems traversing the terrain.	P	O	1	2	1	EA \$710
Total for Building: Miller Landing								\$710

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Miller Landing

Upper Left: This landing is not accessible, as change in level is substantial and property is narrow. Provide signage indicating that landing is not accessible.

Upper Right: Top of stair down hill.

Lower Left: Steep, unpaved path from stair down to water's edge.

Miller Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Pioneer Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 1: ACCESSIBLE PICNIC TABLE		Provide additional table with top surface no more than 34" AFF, and with knee and toe space below one end that is 27" min. high, 30" min. wide, 17" min. deep.						
		Existing picnic table has knee and toe space 7-1/2" deep. Knee and toe space is required to be 30" min. wide, 27" min. high and 17" min. deep.	P	O	1	2	1	EA \$2,500

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Pioneer Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 2: ACCESSIBLE ROUTE TO PICNIC TABLE	Provide 44" wide (per Code) asphalt paving from nearest trail to new accessible picnic table. Ensure running slope does not exceed 5% (1:12).	No accessible route is provided to picnic tables or other elements.	P	O	1	2	12 LF	\$424
ITEM 3: ACCESSIBLE ROUTE TO PORTABLE TOILET	Provide 44" wide (per Code) asphalt paving from nearest trail to new accessible picnic table. Ensure running slope does not exceed 5% (1:12).	No accessible route is provided to portable toilet.	P	O	1	2	20 LF	\$706
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 4: DOG WASTE RECEPTACLE	Provide new concrete paving for clear floor space adjacent dog waste receptacle with a 2% max. slope (1:48) adjacent existing trail.	Clear floor space adjacent opening of dog waste receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	10 SF	\$250
ITEM 5: SIGN BENCH RECEPTACLES - SOUTHEAST CORNER OF NW PARCEL	Provide concrete slab for 30"x48" clear floor space directly adjacent information sign, 1 log bench, trash receptacle, and dog waste dispenser.	At southeast corner of NW parcel of park, the information sign, log benches, trash receptacle, and dog waste dispenser have no clear floor space adjacent.	P	O	1	4	40 SF	\$1,000
ITEM 6: TRASH RECEPTACLE	Provide new concrete paving for clear floor space adjacent trash receptacle with a 2% max. slope (1:48) adjacent existing trail.	Clear floor space adjacent opening of trash receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	10 SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Pioneer Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 7: BENCH NEAR PICNIC TABLE	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench and 44" wide (per Code) paved walkway to nearest trail.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is surrounded by gravel and no clear floor space is provided.	P	O	7	2	50	SF \$1,250
Total for Building: Pioneer Park								\$6,380

See Survey Legend and ADA Overview Report Section for more important information.

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Pioneer Park

- Upper Left: Accessible routes are required to accessible picnic tables and benches.
- Upper Right: Picnic tables do not provide an accessible seat and clear floor space.
- Lower Left: Clear floor space and accessible route is required at min. 5% of dog waste and trash receptacles.

Pioneer Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Proctor Landing

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				

ITEM 1: LANDING ENTRY	It is assumed that new van accessible parking space will be provided. Install new signs for van accessible space.	Sign displaying the International Symbol of Accessibility with van sign panel should be 60" min. above grade, measured to bottom of signs.	P	O	1	1	1	EA	\$440
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See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Proctor Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510 The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.		Citation	2010 ADA Stds. 206.2.2				
ITEM 2: ENTRY TO PIER	Provide 44" min. wide (per Code) concrete compliant ramp with complying handrails and landings. Further design study and civil engineering required.	Existing condition: 9" step down to 6'-0" wide pier.	P	O	1	2	10	LF \$576
Total for Building: Proctor Landing								\$1,016

See Survey Legend and ADA Overview Report Section for more important information.

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Proctor Landing

Upper Left: 12 parking spaces; no accessible parking is provided.

Upper Right: Pier.

Lower Left: 9" step down to pier approach. An accessible route is required.

Proctor Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Roanoke Landing

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat and 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 1: ACCESSIBLE BENCH	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Adjacent to each side of the bench is loose gravel and no clear floor space is provided.	P	O	7	2	10	SF \$250
Total for Building: Roanoke Landing								\$250

See Survey Legend and ADA Overview Report Section for more important information.

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Roanoke Landing

- Upper Left: Roanoke Landing. I
- Upper Right: The bench requires an adjacent clear floor space (concrete pad) at one end. Loose gravel is adjacent to each side of the bench.

Roanoke Landing

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Roanoke Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 1: ACCESSIBLE PICNIC TABLE NEAR PLAY AREA		Provide accessible picnic table (in addition to existing table) outside framed wooden tie border directly adjacent new accessible route to play area with top surface 34" max. AFF, and with knee and toe space on one end of table 30" min. wide, 27" min. high, and 17" min. deep.		P	O	1	2	1 EA \$2,500
ITEM 2: ACCESSIBLE PICNIC TABLE NEAR TENNIS COURT		Provide accessible picnic table (in addition to existing table) directly adjacent new accessible route to tennis court with top surface 34" max. AFF, and with knee and toe space on one end of table 30" min. wide, 27" min. high, and 17" min. deep.		P	O	1	2	1 EA \$2,500
Barrier	489	The bench is not 42" long, 20" - 24" deep, or has a 17" - 19" high seat and does not have a 18" high (back unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 3: BENCH EAST OF TENNIS COURT		Provide 30"x48" clear floor space adjacent one end of bench along new paved accessible route to tennis court.		P	O	1	2	10 SF \$250

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Roanoke Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
ITEM 4: NEW BENCH - EAST SIDE OF PLAY AREA	Provide a new bench on east side of play area with 30"x48" clear floor space adjacent one end of bench. Locate along new paved accessible route to play areas.	Recommendation: Existing bench on west side of play area has no accessible route or clear floor space adjacent. Although benches are not scoped in ADAS, E&A recommends providing a 30"x48" clear floor adjacent to one end of bench designated as accessible.	P	O	1	2	10 SF	\$250
ITEM 5: TRASH RECEPTACLE - WEST SIDE OF PLAY AREA	Provide new 30"x48" level clear floor space adjacent opening side of trash receptacle. Locate along new paved accessible route to play areas.	Existing trash receptacle has no accessible route or clear floor space adjacent.	P	O	1	2	10 SF	\$250

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Roanoke Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	751	There are not a min. of 2 water fountains provided OR there is not a water fountain that meets the requirements for both wheelchair accessibility and for standing persons (hi-low).	Citation	2010 ADA Stds. 211.2				

ITEM 6: EAST OF TENNIS COURT	Replace the fountain with a hi-low model.	Where provided, min. 2 water fountains are required. 1 is required to meet 602.1 - 602.6 for clear floor space, height, operable parts, and water flow, and 1 is required to meet 602.7 which is height for standing persons. If a water fountain is provided that meets both requirements, it may be substituted for 2 fountains. Spout outlets shall be 36" max. AFF or ground. Drinking fountains for standing persons: Spout outlets of drinking fountains for standing persons shall be 38" min. and 43" max. AFF. Existing condition: Only low level drinking fountain is provided.	P	O	1	4	1	EA	\$4,400
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See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Roanoke Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Exterior Accessible Routes / Entries									
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2					
ITEM 7: ACCESSIBLE ROUTE TO ACCESSIBLE PICNIC TABLE - EAST SIDE OF PLAY AREA	Provide clear floor space at one end of new accessible picnic table and 44" wide (per Code) asphalt paving to the nearest accessible route (assumed length 10'-0").	No accessible route is provided to picnic table or other elements.	P	O	1	2	14	LF \$494	
ITEM 8: ACCESSIBLE ROUTE TO PLAY AREAS	Provide 44" min. wide (per Code) asphalt paving from parking area to openings in 2 wooden tie frame around play areas.	No accessible routes are provided to enclosed play areas.	P	O	1	2	62	LF \$2,190	
ITEM 9: CLEAR FLOOR SPACE AND ACCESSIBLE ROUTE TO DRINKING FOUNTAINS	Provide 30" x 48" min. clear floor space at low-level drinking fountain and 44" wide (per Code) asphalt paving to the nearest accessible route (assumed length 10'-0").	No clear floor space or accessible route is provided to drinking fountain.	P	O	1	2	14	LF \$494	

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Roanoke Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Play Areas									
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					
ITEM 10: PLAY AREA	Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).	P	O	1	2	1	EA	\$0
Total for Building: Roanoke Park									\$13,329

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Roanoke Park

Upper Left: Play area requires compliant ground surfaces, which must be periodically inspected and maintained

Upper Right: Picnic table does not provide an accessible seat and clear floor space.

Lower Left: Picnic table does not provide an accessible seat and clear floor space.

Roanoke Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Roanoke Park

- Upper Left: Low level only fountain is provided. Drinking fountain requires a hi-low model for both wheelchair users and standing persons.
- Upper Right: Clear floor space and accessible route is required to bench and picnic tables.
- Lower Left: Clear floor space and accessible route is required to drinking fountain.

Roanoke Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Rotary Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				

ITEM 1: ACCESSIBLE PARKING	Assuming new paving for accessible space and access aisle (not included in this report), relocate one sign and add new van sign panel to existing sign.	Existing condition: roadside gravel shoulder has space designated for accessible parking between 2 existing signs. This area is not paved, has a 2" level change at edge of asphalt road, and no access aisle. Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Note: Where a total of four or fewer parking spaces, including accessible parking are provided on site, signs not required.	P	O	1	1	1	EA	\$92
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Rotary Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				
ITEM 2: ACCESSIBLE PICNIC TABLE		Provide new table with top no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space.			P O	1 2	1 EA	\$2,500
		Existing condition provides 1 picnic table which does not provide an accessible clear floor space for a forward approach.						

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Rotary Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds.	903			
ITEM 3: ACCESSIBLE BENCH		Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of one of the benches.						
		Although not required under 2010 ADA scoping, E&A recommends for at least 5% of benches provide compliant 30"x48" clear floor space to one side of the bench. Existing condition: Benches are provided, however no adjacent clear floor space is provided.	P	O	7	2	10	SF \$250

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Rotary Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Play Areas								
Barrier	5081	The ramp to the play area exceeds 1:12 slope, or 1:48 cross slope or lacks edge protection, or there is no accessible route to the play area.	Citation	2010 ADA Stds. 206.2.17				
ITEM 4: PLAY AREA - ROCK	Install a ramp with compliant slope and landings top and bottom.	Existing condition: no ramp is provided. Step down to play area.	P	O	1	1	10	LF \$3,500
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6				
ITEM 5: PLAY AREA - ROCK	Demolish and resurface the ground surface with one that complies with ASTM F 1951 and ASTM F 1292 if in a ground level use zone.	1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones (area directly adjacent to and beneath the structure) shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1). Existing condition: Play area with the climbing rock is surrounded by lava rock.	P	O	1	2	150	SF \$1,890
Total for Building: Rotary Park								\$8,232

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Rotary Park

Upper Left: Accessible parking space is not paved, and has no access aisle.

Upper Right: There is a 2" level change from accessible parking to adjacent path.

Lower Left: Picnic table is required to provide an accessible seat. An accessible route is required to table.

Rotary Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



Rotary Park

- Upper Left: Benches do not have a paved clear floor space on one end.
- Upper Right: Play area has a step, and requires an accessible ramp.
- Lower Left: Play area has lava rock for a ground surface. Ground surface must be one that complies with ASTM F 1951.

Rotary Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2

ADA SURVEY RESULTS
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Secret Park

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	2010 ADA Stds. 902.1, 226, 226.2						

ITEM 1: ACCESSIBLE PICNIC TABLE	Provide accessible picnic table (in addition to existing table) with top no more than 34" AFF, and with knee and toe space on one end of table 30" min. wide, 27" min. high, and 17" min. deep.	Free standing picnic table provided in the lawn, measured 27-1/2" to top surface with knee and toe space below (on end of table) 26" high and 8-1/2" deep.	P	O	1	2	1	EA	\$2,500
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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Secret Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 2: ACCESSIBLE PICNIC TABLE	Provide concrete paving at clear floor space under accessible picnic table (slope not to exceed 2.08%).	Locate directly adjacent accessible route to play area.	P	O	1	2	15 SF	\$375
ITEM 3: ACCESSIBLE ROUTE TO PLAY AREA	Provide 44" wide (per Code) asphalt paving from roadway to the play area.	No paved accessible route is provided to play area.	P	O	1	2	13 LF	\$459
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 4: TRASH RECEPTACLE	Provide new concrete paving for clear floor space adjacent trash receptacle with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from entry to play area.	Clear floor space adjacent opening of trash receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	16 LF	\$565

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Secret Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET	
Play Areas									
Barrier	5081	The ramp to the play area exceeds 1:12 slope, or there is no accessible route to the play area.	Citation	2010 ADA Stds. 206.2.17					
ITEM 5: PLAY AREA		Provide a curb ramp 44" min. wide (per Code) down into play area with slope not to exceed 8.333% (1:12) and with flares on both sides with slopes not to exceed 10.0% (1:10). If curb is removed or play surface is raised (meeting ASTM F 1951 or ASTM F 1292 requirements for resilience and accessible route) to eliminate the step, the curb ramp would not be required.		P	O	1	1	EA	\$2,500
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.	Citation	2010 ADA Stds. 1008.2.6					
ITEM 6: PLAY AREA		Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.		P	O	1	2	EA	\$0
Total for Building: Secret Park								\$6,399	

See Survey Legend and ADA Overview Report Section for more important information.

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Secret Park

- Upper Left: Play area requires compliant ground surfaces, which must be periodically inspected and maintained.
- Upper Right: Play area requires an accessible route and a ramp down to play area.
- Lower Left: Picnic table does not provide an accessible seat and clear floor space. An accessible route is required to trash can, picnic table, and play area.

Secret Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Slater Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: PARKING LOT - ACCESSIBLE PARKING	Provide new sign posts to raise existing signs to accessible height.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Note: Where a total of four or fewer parking spaces, including accessible parking are provided on site, signs not required. Existing condition: Sign is provided with bottom of sign 29" above ground.	P	O	1	1	1	EA \$290

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Slater Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements								
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	Citation	2010 ADA Stds. 902.1, 226, 226.2				

ITEM 2: ACCESSIBLE PICNIC TABLE	Replace accessible picnic table with type that is embedded (or recessed) in paving so that 30"x48" clear floor space surface is nominally level (slope of 2% max. in any direction) without bolts or level change encroaching into toe space. An alternative solution might be to alter base plate so that it is recessed in a concrete slab.	Accessible picnic table is mounted on steel plate that presents a change in level from paving (plus bolts) encroaching into toe space under picnic table. Change in level is not permitted within 30"x48" clear floor space at accessible seating.	P	O	1	2	1	EA	\$2,500
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Slater Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	522	Where an accessible bench is to be provided, the bench is not 42" long, 20" - 24" deep, with a 17" - 19" high seat an 18" high back (unless affixed to a wall) OR the bench lacks a 30"x48" clear floor adjacent to one end of the bench.	Citation	2010 ADA Stds. 903				
ITEM 3: ACCESSIBLE BENCH NEAR BEACH	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench and 44" wide (per Code) paved walkway from existing trail.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is located in lawn, and no clear floor space is provided.	P	O	7	2	45	LF \$1,589
ITEM 4: BENCH NEAR SLOPING PATH	Recommendation: Provide level clear floor space (concrete pad) adjacent to one end of the bench.	Although not required under 2010 ADA scoping, E&A recommends at least 5% of benches provide a compliant 30"x48" clear floor space to one side of the bench. Existing condition: bench is along path but has landscaping on both ends, and no clear floor space is provided.	P	O	7	2	10	SF \$250
Total for Building: Slater Park								\$4,629

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Slater Park

Upper Left: Accessible parking sign is too low and should be raised to 60" min. AFF.

Upper Right: Picnic table does not provide an accessible seat and clear floor space.

Lower Left: Benches in various areas of the park require a clear floor space on one end and be on an accessible route.

Slater Park
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

South Fire Station #92

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: ACCESSIBLE PARKING STALL	Remount / raise existing stall signage.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: Sign is mounted with bottom at 57" above paving.	P	O	1	1	EA	\$72

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

South Fire Station #92

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4				

ITEM 2: ALL-GENDER RESTROOM	Reverse the swing direction of the door, ensuring the bench on the exterior side does not encroach on the required door maneuvering clearance. Alternately (with door in the present location and swing), install a lavatory that does not encroach on the door maneuvering clearance	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Existing condition: lavatory encroaches on door maneuvering space required min. depth of 60" (measured perpendicular to the door and min. 18" from the latch side of the door).	P	O	1	2	1	EA	\$810
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Fire Station #92

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 3: AED CABINET - BUILDING ENTRY	Lower cabinet so that controls are at 48" max. AFF and bottom of object protruding more than 4" is at 27" max. AFF.	Existing condition: latch to open cabinet is 57" AFF. 48" max. is required for forward or side approach. Owner/maintenance item.	P	O	1	2	1	EA \$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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South Fire Station #92

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	671	The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation	2010 ADA Stds. 604, 213				
ITEM 4: ALL-GENDER RESTROOM	Revise lavatory depth / location as required. Ensure door maneuvering clearance is not compromised in new lavatory location.	2010 Standards requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: lavatory encroaches on this clearance. Cost included in Barrier 687.	P	O	1	3	1	EA \$0
Barrier	678	The toilet is not 16" - 18" dimension from centerline of toilet to side wall.	Citation	2010 ADA Stds. 604.2				
ITEM 5: ALL-GENDER RESTROOM	Revise toilet to be 18" max. from the side wall to the toilet centerline.	Existing condition: toilet installation is skewed - 17-1/2" from side wall to toilet rear area and 18-1/2" at toilet front. Owner/maintenance item.	P	O	1	3	1	EA \$0
Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.	Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9				
ITEM 6: ALL-GENDER RESTROOM	Remount the existing grab bars.	Grab bars should be 1-1/4"- 2" in diameter, 33" to 36" AFF, with 1-1/2" min. between the wall and the grab bar. 2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side. Existing condition: grab bars are mounted at 36-3/4" to 37" AFF to the top.	P	O	1	3	1	EA \$410

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Fire Station #92

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms									
Barrier	687	The lavatory rim exceeds 34" high measured to the rim or countertop, whichever is higher.	Citation	2010 ADA Stds. 606.3					
ITEM 7: ALL-GENDER RESTROOM	Replace lavatory with an accessible more shallow (<18" - verify) model to provide the toilet clearance of 56" min. from toilet back wall. Relocate to provide required 60" deep door maneuvering space unless shallow model clears the 18" pull side for a 60" depth. Verify.	Existing condition: top of sink is mounted at 34-1/2" AFF.	P	O	1	3	1	EA	\$2,340
Barrier	689	The lavatory lacks insulation at water supply and drain pipes.	Citation	2010 ADA Stds. 606.5					
ITEM 8: ALL-GENDER RESTROOM	Provide pipe sleeve or insulation under lavatory to prevent knee impact with pipes.	Pipes are not insulated or isolated from contact.	P	O	1	3	1	EA	\$180
Total for Building: South Fire Station #92									\$3,812

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



South Fire Station #92

Upper Left: Accessible parking sign is mounted too low.

Upper Right: AED cabinet is mounted too high and is a protruding object.

Lower Left: Bench does not have an accessible clear floor space at one end.

South Fire Station #92
ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1



South Fire Station #92

- Upper Left: Toilet is installed at a skewed angle, and located too far from side wall. Grab bars are mounted too high.
- Upper Right: Lavatory encroaches on toilet clearance and door maneuvering space. Also, lavatory rim is too high.

South Fire Station #92

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET	
Assembly Areas - Indoor / Outdoor										
Barrier	563	The assembly area lacks the minimum quantity of wheelchair seating areas with adjoining companion seats.	Citation	2010 ADA Stds. 221.2.1						
ITEM 1: NORTHEAST BALLFIELD	Move both sets of bleachers away from the fencing to provide min. 5'-8" clearance. Costs are for 4 signs, not for moving the bleachers or wood borders.	Each set of existing bleachers provides seating for approximately 40 people. 2 wheelchair spaces are required per bleacher set, one at each end of the bleachers, next to a companion seated on the lowest bleacher row. Due to the proximity of the bleachers to the ballfield fencing, bleachers need to move back, 68" min. away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA	\$204	
ITEM 2: NORTHWEST BALLFIELD	Move both sets of bleachers away from the fencing to provide min. 5'-8" clearance. The northeast set of bleachers also must move to the north approx. 10" to provide a 36" wide line of sight for the wheelchair seat at the south end (due to the proximity of the non-viewable portion of the ballfield fencing behind home plate). Costs are for 4 signs, not for moving the bleachers or wood borders.	Each set of existing bleachers provides seating for approximately 40 people. 2 wheelchair spaces are required per bleacher set, one at each end of the bleachers - next to a companion seated on the lowest bleacher row. Due to the proximity of the bleachers to the ballfield fencing, bleachers need to move back 68" min. away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA	\$204	

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Assembly Areas - Indoor / Outdoor								
ITEM 3: SOUTHWEST BALLFIELD	Move both sets of bleachers away from the fencing to provide min. 5'-8" clearance. Costs are for 4 signs, not for moving the bleachers or wood borders.	Each set of existing bleachers provides seating for approximately 40 people. 2 wheelchair spaces are required per bleacher set, one at each end of the bleachers - next to a companion seated on the lowest bleacher row. Due to the proximity of the bleachers to the ballfield fencing, bleachers need to move back 68" min. away from the ballfield fencing, to provide an accessible route. Quantity required: For (4 to 25) fixed seats = 1 space; (26 to 50) = 2 spaces; (51 to 150) = 4 spaces; (151 to 300) = 5 spaces; (301 to 500) = 6 spaces; (501 to 5000) = 6 plus 1 for each 150 of fraction thereof between 501 through 5000 spaces; (5001 and over) = 36 plus 1 for each 200 or fraction thereof over 5000 spaces.	P	O	1	2	4	EA \$204

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
Barrier	622	The existing door does not have a smooth surface min. 10" from the floor or exterior surface and / or the kick plate installed is not capped.	Citation	2010 ADA Stds. 404.2.10				
ITEM 4: MEN'S RESTROOM	Recommend no change, as doors pre-date the 2010 ADAS and the 1994 ADAAG did not include this requirement. When doors are replaced or otherwise altered, however, they will need to be brought into compliance with ADAS	Existing entry door has hold-open device located in the bottom 10" surface of the push side. Note: new construction doors are required to provide a smooth surface 10" kick plate.	P	O	8	1	1 LEAF	\$0
ITEM 5: WOMEN'S RESTROOM	Recommend no change, as doors pre-date the 2010 ADAS and the 1994 ADAAG did not include this requirement. When doors are replaced or otherwise altered, however, they will need to be brought into compliance with ADAS	Existing entry door has hold-open device located in the bottom 10" surface of the push side. Note: new construction doors are required to provide a smooth surface 10" kick plate.	P	O	8	1	1 LEAF	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Drinking Fountains								
Barrier	754	The drinking fountain lacks a 30"x48" clear floor space for a front approach OR the clear floor space slope exceeds 2% in all directions.	Citation	2010 ADA Stds. 602.2				
ITEM 6: DRINKING FOUNTAIN NEAR RESTROOMS	Relocate and/or remove hose bib to provide min. 30"x48" clear floor space at existing fountain.	A hose bib encroaches into knee space under low level drinking fountain.	P	O	1	4	1	EA \$3,000

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 7: ACCESSIBLE ROUTE TO BATTING CAGE	Provide 44" wide (per Code) asphalt paving from roadway to the batting cage.	No paved accessible route is provided to batting cage building and batting practice cages.	P	O	1	2	100	LF \$3,532
ITEM 8: ACCESSIBLE ROUTE TO PICNIC TABLE - ADJACENT TO THE PLAY AREA	Provide 44" wide (per Code) asphalt paving from roadway to the picnic table.	No paved accessible route is provided to picnic table.	P	O	1	2	30	LF \$1,060
ITEM 9: ACCESSIBLE ROUTE TO PLAY AREA	Provide 44" wide (per Code) asphalt paving from roadway to the play area.	No paved accessible route is provided to play area.	P	O	1	2	30	LF \$1,060
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 10: BBQ GRILL - ADJACENT TO PLAY AREA	Relocate the grill and provide new concrete paving for clear floor space adjacent to the grill with a 2% max. cross slope (1:48) and 44" wide (per Code).	The existing paved area below the picnic table and BBQ grill does not provide a 44" wide route and clear floor space in front of the grill.	P	O	1	4	4	LF \$141
ITEM 11: BENCH - ADJACENT TO PLAY AREA	Provide new concrete paving for clear floor space adjacent to the bench with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from asphalt drove to bench.	The existing paved clear floor space adjacent to the bench is not 30" wide.	P	O	7	4	16	LF \$565

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
ITEM 12: TRASH RECEPTACLES - ADJACENT TO PLAY AREA	Provide new concrete paving for clear floor space adjacent trash receptacle with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from entry to play area.	Clear floor space adjacent to the opening of trash receptacles is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	16 LF	\$565

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Interior Accessible Routes								
Barrier	646	The accessible route has cross slopes that exceed max. 2% (1:48).	Citation 2010 ADA Stds. 403.3					
ITEM 13: MEN'S RESTROOM	Apply a topping coat on the concrete slab to level it.	Slope must be no more that 1:48 (2%). Existing floor slopes 4% to drain.	P	O	1	2	25 SF	\$131
ITEM 14: WOMEN'S RESTROOM	Apply a topping coat on the concrete slab to level it.	Slope must be no more that 1:48 (2%). Existing floor slopes 4% to drain.	P	O	1	2	25 SF	\$131

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Play Areas								
Barrier	5081	The ramp to the play area exceeds 1:12 slope, or there is no accessible route to the play area.						
			Citation	2010 ADA Stds. 206.2.17				
ITEM 15: PLAY AREA		Provide a curb ramp 44" min. wide (per Code) down into play area with slope not to exceed 8.333% (1:12) and with flares on both sides with slopes not to exceed 10.0% (1:10). If curb is removed or play surface is raised (meeting ASTM F 1951 or ASTM F 1292 requirements for resilience and accessible route) to eliminate the step, the curb ramp would not be required.		P	O	1	1	EA
		The entry into the play area includes a vertical step up approximately 2" and no accessible ramp is provided.						\$2,500
Barrier	843	The ground surface may not meet ASTM F 1951 or ASTM F 1292 for resilience and accessible route.						
			Citation	2010 ADA Stds. 1008.2.6				
ITEM 16: PLAY AREA		Adopt a policy to maintain and inspect the ground surfaces to ensure compliance with ASTM F 1951 and ASTM F 1292 for Use Zones.		P	O	1	2	EA
		1008.2.6.1 Accessibility. Ground surfaces shall comply with ASTM F 1951 (incorporated by reference, see "Referenced Standards" in Chapter 1). Ground surfaces shall be inspected and maintained regularly and frequently to ensure continued compliance with ASTM F 1951. 1008.2.6.2 Use Zones. Ground surfaces located within use zones shall comply with ASTM F 1292 (1999 edition or 2004 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1).						\$0

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

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For City of Mercer Island for Transpo

South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	671	The accessible toilet stall lacks the min. required dimensions, or the accessible water closet lacks the min. required 60" wide clear floor space.	Citation	2010 ADA Stds. 604, 213				
ITEM 17: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Remove one reinforced masonry toilet stall partition and replace it with a narrower metal toilet partition, providing the extra space in the accessible stall.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: Toilet is wall hung. Stall width is 57" between solid CMU walls, and 58-1/2" deep to the entry partition.	P	O	1	3	1 EA	\$5,190
ITEM 18: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Remove one reinforced masonry toilet stall partition and replace it with a narrower metal toilet partition, providing the extra space in the accessible stall.	2010 Standards requirements for standard stalls: Min. 60" wide x 56" long (at wall mounted toilet), or min. 60" wide x 59" long (at floor mounted toilet). Also, min. 9" high toe clearance is required at all accessible stalls, unless stall depth exceeds 62" for wall hung and 65" for floor mounted toilets is provided. ADA requirements for clear floor space at water closets: Min. 60" wide x min. 56" long (both approaches). Existing condition: Toilet is wall hung. Stall width is 57" between solid CMU walls, and 58" deep to the entry partition.	P	O	1	3	1 EA	\$5,190
Barrier	676	The stall door hardware on both sides requires gripping, twisting, or pinching to operate, which is not accessible, or the door is not self closing.	Citation	2010 ADA Stds. 604.8.1.2				
ITEM 19: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Adjust self-closing door hardware to close the door completely.	Existing stall door has spring hinges that close the door only part way. Owner/maintenance item.	P	O	1	3	0 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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South Mercer Playfields

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 20: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Adjust self-closing door hardware to close the door completely.	Existing stall door has spring hinges that close the door only part way. Owner/maintenance item.	P	O	1	3	0 EA	\$0
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation	2010 ADA Stds. 604.6				
ITEM 21: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Adjust flush control to operate with 5 lbs. max. force.	Flush controls shall comply with reach ranges and operation requirements specified in Section 309. Existing push button flush control requires an excess of 8 lbs. force to operate.	P	O	1	3	1 EA	\$500
ITEM 22: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Adjust flush control to operate with 5 lbs. max. force.	Flush controls shall comply with reach ranges and operation requirements specified in Section 309. Existing push button flush control requires an excess of 8 lbs. force to operate.	P	O	1	3	1 EA	\$500
Barrier	683	The toilet paper dispenser is not mounted 7" - 9" in front of the toilet edge measured to the center of the fixture, or min. 15" to max. 48" high OR is located less than 12" above the grab bar or less than 1-1/2" below the grab bar.	Citation	2010 ADA Stds. 604.7				
ITEM 23: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	Existing toilet paper dispenser is located above the side wall grab bar, within the required 12" min. clearance above the grab bar.	P	O	1	3	1 EA	\$72

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 24: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the dispenser.	Existing toilet paper dispenser is located above the side wall grab bar, within the required 12" min. clearance above the grab bar.	P	O	1	3	1 EA	\$72
Barrier	690	The faucet hardware requires twisting, pinching, or gripping to operate OR requires excessive force (over 5 lbs.) to operate OR metered faucet does not stay on for min. 10 seconds.	Citation	2010 ADA Stds. 606.4				
ITEM 25: MEN'S RESTROOM	Adjust faucet control to require max. 5 lb. force.	Existing condition: there are two sinks, the one on the right does not function. To operate the faucet, buttons are to be pushed, requiring approx. 10 lbs. force.	P	O	1	3	1 EA	\$500
ITEM 26: WOMEN'S RESTROOM	Adjust faucet control to require max. 5 lbs. force.	Existing condition: there are two sinks, the one on the right does not function. To operate the faucet, buttons are to be pushed, requiring approx. 8 lbs. force.	P	O	1	3	1 EA	\$500
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 27: MEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing soap dispenser is located above the sink and is 51" AFF. If altered, per 2010 Standards, the item should be below 48" AFF. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1 EA	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 28: MEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing electric hand dryer has operation button at 51" AFF. If altered, per 2010 Standards, the item should be below 48" AFF. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	3	1 EA	\$0
ITEM 29: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet / above the grab bar to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: seat cover dispenser is located above rear wall grab bar, and within the required 12" min. clearance.	P	O	1	3	1 EA	\$150
ITEM 30: WOMEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing electric hand dryer has operation button at 51" AFF. If altered, per 2010 Standards, the item should be below 48" AFF. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1 EA	\$0
ITEM 31: WOMEN'S RESTROOM	Recommend no change. The item is not being altered and measures less than 54" AFF for a side approach, which meets the 1991 Standards.	Existing soap dispenser is located above the sink and is 51" AFF. (Some building codes such as WAC 51-50/IBC require lower mounting heights according to Table 603.6, which should be applied in these jurisdictions.)	P	O	8	2	1 EA	\$0
ITEM 32: WOMEN'S RESTROOM - ACCESSIBLE TOILET STALL	Relocate the seat cover dispenser from behind the toilet / above the grab bar to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: seat cover dispenser is located above rear wall grab bar, and within the required 12" min. clearance.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

South Mercer Playfields

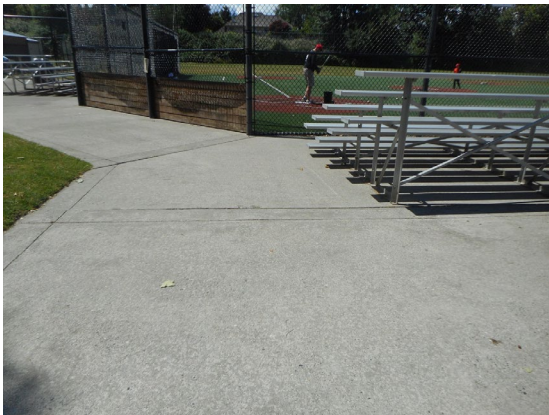
Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	713	The permanent room sign lacks raised letters and braille characters OR the raised letters characters do not meet the requirements.	Citation	2010 ADA Stds. 216, 703.3, 703.2, 703.5				
ITEM 33: MEN'S RESTROOM	Provide new compliant sign at the latch side of the door.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Existing condition: There are 2 restroom signs on exterior. They do not have raised characters, the International Symbol of Accessibility is approx. 2" high, and the sign located on the door latch side has braille at 41" AFF. There is another restroom sign with compliant raised letters, braille, and the International Symbol of Accessibility, but it is mounted on the inside of the door, and is only visible when door is propped open.	P	O	1	2	1 EA	\$290
ITEM 34: WOMEN'S RESTROOM	Provide new compliant sign at the latch side of the door.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 60" high (measured from baseline of highest tactile character to finish floor) located adjacent to the latch side of the door. Tactile characters shall be 48" min. to baseline of lowest character. Existing condition: There are 2 restroom signs on exterior. They do not have raised characters, the International Symbol of Accessibility is approx. 2" high, and the sign located on the door latch side has braille at 41" AFF. There is another restroom sign with compliant raised letters, braille, and the International Symbol of Accessibility, but it is mounted on the inside of the door, and is only visible when door is propped open.	P	O	1	2	1 EA	\$290
Total for Building: South Mercer Playfields								\$26,701

See Survey Legend and ADA Overview Report Section for more important information.

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South Mercer Playfields

Upper Left: Bleachers require wheelchair seating (with signage).

Upper Right: Hose bib under low level drinking fountain requires relocation.

Lower Left: Ground surfaces of all play areas must be compliant and require periodic inspections & maintenance

South Mercer Playfields

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South Mercer Playfields

Upper Left: 30"x48" clear floor space is required on one side of bench, and an accessible route to bench is required.

Upper Right: Picnic table requires an accessible seat & accessible route.

Lower Left: Accessible route is required to play area.

South Mercer Playfields

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South Mercer Playfields

Upper Left: Accessible route and clear floor space is required at trash receptacles.

Upper Right: BBQ grill requires an adjacent clear floor space.

Lower Left: Paved accessible route and door maneuvering space is required at play area.

South Mercer Playfields

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South Mercer Playfields

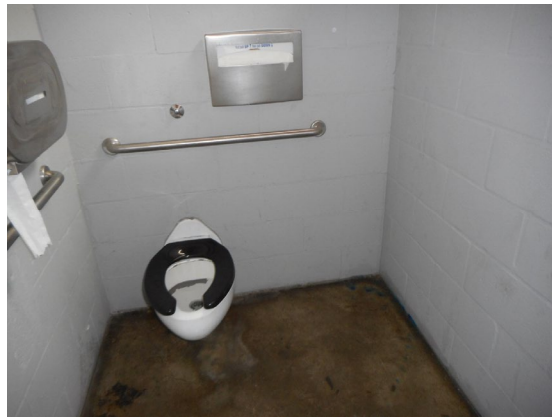
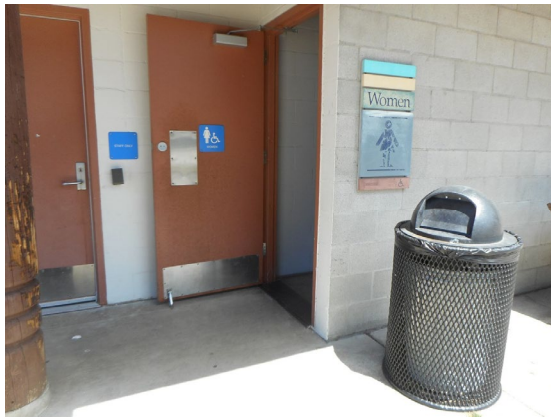
Upper Left: Accessible route and door maneuvering space is required at practice area.

Upper Right: Accessible route and door maneuvering space is required at batting cage structure.

Lower Left: Accessible route and door maneuvering space required at practice area.

South Mercer Playfields

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South Mercer Playfields

- Upper Left: Restroom signage should be compliant.
- Upper Right: Accessible stall size is non-compliant. Dispensers require relocation.
- Lower Left: Soap dispenser and hand drying operation button are mounted too high.

South Mercer Playfields

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Wildwood Park

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LOCATION	RECOMMENDATION	COMMENTS	Citation	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier	482	The dining or work surface lacks 5% seating and standing spaces that are accessible, or existing tables exceed max. 34" high or lack knee clearance 27" high, 30" wide and 17" deep, or are not on an accessible route, or lack dispersion throughout seating and standing spaces.	2010 ADA Stds. 902.1, 226, 226.2						

ITEM 1: ACCESSIBLE PICNIC TABLE	Replace table with one providing top surface no more than 34" AFF, and with 27" high, 30" wide, 8" deep knee space, and 17" deep toe space. Alternately, provide accessible table in addition existing table.	Existing picnic table has knee and toe space 29" wide and 11" deep. Knee and toe space is required to be 30" min. wide and 17" min. deep.	P	O	1	2	1	EA	\$2,500
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See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Wildwood Park

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Exterior Accessible Routes / Entries								
Barrier	510	The site amenity (ball field, playground, bench, picnic table, BBQ, etc.) lacks an accessible route to it.	Citation	2010 ADA Stds. 206.2.2				
ITEM 2: ACCESSIBLE ROUTE TO PICNIC TABLE	Provide 44" wide (per Code) asphalt paving to the indicated amenities. At any slopes exceeding 5%, provide a compliant ramp with complying handrails and landings.	No accessible route is provided to picnic table or other elements.	P	O	1	2	80 LF	\$2,826
Barrier	518	The indicated object exceeds 48" high for a side approach and a front approach OR lacks a level 30"x48" clear floor space OR requires gripping and twisting.	Citation	2010 ADA Stds. 308				
ITEM 3: BOOK RECEPTACLE	Provide new concrete paving for clear floor space adjacent book receptacle with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from nearby trash receptacle.	Clear floor space adjacent opening of book receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	50 SF	\$1,250
ITEM 4: DOG WASTE RECEPTACLE	Provide new concrete paving for clear floor space adjacent dog waste receptacle with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from picnic table.	Clear floor space adjacent opening of dog waste receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	50 SF	\$1,250
ITEM 5: TRASH RECEPTACLE	Provide new concrete paving for clear floor space adjacent trash receptacle with a 2% max. cross slope (1:48) and 44" wide (per Code) accessible route from picnic table.	Clear floor space adjacent opening of trash receptacle is not paved (i.e., not stable, firm, or slip resistant).	P	O	1	4	50 SF	\$1,250
Total for Building: Wildwood Park								\$9,076

See Survey Legend and ADA Overview Report Section for more important information.

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Wildwood Park

Upper Left: Picnic table does not provide an accessible seat and clear floor space.

Upper Right: No accessible route thru lawn area.

Lower Left: Picnic table, book receptacle, and trash can require an accessible route and clear floor space.

Wildwood Park

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.1

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Youth and Family Services Thrift Shop & Recycling Center

Date: 12/01/2021

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Accessible Parking								
Barrier	540	The accessible stall lacks compliant accessible parking signage, or existing signage is not 60" min. high measured to the bottom of sign.	Citation	2010 ADA Stds. 502.6, 703.7.2.1, 216.5				
ITEM 1: ACCESSIBLE PARKING IN FRONT	Remount / raise existing stall signage.	Signs shall be 60" min. AFF or ground surface, measured to bottom of the sign. Existing condition: signs are mounted at 32" AFF to the bottom.	P	O	1	1	2	EA \$144

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Built In Elements									
Barrier 481	The sales or service counter lacks a 36" long lowered portion of counter that is max. 36" high for a 48" parallel approach or is not 30" long min. with knee space for a forward approach or does not extend the same depth as the sales or service countertop.		Citation 2010 ADA Stds. 227.3, 904.4.2, 902.3						
ITEM 2: CHECKOUT COUNTER	Lower a section of existing counter to 36" AFF (with min. 36" length).	Existing countertop measured 38" AFF.		P	O	1	2	1	EA \$1,570
Barrier 488	The operable controls exceed max. 48" high for a front or side approach for items less than 20" depth OR 44" for items that are 20" - 25" depth, and/or lacks 30"x48" clear floor space.		Citation 2010 ADA Stds. 309; 308						
ITEM 3: GROUND FLOOR - WORKROOM 100, EAST OF DUMBWAITER	Lower the countertop upon which the item is located.	Existing countertop is 36" AFF. Outlets above countertop not within reach for a side approach.		P	O	1	2	1	EA \$1,110
ITEM 4: GROUND FLOOR - WORKROOM 100, SOUTH OF DUMBWAITER	Lower the dispenser(s).	Dispensers are required to be max. 48" high for a front and parallel approach. Existing paper towel and soap dispenser adjacent to countertop with the sink are mounted at 55" AFF.		P	O	1	4	2	EA \$300
ITEM 5: GROUND FLOOR - WORKROOM 100, SOUTH OF DUMBWAITER	Lower the countertop upon which the item is located, and provide outlet extenders to place outlet face within 24" of countertop edge.	Existing countertop is 36" AFF and 25" deep. Outlets above countertop not within reach for a side approach.		P	O	1	2	1	EA \$1,110
ITEM 6: SECOND FLOOR - KITCHEN	Lower the countertops. Lower electrical outlets to 46" AFF max. and ensure face of outlets within 24" of countertop edge.	Existing countertops are 36" AFF and 25" deep. Outlets are not accessible for a side reach.		P	O	1	2	2	EA \$2,220

See Survey Legend and ADA Overview Report Section for more important information.

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ADA SURVEY RESULTS
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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP	CODE	PRI	QTY	UNITS	BUDGET
Doors									
Barrier	610	The door with vision panel lacks at least one vision panel mounted at max. 43" high measured to lowest bottom edge.	Citation	2010 ADA Stds. 404.2.11					
ITEM 7: SECOND FLOOR - KITCHEN	Replace the door with a new door with a vision panel at 43" AFF.	Existing door has a vision panel at 48" AFF.	P	O	1	4	1	EA	\$2,180
Barrier	612	The door lacks the required maneuvering space, or the maneuvering space is not level.	Citation	2010 ADA Stds. 404.2.4					
ITEM 8: GROUND FLOOR - RETAIL #104, EXIT DOOR ON SOUTH SIDE	Relocate the door / frame to provide door maneuvering space.	Existing condition: exit door has an exterior column directly outside of its opening. See additional dimensions for other approaches in 404.2.4.1.	P	O	1	2	1	EA	\$1,100
ITEM 9: GROUND FLOOR - WORKROOM 100, EAST EXIT DOOR	Relocate the furniture or movable object that is encroaching into door maneuvering space.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach and 48" perpendicular to door for front or side / push side approach (latch & closer). Existing condition: furniture blocks the 12" wide clearance required on the (inside) push side. See additional Dimensions for other approaches in 404.2.4.1	P	O	1	2	1	EA	\$0
ITEM 10: GROUND FLOOR - WORKROOM 100, EAST EXIT DOOR	Add new portion of exterior surface (at door approach).	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Provide clear floor space min. 60" perpendicular to door for front / pull side approach. Existing condition: there is no adjacent / level surface on the door exterior. See additional Dimensions for other approaches in 404.2.4.1.	P	O	1	2	30	SF	\$1,515

See Survey Legend and ADA Overview Report Section for more important information.

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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Doors								
ITEM 11: GROUND FLOOR - WORKROOM 100, EXTERIOR DOOR ON WEST WALL	Relocate the furniture or movable object that is encroaching into door maneuvering space.	Ensure door maneuvering spaces are min. 18" at pull side and min. 12" at push side (if equipped with latch & closer). Existing condition: work table encroaches on the required 12" width at the door latch / push side.	P	O	1	2	1 EA	\$0
Barrier	622	The existing door does not have a smooth surface min. 10" from the floor or exterior surface and/or the kick plate installed is not capped.	Citation	2010 ADA Stds. 404.2.10				
ITEM 12: FRONT ENTRY DOORS	Recommend no change, as doors pre-date the 2010 ADAS and the 1994 ADAAG did not include this requirement. When doors are replaced or otherwise altered, however, they will need to be brought into compliance with ADAS	Door base measure 9" AFF, and door stop / hold open exists in the kick plate area on the push side. Existing doors are not required to add a smooth surface, but if one is installed it is required to be capped.	P	O	8	1	2 LEAF	\$0

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Dressing Rooms, Fitting Room, Locker Room								
Barrier	758	There are not 5% of the dressing rooms that are accessible, or the dressing room lacks a 60" diameter (or T-shaped) turning space.	Citation	2010 ADA Stds. 222, 304.4, 803.2				
ITEM 13: SECOND FLOOR - DRESSING ROOMS	Expand the dressing room to meet clear floor space requirements.	At least one of each type of dressing room provided must be accessible. In alterations, where it is technically infeasible to provide accessible rooms, one room for each sex on each level is required. Where only unisex rooms are provided, unisex rooms are permitted. Existing condition: three dressing rooms are provided, one is 48" wide, and the others are 43" wide. All are 60" deep.	P	O	1	2	1	EA \$1,250
Barrier	760	The accessible dressing or fitting room lacks a 42" min. long x 20" to 24" deep bench mounted between 17" and 19" high, or lacks 30"x48" clear floor space at the end of the bench, or lacks an accessible back support.	Citation	2010 ADA Stds. 222, 903				
ITEM 14: SECOND FLOOR - DRESSING ROOMS	Provide a new 20" - 24" deep x 42" long bench at 17" - 19" height affixed to a wall or with accessible back support in an accessible location within the dressing room.	No bench is provided in any dressing rooms. If the bench is not affixed to a wall, then a back support the length of the bench (42" min.) 18" high min. shall be provided.	P	O	1	2	1	EA \$1,110

See Survey Legend and ADA Overview Report Section for more important information.

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Elevators								
Barrier 628	The elevator lacks raised letters and braille floor and/or car designations located at both jambs OR the designations are not mounted within 48" - 60" to the baseline of the character.		Citation	2010 ADA Stds. 407.2.3, 703.4				
ITEM 15: GROUND FLOOR - WORKROOM 100, ELEVATOR	Relocate floor designation to be within 48" - 60" AFF to the baseline of the character.	Existing floor designation tactile number exceeds 60" AFF to the baseline of the character. This occurs at the second level also.	P	O	1	2	2	EA \$144
Barrier 633	The car control floor buttons exceed 54" high with a side approach, if more than 16 floor openings, or 48" high with a front or side approach, if less than 16 floor openings; or emergency controls are not grouped and higher than 35" to centerline at the bottom of the panel.		Citation	2010 ADA Stds. 308.3, 407.4.6				
ITEM 16: GROUND FLOOR - WORKROOM 100, DUMBWAITER	Recommend no change. The item is not being altered and measures less than 54" AFF and a parallel approach is provided which meets the exception for existing elevator call buttons.	Existing dumbwaiter operation control buttons mounted at 52" AFF.	P	O	8	2	1	EA \$0
Barrier 637	The emergency two-way communications system is non-compliant (highest operable part exceeds 48" high, length of cord is too short, device lacks identifying signage, system lacks voice communication, or lacks tactile symbols and characters).		Citation	2010 ADA Stds. 407.4.9				
ITEM 17: GROUND FLOOR - WORKROOM 100, ELEVATOR	Provide a means for non-verbal communications via text readout or indications of rescue on the way.	Verify with local requirements necessity for emergency communications system. Existing "Airphone" operation button is 56" AFF.	P	O	1	2	1	EA \$2,160

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Youth and Family Services Thrift Shop & Recycling Center

Date: 12/01/2021
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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Kitchens - Lounges									
Barrier 17850	The dining surfaces for consuming food and drink lack the min. required 5% (but not less than one) accessible seating spaces and standing spaces lack accessible seating with knee space.		Citation 2010 ADA Stds. 226, 902						
ITEM 18: SECOND FLOOR - KITCHEN, DINING TABLE	Remove one of the dining tables, and provide one with a dining surface 28" to 34" AFF, 30 " wide and with a knee 27" high, 30" wide and 19" deep.	Knee space shall be at least 27" high, 30" wide and 19" deep. Existing table has 13-1/2" deep knee space.		P	O	1	1	1	EA \$1,840
Barrier 531	The kitchen sink exceeds 34" high, lacks 30" wide knee space if a range or cooktop is provided, or has inaccessible hardware.		Citation 2010 ADA Stds. 804.4						
ITEM 19: SECOND FLOOR - KITCHEN	Lower the sink to be 34" max.	Existing countertop and sink are 36" AFF.		P	O	1	2	1	EA \$2,100
Barrier 532	The kitchen lacks the 50% of storage at an accessible level of 15" min. - 48" max.		Citation 2010 ADA Stds. 804.5						
ITEM 20: SECOND FLOOR - KITCHEN	Provide additional storage to meet the required 50% max.	Existing upper cabinets are 55" AFF.		P	O	1	2	5	LF \$1,150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
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Restrooms / Bathrooms

Barrier	680	The toilet lacks compliant side and/or rear grab bars.							
			Citation	2010 ADA Stds. 604.5					

ITEM 21: SECOND FLOOR - RESTROOM #206, SOUTH RESTROOM	Recommend no change because this restroom will not be made an accessible restroom. Provide directional signage to accessible restroom.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max.. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. (Exception: Grab bars not required to be installed in single occupant accessed through private offices.) [2010 Standards: Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes; allows alternate children's use height.]	P	O	2	3	1	EA	\$150
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Barrier	681	The existing grab bars are non-compliant in size, configuration, or mounting height.							
			Citation	2010 ADA Stds. Fig. 604.5.2, 609.2, 604.9					

ITEM 22: GROUND FLOOR RESTROOM	Replace with new grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Existing condition: grab bars are mounted too high at 37-3/4" AFF. Also, side wall grab bar is 36" in length and is required to be 42" min., mounted 54" min. from back corner. Rear wall grab bar is 36" long, which is compliant, but location is to be 24" from toilet centerline to the end of the grab bar on the open (toilet) end.	P	O	1	3	1	EA	\$1,300
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See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
ITEM 23: SECOND FLOOR - RESTROOM #205, NORTH RESTROOM	Remount the existing grab bars.	Grab bars should be 1-1/4" - 2" in diameter, 33" - 36" AFF, with 1-1/2" min. between the wall and the grab bar. Circular cross section - outside diameter 1-1/4" min. - 2" max. Non-circular cross section - perimeter of 4" min. - 4.8" max. Horizontal projections shall be 1-1/2" min. below bottom of rail. Rear grab bar min. 24" long from centerline of toilet at transfer side; allows 1-1/4" - 2" cross section and non-circular shapes. Existing condition: grab bars are mounted 37" AFF to the top.	P	O	1	3	1 EA	\$410
Barrier	682	The flush controls are not located at open side of toilet, or controls require gripping, twisting, or pinching to operate.	Citation	2010 ADA Stds. 604.6				
ITEM 24: MEN'S RESTROOM - ACCESSIBLE TOILET STALL	Replace the tank with flush controls on the open side.	Existing toilet has auto-flush and manual flush control on the corner side of the toilet.	P	O	2	3	1 EA	\$1,160
Barrier	688	The lavatory lacks min. 27" high knee space at front edge, extending 8" deep under the lavatory, and/or 30"x48" clear floor space.	Citation	2010 ADA Stds. 606.2				
ITEM 25: GROUND FLOOR RESTROOM	Replace lavatory with an accessible model.	Where lavatories are provided at least one shall be accessible and not be located in a toilet compartment. Existing condition: Knee space at 27" AFF is 4" deep.	P	O	1	3	1 EA	\$2,340
Barrier	689	The lavatory lacks insulation at water supply and drain pipes.	Citation	2010 ADA Stds. 606.5				
ITEM 26: GROUND FLOOR RESTROOM	Insulate pipes.	Where lavatories are provided at least one shall be accessible. Existing condition: Lavatory pipes are not insulated.	P	O	1	3	1 EA	\$180

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

For City of Mercer Island for Transpo

Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Restrooms / Bathrooms								
Barrier	692	The mirror exceeds max. 40" high measured from the bottom of the reflecting surface OR mirrors not located above countertops exceed 35" high.	Citation	2010 ADA Stds. 603.3				
ITEM 27: GROUND FLOOR RESTROOM	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing condition: bottom of reflective surface is 48" AFF.	P	O	1	3	1 EA	\$150
ITEM 28: SECOND FLOOR - RESTROOM #205, NORTH RESTROOM	Lower the mirror.	Mirrors above countertops are required to be 40" max. to the reflective surface. Existing condition: bottom of reflective surface is 43" AFF.	P	O	1	3	1 EA	\$150
Barrier	694	The specified dispensers (soap, towel, seat cover, sanitary napkin, or baby changing), outlets, or controls exceed max. reach range of 48" high for a front or side approach, or lack clear floor space.	Citation	2010 ADA Stds. 308.3				
ITEM 29: GROUND FLOOR RESTROOM	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach.	P	O	1	3	1 EA	\$150
ITEM 30: GROUND FLOOR RESTROOM	Relocate or lower the towel dispenser(s).	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: towel and soap dispenser are 50" AFF to operation handle.	P	O	1	3	2 EA	\$300
ITEM 31: SECOND FLOOR - RESTROOM #205, NORTH RESTROOM	Relocate the seat cover dispenser from behind the toilet to a location within reach range.	Dispensers are required to be max. 48" high for a front and parallel approach. Existing condition: seat cover dispenser is mounted behind the toilet prohibiting a forward and/or side approach.	P	O	1	3	1 EA	\$150

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Signage								
Barrier	715	The permanent room sign with tactile characters is not mounted min. 48" high from baseline of lowest character and max. 60" high from baseline of highest characters OR is not 9" min. from centerline of sign to latch side of door.	Citation	2010 ADA Stds. 703.4.1, 703.4.2				
ITEM 32: SECOND FLOOR - RESTROOM #205, NORTH RESTROOM	Remount / relocate existing sign that meets the requirements.	Signs to have raised and braille characters, high-contrast finish / non-glare surface, and must be mounted at 48" - 60" high, measured 48" (base of lowest character) to baseline of highest character from finished floor, located adjacent to the latch side of the door. Existing condition: Sign is mounted on the door with tactile lettering too high (62-1/4" to baseline).	P	O	1	3	1	EA \$72

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
Survey Results - by Building / Element

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Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	CITATION	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Sinks									
Barrier	723	At least 5%, or min. 1 of the sinks in accessible spaces exceeds 34" to the rim or counter OR lacks min. 30" wide knee space that is 27" high and 17" deep for a front approach OR lacks 30"x48" parallel approach. Note: A parallel approach is allowed in kitchens, kitchenettes, and wet bars if there is no cooktop or range.	2010 ADA Stds. 212.3,606.2, 606.3						
ITEM 33: GROUND FLOOR - WORKROOM 100, SOUTH OF DUMBWAITER	Lower the mounting height of the sink to 34" max. Remove cabinetry below to provide the required 27" knee space.	Knee clearance should be at least 27" high, 30" wide, and 17" deep. Existing sink is 36" AFF with permanent cabinets below.		P	O	1	2	1	EA \$1,820

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC

ADA SURVEY RESULTS
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For City of Mercer Island for Transpo

Youth and Family Services Thrift Shop & Recycling Center

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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
Storage / Lockers								
Barrier	742	The lockers lack the required 5% accessible lockers.						
			Citation	2010 ADA Stds. 225.2.1, 811				
ITEM 34: SECOND FLOOR - KITCHEN	Replace 5% of the existing lockers with ones that are accessible.	A clear space at least 30"x48" that allows forward or parallel approach, accessible hardware, and storage elements that are within a 15" - 48" reach range are required. Existing condition: The second row of lockers has hooks at 50" AFF with shelf below (48" max. required). The first row of lockers has a bottom shelf below 15" AFF (15" min. height required). Locker opening devices require tight pinching to open.	P	O	5	4	2	EA \$640
Total for Building: Youth and Family Services Thrift Shop & Recycling Center								\$29,975

See Survey Legend and ADA Overview Report Section for more important information.

ENDELMAN & ASSOCIATES PLLC



Youth and Family Services Thrift Shop

- Upper Left: Accessible parking sign is mounted too low. Bottom edge of sign to be 60" min. above pavement.
- Upper Right: Exit door has a column blocking the required door clearance and maneuvering space.
- Lower Left: Exit door from first floor lacks a paved clear floor space on exterior side.

Youth and Family Services Thrift Shop

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Youth and Family Services Thrift Shop

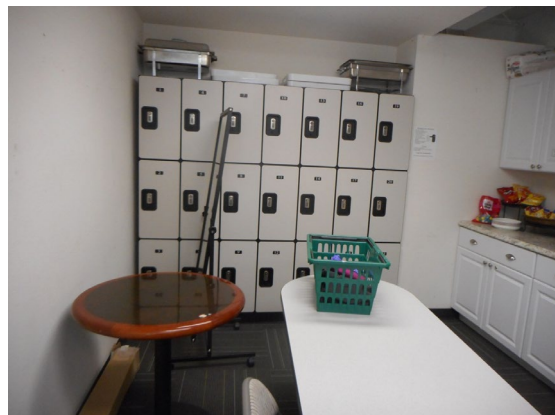
Upper Left: Countertop blocks the 12" min. required maneuvering space on the latch/push side.

Upper Right: The vision panel on the door is too high. To be 43" max. AFF.

Lower Left: One accessible dressing room is required with a bench and turning space.

Youth and Family Services Thrift Shop

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.2



Youth and Family Services Thrift Shop

- Upper Left: Check-out counter lacks a 36" high max. x 36" min. in length accessible counterspace.
- Upper Right: Lockers do not provide the min. 5% required to be accessible, due to height of hooks & bottom shelf.
- Lower Left: Sink is 36" AFF (should be 34" max.) and lacks knee clearance for a forward approach. Above countertop outlets are out of accessible reach. Paper towel dispenser is mounted too high.

Youth and Family Services Thrift Shop

ENDELMAN & ASSOCIATES PLLC / ADA Survey for City of Mercer Island – Transpo / P.3

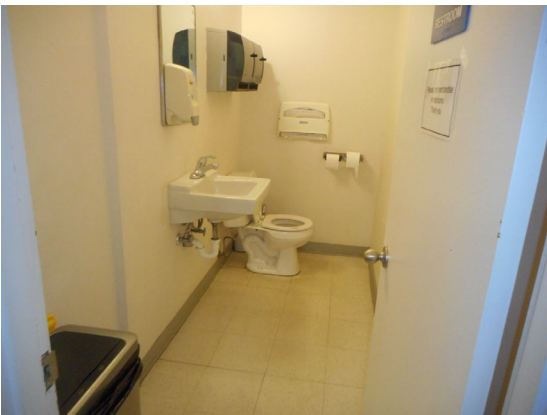


Youth and Family Services Thrift Shop

- Upper Left: Dining table does not provide the required knee clearance space.
- Upper Right: Countertop and sink are too high. Must be 34" AFF max. for sink height and for accessible reach to above countertop mounted outlets. Also, kitchen lacks 50% of storage at accessible height.
- Lower Left: Second level accessible restroom signage is mounted too high.

Youth and Family Services Thrift Shop

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Youth and Family Services Thrift Shop

- Upper Left: Ground floor restroom grab bars are too short and incorrectly located. Seat cover dispenser is not accessible above the toilet.
- Upper Right: Ground floor restroom lavatory does not provide the required knee space clearance. Pipes require insulation. Mirror and towel dispenser are too high.
- Lower Left: 2nd floor restroom adjacent the kitchen is inaccessible. Provide directional signage to accessible restroom.

Youth and Family Services Thrift Shop

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Youth and Family Services Thrift Shop

Upper Left: Second floor accessible restroom: grab bars are mounted too high, flush control is required on the open side, seat cover dispenser is not accessible above the toilet.

Upper Right: Second floor accessible restroom: mirror is mounted too high. The bench encroaches on door maneuvering clearance on the latch side.

Youth and Family Services Thrift Shop

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ADA SURVEY RESULTS
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LOCATION	RECOMMENDATION	COMMENTS	TYPE	RESP CODE	PRI	QTY	UNITS	BUDGET
TOTAL (ALL BUILDINGS)								\$1,303,577

See Survey Legend and ADA Overview Report Section for more important information.

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Appendix E - Stakeholder Engagement

CITY OF MERCER ISLAND

ADA TRANSITION PLAN

ENGAGEMENT & PUBLIC INVOLVEMENT SUMMARY

PREPARED FOR: Lia Klein, City of Mercer Island
PREPARED BY: Jeanne Acutanza, Acutanza STS
CC: Patrick Lynch, Transpo Group
DATE: November 1, 2021

Introduction

This summary provides an overview of engagement and outreach to support the City of Mercer Island ADA Transition Plan development. In developing this ADA (Americans with Disabilities Act) Transition Plan, we emphasize outreach and engagement to people with disabilities and those who support people with disabilities. We also reach out to members of the public with no disability. We hope to meet our community where they are; however, most outreach was conducted using virtual and online communications strategies in the interest of community safety. We also want to reflect the communities served and make sure our outreach is accessible to those who are more comfortable communicating in other languages.

We conducted this outreach to gain feedback on current pedestrian facilities within the public right-of-way and access within and to public buildings that provide access to community and government services. This memo outlines the community outreach process used to support the development of this ADA Transition Plan. Our survey and outreach were conducted over the summer and fall of 2021, during the global COVID 19 pandemic. The ongoing COVID-19 pandemic and guidance the state a local Departments of Health restricted our ability to conduct in-person outreach for the plan. Outreach was limited to include largely online outreach.

Specific elements of our outreach included:

- an online open house which will remain open through plan development
- an online mapping tool to identify issues that remains open through plan development
- a public survey opened from July into September
- an in-depth focus group and discussions with volunteers from the survey responders

Attachments to this memo include:

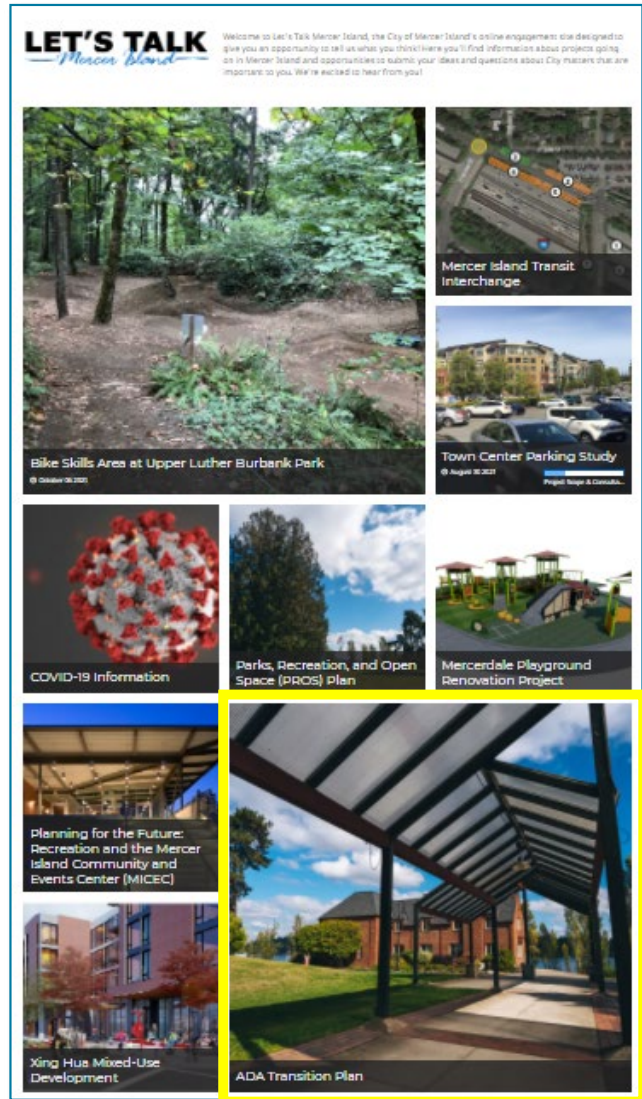
- A. Survey questions
- B. Topline Survey Results
- C. Listing of issues from survey and focus group
- D. Focus Group Guide

Promotion and advertising for outreach

The goal of the outreach for the ADA Transition Plan update was to reach out broadly to members of the public that travel on Mercer Island with and without disabilities.

Specific outreach to the public and organizations serving and advocating for individuals with disabilities consisted of:

- Promotion through the City outreach page with current outreach efforts called "Let's Talk" (right) links to a project Online Open House. The City also placed notices in Nextdoor and Facebook.
- Paper flyers and posters placed at public places throughout that are open to the public. These included the library, Mercer Island City Hall and all senior housing facilities on the island.
- Article in the Mercer Island Reporter soliciting community feedback on the survey August 18, 2021 here: www.mireporter.com/news/city-offers-resident-survey-while-developing-ada-transition-plan/
- Outreach to the Mercer Island school district to notify families served by the schools
- Launching a landing page within the City website within Public Works dedicated to the development and status of the ADA Transition Plan. It continues to be the landing page to the public for ADA issues. www.mercerisland.gov/publicworks/page/ada
- Promoting an online open house describing Title II of the Americans with Disabilities Act, the ADA process, and the emphasis on facilities for pedestrians in the public right-of-way here: <https://www.mercerislandada.com/>. The page remains active as an educational resource and links to an online mapping tool to identify locations.
- Creating an online mapping and reporting tool for the public to report barriers to access here: <https://www.mercerislandada.com/interactivereporting>. This link remains active and allows the public to report obstacles they encounter using a mapping interface.



Online Survey: July 4 through September 14, 2021

A 17-question survey was open from the online open house launch on July 4 through September 14, 2021. The English language version of the online survey resulted in seventeen complete answers. It asked respondents how they travel, where they live, why they travel in Renton, whether they had a disability or support someone with a disability. It also asks respondents whether an accessibility issue has ever prevented them from participating or obtaining services in the City of Mercer Island. Questions regarding demographics were optional. The survey did not specifically ask where respondents live but did request a ZIP code for each respondent. Most of the respondents indicated they lived within the City and in ZIP code 98004. No Chinese or Spanish language surveys were completed online. No survey respondents indicated they were of Hispanic origin.

While the survey was broadly advertised and open for two months, only seventeen people responded fully to the survey. With a small population on Mercer Island, this level of response was not unexpected. The responses themselves were detailed, providing specific examples and perspectives on priorities. Survey respondents were reported to be predominantly residents of Mercer Island. Almost half (47%) of the respondents said they either had a disability or supported a person with a disability. The summary also included a crosstab comparison of the general responses and responses of those with disabilities.

In addition to feedback through the survey, the City received specific comments from survey respondents and focus group members. Those comments will be incorporated with other comments received during the survey. Focus group members noted that they did see notices on social media.

The survey asked if and where any of the respondents experienced barriers to access. Of the seventeen respondents, four noted they experience barriers to access. Of these four, two noted they had a disability or supported a person with a disability. Sidewalk barriers and gaps in sidewalks were most often shown to be the barrier.

Others noted specific barriers as off-leash dogs within parks, heavy doors in the Mercerdale Park restrooms, and bus stops along West Mercer Way that are not easy to access, or inability to get to the Park-and-Ride by the Congregational Church on Island Crest Way (this requires walking up steep hills which is a challenge on snowy days).

Respondents also noted their top modes of travel were driving and walking. The survey was conducted during the pandemic and may have impacted responses; for example, transit ridership had declined, and some transit routes that were cut or eliminated during the pandemic have yet to return. Few (7%) indicated they rode transit.

The top response among those with disabilities or supporting a person with disabilities was a lack of ADA parking. The survey welcomed respondents to comment on up to three specific problem locations. A list of twenty-four issues reported in the survey is included in Attachment C. The top two issue types were sidewalk barriers/gaps and access within parks. Finally, the respondents were asked about their priorities for addressing ADA gaps and barriers. For the general respondents, the top two priorities identified were transit and retail areas. These were the same two top priorities for those within the crosstab of people with a disability or supporting someone with a disability.

The focus group and individual interviews provide an opportunity to ask for clarifications about barriers and issues noted in the survey.

Focus Group Meeting September 30, 2021, and Interviews

Using the Zoom virtual platform that included closed captioning, the project team and consultant conducted interviews and a facilitated focus group of Mercer Island residents and survey responders. All the respondents interviewed live on Mercer Island and have a disability or support a person with a disability. The focus group on September 30 was recorded only to confirm documentation. We are grateful to those volunteers that volunteered their time.

In addition to discussing the survey topline results and ADA plan process, the focus group mentioned several issues that are listed in Attachment C. Respondents were invited to describe other barriers observed and experienced on Mercer Island in the public right of way and to provide details on the barriers experienced. It was also asked if there was concurrence with the priorities noted in the survey by the general respondents and the crosstab group of those that either have a disability or support people with disabilities. The top two priorities mentioned were access to transit and access in retail areas. It is also notable that there was significant discussion related to parks, park access, and ADA parking, and ADA restroom access, specifically within or near parks. One of the top issues noted in the survey was missing and poorly maintained sidewalks. This was confirmed in the focus group – that in some areas, broken and uneven sidewalks in retail locations encourage the use of the smoother street. While the City does not maintain or operate traffic signals on Mercer Island, traffic signals were long and not pedestrian-friendly. Pedestrian phasing (either lead pedestrian intervals or pedestrian phase re-call) is desirable, especially near schools with more pedestrians. Many signals do not provide accommodations (buzz or beep) for those with disabilities. This is particularly an issue for pedestrian paths to transit.

Summary

Topline survey results are provided in **Attachment B** with a listing of issues at specific locations identified by the public provided in **Attachment C**. An overview of comments received during this outreach process fall into the following categories:

- Comments on issues within the public right of way
- Issues outside the purview of the ADA Transition Plan
- Priorities

Comments on issues in the public right of way

The table below notes the number of times different types of issues were mentioned in the online survey. Note that some issues fit more than one category (e.g., maintenance of sidewalks fits in both maintenance and sidewalk categories). Park access and sidewalks were mentioned most, which is consistent with what was noted in the focus group.

People noted broken, uneven sidewalks (like near the post office), missing links (like in neighborhoods), shoulders not clearly marked by use and inappropriately shared by bikes, cars, and pedestrians (like on West/East Mercer Way), and uneven gravel paths that parallel roadways and are intended for pedestrians (like near Luther Burbank Park).

Park access and lack of accessible parking near parks were noted. ADA accessible restrooms, gender-neutral restrooms to allow for support people to assist, restrooms that are easily accessible with doors that open easily were also noted. ADA accessible public restrooms near short-term accessible parking were noted as an idea to accommodate those traveling in retail areas. Inaccessible parking for on-street parking was also noted as being awkward for loading and deploying ramps for wheelchairs.

Comments related to access to and within buildings included providing push buttons for doors on the left and near the entrance, making sure public buildings like the police department office within City Hall and virtual public meetings can accommodate all disabilities, including providing closed captioning for all meetings, and not relying on phone technology for access. Information provided via the internet should meet ADA accessibility.

Design standards to meet ADA requirements are provided as minimums and should not restrict the City from considering exceeding minimums where viable, practicable, and beneficial for the public.

TABLE 1 – SUMMARY OF TYPES OF COMMENTS FROM THE SURVEY, MAPPING TOOL, AND FACEBOOK

	Sidewalks	Crosswalks	Signals	Curb ramps	Building Barriers	Barriers in parks	Transit Stop	Vehicle conflicts	Parking	Other
Online Survey Responses	9	3	0	0	3	9	1	5	4	7

Issues outside the purview of the ADA Transition Plan

Issues noted in the survey that may be passed on to other agencies included lack of access to programs (football games), recreational programs, or elevators in schools or other recreational facilities. Restrooms in private businesses were noted as substandard, with difficult doors to open, or not gender-neutral (to allow for a support person). Again, design standards of width should be considered minimums.

Priorities

The survey noted top priorities for ADA improvements as Transit and Retail areas and focus group members agreed. Notably, the survey identified numerous issues related to accessing the park. The focus group also discussed parks extensively.

ATTACHMENT A – SURVEY QUESTIONS

The following survey questions were provided online in English, Chinese, and Spanish.

1. Why do you travel on Mercer Island? (Live, work, school, appointments, etc.)
2. Please tell us about yourself. (Have a disability, support someone with a disability, have no disability, or prefer not to say.)
3. If you have a disability or disabilities; or if you support someone with a disability, please check all that apply (lists a range of disabilities)
4. What resources do you use to find information on ADA issues?
5. Please provide your five-digit zip code
6. How often do you travel on Mercer Island?
7. How do you travel within the City of Mercer Island? (Drive, walk, bike, roll, transit, etc.)
8. If you use transit, how often do you use it in a typical week?
9. Are you now, or were you ever unable to participate in an event or obtain services in the City of Mercer Island? (Y/N)
10. Which of the following physical barriers are/were reasons you are not/were not able to participate in events or access services in the City of Mercer Island?
11. What areas would be your priority in improving access to facilities?
12. What areas would be your second priority in improving access to facilities?
13. *Please list up to three locations where you have experienced (or noticed) mobility challenges, accessibility challenges, trip hazards, etc., in the City of Mercer Island. *For these open-ended questions, please provide the location/s where you have experienced challenges with pedestrian facilities as well as a description of the problem/s you encountered. For example, Location: sidewalks on SE 40th St @ Island Crest Way. Description: Sidewalk is raised, creating a trip hazard
14. What is your age? (optional)
15. How do you identify yourself? (optional)
16. Are you of Spanish, Hispanic, or Latino origin or descent? (optional)
17. Would you be willing to participate in a focus group or individual interview? (Following all COVID-19 safety protocols)

ATTACHMENT B – SURVEY TOPLINE RESULTS



ADA Transition Plan Update Survey Top Line Results

On-Line Survey
thru September 14, 2021
UPDATED October 14, 2021

DRAFT

Transpo Group/Acutanza STS

1

About Transition Plans

- Addresses deficiencies to improve mobility
 - public right-of-way including sidewalks, crosswalks, curb ramps, signals, transit stops
 - Access and areas within buildings and parks open to the public
- Focused on providing access to resources and services
- Addressing barriers in public right of way & public buildings
- What is included – sidewalks and roadways especially those that access public services and facilities
- What is not included – facilities managed by others such as schools, churches, private retailers
- Next Steps toward the end

2

Outreach

- Survey open July 4 – September 14
- Survey Promotion
 - Advertised on Website & Online Open House
 - Promoted through Social Media Channels
 - Article in the Mercer Island Reporter
 - Translation included Spanish Chinese
- Focus Group Explores
 - Where are there barriers
 - What types of facilities are priorities (where would you invest)
 - Which locations are priorities?

3

Survey Summary

1. Respondents and demographics
2. Issue areas
3. Priorities

1. Demographics and Respondents

- 17 full responses
- Most live on Mercer Island with one off Island response
- Many also shop, recreate and have medical appointments in Mercer Island
- Highest sources for information was City then State, DSHS and Transit Agencies
- Top two modes are drive and walk, few are regular transit users
- Most respondents in the 45-55 Age

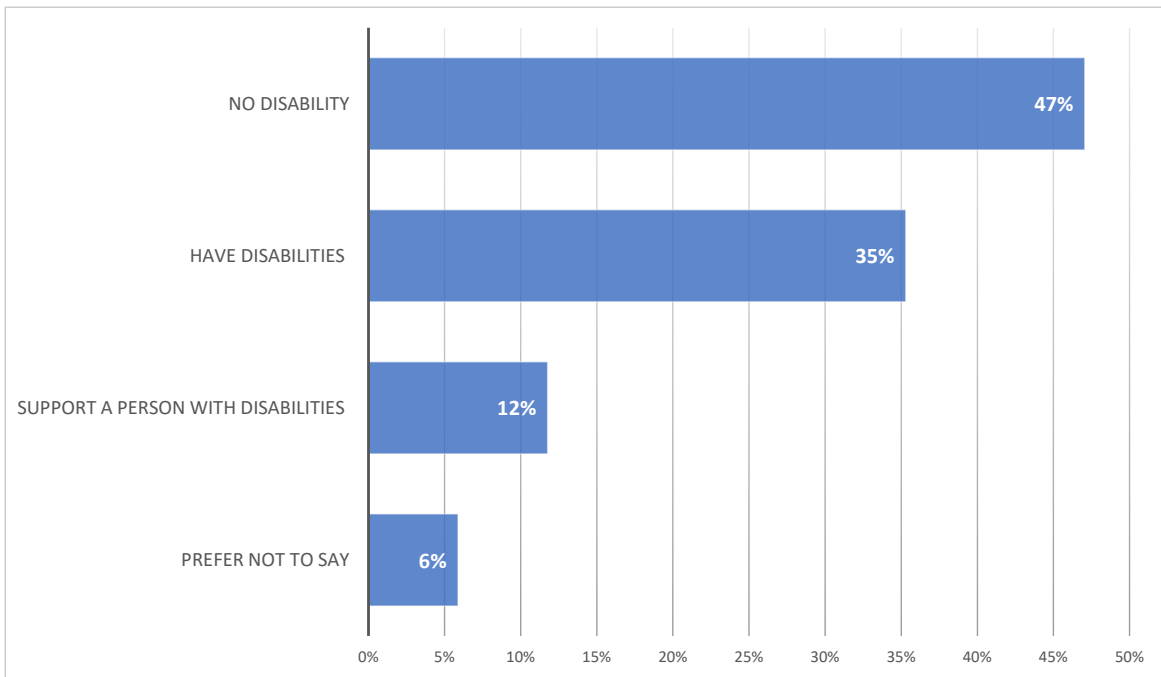
5

Demographics / Respondents

- Most white
- No Spanish/Chinese responses
- Respondents (6% prefer not to say)
 - 35% Report they have a disability
 - 12% Report they support someone with a disability
 - 47% Report they are not disabled
- Greatest portion had a condition that substantially limits one or more physical activities such as walking, climbing stairs, reaching, lifting, or carrying. Next is those with wheelchairs.

6

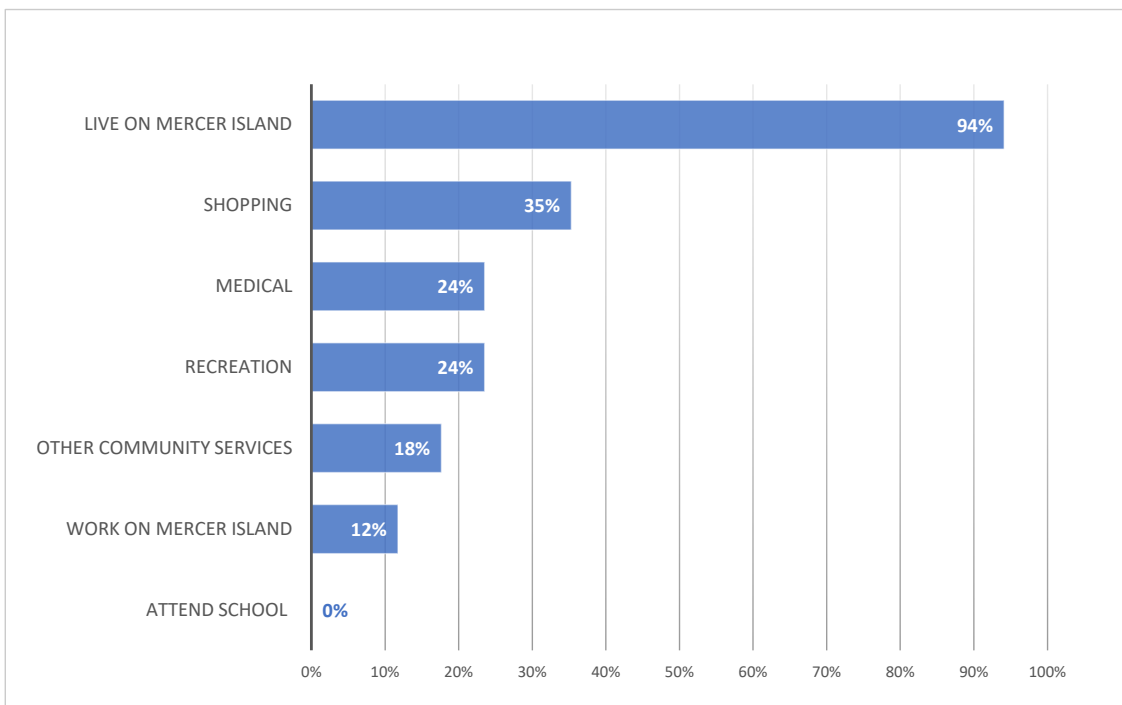
Please tell us about yourself



7

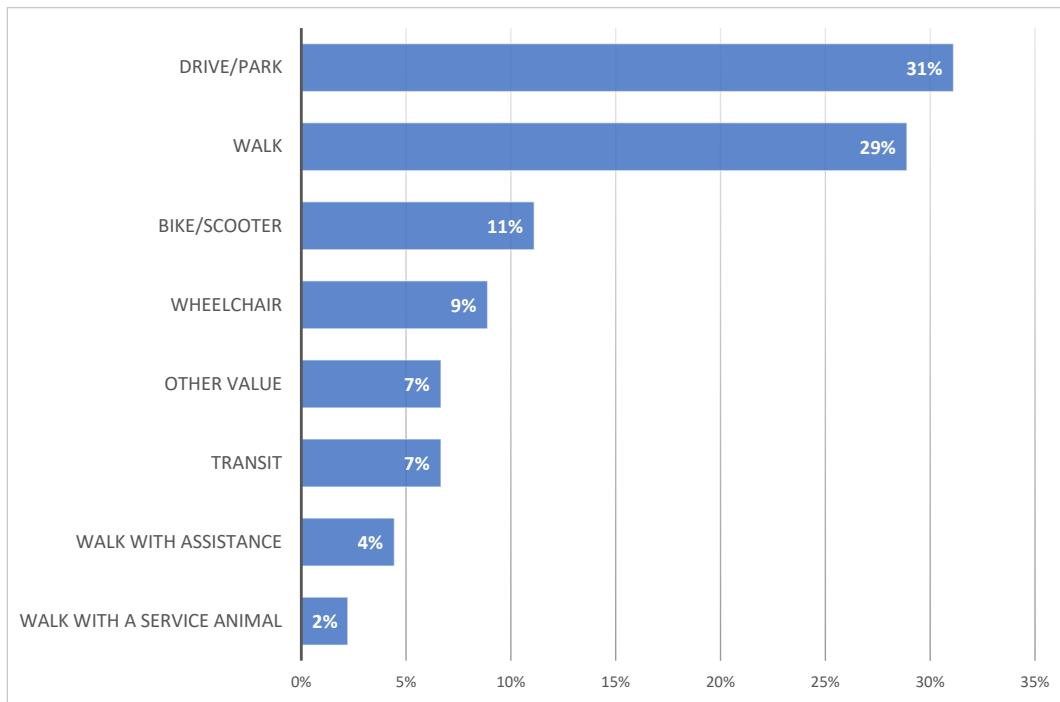
Why are you traveling on Mercer Island

(Choose all that apply)



8

How do you travel within the Mercer Island?

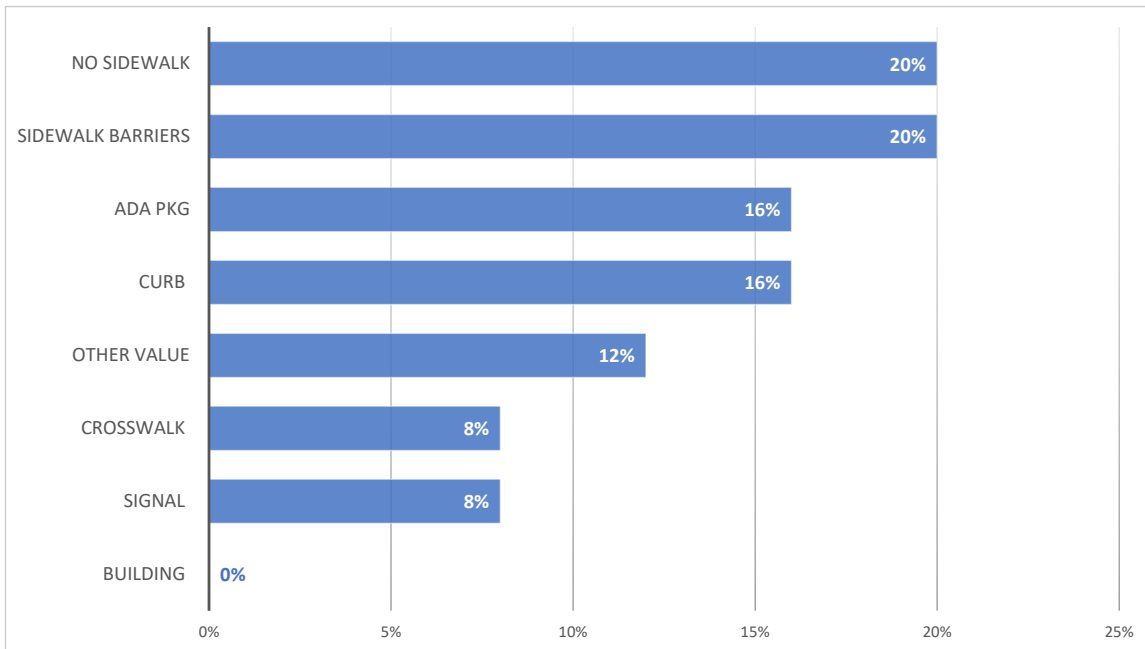


2. Issues identified in the survey

Issues Identified

- 4 indicated they have experienced barriers to access. Of these, 2 have a disability or support a person with a disability.
- 24 locations were reported by members of the public using the survey. No locations were reported using the on-line mapping tool
- Of the issues reported:
 - Sidewalks and ADA parking were identified most
 - Lack of facility accommodations were also noted
 - Lack of accessible spaces
- 7 People noted they would be willing to support a focus group. Of these, three have a disability or support a person with a disability

Types of Barriers noted



Specific other reasons people indicated they could not participate

- Off leash dogs in parks
- Former neighbor unable to open door at Mercerdale Park restroom due to weight of door
- All bus stops on W. Mercer Way removed - can't get to P&R easily without walking up steep hill (slippery on icy days) to P&R by Congregational church on Island Crest Way

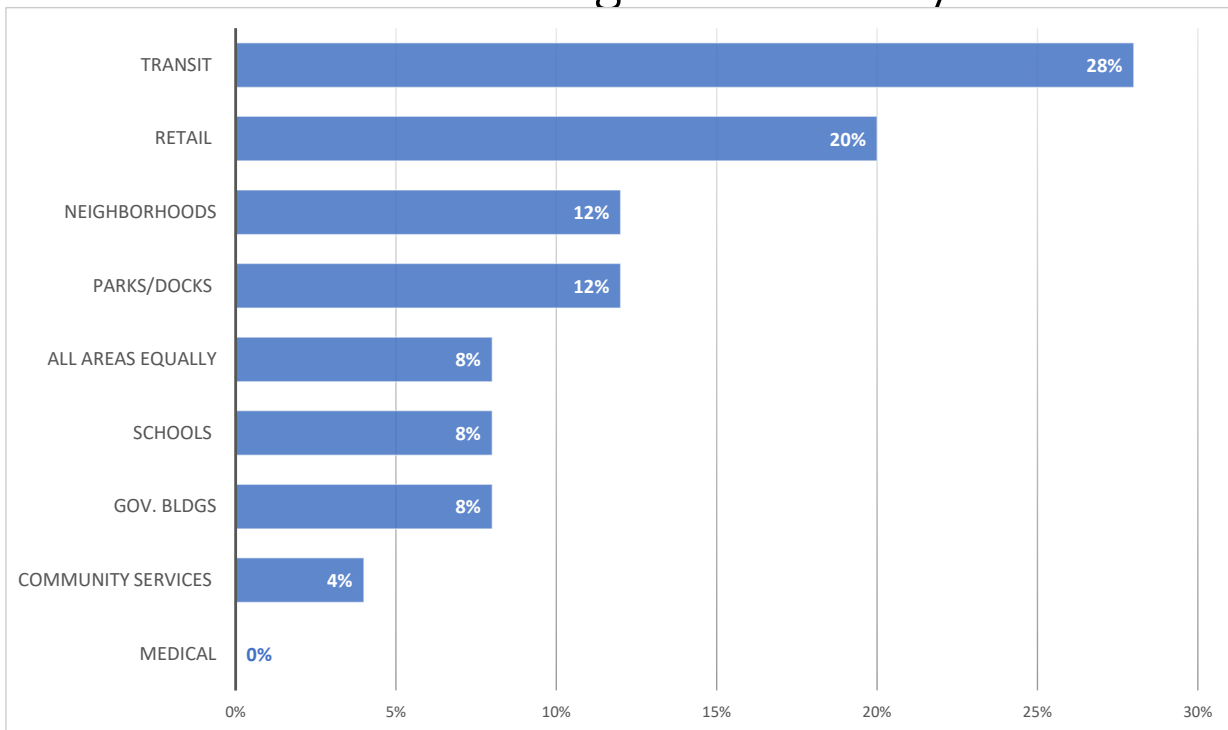
13

Types of Issues Noted

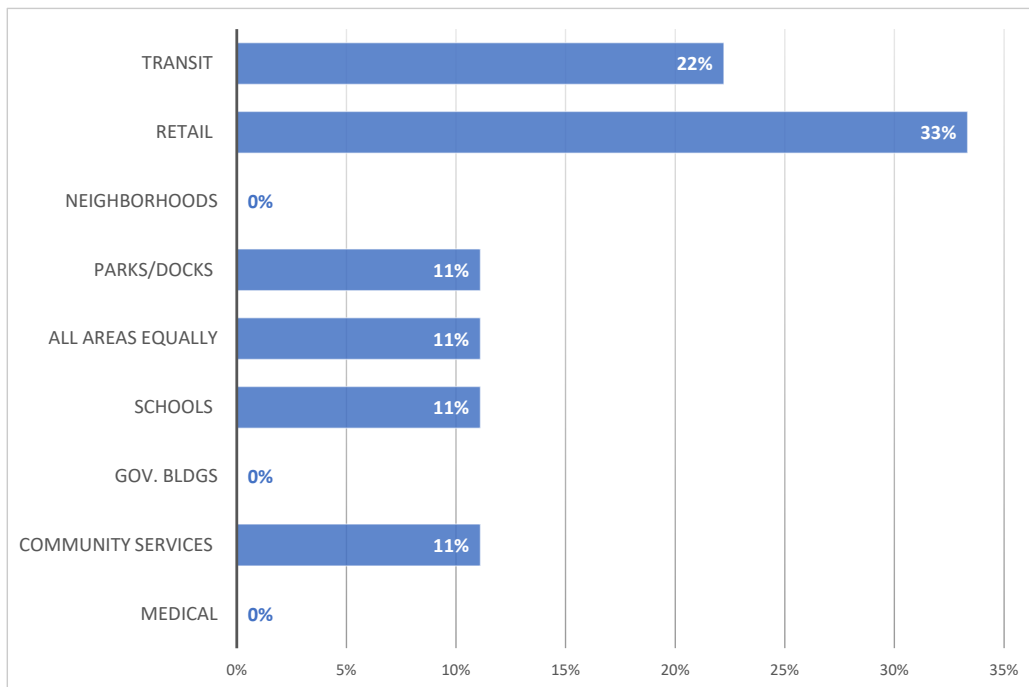
- Most noted sidewalks and issues in parks
- Vehicles in crosswalks/sidewalks/pedestrian shoulders
- Wide streets that impact crossing and encourage speeding
- Lack of ADA parking

3. Priorities

What locations/areas were noted as priority destinations from the general survey



What locations/areas were noted as priority destinations for those supporting or with a disability



Cross-Tab with those with Disabilities or Supporting someone with a Disability

- Lack of ADA parking was identified as the highest barrier to access as compared to a lack of sidewalk in the larger sample
- Access to Retail and Transit were ranked as the highest priorities
- Lack of parking was noted as the top barrier in this cross-tab in comparison to sidewalks noted in the overall
- Parks, parking, and limitations on resources (access to lift/elevator in school), lack of disability areas or resources were also noted as barriers

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ATTACHMENT C – ISSUES IDENTIFIED THROUGH THE SURVEY, MAPPING TOOL, AND FOCUS GROUP/INTERVIEWS

Survey Comments

Location	Comment	Sidewalks	Crosswalks	Signals	Curb ramps	Building Barriers	Barriers in parks	Transit Stop	Vehicle conflicts	Parking	Other
South Mercer Playfields Playground	Barrier to entering the playground.						1				1
Pioneer Park	I like to "walk" in the park, but off-leash dogs jump on my chair and scare me.						1				1
The sidewalk on 40th in front of Homestead field	Cars park on the sidewalk blocking access in the bus pullout area. Please ticket these vehicles and place no parking on sidewalk signage.	1					1		1		
Mercer Island	Sidewalks are missing or damaged - e.g., cracks, discontinuities, etc.	1									
Lack of crosswalk on 76th Avenue in front of Aljoja	This is a very dangerous situation that should have been remedied shortly after the facility was built. Additionally, there is no wheelchair ramp at the curbside parking in front of the building.		1								
Sidewalks on 77th and 78th in the downtown core.	Uneven or crumbling sidewalks that challenge wheelchair mobility. Ambulatory people can simply step over these obstacles or use the roadway if necessary. A wheelchair cannot avoid these impediments, especially around tree roots affecting sidewalks.	1									
Mary Wayte pool	No changing room and shower for disabled teens/adults. No place to watch swimming other than upstairs bleachers. No water activities for disabled children with mobility issues.						1				1

Location	Comment	Sidewalks	Crosswalks	Signals	Curb ramps	Building Barriers	Barriers in parks	Transit Stop	Vehicle conflicts	Parking	Other
Sidewalks along Island Crest Way North of 40th St	These sidewalks are very narrow, uncomfortably close to the roadway, and have occasional trip hazards	1									
SE 82nd St to West Mercer Way to Merrimount Dr., to SE 40th St	No bus stops (all removed), No place to park cars along W. Mercer Way when neighborhood roads are too icy and steep, and too many cars (growth of more homes with no improvement to infrastructure to handle the growth on icy, snowy days). Construction trucks blocking roads and workers littering roads.	1						1			
Sidewalks in downtown		1									
77th Avenue SE in Town Center	Street and street lanes are too wide for safe crossing, especially for older residents and residents with young children. Center lane needs to be removed. As a resident over seventy, Town Center is a very dangerous place to walk.		1						1		
South end	Lack of sidewalks or unlevelled or narrow sidewalks	1									
Wheelchair lift at Mercer Island High School	When I was an MIHS student and in a wheelchair, I was not allowed to use the wheelchair lift. It may have been broken, or they might not have wanted to bother helping me.					1					1
Luther Burbank Park	Numerous issues						1				1
Gravel path on 84th from 36th Street to Upper Luther Burbank open space	Please put No parking signs. Cars park on path forcing peds/bikes into middle of road.	1					1		1	1	
Aljoia and The Mercer Apartment complex	Lack of wheelchair ramp to back parking area behind Aljoia and The Mercer Apartment complex					1				1	

Location	Comment	Sidewalks	Crosswalks	Signals	Curb ramps	Building Barriers	Barriers in parks	Transit Stop	Vehicle conflicts	Parking	Other
7605 SE 27th St, Mercer Island	My wheelchair van requires I load/unload on the right side. The single disabled parking stall requires my driver to back in, so my ramp opens up on the large cement sidewalk in front of Hair Excel. Parking straight-in does not provide enough space for my ramp to extend and my chair to not contact a car parked adjacent.									1	
High school sports field/stadium	No disabled family area to watch football game and other sports.						1				1
W Mercer Way & 78th Ave SE	Motorcycles and bikers obstruct W Mercer Way. This is a narrow road with many blind curving spots. Bikers ride side-by-side, causing vehicles to bypass into oncoming lane and blind curves. Motorcycle cross into on-coming lane to bypass vehicles, forcing vehicle into narrow pedestrian shoulder.	1							1		1
SE 27th Street in Town Center	Street and street lanes are too wide for safe crossing, especially for older residents and residents with young children. This encourages traffic to go too fast on this street, making it very dangerous for residents of all ages. Center lane needs to be removed.		1						1		
Town center	Need a few more handicapped spaces on city streets									1	
Deane's Children's Park	Numerous Issues						1				
Mercerdale Park restrooms	Door is too heavy for a person with disabilities to open. Please lighten the weight of the door.					1	1				
Totals		9	3	0	0	3	9	1	5	4	7

Focus Group/Interview Questions

General and Specific Location Comments

While most attendees responded to the survey, they reiterated some of the same comments raised in the survey. Group members suggested that to understand disability issues better, administrators and planners at the City should experience spending time in wheelchairs and attempting to use the transportation system. Comments raised by focus group members are noted below:

GENERAL COMMENTS

Sidewalks and Curb Ramps – When designing sidewalks and curb ramps, consider exceeding the minimum standards. Designers should consider that in many cases, people may be walking with a partner. Design standards are prescribed as "minimums," so consider the benefits of increasing widths when and where it could be beneficial.

ADA Restrooms – Public and private restrooms should be upgraded and modified to meet standards and be made large enough to accommodate a personal assistant. Gender-neutral bathrooms can accommodate people assisting. When bathrooms are updated, they should be upgraded throughout to meet ADA standards. Bathroom doors should be easy (not heavy) to open, and doorknobs should be up to code.

Quality of Sidewalks/Walkways – Small bumps in the sidewalk may meet design tolerances but, if possible, should be reduced or eliminated. Small bumps can be difficult and painful (for example, in a wheelchair) to navigate for some. These bumps may be in doorway frames or part of broken/bumpy sidewalks. Cracks and holes (like holes for utilities) in sidewalks need to be filled. Steep slopes and uneven sidewalks are very difficult to maneuver for people using crutches.

Shared use of spaces for pedestrians – There are "tensions" in pathways where parking occurs in the same space where pedestrians and cyclists are expected to travel. These may appear to be shoulders like on Island Crest Way, where roadway shoulders are expected to be used for parking, biking, and walking. Areas are not well marked to restrict parking, and vehicles use the path/space that pedestrians and cyclists are expected to use. Some gravel paths may provide a walkway near roadways where sidewalks adjacent to streets are not provided. Gravel pathways may be bumpy, uneven, and less desirable, especially for those using wheels and as a result, vulnerable pedestrians may choose the roadway.

Design Standards – While design standards are evolving and are helpful in specifically setting minimum design widths, it should not limit providing greater/wider facilities. For example, if the width of a restroom is prescribed in design standards, it should not restrict providing wider facilities if opportunities present themselves. This may be considered in the future development of the **Aubrey Davis Park** restrooms. Similarly, the City could exceed recommendations/standards for accessible on street parking.

How is Maximum Extent Feasible applied – How is the City addressing intersections where existing grade makes it challenging to meet full ADAAG for pedestrians (for example SE 40th Street at 86th Ave SE)

ADA Restrooms/Parking – It would be good to publish or make available a map of ADA-accessible restrooms and ADA parking.

ADA Accommodation at Signals – While the City does not own or operate the signals on the Island, they should be upgraded to include accommodations for those with disabilities, including buzzing, beeping when push buttons are used. Signals should be timed to accommodate long pedestrian crossing times specifically adjacent to high pedestrian destinations like transit. Consider downtown intersections, City Hall Area, Island Crest Way and SE 40th Street.

SPECIFIC ISSUES RELATED TO BUILDINGS & PARKS/ADA ACCESS

Mercedale Park. The restroom doors at Mercedale Park are difficult to open, especially for those with disabilities.

ADA parking related to restrooms, parks, and retail buildings – There is a lack of ADA parking at parks like **Pioneer Park** and adjacent to retail areas, specifically the recycle center near **Mercedale Park**.

City Center ADA Parking – More accessible parking spaces in town city center are needed specifically streets off Island Crest Way in City Center (27th and 28th)

Pioneer Park Parking/ADA Restrooms - Time-limited ADA parking adjacent to gender-neutral restrooms that can accommodate wheelchairs and a support person would be welcome. This could serve many with disabilities that may need restroom relief.

Pioneer Park is an especially desirable park for those with disabilities, as it provides smooth and level trails. Parking and access to this park are inconvenient. If people park across the street, there are limited and inconvenient areas to cross the streets to access the park. Protected mid-block (signal-controlled) crossings would be desirable.

76th Avenue SE at SE 27th Street ADA Parking Challenges – The ADA stall serving this retail area is not wide enough to deploy a wheelchair ramp from the passenger side. From the right passenger side, deploying a ramp could hit cars in the adjacent space. A driver currently needs to back the vehicle into the space so the passenger can deploy the ramp, and it currently loads onto the sidewalk.

Police Department Building Access – Access to buildings and City services should ensure full access for all. In the past, the secured police area of city hall was only accessible by using a phone on the wall, which is not accessible for those with hearing issues. It was also noted that the phone was located at a height that may not have been reachable to all. We will need to confirm if this issue has been resolved.

Access to captioning for City programs – Closed captioning should be provided automatically for all virtual public meetings. To date, captioning has been inconsistent. The pandemic and reliance on virtual meetings exacerbate this issue. Web sites should also be tested for accessibility.

Mercer Island Community Center – The door for access on the central plaza has an inconvenient pushbutton causing users to circulate after pushing the button. The button is on the right but opens into the user. Can it be located left of the door as you enter?

Parks and Leash Laws – Unleashed dogs in parks requiring leashes are not often enforced. Loose dogs can be an impediment or even a threat for all that walk/bike/roll in Mercer Island's parks. There may be opportunities for educational outreach.

SPECIFIC LOCATIONS RELATED TO PUBLIC RIGHT OF WAY
(SIDEWALKS, CROSSWALKS, CURB AND SIGNALS)

Intersection Conflicts Near Schools – Some signal-controlled intersections where there are right-turning vehicles during the green phase have conflicts with pedestrians. Leading pedestrian intervals may help to better accommodate pedestrians. Specifically, **SE 40th Street at 86th Avenue SE and SE 40th Street at Island Crest Way** have pedestrian conflicts vehicles. Schools have used bus routings to reduce pedestrian/school travel through the intersection of **SE 40th Street at Island Crest Way**. It might help to provide a gap or return interval for pedestrians. **SE 40th at Island Crest Way** has a long cycle time, increasing wait times for pedestrians if they miss the ped call. More sidewalks are needed to complete all gaps in town center and along Island Crest Way.

Residential Areas without Sidewalks – While many residential areas do not include sidewalks, it is good that sidewalks are provided near and leading to schools.

Bus stop issues – When service returns to normal and as part of ST planning how will the system meet accessibility? There are already access issues for bus stops for the 204 and 630 Metro routes.

Presbyterian Church Park and Ride – There is no accessible path from the parking lot to Island Crest Way boarding area.

North Mercer Way – Consider crossing times and accessible signals surrounding the Park and Ride.

Island Crest Way – Widen Skinny sidewalks along Island Crest Way.

78th SW near the Post Office – Tree roots have broken up the sidewalk and make it difficult to walk or roll. Pedestrians may opt to walk in the road to avoid the cracked sidewalks, which is not an option for those in wheelchairs.

70th Avenue SE at West Mercer Way – Parking impacts pedestrian facilities. It would help to post signs for no parking or note shoulder use for bikes and peds on East Mercer Way and West Mercer Way.

84th Avenue Gravel Shoulder/West Side East Mercer Way – Near Luther Burbank Park, there is a gravel path that is not smooth but is intended for sidewalks for pedestrians. It is often used for vehicle parking. Also, the path should be used instead of the roadway on the curved path parallel to S. 84th Ave SE. Signs should be installed to direct people to the path, which is safer.

68th Ave at QFC/Starbucks Entrance – There is no marked crosswalk that connects from the sidewalk to the trail connection into Pioneer Park.

Comments That May Not Be Addressed by the Plan

Access to schools – While only partially covered by this plan, it was noted that access to schools and around schools seems good. The ADA Plan would include public right-of-way sidewalks and intersections access to the school.

Covenant Church on 78th Ave SE – A tree grate near the church has been removed and should be replaced as it is a tripping hazard.

Consider overlap with other jurisdictions – Share feedback and consider overlap on facilities that are developed by others like Sound Transit, Metro, and other providers.

Private Development – Consider encouraging private retail developers to come up to code to meet accessibility requirements. Like City standards, encourage retailers and developers to “exceed” standards for restroom stall size and ADA parking.

ATTACHMENT D – FOCUS GROUP GUIDE

September 28, 2021, V4

City of Mercer Island

Focus Group Facilitation Guide

City of Mercer Island ADA Transition Plan Focus Group

Date: September 30, 2021

Location: – Virtual via Zoom

Purpose and Goals

Gain deeper insight on ADA issues at public facilities and within the Public Right of Way from City of Mercer Island volunteers and expand on priorities and issues identified in the online survey.

The meeting(s) will be held via zoom or conducted as an individual interview by phone.

Recruiting Members

City will recruit from survey respondents and potential other interested parties. Based on the survey, eight people have volunteered to participate in a focus group. City will provide accommodations requested including alternative formats, sign language interpreters and support notetaking.

Agenda and Welcome

- **Welcome and acknowledge/thank participants and provide brief purpose of meeting– Lia Klein (5 - 10 Minutes)**
- **Introductions – All (5 minutes)**
- **Ground Rules – Jeanne (5 Minutes)**
- **Discussion of the outreach results and Description ADA Transition Planning (via PowerPoint) – Patrick (10 Minutes)**
- **Workshop – Jeanne and all (up to 60 minutes)**
- **In depth discussion and concurrence on top barriers and priorities.**
- **Next Steps**

Lia

Welcome and Purpose

Today we are going to take a deeper dive with all of you on different aspects of accessibility including different locations and types of issues. We want to ask you more about your experiences to explore specific issues and priorities identified in the online survey and open house.

Introductions:

Please take a few minutes to tell us about yourself and why you are here today. What is your interest in this project?

Jeanne

Ground Rules:

We will be using Closed Captioning though zoom. If you need us to slow down, please raise your hand. Also please stop us if there if you need clarifications. As noted, we are recording the meeting to support meeting notes. This recording will not be saved after we summarize the results. We can provide a

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City of Mercer Island

summary to you for review if you like. We may also reach out to other stakeholders to support this outreach.

Any questions?

We have planned this focus group to last an hour and a half to two hours. During this time, we have several questions that we would like to cover. We want everyone to take part in the discussion; however, you do not have to respond to every question. Also, feel free to respond to what others are saying—whether you agree or disagree. If you have been speaking a lot, wait a bit before speaking again to allow others a turn. We are genuinely interested in your experiences with barriers to pedestrian access and access to public facilities; therefore, there are no right or wrong answers. If time begins to run short, it may be necessary to interrupt you in order to complete the questions or move to the next discussion.

We will be using some limited graphical materials and a PowerPoint which you have received. We will do our best to describe them, but please feel free to ask questions.

We will treat your answers as confidential. We will not ask for personally identifiable information. While we may use names during this discussion, we will replace names in the transcript after our discussion. We also will not include your names or other personally identifiable information in any reports we write. We ask that each of you respect the privacy of everyone on this call and not share or repeat what is said here in any way that could identify anyone in this room. We would like to see you and have you see us. If you can leave your camera on, that would be helpful.

Please feel free to take a break as you need to. We can take a break if we need to roughly at the ½ hour mark.

Patrick

[About Transition Plans](#)

The Transition Plan addresses potential deficiencies to improve mobility in the public right of way including access issues along sidewalks, curb ramps, signals, and transit stops within and adjacent to public roadways and access to services at public buildings and parks.

For the Mercer Island, this plan is focused on providing access to resources and services (like Government Buildings or Community Services) and specifically barriers in the public right of way (mostly within pedestrian facilities) that impede access or the features within public buildings like door operations and access or accessibility at parks like water fountains.

Barriers can be temporary like maintenance issues or due to gaps or missing infrastructure.

A transition plan will be developed after completing an inventory of facilities, this public outreach process and a review of the City's current processes for improving facilities. This plan will outline a strategy for making improvements considering several factors such as the extent of deficiencies, identified needs, proximity to certain facilities, requests and complaints by the community, available budget, and a realistic schedule. This focus group will be an in-depth discussion. Please use the raise your hand feature at any time if you would like us to repeat anything or to ask questions. We will also monitor the chat box for your questions and comments.

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City of Mercer Island

Outreach Efforts and Summary to Date

Online open house and City “Let’s Talk” promoted a survey open from July 4 thru Sept 14. We promoted the survey as follows:

- Advertised on Website & Online Open House
- Promoted through Social Media Channels
- Article in the Mercer Island Reporter
- Translation included Spanish Chinese

Now we are seeking deeper feedback through this Focus Group which explores

- Where are the barriers?
- What types of facilities are priorities (where would you invest)?
- Which locations are priorities?

Jeanne

Materials

We will use this PowerPoint to help facilitate discussions.

- Power point presentation of the outreach to date (We will read every slide and provide in an accessible PDF format)

We will clarify the types of facilities covered by this plan (for example not schools but sidewalks near schools). We will spend our time considering the types of issues that people have raised and the impact those issues have on accessing facilities that provide public and community services. Specifically, these services include schools and institutions, parks, government buildings that provide access to community service, other government buildings and transit.

We should note that there were a relatively small number of respondents but almost half with disabilities or that support those with disabilities. This is why your responses are also important input. Four noted that barriers impact how they travel or access services and facilities.

Series 1 –Let’s talk about issues and barriers to access - 15-20 minutes
<p>Facilitator Narrative: First any surprises from the survey? Let’s talk about the issues to barriers that have been raised to date. (Review barrier types people have mentioned – broken sidewalks, maintenance, lack of crosswalks</p>
<p>Questions: Concerns we have heard about:</p> <ul style="list-style-type: none"> • Most were related to missing, uneven, or unmaintained sidewalks or barriers like parked cars in sidewalks • Other issues noted were crosswalks and crossing streets that are too wide or encourage speeding. • Some were related to doors and access to buildings.

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<ul style="list-style-type: none"> • For those with disabilities/supporting a person with disabilities, lack of parking was noted. • A few were related to the types of programs provided or at facilities the City is not responsible for. We will pass those comments on. <p>What other issues and concerns do you experience when traveling to public facilities, buildings with community services and within the public right of way? How do these barriers impact your travel?</p>
<p>Additional probing questions for respondents.</p> <ul style="list-style-type: none"> - Which of these barriers do you experience? - How are they problematic? How often do you experience them and how much does it impact your travel? - Were you surprised at the different perspectives between those with disabilities and those without as far as barriers? - Do different people experience these barriers differently? - Is this a priority or severity of one or some of these issues as compared to others?
<p>NOTES:</p>
<p>Series 2 –Let’s talk about locations where access is most important 15-20 minutes</p>
<p>Facilitator Narrative:</p> <p>Let’s talk about locations, and specifically services and resources where there may be barriers to access. Notably from the survey, transit and government buildings that provide public services were most identified as priorities for having good access. For those who indicated they have a disability, access to parking and lack of ADA specific parking where noted.</p>
<p>Questions:</p> <p>Were you surprised at the difference between perspectives for those with disabilities as compared to those supporting people or without disabilities?</p> <p>How many use transit frequently? Where? What kinds of barriers do you observe near transit facilities on Mercer Island?</p> <p>What other issues and concerns do you experience?</p>
<p>Additional probing questions.</p> <ul style="list-style-type: none"> - Are there barriers or access issues for accessing parks, using docks? Where are they? - Which parks, schools, community services and institutions are problems to access? - Which buildings have challenges (e.g., stairways, doorways, fountains etc.)?
<p>NOTES:</p>

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Series 3—Let’s talk about priorities 15-20 minutes
<p>Facilitator Narrative: Part of our task in developing the ADA transition plan will be to identify what to fix first with limited resources? It is likely our needs will outweigh our resources. Where would you invest?</p>
<p>Questions: First what types of issues are most important to fix?</p> <ul style="list-style-type: none">• Fixing facilities Completing sidewalks• Improve Crosswalks• Enhance Safety• Curb Ramps• Pathways serving Transit• Signal Timings, signal improvements and crosswalks• Doorway access• Accommodations at meetings• Other fixed facilities in buildings missing ramps/stairs/doors/water fountains <p>Where should we focus our energy?</p> <ul style="list-style-type: none">• Government Buildings that provide community services• City Parks/docks/trails• Downtown urban areas• Residential neighborhoods• Accessing transit• Other locations• All areas equally <p>Which is your highest priority and why?</p>
<p><i>NOTES:</i></p>

Appendix F - Cost Estimate Backup



Planning Level Cost Estimate - Right-of-Way

PROJECT NAME: Mercer Island ADA Transition Plan
TG PROJECT NUMBER: 1.21012.00

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

When features require multiple improvements, the cost of the smaller component is included in the larger task. (i.e. detectable warning surface is included with curb ramp reconstruction.)

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
Sidewalk Improvements						
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	56,005	SY	\$ 145	\$ 8,121,000
2	Non-compliant driveway (slope, grade break, etc.)	New driveway with sidewalk	326	EA	\$ 2,900	\$ 946,000
Subtotal						\$ 9,067,000
Maintenance/Miscellaneous						
3	Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	349	EA	\$ 250	\$ 88,000
4	Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	170	EA	\$ 806	\$ 137,000
5	Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	9,375	LF	\$ 5	\$ 47,000
6	Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	500	EA	\$ 3,000	\$ 1,500,000
7	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	97	EA	\$ 200	\$ 20,000
8	Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	516	EA	\$ 500	\$ 258,000
Subtotal						\$ 2,050,000
Curb Ramp Improvements						
9	Missing curb ramps	Install new curb ramp.	105	EA	\$ 6,000	\$ 630,000
10	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp.	600	EA	\$ 6,000	\$ 3,600,000
11	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface.	9	EA	\$ 1,030	\$ 10,000
Subtotal						\$ 4,240,000
Pushbutton Improvements						
12	Non-APS pushbutton and pushbutton is located incorrectly.	Install new APS pushbutton AND Install new pole.	72	EA	\$ 5,900	\$ 425,000
13	APS pushbutton that has non-compliant dimensions and/or programming and located incorrectly.	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow AND Install new pole and relocate pushbutton.	8	EA	\$ 3,700	\$ 30,000
14	APS pushbutton located incorrectly.	Install new pole and relocate pushbutton.	3	EA	\$ 3,500	\$ 11,000

15	APS pushbutton that has non-compliant dimensions and/or programming	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow.	1	EA	\$ 200	\$ 1,000
					Subtotal	\$ 467,000
Bus Stop Improvements						
16	Non-compliant bus shelter turning space cross slope	Replace bus shelter pad (7.5 SY per occurrence).	23	SY	\$ 180	\$5,000
17	Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area (8ftx5ft) and two transition panels (5ftx5ft) - 10 SY per occurrence.	1,240	SY	\$ 145	\$180,000
					Subtotal	\$ 185,000
Accessible Parking Improvements						
18	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	5	EA	\$ 2,000	\$10,000
19	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	2	EA	\$ 200	\$1,000
20	Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	0	EA	\$ 100	\$0
					Subtotal	\$ 11,000
					Total	\$ 16,020,000
					Contingency @ 20%	\$ 3,204,000
					Design @ 12%	\$ 1,923,000
					Mobilization @ 8%	\$ 1,282,000
					TESC + Traffic Control @ 12%	\$ 1,923,000
					Construction Management @ 20%	\$ 3,204,000
					Right-of-Way @ 20%	\$ 3,204,000
					Grand Total 2021 Dollars	\$ 30,760,000



Planning Level Cost Estimate - Parks

PROJECT NAME: Mercer Island ADA Transition Plan

TG PROJECT NUMBER: 1.21012.00

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

When features require multiple improvements, the cost of the smaller component is included in the larger task. (i.e. detectable warning surface is included with curb ramp reconstruction.)

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
Sidewalk Improvements						
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	22,035	SY	\$ 145	\$ 3,196,000
Subtotal						\$ 3,196,000
Maintenance/Miscellaneous						
2	Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	105	EA	\$ 250	\$ 27,000
3	Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	70	EA	\$ 806	\$ 57,000
4	Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	1,605	LF	\$ 5	\$ 9,000
5	Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	35	EA	\$ 3,000	\$ 105,000
6	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	18	EA	\$ 200	\$ 4,000
7	Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	88	EA	\$ 500	\$ 44,000
Subtotal						\$ 246,000
Curb Ramp Improvements						
8	Missing curb ramps	Install new curb ramp.	12	EA	\$ 6,000	\$ 72,000
9	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp.	49	EA	\$ 6,000	\$ 294,000
10	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface.	1	EA	\$ 1,030	\$ 2,000
Subtotal						\$ 368,000
Staircase Improvements						
11	Non-compliant staircase (riser, tread, slope, etc.)	Replace concrete staircase (per 1ft width of step).	366	LF	\$ 100	\$37,000
12	Non-compliant handrail or missing handrail (height, diameter, extensions, etc.)	Replace handrail.	571	LF	\$ 150	\$86,000
Subtotal						\$ 123,000
Wheelchair Ramp Improvements						
13	Non-compliant ramp (width, slope, landing, etc.)	Replace ramp	114	SY	\$ 190	\$22,000
14	Non-compliant handrail (height, diameter, extensions, etc.) or missing handrail	Replace handrail	260	LF	\$ 150	\$39,000
Subtotal						\$ 61,000
Accessible Parking Improvements						
15	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	95	EA	\$ 2,000	\$190,000
16	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	23	EA	\$ 200	\$5,000

17	Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	32	EA	\$ 100	\$4,000
						Subtotal \$ 199,000
						Total \$ 4,193,000
						Contingency @ 20% \$ 839,000
						Design @ 12% \$ 504,000
						Mobilization @ 8% \$ 336,000
						TESC + Traffic Control @ 12% \$ 504,000
						Construction Management @ 20% \$ 839,000
						Grand Total 2021 Dollars \$ 7,220,000

Planning Level Cost Estimate - Right-of-Way

PROJECT NAME: Battle Ground ADA Transition Plan
 TG PROJECT NUMBER: 121034.00



NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes right-of-way acquisition and all associated costs, structural impacts to buildings and parking structures, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

This planning cost estimate covers only the pedestrian features within the first stage of data collection.

Quantity by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	538	1%	17,783	32%	23,347	42%	14,336	26%	56,005
Driveways (EA)	16	5%	126	39%	127	39%	57	17%	326
Non-compliant vertical discontinuity (EA)	7	1%	72	14%	214	41%	226	44%	519
Non-compliant horizontal discontinuity (LF)	105	1%	1,680	18%	3,170	34%	4,420	47%	9,375
Fixed Obstacles (EA)	6	1%	59	12%	173	35%	262	52%	500
Moveable Obstacles (EA)	6	6%	32	33%	35	36%	24	25%	97
Protruding Obstacles (EA)	14	3%	127	25%	222	43%	153	30%	516
Curb Ramps (EA)	0	0%	25	4%	190	27%	499	70%	714
Pushbuttons (EA)	0	0%	1	1%	25	30%	58	69%	84
Bus Stops (SY)	40	3%	638	50%	440	35%	145	11%	1,263
Parking (EA)	0	0%	1	33%	1	33%	1	33%	3

Cost by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	\$ 77,997	1%	\$ 2,578,580	32%	\$ 3,385,315	42%	\$ 2,078,764	26%	\$ 8,121,000
Driveways (EA)	\$ 46,400	5%	\$ 365,400	39%	\$ 368,300	39%	\$ 165,300	17%	\$ 946,000
Non-compliant vertical discontinuity (EA)	\$ 2,306	1%	\$ 33,556	15%	\$ 87,389	39%	\$ 100,944	45%	\$ 225,000
Non-compliant horizontal discontinuity (LF)	\$ 525	1%	\$ 8,400	18%	\$ 15,850	34%	\$ 22,100	47%	\$ 47,000
Fixed Obstacles (EA)	\$ 18,000	1%	\$ 177,000	12%	\$ 519,000	35%	\$ 786,000	52%	\$ 1,500,000
Moveable Obstacles (EA)	\$ 1,200	6%	\$ 6,400	32%	\$ 7,000	35%	\$ 4,800	24%	\$ 20,000
Protruding Obstacles (EA)	\$ 7,000	3%	\$ 63,500	25%	\$ 111,000	43%	\$ 76,500	30%	\$ 258,000
Curb Ramps (EA)	\$ -	0%	\$ 140,060	3%	\$ 1,105,210	26%	\$ 2,994,000	71%	\$ 4,240,000
Pushbuttons (EA)	\$ -	0%	\$ 5,900	1%	\$ 123,600	27%	\$ 335,600	72%	\$ 466,000
Bus Stops (SY)	\$ 5,800	3%	\$ 92,700	50%	\$ 63,800	35%	\$ 21,550	12%	\$ 184,000
Parking (EA)	\$ -	0%	\$ 4,000	36%	\$ 4,200	38%	\$ 2,200	20%	\$ 11,000

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
Total	\$ 160,000	\$ 3,476,000	\$ 5,791,000	\$ 6,588,000	\$ 16,018,000
Contingency @ 20%	\$ 32,000	\$ 696,000	\$ 1,159,000	\$ 1,318,000	\$ 3,204,000
Design @ 12%	\$ 20,000	\$ 418,000	\$ 695,000	\$ 791,000	\$ 1,923,000
Mobilization @ 8%	\$ 13,000	\$ 279,000	\$ 464,000	\$ 528,000	\$ 1,282,000
TESC + Traffic Control @ 12%	\$ 20,000	\$ 418,000	\$ 695,000	\$ 791,000	\$ 1,923,000
Const. Management @ 20%	\$ 32,000	\$ 696,000	\$ 1,159,000	\$ 1,318,000	\$ 3,204,000
Right-of-way @ 20%	\$ 32,000	\$ 696,000	\$ 1,159,000	\$ 1,318,000	\$ 3,204,000
Grand Total	\$ 309,000	\$ 6,679,000	\$ 11,122,000	\$ 12,652,000	\$ 30,758,000

Planning Level Cost Estimate - Parks

PROJECT NAME: Battle Ground ADA Transition Plan
 TG PROJECT NUMBER: 121034.00



NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes right-of-way acquisition and all associated costs, structural impacts to buildings and parking structures, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

This planning cost estimate covers only the pedestrian features within the first stage of data collection.

Quantity by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	775	4%	7,052	32%	13,451	61%	756	3%	22,035
Non-compliant vertical discontinuity (EA)	10	6%	38	22%	98	56%	29	17%	175
Non-compliant horizontal discontinuity (LF)	80	5%	515	32%	630	39%	380	24%	1,605
Fixed Obstacles (EA)	1	3%	6	17%	18	51%	10	29%	35
Moveable Obstacles (EA)	0	0%	3	17%	12	67%	3	17%	18
Protruding Obstacles (EA)	2	2%	28	32%	49	56%	9	10%	88
Curb Ramps (EA)	0	0%	1	2%	12	19%	49	79%	62
Staircases (EA)	3	7%	9	22%	29	71%	0	0%	41
Wheelchair Ramps (EA)	0	0%	2	22%	7	78%	0	0%	9
Parking (EA)	0	0%	8	14%	44	79%	4	7%	56

Cost by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	\$ 112,436	4%	\$ 1,022,603	32%	\$ 1,950,368	61%	\$ 109,692	3%	\$ 3,196,000
Non-compliant vertical discontinuity (EA)	\$ 4,167	5%	\$ 18,944	23%	\$ 47,278	57%	\$ 12,250	15%	\$ 83,000
Non-compliant horizontal discontinuity (LF)	\$ 400	4%	\$ 2,575	29%	\$ 3,150	35%	\$ 1,900	21%	\$ 9,000
Fixed Obstacles (EA)	\$ 3,000	3%	\$ 18,000	17%	\$ 54,000	51%	\$ 30,000	29%	\$ 105,000
Moveable Obstacles (EA)	\$ -	0%	\$ 600	15%	\$ 2,400	60%	\$ 600	15%	\$ 4,000
Protruding Obstacles (EA)	\$ 1,000	2%	\$ 14,000	32%	\$ 24,500	56%	\$ 4,500	10%	\$ 44,000
Curb Ramps (EA)	\$ -	0%	\$ 1,030	0%	\$ 72,000	20%	\$ 294,000	80%	\$ 368,000
Staircases (EA)	\$ 6,475	5%	\$ 49,375	40%	\$ 66,350	54%	\$ -	0%	\$ 123,000
Wheelchair Ramps (EA)	\$ -	0%	\$ 15,802	26%	\$ 43,377	72%	\$ -	0%	\$ 60,000
Parking (EA)	\$ -	0%	\$ 25,100	13%	\$ 157,200	79%	\$ 15,500	8%	\$ 198,000

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
Total	\$ 128,000	\$ 1,169,000	\$ 2,421,000	\$ 469,000	\$ 4,190,000
Contingency @ 20%	\$ 26,000	\$ 234,000	\$ 485,000	\$ 94,000	\$ 838,000
Design @ 12%	\$ 16,000	\$ 141,000	\$ 291,000	\$ 57,000	\$ 503,000
Mobilization @ 8%	\$ 11,000	\$ 94,000	\$ 194,000	\$ 38,000	\$ 336,000
TESC + Traffic Control @ 12%	\$ 16,000	\$ 141,000	\$ 291,000	\$ 57,000	\$ 503,000
Const. Management @ 20%	\$ 26,000	\$ 234,000	\$ 485,000	\$ 94,000	\$ 838,000
Grand Total	\$ 223,000	\$ 2,013,000	\$ 4,167,000	\$ 809,000	\$ 7,208,000

Appendix G - Facility Prioritization Criteria

Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	681	3	1 EA	1300	0	1300	5	35	45
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	688	3	1 EA	180	0	180	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	688	3	1 EA	230	0	230	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	688	3	1 EA	150	0	150	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	692	3	1 EA	190	0	190	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	692	3	1 EA	190	0	190	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	692	3	1 EA	2160	0	2160	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	692	2	1 EA	721	0	721	8	38	58
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	692	2	2 EA	1110	0	1110	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	488	2	1 EA	960	0	960	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	723	2	1 EA	300	0	300	8	38	58
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	612	2	1 EA	0	0	0	8	38	58
Youth and Family Services Thrift Shop & Recycling Center	Ground Floor Restroom	612	2	30 SE	525	0	525	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	681	3	1 EA	150	0	150	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	688	3	1 EA	150	0	150	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	681	3	1 EA	410	0	410	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	715	3	1 EA	72	0	72	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	728	2	1 EA	220	0	220	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	728	2	1 EA	150	0	150	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	715	3	1 EA	150	0	150	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	532	2	5 LF	72	0	72	8	38	48
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	488	2	2 EA	1110	0	1110	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	172	2	2 EA	230	0	230	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	610	4	1 EA	2180	0	2180	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	610	4	2 EA	300	0	300	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	485	2	1 EA	1110	0	1110	5	35	55
Youth and Family Services Thrift Shop & Recycling Center	Second Floor	682	2	1 EA	1160	0	1160	5	35	55
MENS RESTROOM	Second Floor	760	2	1 EA	1160	0	1160	5	35	55

Appendix H - Accessible Pedestrian Signal (APS) Policy

City of Mercer Island - Policy for Installation of Accessible Pedestrian Signals and Pushbuttons

Intent:

It is the City's intention to be consistent with the most current version of the Public Right of Way Access Guidelines (PROWAG) in the provision of and location of accessible pedestrian signals and pushbuttons (APS) at traffic signals. Further guidance is available in 28 CFR Part 35 and Manual on Uniform Traffic Control Devices (MUTCD) section 4E.08 through 4E.13.

Purpose:

The purpose of this plan is to establish a reasonable and consistent policy for installing APS.

Scope:

1. *Requests*: Requests for APS systems from the public will be responded to in a timely manner and the consideration for installation will be done in accordance with applicable sections of the ADA.
2. *New construction*: New construction of traffic signal projects requires installation of APS and associated accessible features when pedestrian signals are installed.
3. *Alterations*: When the signal controller and software are altered, the pedestrian signal head is replaced, or pedestrian detectors are replaced, the existing pedestrian signals shall be upgraded to APS on poles in accessible locations.
4. *Curb ramp replacement at traffic signals*: Altering or replacing curb ramps does not require installation of APS unless the curb ramp cannot be altered or replaced without the alteration, installation or replacement of any pole to which a pedestrian pushbutton is attached. Then, installation of APS on poles in accessible locations is required.
5. In addition to the above conditions, APS will be installed through fulfillment of the City's obligations to complete its ADA Transition Plan.

Installation of APS is not required, unless otherwise noted, under the following conditions, but is recommended when inclusion in the project scope is possible:

1. *Minor work and routine maintenance at traffic signals*: Projects including but not limited to: emergency repairs, vehicular detection installation and repairs, installation and repair of CCTV or other cameras, vehicular signal head upgrades and repairs, and repair of pedestrian detection do not require installation of APS and associated accessible features.
2. *Signal timing changes*: Updating signal timing including cycle length, splits, offsets, and pedestrian clearance times do not require installation of APS and associated accessible features.

Appendix I - Grievance Procedure

City of Mercer Island, Washington

Example Grievance Procedure under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Mercer Island.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Lia Klein
ADA Coordinator
Lia.Klein@mercerisland.gov

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

If the response by City Engineer or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the City Manager or his/her designee. Within 15 calendar days after receipt of the appeal, the City Manager or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint. All written complaints received by City Engineer or his/her designee, appeals to the City Manager or his/her designee, and responses from these two offices will be retained by the City of Mercer Island for at least three years.

Appendix J - Maximum Extent Feasible (MEF) Documentation Template

Maximum Extent Feasible (MEF) Template

Project Description

Highway/Building Parameters

- Roadway Classification:
- Design Speed/Posted Speed:
- Design Year ADT:
- Truck Percentage:
- Access Control:
- Building Type:
- Facilities Provided in Building:

Existing Pedestrian Facilities – general description (for new construction projects include a summary of the project pedestrian study)

Pedestrian Design Standards – cover the following subjects

- Discuss the criteria that apply to the pedestrian elements on the project that will be built to the Maximum Extent Feasible
- Include reference(s) to the appropriate PROWAG/ADA section(s) and City Public Works Standards [including revision date]

Alternative(s) analysis - needed for new construction projects only

Proposal – cover the following subjects

- What features will remain that meet guidelines
- What features are being built to guidelines
- What is being built to the maximum extent feasible

Justification

- Discussion of what constraints/challenges there are to meet full design level
- See worksheet

Additional Benefits – new construction projects

Attachments

MEF Template – Public Right-of-Way Alteration Project Example

Project Description

This Alteration project will mill & fill SR “A” (from edge line to edge line) with 0.15’ HMA (Class 1/2” PG 64-22) from MP 4.03 to 4.45 and from MP 4.71 to 6.89. This project will overlay the roadway (from edge of pavement to edge of pavement) with 0.20’ HMA (Class 1/2” PG 64-22) from MP 4.45 to 4.71. There is no proposed paving on the County Roads.

Highway Parameters

- Roadway Classification: Non-NHS, U-I, Urban Principal Arterial.
- Funding Program: PI – Paving
- Posted/Design Speed: Mainline - 55/60 mph
- Average Daily Traffic: 25,000 (per Project Definition)
- Truck %: 9% (per Traffic Operations)
- Access Management Classification: Currently classified as Managed Access Class 3. On Master Plan for Modified Limited Access

Existing Pedestrian Facilities

There are five curb ramps and eight sidewalk ramps (from sidewalk to shoulder) located along SR “A” within the paving limits of this project. All five curb ramps and seven of the eight sidewalk ramps do not meet current ADA standards. One sidewalk ramp is located north of the “X” Street intersection (east side – E1, meets guidelines) at the north end of the sidewalk.

There are curb ramps and sidewalk ramps located at the four corners of the “Y” Avenue signalized intersection. Pedestrians can cross this intersection via six curb ramps and four marked crosswalks.

There are curb ramps and sidewalk ramps located at the southwest and northwest corners of the “Z” Way signalized tee intersection. Pedestrians can cross this intersection via three curb ramps and two marked crosswalks. There is one unmarked crossing on SR “A” located at the north side of this intersection. The unmarked crossing meets ADA standards, but the curb ramp located at the west side of the unmarked crossing does not meet ADA standards. This curb ramp is for the marked crosswalk on “Z” Way, is outside of our paving limits, and will not be addressed.

Pedestrian Design Standards

Curb Ramps – Landing, PROWAG 2005 R303.2.1.3

The cross slopes of a curb ramp landing shall be 2% maximum.

This also implies that the gutter slope adjacent to a curb ramp landing shall be 2% maximum.

Proposal

Curb Ramps and Ramps (from sidewalk to shoulder)

North of the “X” Street intersection (west side - W4)

This sidewalk ramp will be upgraded to meet City standards.

“Y” Avenue Intersection

Three of the four proposed curb ramps and all four proposed sidewalk ramps at the “Y” Avenue intersection meet current City standards. Proposed curb ramp “Y” Avenue SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Y” Avenue SW2 will maintain its current landing location to accommodate two crosswalks. All curb ramp elements will meet current City standards, except for the proposed gutter slope (4.4%) and landing cross slope (5.0%). These two elements will maintain the existing gutter slope >2%.

“Z” Way Intersection

The two proposed sidewalk ramps at the “Z” Way intersection meet current City standards. Proposed curb ramp “Z” Way SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Z” Way SW2 will maintain its current landing location to minimize the gutter slope and landing cross slope. All curb ramp elements will meet current City standards, except for the proposed gutter slope (7.4%) and landing cross slope (7.9%). These two elements will maintain the existing gutter slope >2%.

Justification

To construct the curb ramps to be 100% compliant would require re-profiling the existing roadway. This type of major reconstruction is not feasible in this type of Alteration project.

To construct the curb ramps while maintaining the existing profile of the roadway would require rebuilding the roadway adjacent to the proposed curb ramps. The rebuilt roadway would not eliminate the transition from the 2% cross slope of the curb ramps as it matches into the steeper cross slopes of the existing crosswalks but would simply move the transition further into the active traveled roadway. The result would be a grade change transition within the driving lane that would be undesirable.

Attachments

Vicinity Map

Spreadsheet

Curb Ramp Geometrics

Plan Sheets

Appendix K - ADA Terminology

ADA Terminology

Accessible Pedestrian Signals. A device that communicates information about pedestrian signal timing in non-visual format such as audible tones, speech messages, and/or vibrating surfaces.

Barrier. Obstacle that prevents movement or access.

Cross Slope. The slope that is perpendicular to the direction of travel (see running slope).

Curb Ramp. A short ramp cutting through a curb or built up to it.

Detectable Warning. A standardized surface feature built in or applied to walking surfaces or other elements to warn of hazards on a circulation path. Also known as “truncated domes”.

Fixed Obstacles. Obstacles in pathways that cannot be moved without significant changes to the existing infrastructure.

Grade Break. Location where a pathway’s slope changes.

Maximum Extent Feasible. The situation in which the nature of an existing building or facility makes it virtually impossible to comply fully with accessibility standards.

Moveable Obstacles. Obstacles in pathways that can be moved without significant changes to the existing infrastructure.

Pedestrian Access Route. A continuous and unobstructed path of travel provided for pedestrians with disabilities within or coinciding with a pedestrian circulation path.

Pedestrian Circulation Path. A prepared exterior or interior surface provided for pedestrian travel in the public right-of-way.

Ramp. A walking surface that has a running slope steeper than 1:20.

Running Slope. The slope that is parallel to the direction of travel (see cross slope).

Ramp Flare. Transitions the curb line to the elevation of the street.

Turning Space. Area that provides maneuvering space at the top/bottom of a ramp.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6011
February 1, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6011: January 14, 2022 Payroll Certification	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve the January 14, 2022 Payroll Certification in the amount of \$876,895.18	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Human Resources
STAFF:	Ali Spietz, Chief of Administration Jessica Hong, Payroll Specialist
COUNCIL LIAISON:	n/a
EXHIBITS:	1. January 14, 2022 Payroll Certification
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

SUMMARY

This agenda bill is to approve of the payroll certification for the City of Mercer Island for the period from December 25, 2021, through January 7, 2022 in the amount of \$876,895.18 (see Exhibit 1).

BACKGROUND

[RCW 42.24.080](#) requires that all claims presented against the City by performing labor must be certified by the appropriate official to ensure that the labor was performed as described, and that the claims are just, due, and unpaid obligations against the City, before payment can be made. [RCW 42.24.180](#) allows the payment of claims to occur prior to City Council approval to expedite processing of the payment of claims, provided, however, that review and approval of the claims' documentation occurs at the next regularly scheduled public meeting.

The Payroll Certification details the total payment to employees for labor performed and benefits payments made for each payroll. The City is on a bi-weekly payroll schedule with payments on every other Friday.

PAYROLL INFORMATION

Each payroll varies depending on several factors (i.e., number of employees, pay changes, leave cash outs, overtime, etc.) In addition to regular pay for employees, the January 14, 2022 payroll has variants that are outlined at the top of page 2:

Additional payments:

- \$2,572.76 in leave cash outs for terminated employees
- \$9,596.93 in leave cash outs for current employees
- \$4,648.53 in employee recognition awards for current employees
- \$3,100.00 in extra pay for Police Boot Allowance
- \$500.00 in extra pay for Fire Dive Team Leader Allowance
- \$9,000.00 in extra pay for Director’s Benefit
- \$511.76 in retro pay for current employees
- \$59,478.88 in overtime earnings (see chart for overtime hours by department).

Overtime hours by department:

Department	Hours
Administrative Services	10.00
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	1.00
Fire	453.50
Municipal Court	
Police	97.75
Public Works	291.00
Youth & Family Services	
Total Overtime Hours	853.25

RECOMMENDED ACTION

Approve the January 14, 2022 Payroll Certification (Exhibit 1) in the amount of \$876,895.18 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION


Item 2.

PAYROLL PERIOD ENDING **1.7.2022**
PAYROLL DATED **1.14.2022**

Net Cash	\$	585,356.18
Net Voids/Manuals		
Net Total	\$	585,356.18
Federal Tax Deposit	\$	92,269.17
Social Security and Medicare Taxes	\$	51,143.23
Medicare Taxes Only (Fire Fighter Employees)	\$	2,729.52
State Tax (Oregon and Massachusetts)	\$	105.83
Family/Medical Leave Tax (Massachusetts)	\$	1.37
Public Employees' Retirement System (PERS Plan 2)	\$	25,050.77
Public Employees' Retirement System (PERS Plan 3)	\$	6,636.46
Public Employees' Retirement System (PERSJM)	\$	630.67
Public Safety Employees' Retirement System (PSERS)	\$	206.86
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	29,608.16
Regence & LEOFF Trust Medical Insurance Deductions	\$	12,637.13
Domestic Partner Medical Insurance Deductions	\$	1,230.72
Kaiser Medical Insurance Deductions	\$	857.68
Health Care - Flexible Spending Account Contributions	\$	1,500.00
Dependent Care - Flexible Spending Account Contributions	\$	961.55
ICMA Roth IRA Contributions	\$	634.23
ICMA 457 Deferred Compensation Contributions	\$	34,751.42
Fire Nationwide 457 Deferred Compensation Contributions	\$	17,547.66
Fire Nationwide Roth IRA Contributions	\$	950.00
ICMA 401K Deferred Compensation Contributions	\$	788.46
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	222.50
AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	2,224.59
Fire Union Supplemental Dues	\$	160.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	981.75
AFLAC - Supplemental Insurance Plans	\$	295.17
Coffee Club Dues	\$	124.00
Transportation - Flexible Spending Account Contributions	\$	62.50
Fire HRA-VEBA Contributions	\$	6,519.91
Oregon Transit Tax and Oregon Benefit Tax	\$	1.66
Tax & Benefit Obligations Total	\$	291,539.00

TOTAL GROSS PAYROLL	\$ 876,895.18
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



 Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

 Mayor Date

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

Report	Warrants	Date	Amount
Check Register	210379-210476	1/14/2022	\$703,626.87
			\$703,626.87

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0113179	00210436	MI SCHOOL DISTRICT #400	Remit 2021 Bus Paddle Citation	7,298.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0113182	00210457	ROSENSTEIN, JANE & AARON	REFUND WATER SERVICE DEPOSIT	10,656.33
P0112988	00210462	SEATTLE PUBLIC UTILITIES	NOV 2021 SPU CHARGE FOR RETAIL	4,825.00
	00210450	PACIFIC PAVEMENT PROTECTION	REFUND 00306005920 HYD RENTAL	2,900.00
P0113129	00210455	PLATT ELECTRIC	INVENTORY PURCHASES	786.52
P0113183	00210438	MILLER, JEFFREY	REFUND WATER SERVICE DEPOSIT	564.44
P0113225	00210410	GEMPLER'S INC	INVENTORY PURCHASES	616.34
	00210430	MASSEY, CELESTINE	REFUND OVERPAY 003098630	354.35
	00210409	FRIEDLAND, MORGAN & DAWN	REFUND OVERPAY 0035395001	325.83
P0113145	00210411	GRAINGER	INVENTORY PURCHASES	191.33
	00210464	STEVENS	REFUND OVERPAY 002945600	41.53
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00210432	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	222.50
<i>Org Key: CA1100 - Administration (CA)</i>				
	00210379	US BANK CORP PAYMENT SYS	Office Supplies	35.00
	00210379	US BANK CORP PAYMENT SYS	Office Supplies	15.02
<i>Org Key: CA1300 - Public Records</i>				
P0112926	00210392	CDW GOVERNMENT INC	2 Licenses Acrobat Pro 2020	867.70
<i>Org Key: CM1400 - Communications</i>				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	143.31
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	15.96
<i>Org Key: CO6100 - City Council</i>				
	00210379	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	53.95
	00210379	US BANK CORP PAYMENT SYS	Registration: Elected Official	40.00
<i>Org Key: CR1100 - Human Resources</i>				
P0113259	00210456	PUBLIC SAFETY TESTING INC	Q3 and Q4 Police Quarterly Fee	950.00
	00210379	US BANK CORP PAYMENT SYS	Online job board	399.00
	00210379	US BANK CORP PAYMENT SYS	Wellness Committee Event prize	370.80
	00210379	US BANK CORP PAYMENT SYS	Wellness Committee Event Prize	312.48
	00210379	US BANK CORP PAYMENT SYS	Wellness Committee Event prize	303.57
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	295.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	295.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	200.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	199.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	199.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	199.00
P0113258	00210395	CINTAS	Safety Supplies - City Hall	196.98
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	166.23
	00210379	US BANK CORP PAYMENT SYS	Wellness Committee Event - Wal	150.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	130.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	90.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	90.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	62.50
	00210379	US BANK CORP PAYMENT SYS	Wellness Committee - Walk with	25.00
Org Key: CT1100 - Municipal Court				
P0113023	00210392	CDW GOVERNMENT INC	Scansnap Judge	462.20
P0113025	00210392	CDW GOVERNMENT INC	Adobe Acrobat Pro Judge	433.85
P0113248	00210403	DEPT OF ENTERPRISE SERVICES	#10 CUSTOM WINDOW COURT	257.79
P0113247	00210403	DEPT OF ENTERPRISE SERVICES	#10 CUSTOM PLAIN COURT	66.91
	00210427	LUCERO, CHERYL	JUDGES NAME PLATE	15.16
P0113149	00210424	LANGUAGE LINE SERVICES	Language Line invoice #1041934	14.99
Org Key: DS0000 - Development Services-Revenue				
	00210431	MASTEC NETWORK SOLUTIONS	OVERPAYMENT	4,247.74
	00210421	KIRTMAN, DAVID	OVERPAYMENT	508.15
	00210460	SEABORN PILE DRIVING CO	OVERPAYMENT	108.76
	00210469	VRANIZAN, MICHAEL	OVERPAYMENT	72.46
Org Key: DS1100 - Administration (DS)				
	00210379	US BANK CORP PAYMENT SYS	Services - Technology Fee	328.10
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	311.22
P0113084	00210417	INTERNATIONAL CODE COUNCIL	IBC HANDBOOK NDS WOOD PACKAGE	311.22
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	151.47
	00210379	US BANK CORP PAYMENT SYS	Services - Financial	54.10
P0113256	00210401	DATAQUEST LLC	Background checks (June-Nov 20	53.00
P0113083	00210470	WABO	PLANS EXAMINER JOB POSTING ON	50.00
P0113082	00210470	WABO	JOB POSTING ON THE WABO WEBSIT	50.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	33.02
Org Key: DS1200 - Bldg Plan Review & Inspection				
P0113262	00210381	COOPER ZIETZ ENGINEERS INC	ON CALL ELECTRICAL SERVICES	4,925.83
P0113211	00210459	SAFEbuilt llc	DECEMBER 2021 PLAN REVIEW SERV	715.00
P0113202	00210418	INTERNATIONAL CODE COUNCIL INC	GOVERNMENTAL MEMBER DUES	145.00
P0113254	00210403	DEPT OF ENTERPRISE SERVICES	MONTHLY BUSINESS CARDS	121.11
Org Key: FN1100 - Administration (FN)				
	00210379	US BANK CORP PAYMENT SYS	Office Supplies	125.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	44.02
Org Key: FR1100 - Administration (FR)				
	00210379	US BANK CORP PAYMENT SYS	Monthly Prime Fee	14.30
	00210379	US BANK CORP PAYMENT SYS	Ship Pagers for Repair	12.74
	00210379	US BANK CORP PAYMENT SYS	Ship Radios for Repairs	11.20
	00210379	US BANK CORP PAYMENT SYS	Ship Pagers for Repairs	6.90
	00210379	US BANK CORP PAYMENT SYS	Ship Radios for Repair	5.80
Org Key: FR1200 - Fire Marshal				
P0113227	00210465	STREAMLINE AUTOMATION SYSTEMS	2022 Annual Fees	3,617.89
P0113228	00210446	NFPA	NFPA Online Subscription 2022	1,345.50
Org Key: FR2100 - Fire Operations				
P0113178	00210447	NORCOM 911	2022 Quarterly Norcom Assessme	45,033.69

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	219.82
	00210379	US BANK CORP PAYMENT SYS	Food for Firefighter Oral Boar	98.47
	00210379	US BANK CORP PAYMENT SYS	Food for Firefighter Oral Boar	86.85
	00210379	US BANK CORP PAYMENT SYS	Food for Firefighter Oral Boar	86.84
	00210379	US BANK CORP PAYMENT SYS	Food for Firefighter Oral Boar	35.29
<i>Org Key: FR2400 - Fire Suppression</i>				
	00210379	US BANK CORP PAYMENT SYS	Rehab Supplies	110.22
	00210379	US BANK CORP PAYMENT SYS	Rehab Supplies	52.80
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0113230	00210425	LIFE ASSIST INC	Stock Aid Supplies	151.56
P0113229	00210380	AIRGAS USA LLC	Oxygen/Fire	9.08
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0113143	00210396	CONFIDENTIAL DATA DISPOSAL	City Shredding Contract - Invo	225.00
<i>Org Key: GT0108 - Technology Equipment Replaceme</i>				
	00210379	US BANK CORP PAYMENT SYS	Capital-Computer Equipment	41.91
<i>Org Key: IS1100 - IGS Mapping</i>				
P0113233	00210406	ESRI	1/25/22-1/24/23 ENTERPRISE	8,395.11
P0113256	00210401	DATAQUEST LLC	Background checks (June-Nov 20	68.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00210379	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	867.59
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	550.40
P0112908	00210426	LIFTOFF LLC	Office 365 G3 5 License Additi	200.00
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	181.38
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	96.80
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	81.45
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	75.51
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	48.10
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	36.31
P0113250	00210428	MAGNAS LLC	LONG DISTANCE CALLING 12/31/21	28.10
	00210379	US BANK CORP PAYMENT SYS	Professional Services	25.28
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	21.96
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	17.99
	00210379	US BANK CORP PAYMENT SYS	Computer Supplies	13.20
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	12.10
	00210379	US BANK CORP PAYMENT SYS	Professional Services	7.74
<i>Org Key: IS3101 - GIS Analyst Water Fund</i>				
P0113233	00210406	ESRI	1/25/22-1/24/23 ENTERPRISE	8,395.13
<i>Org Key: IS3102 - GIS Analyst Sewer Fund</i>				
P0113233	00210406	ESRI	1/25/22-1/24/23 ENTERPRISE	8,395.13
<i>Org Key: IS3103 - GIS Analyst Storm Fund</i>				
P0113233	00210406	ESRI	1/25/22-1/24/23 ENTERPRISE	8,395.13
<i>Org Key: MT1400 - Development Engineering</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	2,249.64

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT1402 - Util Inspection - Water Fund</i>				
P0113053	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	82.83
<i>Org Key: MT1404 - Util Inspection - Street Fund</i>				
P0113053	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	82.83
<i>Org Key: MT1426 - Util Inspection - Sewer Fund</i>				
P0113053	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	82.83
<i>Org Key: MT1432 - Util Inspection - Storm Fund</i>				
P0113053	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	82.82
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0113173	00210389	CADMAN INC	UTILITY SAND (65.8 TONS)	2,036.17
P0113191	00210455	PLATT ELECTRIC	5A FUSES	382.38
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	298.25
P0113190	00210434	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	9.89
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0111773	00210454	PLANTSCAPES INC	Mercer Island 2021 Right-of-W	2,394.68
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0113119	00210437	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	251.55
<i>Org Key: MT2500 - ROW Administration</i>				
	00210379	US BANK CORP PAYMENT SYS	Office Supplies	287.44
	00210466	TROY, BRIAN CASEY	CALL OUT FOR SNOW	116.48
<i>Org Key: MT3100 - Water Distribution</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	5,421.48
P0113216	00210404	DITCH WITCH WEST	DITCH WITCH 830R RECEIVER	4,205.08
P0113174	00210458	S&B INC	WORK PREFORMED ON BOAT RAMP/	3,499.31
P0113130	00210393	CESSCO INC	GAS CUT-OFF SAW & BLADE	2,509.18
P0113052	00210415	HOME DEPOT CREDIT SERVICE	CORE BIT & PIPE FITTINGS	277.26
P0113189	00210435	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	15.84
<i>Org Key: MT3150 - Water Quality Event</i>				
P0113176	00210391	CASCADE COLUMBIA DISTRIBUTION	10) UN1791, HYPOCHLORITE SOLUT	467.93
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00210383	AUCKLAND, JOSH	WASTEWATER PERMIT RENEWAL	147.34
	00210429	MARTIN, ERIC	MAIN BREAK CALL IN	33.60
	00210420	KELLEY, CHRIS M	WATER MAIN BREAK CALLOUT	18.70
<i>Org Key: MT3400 - Sewer Collection</i>				
	00210379	US BANK CORP PAYMENT SYS	Replacement hose fitting for s	44.10
P0113189	00210435	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	42.58
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0113119	00210437	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	41.93
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0112971	00210473	WHISTLE WORKWEAR	SAFETY BOOTS & MISC. WORK CLOT	430.77
<i>Org Key: MT3800 - Storm Drainage</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0108760	00210448	Olson Brother's Pro-Vac LLC	2020-22 On-Call Stormwater CCT	73,875.00
P0113198	00210451	PACIFIC TOPSOIL INC.	DUMPING FEES	2,948.05
P0108760	00210448	Olson Brother's Pro-Vac LLC	2020-22 On-Call Stormwater CCT	1,725.00
P0113021	00210471	WHISTLE WORKWEAR	MISC. WORK CLOTHES	218.07
P0113021	00210471	WHISTLE WORKWEAR	MISC. WORK CLOTHES	25.00
P0113190	00210434	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	20.48
Org Key: MT4150 - Support Services - Clearing				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	2,816.61
	00210379	US BANK CORP PAYMENT SYS	Medical Testing / Services	1,806.30
	00210379	US BANK CORP PAYMENT SYS	Uniforms & Clothing	885.48
	00210379	US BANK CORP PAYMENT SYS	Dues & Subscriptions	510.20
P0113256	00210401	DATAQUEST LLC	Background checks (June-Nov 20	403.75
P0113114	00210468	UTILITIES UNDERGROUND LOCATION	2021 UTILITY LOCATES	162.54
P0113257	00210475	WORKSAFE SERVICE INC, A	Pre-employment Drug Testing	110.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	89.72
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	JASON KITNER CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	ALAINE SOMMARGREN CARDS	24.22
	00210379	US BANK CORP PAYMENT SYS	Uniforms & Clothing	7.70
Org Key: MT4200 - Building Services				
P0113209	00210394	CHEM-AQUA	WATER TREATMENT PROGRAM	892.96
P0113119	00210437	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	705.61
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	419.72
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	390.95
P0113212	00210407	FIRE PROTECTION INC	FIRE ALARM MONITORING QUARTERL	319.03
P0113205	00210387	BULGER SAFE & LOCK	SERVICE CALL: LABOR AND INSTAL	275.25
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	242.86
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	181.60
P0113022	00210472	WHISTLE WORKWEAR	MISC. WORK CLOTHES	160.28
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	79.00
P0113204	00210387	BULGER SAFE & LOCK	KEY/KEY HOLDER	75.95
P0113189	00210435	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	33.49
P0113188	00210433	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	29.70
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	JAMIE PAGE CARDS	24.22
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	-378.00
Org Key: MT4210 - Building Landscaping				
P0111281	00210386	BRIGHTHORIZON LAWN CARE	CITY HALL, CITY SHOP, FS 91,92	3,485.76
Org Key: MT4300 - Fleet Services				
P0113110	00210445	NELSON PETROLEUM	2021 DIESEL DELIVERY	2,112.94
P0113184	00210444	NAPA AUTO PARTS	REPAIR PARTS	1,159.30
P0113175	00210461	SEATTLE BOAT COMPANY	Boat Fuel - Patrol 14 - Invoic	804.06
P0113134	00210382	ALL BATTERY SALES & SERVICE	BATTERIES	360.93
P0113133	00210384	AUTONATION INC	FLEET PARTS	380.84
	00210379	US BANK CORP PAYMENT SYS	Pumps down on Island - Fuel fo	102.49
	00210379	US BANK CORP PAYMENT SYS	Fuel for commander vehicle - w	77.63
	00210379	US BANK CORP PAYMENT SYS	Fuel for commander vehicle - o	44.29
P0113118	00210411	GRAINGER	2-BOLT FLANGE BEARING	22.90
Org Key: MT4420 - Transportation Planner Eng				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	361.43
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
P0113106	00210419	ISSAQUAH HONDA KUBOTA	STI MS251Z CHAINSAW	407.36
P0113117	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	275.92
<i>Org Key: MT6100 - Park Maintenance</i>				
P0113054	00210473	WHISTLE WORKWEAR	MISC. WORK CLOTHES	425.50
	00210379	US BANK CORP PAYMENT SYS	CDL testing	250.00
P0113188	00210433	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	170.93
	00210408	FLYNN, THOMAS	CDL TRANSFER FROM UTAH	102.00
	00210379	US BANK CORP PAYMENT SYS	cell phone cases	89.17
	00210379	US BANK CORP PAYMENT SYS	Irrigation software subscripti	54.80
	00210413	GUINN, SHAUN	2022 PESTICIDE RENEWAL	51.50
	00210412	Gregg, Jenni	WA DEPT OF AGRICULTURE	50.00
	00210379	US BANK CORP PAYMENT SYS	cell phone case	39.87
	00210379	US BANK CORP PAYMENT SYS	Project Management webinar- Sa	30.00
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	SAM HARB CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	PARKS CARDS	24.22
	00210379	US BANK CORP PAYMENT SYS	cell phone case	17.80
	00210379	US BANK CORP PAYMENT SYS	CDL testing	5.25
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
	00210379	US BANK CORP PAYMENT SYS	Pitching screens-ICP batting c	698.00
<i>Org Key: MT6400 - ARPA-Park Deferred Maintenance</i>				
P0112775	00210439	MONARCH LANDSCAPE HOLDINGS	Parks deferred maintenance ARP	10,008.09
P0112775	00210439	MONARCH LANDSCAPE HOLDINGS	Parks deferred maintenance ARP	4,607.69
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0113212	00210407	FIRE PROTECTION INC	FIRE ALARM MONITORING QUARTERL	389.31
	00210379	US BANK CORP PAYMENT SYS	Luther Burbank planting	100.54
	00210379	US BANK CORP PAYMENT SYS	Luther Burbank planting	34.68
<i>Org Key: MT6600 - Park Maint School Fields</i>				
	00210379	US BANK CORP PAYMENT SYS	Irrigation software subscripti	14.95
<i>Org Key: MT6800 - Trails Maintenance</i>				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	209.00
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
	00210379	US BANK CORP PAYMENT SYS	Irrigation software subscripti	164.45
	00210463	SHERMAN, BRIAN	2022 PESTICIDE RENEWAL	51.50
P0113188	00210433	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	51.50
<i>Org Key: PA0100 - Open Space Management</i>				
P0111288	00210441	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	8,061.17
P0111293	00210441	MONARCH LANDSCAPING WA LLC	21-16J SE 53rd OS Open Space	6,796.47
P0111293	00210441	MONARCH LANDSCAPING WA LLC	21-16J SE 53rd OS Open Space	6,516.20
P0111292	00210441	MONARCH LANDSCAPING WA LLC	21-16I North Mercerdale Hillsi	5,771.75
P0111290	00210441	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	4,414.20
P0111289	00210441	MONARCH LANDSCAPING WA LLC	21-16F Island Crest Park Open	4,098.90
P0111292	00210441	MONARCH LANDSCAPING WA LLC	21-16I North Mercerdale Hillsi	3,678.50

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111289	00210441	MONARCH LANDSCAPING WA LLC	21-16F Island Crest Park Open	3,258.10
P0111289	00210441	MONARCH LANDSCAPING WA LLC	21-16F Island Crest Park Open	3,258.10
P0111288	00210441	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	2,869.23
P0111288	00210441	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	2,869.23
P0111285	00210441	MONARCH LANDSCAPING WA LLC	21-16A Clarke Beach Park Open	2,802.67
P0110594	00210443	MOUNTAINS TO SOUND	LUTHER BURBANK PARK SOUTH	2,556.52
P0111289	00210441	MONARCH LANDSCAPING WA LLC	21-16F Island Crest Park Open	2,417.30
P0111290	00210441	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	2,049.45
P0111287	00210441	MONARCH LANDSCAPING WA LLC	21-16D Gallagher Hill Open Spa	1,891.80
P0111290	00210441	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	1,839.25
P0111290	00210441	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	1,024.73
	00210379	US BANK CORP PAYMENT SYS	Rentals-Machines/Equipment	290.00
	00210379	US BANK CORP PAYMENT SYS	Portable toilet, restoration e	275.00
	00210379	US BANK CORP PAYMENT SYS	Project management webinar-Liz	30.00
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	LIZZY STONE CARDS	24.22
<i>Org Key: PA0135 - Parks Access Control & Monitor</i>				
P0113208	00210387	BULGER SAFE & LOCK	SERVICE CALL/LABOR	682.62
<i>Org Key: PO1100 - Administration (PO)</i>				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	560.90
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	455.97
	00210379	US BANK CORP PAYMENT SYS	WASPC conference - lodging at	455.97
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	395.00
P0113249	00210403	DEPT OF ENTERPRISE SERVICES	POLICE DEPARTMENT PRINT ORDER	66.91
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	50.00
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	MAX POLICE CARDS	24.25
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	-35.18
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	-35.18
<i>Org Key: PO1700 - Records and Property</i>				
	00210379	US BANK CORP PAYMENT SYS	Repair & Maintenance Services	199.20
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0113178	00210447	NORCOM 911	2022 Quarterly Norcom Assessme	135,604.75
<i>Org Key: PO2100 - Patrol Division</i>				
	00210379	US BANK CORP PAYMENT SYS	Printer Toner - Detectives Sec	554.34
P0113146	00210416	IBSEN TOWING CO BELLEVUE	Impound Fees - Warrant Applica	286.26
P0112581	00210392	CDW GOVERNMENT INC	Adobe Photoshop, subscription	143.86
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	41.40
P0113144	00210423	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 6	31.87
	00210474	White, Max	Reimbursement	26.41
<i>Org Key: PO3100 - Investigation Division</i>				
	00210379	US BANK CORP PAYMENT SYS	Interview Class for Det. Max W	289.00
<i>Org Key: PO4300 - Police Training</i>				
P0113151	00210399	CRIMINAL JUSTICE TRAINING COMM	Police Academy Training Costs	8,862.00
	00210379	US BANK CORP PAYMENT SYS	Dive Rescue Training - Amici	370.00
P0113142	00210449	OVENS, THOMAS F	Police Training - Use of Force	320.00
	00210379	US BANK CORP PAYMENT SYS	Class for Records New Hire Jac	289.00
	00210379	US BANK CORP PAYMENT SYS	Records Training for Records S	250.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00210379	US BANK CORP PAYMENT SYS	File Folders for New Hires	94.34
	00210379	US BANK CORP PAYMENT SYS	Notary Supplies for Sgt. Schro	86.91
<i>Org Key: PR1100 - Administration (PR)</i>				
P0113150	00210397	CONSERVATION TECHNIX INC	PROS Plan Services	21,950.00
P0113181	00210476	ZAGER, FRANCESCA	Copy Editing Services PROS Pla	6,312.50
P0113203	00210405	Emily Moon, Consultant	Recreation Reset Services Dece	3,900.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	21.96
<i>Org Key: PR1500 - Urban Forest Management</i>				
P0113026	00210392	CDW GOVERNMENT INC	Acrobat 2020 STD	288.46
<i>Org Key: PR2100 - Recreation Programs</i>				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	265.00
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	121.11
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	116.66
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	69.90
<i>Org Key: PR2104 - Special Events</i>				
	00210379	US BANK CORP PAYMENT SYS	Canopies for general event use	1,733.07
P0113141	00210442	MORGAN SOUND INC	CHOIR CONCERT 12/16/21	898.42
P0113190	00210434	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	366.66
	00210379	US BANK CORP PAYMENT SYS	Illuminate MI Supplies	329.20
P0112946	00210415	HOME DEPOT CREDIT SERVICE	LED LIGHTS - BUSINESS DISTRICT	348.36
	00210379	US BANK CORP PAYMENT SYS	Illuminate MI supplies	215.77
	00210379	US BANK CORP PAYMENT SYS	Illuminate MI supplies	132.11
P0113252	00210467	UNITED REPROGRAPHICS	DOUBLE SIDE CORTEX	105.84
	00210379	US BANK CORP PAYMENT SYS	Illuminate MI supplies	101.10
	00210379	US BANK CORP PAYMENT SYS	Illuminate MI Supplies	61.60
<i>Org Key: PR4100 - Community Center</i>				
P0111281	00210386	BRIGHTHORIZON LAWN CARE	2021-2022 MI FACILITY LANDSCA	1,678.33
P0113212	00210407	FIRE PROTECTION INC	FIRE ALARM MONITORING QUARTERL	848.79
P0113206	00210387	BULGER SAFE & LOCK	LABOR MAIN ENTRANCE FOR DOOR F	550.50
	00210379	US BANK CORP PAYMENT SYS	Miscellaneous back office supp	153.00
	00210379	US BANK CORP PAYMENT SYS	CPR Class Registration	100.00
	00210379	US BANK CORP PAYMENT SYS	Gift cards- employee recogniti	75.00
<i>Org Key: SP0114 - WMW P3 Shoulder Improvements</i>				
P0113210	00210400	DAILY JOURNAL OF COMMERCE	WEST MERCER SHOULDER	352.60
<i>Org Key: SP0120 - Sunset Hwy/77 Ave SW Improveme</i>				
P0112383	00210422	KPG	21-41 Sunset Hwy & 77th Ave SE	42,390.54
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0110910	00210388	Cabling & Technology Services	Fiber repathing	3,535.15
P0113129	00210455	PLATT ELECTRIC	CREDIT-RETURNED PARTS	-59.73
<i>Org Key: VCP104 - CIP Streets Salaries</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	2,168.58
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	LIA KLEIN CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	CLINT MORRIS CARDS	24.22
<i>Org Key: VCP343 - CIP Parks Salaries</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00210379	US BANK CORP PAYMENT SYS	Tuition & Registrations	30.00
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	PAUL WEST CARDS	24.22
<i>Org Key: VCP402 - CIP Water Salaries</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	361.43
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	GEORGE FLETCHER CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	RONA LIN CARDS	24.22
<i>Org Key: VCP426 - CIP Sewer Salaries</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	2,168.58
	00210379	US BANK CORP PAYMENT SYS	Tuition & Registrations	30.00
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	MAYA GIDDINGS CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	PATRICK YAMASHITA CARDS	24.22
<i>Org Key: VCP432 - CIP Storm Drainage Salaries</i>				
P0111934	00210402	DELL MARKETING L.P.	Laptops Various	361.43
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	FRED GU CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	RUJI DING CARDS	24.22
P0113253	00210403	DEPT OF ENTERPRISE SERVICES	BILL VANDEWATER	24.22
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0108114	00210390	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	10,647.25
P0108114	00210390	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	9,695.25
P0113132	00210467	UNITED REPROGRAPHICS	BOOSTER CHLORINATION SIGN	158.76
<i>Org Key: WU0102 - SCADA System Replacement-Water</i>				
P0110910	00210388	Cabling & Technology Services	Fiber repathing	3,535.16
<i>Org Key: WU0106 - Madrona Crest East Addition Wa</i>				
P0112604	00210385	AXIS SURVEY & MAPPING	2022 Water System Improvements	38,707.50
<i>Org Key: WU0115 - Water Model Updates/Fire Flow</i>				
P0112607	00210414	HDR ENGINEERING INC	2021 Water Modeling & Fire Flo	2,124.20
<i>Org Key: WU0116 - RRA/ ERP Updates & Water Syste</i>				
P0109465	00210390	CAROLLO ENGINEERS INC	Risk & Resilience Assessment (19,535.74
P0109465	00210390	CAROLLO ENGINEERS INC	Risk & Resilience Assessment (15,604.80
<i>Org Key: YF1100 - YFS General Services</i>				
P0113180	00210452	PAYNE-EVANS, DIANE	P&P WAC and RCW policy consult	1,280.00
	00210379	US BANK CORP PAYMENT SYS	Telehealth subscription	809.24
P0113201	00210401	DATAQUEST LLC	Thrift shop background checks	185.50
P0113256	00210401	DATAQUEST LLC	Background checks (June-Nov 20	79.50
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	66.80
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	55.05
	00210379	US BANK CORP PAYMENT SYS	Keyboards	44.00
	00210379	US BANK CORP PAYMENT SYS	light bulbs	19.81
<i>Org Key: YF1200 - Thrift Shop</i>				
	00210379	US BANK CORP PAYMENT SYS	Advertising	1,060.62
P0113207	00210387	BULGER SAFE & LOCK	MI THRIFT STORE, PUSH PLATE, L	996.24
P0111281	00210386	BRIGHTHORIZON LAWN CARE	2021-2022 MI FACILITY LANDSCAP	923.87
P0113256	00210401	DATAQUEST LLC	Background checks (June-Nov 20	873.50
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	497.00

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	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	265.61
P0113212	00210407	FIRE PROTECTION INC	FIRE ALARM MONITORING QUARTERL	259.52
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	179.06
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	133.20
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	77.07
P0113188	00210433	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	27.72
	00210379	US BANK CORP PAYMENT SYS	Supplies-Board/Volunteer	5.49
Org Key: YF2500 - Family Counseling				
	00210379	US BANK CORP PAYMENT SYS	Operating expense for yearly p	23.10
Org Key: YF2600 - Family Assistance				
	00210379	US BANK CORP PAYMENT SYS	EA Holiday Gift cards	3,600.00
	00210398	CORK, TAMBI A	FOOD PANTRY GIFT CARDS	1,500.00
	00210379	US BANK CORP PAYMENT SYS	Holiday program gift cards	900.00
P0112107	00210453	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	787.50
	00210379	US BANK CORP PAYMENT SYS	For emergency assistance clien	385.66
	00210379	US BANK CORP PAYMENT SYS	For emergency assistance clien	323.50
	00210379	US BANK CORP PAYMENT SYS	Holiday program gift cards	300.00
	00210379	US BANK CORP PAYMENT SYS	For emergency assistance clien	238.85
	00210379	US BANK CORP PAYMENT SYS	For emergency assistance clien	155.97
	00210379	US BANK CORP PAYMENT SYS	Misc-Emergency Assistance	140.00
	00210379	US BANK CORP PAYMENT SYS	Food pantry holiday card	54.95
	00210379	US BANK CORP PAYMENT SYS	For emergency assistance clien	47.53
Org Key: YF2850 - Federal SPF Grant				
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	307.31
	00210379	US BANK CORP PAYMENT SYS	Operating Supplies	237.82
	00210379	US BANK CORP PAYMENT SYS	Facebook	50.00
Total				703,626.87

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00210379	01/12/2022	US BANK CORP PAYMENT SYS Office Supplies		5539DEC21	12/06/2021	35,810.34
00210380	01/14/2022	AIRGAS USA LLC Oxygen/Fire	P0113229	9985496020	12/31/2021	9.08
00210381	01/14/2022	COOPER ZIETZ ENGINEERS INC ON CALL ELECTRICAL SERVICES	P0113262	21006-002R	11/17/2021	4,925.83
00210382	01/14/2022	ALL BATTERY SALES & SERVICE BATTERIES	P0113134	800215-12/1	12/01/2021	360.93
00210383	01/14/2022	AUCKLAND, JOSH WASTEWATER PERMIT RENEWAL		01062022	01/06/2022	147.34
00210384	01/14/2022	AUTONATION INC FLEET PARTS	P0113133	172220	12/10/2021	380.84
00210385	01/14/2022	AXIS SURVEY & MAPPING 2022 Water System Improvements	P0112604	16891	12/28/2021	38,707.50
00210386	01/14/2022	BRIGHTHORIZON LAWN CARE CITY HALL, CITY SHOP, FS 91,92	P0111281	006	12/29/2021	6,087.96
00210387	01/14/2022	BULGER SAFE & LOCK SERVICE CALL: LABOR AND INSTAL	P0113207	WO-207443	10/26/2021	2,580.56
00210388	01/14/2022	Cabling & Technology Services Fiber repathing	P0110910	11534	11/30/2021	7,070.31
00210389	01/14/2022	CADMAN INC UTILITY SAND (65.8 TONS)	P0113173	5809309	01/04/2022	2,036.17
00210390	01/14/2022	CAROLLO ENGINEERS INC BOOSTER CHLORINATION SYSTEM	P0109465	FB17795	12/15/2021	55,483.04
00210391	01/14/2022	CASCADE COLUMBIA DISTRIBUTION 10) UN1791, HYPOCHLORITE SOLUT	P0113176	82587	12/21/2021	467.93
00210392	01/14/2022	CDW GOVERNMENT INC 2 Licenses Acrobat Pro 2020	P0113026	Q108886	12/22/2021	2,196.07
00210393	01/14/2022	CESSCO INC GAS CUT-OFF SAW & BLADE	P0113130	16654	12/17/2021	2,509.18
00210394	01/14/2022	CHEM-AQUA WATER TREATMENT PROGRAM	P0113209	7632076	12/20/2021	892.96
00210395	01/14/2022	CINTAS Safety Supplies - City Hall	P0113258	5090005779	01/03/2022	196.98
00210396	01/14/2022	CONFIDENTIAL DATA DISPOSAL City Shredding Contract - Invo	P0113143	209686	12/31/2021	225.00
00210397	01/14/2022	CONSERVATION TECHNIX INC PROS Plan Services	P0113150	1018	12/31/2021	21,950.00
00210398	01/14/2022	CORK, TAMBI A FOOD PANTRY GIFT CARDS		01122022	01/12/2022	1,500.00
00210399	01/14/2022	CRIMINAL JUSTICE TRAINING COMM Police Academy Training Costs	P0113151	201135794	12/16/2021	8,862.00
00210400	01/14/2022	DAILY JOURNAL OF COMMERCE WEST MERCER SHOULDER	P0113210	3374247	12/27/2021	352.60
00210401	01/14/2022	DATAQUEST LLC Background checks (June-Nov 20	P0113256	16214	09/30/2021	1,663.25
00210402	01/14/2022	DELL MARKETING L.P. Laptops Various	P0111934	10531841919	11/07/2021	13,092.57
00210403	01/14/2022	DEPT OF ENTERPRISE SERVICES #10 CUSTOM PLAIN COURT	P0113253	731110891	12/06/2021	924.49
00210404	01/14/2022	DITCH WITCH WEST DITCH WITCH 830R RECEIVER	P0113216	24227S	12/20/2021	4,205.08

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00210405	01/14/2022	Emily Moon, Consultant Recreation Reset Services Dece	P0113203	10	12/31/2021	3,900.00
00210406	01/14/2022	ESRI 1/25/22-1/24/23 ENTERPRISE	P0113233	94164322	01/01/2022	33,580.50
00210407	01/14/2022	FIRE PROTECTION INC FIRE ALARM MONITORING QUARTERL	P0113212	66977	01/01/2022	1,816.65
00210408	01/14/2022	FLYNN, THOMAS CDL TRANSFER FROM UTAH		122121	12/21/2021	102.00
00210409	01/14/2022	FRIEDLAND, MORGAN & DAWN REFUND OVERPAY 0035395001		121621	12/16/2021	325.83
00210410	01/14/2022	GEMPLER'S INC INVENTORY PURCHASES	P0113225	86255/86651	12/21/2021	616.34
00210411	01/14/2022	GRAINGER INVENTORY PURCHASES	P0113118	9163536486	12/29/2021	214.23
00210412	01/14/2022	Gregg, Jenni WA DEPT OF AGRICULTURE		122021	12/20/2021	50.00
00210413	01/14/2022	GUINN, SHAUN 2022 PESTICIDE RENEWAL		2022RENEWAL	01/01/2022	51.50
00210414	01/14/2022	HDR ENGINEERING INC 2021 Water Modeling & Fire Flo	P0112607	1200398865	12/25/2021	2,124.20
00210415	01/14/2022	HOME DEPOT CREDIT SERVICE CORE BIT & PIPE FITTINGS	P0112946	8513876/3995	12/10/2021	625.62
00210416	01/14/2022	IBSEN TOWING CO BELLEVUE Impound Fees - Warrant Applica	P0113146	21-12-6905	12/26/2021	286.26
00210417	01/14/2022	INTERNATIONAL CODE COUNCIL IBC HANDBOOK NDS WOOD PACKAGE	P0113084	514626	12/02/2021	311.22
00210418	01/14/2022	INTERNATIONAL CODE COUNCIL INC GOVERNMENTAL MEMBER DUES	P0113202	3322203	12/31/2021	145.00
00210419	01/14/2022	ISSAQUAH HONDA KUBOTA STI MS251Z CHAINSAW	P0113106	70682I	12/23/2021	407.36
00210420	01/14/2022	KELLEY, CHRIS M WATER MAIN BREAK CALLOUT		01042022	01/06/2022	18.70
00210421	01/14/2022	KIRTMAN, DAVID OVERPAYMENT		PRE21-054	10/27/2021	508.15
00210422	01/14/2022	KPG 21-41 Sunset Hwy & 77th Ave SE	P0112383	12-17921	12/31/2021	42,390.54
00210423	01/14/2022	KROESENS UNIFORM COMPANY Uniform Supplies - Invoice # 6	P0113144	66242	12/29/2021	31.87
00210424	01/14/2022	LANGUAGE LINE SERVICES Language Line invoice #1041934	P0113149	10419342	12/31/2021	14.99
00210425	01/14/2022	LIFE ASSIST INC Stock Aid Supplies	P0113230	1161609	12/22/2021	151.56
00210426	01/14/2022	LIFTOFF LLC Office 365 G3 5 License Additi	P0112908	6092ADD14	12/10/2021	200.00
00210427	01/14/2022	LUCERO, CHERYL JUDGES NAME PLATE		120221	12/02/2021	15.16
00210428	01/14/2022	MAGNAS LLC LONG DISTANCE CALLING 12/31/21	P0113250	550510-1231	12/31/2021	28.10
00210429	01/14/2022	MARTIN, ERIC MAIN BREAK CALL IN		01042022	01/04/2022	33.60
00210430	01/14/2022	MASSEY, CELESTINE REFUND OVERPAY 003098630		121621	12/16/2021	354.35

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00210431	01/14/2022	MASTEC NETWORK SOLUTIONS OVERPAYMENT		WCF21-022	12/29/2021	4,247.74
00210432	01/14/2022	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		01142022	01/14/2022	222.50
00210433	01/14/2022	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0113188	560400-123121	12/31/2021	279.85
00210434	01/14/2022	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P0113190	560700-123121	12/31/2021	397.03
00210435	01/14/2022	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0113189	560800-123121	12/31/2021	91.91
00210436	01/14/2022	MI SCHOOL DISTRICT #400 Remit 2021 Bus Paddle Citation	P0113179	2021BUS PADDLE	12/31/2021	7,298.00
00210437	01/14/2022	MI UTILITY BILLS DEC 2021 PAYMENT OF UTILITY BI	P0113119	123121	12/31/2021	999.09
00210438	01/14/2022	MILLER, JEFFREY REFUND WATER SERVICE DEPOSIT	P0113183	2010-158	01/06/2022	564.44
00210439	01/14/2022	MONARCH LANDSCAPE HOLDINGS Parks deferred maintenance ARP	P0112775	CD50173823	11/18/2021	14,615.78
00210441	01/14/2022	MONARCH LANDSCAPING WA LLC 21-16A Clarke Beach Park Open	P0111293	CD50179407	12/17/2021	63,617.05
00210442	01/14/2022	MORGAN SOUND INC CHOIR CONCERT 12/16/21	P0113141	MSI107939	12/15/2021	898.42
00210443	01/14/2022	MOUNTAINS TO SOUND LUTHER BURBANK PARK SOUTH WETL	P0110594	3951	09/30/2021	2,556.52
00210444	01/14/2022	NAPA AUTO PARTS REPAIR PARTS	P0113184	16715156-123121	12/31/2021	1,159.30
00210445	01/14/2022	NELSON PETROLEUM 2021 DIESEL DELIVERY	P0113110	0783820-IN	12/22/2021	2,112.94
00210446	01/14/2022	NFPA NFPA Online Subscription 2022	P0113228	2880751-2022	01/08/2022	1,345.50
00210447	01/14/2022	NORCOM 911 2022 Quarterly Norcom Assessme	P0113178	0001205	01/01/2022	180,638.44
00210448	01/14/2022	Olson Brother's Pro-Vac LLC 2020-22 On-Call Stormwater CCT	P0108760	83659049	12/22/2021	75,600.00
00210449	01/14/2022	OVENS, THOMAS F Police Training - Use of Force	P0113142	111621	11/16/2021	320.00
00210450	01/14/2022	PACIFIC PAVEMENT PROTECTION REFUND 00306005920 HYD RENTAL		122921	12/29/2021	2,900.00
00210451	01/14/2022	PACIFIC TOPSOIL INC. DUMPING FEES	P0113198	13387-122921	12/29/2021	2,948.05
00210452	01/14/2022	PAYNE-EVANS, DIANE P&P WAC and RCW policy consult	P0113180	123121	12/31/2021	1,280.00
00210453	01/14/2022	PEBBLE @ MIPC, THE Preschool scholarship for EA c	P0112107	091521A	09/15/2021	787.50
00210454	01/14/2022	PLANTSCAPES INC Mercer Island 2021 Right-of-W	P0111773	54386E	09/30/2021	2,394.68
00210455	01/14/2022	PLATT ELECTRIC INVENTORY PURCHASES	P0113129	2I08415	12/16/2021	1,109.17
00210456	01/14/2022	PUBLIC SAFETY TESTING INC Q3 and Q4 Police Quarterly Fee	P0113259	2021-651/874	10/18/2021	950.00
00210457	01/14/2022	ROSENSTEIN, JANE & AARON REFUND WATER SERVICE DEPOSIT	P0113182	1908-241	12/31/2021	10,656.33

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00210458	01/14/2022	S&B INC WORK PREFORMED ON BOAT RAMP/	P0113174	26009A	12/30/2021	3,499.31
00210459	01/14/2022	SAFEbuilt llc DECEMBER 2021 PLAN REVIEW SERV	P0113211	0083108-IN	12/31/2021	715.00
00210460	01/14/2022	SEABORN PILE DRIVING CO OVERPAYMENT		PRE21-056	11/04/2021	108.76
00210461	01/14/2022	SEATTLE BOAT COMPANY Boat Fuel - Patrol 14 - Invoic	P0113175	993-19722-48611	12/29/2021	804.06
00210462	01/14/2022	SEATTLE PUBLIC UTILITIES NOV 2021 SPU CHARGE FOR RETAIL	P0112988	NOV2021	11/15/2021	4,825.00
00210463	01/14/2022	SHERMAN, BRIAN 2022 PESTICIDE RENEWAL		121621	01/04/2022	51.50
00210464	01/14/2022	STEVENS REFUND OVERPAY 002945600		121621	12/16/2021	41.53
00210465	01/14/2022	STREAMLINE AUTOMATION SYSTEMS 2022 Annual Fees	P0113227	2022-10	01/04/2022	3,617.89
00210466	01/14/2022	TROY, BRIAN CASEY CALL OUT FOR SNOW		121621	12/16/2021	116.48
00210467	01/14/2022	UNITED REPROGRAPHICS DOUBLE SIDE CORTEX	P0113132	9106364-IN	12/17/2021	264.60
00210468	01/14/2022	UTILITIES UNDERGROUND LOCATION 2021 UTILITY LOCATES	P0113114	1120181	12/31/2021	162.54
00210469	01/14/2022	VRANIZAN, MICHAEL OVERPAYMENT		PRE21-057	11/17/2021	72.46
00210470	01/14/2022	WABO PLANS EXAMINER JOB POSTING ON	P0113082	41987	12/03/2021	100.00
00210471	01/14/2022	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0113021	331687	12/20/2021	243.07
00210472	01/14/2022	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0113022	314500	12/17/2021	160.28
00210473	01/14/2022	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0113054	271772	12/05/2021	1,463.50
00210474	01/14/2022	White, Max Reimbursement		122221	12/22/2021	26.41
00210475	01/14/2022	WORKSAFE SERVICE INC, A Pre-employment Drug Testing	P0113257	312332	10/29/2021	110.00
00210476	01/14/2022	ZAGER, FRANCESCA Copy Editing Services PROS Pla	P0113181	20321	12/31/2021	6,312.50
					Total	<u>703,626.87</u>

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

Report	Warrants	Date	Amount
Check Register	210477-210566	1/21/2022	\$957,726.09
			\$957,726.09

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0113289	00210522	MI SCHOOL DISTRICT #400	Remit DEC21 Bus Paddle Collect	2,720.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0113302	00210554	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	3,339.66
P0113275	00210514	LAKESIDE INDUSTRIES	INVENTORY PURCHASES	1,932.26
P0113265	00210502	GRAINGER	INVENTORY PURCHASES	1,242.37
	00210553	TOOMEY, EUGENE	REFUND OVERPAY 01084217703	645.16
	00210550	TAO, LILLIAN	REFUND OVERPAY 00415231005	587.10
P0113272	00210497	FERGUSON ENTERPRISES LLC	INVENTORY PURCHASES	643.33
	00210507	JAYMARC PLATINUM LLC	REFUND OVERPAY 00415019002	482.90
P0113246	00210502	GRAINGER	INVENTORY PURCHASES	488.04
	00210545	SMERSH, MARY	REFUND OVERPAY 006400320	324.78
	00210556	TUBBS, ELIZABETH	REFUND OVERPAY 004130130	73.75
P0113284	00210502	GRAINGER	INVENTORY PURCHASES	79.83
	00210557	TULLETT, RODNEY	REFUND OVERPAY 00774769004	6.44
<i>Org Key: CA1100 - Administration (CA)</i>				
P0113277	00210518	Madrona Law Group, PPLC	Invoice #11103 Professional	14,150.85
P0113278	00210536	RELX INC DBA LEXISNEXIS	Invoice #3093636637 Dues and	349.02
<i>Org Key: CA1150 - Attorney-Litigation</i>				
P0113277	00210518	Madrona Law Group, PPLC	Invoice #11104 Professional	2,747.00
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0113276	00210524	MOBERLY AND ROBERTS	Invoice #1009 Professional Ser	7,095.46
<i>Org Key: CA1300 - Public Records</i>				
P0113279	00210563	WAPRO	Invoice #4454 Membership Dues	25.00
<i>Org Key: CM1200 - City Clerk</i>				
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2628993 ORD 21C-25 12/15	62.48
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2628994 ORD 21C-18 12/15	57.30
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2628992 ORD 21-31 12/15	57.30
<i>Org Key: CO6100 - City Council</i>				
P0113217	00210527	MORGAN SOUND INC	CC Hybrid Meetings Tech Upgrad	2,638.00
P0113218	00210527	MORGAN SOUND INC	CC Hybrid Meetings Tech Upgrad	412.87
<i>Org Key: CT1100 - Municipal Court</i>				
P0113305	00210506	INTERCOM LANGUAGE SERVICES INC	Intercom - Invoice 22-009	420.00
	00210517	LUCERO, CHERYL	JUDGE'S NAME PLATE	23.11
<i>Org Key: DS0000 - Development Services-Revenue</i>				
	00210484	Cayson Fields LLC	PERMIT 2109-031	999.22
<i>Org Key: DS1100 - Administration (DS)</i>				
P0113240	00210560	VERIZON WIRELESS	VERIZON NOV 24-DEC 23 CPD	503.04
P0113241	00210560	VERIZON WIRELESS	VERIZON NOV 24-DEC 23 CITY HAL	458.71
P0113241	00210560	VERIZON WIRELESS	VERIZON NOV 24 - DEC 23 CITY H	152.90
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
P0111182	00210512	KOLKE CONSULTING GROUP INC	Review of 2007-070	750.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2628959 Public Hearing Ou	83.22
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2629101 Public Hearing Zo	83.22
<i>Org Key: FN1100 - Administration (FN)</i>				
P0113194	00210561	VERIZON WIRELESS	NOV 24-DEC 23 2021 CITY CELL	47.16
P0113194	00210561	VERIZON WIRELESS	NOV 24-DEC 23 2021 CITY CELL	42.16
<i>Org Key: FN2100 - Data Processing</i>				
P0113303	00210521	METROPRESORT	4TH QTR 2021 B&O & ANNUAL 2021	5,951.69
P0113303	00210521	METROPRESORT	4TH QTR 2021 B&O & ANNUAL 2021	3,649.52
P0113187	00210521	METROPRESORT	DEC 2021 E-SERVICE PORTAL ADMI	50.00
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	142.79
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	126.25
P0113232	00210564	WHISTLE WORKWEAR	MISC. WORK CLOTHES	133.98
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	71.85
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	63.62
P0113194	00210561	VERIZON WIRELESS	NOV 24-DEC 23 2021 CITY CELL	47.16
P0113194	00210561	VERIZON WIRELESS	NOV 24-DEC 23 2021 CITY CELL	42.16
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	142.79
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	126.25
P0113232	00210564	WHISTLE WORKWEAR	MISC. WORK CLOTHES	133.99
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	71.86
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	63.62
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	142.79
P0113187	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	126.26
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	71.86
P0113186	00210521	METROPRESORT	DEC 2021 PRINTING & MAILING OF	63.62
<i>Org Key: FR1100 - Administration (FR)</i>				
	00210485	CENTURYLINK	CENTURYLINK - DEC23	1,547.57
<i>Org Key: FR2100 - Fire Operations</i>				
P0113243	00210560	VERIZON WIRELESS	VERIZON NOV24- DEC 23 FIRE	887.43
<i>Org Key: GE0107 - Fleet Replacements</i>				
P0111403	00210483	BUD CLARY FORD HYUNDAI	2022 FORD POLICE INTERCEPTOR F	37,550.84
<i>Org Key: GGI001 - General Government-Insurance</i>				
P0113294	00210519	Marsh USA, Inc.	2022 Tank Insurance (PW AST)	350.00
<i>Org Key: GGM001 - General Government-Misc</i>				
P0111123	00210555	TRANSPO GROUP USA INC	ADA TRANSITION PLAN	31,206.75
P0113192	00210482	BRINKS INC	DEC 2021 ARMORED TRUCK DEPOSIT	597.12
P0113192	00210482	BRINKS INC	DEC LATE FEE	47.12
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0113220	00210537	RESERVE ACCOUNT	12/20/2021 RESERVE FUND REFILL	2,500.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0113293	00210566	Xerox Financial Services	Copier Lease Jan 2022 (001) IN	1,031.64
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
P0112680	00210492	DEEDS, EDWARD G	LEOFF1 Retiree Medical Expense	280.34
<i>Org Key: GGM150 - EOC - Port of Seattle Grant</i>				
P0113295	00210489	CONSOLIDATED PRESS	MINEXT POSTCARD MAILER FOR SMA	1,635.96
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2625756 MI Next Web Ad -	587.00
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2625758 MI Next Web Ad -	587.00
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2625757 MI Next Web Ad -	587.00
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2620907 MI Next Ad 12/1	352.25
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2620911 MI Next Ad 12/8	352.25
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2620879 MI Next Ad 12/15	352.25
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2620880 MI Next Ad 12/22	352.25
P0113274	00210546	SOUND PUBLISHING INC	Ntc. 2620881 MI Next Ad 12/29	352.25
<i>Org Key: GGX620 - Custodial Disbursements</i>				
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	1,895.69
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	1,217.67
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	1,172.73
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	1,099.89
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	591.04
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	512.99
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	307.87
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	305.61
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	256.16
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	252.85
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	140.28
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	117.33
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	114.98
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	76.92
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	57.52
P0113290	00210562	WA ST TREASURER'S OFFICE	Remit MI Court Transmittal	51.85
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	31.09
P0113291	00210562	WA ST TREASURER'S OFFICE	Remit Newcastle Court Transmit	9.41
<i>Org Key: IGVO08 - Suburban Cities Association</i>				
P0113261	00210539	SCA	2022 SCA Membership Dues	17,151.66
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0113120	00210515	LIFTOFF LLC	Office 365 annual licensing an	73,782.00
P0113121	00210505	HYLAND SOFTWARE	Hyland Onbase annual licensing	18,974.06
P0113171	00210543	Smarsh Inc.	Smarsh Annual License and Supp	15,216.08
P0113213	00210498	Firstline Communications	Mitel Annual License and Suppo	14,911.06
P0113297	00210480	BANG THE TABLE USA LLC	Bang the Table Annual License	8,000.00
P0113214	00210477	ALIENVAULT INC	Alienvault Cybersecurity annua	6,609.30
P0113221	00210535	Progress Software Corporation	SFTP Annual License and Suppor	1,036.70
	00210485	CENTURYLINK	CENTURYLINK - DEC23	663.94
P0113193	00210561	VERIZON WIRELESS	NOV 24 - DEC 23 2021 IGS LOANE	162.19
	00210485	CENTURYLINK	CENTURYLINK - DEC23	96.05
P0113194	00210561	VERIZON WIRELESS	NOV 24-DEC 23 2021 CITY CELL	40.01

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0113148	00210516	LTI INC	ROAD SALT (42.52 TONS)	6,691.41
P0113234	00210534	PLANTSCAPES INC	EXTERIOR LABOR/HEDGE TRIMMING	1,932.26
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT2150 - Pavement Marking</i>				
P0113302	00210554	TRAFFIC SAFETY SUPPLY	100) 28" TRIMLINE CONES	2,281.90
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P0113234	00210534	PLANTSCAPES INC	EXTERIOR LABOR/HEDGE TRIMMING	1,932.25
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	17.81
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT3100 - Water Distribution</i>				
P0113156	00210502	GRAINGER	CORDLESS IMPACT WRENCH	278.11
P0113285	00210502	GRAINGER	LED FLASHLIGHTS	84.83
P0113246	00210502	GRAINGER	HARD HAT FULL BRIM	24.50
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
P0113268	00210559	UPS	SHIPPING CHARGES	15.35
<i>Org Key: MT3150 - Water Quality Event</i>				
P0113282	00210552	LINKO TECHNOLOGY INC	2022 CROSS CONNECTION WEB TEST	48.00
<i>Org Key: MT3200 - Water Pumps</i>				
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	17.81
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0113266	00210531	OCCUPATIONAL HEALTH CTRS OF WA	DOT PHYSICAL FOR JIM FELIX	109.00
P0113266	00210531	OCCUPATIONAL HEALTH CTRS OF WA	DOT PHYSICAL FOR ERIC MOLTZ	109.00
<i>Org Key: MT3400 - Sewer Collection</i>				
P0113285	00210502	GRAINGER	LED FLASHLIGHTS	82.33
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0110826	00210496	EVOQUA WATER TECHNOLOGIES LLC	ANNUAL BIOXIDE	5,485.19
P0113231	00210551	TAURUS POWER & CONTROLS INC	VFD REPAIRS AT PS4	1,278.48
P0113298	00210479	AT&T MOBILITY	2022 TELEMETRY	799.21
	00210485	CENTURYLINK	CENTURYLINK - DEC23	212.40
	00210485	CENTURYLINK	CENTURYLINK - DEC23	168.64
P0113273	00210502	GRAINGER	LOCKOUT STATION KIT	171.06
	00210485	CENTURYLINK	CENTURYLINK - DEC23	124.45
P0113223	00210502	GRAINGER	2' FLAT EYE & EYE WEB SLING	46.20
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT3800 - Storm Drainage</i>				
P0113226	00210528	NARWHAL MET LLC	MONTHLY WEATHER SVCS JAN 2022	800.00
P0113307	00210478	AM TEST INC	ICP SCAN/OIL AND GREASE ANALYS	195.00
P0113285	00210502	GRAINGER	LED FLASHLIGHTS	82.35
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT4150 - Support Services - Clearing</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0113147	00210488	CINTAS CORPORATION #460	2021 PW COVERALL SERVICE	2,038.52
P0113224	00210500	GEMPLER'S INC	SAFETY BOOTS	203.69
P0113264	00210491	CRYSTAL AND SIERRA SPRINGS	PW WATER DELIVERY	25.25
<i>Org Key: MT4200 - Building Services</i>				
P0113236	00210547	SOUND ROOF SERVICES INC	12/2/21 PVC ROOF REPAIR PROJEC	3,158.10
P0113238	00210547	SOUND ROOF SERVICES INC	12/3/21 & 12/15/21 LEAK REPAIR	1,093.40
P0113255	00210504	HOME DEPOT CREDIT SERVICE	COPPER PIPE & FITTINGS	691.27
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	17.81
<i>Org Key: MT4300 - Fleet Services</i>				
P0113299	00210530	NELSON PETROLEUM	2022 DIESEL DELIVERY	2,833.34
P0113245	00210520	MERCER ISLAND CHEVRON	FUEL	1,854.74
P0113222	00210501	GOODYEAR TIRE & RUBBER CO, THE	2022 TIRE INVENTORY	2,004.32
P0109870	00210510	KIA MOTORS FINANCE	2021 KIA LEASE [2019 KIA NURO]	794.70
P0113267	00210502	GRAINGER	UNDERBODY TRUCK BOX	534.14
P0113271	00210501	GOODYEAR TIRE & RUBBER CO, THE	2022 TIRE INVENTORY	514.96
P0113246	00210502	GRAINGER	SNOWPLOW LIGHT KIT	278.96
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	17.81
<i>Org Key: MT4501 - Water Administration</i>				
P0113195	00210540	SEATTLE PUBLIC UTILITIES	NOV 2021 WATER PURCHASE	109,652.40
P0113195	00210540	SEATTLE PUBLIC UTILITIES	REVISED OCT 2021 WTR PURCH DIF	-28,731.36
<i>Org Key: MT4502 - Sewer Administration</i>				
P0113196	00210511	KING COUNTY TREASURY	JAN-DEC 2022 MONTHLY SEWER CHA	424,904.48
<i>Org Key: MT6100 - Park Maintenance</i>				
P0112366	00210486	CHECK RIDE DRIVER TRAINING	CDL training for Zsolt Lehoczk	3,465.00
P0112366	00210486	CHECK RIDE DRIVER TRAINING	CDL training for Zsolt Lehoczk	3,465.00
P0113107	00210523	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	1,571.46
P0113270	00210504	HOME DEPOT CREDIT SERVICE	STORAGE BINS & TOTES	328.87
P0113147	00210488	CINTAS CORPORATION #460	PARKS 2021 COVERALL SERVICE	87.97
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
P0113107	00210523	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	1,326.68
P0113263	00210502	GRAINGER	BULB RECYCLING KIT	155.05
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
P0113137	00210549	TACOMA SCREW PRODUCTS INC	MISC. HARDWARE	10.48
<i>Org Key: MT6400 - ARPA-Park Deferred Maintenance</i>				
P0112775	00210525	MONARCH LANDSCAPE HOLDINGS	Parks deferred maintenance ARP	6,617.01
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0113107	00210523	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	1,868.22
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79
<i>Org Key: MT6600 - Park Maint School Fields</i>				
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	17.81
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0113107	00210523	MI UTILITY BILLS	DEC 2021 PAYMENT OF UTILITY BI	1,781.20
P0113136	00210487	CINTAS	FIRST AID SUPPLIES	20.79

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PA0100 - Open Space Management</i>				
P0111290	00210526	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	2,417.30
<i>Org Key: PA0109 - Aubrey Davis Park Trail Safety</i>				
P0112473	00210513	KPG	Aubrey Davis Park Trail Safety	12,510.50
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
P0113325	00210558	UNITED SITE SERVICES	STANDARD RESTROOM WEEKLY	151.66
<i>Org Key: PO1100 - Administration (PO)</i>				
P0113242	00210560	VERIZON WIRELESS	VERIZON NOV 24- DEC 23	724.48
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0113108	00210542	SKYLINE COMMUNICATIONS INC	JAN 2022 EOC INTERNET	206.55
<i>Org Key: PR1100 - Administration (PR)</i>				
P0113323	00210565	WRPA	2022 ANNUAL CONFERENCE & TRADE	289.00
P0113324	00210565	WRPA	WRPA ANNUAL CONFERENCE &	289.00
<i>Org Key: PR2104 - Special Events</i>				
P0113319	00210544	SMASON, MARK	TOWN CENTER ENTERTAINMENT FOR	390.00
<i>Org Key: PR4100 - Community Center</i>				
P0113235	00210547	SOUND ROOF SERVICES INC	12/7/21 AND 12/13/21 ROOF REPA	4,548.50
P0113239	00210547	SOUND ROOF SERVICES INC	12/3/21 ROOF LEAK REPAIR. PROJ	822.25
P0113192	00210482	BRINKS INC	DEC 2021 ARMORED TRUCK DEPOSIT	99.74
<i>Org Key: PRAT40 - Ongoing Art Programs</i>				
P0113168	00210499	FOSSIL INDUSTRIES INC	PUBLIC ART SIGNAGE	1,066.00
<i>Org Key: SP0121 - Mid-block Crosswalk 76 Ave SE</i>				
P0112368	00210494	DKS ASSOCIATES	21-40 76th Ave SE Mid-block	12,540.00
<i>Org Key: SP0128 - ROW Purchase SE 40th-ICW</i>				
P0113301	00210508	KC FINANCE	Adjusted Property Tax 2nd Half	526.71
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0113280	00210493	DEPT OF TRANSPORTATION	Invoice #JZ0592-L011 WSDOT	75.22
<i>Org Key: SU0109 - Sewer System Generator Replace</i>				
P0112274	00210538	RH2 ENGINEERING INC	21-31 Sewer Pump Station Gener	98.14
<i>Org Key: SW0100 - Sub Basin 42.1 & 42.1a Waterco</i>				
P0106532	00210529	NATURAL SYSTEMS DESIGN	SUB BASIN 42 WATERCOURSE	4,861.67
<i>Org Key: SW0119 - Conveyance System Assessments</i>				
P0111769	00210532	OSBORN CONSULTING INC	Conveyance System Assessments	16,531.18
<i>Org Key: WU0100 - Emergency Water System Repairs</i>				
P0111663	00210538	RH2 ENGINEERING INC	RESERVOIR PUMP-MOTOR	18,277.91
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0102980	00210503	HDR ENGINEERING INC	WATER METER REPLACEMENT	4,960.51
<i>Org Key: YF1200 - Thrift Shop</i>				
P0113237	00210547	SOUND ROOF SERVICES INC	12/2/21 GUTTER CLEANING. JOINT	2,187.90

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: YF2600 - Family Assistance</i>				
P0113311	00210533	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	1,659.00
P0113310	00210533	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	787.50
P0113309	00210490	CREATIVE LEARNING CENTER	Preschool scholarship for EA c	546.00
P0113312	00210548	SUNNYBEAM SCHOOL	Preschool scholarship for EA c	370.00
P0113292	00210481	BELLTOWN LLC	Rental assistance for EA clien	340.00
P0113288	00210541	SHOREWOOD #14885	Rental assistance for EA clien	236.00
P0113286	00210509	KC HOUSING AUTHORITY	Rental Assistance for EA clien	179.00
<i>Org Key: YF2850 - Federal SPF Grant</i>				
P0113287	00210495	Early Parent Support	MIHYI Fall PATS groups	3,300.00
Total				957,726.09

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00210477	01/21/2022	ALIENVAULT INC Alienvault Cybersecurity annua	P0113214	11-21182174	01/06/2022	6,609.30
00210478	01/21/2022	AM TEST INC ICP SCAN/OIL AND GREASE ANALYS	P0113307	125041	12/31/2021	195.00
00210479	01/21/2022	AT&T MOBILITY 2022 TELEMETRY	P0113298	X01132022	12/31/2021	799.21
00210480	01/21/2022	BANG THE TABLE USA LLC Bang the Table Annual License	P0113297	INV-0850	01/18/2022	8,000.00
00210481	01/21/2022	BELLTOWN LLC Rental assistance for EA clien	P0113292	01102022	01/10/2022	340.00
00210482	01/21/2022	BRINKS INC DEC 2021 ARMORED TRUCK DEPOSIT	P0113192	4509295	12/31/2021	743.98
00210483	01/21/2022	BUD CLARY FORD HYUNDAI 2022 FORD POLICE INTERCEPTOR F	P0111403	3NP543	01/14/2022	37,550.84
00210484	01/21/2022	Cayson Fields LLC PERMIT 2109-031		2109-031	01/11/2022	999.22
00210485	01/21/2022	CENTURYLINK CENTURYLINK - DEC23		T31-6989DEC21	12/23/2021	2,813.05
00210486	01/21/2022	CHECK RIDE DRIVER TRAINING CDL training for Zsolt Lehoczk	P0112366	121521LEHOCZKY	12/15/2021	6,930.00
00210487	01/21/2022	CINTAS FIRST AID SUPPLIES	P0113136	5090005732	01/03/2022	296.95
00210488	01/21/2022	CINTAS CORPORATION #460 2021 PW COVERALL SERVICE	P0113147	12701643-123121	12/31/2021	2,126.49
00210489	01/21/2022	CONSOLIDATED PRESS MINEXT POSTCARD MAILER FOR SMA	P0113295	28083	11/19/2021	1,635.96
00210490	01/21/2022	CREATIVE LEARNING CENTER Preschool scholarship for EA c	P0113309	9155/8971	12/31/2021	546.00
00210491	01/21/2022	CRYSTAL AND SIERRA SPRINGS PW WATER DELIVERY	P0113264	14555831 122521	12/31/2021	25.25
00210492	01/21/2022	DEEDS, EDWARD G LEOFF1 Retiree Medical Expense	P0112680	111521-RE	11/15/2021	280.34
00210493	01/21/2022	DEPT OF TRANSPORTATION Invoice #JZ0592-L011 WSDOT	P0113280	RE41JZ0592L011	12/13/2021	75.22
00210494	01/21/2022	DKS ASSOCIATES 21-40 76th Ave SE Mid-block	P0112368	0079894	12/31/2021	12,540.00
00210495	01/21/2022	Early Parent Support MIHYI Fall PATS groups	P0113287	PEPS202201	01/07/2022	3,300.00
00210496	01/21/2022	EVOQUA WATER TECHNOLOGIES LLC ANNUAL BIOXIDE	P0110826	905190399	12/23/2021	5,485.19
00210497	01/21/2022	FERGUSON ENTERPRISES LLC INVENTORY PURCHASES	P0113272	1059261-1	01/13/2022	643.33
00210498	01/21/2022	Firstline Communications Mitel Annual License and Suppo	P0113213	171768	01/07/2022	14,911.06
00210499	01/21/2022	FOSSIL INDUSTRIES INC PUBLIC ART SIGNAGE	P0113168	F96246	01/05/2022	1,066.00
00210500	01/21/2022	GEMPLER'S INC SAFETY BOOTS	P0113224	INV0004486911	01/03/2022	203.69
00210501	01/21/2022	GOODYEAR TIRE & RUBBER CO, THE 2022 TIRE INVENTORY	P0113271	279-1007603	01/13/2022	2,519.28
00210502	01/21/2022	GRAINGER UNDERBODY TRUCK BOX	P0113263	9176771021	01/12/2022	3,547.77

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00210503	01/21/2022	HDR ENGINEERING INC WATER METER REPLACEMENT PROGRA	P0102980	1200401080	12/31/2021	4,960.51
00210504	01/21/2022	HOME DEPOT CREDIT SERVICE COPPER PIPE & FITTINGS	P0113270	5390983	01/12/2022	1,020.14
00210505	01/21/2022	HYLAND SOFTWARE Hyland Onbase annual licensing	P0113121	LE01-228189	01/01/2022	18,974.06
00210506	01/21/2022	INTERCOM LANGUAGE SERVICES INC Intercom - Invoice 22-009	P0113305	22-009	01/14/2022	420.00
00210507	01/21/2022	JAYMARC PLATINUM LLC REFUND OVERPAY 00415019002		01062022	01/06/2022	482.90
00210508	01/21/2022	KC FINANCE Adjusted Property Tax 2nd Half	P0113301	545030-0061-04	12/31/2021	526.71
00210509	01/21/2022	KC HOUSING AUTHORITY Rental Assistance for EA clien	P0113286	01052022	01/05/2022	179.00
00210510	01/21/2022	KIA MOTORS FINANCE 2021 KIA LEASE [2019 KIA NURO]	P0109870	1914423378-JAN4	12/31/2021	794.70
00210511	01/21/2022	KING COUNTY TREASURY JAN-DEC 2022 MONTHLY SEWER CHA	P0113196	30033307	01/01/2022	424,904.48
00210512	01/21/2022	KOLKE CONSULTING GROUP INC Review of 2007-070	P0111182	1236-RE	06/01/2021	750.00
00210513	01/21/2022	KPG Aubrey Davis Park Trail Safety	P0112473	12-18921	12/31/2021	12,510.50
00210514	01/21/2022	LAKESIDE INDUSTRIES INVENTORY PURCHASES	P0113275	184193	01/14/2022	1,932.26
00210515	01/21/2022	LIFTOFF LLC Office 365 annual licensing an	P0113120	6131REN2022	01/04/2022	73,782.00
00210516	01/21/2022	LTI INC ROAD SALT (42.52 TONS)	P0113148	931816	12/29/2021	6,691.41
00210517	01/21/2022	LUCERO, CHERYL JUDGE'S NAME PLATE		01062022	01/06/2022	23.11
00210518	01/21/2022	Madrona Law Group, PLLC Invoice #11103 Professional	P0113277	11104	12/31/2021	16,897.85
00210519	01/21/2022	Marsh USA, Inc. 2022 Tank Insurance (PW AST)	P0113294	920056523924	01/18/2022	350.00
00210520	01/21/2022	MERCER ISLAND CHEVRON FUEL	P0113245	123121	12/31/2021	1,854.74
00210521	01/21/2022	METROPRESORT 4TH QTR 2021 B&O & ANNUAL 2021	P0113186	IN640055	12/31/2021	10,864.77
00210522	01/21/2022	MI SCHOOL DISTRICT #400 Remit DEC21 Bus Paddle Collect	P0113289	DEC21	12/31/2021	2,720.00
00210523	01/21/2022	MI UTILITY BILLS DEC 2021 PAYMENT OF UTILITY BI	P0113107	DEC2021	12/31/2021	6,547.56
00210524	01/21/2022	MOBERLY AND ROBERTS Invoice #1009 Professional Ser	P0113276	1009	12/31/2021	7,095.46
00210525	01/21/2022	MONARCH LANDSCAPE HOLDINGS Parks deferred maintenance ARP	P0112775	CD50179062	12/14/2021	6,617.01
00210526	01/21/2022	MONARCH LANDSCAPING WA LLC 21-16G Luther Burbank Park Ope	P0111290	CD50178638	12/07/2021	2,417.30
00210527	01/21/2022	MORGAN SOUND INC CC Hybrid Meetings Tech Upgrad	P0113218	MSI107940	12/15/2021	3,050.87
00210528	01/21/2022	NARWHAL MET LLC MONTHLY WEATHER SVCS JAN 2022	P0113226	2021-19599	01/01/2022	800.00

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00210529	01/21/2022	NATURAL SYSTEMS DESIGN SUB BASIN 42 WATERCOURSE	P0106532	2022-033	12/31/2021	4,861.67
00210530	01/21/2022	NELSON PETROLEUM 2022 DIESEL DELIVERY	P0113299	0785788-IN	01/17/2022	2,833.34
00210531	01/21/2022	OCCUPATIONAL HEALTH CTRS OF WA DOT PHYSICAL FOR JIM FELIX	P0113266	73241447	12/21/2021	218.00
00210532	01/21/2022	OSBORN CONSULTING INC Conveyance System Assessments	P0111769	6800	12/31/2021	16,531.18
00210533	01/21/2022	PEBBLE @ MIPC, THE Preschool scholarship for EA c	P0113310	JAN/FEB22-1	01/01/2022	2,446.50
00210534	01/21/2022	PLANTSCAPES INC EXTERIOR LABOR/HEDGE TRIMMING	P0113234	54381E	09/30/2021	3,864.51
00210535	01/21/2022	Progress Software Corporation SFTP Annual License and Suppor	P0113221	20024777	01/11/2022	1,036.70
00210536	01/21/2022	RELX INC DBA LEXISNEXIS Invoice #3093636637 Dues and	P0113278	3093636637	12/31/2021	349.02
00210537	01/21/2022	RESERVE ACCOUNT 12/20/2021 RESERVE FUND REFILL	P0113220	122021	12/20/2021	2,500.00
00210538	01/21/2022	RH2 ENGINEERING INC 21-31 Sewer Pump Station Gener	P0111663	84642	12/31/2021	18,376.05
00210539	01/21/2022	SCA 2022 SCA Membership Dues	P0113261	3641	01/07/2022	17,151.66
00210540	01/21/2022	SEATTLE PUBLIC UTILITIES NOV 2021 WATER PURCHASE	P0113195	NOV/OCT2021	11/28/2021	80,921.04
00210541	01/21/2022	SHOREWOOD #14885 Rental assistance for EA clien	P0113288	01112022	01/11/2022	236.00
00210542	01/21/2022	SKYLINE COMMUNICATIONS INC JAN 2022 EOC INTERNET	P0113108	IN46464	01/01/2022	206.55
00210543	01/21/2022	Smarsh Inc. Smash Annual License and Supp	P0113171	INV00692569	01/01/2022	15,216.08
00210544	01/21/2022	SMASON, MARK TOWN CENTER ENTERTAINMENT FOR	P0113319	121121(2)	12/11/2021	390.00
00210545	01/21/2022	SMERSH, MARY REFUND OVERPAY 006400320		01062022	01/06/2022	324.78
00210546	01/21/2022	SOUND PUBLISHING INC Ntc. 2628992 ORD 21-31 12/15	P0113274	8049779	12/31/2021	3,865.77
00210547	01/21/2022	SOUND ROOF SERVICES INC 12/2/21 PVC ROOF REPAIR PROJEC	P0113237	21-407	12/17/2021	11,810.15
00210548	01/21/2022	SUNNYBEAM SCHOOL Preschool scholarship for EA c	P0113312	2576/2577	01/01/2022	370.00
00210549	01/21/2022	TACOMA SCREW PRODUCTS INC MISC. HARDWARE	P0113137	160029123-00	01/03/2022	10.48
00210550	01/21/2022	TAO, LILLIAN REFUND OVERPAY 00415231005		12212021	12/21/2021	587.10
00210551	01/21/2022	TAURUS POWER & CONTROLS INC VFD REPAIRS AT PS4	P0113231	9690	01/11/2022	1,278.48
00210552	01/21/2022	LINKO TECHNOLOGY INC 2022 CROSS CONNECTION WEB TEST	P0113282	9170	01/14/2022	48.00
00210553	01/21/2022	TOOMEY, EUGENE REFUND OVERPAY 01084217703		12202021	12/20/2021	645.16
00210554	01/21/2022	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P0113302	INV045195	09/27/2021	5,621.56

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00210555	01/21/2022	TRANSPO GROUP USA INC ADA TRANSITION PLAN	P0111123	27391	12/31/2021	31,206.75
00210556	01/21/2022	TUBBS, ELIZABETH REFUND OVERPAY 004130130		12212021	12/21/2021	73.75
00210557	01/21/2022	TULLETT, RODNEY REFUND OVERPAY 00774769004		12172021	12/17/2021	6.44
00210558	01/21/2022	UNITED SITE SERVICES STANDARD RESTROOM WEEKLY SERVI	P0113325	114-12401776	09/16/2021	151.66
00210559	01/21/2022	UPS SHIPPING CHARGES	P0113268	0000T6781T521	12/25/2021	15.35
00210560	01/21/2022	VERIZON WIRELESS VERIZON NOV 24 - DEC 23 CITY H	P0113242	9895727265	12/23/2021	2,726.56
00210561	01/21/2022	VERIZON WIRELESS NOV 24-DEC 23 2021 CITY CELL	P0113194	9895727272	12/23/2021	380.84
00210562	01/21/2022	WA ST TREASURER'S OFFICE Remit MI Court Transmittal	P0113291	01012022-1	01/01/2022	8,211.88
00210563	01/21/2022	WAPRO Invoice #4454 Membership Dues	P0113279	4454	01/01/2022	25.00
00210564	01/21/2022	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0113232	327914	12/19/2021	267.97
00210565	01/21/2022	WRPA 2022 ANNUAL CONFERENCE & TRADE	P0113324	6975	01/13/2022	578.00
00210566	01/21/2022	Xerox Financial Services Copier Lease Jan 2022 (001) IN	P0113293	3029659	01/12/2022	1,031.64
					Total	<u>957,726.09</u>



CITY COUNCIL MINUTES SPECIAL VIDEO MEETING JANUARY 18, 2022

Item 4.

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the meeting to order at 5:01 pm in the Council Chambers at City Hall, 9611 SE 36th Street, Mercer Island, Washington.

Councilmembers Lisa Anderl, Jake Jacobson, Salim Nice, Craig Reynolds, David Rosenbaum, Wendy Weiker, and Ted Weinberg participated remotely using Zoom.

PLEDGE OF ALLEGIANCE

Councilmember Jacobson delivered the Pledge of Allegiance.

SPECIAL BUSINESS

Resolution No. 1616 Acknowledging and Commending Wendy Weiker's Service as Deputy Mayor

Mayor Salim Nice read Resolution No. 1616 thanking Councilmember Weiker for her service to the Mercer Island community as Deputy Mayor in 2020 and 2021.

It was moved by Jacobson; seconded by Rosenbaum to:

Pass Resolution No. 1616 Acknowledging and Commending Wendy Weiker's Service as Deputy Mayor.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

AGENDA APPROVAL

It was moved by Weinberg; seconded by Jacobson to:

Approve the agenda.

Passed 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

STUDY SESSION

AB 6001: Parks, Recreation and Open Space (PROS) Plan Final Draft Parks & Recreation Commission Hand-Off to City Council

Chief of Operations Jason Kintner, on behalf of the Parks & Recreation Commission, introduced the PROS Plan Final draft to the City Council and explained the process for the evening. Sr. Management Analyst Merrill Thomas-Schadt, spoke about the purpose of a PROS Plan is and why it is necessary for Mercer Island to have one. She also provided an overview of the development process that staff and the Parks & Recreation Commission went through to produce the final draft PROS Plan.

The City's consultant, Steve Du from Conservation Techniques spoke about the public engagement process, including two community-wide surveys and two virtual open houses. Mr. Du also discussed how the feedback that was received from the community engagement process was incorporated into the PROS Plan. Chief of Operations Kintner also provided an overview of the next steps in the process for the PROS Plan.

Parks & Recreation Commission Chair Jodi McCarthy thanked Councilmember Jacobson as Council Liaison and past Commissioners Lynn Gualtieri and Amy Richter for their work on the PROS Plan. Chair McCarthy

gave a summary of the Commission's process in developing and reviewing the PROS Plan to find a balance for all parks users. She also spoke about concerns the Commission has regarding the docks at Luther Burbank, Groveland, and Clark Beaches, playground equipment that is nearing the end of the useful life, and on improving accessibility in parks and bringing parks into ADA compliance. Commissioner Peter Struck shared his observations of the process that was used for the PROS Plan.

Council thanked the Parks & Recreation Commission, the consultant, and staff for their work on the PROS Plan. Council asked questions of staff and Commissioners regarding the Plan and development process.

CITY MANAGER REPORT

Acting City Manager Spietz reported on the following items:

- Upcoming Council, Board, and Commission Meetings
- Board and Commissions Vacancies
- "Beyond the Bin" Styrofoam Recycling Event
- Recology Service Disruption
- Winter Parks Operations and Upkeep
- Upcoming Community Conversations Event
- Naming of Riley Cove

APPEARANCES

Sue Stewart - Mercer Island, spoke as President of Friends of Luther Burbank Park and expressed concern about Bike Skills Area as the Parks & Recreation Commission stated they are not sure Upper Luther Burbank Park is the right location. She stated that the Bike Skills area must be "low impact" in order for Friends of Luther Burbank Park to support it.

Carolyn Boatsman - Mercer Island, stated that she appreciates that the draft PROS in the 20-Year Capital Facilities plan notes that improvements to the bike skills area will be limited to the current footprint, but is concerned about it expanding. She is glad that further consideration will be given as to whether Upper Luther Burbank is a suitable location for mountain biking.

CONSENT AGENDA

Certification of Claims

- A. Check Register 210185-210276 | 12/29/2021 | \$422,754.40
- B. Check Register 210279-210378 | 1/7/2022 | \$1,467,942.67
- C. EFT Payments December 2021 | \$2,995,648.58

Recommendation Action: Certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

City Council Meeting Minutes of January 4, 2022

Recommended Action: Adopt the City Council Special Video Meeting Minutes of January 4, 2022 as presented.

AB 6003: Lincoln Landing Shoreline and Stormwater Enhancement Project Bid Award

Recommended Action:

1. Award Bid No. 21-26 to OMA Construction, Inc. a Washington-based company,
2. Authorize the City Manager to execute a contract with OMA Construction, Inc., in an amount not to exceed \$431,702.10; and
3. Appropriate \$138,100.00 from 2021 savings within the Sewer Capital Program to fund the installation of an access manhole in the City's Sewer Lake Line.

AB 6005: 2022 City Council Liaison Assignments

Recommended Action: No action necessary.

It was moved by Weinberg; seconded by Reynolds to:

Approve the Consent Agenda and the recommended actions contained therein.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

REGULAR BUSINESS**AB 6006: Public Hearing on Ordinance No. 21C-25, Establishing Interim Development Regulations to Allow More Outdoor Seating for Eating and Drinking Establishments**

Mayor Nice opened the public hearing at 6:16 pm.

Joe Kennedy - Mercer Island, thanked the Council for allowing him to use the parking outside of his business, Barrels. He also spoke about using tents temporarily and asked about the ownership of the parking in front of the Boyd building.

There being no further comments, Mayor Nice closed the public hearing at 6:21 pm.

Economic Development Coordinator Sarah Bluvas provided an update to the work plan for permanent regulations for more outdoor seating for eating and drinking establishments.

AB 5998: City Council Meeting Start Time Amendment (Ord. No. 22C-01)

Chief of Administration Ali Spietz presented an ordinance to extend the 5:00 pm start time of Regular City Council Meetings through December 21, 2022 as City Council meetings may continue to be held remotely until it is determined by public health officials and the City Council that it is safe to resume in-person meetings due to the COVID-19 pandemic.

It was moved by Andrei; seconded by Weinberg to:

Adopt Ordinance No. 22C-01 amending MICC 2.06.010 to extend the 5:00 pm start time of Regular Meetings of the City Council until December 31, 2022.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

OTHER BUSINESS**Planning Schedule**

Acting City Manager Spietz noted that the 2022 City Council Planning Session is scheduled from 8:30 am to 5:00 pm on March 26, 2022.

Councilmember Absences and Reports

Councilmember Andrei noted the federal website for ordering COVID test kits is now up.

Councilmember Jacobson noted that the January ETP meeting was canceled.

Mayor Nice read his proposed testimony to the State Legislature for HB 1770, to which the Council agreed.

Councilmember Reynolds spoke about EV charging and Cool Streets projects that the City may be interested in to securing some early funding for the region coming from the Bipartisan Infrastructure Law (BIL).

ADJOURNMENT

The Council Meeting adjourned at 6:38 pm.

Salim Nice, Mayor

Attest:

Andrea Larson, City Clerk



**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND**

**AB 6008
February 1, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6008: Roadside Shoulder Improvements, West Mercer Way Phase 3	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Award the project to OMA Construction Inc.	

DEPARTMENT:	Public Works
STAFF:	Clint Morris, Capital Division Manager George Fletcher, CIP Project Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map 2. Construction Bid Summary 3. Current Pedestrian and Bicycle Facilities (PBF) on the Mercer Ways
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ 602,777
AMOUNT BUDGETED	\$ 485,000
APPROPRIATION REQUIRED	\$ 117,777

SUMMARY

BACKGROUND

The Roadside Shoulder Development Program was established in 2002 to create paved shoulders suitable for pedestrian and bicycle uses on the Mercer Ways. Since then, the City of Mercer Island has constructed numerous shoulder improvement projects, primarily along East Mercer Way, but also along North and West Mercer Ways. Recently completed shoulder projects include East Mercer Way Phase 10 (SE 71st Street to the 7900 block) in spring of 2018 and West Mercer Way Phase 2 (SE 70th St. to 7400 block) in spring of 2020. Currently, paved shoulders exist along 83% of East Mercer Way’s 4.8-mile length and 77% of West Mercer Way’s 6.0-mile length. Since 2003, the City has constructed at least one new shoulder project per biennium, for a total investment of over \$3.5 million.

The West Mercer Way Phase 3 project was approved as part of the 2021-2022 CIP budget. Design work began in fall of 2021 and final plans, specifications, and cost estimates were completed in early December. The project was advertised for public bids in mid-December. Eleven contractor bids were received, and staff is ready to award a construction contract.

PROJECT DESCRIPTION

The West Mercer Way Phase 3 shoulder improvement project will construct a new asphalt paved shoulder from SE 65th Street to SE 70th Street (see Exhibit 1). Work includes installation of over 750 linear feet of new storm drainage pipe, construction of nearly 2,000 linear feet of new continuous 5-foot-wide asphalt paved shoulder along the northbound lane edge, and relocation of several water meters and fire hydrants to be outside/behind the new shoulder. A significant portion of the paved shoulder will be built over existing gravel shoulder areas and existing drainage pipes. The project will connect to the West Mercer Way Phase 2 improvements to the south and to an existing paved shoulder running north from SE 65th Street (Exhibit 1).

The project is divided into three schedules of work: Schedule A will construct the paved shoulder, Schedule B will construct the storm drainage improvements, and Schedule C will construct the water system improvements. At completion of design work, the estimated construction costs for the shoulder, drainage, and water improvements totaled \$488,527.61.

BID RESULTS AND AWARD RECOMMENDATION

Eleven construction bids for the project were received and opened on January 13 at 2:00 PM (Exhibit 2). Two bids were below the engineer's estimate. Staff believes low bid prices and numerous bidders reflect the slower winter construction period when more contractors are seeking work and fewer projects are available. The lowest bid was received from OMA Construction, Inc for \$418,807.24, which is \$69,720.37 (14%) below the engineer's construction cost estimate.

OMA Construction has built comparable roadway and utility projects for other agencies in recent years, including Sound Transit, King County, and the City of Kent. They have also recently been awarded a construction contract for the City of Mercer Island's Lincoln Landing Shoreline and Stormwater Enhancement project ([AB 6003](#)). Staff's review of the Labor and Industries (L&I) website confirms OMA Construction is a contractor in good standing, with no license violations, outstanding lawsuits, or L&I tax debt. Staff recommends awarding all schedules of the Roadside Shoulder Improvements, West Mercer Way Phase 3 contract to OMA Construction, Inc.

Adding amounts for construction contingency, design, inspection services, project management, and 1% for the Arts, brings the total estimated cost of the West Mercer Way Phase 3 project to \$602,777. Historically, staff has applied a 10% contingency to street/surface construction and a 20% contingency to underground utility construction work. During design of the project, existing storm drainage pipes needed cleaning to remove extensive buildup of soils and roots. The cost to clean and video inspect these lines totaled \$24,652.

In order to construct this project as currently designed, additional funding is needed. Staff recommends that the additional cost of \$117,777 be covered by an appropriation from 2021 savings within the Street Fund, namely from the 2021 East Mercer Way Overlay project, which was completed last September for nearly \$260,000 under budget. As of December 2020, the Street Fund balance was \$5.1 M. In April 2022, staff will provide the City Council with an updated Street Fund balance as part of the FY 2021 year-end financial status update.

The table on the next page summarizes the overall project costs and available budget amounts for the West Mercer Phase 3 project.

ROADSIDE SHOULDER IMPROVEMENTS, WEST MERCER WAY PHASE 3 PROJECT BUDGET				
Description	Schedule A New Shoulders	Schedule B Storm Drainage	Schedule C Water	TOTAL
Construction Contract				Award to OMA Construction
Schedule A - New Shoulder	\$214,180			\$214,180
Schedule B - Storm Drainage		\$157,020		\$157,020
Schedule C - Water (including 10.1% WSST)			\$47,607	\$47,607
Total Construction Contract	\$214,180	\$157,020	\$47,607	\$418,807
Construction Contingency @ 10% for shoulders	\$21,418			\$21,418
Construction Contingency @ 20% for storm drainage		\$31,404		\$31,404
Construction Contingency @ 20% for Water			\$9,521	\$9,521
Project Design - consultant	\$53,833			\$53,833
Construction Inspection	\$12,000	\$3,000	\$3,000	\$18,000
Inspection Costs - Storm Drainage		\$24,652		\$24,652
Contract Administration/Project Management	\$17,000	\$3,000	\$3,000	\$23,000
1% for the Arts	\$2,142			\$2,142
Total Project Cost	\$320,573	\$219,076	\$63,129	\$602,777
2020-2022 Budget - Street Fund	\$233,000			\$233,000
2020-2022 Budget - Sewer Fund	\$2,000			\$2,000
2020-2022 Budget - Water Fund			\$75,000	\$75,000
2020-2022 Budget - Storm Water Fund		\$175,000		\$175,000
Total Budget Available for Project				\$485,000
Budget Appropriation Needed				\$117,777

Construction activities on the project are scheduled to begin in late February and should be finished by May 2022. The completion of the Phase 3 improvements will bring the total distance of paved shoulders along West Mercer Way to just under five miles, or 83% of its total length. Future Mercer Way shoulder improvements are planned for 2024 and 2026 (Exhibit 3).

RECOMMENDATION

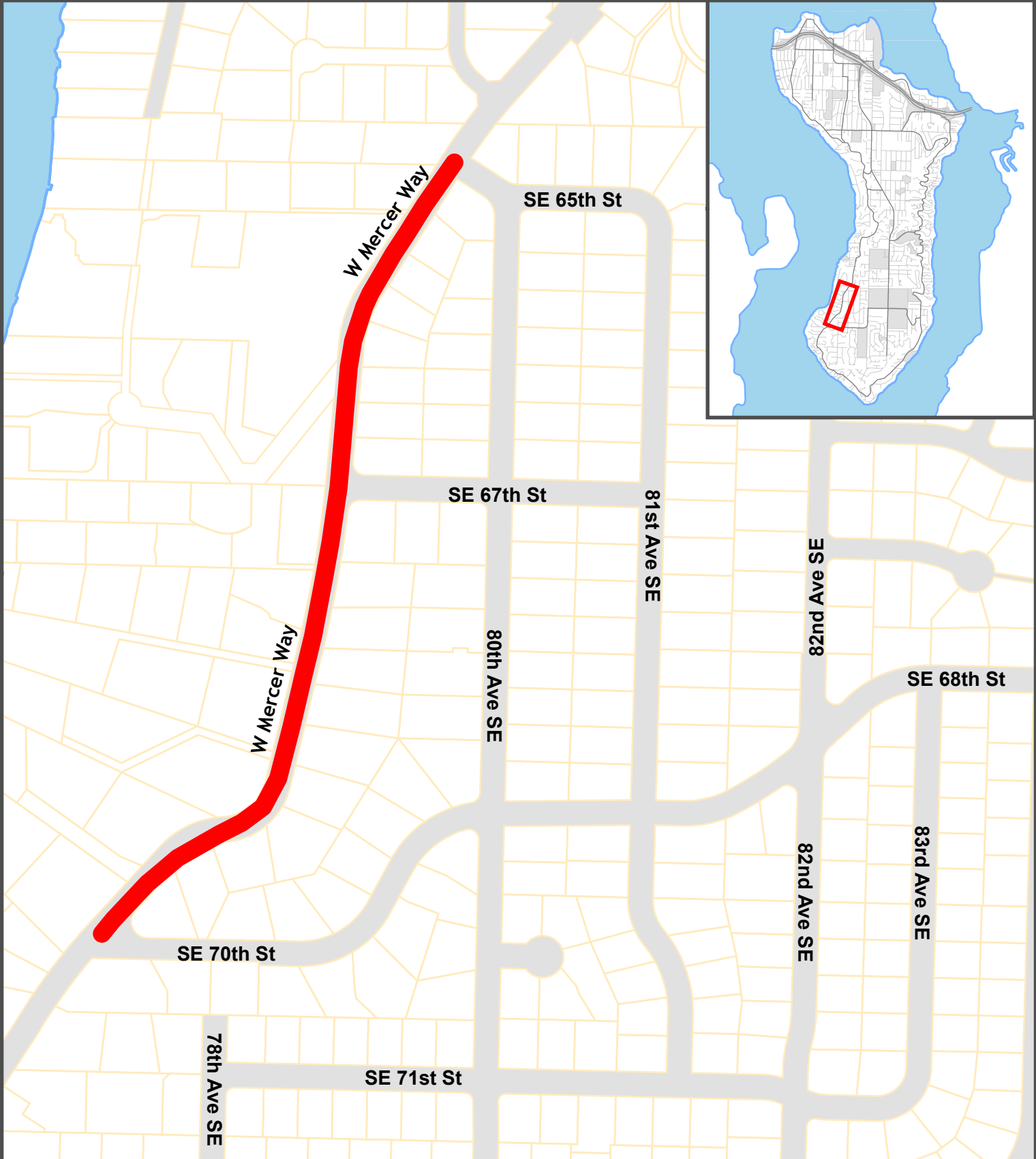
Staff recommends authorizing the City Manager to execute a contract with OMA Construction, Inc for the construction of the Roadside Shoulders West Mercer Way Phase 3 project and appropriating \$117,777 from the Street Fund.

RECOMMENDED ACTION

1. Award Schedules 'A', 'B', and 'C' of the Roadside Shoulder Improvements, West Mercer Way Phase 3 project to OMA Construction, Inc.
2. Authorize the City Manager to execute a contract with OMA Construction, Inc. in an amount not to exceed \$418,807.24.
3. Appropriate \$117,777 from the Street Fund to fund the West Mercer Way Phase 3 project.

SP0114- City of Mercer Island Roadside Shoulder Improvements West Mercer Way- Phase 3 (SE 65th St to SE 70th St)

Item 5.



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Project Location

Roads

Parcels

Parks

Disclaimer: No warranties of any sort including accuracy, fitness or merchantability accompany this map.



SP0114.mxd Date:12/15/2021

CITY OF MERCER ISLAND

Roadside Shoulder Improvements, West Mercer Way Phase 3 (SE 65th Street to SE 70th Street)

Bid Summary

11 Bids Received

Bid Opening: January 13, 2022 at 2:00 PM

Engineer's Estimate		Schedule A	Schedule B	Schedule C	Total Bid Amount
		\$239,252.50	\$178,690.00	\$70,585.11	\$488,527.61
Lowest	OMA Construction, Inc.	\$214,180.00	\$157,020.00	\$47,607.24	\$418,807.24
2nd	Blue Mountain Construction Group, LLC	\$214,918.00	\$144,249.00	\$60,049.64	\$419,216.64
3rd	Kamins Construction, Inc.	\$247,289.70	\$183,626.00	\$68,763.40	\$499,679.10
4th	Wolfskill Construction, LLC	\$235,995.00	\$210,422.01	\$55,490.40	\$501,907.41
5th	Harkness Construction, LLC	\$249,403.50	\$182,337.00	\$77,233.83	\$508,974.33
6th	Rodarte Construction, Inc.	\$279,890.00	\$188,580.00	\$75,330.42	\$543,800.42
7th	NPM Construction Co.	\$277,226.00	\$186,146.00	\$81,764.66	\$545,136.66
8th	Tastad Construction, Inc.	\$305,733.00	\$204,077.00	\$96,700.83	\$606,510.83
9th	Apcon Tech Inc.	\$307,492.50	\$249,910.00	\$49,785.02	\$607,187.52
10th	Northwest Cascade Inc.	\$341,642.00	\$186,011.00	\$80,160.51	\$607,813.51
11th	Bayshore Construction Company, LLC	\$304,420.00	\$229,030.00	\$120,625.56	\$654,075.56

Current Pedestrian & Bicycle Facilities (PBF) on the Mercer Ways

- Paved Roadside Shoulder
- Sidewalks or Paths
- No Facility

May 2021

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WMW Phase 3
Proposed for 2022

WMW Phase 2
Completed March 2020

WMW Phase 4
Proposed for 2024

EMW Phase 11
Proposed for 2026



Map Date: 4/22/2021
MercerWaysPBFFacilities2021.mxd



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6009
February 1, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6009: Sustainability Committee Charter	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve draft Council Sustainability Committee Charter.	

DEPARTMENT:	Public Works		
STAFF:	Jason Kintner, Chief of Operations Ross Freeman, Sustainability Program Analyst		
COUNCIL LIAISON:	Craig Reynolds	Jake Jacobson	Ted Weinberg
EXHIBITS:	1. Draft Committee Charter		
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

SUMMARY

The purpose of this agenda bill is to seek City Council approval of the draft Charter for the Sustainability Committee (Exhibit 1).

The City Council Sustainability Committee (“Committee”) was established in 2021 and replaced the City Council Sub-Committee which was founded in February 2011. Both Committees have advised the City Council on policies, programs, services, and funding opportunities related to sustainability on Mercer Island.

Although it appears an effort to finalize a Charter was initiated several times a review of City documents revealed no final version was ever adopted. As a result, in 2021, staff developed a draft charter (Exhibit 1) based on current City practices. Staff also solicited input from the current Sustainability Committee members as well as the City Manager and Chief of Operations. The Committee is now forwarding the draft Charter to the full Council for review and approval.

RECOMMENDED ACTION

Approve the proposed Council Sustainability Committee Charter.



City Council Sustainability Committee Charter

DRAFT – Jan 2022

Purpose:

The City Council Sustainability Committee (“Committee”) was established in 2021, and replaced the City Council Sub-Committee which was established in February 2011 to advise the City Council on policies, programs, services, and funding opportunities that promote sustainability in Mercer Island. It also reviews political advocacy opportunities that are announced through the K4C, or other similar bodies, and stays informed of pending state legislation and support letters.

Recent Background:

At its November 2, 2020, meeting, and as part of the 2021-2022 Biennial Budget process, the City Council funded a full time Sustainability staff position. On March 2, 2021, the City Council adopted a Sustainability Work Plan, which included guidance to create the City’s first-ever Climate Action Plan, and to continue calculations of a community-wide “carbon footprint” to assess and monitor human-derived GHG impacts on the environment.

Supporting Policy:

This work first began in May, 2007, when the City Council unanimously adopted **Resolution No. 1389**, committing to greenhouse gas (GHG) reductions of 80% by 2050 within City operations and across the community. In November 2019, **Resolution No. 1570** updated the City’s pledge to continue local and regional work on GHG reduction measures as part of its membership in the King County-Cities Climate Collaboration (K4C). And in December 2019, the City Council approved policy language around climate action in the annual update to the **City’s Comprehensive Plan**.

Authority:

The Committee is chartered by and accountable to the Mercer Island City Council and does not replace the City Council as final decision maker.

Duration:

The Committee is a standing committee.

Membership:

The Committee is composed of three Councilmembers. The Sustainability Program Analyst, or equivalent, will staff the Committee.

Meeting Schedule:

The Committee meets periodically (often monthly) as dictated by political advocacy opportunities or other major policy or workplan needs.

Responsibilities:

- Provide sustainability-related advocacy or testimony, both regionally and in the State Legislature, on behalf of the City Council and consistent with the City Council's approved Legislative Priorities.
- Foster regional connections that inform and enhance the City of Mercer Island's work on environmental, financial, and societal sustainability.
- Discuss with City sustainability staff matters involving the broad functions of the City's sustainability program including, but not limited to:
 - Efficiency within City operations
 - Waste and toxics reduction
 - Tree canopy, soil stability, water quality, and carbon storage
 - Energy efficiency and clean energy
 - GHG Emission mitigation and reduction
 - Transportation options
 - CIP Projects and internal operations
 - Outreach and education opportunities
- Suggest sustainability projects for inclusion in the Sustainability Work Plan (e.g., pilots, outreach, education) based on interactions with the community between biennial budgets.
- Provide recommendations on the sustainability work plan for consideration by the City Council as part of the biennial budget process.

References and Resources

1. Resolution No. 1389: A resolution of the City of Mercer Island, promoting a sustainable community by encouraging the reduction in greenhouse gas emissions through City operations and through community education (adopted May 7, 2007)
2. Resolution No. 1570: A resolution of the City of Mercer Island, adopting an updated version of the King County-Cities Climate Collaboration (K4C) Joint Climate Commitments (adopted Nov 19, 2019)
3. Council discussion and adoption of Ordinance No. 19-23, amending the Mercer Island Comprehensive Plan (adopted Dec 3, 2019)
4. Council deliberation of Agenda Bill 5810: City Council Sustainability Committee Discussion (Feb 2, 2021)
5. Notes from February 11, 2011 kickoff Committee Meeting regarding purpose, scope, authority, and implementation.



**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND**

**AB 6012
February 1, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6012: ARPA Funds Appropriation for GIS Utility Network Data Upgrade	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Appropriate American Rescue Plan Act (ARPA) Funds for the GIS Utility Network Data Upgrade.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Information and Geographic Services
STAFF:	Ali Spietz, Chief of Administration Leah Llamas, GIS Coordinator
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ 110,000
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUIRED	\$ 110,000

SUMMARY

The purpose of this agenda bill is to appropriate \$110,000 in ARPA Funds for the Geographic Information Services (GIS) Utility Network Data Upgrade.

- The GIS Utility Network Data Upgrade was identified as one of the priority projects to receive ARPA funding.
- This project will convert and upgrade the design for the water, sewer, and stormwater utility networks in the GIS database to be compatible to the most recent upgrades to the City’s GIS system. This upgrade is also necessary to support the function of CityWorks, the City’s Asset Management platform.
- This item was originally planned to come to the City Council as part of a comprehensive update on ARPA projects in Q2 2022, but due to the timing of the work on the City’s GIS system, funding authority is needed now.
- The appropriation request is for \$110,000. The next time an upgrade will be needed is in approximately five to ten years.

Background and Additional Information

At the October 19, 2021 City Council meeting, staff presented [AB 5961](#) to discuss uses for American Rescue Plan Act (APRA) funding and confirm utility project priorities. The Geographic Information Services (GIS)

Utility Network Data Upgrade was included as one of the prioritized projects to convert and upgrade the GIS data for the water, sewer, and stormwater utility networks. The City Council directed staff to accelerate the specified capital utility projects and return in the second quarter of 2022 to discuss project sequencing, refine cost estimates, and funding options including the use of ARPA funds.

The GIS team is completing major upgrades to the City's GIS system. It has been identified that the current water, sewer, and stormwater GIS utility network data, as designed within the database, has reached the end of its useful life. To remain useable, the data needs to be converted and upgraded to be compatible with the new GIS system.

The City's utility network data powers the City's work order system, known as CityWorks. Upgrading to the new GIS system ensures that day-to-day inspection schedules, service requests, and work orders can be completed by Public Works staff. Migration of the City's current GIS data to the new GIS system is a best practice and adheres to the functionality and requirements of the software.

Advantages of this upgrade:

- 1) *Software lifecycle prioritization* - upgrading is one of the many ways the City is continuing to stay-up-to date with technology advancements required for a healthy GIS environment and program
- 2) *Accurate modeling* - provides better ability to define how utility assets in the network are connected
- 3) *Data integrity* - data creation/data editing environment includes tools that enforce data quality
- 4) *Advanced tracing and analytic capabilities* - intelligently trace the utility network and return details related to network flow, track health of the network and identify deteriorating areas that would assist in Capital Improvement Project (CIP) prioritization
- 5) *Integration with business systems* - ensures the utility data is compatible and ready to be integrated with multiple and future City business systems.

This initiative will require a GIS consultant to assist in the implementation and is estimated to cost \$110,000. This work will be completed by Q2 2023.

ARPA Funds

ARPA is a Federal economic stimulus package signed into law on March 11, 2021, in response to the economic and public safety impacts of the COVID-19 Pandemic ("Pandemic"). The \$1.9 trillion legislation includes \$19.53 billion to cities and towns with less than 50,000 residents to aid in their response and recovery from the Pandemic. A separate pool of \$45.6 billion was set aside for metropolitan cities with populations over 50,000.

On June 8, Washington's Office of Financial Management (OFM) announced ARPA allocation amounts for Non-entitlement Unit Cities (communities with under 50,000 residents). The OFM confirmed the City of Mercer Island will receive \$7.23 million in ARPA Fiscal Recovery Funds. The first tranche of \$3,616,084 arrived in late June of 2021. The second half of the City's ARPA allocation is scheduled to be provided June of 2022.

Of the \$3.6 M received to date, the City Council has committed \$1,862,500 to the following:

Description (\$ in thousands)	Agenda Bill	Budget Year	Expenditure Adjustment
PPE supplies for pandemic response.	AB5954	2022	\$25
City Hall safety upgrades - Phase 1.	AB5954	2022	250
Legal services specific to pandemic response.	AB5961	2021	40
		2022	40
Senior Management Analyst - Administration of ARPA Grant program.	AB5961	2021	34
		2022	68
Staffing to restart recreation programs.	AB5954	2022	416
Transfer to YFS Fund - Pandemic response to address social, emotional, and mental health needs.	AB5961	2021	118
		2022	872
Total			\$1,863

RECOMMENDED ACTION

Appropriate \$110,000 of American Rescue Plan Act (ARPA) Funds for the GIS Utility Network Data Upgrade.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6004
February 1, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6004: 2021-2022 Work Plan Update	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive updates to the 2021-2022 work plan.	

DEPARTMENT:	City Manager
STAFF:	Jessi Bon, City Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	<ol style="list-style-type: none"> Status Report on Major Work Plan Items All Work Plan Items by Department
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

SUMMARY

The purpose of this agenda item is to provide a written update to the City Council on the status of the 2021-2022 work plan items.

- See Exhibit 1 for a progress chart of key work items. A narrative summarizing work item progress is also included in the body of this agenda bill.
- See Exhibit 2 for a summary of 2021-2022 work items.
- The City Council will hold a Planning Session on March 26, 2022 and will begin considering potential work items for 2023-2024. This is a good time to refresh on the current work plan as we begin looking ahead and planning for the next biennium.

BACKGROUND

The City’s work plan was approved in the [2021-2022 Adopted Budget](#), see also Exhibit 2. At the Mid-Year Planning Session on April 27, 2021, staff presented a streamlined work plan tool to better visualize and track major work plan items ([AB 5858](#)). The Major Work Plan Items visual tracking tool (Exhibit 1) has been updated to reflect the status of current work items. The City Council previously received an update on the 2021-2022 work plan on [September 21, 2021](#).

The COVID-19 pandemic did have an impact on staffing levels in 2021 and resulted in some work item delays. Despite these challenges, the staff team was able to complete a number of work items and projects and make significant progress on others. Work items that had been delayed in 2021 are back on track for completion in 2022 and beyond. Highlights of recent accomplishments and an overview of other work items is provided below.

WORK PLAN UPDATE

Completed work plan items and projects:

- **Review and update the City’s current budget policies and present new financial management policies to the City Council. (Finance)**
Throughout 2021, the City undertook a significant update to the Citywide financial policies. The project finished ahead of schedule and was adopted by the City Council on [September 21, 2021](#).
- **Report to Council on implementation of permit fee analysis and level of service analysis. (Community Planning & Development)**
The Community Planning and Development team made several significant changes to the Permit Fee Schedule for 2021 including updated building valuations and hourly permit processing charges. Staff provided a [final report](#) to the City Council on December 7, 2021. The team will continue to implement improvements and review the permit fee schedule annually to ensure department service levels align with permit revenues.
- **Update Animal Control Ordinance in conjunction with the City Attorney’s office by Q2 2022. (Police)**
On [October 5, 2021](#), the City Council adopted an updated Animal Control ordinance for Mercer Island. Upon adoption, the City sent a letter to King County requesting the County update the King County animal control ordinance, a project that has been delayed for more than a year. Once the King County ordinance has been updated, staff will review City Code to ensure compliance. If there are any discrepancies, the City Council may need to revisit the City’s code.
- **Continue to ensure the Police Department complies with State accreditation standards and achieve reaccreditation in Q3 2021. (Police)**
Every four years the Police Department undergoes a comprehensive accreditation process managed by the Washington Association of Sheriffs and Police Chiefs (WASPC). The accreditation reviews 134 standards to help ensure Department policies meet the best practices and standards. The Department earned reaccreditation in late fall 2021 which is effective through 2025.
- **Develop a transition plan to re-open the Mercer Island Community and Event Center (MICEC) and restore recreation programs and services. (Parks & Recreation)**
Implementation of the earliest phases of the transition and re-opening plan for the Community and Event Center and recreation programs and services began in the summer of 2021. Staff continued to expand services, including fully reopening MICEC on January 3, 2022.
- **Hire a Senior Policy Analyst position to address land use policy including code amendments and comprehensive plan updates beginning July 2021. (Community Planning & Development)**
Included as part of the 2021-2022 approved budget, the City hired a Senior Policy Analyst to support policy work related to code amendments, comprehensive plan updates, and more.
- **Develop a strategy and evaluate options to upgrade the technology in Council Chambers to allow for Councilmembers and/or staff to participate remotely if unable to attend a meeting in-person. (City Manager’s Office and Others)**
Staff have installed necessary technology and worked through technical issues to allow for hybrid (in-person and remote) participation at public meetings. Additional technology enhancements, including dedicated cameras for each City Council seat may still be pursued.

New work plan items:

- Administer American Rescue Plan Act (ARPA) Funding by Q4 2026. (City Manager’s Office, Finance, and Public Works).**

On [October 19, 2021](#), the City Council approved the acceleration of a number of capital improvement projects to be funded by American Rescue Plan Act (ARPA) Project resources. Funded and/or accelerated projects include: Reservoir Pump Replacements, Reservoir Improvements, Geographic Information Services (GIS) Utility Network Data Upgrade, First Hill Booster Station Generator Replacement, Sewer Pipe Replacements & Upsizing, Pressure Reducing Valve Station Replacements, and YFS Mental Health and Human Services. The City is required to commit the full \$7.23 million in ARPA funds by December 2024. Staff will continue to work on plans to expend ARPA funds, and will submit recommendations to the City Council by the December 2024 deadline.
- Implement organizational improvements by developing and implementing policies and procedures for differential service pricing, allocation and use of the City’s recreation facilities, and community special event administration, to align with meeting cost recovery goals and community needs. (Parks and Recreation Division and Public Works).**

Throughout 2021, staff worked on a transition plan to re-open the Mercer Island Community and Event Center (MICEC) and restore recreation programs and services. The next phase of the transition plan is to develop policies and procedures to help standardize and improve processes, service pricing, and other costs.
- Implement programs and services and partnerships to meet the arts and culture priorities established by the Mercer Island Arts Council. (Parks and Recreation Division and Public Works).**

Throughout 2021, staff worked on a transition plan to re-open the Mercer Island Community and Event Center (MICEC) and restore recreation programs and services, including arts and culture priorities. Program and service priorities for arts and culture include: 1. Stabilize Arts Council Membership, volunteership and operations; 2. Develop 2023 City Arts and Culture Work Plan; 3. Garner community input and support of City arts and culture initiatives; 4. Address City arts policy and procedure needs.

Major 2022 Projects:

- Major Comprehensive Plan Update. (Community Planning & Development and City Attorney’s Office)**

Work on the full update that is required every eight years will commence in 2022. An 18-month review process will include public engagement, Planning Commission review, and City Council adoption by Q2 2024. Included in this update will be a new Economic Development Element and a substantial update to the Housing Element. The PROS Plan will be added as an Appendix to the Comprehensive Plan through this update process as well.
- Administer a community-wide survey to understand community needs/wants related to business offerings, parking, walkability, and other issues concerning Town Center. (Community Planning & Development)**

The survey will be completed as part of the Comprehensive Plan update. Results from this resident survey will support efforts to develop the new Economic Development Element for the Comprehensive Plan.

- **Create a master fee schedule for City Council adoption (includes CPD planning and permitting, impact, licensing, and parks fees) by the end of Q1 2022. (Administrative Services)**

Due to demands on staff this project had been moved to 2022. A master fee schedule will be ready to adopt by the end of 2022.

On-Track/Ongoing:

- **Complete the Parks, Recreation and Open Space (PROS) Plan by Q2 2022. (City Manager's Office and Public Works)**

Work on the Parks, Recreation, and Open Space (PROS) Plan was revived in 2021 after a delay due to the pandemic. The [Final Draft of PROS Plan](#) was handed off to the City Council during a joint meeting with the Parks and Recreation Commission on [January 18, 2021](#). It is anticipated the City Council will adopt the PROS Plan by the end of Q1 2022.

- **Conduct a Citywide Classification & Compensation Study. (Administrative Services)**

The Classification and Compensation Study examines and evaluates the City's current salary schedule for non-represented employees, develops a classification system for all positions, and recommends improvements or changes to be implemented. Phase one of the study is underway; the consultant is reviewing and editing job descriptions for all non-represented positions. Phase two of the study which entails completing a market analysis for the positions, is set to be complete by the end of the second quarter 2022. City Council policy review is anticipated in mid-2022.

- **Develop a citywide compensation policy and philosophy subject to review and approval by the City Council. (Administrative Services and All Departments)**

The City is scheduled to develop a citywide compensation policy and philosophy to follow best practices and industry standards. The project's start has been pushed to the second quarter of 2022, after completion of the Citywide Classification & Compensation Study.

- **Conduct a public engagement process to solicit input to develop an Economic Development Element of the Comprehensive Plan (per supplemental goal 3.12). (Community Planning & Development)**

This public engagement process will commence in mid-2022 and will be aligned with the broader public participation plan for the comprehensive plan update.

- **Conduct a request for proposals by Q3 2021 to assess and evaluate software solutions to upgrade or replace the City's financial management system. Purchase and implement Enterprise Resource Planning Software by Q4 2022. (Finance)**

The City's current accounting software has not had a significant update in over thirteen years. To replace the software, the City issued an RFP, and identified and selected a preferred software vendor.

- **Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program, or contract with Bellevue Fire Department CARES program for Mercer Island residents pending consideration and acceptance by the City Council by Q2 2021. (Fire and Youth and Family Services)**

A six-year King County levy provides funding to local fire departments to establish a Mobile Integrated Healthcare (MIH) program designed to address the needs of low-acuity 9-1-1 callers and vulnerable community members. Staff are currently negotiating impacts with the Union on this new program with Mercer Island Youth and Family Services (YFS). Once finalized, Fire crews, in partnership with YFS

will deploy a set of programs and systems to connect community members accessing the emergency medical services to an array of health and social services.

- **Continue implementation of HRIS software (NEOGOV) to centralize employee data, payroll, and benefits. This work is ongoing. (Administrative Services)**
Human Resources staff is continuing to work on implementing a new HRIS software. Implementation of this work is critical to deploying a number of process improvements. Full implementation now anticipated for late-2022.
- **Collaborate with public safety partners to acquire and implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications by Q4 2022. (City Manager’s Office, Police & Fire)**
The Puget Sound Emergency Radio Network Operator (PSERN) is scheduled to replace the current emergency radio communications system used by Mercer Island, Bellevue, Issaquah, and other King County communities. The project is currently in Phase 2, focused on building infrastructure (buying and implementing radios) and hiring a director. Deployment of the system could be as early as the end of 2021 or beginning of 2022 with a fully operational system by the end of 2022.
- **Complete the ADA Transition Plan by Q4 2022. (Public Works)**
The City is developing an [ADA Transition Plan](#) to identify, prioritize, and remove barriers, specifically for those with disabilities. A public engagement process launched in the second quarter of 2021 with an online open house and community survey. The plan was developed throughout the fall of 2021. The draft ADA Transition Plan will now move through City Council review and the plan will be published on Let’s Talk for public comment.
- **Negotiate new Collective Bargaining Agreements with Police and Police Support (2022-2024); AFSCME (2022-2023); and Fire (2022-2024) bargaining groups. (Administrative Services, City Attorney’s Office, and City Manager’s Office)**
In 2021, staff completed a three-year collective bargaining agreement with Police and Police Support for 2022-2024 as well as a one-year extension with Fire. Staff is in the process of negotiating a successor collective bargaining agreement with AFSCME and will be negotiating with Fire in 2022.
- **Restore the Citizens Academy, Community Emergency Response Team (CERT), and National Night Out. Conduct one Citizens Academy by Q4 2022. (Police)**
In 2021, staff revived a number of public outreach programs via virtual platforms including Community Emergency Response Team (CERT) training, supporting local National Night Out neighborhood events, and launching virtual Paws on Patrol and Neighborhood Watch. Staff are prepared to continue virtual programs throughout 2022 or advance in-person programming when safe to do so.
- **Develop lesson plans for approximately 10 public education related topics (Home Safety, Drills, Smoke Detector Education, etc.) by Q4 of 2022. (Fire)**
Lesson plans for 10 fire related public education presentations were completed by the end of 2021. Additionally, Fire staff have prepared several related CPR, First Aid, etc. presentations. This will improve the scoring with Washington Survey and Rating Bureau (WSRB) during the next evaluation of Fire Safety Control. These prepared lesson plans will continue to evolve over time to include PowerPoint presentations and the possibility of a virtual classroom opportunity.

- **Implement the Supervisory Control and Data Acquisition Project (“SCADA” Project) by Q4 2022. (Public Works)**

The City’s water distribution and sewer systems are monitored and controlled remotely by equipment commonly referred to as, Supervisory Control and Data Acquisition (“SCADA”). Construction has begun, including installation of hardware required for communications at five water sites. The water system is anticipated to be completed by Q2 2022 (due to material and manufacturer delays as a result of the pandemic). A bid for the next phase of the project, upgrading the sewer utility system, will be issued in Q1 2022 for construction in late 2022 or early 2023.

- **Defend the 2017 Settlement Agreement with Sound Transit to ensure modifications to North Mercer Way that allow passenger transfers to and from bus and light rail at the East Link Station do not adversely impact traffic patterns or public safety for community residents. (City Attorney and City Manager’s Office)**

The City Attorney and legal team are tasked with holding Sound Transit to the terms of the 2017 Settlement Agreement. There are currently crossclaims and appeals proceedings pending before King County Superior Court and Court of Appeals, Division One. This remains a significant work item for the City and requires a considerable amount of staff time and support from outside legal counsel. In November, the City sought a preliminary injunction to stop Sound Transit from constructing a curb cut on the north side of North Mercer Way in violation of the Settlement Agreement. In December, the King County Superior Court denied the City’s motion while granting Sound Transit’s motion for partial summary judgement. Currently, the City is seeking discretionary review by the Court of Appeals of the Superior Court’s interlocutory order on summary judgment.

- **Work with Sound Transit on design, plan review, and installation of fire suppression systems for the light rail station by 2023. (Fire)**

The Fire Marshal and Fire Department Leadership continue to work with Sound Transit on safety and fire suppression systems and requirements for the light rail station. Fire alarm, fire sprinkler, and clean agent systems are installed and operational pending confidence and acceptance testing. Final integrated system testing is anticipated before Q4 2022. Additionally, Sound Transit staff and Fire Department Leadership have been working collectively to establish consistency in fire related systems between Seattle, Bellevue, and other regional partners. This collective approach will ensure that our mutual aid partners utilize the same systems and our private contractor partners receive continuity with system design, requirements, and install.

- **Prepare for the new light rail station, to include police response protocols and pedestrian and vehicles safety considerations. (Police)**

The Department accelerated the hiring of two new police officers, as approved by the City Council during the 2021-2022 budget process, who will be assigned to the Sound Transit light rail station area. Staff continue to work with King County transit and WSDOT to develop response protocols and dedicated Transit Town Center officers.

- **Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices. (City Manager’s Office and Finance)**

The ongoing tracking and invoicing of costs incurred by the City for which the City is eligible for reimbursement under the 2017 Settlement Agreement with Sound Transit. Significant

reimbursements during this period include enhancements to traffic safety to offset the impact of the Mercer Island Station such as a new crosswalk construction near West Mercer Elementary School.

- **Complete the Water Meter Replacement Project by Q4 2023. (Public Works)**
The City is replacing residential water meters as well as upgrading the technology that reads and analyzes the water meters. The Project Team has completed the technology propagation study and is working with PSE on hardware replacements. Contract negotiations with the City's preferred vendor are ongoing. Construction is anticipated to begin in the second quarter of 2022. Implementation has been extended from one year to two years with half of the meters replaced in year one and the remaining meters in year two.
- **Prepare for the opening of the Sound Transit Light Rail Station in 2023. Work with internal teams and other agencies to ensure safe design and implementation. (City Manager' Office, Fire, Police & Public Works)**
Recent accomplishments include contracting with Sound Transit, Bellevue, and Redmond to train Fire crews for potential emergencies in light rail stations as well as on needed equipment, and accelerating the hiring of two new Police Officers, as approved by the City Council during the 2021-2022 budget process, who will be assigned to the Sound Transit light rail station area. Dates for fire crew emergency response training will determined by the end of Q1 2022.
- **Continue work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor's Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. (City Manager's Office, Public Works, and Finance)**
The Thrift Shop division was able to further expand operations in November including adding a second donation day. Donations are still being collected and managed at the MICEC once a week but will need to find a new location due to the reopening of the Community Center. Additional staff were brought on as in-person and online operations expanded and recruitment is underway for a Thrift Shop Manager.
- **Implement 2021 sustainability work plan as adopted on March 2, 2021. (Public Works)**
The 2021-2022 adopted budget included a full-time position focused on sustainability initiatives. Although the position was filled in early 2021, the person filling this role continued to provide support for Citywide Communications through early summer 2021. Now working at full capacity, the new Sustainability Analyst has begun work on sustainability initiatives including incorporating sustainability best practices in City operations/maintenance, and capital improvement projects; tracking emissions and meeting GHG targets; restarting the sustainability committee; and scoping and launching the City's first [Climate Action Plan](#).
- **Provide ethics training for all public officials. (City Manager's Office and City Attorney's Office)**
City Council adopted the updated Code of Ethics on June 16, 2021. A training program for boards and commissions was developed and deployed in the fall of 2021. Staff will continue to provide training to new members of the City Council, Boards, and Commissions.
- **Oversee the City's Emergency Response to the COVID-19 Pandemic (All Departments)**
Continue to oversee and manage the City's response to and recovery from the pandemic including keeping the City Council and community apprised of city service changes and updates, monitoring current health conditions, and implementing additional protective measures.

- **Work with the City Council and staff on the transition to in-person meetings. The City Council is currently meeting remotely due to restrictions related to the COVID-19 Pandemic. The timing to resume in-person meetings is currently unknown. (City Manager's Office)**

Staff are prepared to return to in-person meetings as soon as it is safe to do so. Audio and video technology in the Council Chambers has been upgraded to allow for hybrid (in-person and remote) participation. Staff are working to integrate remaining enhancements in Council Chambers to improve City Council and audience experience. The transition to hybrid and/or in-person meetings was delayed in late 2021 and early 2022 due to the surge in COVID cases due to the Omicron variant. Staff are working with the City Council Leadership on establishing a timeline to return to in-person meetings.

Delayed Work Items:

- **Delayed: Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services by Q3 2021. (Administrative Services, Police, City Attorney's Office, and Municipal Court)**

In 2021, a multi-department staff team began the process of analyzing options for municipal court delivery services, either by continuing the Mercer Island Municipal Court or by contracting with another area court. Staff were on target to present findings and recommendations in the fall of 2021, but upon receiving the resignation of Mercer Island's Municipal Court Judge, the City embarked on a recruitment process for a new Municipal Court Judge pursuant to RCW 3.50.040 and MICC 2.40.040. The City appointed Judge Gregory to a four-year term. Staff will resume work on the Municipal Court Services Study in 2022.

NEXT STEPS

The City Council will hold a Planning Session on March 26, 2022 and will begin considering potential work items for 2023-2024. This is a good time to refresh on the current work plan as we begin looking ahead and planning for the next biennium.

The next update to the work plan is scheduled for Q3 2022 and prior to commencing the 2023-2024 budget process.

RECOMMENDED ACTION

Receive report.



City of Mercer Island

2021-2023 Work Plan and Projects Outlook

Project	PROGRESS	START	END	2021				2022				2023			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Administrative Services															
Create a master fee schedule for City Council adoption (includes CPD planning and permitting, impact, licensing, and parks fees) by the end of Q3 2022.	0%	Oct-21	Mar-22												
Assist in updating citywide policies regarding finances, purchasing, utility billing policies, fleet, and others.	40%	Jan-21	Dec-22												
Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services by Q2 2022.	50%	Mar-21	Jun-22												
Continue implementation of HRIS software (NEOGOV) to centralize employee data, payroll, and benefits. This work is ongoing.	60%	Jan-21	Jun-22												
Negotiate new Collective Bargaining Agreements with AFSCME (2022-2023) and Fire (2022-2024) bargaining groups. 2022-2024 Police and Police Support CBA completed December 2021.	70%	Jan-21	Dec-22												
Conduct a Citywide Classification & Compensation Study.	45%	Feb-21	Jan-22												
Develop a citywide compensation policy and philosophy subject to review and approval by the City Council by the end of Q3 2022.	0%	Apr-22	Sep-22												
Research and present options for the City Council's biennial public opinion survey; collaborate on promotion and assist with distribution and explanation of results. Conduct a biennial public opinion survey in 2022 to inform the 2023-2024 budget process.	0%	Oct-21	Jan-22												
City Attorney's Office															
Defend the 2017 Settlement Agreement with Sound Transit to ensure modifications to North Mercer Way that allow passenger transfers to and from bus and light rail at the East Link Station do not adversely impact traffic patterns or public safety for community residents.	65%	Jan-21	Ongoing												
Continue to oversee the City's emergency response to the COVID-19 Pandemic (Pandemic). Participate in regular EOC meetings to review and provide direction on operational strategies and to address urgent issues.	Ongoing	Mar-20	Ongoing												
City Manager's Office															
Implement the organizational structure as approved in the 2021-2022 budget.	100%	Jan-21	Jul-21												
Prepare for the opening of the Sound Transit Light Rail Station in 2023. Work with internal teams and other agencies to ensure safe design and implementation.	25%	Jan-21	Jun-23												
Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices.	Ongoing	Jan-21	Ongoing												

Project	PROGRESS	START	END	2021				2022				2023			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Continue to oversee the City’s emergency response to the COVID-19 Pandemic (Pandemic). Participate in regular EOC meetings to review and provide direction on operational strategies and to address urgent issues.	Ongoing	Mar-20	Ongoing												
Work with the City Council and staff on the transition to in-person meetings. The City Council is currently meeting remotely due to restrictions related to the COVID-19 Pandemic. The timing to resume in-person meetings is currently unknown.	90%	Jan-21	Ongoing												
Develop a strategy and evaluate options to upgrade the technology in Council Chambers to allow for Councilmembers and/or staff to participate remotely if unable to attend a meeting in-person.	100%	Jan-21	Sep-21				Complete								
Provide ethics training for all public officials.	90%	Jan-21	Dec-23												
Prepare a recommendation to the City Council regarding the future use of the Tully’s Property, acquired by the City in 2020. The City Council directed staff to suspend work on a mixed-use and commuter parking project proposed this site in 2020. This discussion is planned for 2021.	10%	Jan-21	Mar-22												
Community Planning and Development															
Implement organizational improvements based on the permit fee revisions and the department assessment to better align department service levels with permit revenues while optimizing service delivery by Q4 2022.	50%	Jan-21	Dec-22												
Prioritize staff focus on highest value plan review, inspection, and enforcement objectives.	50%	Jan-21	Ongoing												
Coordinate with King County jurisdictions on regional growth planning (including growth target development and adoption by the Growth Management Planning Council 2021). Ratification by City Council scheduled for March 1, 2022.	90%	Jan-21	Mar-22												
Report to Council on implementation of permit fee analysis and level of service analysis.	100%	Jan-21	Dec-21												
Major Comprehensive Plan Update: begin work on the full update that is required every nine years in Q3 2022. A 24-month review process will include public engagement, Planning Commission review, and City Council adoption by Q2 2024. Included in this update will be substantial rewrites of the Economic Development Element and the Housing Element/Housing Needs Assessment.	5%	Jan-21	Jun-23												
Hire a Senior Policy Analyst position to address land use policy including code amendments and comprehensive plan updates beginning July 2021.	100%	May-21	Jul-21												
Administer a community-wide survey to understand community needs/wants related to business offerings, parking, walkability, and other issues concerning Town Center.	0%	Mar-22	Oct-22												
Conduct a public engagement process to solicit input to write the Economic Development Element of the Comprehensive Plan (per supplemental goal 3.12).	0%	Apr-22	Dec-22												
Finance															
Conduct a request for proposals by Q3 2021 to assess and evaluate software solutions to upgrade or replace the City’s financial management system.	100%	Jan-21	Sep-21				Complete								
Phase 1: Purchase new Enterprise Resource Planning Software by Q1 2022.	85%	Jan-21	Dec-22												

Project	PROGRESS	START	END	2021				2022				2023					
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Phase 2: Implement Enterprise Resource Planning Software by Q3 2024.	0%	Jun-22	Jun-24														
Review and update the City's current budget policies and present new financial management policies to the City Council.	100%	Mar-21	Sep-21				Expected Completion										
Develop the 2023-2024 biennial budget with a new internal process by Q3 2022.	25%	Jan-22	Oct-22									Expected Completion					
Transition to monthly financial reports. Implementation of this goal is tied to procurement and implementation of the new financial software.	0%	Mar-22	Jun-24														
Continue work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor's Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. This work is ongoing.	50%	Jan-21	Dec-22										Expected Completion				
Fire																	
Deploy personnel and resources in an efficient and effective manner to remain responsive to community needs during the current COVID-19 Pandemic.	Ongoing	Jan-21	Ongoing														
Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program, or contract with Bellevue Fire Department CARES program for Mercer Island residents pending consideration and acceptance by the City Council by Q2 2021.	50%	Jan-22	Dec-22										Expected Completion				
Work with Sound Transit on design, plan review, and installation of fire suppression systems for the light rail station by 2023.	80%	Jan-21	Mar-23											Expected Completion			
Develop lesson plans for approximately 10 public education related topics (Home Safety, Exit Drills, Smoke Detector Education, etc.) by Q4 2022.	50%	Jan-21	Dec-22										Expected Completion				
Municipal Court																	
Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services in Q2 2022. This work item is included in the Administrative Services Department and is included for reference here.	50%	Mar-21	Jun-22										Expected Completion				
Police Department																	
Update Animal Control Ordinance in conjunction with the City Attorney's office by Q2 2022.	90%	Jan-21	May-22										Expected Completion				
Prepare for the new Light Rail station, to include response protocols and pedestrian and vehicles safety considerations. This work is ongoing.	50%	Jan-21	Dec-22											Expected Completion			
Continue to ensure the Department complies with State accreditation standards and achieve reaccreditation in Q3 2021.	100%	Jan-21	Nov-21					Expected Completion									
Collaborate with public safety partners to acquire and implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications by Q4 2022.	80%	Jan-21	Dec-22											Expected Completion			
Work with regional partners to develop "lessons learned" from the COVID-19 Pandemic to prepare for future pandemic outbreaks. Update the City's Pandemic plan.	25%	Jan-21	Dec-22											Expected Completion			

Project	PROGRESS	START	END	2021				2022				2023			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Youth and Family Services															
Work with the City Council on a recovery plan for YFS services, continue to partner and collaborate with the YFS Foundation on community fundraising campaigns, and develop a recommendation to establish and grow a YFS Reserve Fund. This work is ongoing.	50%	Jan-21	Dec-23												
Transition YFS operations to ensure compliance with HIPAA standards by Q4 2022.	50%	Apr-21	Dec-22										Expected Completion		
Complete the update to the YFS policy and procedures manual Q4 2022. Policies related to financial assistance programs may require City Council review and approval.	50%	Oct-21	Dec-22										Expected Completion		

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Administrative Services

- 1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - 1.1 Create a master fee schedule for City Council adoption (includes CPD planning and permitting, impact, licensing, and parks fees) by Q4 2021.
 - 1.2 Assist in updating citywide policies regarding finances, purchasing, utility billing policies, fleet, and others.
 - 1.3 Develop a citywide compensation policy and philosophy subject to review and approval by the City Council by Q4 2021.
 - 1.4 Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services by Q3 2021.
- 2. Goal: Coordinate and oversee the internal and support services and teams for the City of Mercer Island**
 - 2.1 Work with the City Manager's Office and the Finance Department to prepare the 2023-2024 budget recommendation.
 - 2.2 Launch and manage the City's Customer Service Team.
 - 2.3 Lead citywide customer service initiative, including trainings for employees, focusing on improving and strengthening overall customer experience for internal and external customers.
 - 2.4 Coordinate citywide efforts on diversity, equity, and inclusion practices for City staff.
 - 2.5 Develop procedures and establish training schedule for confidential Personnel and Privileged correspondence.
 - 2.6 Review and update the Mayor's Emergency Powers code (MICC 9.40).
 - 2.7 Schedule annual trainings and consultation for diversity, equity, and inclusion practices for employees and officials.
- 3. Goal: Administer uniform Human Resources policies, procedures, and programs and process the payroll for all City employees.**
 - 3.1 Complete implementation of the semi-monthly payroll process. The transition from bi-weekly to semi-monthly payroll began in Q4 2020.
 - 3.2 Continue implementation of HRIS software (NEOGOV) to centralize employee data, payroll, and benefits. This work is ongoing.
 - 3.3 Negotiate new Collective Bargaining Agreements with bargaining groups in 2021:
 - 3.3.1 Police and Police Support bargaining groups by for the years 2022 through 2024.
 - 3.3.2 AFSCME bargaining group by for the years 2022 through 2023.
 - 3.3.3 Fire bargaining group by for the years 2022 through 2024.
 - 3.4 Continue to monitor near-term retirements and coordinate with department directors on succession planning strategies. This work is ongoing.
 - 3.5 Administer citywide training programs and the employee survey.

Administrative Services Work Plan Cont.

- 3.6 Manage the citywide performance evaluation process and employee recognition and service award programs. This work is ongoing.
 - 3.7 Review and digitize Human Resources records, identifying destruction and/or archival requirement. This work is ongoing.
 - 3.8 Continue to assist with time-tracking related to the COVID-19 Pandemic. Ensure staff hours are recorded to meet FEMA and other grant requirements.
 - 3.9 Conduct a Citywide Classification & Compensation Study.
- 4. Goal: Provide excellent support and management of the City's technology, operations, and initiatives and the City's Geographic Information System and related products and services.**
- 4.1 Implement technology projects in the 2021-2022 Capital Improvement Plan, including a new financial system (pending budget proposal) and upgrades to the permitting system.
 - 4.2 Assist staff to identify, prioritize and bid technology projects for the 2021-2022 biennium.
 - 4.3 Mitigate and respond to cyber and information security risks, complete cyber security audits, and conduct ongoing training for City employees on cyber and information security.
 - 4.4 Ensure that mobile computer systems in emergency vehicles and field reporting systems are dependable, well-maintained, and functional.
 - 4.5 Continue to provide technology support for remote meetings (City Council, Boards and Commissions, etc.) due to the COVID-19 Pandemic.
 - 4.6 Procure, implement, maintain, and support all information and technology infrastructure, systems, and software that enables City service delivery to the public.
 - 4.7 Continue with maintenance and administration of online map services to ensure WebGIS, Cityworks, and Online maps are operational.
 - 4.8 Continue to maintain and enhance Esri and Latitude GeoCortex software including procurement, licensing, and administration to ensure WebGIS and GIS software are operational
- 5. Goal: Provide a single and centralized location for Mercer Island residents, businesses, and visitors to access City services**
- 5.1 Continue the work started by the EOC Call Center to transition to a centralized Customer Service Team to provide excellent citywide customer service by phone, email, and in-person.
 - 5.2 Implement the customer relationship management (CRM) software to track and manage customer interactions.
 - 5.3 Provide a consistent customer service experience, while creating efficiencies and reducing redundancies.

Administrative Services Work Plan Cont.

- 5.4 Decrease the steps it takes the customer to get what they want/need (clicks, emails, phone calls, etc.) Track progress through data collection and establish performance objectives.
 - 5.5 Provide one-stop shopping and relieve multiple staff teams from working on the same request.
 - 5.6 Provide citywide support for the re-opening of City facilities and the transition back to in-person services as COVID-19 restrictions allow.
- 6. Goal: Plan, organize, and supervise the City's community outreach efforts and media relations to educate residents and encourage informed input from the Mercer Island community.**
- 6.1 Develop and manage communications plans and provide support or outreach/engagement management for other departments.
 - 6.2 Research and present options for the City Council's biennial public opinion survey; collaborate on promotion and assist with distribution and explanation of results.
 - 6.3 Maintain range of communications tools (website, Let's Talk, social media, MI Weekly, news releases, etc.)
 - 6.4 Ensure consistent branding of outreach materials across departments.
 - 6.5 Administer the City's website, adding news and calendar items, updating content, and designing new webpages as needed. Continue citywide training to ensure department staff are regularly updating and monitoring website content.
 - 6.6 Continue communications regarding the citywide emergency response to the COVID-19 Pandemic including maintaining and updating the Let's Talk page and website with current and relevant information.
 - 6.7 Conduct a biennial public opinion survey in 2022 to inform the 2023-2024 budget process.

City Attorney's Office

- 1. Provide legal advice and guidance to the City Council, the City Manager, and City departments, as well as boards and commissions.**
 - 1.1. Conduct legal research for civil matters, and ensure actions taken by the City are consist with state and federal laws.
 - 1.2. Attend City Council meetings, Executive Sessions, and other meetings as needed; provide legal guidance and advice.
 - 1.3. Prepare draft ordinances for City Council consideration and adoption as City law.

City Attorney's Office Work Plan Cont.

- 1.4. Negotiate contracts in a variety of areas, including ROW franchises, real estate and development services, land use, environmental law, public works, and professional services.
- 1.5. Manage administrative claims and advise the City Manager and departments on risk management. Reviews incident reports City-wide for potential liability. The City receives an average of 23 claims and 80 incident reports per year.
- 2. Support comprehensive efforts relating to the future of the Bus/Rail Interchange along North Mercer Way.**
 - 2.1. Defend the 2017 Settlement Agreement with Sound Transit to ensure modifications to North Mercer Way that allow passenger transfers to and from bus and light rail at the East Link Station do not adversely impact traffic patterns or public safety for community residents.
- 3. Represent the City in civil litigation and prosecution of criminal citations.**
 - 3.1. Advise and represent the City in civil lawsuits, administrative appeals, and employment matters.
 - 3.2. Monitor and enforce terms of the Sound Transit Settlement Agreement.
 - 3.3. Manage representation and work assigned to outside legal counsel.
 - 3.4. Oversee prosecution of misdemeanor citations issued by the Mercer Island Police Department and management of criminal cases and infractions before the City's municipal court.
 - 3.5. Administer contracts for prosecutorial and public defense services.
- 4. Respond to public records requests pursuant to Public Records Act.**
 - 4.1. Coordinate timely response to public records requests.
 - 4.2. Ensure compliance with the Public Records Act and proper application of exemptions.
 - 4.3. Stay current with changes to public records laws and provide training to staff.

City Council

- 1. Prepare for the impacts of growth and change with a continued consideration on environmental sustainability.**
- 2. Articulate, confirm, and communicate a vision for effective and efficient city services.**
 - 2.1. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability
- 3. Implement and economic development program.**
- 4. Provide emergency response services related to the COVID-19 Pandemic.**

City Manager's Office

1. Goal: Stabilize the organization, optimize resources, and develop a long-term fiscal sustainability plan.

- 1.1 Implement the organizational structure as approved in the 2021-2022 budget.
 - 1.1.1 Continue to work towards filling interim/vacant director positions.
 - 1.1.2 Provide support to the organization to ensure succession planning remains a priority to address upcoming retirements.
 - 1.1.3 Emphasize building and developing future leaders throughout the organization through continuing education, cross-training, and identifying other opportunities for professional growth.
- 1.2 Continue work on long-term financial strategies; revisit policies related to the long-term forecast, reserves, and operating contingencies.
 - 1.2.1 Work with the City Council to evaluate options for the Luther Burbank Park maintenance and operations levy that ends in 2023.
 - 1.2.2 Provide support to the YFS Working Group, a partnership of the YFS Foundation and the City, in developing a recommendation on long-term funding strategies for YFS services. This work is ongoing with a recommendation tentatively scheduled for Q1 2021. Refinement of the goals and objectives of the YFS Working Group is subject to further direction by the City Council.
 - 1.2.3 Provide support to the Finance Department and Administrative Services Department in developing and revising numerous financial and operational policies.
- 1.3 Provide leadership support and direction on specific projects and work items to stabilize the organization and the staffing structure. These projects include:
 - 1.3.1 Assist the Recreation Transition Team in developing the service recovery plan for the Mercer Island Community and Event Center and recreation programs and services. Work will commence Q4 2020 with City Council initial review planned for early Q2 2021.
 - 1.3.2 Continue to support work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor's Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. This work is ongoing.
 - 1.3.3 Support the Community Planning and Development Department in the fee study and staffing analysis.
- 1.4 Prepare and transmit a 2023-2024 biennial budget recommendation to include policy revisions and updates at the direction of the City Council.

City Manager's Office Work Plan Cont.

2. Goal: Prepare for the impacts of growth and change with a continued consideration on environmental sustainability

- 2.1 Prepare for the opening of the Sound Transit Light Rail Station in 2023. Work with internal teams and other agencies to ensure safe design and implementation.
- 2.2 Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices.

3. Goal: Provide emergency response services related to the COVID-19 Pandemic

- 3.1 Continue to oversee the City's emergency response to the COVID-19 Pandemic (Pandemic). Participate in regular EOC meetings to review and provide direction on operational strategies and to address urgent issues.
- 3.2 Continue to work with the Finance Department to address the financial impacts of the Pandemic. Ensure other Departments have the supplies and resources needed to meet safety and operational requirements.
- 3.3 Revisit policies and operations plans to address emerging needs.

4. Goal: Provide leadership and planning support to the City Council.

- 4.1 Work with the City Council and staff on the transition to in-person meetings. The City Council is currently meeting remotely due to restrictions related to the COVID-19 Pandemic. The timing to resume in-person meetings is currently unknown.
- 4.2 Manage the City Council Planning Schedule to ensure timely delivery of work plan items. Evaluate the need for Special Meetings and "Joint Meetings" with other boards or governing bodies.
- 4.3 Provide support to the City Council in setting the agendas and preparing for the Annual Planning Session and Mid-Year Planning Session. Work with the City Council to address planning session formats given the ongoing impacts of COVID-19 and the limitations on in-person meetings.
- 4.4 Prepare the annual legislative priorities with direction from the City Council. Respond to legislative activity at the State and Federal level.
- 4.5 Advertise, recruit, and fill vacancies for the City's boards and commissions. Update rosters, initiate and track Open Public Meetings Act (OPMA) and Public Records Act (PRA) training needs, ensure Code of Ethics compliance, and train support staff.
- 4.6 Evaluate whether or not to continue the Sustainability Committee, which is a sub-committee of the City Council.
- 4.7 Develop a strategy and evaluate options to upgrade the technology in Council Chambers to allow for Councilmembers and/or staff to participate remotely if unable to attend a meeting in-person.
- 4.8 Provide ethics training for all public officials. Identify a Washington Cities Insurance Authority (WCIA) training consultant, establish curriculum that supports the adopted Code of Ethics, and develop a training schedule.

City Manager's Office Work Plan Cont.

- 4.9 Manage the transition of codifiers to meet the growing codification needs, increase transparency, and improve user functionality.
- 5. Goal: Continue Citywide application and education of records retention schedules and procedures.**
- 5.1 Develop a policy that outlines the minimum requirements to lawfully destroy paper records after conversion to a digital format, ensuring access to, and retrieval of, digital images throughout the minimum retention period.
- 5.2 Review and identify destruction and/or archival requirements for records. Provide support and training to City departments for records retention.
- 5.3 Develop a citywide training schedule for employees regarding records storage, retention, and destruction.
- 6. Goal: Oversee and coordinate special project work.**
- 6.1 Oversee the Thrift Shop and Recycling Center Remodel Project in coordination with the Public Works Department. The project is under review and final City Council direction is anticipated in Q4 2020. The project includes a minor remodel of the Thrift Shop, resulting in an expanded retail floor space and addresses other facility needs. The project also includes a remodel and activation of the former Recycling Center (northwest corner of Mercerdale Park) to support donation processing.
- 6.2 Prepare a recommendation to the City Council regarding the future use of the Tully's Property, acquired by the City in 2020. The City Council directed staff to suspend work on a mixed-use and commuter parking project proposed this site in 2020. This discussion is planned for 2021.

Community Planning & Development

- 1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
- 1.1 Implement organizational improvements based on the permit fee revisions and the department assessment to better align department service levels with permit revenues while optimizing service delivery by Q4 2022.
- 1.2 Analyze feasibility and options for a special revenue fund for the Community Planning and Development (CPD) Department by Q2 2022 and prepare to implement a CPD special revenue fund as part of the 2023-2024 biennial budget.
- 2. Goal: Stabilize department operations to provide basic permitting service levels (including construction permit reviews, land use decisions, inspections, code compliance, noticing and public outreach, customer service and data reporting).**
- 2.1 Implement operational modifications as needed to maintain core services and to mitigate restrictions on construction imposed by the COVID-19 Pandemic

Community Planning & Development Work Plan Cont.

- 2.2 Prioritize staff focus on highest value plan review, inspection, and enforcement objectives.
- 2.3 Implement incremental changes to processes and communications to improve efficiency.
- 2.4 Ensure ongoing workforce development through training and job growth opportunities. Develop internal candidates for anticipated vacancies and continue to plan for upcoming retirements.

3. Goal: Engage in necessary and high priority policy and planning activities

- 3.1 Continue the analysis of retail capacity that evaluates current and future commercial needs and make recommendations for near term code amendments as well as the development of a long-term retail strategy for the Town Center.
- 3.2 Assist the Public Works/Operations Department with the Town Center Parking Study.
- 3.3 Coordinate with King County jurisdictions on regional growth planning (including growth target development and adoption by the Growth Management Planning Council Q1-Q2 2021).
- 3.4 Update the Construction Codes according to state requirements by Q1 2021.
- 3.5 Approve the Comprehensive Plan docket and the code amendment docket annually (Q3-Q4), work with the Planning Commission and City Council to review and implement proposed amendments.
- 3.6 Adopt the A Regional Coalition for Housing (ARCH) administrative budget and housing trust fund (HTF) contribution annually (Q3), allocate ARCH HTF funds to projects annually (Q1), participate on the ARCH Executive Board (ongoing).
- 3.7 Update school impact fees annually in coordination with the Mercer Island School District's adoption of the Capital Facilities Plan (Q3-Q4).
- 3.8 Update construction permit fees annually and include as part of the Master Fee Schedule (Q4).
- 3.9 Update the City's sign code due to recent changes in case law by Q3 2021.
- 3.10 Update the City Code related to wireless and small cell facilities. The City currently has an interim ordinance in place.
- 3.11 Review and report back to the City Council on the effectiveness and impacts of the 2017 Residential Development Standards code amendments included in the Residential Code (MICC 19.02) Identify opportunities to streamline permitting processes.
- 3.12 Major Comprehensive Plan Update: begin work on the full update that is required every eight years in Q3 2022. A 24-month review process will include public engagement, Planning Commission review, and City Council adoption by Q2 2024. Included in this update will be substantial rewrites of the Economic Development Element and the Housing Element.

Community Planning & Development Work Plan Cont.

- 3.13 Conduct a Housing Needs Assessment to inventory the City's existing housing stock, analyze current and future housing needs, and identify gaps where the current housing market is not delivering needed housing types to inform a possible future Housing Action Plan to implement an updated Housing Element in the Comprehensive Plan.
- 3.14 Hire a Senior Policy Analyst position to address land use policy including code amendments and comprehensive plan updates beginning July 2021.
- 3.15 Analyze and update the Transportation and Park impact fees and implement a new Fire Services impact fee.

4. Establish a citywide economic development program

- 4.1 Hire an Economic Development Coordinator to implement a Citywide economic development program.
- 4.2 Partner with the Mercer Island Chamber of Commerce to continue supporting local businesses in COVID-19 recovery and develop a long-term strategy for providing support post-Pandemic.
- 4.3 Review and identify gaps in policies/processes related to business attraction, retention, and expansion; Town Center activation; business taxation; and business promotion and outreach.
- 4.4 Administer a community-wide survey to understand community needs/wants related to business offerings, parking, walkability, and other issues concerning Town Center.
- 4.5 Conduct a public engagement process to solicit input to rewrite the Economic Development Element of the Comprehensive Plan (per supplemental goal 3.12).
- 4.6 Strengthen the relationship between the City and the local business community by providing transparent and timely information.
- 4.7 Bolster community support for local businesses through education and communication about local economic development.

Finance

1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

- 1.1 Research and evaluate the potential of transitioning the City's annual financial report from Generally Accepted Accounting Practices (GAAP) full accrual financial statements to the modified cash-basis method by Q1 2022.
- 1.2 Conduct a request for proposals by Q3 2021 to assess and evaluate software solutions to upgrade or replace the City's financial management system. Implementation of the system is tied to a budget proposal.
 - 1.2.1 Research new software options to record City business and occupation tax data and sales tax data for inclusion in the 2023-2024 biennial budget.

Finance Work Plan Cont.

- 1.3 Review and update the City's current budget policies and present new financial management policies to the City Council. This includes:
 - 1.3.1 Equipment surplus policy, including review of the valuation threshold for City Council approval by Q4 2021.
 - 1.3.2 Funding requirements for new FTEs to ensure positions are supported by an ongoing and sustainable funding source. Update the "Donations to the City" section of MICC 2.50 to include a reference to donations for staff positions by Q4 2021.
 - 1.3.3 Use of REET funds by Q4 2021. REET 1 and REET 2 allow for the use of funds for maintenance projects with limitations. New legislation in 2019 expanded the use of REET 2 for affordable housing and projects related to homelessness. REET funds are currently dedicated to capital projects for streets, parks, and facility reinvestment and replacement.
 - 1.3.4 City policies on reserve funds by Q4 2021.
 - 1.3.5 Prepare a long-term analysis for the LEOFF 1 Long Term Care reserve and make recommendations to the City Council regarding the reserve balance and future contributions by Q2 2022.
 - 1.3.6 Utility billing policies and procedures including, pro-ration of rates, landlord tenant accounts, leak adjustments options, Federal Trade Commission's Red Flag Rule, collection practices and consistent payment plan options for delinquent utility accounts and review of utility discounts and financial assistance programs by Q2 2022.
 - 1.3.7 Purchasing and procurement procedures and written policies by Q2 2022.
- 1.4 Support completion of the Citywide Classification and Compensation Study conducted by Human Resources. This work is tied to a budget proposal.
- 1.5 Cross-train staff in utility billing, payroll management, and other internal service workflows within the department. This work is ongoing.
- 1.6 Develop the 2023-2024 biennial budget with a new format by Q3 2022.
- 1.7 Purchase and implement Enterprise Resource Planning Software by Q4 2022.
- 2. Goal: Provide excellent service to internal and external customers.**
 - 2.1 Transition to monthly financial reports by Q4 2022. Implementation of this goal is tied to procurement and implementation of the new financial software.
 - 2.2 Support the Community Planning and Development Department's Cost of Service/Cost Recovery Fee Analysis. This work will be ongoing through Q1 2022.
 - 2.3 Assist with the implementation of the Meter Replacement Project, develop new internal business operations, and train staff based on this infrastructure improvement by Q4 2022.

Finance Work Plan Cont.

- 2.4 Support broader use of the City's asset management system Cityworks among external service departments. Utilize asset management data to establish/update policies for capital reinvestment and replacements. Utilize the data to confirm the prioritization and replacement schedule for infrastructure. This work is ongoing.
- 2.5 Support implementation of the Supervisory Control and Data Acquisition (SCADA) System conducted by Public Works through project completion.
- 2.6 Hire and train a Financial Analyst (1.0 FTE) to support the Finance team in budget development, financial reporting, and long-term financial planning for the City's capital program and utility functions by Q2 2022.

Fire

- 1. Goal: Keep the Mercer Island community safe through effective planning, training, response, and mitigation of emergencies.**
 - 1.1 Deploy personnel and resources in an efficient and effective manner to remain responsive to community needs during the current COVID-19 Pandemic.
 - 1.2 In collaboration with regional partners, develop "lessons learned" from COVID-19 to prepare for potential future pandemic outbreaks with respect to personal protective equipment (PPE) usage, its reuse, as well as decontamination protocols by Q4 2021.
 - 1.3 Maintain CPR, AED, Rescue Diver, and technical rescue certifications and research and implement training opportunities designed to further improve performance outcomes in each of these disciplines by Q1 2022.
 - 1.4 Focus on the physical and mental wellness of firefighters by developing the MIFD PEER Support Team and offering quarterly webinars on mental health and wellness. This work is ongoing.
 - 1.5 Assess MIFD current baseline performance metrics and establish new baseline response metrics for both stations by Q2 2022.
 - 1.6 Study the feasibility of modifying the geographical response boundary of Fire Station 92 to balance the call volumes between Stations 91 and 92 by Q4 2021. If implementation is feasible this will improve response times from Fire Station 91 to the downtown core.
 - 1.7 Plan for anticipated retirements by identifying departure dates as early as possible. Develop succession plans for all ranks within the department and identify pathways to achieve each of those ranks. This work is ongoing.
 - 1.8 Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program, or contract with Bellevue Fire Department CARES program for Mercer Island residents pending consideration and acceptance by the City Council by Q2 2021.

Fire Work Plan Cont.

- 1.9 With the use of outside consultants, study the feasibility of Fire Impact Fees related to new residential and commercial construction. These fees should include providing funding as allowed by RCW 82.02.050 due to increased demands related to infrastructure growth and service delivery objectives. It is anticipated that the study should be initiated the end of Q1 2021. Pending the results of the study, implementation, if warranted, should commence as recommended.

2. Goal: Maintain or increase cardiac survival rates.

- 2.1 Continue to participate in cardiac survival studies through King County Emergency Medical Services (KCEMS).
- 2.2 Continue to work towards decreasing the average turnout times by two seconds each year over the next two years and decreasing overall response times to meet the 90% goal set forth in the standard of cover (SOC) document.
- 2.3 Support Citizen initiated CPR by reimplementing MIFD instructed classes by Q1 2022.
- 2.4 Analyze potential implementation of the PulsePoint App for citizen-initiated CPR prior to MIFD arrival to increase patient survivability and determine whether Mercer Island can provide this service City-wide via North East King County Regional Public Safety Communication Agency (NORCOM) by Q2 2022.

3. Goal: Continued emphasis on community risk reduction through fire prevention and public education.

- 3.1 Work with Sound Transit on design, plan review, and installation of fire suppression systems for the light rail station by 2023.
- 3.2 Work with Zone 1 Fire Marshals on the Puget Sound Emergency Radio Network (PSERN) in-building radio coverage for the new County radio system, to be completed by Q4 2022.
- 3.3 Continue to work towards improving the Washington Surveying & Rating Bureau (WSRB) rating from a class 4 to a class 3 city with the intent to lower insurance costs for the citizens of Mercer Island.
- 3.4 Train one Inspector per shift (A, B and C) to become a certified International Code Council (ICC) inspector 1 by Q4 2022.
- 3.5 Develop lesson plans for approximately 10 public education related topics (Home Safety, Exit Drills, Smoke Detector Education etc.) by Q4 2022.
- 3.6 Work with the Community Planning & Development Department and the City Council to adopt the 2018 Fire code by Q2 2021.
- 3.7 The Fire Marshal will continue and expand the scope of Operational Permit issuance as outlined in the International Fire Code in Q1 2021. This time will be used to educate and inform business owners/operators of the necessity of the operational permit process. Starting January of 2022, in conjunction with Community Planning and Development, fees will be approved and added to the fee schedule for the sole intent to recover cost associated with issuing permits.

Municipal Court

1. **Goal: Resolve cases in a fair and just manner in accordance with the laws of Washington State and provide a legal venue for individuals to adjudicate civil infractions and criminal cases.**
 - 1.1. Hold court hearings in a timely fashion as required by the Washington State Supreme Court.
 - 1.2. Adjudicate civil infractions and set hearing dates.
 - 1.3. Prepare monthly reports and submit to the Office of Administrator of the Courts.
 - 1.4. Facilitate probation and court monitoring services to ensure compliance with judgments and sentencing.
 - 1.5. Collect court fines.
 - 1.6. Continue to provide municipal court services to the City of Newcastle via the current interlocal agreement.
2. **Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - 2.1. Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services by Q3 2021. This work item is included in the Administrative Services Department and is included for reference here.

Police

1. **Goal: Prepare for the impacts of growth and change.**
 - 1.1 Update Animal Control Ordinance in conjunction with the City Attorney's office by Q2 2022
 - 1.2 Review and propose potential updates to current regulations regarding camping, temporary structures, and overnight parking on public property by Q1 2021.
 - 1.3 Establish potential partnerships with area shelters for those who experiencing homelessness, by Q1 2021.
 - 1.4 Prepare for the new Light Rail station, to include response protocols and pedestrian and vehicles safety considerations. This work is ongoing.
 - 1.5 Hire two additional Patrol Officers in 2022, for implementation in 2023, to have two officers assigned to the Sound Transit light rail station during all shifts.
 - 1.6 Collaborate with Sound Transit (ST), King County Metro, and other agencies to ensure safe design and implementation of the Light Rail Station and bus intercept. This work is ongoing.

2. Goal: Stabilize the organization and optimize resources to ensure efficient and effective delivery of public safety service.

- 2.1 Conduct an annual community drug-takeback event annually.
- 2.2 Improve and simplify the Police Department's scheduling and payroll data entry process in collaboration with Human Resources by Q3 2021.
- 2.3 Complete the Emergency Operations Center (EOC) improvements by Q4 2022. The EOC serves as the central location when managing mid- to large-scale emergencies. (Subject to adoption of the CIP budget).
- 2.4 Provide each officer annual training, including State-mandated classes, Crisis Intervention Training, De-escalation training, cultural awareness and anti-biased policing training, updated Use of Force training, training required by accreditation, to maintain certifications, and additional specialized continuing education.
- 2.5 Recruit and retain officers to maintain minimum authorized staffing level requirements. Plan for anticipated retirements by identifying departure dates as early as possible. Develop succession plans for all ranks within the department and identify pathways to achieve each of those ranks. This work is ongoing.
- 2.6 Work closely with law enforcement partners and affiliated agencies to ensure a safe boating environment. Reduce boating collisions through proactive boating law enforcement and boater education. This work is ongoing.
- 2.7 Participate and engage in educational campaigns related to drowning prevention and water safety.
- 2.8 Maintain proficiency with the special operations team, the dive team, and bicycle team. This work is ongoing.
- 2.9 Continue to monitor jail contracts, seeking efficiencies whenever possible.
- 2.10 Continue to ensure the Department complies with State accreditation standards and achieve reaccreditation in Q3 2021.

3. Goal: Enhance public safety communication.

- 3.1 Collaborate with public safety partners to acquire and implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications by Q4 2022.

4. Goal: Continue focus on community safety, community outreach, and education.

- 4.1 Continue to operate and oversee the City-wide emergency response to the COVID-19 Pandemic.
- 4.2 Implement COVID-19 safety protocols for the Department to ensure continuity of service and compliance with the Governor's Safe Start Plan with a focus on education until the end of the Pandemic.
- 4.3 Work with regional partners to develop "lessons learned" from the COVID-19 Pandemic to prepare for future pandemic outbreaks. Update the City's Pandemic plan.
- 4.4 Continue to recruit volunteers for Community Emergency Response Team (CERT), Map Your Neighborhood Program, and Emergency Preparedness Volunteer Teams.

Police Work Plan Cont.

- 4.5 Continue to proactively combat crimes through crime prevention and education programs, by leveraging social media outreach and rigorous investigation efforts.
- 4.6 Continue the partnerships the School Resource Officer has with students and their families, the Mercer Island School District, and the Youth and Family Services Department. Maintain the focus on intervention, education, and ways to keep youth out of the Criminal Justice system. This work is ongoing.
- 4.7 Conduct traffic safety emphasis patrols and public education to maintain a low motor vehicle collision rate. Continue to partner with Public Works and the Traffic Engineer to identify and mitigate traffic issues.
- 4.8 Restore the Citizens Academy, Community Emergency Response Team (CERT), and National Night Out. Conduct one Citizens Academy and one CERT training by Q4 2022.

Public Works/Operations

1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

- 1.1 Complete costing analysis, review interlocal agreements, and work with the Mercer Island School District (MISD) to draft a new Master Facility Use Agreement to include all facilities shared/jointly maintained between the MISD and the City.
- 1.2 Complete the Parks, Recreation and Open Space (PROS) Plan by Q2 2022.
 - 1.2.1 Establish level of service standards for parks maintenance operations consistent with by Q2 2022.
- 1.3 Renegotiate the Washington State Department of Transportation (WSDOT) maintenance agreements for Aubrey Davis Park.
- 1.4 Develop Standard Operating Procedures for Cityworks (asset management system) by Q1 2022.
 - 1.4.1 Increase staff skill and competency in the Cityworks platform through ongoing trainings. This work is ongoing.
 - 1.4.2 Develop Key Performance Indicators (KPI's) for Cityworks by Q1 2022.
- 1.5 Establish a succession plan for staff within the Department to address upcoming retirements. Continue cross-training maintenance and operations staff to ensure continuity of services across all lines of business; provide staff opportunities to improve knowledge and skills with emphasis on leadership development training. This work is ongoing.

2. Goal: Provide safe, functional, and efficient delivery of public services and ensure preservation and maintenance of critical public infrastructure.

- 2.1. Develop and adopt the Transportation Improvement Program (TIP) by July each year.
- 2.2. Implement the Supervisory Control and Data Acquisition Project ("SCADA" Project) by Q4 2022.

Police Work Plan Cont.

- 2.3. Complete the Water Meter Replacement Project by Q4 2022.
- 2.4. Complete the Risk & Resiliency Assessment by Q2 2021 and update the Emergency Response Plan (RRA & ERP Plan) by Q4 2021. Water utilities are required by the United States Environmental Protection Agency to complete a risk and resiliency assessment and update the Utility's Emergency Response plan every five years.
- 2.5. Continue with ongoing soil and groundwater remediation at the former Honeywell Site and City Maintenance facility. Compliance is necessary to obtain a No Further Action letter from Department of Ecology.
- 2.6. Complete approved capital projects per the schedules identified in the CIP. Provide regular updates to the City Council and the community on progress.
- 2.7. Expand the awareness campaign for "See-Click-Fix" encouraging community members to report issues identified in the field.
- 2.8. Complete the annual National Pollution Discharge Elimination System (NPDES) permit requirements for the Stormwater Utility. This is an annual requirement.
- 2.9. Complete the ADA Transition Plan by Q4 2022.
- 2.10. Complete the Site Characterization for soil and groundwater at Fire Station 91 by Q4 2022.
- 2.11. Hire a consultant to conduct a Town Center Parking Study to review current code, existing parking restrictions, and identify opportunities for parking improvements within the Town Center.
- 2.12. Issue a Request for Proposals to evaluate contracting out utility locate services.
- 3. Goal: Prepare for Sound Transit Interchange and King County Metro construction.**
 - 3.1 Coordinate with King County Metro and Sound Transit to ensure that infrastructure impacted by upcoming projects is restored to City standards. This work is ongoing.
- 4. Goal: Advance sustainable practices throughout the City organization and community, in partnership with regional initiatives.**
 - 4.1 Research and implement 2021-2022 initiatives, to potentially include:
 - 4.1.1 Community solar campaign and green power for City facilities
 - 4.1.2 Enhanced food waste and recycling options inside City and within the community
 - 4.1.3 Support select K4C priorities and legislation
 - 4.1.4 Implement bicycle wayfinding map and final Town Center/Mountains to Sound Greenway Trail signage
 - 4.1.5 Continue work on energy efficiency retrofits within City facilities
 - 4.2 Update the City's carbon footprint assessment in partnership with local sustainability collaborators and prioritize future Green House Gas-reduction actions for proposed City Climate Action Plan by Q4 2021.
 - 4.3 Serve as the City program/contract manager for Metro #630 Commuter Shuttle; service currently suspended in pandemic but expected to resume late 2021.

Police Work Plan Cont.

- 4.4 Continue research and implementation of mobility initiatives that help users reach regional transit at Town Center without SOV usage.
- 4.5 Manage the Recology contract and pursue joint community outreach and efficiency measures. This work is ongoing.
- 4.6 Work with the Parks Natural Resources and Stormwater teams to improve coordination of maintenance and capital project work and adhere to stormwater best practices. Promote clean water and stormwater management initiatives in the community.

Recreation Transition Team

1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

- 1.1 Work with the City Manager's office to develop a transition plan to re-open the Mercer Island Community and Event Center (MICEC) and restore recreation programs and services. Work will commence Q4 2020 with City Council initial review planned for early Q2 2021.
 - 1.1.1 Potential to integrate transition planning work with the Parks, Recreation and Open Space (PROS) Plan Update, also planned to resume at the end of Q4 2020.
 - 1.1.2 Transition plan to include a revised recreation services operating budget for 2021-2022 and an updated fee structure. A budget amendment will be required for recreation services to resume.
- 1.2 Continue to process athletic field facility reservation requests and to provide customer service support for MICEC facility rentals impacted by the COVID-19 Pandemic.
- 1.3 Assist with citywide communications regarding parks and recreation operations.
- 1.4 Provide staff support for the Parks & Recreation Commission and the Arts Council.

2. Goal: Provide emergency response services related to the COVID-19 Pandemic

- 2.1 Continue to administer the grant and other reimbursement programs. related to the COVID-19 Pandemic. This work is ongoing.

Youth & Family Services

1. Goal: Develop a Long-Term Funding Strategy for Human Services

- 1.1 Assist the YFS Working Group, a partnership of the YFS Foundation and the City, in developing a recommendation on long-term funding strategies for YFS services for review and consideration by the City Council. This work is ongoing with a recommendation tentatively scheduled for Q1 2021. Refinement of the goals and objectives of the YFS Working Group is subject to further direction by the City Council.
- 1.2 Work with the City Council on a recovery plan for YFS services, to include restoration of the positions that are currently furloughed (e.g., school-based mental health counselors). This work is tied to recovery of Thrift Shop operations and the long-term funding strategy assigned to the YFS Working Group. This work is ongoing.
- 1.3 Continue to partner and collaborate with the YFS Foundation on community fundraising campaigns. Meet regularly with the YFS Foundation to coordinate fundraising strategies to address both short-term and long-term funding needs. This work is ongoing.
- 1.4 Develop a recommendation to establish and grow a YFS Reserve Fund as part of the 2023-2024 biennial budget by Q4 2022.

2. Goal: Provide Access to Mental Health Services to all MISD Students

- 2.1 Renew the Interlocal Agreement with the Mercer Island School District (MISD) annually.
- 2.2 Ensure YFS mental health and substance use intervention/prevention counseling services are accessible to all students in the MISD.
- 2.3 Continue to utilize tele-health services during the COVID-19 Pandemic. Coordinate with the MISD staff as to the timing and restoration of in-person services. This work is ongoing.

3. Goal: Scale Community Based Mental Health Services to Meet Demand

- 3.1 Maintain the mental health services intern program, with two to four unpaid graduate level interns serving YFS annually.
- 3.2 Continue public outreach campaigns to address community mental health needs related to the COVID-19 Pandemic and other emerging issues. This work is ongoing.

4. Goal: Provide Emergency Assistance and Geriatric Case Management

- 4.1 Provide food support for residents facing food insecurity, which currently includes grocery gift cards. Re-evaluate food pantry operations as part of transition to less-restrictive phases of the Washington State "Safe Start" COVID-19 phased reopening plan.
- 4.2 Provide emergency financial assistance support as available and meet demand for case management and resource/referral support each year of the biennium. Continue collaboration with the YFS Foundation to raise funds to meet emergency assistance needs.

Youth and Family Services Work Plan Cont.

4.3 Meet the demand for geriatric case management services.

5. Goal: HIPAA (Health Insurance Portability and Accountability Act) Compliance

5.1 Transition YFS operations to ensure compliance with HIPAA standards by Q4 2022.

5.2 Complete the updated to the YFS policy and procedures manual Q4 2022. Policies related to financial assistance programs may require City Council review and approval.

6. Goal: Integrate and Expand Organizational Diversity, Equity, and Inclusion Practices

6.1 Implement an organizational assessment and staff training schedule by Q1 2021.

6.2 Hold monthly mental health-specific consultation sessions during clinical team meetings. This work is ongoing.

6.3 Draft a five-year plan for organizational diversity, equity, and inclusion efforts, in coordination with City-wide efforts by Q2 2022.

6.4 Schedule annual diversity, equity, and inclusion trainings and consultation targeted for mental-health professionals and human services providers.

7. Goal: Resume Thrift Shop Operations and Manage Special Projects

Note: The Thrift Shop staff team and associated operations are currently supported by the EOC/Transition Team, a resource team specifically dedicated to recovering services and operations that were impacted by the COVID-19 Pandemic. The Thrift Shop work plan items are reflected here given that Thrift Shop revenues support the YFS Fund.

7.1 Continue work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor's Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. This work is ongoing.

7.2 Expand marketing and outreach campaign efforts related to resuming Thrift Shop donations efforts. Encourage pre-sorting of donations and aim to reduce the costs associated with disposing of non-saleable donations. This work is ongoing.

7.3 Re-establish the Thrift Shop volunteer team, providing training and compliance with COVID-19 safety protocols.

7.4 If approved by the City Council (matter is pending in Q4 2020), provide support for the Thrift Shop and Recycling Center Remodel Project.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6007
February 1, 2022
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6007: Enterprise Financial Management System Purchase	<input checked="" type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Discussion only.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Finance
STAFF:	Matthew Mornick, Finance Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Mercer Island Needs Assessment Report, July 2021 2. Vendor Demonstration Score and Rating Scale
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

AMOUNT OF EXPENDITURE	\$ 986,000
AMOUNT BUDGETED	\$ 250,000
APPROPRIATION REQUIRED	\$ 736,000

SUMMARY

EXECUTIVE SUMMARY

This agenda bill seeks to replace the City's financial management software system.

- A replacement or upgrade of the Financial Management software system was identified in the 2021-2022 work plan. The current system was purchased in 1997.
- In March 2021, staff hired the consulting firm BerryDunn to conduct a needs assessment, draft a Request for Proposals (RFP), and facilitate a competitive process to update or replace the current financial management system.
- The City issued an RFP in August 2021 for "Software and Implementation Services for a Financial Management Software Systems Environment," also known as an enterprise resource planning (ERP) system.
- After a rigorous vetting process, staff recommends Tyler Technologies, Inc. to replace the existing financial management software system. The total acquisition cost of \$587,000 includes the first year of the software subscription, implementation services, and a project contingency.

- Staff also recommends the City Council authorize the creation of a new Systems Analyst position. This is an ongoing position to manage and advance the new system. The estimated annual cost for this position is \$127,000 (2022 cost estimate).
- And finally, implementation of the new system will require contract support to oversee and manage the implementation in a one-time amount of \$272,000.

This City Council meeting will focus on reviewing the proposal and providing feedback and questions so that staff may follow-up with the City Council for review and final approval at a subsequent meeting.

BACKGROUND

In 1997, the City entered into an agreement with SunGard Bi-Tech for accounting and financial management software called One Solution, presently owned by Central Square. The City's current version of One Solution was last upgraded in 2009. Although still functional, the current software cannot provide data in an efficient and timely manner without significant time devoted to manual data entry. Since the current system does not integrate with other software used in the City, staff manually transfer data to complete accounting processes, glean information, and create reports. This lack of functionality and integration is inefficient. Further, it can lead to financial and security risks should Central Square no longer support our current software version.

Due to the availability and quality of other public sector ERP systems, the significant costs associated with upgrading the existing software, and risk and efficiency concerns inherent in the current systems that are not integrated, staff pursued an open competitive process as part of the 2021-2022 biennial budget (GT0106 – Enterprise Resource Planning System Scoping).

After a competitive search for an experienced consultant in March 2021, the City hired BerryDunn to conduct a Needs Assessment (see Exhibit 1) and facilitate an RFP to upgrade or replace the current financial management software system.

Needs Assessment

In May 2021, BerryDunn conducted an initial project planning meeting with the City project team to review and clarify the project goals, objectives, and schedule; identify known project constraints and stakeholders; discuss planning documents and confirm next steps. Objectives guiding this effort included:

- Assess current applications and identify business needs not currently met.
- Identify challenges and ways to work more effectively and efficiently.
- Educate staff on the tools available in modern systems.
- Encourage staff to rethink business processes to work smarter, not harder.
- Conduct thorough planning for the selection of a modern financial system.

Staff from all City departments were interviewed to understand current business workflows with the existing financial management software and supplemental software systems. A web survey collected feedback from City staff on issues and challenges with current systems and business processes. Over 71 employees participated in the Needs Assessment. Emphasis was placed on collaboration, so a variety of viewpoints and needs informed the priorities.

The primary challenges and main opportunities for improvement resulting from the Needs Assessment are listed below:

1. The reporting capabilities of the existing financial management system are limited. Staff conveyed the current system lacks key reporting and data analysis capabilities, making it difficult to monitor budget and project metrics.
2. The current system has narrow functionality. City needs such as integrated cash receipting, grant and project accounting, and automated business and occupation tax management are not supported by the current system. Staff use third-party applications, paper-based, or Excel-based processes to support these functions.
3. Staff reported the need for a greater amount of data within one system to eliminate duplicate data entry. Departments enter duplicate information into the current system and other department-specific systems.
4. Staff reported a desire to generate custom ad-hoc reports with dashboard functionality without requiring extensive manipulation or intervention from IT staff.
5. Staff indicated current internal business processes may not necessarily be based on best practices and are open to business improvements.
6. Staff discussed that training will be an important component of success with a new financial management system.

These findings shaped the RFP and the ensuing vendor selection process.

DISCUSSION

Vendor Evaluation

The City issued RFP #21-37 in early August 2021. The RFP was developed in tandem with BerryDunn, incorporating best practices outlined by Government Finance Officers Association (GFOA) to encourage complete and comparable responses from different software vendors. The RFP cited over 1,300 functional and technical requirements based on the Needs Assessment in conjunction with input from staff from every City department.

The RFP was posted on the City's website and notice was advertised in the Seattle Daily Journal of Commerce. A total of 47 vendors were notified directly. In September, the City received three responses to the RFP from Central Square, Tyler Technologies, Inc., and Rock-Solid ERP. Inclusive of the proposals was pricing information on deployment models (e.g., cloud vs. on-premise software hosting).

A project team including the BerryDunn consultant team and City staff from Finance and Information Technology reviewed the RFP responses based on the vendors proposed solution functionality, corporate experience, project plan/implementation schedule, staffing and organization, and overall cost.

From these proposals, the City invited all three vendors for further consideration. In November and December 2021, the City conducted in-depth scripted demonstrations. Each vendor presented over a one-and-a-half-day period on all functional areas under evaluation, including:

- Company and Software Background.
- General Ledger, Treasury Management, and Financial Reporting.
- Budgeting.
- Purchasing, Bids, and Contract Management.

- Accounts Payable.
- Business Licensing and Tax Collection.
- Accounts Receivable and Cash Receipts.
- Project Accounting and Grant Management.
- Fixed Assets and Inventory.
- Implementation Proposal.

Sensitive to the number of demands on staff time, the project team invited representatives from IT, Finance, and Public Works to participate in the weeklong scripted demonstrations. Session participants provided feedback on each software system, including likes and dislikes related to their specific area, and provided overall vendor rankings (see Exhibit 2).

Following the scripted demonstrations, staff followed up with vendors for additional questions to round out information from the scripted demonstrations. In December and January, staff made reference calls to other municipalities that use the software systems under consideration. The evaluation team used these vendor references and comprehensive, best, and final cost proposals in final determinations.

Vendor Selection

After completing a comprehensive review and assessment, staff recommends procurement of the Munis software system from Tyler Technologies, Inc. to replace the financial management software system.

By implementing the Tyler Technologies, Inc. Munis software package, the City expects to gain:

1. A user-friendly interface and improved reporting tools with dashboard functionality for staff with non-technical backgrounds.
2. Robust electronic workflow capabilities with improved cash receipting, project and grant accounting, and automated business and occupation tax management.
3. Efficiencies in having a single cloud-based software system with tested security protocols with the potential to eliminate duplicate data entry.
4. An “evergreen” philosophy which states that the City will not be charged additional license fees for any future enhancement releases.
5. The ability to interface with sixteen of the City’s different business software systems.
6. Employee, vendor, and customer self-service portals.
7. A content management system that stores and retrieves electronic copies of documents such as purchase orders, invoices, and payments.
8. Access to local customer service support on Pacific Standard Time based in Renton, WA.

Software Implementation

The project team will conduct a phased implementation approach. This entails grouping modules or core business processes being phased into production on the new system while progressively going live with additional ancillary modules as the implementation progresses and a foundation has been established. The phased approach is more common among local governments of similar size and project scope. This approach typically involves going live on core financials including the General Ledger, Budget, Purchasing, and Accounts Payable first, followed by other modules.

Staff anticipates core financials will take 18-months to implement, with an additional (at minimum) 18-months to then implement ancillary modules, for an estimated three-to-four-year implementation period.

Staff recommends a project schedule with additional resources (outlined below) to be allocated to ensure that key functionality is implemented, and staff are properly trained leading up to go-live dates. These actions equip the City to capitalize on project momentum, maximize the use of software for which license fees are being paid, and more quickly realize the potential return on investment resulting from meeting project goals and objectives.

Implementation Resources

Critical to the successful implementation, ongoing maintenance, and maximum use of a new financial management software system is both ongoing and temporary staff support. Staff recommends the creation of a new Systems Analyst position to manage and oversee the new system.

The new Systems Analyst will be responsible for implementing, integrating, troubleshooting, maintaining, and testing the City's financial management software system. This subject matter expert is like the Asset Management Systems Coordinator in Public Works who oversees CityWorks, the City's Asset Management System.

As the City's liaison between Tyler Technologies and City Departments, the position will train City staff to properly use the software, manage employee access and permission levels, oversee financial report writing for internal operations and State auditing purposes, and identify business and technical solutions to workflow gaps as software improvements rollout. All the business software the City deploys will be – to varying degrees – interfaced with the new financial management software systems. The new position will maintain the integrity of these interfaces throughout scheduled quarterly software updates.

The new financial management software is touched by every employee in the City. The Systems Analyst ensures the organization is equipped to use the new enterprise-wide software effectively and efficiently as the software systems are upgraded and evolve. This specialized skill set will result in increased transparency and improved operational knowledge of the City's finances and operations.

The Deputy Finance Director and Accounting Specialist are two key positions whose day-to-day work will be impacted as they commit time and organizational knowledge to implement the new financial management software system. Given the anticipated phased implementation, the Finance Department will require 18-months of part-time/contract support to sustain day-to-day operations such as general ledger reconciliations, accounting, bank reconciliations, accounts payable, budget tracking, fixed asset management, annual financial reporting, purchase requisitions, project tracking and related reporting, and day-to-day financial support to City Departments.

Financial Impacts and Budgetary Actions

The recommended contract with Tyler Technologies is for an amount not to exceed \$587,000, which includes the first year of the software subscription, implementation services, and a \$150,000 project contingency (20% of three-year project costs) to account for implementation costs not yet defined, additional hardware, added functionality, and for other unforeseen circumstances.

The table on the next page outlines the full extent of the budgetary impacts of the acquisition and implementation of the new enterprise-wide financial management software solution:

Replacement of the City's Financial Management System (\$ in thousands)	One-time	Annual Ongoing	Total
Tyler Technologies Implementation Services	\$ 281	-	\$ 281
Recurring Subscription Costs	-	156	156
Project Contingency (20% of 3-year project costs)	150	-	150
Tyler Technologies Subtotal	\$ 431	\$ 156	\$ 587
Systems Analyst (tied to CPI-W)	-	127	127
Finance Department Contract Support	132	-	132
Professional Services – Implementation Project Management	140	-	140
Implementation Support Subtotal	\$ 272	\$ 127	\$ 399
TOTAL	\$ 703	\$ 283	\$ 986

**Subscription rate constant thru years 1 - 5, a one-time 5% increase in year 6, constant thru years 6 - 10.*

The recurring software subscription cost is \$156,000 annually. For reference, the 2022 annual subscription fee for the 2009 version of One Solution is \$52,000.

Subscription fees are paid quarterly. Costs associated with project implementation are paid as project milestones are completed. Funding for this project is recommended to come from Fund Balance in the General Fund. Ongoing costs will be incorporated in the General Fund budget.

ALTERNATIVE

Alternatively, the City can upgrade to the latest version of One Solution. This would entail a less extensive project undertaking and a reduction in costs and total staff time. Some key trade-offs include:

1. Software system upgrade that results in user interface improvements rather than process-focused improvements that incorporate up to date best practices in public sector financial management.
2. A less user-friendly interface and with improved yet limited reporting tools and dashboard functionality.
3. Less user-friendly cash receipting, project, and grant accounting capabilities. Automated business and occupation tax management is unavailable.
4. Cloud-based hosting for the latest version of One Solution has untested security protocols. Known software limitations indicate a degree of duplicative data entry likely to continue.
5. Reluctance to integrate with the City's sixteen identified software system interfaces.
6. Access to customer support in Florida that operates during Eastern Standard Time business hours.

Rather than a three-to-four-year implementation period, staff anticipate upgrading One Solution core financials and ancillary software modules within two to three years. The table on the next page outlines the full extent of the budgetary impacts of the acquisition and implementation of the upgraded financial management software solution with Central Square:

Upgrade the City's Financial Management System (\$ in thousands)	One-time	Annual Ongoing	Total
Central Square Implementation Services	\$ 266	-	\$ 266
Recurring Subscription Costs (5% increase per year)	-	102	102
Project Contingency (20% of 3-year project costs)	114	-	114
Central Square Subtotal	\$ 380	\$ 102	\$ 482
Systems Analyst (tied to CPI-W)	-	127	127
Finance Department Contract Support	132	-	132
Professional Services – Implementation Project Management	140	-	140
Implementation Support Subtotal	\$ 272	\$ 127	\$ 399
TOTAL	\$ 652	\$ 229	\$ 881

**Subscription rate increases 5% per year each year.*

The agreement with Central Square would be for an amount not to exceed \$482,000, which includes the first year of the software subscription, implementation services, and a \$114,000 project contingency (20% of three-year project costs) to account for implementation costs not yet defined, additional hardware, added functionality, and for other unforeseen circumstances. The alternative will result in a \$105,000 initial savings in the first year as compared to Tyler Munis. The recurring software subscription costs amount to \$102,000, which increases 5% per year each year.

RECOMMENDATION

Staff is seeking the City Council’s feedback and is prepared to answer questions about the financial management software replacement and implementation. Staff will return to the City Council at a subsequent meeting with additional information, as requested.

RECOMMENDED ACTION

Discussion only.

Suggested draft motions for subsequent City Council meeting:

1. Award RFP #21-37 to Tyler Technologies, Inc., a Maine-based company, for a Financial Management Software System to replace the City’s current financial software system.
2. Authorize the City Manager to negotiate and execute an agreement with Tyler Technologies, Inc., in an amount not to exceed \$587,000 which includes the first year of the software subscription, implementation services, and a \$150,000 project contingency, with future funding contingent on Council budget approval.
3. Authorize a new Systems Analyst full-time position in the Finance Department at an annual cost of \$127,000 to facilitate the financial management software implementation and oversee the ongoing maintenance, staff training, and development of the software system’s overall functionality.
4. Authorize one-time funding not to exceed \$272,000 to facilitate the successful implementation the new financial management software system.



City of Mercer Island, WA

Needs Assessment Report



Submitted by:

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Submitted On:

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Executive Summary

The City of Mercer Island has retained Berry Dunn McNeil & Parker, LLC (BerryDunn) to provide support in developing a Needs Assessment Report for a replacement ERP system. Later phases of the project will include developing a Request for Proposals (RFP) and assisting with selecting a replacement system and negotiating a contract with the preferred vendor. In May 2021, BerryDunn facilitated a Project Kickoff Meeting with the City Project Team and department users. During the meeting, BerryDunn introduced the BerryDunn and City Project Teams and reviewed the approach and timeline for the project. In addition, staff had the opportunity to ask questions about the project and discuss the goals and objectives. Following the Project Kickoff Meeting, BerryDunn facilitated fact-finding meetings with department users of the existing systems and processes. The virtual fact-finding sessions were conducted based on the following functional subject matter areas:

Table A: Fact-Finding Functional Areas

Fact-Finding Subject Matter Areas			
No.	Subject Area	No.	Subject Area
1	General Ledger, Investments, and Financial Reporting	6	Business Licensing/Business Tax Collection
2	Budgeting (Capital, Non-Capital, and Revenue Forecasting)	7	RFP Process Overview
3	Purchasing (Including Requisitions and Contracts)	8	Technical Current Environment Overview
4	Accounts Payable (AP)	9	Project and Grant Accounting
5	Accounts Receivable (AR) and Cash Receipts		

Immediately following the on-site fact-finding sessions, BerryDunn began developing the first draft of this Needs Assessment Report. BerryDunn has identified seven primary challenges and areas for improvement in the current environment at the City in the table below.

Table B: Primary Challenges and Improvement Opportunities

Primary Challenges and Improvement Opportunities	
1	The reporting capabilities of the existing system are limited. Staff conveyed that the current system lacks key reporting capabilities, making it difficult to monitor metrics and forcing IT staff to create custom reports.
2	The current system does not support a significant amount of functionality. City needs such as cash receipting and project accounting are not supported by the current system. Staff use third-party applications or paper based or Excel-based processes to support these functions.

Primary Challenges and Improvement Opportunities	
3	Staff reported a desire to have a greater amount of data within one system to eliminate duplicate data entry. Departments enter duplicate information into ONESolution and other department-specific systems.
4	Staff reported a desire to generate custom ad-hoc reports with dashboard functionality without requiring extensive manipulation or intervention from IT staff.
5	Staff reported a desire to explore electronic signature capabilities in a future environment.
6	Staff indicated the internal business processes may not be necessarily based on best practices and are open to business improvements.
7	Staff discussed that training will be an important component of success with a new ERP system.

As the City moves forward with the project, the next steps will involve a transition in focus to planning for future multiple phases, tasks, and deliverables, which will allow project participants' continued involvement in the process. These next steps are summarized in table below.

Table C: Next Steps

Deliverable	Status and Timing
Project Coordination and Initiation	
D1. Project Work Plan and Schedule	Completed
D2. Biweekly Project Status Updates	Ongoing
Phase 1: Needs Assessment	
D3. Needs Assessment Report	June 25, 2021
Phase 2: RFP Development	
D4. Preliminary Functional and Technical Requirements	July 16, 2021
D5. Final Functional and Technical Requirements	August 6, 2021
D6. RFP Package	August 9, 2021
Phase 3: System Selection	
D7. Proposal Executive Summary Memo and Vendor Short-List	October 4, 2021
D8. Preferred Vendor Identification	November 22, 2021
Phase 4: Contract Negotiations	
D9. Contract Negotiation Assistance	December 27, 2021

1.0 Introduction

This section of the report describes the background information, the report's format, the work performed and a list of common terms and acronyms.

1.1 Project Background

The City of Mercer Island has retained Berry Dunn McNeil & Parker (BerryDunn) to conduct a needs assessment of current software systems to identify future business software needs for a replacement Enterprise Resource Planning (ERP) system. Later phases of the project will include developing a Request for Proposal and assisting with selecting a replacement system. There are four major phases in the project, including:

- ❖ **Project Planning and Ongoing Project Management.** Conducting initial project planning and facilitating meetings with City's project team to introduce key team members, clarify goals and objectives, identify known project constraints, and refine dates and/or tasks, as appropriate. This also involved drafting a Project Work Plan and Schedule with bi-weekly status updates.
- ❖ **Phase 1: Needs Assessment.** Developing and issuing an end-user web-based survey, an Information Request, and reviewing results while also facilitating a Kickoff Presentation, facilitating fact-finding meetings, process mapping discussions, facilitating an RFP planning meeting, and developing process diagrams and a Needs Assessment Report.
- ❖ **Phase 2: RFP Development.** Facilitating vendor outreach demonstrations, developing preliminary Functional and Technical Requirements, facilitating work sessions to review requirements, finalizing Functional and Technical Requirements, developing a draft RFP document, and conducting a work session with the City project team to finalize RFP documents.
- ❖ **Phase 3: System Selection.** Responding to vendor questions, developing addenda, assisting with facilitating vendor pre-proposal conference via teleconference, performing initial completeness review of vendor proposals received and identifying initial items for clarification, and developing a Proposal Executive Summary memo. BerryDunn will also facilitate a Round 1 Scoring Meeting to identify shortlisted vendors and items needing clarification, assist the City in planning demonstrations and writing demo scripts, facilitate pre-demonstration conference calls with short-list vendors, facilitate vendor demonstrations, a Round 2 Scoring Meeting to identify preferred vendors, assist the City in planning for reference checks and site visits, and facilitate the Final Scoring Meeting.
- ❖ **Phase 4: Contract Negotiations.** This includes supporting the City in the contract negotiations process. BerryDunn will also work with the City's project team and legal



counsel, as well as the preferred vendor, to develop a draft contract, using the City's contracting procedures and the vendor's proposal as starting points.

- ❖ **Phase 5: Implementation Assistance (Optional)**, which includes developing an Implementation Planning Memo, conducting various implementation activities such as providing risk management and coordinating project tasks, and conducting a project closeout work session.

1.2 Report Format

This report includes an executive summary, nine sections, and two appendices described below:

Executive Summary. This section of the report summarizes the information contained in the report.

- 1. Introduction.** Describes the project's background, the report format, work performed and a list of common terms and acronyms in the development of the report.
- 2. City Project Goals.** Presents the City leadership's goals for the project.
- 3. Current Functional Area Environment.** Summarizes the City's functional areas in focus and the systems and databases used to support them. It also identifies challenges and opportunities for improvement.
- 4. Current Technical Environment.** Describes the City's current business applications environment, including the available support structure, infrastructure, and ongoing technology initiatives.
- 5. Primary Challenges and Opportunities for Improvement.** Presents the primary challenges in the current environment and opportunities for improvement in a future environment.
- 6. High-Level Future-State Business Process Improvements.** Defines potential high-level business process changes for the City's consideration during implementation.
- 7. ERP System Scope and Objectives.** Presents the scope required of a future system as confirmed by City staff during the fact-finding sessions, and objectives to consider for a new system implementation.
- 8. Recommended Key Decision Points.** Presents recommended decision points for the City related to the project.
- 9. Next Steps.** Identifies future activities in the project.

Appendix A: Project Participants. Includes a list of City staff who participated in the fact-finding sessions.

Appendix B: City Stakeholder Web-Based Survey Responses. Includes selected results to the survey questions included in the web survey prior to BerryDunn's fact-finding sessions.

1.3 Work Performed

In April 2021, BerryDunn conducted an initial project planning meeting with the City Project Management Team (PMT) to review and clarify project goals, objectives, and schedule; identify known project constraints and stakeholders; refine dates and/or tasks as appropriate; discuss

planning documents and confirm next steps. As part of initial fact-finding, BerryDunn requested information from the City to become familiar with the current environment. BerryDunn also administered a web survey to collect feedback from City staff on issues and challenges with current systems and business processes.

In May 2021, BerryDunn facilitated a project kickoff meeting in which BerryDunn introduced the BerryDunn project team and the City project team and reviewed the approach and timeline for the project. In addition, staff had the opportunity to ask questions and discuss the project’s goals and objectives. Following the project kickoff meeting, BerryDunn facilitated fact-finding meetings over two days with department users of the existing systems. The virtual fact-finding sessions were conducted based on the following functional subject matter areas:

Table 1-1: Fact-Finding Subject Matter Areas

Fact-Finding Subject Matter Areas			
No.	Subject Area	No.	Subject Area
1	General Ledger, Investments, and Financial Reporting	6	Business Licensing/Business Tax Collection
2	Budgeting (Capital, Non-Capital, and Revenue Forecasting)	7	RFP Process Overview
3	Purchasing (Including Requisitions and Contracts)	8	Technical Current Environment Overview
4	Accounts Payable (AP)	9	Project and Grant Accounting
5	Accounts Receivable (AR) and Cash Receipts		

1.4 Common Terms and Abbreviations

A glossary of the common terms and abbreviations in this document are in Table 1-2 below:

Table 1-2: Common Terms and Abbreviations

Common Terms and Abbreviations	
Term	Definition
ACH	Automated Clearing House
Annual Report	Comprehensive Annual Financial Report
AP	Accounts Payable
AR	Accounts Receivable
BerryDunn	Berry Dunn McNeil & Parker, LLC
CIP	Capital Improvement Plan



Common Terms and Abbreviations	
Term	Definition
City	City of Mercer Island
COA	Chart of Accounts
CSV	Comma-separated values
DOR	Department of Revenue
EFT	Electronic Fund Transfer
ERP	Enterprise Resource Planning
FTE	Full-time Equivalent
Functional Area	A functional area of the City’s business processes, such as General Ledger, Budget, Accounts Payable, etc.
GIS	Geographic Information System
GL	General Ledger
HCM	Human Capital Management
HP	Hewlett Packard
IT	Information Technology
JE	Journal Entry
LGIP	Local Government Investment Pool
MS	Microsoft
PDF	Portable Document Format
PMT	Project Management Team
PO	Purchase Order
RFP	Request for Proposals
RSI	Required Supplementary Information
State	State of Washington

2.0 City Project Goals

This section of the report presents the City leadership's goals for the project.

As defined in the City RFP for ERP Software Selection and Implementation, the overall goal of this project is to take advantage of the newest technology and harness efficiencies by reviewing business processes or implementing technology so City departments can work more efficiently and effectively. Objectives for this effort are to:

- Assess current applications and identify business needs not currently met.
- Identify challenges and ways to work more effectively and efficiently.
- Educate staff on the tools available in modern systems.
- Encourage staff to rethink business processes to work smarter, not harder.
- Conduct thorough planning for the selection of a modern financial system.
 - Be **collaborative** so a variety of viewpoints shape priorities.
 - Use a **structured** approach to manage limited resources and ensure project success.

As this project progresses, these goals and objectives will serve to guide decision-making and will become important considerations in the final phase related to implementation planning based upon the preferred vendor(s).

3.0 Current Functional Area Environment

This section of the report summarizes the City’s functional areas in focus for this project and the systems and databases used to support them and identifies challenges and opportunities for improvement.

3.1 Current High-Level Business Process

This section of the report summarizes the current functional environment within the scope of the ERP Software Selection and Implementation Project. These descriptions are not intended to detail each step involved in every process but instead to highlight the major activities, challenges faced, and opportunities for improvement.

Table 3-1: General Ledger, Project Accounting, Investments, and Financial Reporting Functional Area Summary

General Ledger, Project Accounting, Investments, and Financial Reporting	
Description	<p>The City’s chart of accounts (COA) structure follows the State of Washington Budgeting and Accounting Reporting System (BARS) requirements and is split into the following segments:</p> <ul style="list-style-type: none"> • Fund (three characters) • Department (three characters) • Sub-department (three characters) • BARS code (seven characters) • Object code (five to seven characters) • Program code (four characters) <p>Finance staff are responsible for creating and entering new accounts into ONESolution and have the capability of doing so at any time. Account creation occurs at the request of departments or during the Capital Planning Project (CIP) process. Departments may email new account requests to the Finance department. COA security is established at the object, fund, and the key level. Staff reported that because of not having a project accounting module, there are many inactive accounts in the system.</p> <p>A limited number of Finance and Utility Billing (UB) staff can make journal entries (JE). The ONESolution system allows for users to import journal entries from a .csv file. This is a process that is heavily used, and staff would like this feature in a future system. UB staff create approximately 50+ JE in a batch at month-end using the .csv import. Payroll, benefits, and most revenues are entered by JE using a combination of .csv imports and hand data entry. Other than the Deputy Finance Director’s review of JE’s, staff reported there is no other formal review process. Staff reported that verifying the accuracy of entries, including cross-fund entries is a mostly manual process via batch posting reports.</p>

General Ledger, Project Accounting, Investments, and Financial Reporting

The monthly bank reconciliation process is reported to take approximately one week; the process involves reconciling all sub system accounts to create the revenue posting, validating deposits made to the bank, merchant fees, etc., and creating, posting, and verifying the JE's.

The City does not currently hard close at month-end, only at year-end. The City currently files Basic Financial Statements and Required Supplementary Information (RSI) schedules per BARS GAAP requirements. It is anticipated that the City will switch to BARS Cash Basis reporting for the year ending December 2021. For both annual and quarterly financial reporting OneSolution data is exported to excel and requires extensive reformatting prior to analysis. Staff reported that the process is cumbersome, cluttered, and inefficient. Excel data is often copied into Word format for formal reporting to the City Council. The City does not use a third-party report writer and noted many reporting challenges in existing OneSolution reporting ability for staff across departments.

The City indicated great frustration with the limitations regarding reporting. There is a lack of manipulation of the standard reports and staff reported that many reports do not deploy due to a lack of completing updates and the inability to modify report definitions. Staff reported the desire to have a future system that allows ad-hoc reporting, is BARS compliant, reports data across multiple fiscal years, and can generate the schedules as required by the State (Schedule 01 and other RSI).

Projects and Grants

The City currently manages the following project types but not limited to:

- Playgrounds
- Natural areas
- Shorelines
- Vegetation management
- Public Works Projects
- Sports fields
- City facilities

Project tracking is decentralized at the department level. Departments use excel sheets to monitor funding sources and noted that while they could create and track projects under a job ledger that rolls up to the GL in ONESolution, the reporting functionality is nonexistent.

To close a project, some projects are required to be reviewed by Council before close, and projects that cross a biennial budget cycle must be re-proposed in a new six-year plan and would not automatically roll over into the new year.

The City obtains Federal, State, County, and other non-competitive grants that contribute to funding both capital and operating programs. According to staff, City grants all have diverse reporting requirements and include City match requirements to be fully reimbursed.

The City Public Works department relies heavily on the use of MS Excel spreadsheets to track expenditures related to project expenses. Staff also tracks the same information in multiple sheets including retainage withheld, progress



General Ledger, Project Accounting, Investments, and Financial Reporting			
	<p>payments to vendors, along with tracking total costs to a project.</p> <p>Staff across all departments reported an issue with a limitation of all projects in ONESolution are tracked within one year. This increases reliance on MS Excel to report on projects that cross multiple fiscal years.</p> <p>Stakeholders reported issues with 'lag' time in posting of financial transactions. This occurs because of many factors including posting frequency, but the City desires a system that shows transactions in real time even if the transactions are not in a posted status.</p> <p>The City is not actively managing its investments as all cash is stored in the Washington State Treasury Local Government Investment Pool (LGIP). Staff reported that while an investment strategy is not a high priority, there is a desire to explore what system functionality can be offered in a future environment.</p>		
Systems and Databases Used	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> <ul style="list-style-type: none"> MS Word ADP (GL file transfer interface) </td> <td style="width: 50%;"> <ul style="list-style-type: none"> MS Excel ONESolution </td> </tr> </table>	<ul style="list-style-type: none"> MS Word ADP (GL file transfer interface) 	<ul style="list-style-type: none"> MS Excel ONESolution
<ul style="list-style-type: none"> MS Word ADP (GL file transfer interface) 	<ul style="list-style-type: none"> MS Excel ONESolution 		
Challenges Faced	<ol style="list-style-type: none"> 1. Staff reported formatting challenges when attempting to export data from ONESolution to MS Excel for reporting. 2. Staff reported tracking financial data external of the ONESolution system in Excel. 3. Staff reported difficulty tracking projects that span multiple biennial budget cycles and have multiple funding sources. 4. Staff reported tracking retainage is a manual process. 5. Staff cannot filter results in the system or existing reports in an efficient manner. 6. Staff reported that retrieving data from ONESolution is not as challenging as performing basic analysis in the system. 7. Staff reported many state-required reports require a workaround and are not easily extractable from the system. 		
Opportunities for Improvement	<ol style="list-style-type: none"> 1. The City has previously explored transparency reporting through OpenGov, however, it was not implemented. Staff reported a desire to explore this ability in a future environment. 2. Staff would like the ability to perform wildcard searches and filter results in a future system. 3. Staff reported that the process of generating recurring reports could be more user-friendly. 4. Staff would like access to real-time financials to track department budgets and expenditures, with the ability to drill into the budget to actual reports. 5. Staff reported a desire to modify their COA to be more aligned with Washington State's BARS requirements and noted that a future system will need to be able to support and comply with BARS requirements. 6. Staff reported a desire to include in a new COA the ability to classify objects in cost centers using a four-character "Program" code. 		

General Ledger, Project Accounting, Investments, and Financial Reporting	
	<ul style="list-style-type: none"> 7. Staff reported a desire to include Cash Basis reporting requirements for the state of Washington and to have these reports created in the financial system. 8. Staff would like the ability to allocate interest to funds. 9. Staff would like the ability to reconcile bank statements in the software to reduce time spent reconciling the accounts.

Table 3-2: Budgeting (Capital, Non-Capital, and Revenue Forecasting) Functional Area Summary

Budgeting (Capital, Non-Capital, and Revenue Forecasting)	
Description	<p>The City operates a biennial budget that is initiated in March of an even year. In the second year of the budget, capital projects are prioritized via an internal process and are reviewed by a CIP committee. The CIP has a six-year planning horizon per the State’s requirement. For the first two years funds are allocated in the biennial budget. The latter four years are for planning purposes. Staff have used an MS Access database to support the CIP process in the past, however, it is no longer used. Departments now use templated excel workbooks to submit capital project applications. Though the applications consist of robust information, the information within each application is only published in the biennial budget. Project information must be manually entered into ONE Solution.</p> <p>Departments are provided a timeline to begin the operating budget process. The prior year’s authorized budget is used as a starting point. The narratives for documentation requirements are recorded in MS Word. Staff extract historical budget data from ONESolution and use MS Excel to input budget requirements. There is no standardized process across the departments to draft line-item budget proposals in excel. Each department comes up with a different approach.</p> <p>Once departments submit their budget proposals, it is reviewed by Finance and the City Manager before budget workshops begin in September and October.</p> <p>Interdepartmental communication during the budget process is informal in the current environment. Staff noted that while there is the ability to export data from MS Excel to ONESolution, it is not intuitive, and all budget entry is manually keyed into ONESolution. Per the State’s requirement, the new budget must be adopted by Council before the end of the current biennium.</p> <p>Finance staff compile budget request narratives in MS word and budget requests in MS Excel and convert to Adobe to create the budget document. Staff reported this is a significant undertaking that requires significant staff effort. Position budgeting is also currently performed in MS Excel.</p> <p>The budget is adopted at the fund level and broken down by departments. Departments have the authority over their budgets but can also delegate staff at the cost center level.</p> <p>Revenue forecasting occurs at most twice per year and is allocated to subgroups to identify predictions based on environmental factors. City staff has the desire to update the COA so that four-character program code can be used to classify revenue and expenditure line-items for forecasting purposes. Also, staff seek to</p>

Budgeting (Capital, Non-Capital, and Revenue Forecasting)			
	<p>complete this classification process in a future system to forecast and identify areas of vulnerability within the budget more accurately.</p> <p>Budget amendments are presented to City Council once a quarter and adjustments are posted in ONESolution as a Budget JE once approved by Council. Budget transfers, however, can occur without Council approval or review if the allocated budget for the fund is not altered.</p>		
Systems and Databases Used	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> Adobe MS Excel </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> MS Word ONESolution NeoGov </td> </tr> </table>	<ul style="list-style-type: none"> Adobe MS Excel 	<ul style="list-style-type: none"> MS Word ONESolution NeoGov
<ul style="list-style-type: none"> Adobe MS Excel 	<ul style="list-style-type: none"> MS Word ONESolution NeoGov 		
Challenges Faced	<ol style="list-style-type: none"> 1. Staff reported the paper process causes duplication of entry. 2. Staff reported budget to actual reporting can be improved as it is currently a manual process. 3. Staff must manually assign project numbers for projects that are funded by multiple sources. 4. Project management staff noted entering, tracking, and monitoring project specific data in the current environment is labor-intensive and requires working outside of ONE Solution. 		
Opportunities for Improvement	<ol style="list-style-type: none"> 1. Staff would like the ability to generate ad-hoc reports in a future system. 2. From capital project application through project approval and completion, staff would like to give project managers the ability to enter, track, and monitor their capital project budget data in the future system, as opposed to using external systems. 3. Staff would desire for a “one-stop shop” to track project costs, timeline, etc. 4. Staff would like the ability to view line-item budget in a future system. 5. Staff would like to work with NeoGov to explore the possibility of a position budgeting module to capture personnel costs and import into the current or future system. 		

Table 3-3: Purchasing (Including Requisitions and Contracts) Functional Area Summary

Purchasing (Including Requisitions and Contracts)	
Description	<p>The City follows the State’s established procurement thresholds for Public Works, Small Public Works, and Code Cities. The vendor file is maintained by the AP function in the Finance Department and adding new vendors in ONESolution is limited by system security to the accounting specialist and deputy finance director.</p> <p>Purchase orders are initiated and generated in ONESolution and follow an electronic workflow based on different thresholds. Once approvals are recorded in the system, an email notification is sent to the requesting staff/department. The City currently uses blanket Purchase Orders (PO) for partial payments on public works and contract payments. Emergency PO approvals are facilitated informally over the phone or in person with the Finance Department. Before the pandemic, the Finance department primarily stored check stubs, receipts, packing slips, etc.</p>

Purchasing (Including Requisitions and Contracts)			
	<p>physically in file cabinets. Many of the original documents are now scanned but must be printed for audit/records retention purposes. At year-end, opened POs are automatically rolled over and any associated encumbrances is kept until a PO is paid out or the encumbrance is manually closed.</p> <p>Public Works Purchases over \$50,000 require a formal bid process, with some variety based on the type of work, that is decentralized at the department level. City bids are required to be advertised in the local newspaper, including a notice 13 days before the bid closes. Interested vendors can upload the bid from the City website and questions are emailed to the appropriate project manager. Before the pandemic, bids were collected in person, but are now collected online. Project managers are also responsible for developing evaluation criteria and reviewing received bids.</p> <p>While POs are initiated in ONESolution, the contract management approval processes at the City remain paper based. City staff are managing workflow via email. Most contracts require signatures from the Finance and Deputy Finance Director, City Attorney, City Clerk, and City Manager.</p> <p>Currently, staff does not have electronic signature capabilities. Once a contract is awarded, staff request supporting documentation such as W9 from the vendor and store all associated files in a local drive. The official contract copy is also physically stored in the Finance Department and respective department (s).</p> <p>The City has issued around 50 purchasing cards (p-cards) that are not all active at the same level; staff estimated approximately 30 active p-cards. Department's requests for p-cards are routed from the deputy finance director to the accounting specialist via email. Each month, the p-card user reviews the monthly statements from U.S. Bank and updates GL coding online via the US Bank portal. Once reconciled the individual US Bank statement and all original purchase receipts are sent to AP. The Accounting Specialist verifies all statements and documentation have been received by reconciling to Managing account statement. The US bank Comma-separated values (CSV) file is uploaded to ONESolution as an AP batch once verification and coding are complete. Staff reported that the p-card bank reconciliation process is straightforward but does involve a lot of paper.</p>		
Systems and Databases Used	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ONESolution Excel </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> U.S. Bank </td> </tr> </table>	<ul style="list-style-type: none"> ONESolution Excel 	<ul style="list-style-type: none"> U.S. Bank
<ul style="list-style-type: none"> ONESolution Excel 	<ul style="list-style-type: none"> U.S. Bank 		
Challenges Faced	<ol style="list-style-type: none"> 1. Staff reported system limitations have resulted in duplication of data in the vendor file (e.g., the system's inability to store multiple remits to addresses). 2. Encumbrances cannot be cleared automatically according to staff. 3. Staff are unable to track the not-to-exceed amount in a contract within the current environment. 4. Staff raised auditing concerns due to system limitations to properly track data. 5. Staff reported that the purchasing process is inconsistent through City departments. 		

Purchasing (Including Requisitions and Contracts)	
Opportunities for Improvement	<ol style="list-style-type: none"> 1. The City does not currently use commodity codes but is interested in exploring it in a future environment. 2. Staff would like to standardize the purchasing process, as it is currently decentralized and inconsistent at the department level. 3. Staff would like the ability to merge vendor records, in cases of duplicate entry. 4. Staff would like ability to attach electronic copy of invoice/packing slip/receiving reports to Purchase Order. 5. Staff are interested in exploring a vendor self-service portal functionality that vendors may offer. 6. Staff would like to implement an electronic workflow for the change order process. 7. Staff would like to explore electronic signature functionality in a future environment. 8. Staff would like to ability to track contract expiration dates, with notifications. 9. Staff would like the ability for an integrated P-Card functionality that reports detail on vendors and allows for integrated document management. 10. The City is interested in exploring Automated Clearing House (ACH) payment functionality in a future environment.

Table 3-4: AP Functional Area Summary

Accounts Payable	
Description	<p>The City's AP process is decentralized. Invoices are received through email by departments, reviewed, and funneled to the senior administrative assistant. Once an invoice is received by the senior administrative assistant, it is manually entered into ONESolution to initiate the workflow approval. Staff reported instances where invoices were emailed to an employee who no longer worked at the City and would lose sight of the invoice. As a result, the City is exploring creating department-centric emails for invoices to mitigate this challenge.</p> <p>For partial payments, staff print out the invoice and notate the partial amount paid physically on the purchase order and repeat the process until the PO and invoice is completely paid. Staff use manual pay functions for invoices that are not associated with a PO via batch entry.</p> <p>The City uses a Magnetic Character Recognition (MCIR) toner to print checks on a blank check stock. Checks are printed every Friday and the paystubs are attached to the invoice. Staff reported the check formatting lives on the printer and edits such as modifying a signature line requires a payment and vendor intervention.</p> <p>To reconcile checks, the Deputy Finance Director retrieves a file from Key Bank and imports it into a ONESolution batch to post and clear. According to staff, checks do not automatically expire. Rather, the City is required to remit unclaimed property of uncashed checks to the State Department of Revenue after three years. Reporting unclaimed property requires the City void stale dated checks into</p>

Accounts Payable	
	<p>a liability account and report to the state in a specific format.</p> <p>At year-end, entries can still be made in the following January or February, however, anything after 60 days is adjusted via a JE. While ONESolution provides a 13th period, it is not in use. Staff indicated that 1099 creation is outsourced to a third-party vendor due to the system’s inability to segregate vendor types for different types of 1099 forms.</p>
Systems and Databases Used	<ul style="list-style-type: none"> • Key Bank Portal • ONESolution
Challenges Faced	<ol style="list-style-type: none"> 1. Staff reported the AP process is paper-intensive. 2. Staff mentioned being unable to view the status of a PO in the workflow. 3. Staff reported tracking sales and excise tax payments in MS Excel rather than the financial system. 4. Staff reported that check printing does not have a preview function (i.e., once a payment is selected for payment there is no return). 5. Staff are not able to modify the signature line without vendor intervention and paying an additional fee. 6. Staff reported challenges being able to view what was previously paid to a vendor without pulling the physical file form the file cabinet.
Opportunities for Improvement	<ol style="list-style-type: none"> 1. The City is interested in exploring Automated Clearing House (ACH) payment functionality in a future environment. 2. Staff would like the ability to edit check printing format independent of the future vendor. 3. Staff reported voiding a check involves creating multiple duplicate files. Staff reports a desire to have a more streamlined process in the future environment. 4. Staff would like to electronically store vendor supporting documentation in the system. 5. Staff would like the ability to preview checks before printing and have the ability to reprint checks. 6. Staff would like for the future system to segregate vendor types for 1099 creation. 7. Staff would like the ability to track excise and sales tax for out-of-state purchases in the future system. 8. Staff would like the ability to automate Council claims reporting and have the claims report include all payments made by Electronic Funds Transfer.

Table 3-5: Accounts Receivable (AR) and Cash Receipts (POS) Functional Area Summary

AR and Cash Receipts (POS)	
Description	<p>The City mainly uses ONESolution’s AR module for miscellaneous receivables and access is limited to the Deputy Finance Director. Receivables are entered into ONESolution via an AR Batch posting function. The customer file which feeds from</p>

AR and Cash Receipts (POS)			
	<p>the vendor database is managed by the finance department. Requests for invoices from departments typically originate in an email. The City commonly bills for water service deposit refund or invoices where additional money is due. There is currently no link between AR and various cash receipting systems. Applying payment to AR invoices requires duplicate entry. Departments outside of Finance are not able to verify whether requested invoices have been paid.</p> <p>The City uses various external cash receipting systems including but not limited to RASWIN, Inhance, TRAKiT, KEYSTROKE, and Perfect Mind. The City currently receives payment via cash, check, and credit card through Invoice Cloud, for utility billing and permitting only, but is exploring Paypal or Venmo for future payment options. Each cashier sends a paper copy of their respective daily cash balancing reports to Finance. Finance uses the paper reports to compile excel worksheets recapping total deposits by month for each cash receipting sub-system software. The Excel worksheets are used to reconcile daily deposits to the Bank Statement and to post monthly revenue totals to OneSolution by JE. Some, but not all, cashiering subsystems create .csv files that are imported to a OneSolution JE batch for revenue posting.</p> <p>The AR system is underutilized due to limitations with the current system as it does not have a user-friendly interface and staff reported that the set-up is very cumbersome.</p>		
Systems and Databases Used	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <ul style="list-style-type: none"> Invoice Cloud ONESolution RASWIN Cityworks Excel </td> <td style="vertical-align: top; width: 50%;"> <ul style="list-style-type: none"> Perfect Mind TRAKiT Inhance Keystroke </td> </tr> </table>	<ul style="list-style-type: none"> Invoice Cloud ONESolution RASWIN Cityworks Excel 	<ul style="list-style-type: none"> Perfect Mind TRAKiT Inhance Keystroke
<ul style="list-style-type: none"> Invoice Cloud ONESolution RASWIN Cityworks Excel 	<ul style="list-style-type: none"> Perfect Mind TRAKiT Inhance Keystroke 		
Challenges Faced	<ol style="list-style-type: none"> 1. Staff reported a lack of interface between TRAKiT and ONESolution is causing duplicate entry. 2. Staff reported compiling deposit information, for reconciliation and revenue posting purposes, is paper-based and time-consuming. 3. Staff reported manually splitting and coding payments from the various options on payment types (credit card, ACH, direct deposit) and for multiple receipting subsystems. 		
Opportunities for Improvement	<ol style="list-style-type: none"> 1. Staff reported a desire to standardize the AR process. 2. Staff reported a desire to have the ability to execute standard AR reports such as aging reports, customer statements, and amounts billed by a department. 3. The Finance department is open to decentralizing invoice creation to the departments with an electronic approval. 4. Staff would like a centralized online portal for constituents' payments. 5. Staff would like options on improving posting of bank deposit amounts to streamline bank reconciliation process. 6. Staff would like to eliminate duplicate payment and receipt entry for 		

AR and Cash Receipts (POS)	
	TRAKIT.

Table 3-6: Business Licensing/Business Tax Collection Functional Area Summary

Business Licensing/Business Tax Collection			
Description	<p>The City has approximately 7,500 unique business licenses holders. While most licensed businesses are annual B&O tax filers, a few have quarterly filing requirements. Business licensing is facilitated by the State Department of Revenue (DOR) through their master licensing web-based Portal. The City uses DOR generated reports and data to manually enter licensing information in the Business license module of the permitting software, TRAKIT. Business license fees are collected by the State’s DOR and remitted to the City weekly. The dollar amount is receipted via RASWIN cash register and reconciled to TRAKIT License module monthly.</p> <p>To collect B&O tax, City staff mail both quarterly and annual B&O tax returns to all active license holders and require that they report their City earnings. The City uses a third-party printing company that prints and sends the tax return to license holders. Annual Earnings less than \$1.0 million require filing an annual tax return and earnings over \$1 million require quarterly filings. Business and Occupation (B&O) tax is paid directly to the City and posted in against a license account via a batch process into the license module of TRAKIT. Payment of B&O tax is currently only via check. The City does not have a method for electronic payment or filing of B&O tax return.</p>		
Systems and Databases Used	<table border="1"> <tr> <td> <ul style="list-style-type: none"> • ONESolution • RASWIN cash register </td> <td> <ul style="list-style-type: none"> • TRAKIT • Washington DOR </td> </tr> </table>	<ul style="list-style-type: none"> • ONESolution • RASWIN cash register 	<ul style="list-style-type: none"> • TRAKIT • Washington DOR
<ul style="list-style-type: none"> • ONESolution • RASWIN cash register 	<ul style="list-style-type: none"> • TRAKIT • Washington DOR 		
Challenges Faced	<ol style="list-style-type: none"> 1. There is currently no ability to pay or file for B&O tax online. 2. Department users reported being unable to create reports in TRAKIT without additional costs or IT intervention. 3. Staff reported TRAKIT has difficulty receiving payments. 4. Staff reported limitations with the Washington DOR Website. 		
Opportunities for Improvement	<ol style="list-style-type: none"> 1. Staff would like to offer the business community the ability to file and pay tax payments online. 2. Staff reported the desire to interface to the Washington DOR if the DOR would allow it. 		

4.0 Current Technical Environment

This section of the report describes the City’s current business applications environment, including the available support structure, infrastructure, and ongoing technology initiatives.

4.1 Primary Applications

ONESolution

Version 11.12

The City’s current ERP software ONESolution – provided by Central Square Technologies is hosted on premise running on Windows 2008. The ERP system was originally purchased and implemented by the City in 1997 with the most recent major update occurring in 2005.

Table 4-1 Current ERP System Functions

Current ERP System Functions	
1	General Ledger and Financial Reporting
2	Purchasing
3	Accounts Payable
4	Accounts Receivable
5	Budget

City staff reported that the current system lacks features and integration capabilities required to support the current and future needs of the City. Many users are completing business processes outside the ERP system, relying on MS Excel and other stand-alone applications to provide the necessary reporting and analysis to complete their job functions.

Other Major Applications

The City is in the process of implementing NEOGOV to provide Human Capital Management (HCM) capability and functionality. In addition, the City uses other specialized systems; many of these applications are listed in Table 4-2 below. These applications will need to be closely examined to identify areas of overlapping functionality and to determine which of these functions may be included in a new system.

Table 4-2: Additional Software Applications

Additional Software Applications		
No.	Application	Use/Summary
1.	ArcGIS	GIS system
2.	Avigilon	Surveillance camera provider
3.	Cityworks	Asset management software
4.	Invoice Cloud	Online payment solution
5.	Key Bank	Bank portal
6.	MS Access	Database functionality
7.	MS Excel	Spreadsheet functionality
8.	MS Outlook	Email functionality
9.	MS Word	Word processing functionality
10.	MuniCode	Civic Management (policy and procedure) functionality
11.	Next Request	Public records software
12.	ONESolution	The City's ERP system offered by CentralSquare Technologies
13.	PerfectMind	Parks and recreation software
14.	TRAKiT	Permit software used for business licenses
15.	U.S. Bank	Bank portal
16.	NeoGov	Human Resources/Payroll software
17.	ADP	Current Payroll Provider

4.2 Application Support Structure

The City's IT department is staffed by three full-time equivalent (FTE) employees with a current vacant position. The IT Department's Help Desk provides first line of support for ONESolution. Staff contact the Help Desk using a portal to submit tickets. Staff can assign priority to a ticket based on their perceived priority however, tickets are assigned to technicians based on technical skills. IT Department staff will contact ONESolution directly for support related to the application as end-users do not contact ONESolution.

4.3 Infrastructure

The City operates in a virtualized environment with three hosts in City Hall in a cluster and replicated in multiple locations. The City’s fiber optic network is running on 1 – gigabyte however have the capability have for 10 – gigabyte, if needed. The City indicated they should have enough bandwidth for a hosted solution but did not state a preference towards a SaaS or on-premise deployment model.

The City has multiple internet connections provided by the County and Comcast. The City has a 1 – gigabyte connection to the internet provided by the County and 100-megabyte connection provided by Comcast. The City uses a mix of Dell and Hewlett Packard (HP) desktop hardware devices. The City’s replaces a quarter of the equipment every four years. The City also uses Xerox copiers and smaller printers in communal spaces; additionally, AP and Payroll staff also have separate check printers at their locations.

4.4 Ongoing Technology Initiatives

Concurrent with this analysis for a replacement ERP system, the City is planning to allocate resources to other technology projects. A brief description of each of these projects is contained in Table 4-3 below.

Table 4-3: Related Technology Projects

Related Technology Projects		
No.	Project	Description
1	NEOGOV	The City expects to complete the full implementation of NEOGOV by Q3 2021.
2	TRAKiT Upgrade	Staff reported an upgrade to the TRAKiT system is underway.

5.0 Primary Challenges and Opportunities for Improvement

This section of the report presents the primary challenges in the current environment and opportunities for improvement in a future environment.

Through fact-finding activities, BerryDunn identified many challenges related to the current systems and environment at the City. Table 5-1, below, identifies 7 primary challenges and improvement opportunities noted in this Needs Assessment Report.

Table 5-1: Primary Challenges and Improvement Opportunities

Primary Challenges and Improvement Opportunities	
1	The reporting capabilities of the existing system are limited. Staff conveyed that the current system lacks key reporting capabilities, making it difficult to monitor metrics and forcing IT staff to create custom reports.
2	The current system does not support a significant amount of functionality. City needs such as cash receipting and project accounting are not supported by the current system. Staff use third-party applications or paper based or Excel-based processes to support these functions.
3	Staff reported a desire to have a greater amount of data within one system to eliminate duplicate data entry. Departments enter duplicate information into ONESolution and other department-specific systems.
4	Staff reported a desire to generate custom ad-hoc reports with dashboard functionality without requiring extensive manipulation or intervention from IT staff.
5	Staff reported a desire to explore electronic signature capabilities in a future environment.
6	Staff indicated the internal business processes may not be necessarily based on best practices and are open to business improvements.
7	Staff discussed that training will be an important component of success with a new ERP system.

6.0 ERP System Scope and Objectives

This section of the report presents the scope required of a future system as confirmed by City staff during the fact-finding sessions, and objectives to consider for a new system implementation.

6.1 Future Environment Modules

The following list represents common terminology used by software vendors on the market today that represents the scope of functionality to be acquired in a new system. Discussions with staff identified that some modules might or might not be needed in the scope of a new ERP system, but that the City is interested in understanding vendor functionality and pricing.

Table 7-1: Future ERP System Functions

Future ERP System Functions	
1	GL and Financial Reporting
2	Budgeting
3	Purchasing, Bids, and Contract Management
4	AP
5	AR and Cash Receipts
6	Project Accounting and Grant Management
7	Fixed Assets and Inventory
8	Investment Management
9	B&O Tax Collection

6.2 Implementation Phasing

The City will need to consider multiple factors in planning for the timeline to transition onto a new system(s). Many of these considerations can be determined as part of the project planning phase. The primary consideration is the staffing levels that the City will commit to the implementation of new systems.

Other factors include the number of other City-wide projects underway, both technical and non-technical; the number of third-party applications that will be used; the number of integration points that must be built; and the amount of data that will be converted to the new system. These factors will contribute to the decision of which implementation approach will be used. The City should determine its preference on whether to use implementation phasing and should

identify this preference within its RFP. Potential implementation approaches the City should consider are described in the following sections.

“Big Bang” Approach

A “big bang” approach for a system implementation involves going live with all system modules and functionality at the same time. This allows full integration of modules to be realized from the onset of the go-live period. This approach can also assist in change management activities because staff might realize the benefit of an integrated system early in the implementation. Another advantage is that training and business process redesign can focus on the functionality provided by the new system and not focus on changing processes during the implementation of multiple phases of the system.

Many disadvantages and risks exist with this implementation approach. For it to be successful, significant planning must be done prior to starting implementation. This planning effort can require significant City resources and be time-consuming. Once the project schedule and plan are developed, it is difficult to modify the approach due to the many dependencies in such a plan. Another disadvantage is that the configuration of the system is not able to progressively develop as it is implemented.

If this method is to be chosen, it is crucial that a detailed contingency plan be developed and that appropriate City resources be dedicated to the project to increase the likelihood of overall project success.

Phased Approach

A phased system approach involves groupings of modules or business processes being brought into production on the new system while progressively going live with additional modules as the implementation progresses. The phased approach is the more commonly used approach for implementations among local governments of similar size and project scope. Typically, there is a core group of modules that must interact with each other that will go live first. From there, many of the ancillary modules can go live once the foundation has been established. This approach typically involves going live on core financials due in part to the COA relationship to many modules (e.g., GL, Budget, Purchasing, and AP) first, followed by the other modules.

An advantage of the phased approach is that the progression of modules allows for adjustments and configurations to be made throughout the implementation. Another advantage is that system users are given a longer period to adapt and learn the new system functionality.

One of the disadvantages of this approach is that it will generally require two separate systems (such as the new ERP system for core financials and the legacy system for payroll) to run in parallel for some time. This can quickly add complexity to the City infrastructure and place additional strain on support resources. In addition, the overall timeline of a phased approach is longer when compared to a “big bang” approach.

Summary of Considerations

BerryDunn recommends that a phased approach be used for the City’s ERP implementation. Due to the many risks involved and resources required to support a “big bang” approach, a phased approach has a higher likelihood of project success. A phased approach minimizes impact on City staff and resources, allows a longer implementation timeline to reach go-live dates with calendar and fiscal year starts, and allows the City to pay for initial startup and maintenance costs over a longer period.

A successful phased implementation requires significant planning. One of the most important aspects of a phased project plan is the criteria for exiting and entering each stage of a phase as it progresses, as well as for entering and exiting each project phase. Adhering to entrance and exit criteria will help minimize risk and ensure each phase has reached the necessary milestones, as established during project planning, before initiating work on subsequent phases of the implementation. The City will need to identify the modules to go live in each phase of the project, followed by additional modules, in conjunction with the successful vendor.

6.3 Implementation Timing

The City should begin to identify its ideal timelines for the implementation of a new system. Often, there are target milestones that can be beneficial, such as core financials going live at the start of a new fiscal year, and HR and payroll functionality going live at the start of a new calendar year. These are not required target dates, however. When considering a timeline, it is also useful to consider operational processes, milestones, or projects external to the implementation that could impact the deployment date selected for particular modules, such as the annual budget process or year-end closing. To the extent possible, the City should include information about these considerations in its RFP package to software vendors. The information included could be as simple as artifacts such as the budgeting or open enrollment calendar of activities, for example. In addition to these considerations, BerryDunn recommends that the City understand the timing of transitioning off the Lawson system to minimize cost and allow data access as needed during and immediately following the go-live period.

The implementation timeline will vary to a certain extent based upon the methodology of each vendor. However, in BerryDunn’s experience, similar organizations that implement the proposed scope of modules in a phased approach generally do so over a period of 24 – 36 months. The following table represents typical phasing based on functional criticality and operational life cycles most common to local governments.

Table 7-2: Implementation Phasing and Durations

Implementation Phasing and Durations			
Phase	Functional Areas	Duration (Low Estimate)	Duration (High Estimate)
1	Core Financials	12 months	18 months

**Among phases, there might be opportunities for project work to be concurrent.*

During implementation, occasionally organizations determine it is in the project’s best interest to defer implementation of select functionality for less-critical operational needs. For example, an organization might come to this decision following changes in available information or project constraints such as upcoming development enhancements or key staffing changes.

In these scenarios, BerryDunn recommends a project schedule be created and resources allocated to an additional phase to help ensure that the functionality is implemented soon after other phases. These actions allow the organization to capitalize on project momentum, maximize the use of software for which maintenance fees are paid, and more quickly realize the potential return on investment resulting from meeting project goals and objectives.

6.4 Change Management

Preparing an organization to undertake significant change can be difficult if the potential changes are not examined for impact on the productivity and morale of the affected individuals. Substantial changes resulting from projects such as an ERP implementation can produce a variety of reactions from staff, including:

- Fear.
- Uncertainty about one’s identity, purpose, and role within the organization.
- Questions of job security and organizational status.
- Perceived loss of control and predictability.

Change management is defined as the processes, tools, and techniques for managing the people side of organizational change effectively at the individual level, to achieve desired project management outcomes across the organization. Change management efforts focus on bringing people through the process of change, from the current state of operations to a desired future state, to drive positive changes in the business results of the project. While change management may not be as easily quantifiable as project management, successful change management efforts can positively impact project success in the quantifiable terms of budget, scope, and schedule.

As the City proceeds with the ERP replacement project, many City staff will be impacted by one or various implemented changes. It will be important that these individual staff members remain informed during the life of the project and invited to participate in the process where appropriate. Whether it be the concerns that exist in the current environment or new concerns that arise during the project, change management and communication efforts can assist with mitigation

efforts to increase buy-in, reduce uncertainty, and clarify the City's strategic vision for the project.

During numerous meetings as part of this project, City leadership and staff reported a desire to utilize best practices and plan for future growth as part of the ERP implementation. This will require changes to business processes and effective management of these changes. Some key tasks the City may now begin to prepare for, whereas many other tasks are dependent on the system(s) the City purchases and decisions made during implementation.

The tasks the City has begun and should continue include:

- Work to ensure executive-level sponsorship of the project.
- Establish a decision-making group with cross-functional representation.
- Involve a variety of stakeholders from different levels in the organization.
- Communicate goals and objectives of the project at the onset.
- Communicate project status and progress on a regular basis.
- Provide a medium by which stakeholders can ask questions about the project.
- Establish appropriate expectations related to workload and the impact of the project.

7.0 Recommended Key Decision Points

This section of the report presents recommended decision points for the City related to the project.

- 1. The implementation timeline of the future ERP system.** The City should begin to identify target timelines for the implementation of a replacement system. Often there are certain target timing milestones that can be beneficial (i.e., core financials going live at the start of a new fiscal year).
- 2. Data to be converted to a future systems environment.** The City will need to consider the data, and amount of data, to be transferred into a future system. Quantity, quality, and complexity of data to be converted will be an important input into the implementation timeline and cost. One of the common challenges in converting prior-year financial information is that the information from the legacy system does not match the structure of the new system. Often, attempting to load converted data from the prior system creates incomplete records within the new system because information stored in the new system has greater detail than information stored in the old system.
- 3. Available City resources for the implementation phase of the project.** Due to the size of the City and the ultimate scope and timeline of the implementation phase, the City will need to consider what resources are available to commit to the project. Resources will be needed from multiple levels and areas of the organization to contribute functional knowledge, technical knowledge, and decision-making capabilities, in addition to ongoing project management.
- 4. The approach to standardization of processes across departments.** Implementation of a new system creates an opportunity to reengineer business processes. During fact-finding meetings staff noted in many areas that many business processes at the City are not consistent throughout departments. The City has an opportunity to pursue the standardization of processes across departments and to streamline processes such as accounts payable. Doing so would improve workflow, streamline required processes, and reduce or eliminate redundant data entry. Savings will result in an increase of productivity for City workers and a decrease in redundant processes; however, this will be a significant change for the City and will require an assessment of the City's vision for standardization, a desire for business transformation, and an ability to execute considerable change.
- 5. Discuss strategy for training in a future environment.** The City would benefit from a discussion to understand the organizational capabilities for training as it relates to the implementation of a future system. Preparing to identify an approach in advance of implementation activities can better position stakeholders for success in learning the new system initially and create an ongoing training and support structure after go-live for

remedial training and training for new or newly promoted employees. If staff resource levels would be changed to support an expanded training effort, BerryDunn recommends that those resources be planned for at the start of the implementation effort.

6. **The deployment method for the future financial system.** The City has multiple deployment methods to consider including traditional on-premise, vendor-hosted, and software-as-a-service method. Each option will have varying implications on needed technical infrastructure as well as IT.
7. **Plan for and prioritize ongoing City projects.** The City should identify both planned and potential projects that might impact the implementation of an ERP system. BerryDunn recommends that the City map the projects that have funding, resource, or technical impacts to show their expected timelines and understand the budget and resource impact within a particular time frame. In some cases, the City might elect to adjust project timelines, increase resource allocations, or phase in more sophisticated technical development tasks to manage any constraints.
8. **Integration points to third-party systems in use today.** The City has a certain number of third-party systems in use today that have been implemented to compensate for gaps in functionality in the core systems. The number of third-party applications required typically diminishes with the use of an ERP system; however, certain applications might continue to serve a distinct purpose in the future environment. Identifying any third-party systems that should remain in place will be useful in helping to ensure appropriate steps are taken to develop integration points with the ERP system. The City should also consider integration points to NEOGOV to help mitigate duplicate data entry.

8.0 Next Steps

This section of the report identifies future activities in the project.

The information contained in this Needs Assessment Report reflects the City’s current business processes and the associated challenges in the current environment. Following confirmation of the content of this report, BerryDunn will update this report to final.

As the City moves forward with the project, the next steps will involve a transition in focus to planning for future multiple phases, tasks, and deliverables, which will allow project participants’ continued involvement in the process. These next steps are summarized in Table 9-1.

Table 9-1: Next Steps in the Project

Deliverable	Status and Timing
Project Coordination and Initiation	
D1. Project Work Plan and Schedule	May 17, 2021
D2. Biweekly Project Status Updates	Ongoing
Phase 1: Needs Assessment	
D3. Needs Assessment Report (Draft)	June 25, 2021
Phase 2: RFP Development	
D4. Preliminary Functional and Technical Requirements	July 16, 2021
D5. Final Functional and Technical Requirements	August 6, 2021
D6. RFP Package	August 9, 2021
Phase 3: System Selection	
D7. Proposal Executive Summary Memo and Vendor Short-List	October 4, 2021
D8. Preferred Vendor Identification	November 22, 2021
Phase 4: Contract Negotiations	
D9. Contract Negotiation Assistance	December 27, 2021

Appendix A: Project Participants

This appendix includes a list of City staff who participated in the fact-finding sessions.

Project Participants		
No.	Name	Department
1.	Alaine Sommargren	Public Works Deputy Director
2.	Alfredo Moreno	IT Director
3.	Ali Spietz	Chief Administrator
4.	Allen Hunter	Utilities Operations Manager
5.	Analisa Cartwright	UB Lead
6.	Andrea Larson	Senior Administrative Assistance
7.	Angie Moreau	Customer Service Supervisor
8.	Ben Schumacher	Financial Analyst
9.	Casey Leyde	Water Quality Technician
10.	Cheryl Lucero	Court Administrator
11.	Clint Morris	Street Engineer
12.	Deb Estrada	City Clerk
13.	Derek Franklin	Clinical Program Manager
14.	Don Cole	Building Official
15.	Ed Holmes	Chief of Police
16.	Emily Moon	Independent Consultant
17.	Fred Gu	CIP Project Manager
18.	Fred Schumacher	Inventory/Warehouse team member
19.	Gareth Reece	Senior Policy Analyst
20.	James Moe	Utility Foreman
21.	Jeff Thomas	Interim CPD Director
22.	Jen Matsuda	Administrative Assistant
23.	Jennifer Franklin	Emergency Manager



Project Participants		
No.	Name	Department
24.	Jennifer Peterson	Accounting Specialist
49.	Jessi Bon	City Manager
50.	Jolene Judd	Administrative Assistant
51.	LaJuan Tuttle	Deputy Finance Director
52.	Lara Gerheim	HR Manager
53.	Leah Llamas	GIS Analyst
54.	Marina Gonzales	YFS Program Assistant and Thrift Shop Supervisor
55.	Mary Swan	Public Records Coordinator
56.	Matt Mornick	Finance Director
57.	Maya Giddings	CIP Project Manager
58.	Merrill Thomas-Schadt	Recreations and Operations Manager
59.	Mike Helten	GIS Analyst
60.	Mike Seifert	Operations Commander
61.	Olivia Harvey	Water Services Specialist
62.	Patrick Yamashita	City Engineer
63.	Paul West	Capital Projects and Planning Manager
64.	Rona Lina	Utilities Engineer
65.	Ryan Daly	Recreations and Operations Manager
66.	Shawn Matheson	Battalion Chief
67.	Suzanne Philen	Thrift Shop Business Coordinator
68.	Tammy Bodmer	HR Coordinator
69.	Todd Roggenkamp	Police Corporal
70.	Troy Mandeville	Sr. System Administrator
71.	Zachary Houvener	Support Services Manager

Appendix B: City Stakeholder Web-Based Survey Responses

Below are selected results to the survey questions that were included in the web survey administered prior to BerryDunn’s fact-finding sessions.

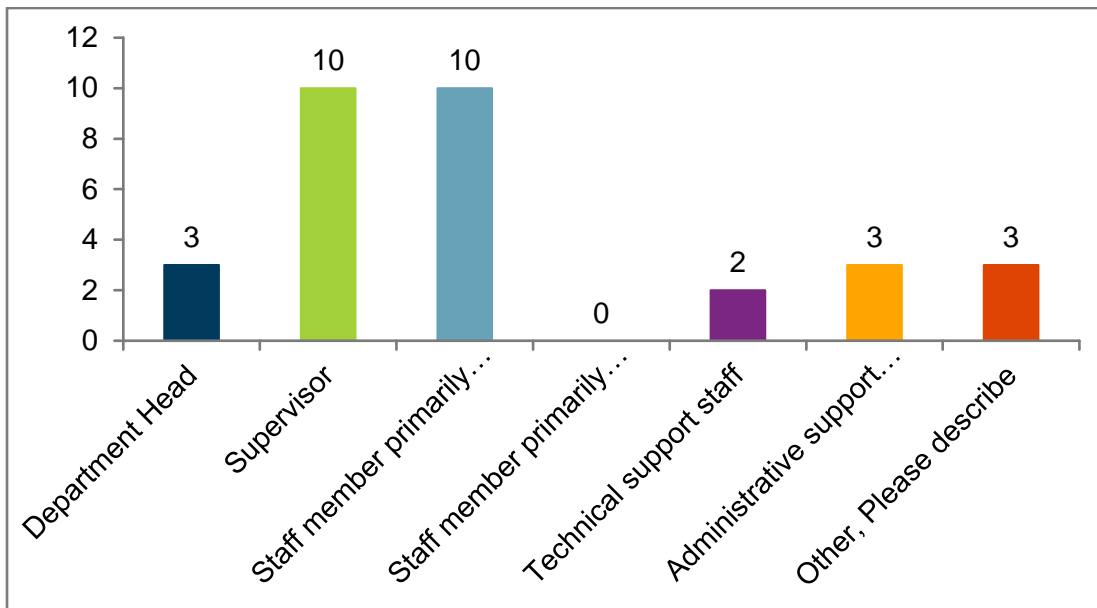
Table B.1: City Stakeholder Web Survey Questions

City Stakeholder Web Survey Questions	
No.	Question
1	Please provide the name of the department or agency that relates to you.
2	Please select the role that best describes your participation in your respective business areas: a) Elected Official b) Department Head c) Supervisor d) Staff member primarily working in the office. e) Staff member primarily working in the field. f) Technical support staff g) Administrative support staff h) Other (please describe)
3	What are the greatest strengths or benefits you experience with using the existing systems?
4	What are the greatest challenges or problems you experience with using the systems?
5	What system(s) do you use to support the specific business processes of your department (i.e., the systems you primarily use on a daily basis)? (open comments)
6	Are you using MS Excel spreadsheets, external databases, or paper-based and manual processes to track information related to your business area?
7	What information are you tracking, through what method(s), and for what reason(s)?
8	Are you able to access the information effectively and efficiently you need using the legacy system?
9	What system functionality do you not have today that could help meet the needs of your business area?
10	Are there specific changes to current business processes that you feel a potential future application environment may be able to facilitate or provide?
11	Is there any additional information you wish to share related to the existing systems or this project?

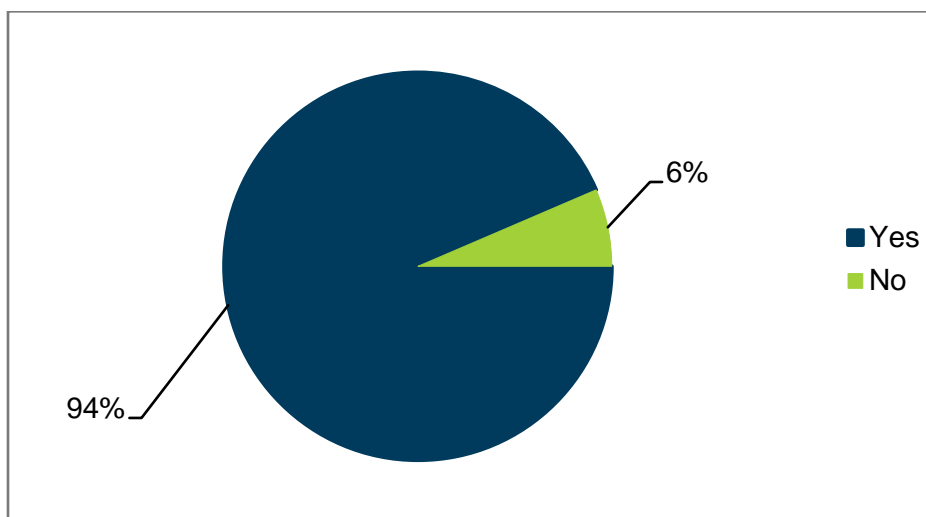
Below are selected results to questions included in the web-based survey administered prior to BerryDunn’s on-site fact-finding meetings.

The City is in the process of analyzing the use of the existing ONESolution system, and other related enterprise systems, to identify challenges and areas for improvement so that BerryDunn can plan for potential solutions that better support effective and efficient business processes. This project will involve participation from departments across the City.

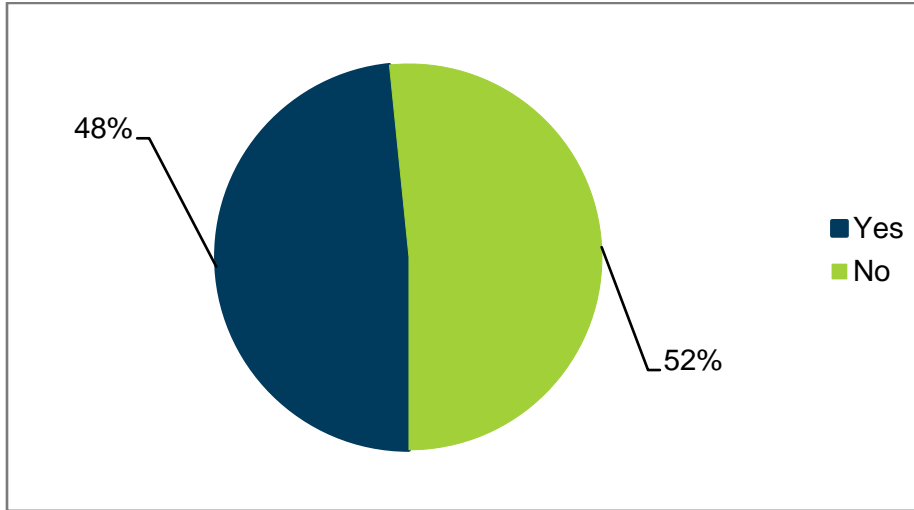
1. Please select the role that best describes your participation in your respective business areas.



2. Are you using MS Excel spreadsheets, external databases, or paper-based and manual processes to track information related to your business area?



3. Are you able to access the information effectively and efficiently you need using One Solution?





Financial Management Software System Demonstrations – Final Scoring			
Vendor	Rock Solid	Central Square	Tyler Technologies
Final Score*	2.57	2.88	3.26

* Result is the average of six City participants in scripted software demonstrations, out of a maximum of four points.

Vendor Demonstration Rating Scale		
#	Rating	Description
1	Functionality Demonstrated Does Not Satisfy Requirement	<p>The functionality demonstrated did not satisfy the requirement.</p> <ul style="list-style-type: none"> • The required functionality was not demonstrated. • The demonstration did not confirm that the software was capable of meeting the requirement. • The ability to satisfy the requirement was not clearly demonstrated or was difficult to understand. • Another feature was shown that did not satisfy the needs of the City.
2	Functionality Demonstrated <u>Poorly</u> Satisfies the Requirement	<p>The functionality demonstrated met the City’s requirement but not as desired.</p> <ul style="list-style-type: none"> • The functionality demonstrated that the software can meet the requirement, but does so in an undesirable manner. • The process to achieve or satisfy the City’s needs was cumbersome and/or required more steps than desired.
3	Functionality Demonstrated Satisfies the Requirement	<p>The functionality demonstrated met the City’s requirement as desired</p> <ul style="list-style-type: none"> • The functionality demonstrated that the software meets the City’s needs • The process to achieve or satisfy the City’s needs was acceptable and/or required minimal steps. • The feature would help the City make operational improvements.
4	Functionality Demonstrated Satisfies the Requirement in an <u>Exceptional</u> Manner	<p>The functionality demonstrated met and exceeded the City’s requirement</p> <ul style="list-style-type: none"> • The functionality demonstrated that the software exceeded the City’s needs. • Ease of use was excellent and the process was intuitive. • The feature would offer the City operational improvements beyond what was expected. • The feature would help users to accept changing systems.

Log #	Received From	Comment/Question	Staff Response
01	Mayor Nice	Were the acquisition costs compared to those of nearby cities that purchased the same software?	Tyler is a public software company focused solely on municipal government clientele. From what we know, this is comparable to other local government agencies in the region.
02	Mayor Nice	Has staff considered if the proposed system analyst position would become a single point of failure if the analyst were to be recruited by a nearby city or lost due to other reasons?	Staff discussed this internally and recognize the Systems Analyst position is critical to the project's success. Compared to prior financial software implementations, this undertaking will involve power users across City departments to not only mitigate this risk, but also ensure all departments have an equal voice and learn to use the software to fulfill their day-to-day responsibilities in an efficient and effective manner. We will ensure staff are cross trained in the event the position becomes vacant.
03	Mayor Nice	Have staff drafted a position description for the systems analyst? If not, can Tyler Technologies provide a template with requisite skills and experience?	Yes. The City has drafted a Systems Analyst job description, considering closely related positions in the Cities of Issaquah, Redmond, Lynwood, and Kirkland as well as Auburn, Bothell, Edmonds, Sammamish, and the City of Shoreline. Staff will also have the project consultant team at Berry Dunn review the job description before recruitment opens to confirm level of experience and skill set requirements.
04	Mayor Nice	Have staff developed a profile of requisite skills for the system analyst position and performed a cursory search (e.g., LinkedIn, Indeed) of the local market to ensure qualified candidates exist?	No. The City is working with a recruiter who is on contract to effectively promote the position.
05	Mayor Nice	The RFP was sent to 47 vendors and only three responded. Is the low response rate unexpected especially considering we hired a firm to assist with the RFP?	The response rate is based on a variety of factors. Though exact reasons are unknown, staff speculate the limited scope (financials only) and size of the City project are likely factors impacting overall responses.
06	Mayor Nice	Can you please provide a list and general description of the 16 possible city systems Munis might interface with?	Yes. This list is provided on page 20 of AB 6007x1.
07	Mayor Nice	If Tyler Technologies, Inc. has a local presence, does our agreement prevent them from hiring our staff? Non-solicitation agreement?	Staff will consider a non-compete clause in final negotiations.
08	Mayor Nice	Will the systems analyst be budgeted to the finance or IT department?	The position will be budgeted to the Finance Department. The Systems Analyst will be solely focused on the Finance business system and the position will closely interface with the IT Team.
09	Mayor Nice	If not in IT, the system analyst responsibility of "...manag[ing] employee access and permission levels..."	Initial user creation and basic system access will still rest in IT since the City's primary directory will sync with Tyler Munis. Additional granular

Log #	Received From	Comment/Question	Staff Response
		would traditionally belong in IT. Have finance staff consulted with IT on this responsibility?	permissions and roles will be designed and administered by the Systems Analyst in tandem with the Vendor implementation team.
10	Mayor Nice	The following language, "...scheduled quarterly software updates", seems unusual for a cloud software solution. Typically, we expect feature rollouts for cloud-based software solutions. Does this cloud software really receive quarterly updates? Updates are never more frequent?	Upon clarification, the frequency of updates and feature rollouts for the Tyler Munis's SAAS offering is unclear. Routine updates are provided for software patches. The City will control when and how often updates are applied. Tyler historically releases one new major release each year, with Managed Internet Updates (MIUs) conducted on a routine basis.
11	Mayor Nice	If the ERP supports all employees and all city departments, why is the General Fund being recommended to support 100% of the costs? Shouldn't the water fund, sewer fund, street fund... pay their fair share?	Good suggestion. It is reasonable that the Water, Sewer and Storm Utility funds could contribute a portion of the costs. If City Council supports this approach, staff will determine a reasonable basis of cost allocation. Technology projects are not a qualified expense for other restricted funds, such as REET.
12	Councilmember Weinberg	The report says all city employees will be touching it. Does that mean this is replacing the timecard entry and/or payroll systems, or are we retaining ADP to do that? <ul style="list-style-type: none"> If we're replacing ADP, can Munis be customized enough to incorporate all the payroll nuances of our collective bargaining agreements? Navigating those nuances have been a huge challenge at the City of Seattle. 	The Tyler Munis proposal does not replace anything related to time, attendance, or payroll. It is expected that Munis will integrate with the City's payroll/HR software.
13	Councilmember Weinberg	Will the Munis system be handling electronic financial transactions, such as payments to vendors and receipt of utility bills from residents? <ul style="list-style-type: none"> If so, does Tyler charge a transaction fee for this service, or is this service covered by the \$156k annual license fee? If there's a transaction fee, how much is it likely to add up to on an annual basis? 	The City uses InvoiceCloud to handle electronic financial transactions for utility billing and permitting. Included in Tyler's proposal is an application program interface so Munis can send customer information to InvoiceCloud, and Munis can receive payment information from InvoiceCloud. There is the potential for electronic transactions for cash receipting, B&O tax payments, and electronic payables. If the City uses the Tyler platform for credit card processing, staff anticipates merchant fees based on transaction volume in addition to the annual software subscription.
14	Councilmember Weinberg	Were any of the city's frequent vendors asked to evaluate Tyler's vendor portal?	No.
15	Councilmember Weinberg	Do we have any quantitative measures of the labor costs involved in our current duplicative data entry processes that will be saved with this new system?	No, however we know the manual processes are extremely inefficient. This was a main driver in recommending Tyler Munis - the City will

Log #	Received From	Comment/Question	Staff Response
			undertake a process-oriented improvement and implementation rather than simply a technology upgrade.
16	Councilmember Weinberg	Are all of the other 16 systems on-premises, or are some of them vendor-hosted in the cloud?	It is a mix. Some business systems are on-premise, while others are SAAS. See exhibit 1 to this document.
17	Councilmember Weinberg	Are any of the 16 systems hosted by vendors with whom Tyler will be integrating for the first time?	No, Tyler is familiar with all the City's business software systems. Integrations largely share the same application program interfaces (API) framework, usually representational state transfer (REST). If a software system is new to Tyler, the API used to integrate with said vendor will be standardized and familiar to Tyler.
18	Councilmember Weinberg	Will the Munis system need to integrate with any data sources not owned by the City (e.g., county, state, federal)?	No. The City undergoes a file exchange with the State's Department of Revenue's Business Licensing Service, but no application program interfaces are required with the county, state, or federal government at this time.
19	Councilmember Weinberg	What is our fallback plan if an update to one of the other 16 systems breaks its integration with Munis?	<p>The Systems Analyst will be involved in writing the application program interfaces (APIs) with the software vendor. The position will need to have the skill set to ensure the programmatic gateways are properly designed to withstand software systems upgrades.</p> <p>Should an update disrupt an integration, depending on whether the integration is hosted on-premises or with the vendor, IT staff and the Systems Analyst will work to triage the issue with technical support and submit a support ticket as needed.</p> <p>Staff will simultaneously maintain an up-to-date testing environment to stress test APIs with new software releases.</p>
20	Councilmember Weinberg	Is it realistic to assume that the new Systems Analyst will know how to fix any integrations that break?	Yes. IT as well as Tyler customer service support will be available to assist the Systems Analyst, who should also be equipped with the knowledge to fix integration issues specifically related to Tyler Munis (e.g., the who, where, and when).
21	Councilmember Weinberg	Will Tyler be migrating any data over from the city's legacy system?	Potential data conversions have been scoped in the RFP and prioritized by City staff, each with a specific recommended number of years. These include outstanding accounts receivable (AR) invoices, purchase order history, open purchase orders, general ledger account budgets and actual balances and actual transaction detail, project account balances, actual and budget accounts payable, invoice history, check history, accounts payable (AP) vendors, AR customers, AR invoice history, and fixed assets.

Log #	Received From	Comment/Question	Staff Response														
			Staff has documented all data conversions with the option to re-evaluate on a case-by-case once the implementation begins.														
22	Councilmember Weinberg	How will the city access any old data which is not migrated?	The City has discussed options for data retention and will prioritize converting data staff uses for routine work. Staff will either run the old environment for a set period after the implementation is complete or maintain the database and query data directly. The City will adhere to public records retentions requirements as well.														
23	Councilmember Weinberg	What percentage of the \$986k is set aside for designing, implementing, and testing the reports that the city will need from the system?	<p>Tyler estimates 10% of the professional services costs (below) to design, test, and implement/ train on report writing. A total of \$281,000 is included in the Tyler proposal for one-time implementation fees.</p> <table border="1"> <thead> <tr> <th colspan="2">Tyler Munis One-time Implementation</th> </tr> </thead> <tbody> <tr> <td>Professional Service Costs</td> <td>\$200,460</td> </tr> <tr> <td>Project Management Costs</td> <td>\$25,160</td> </tr> <tr> <td>Data Conversion Costs</td> <td>\$35,500</td> </tr> <tr> <td>Third-Party Hardware Costs</td> <td>\$4,542</td> </tr> <tr> <td>Travel and/or Training Expenses</td> <td>\$15,000</td> </tr> <tr> <td>Total</td> <td>\$280,662</td> </tr> </tbody> </table>	Tyler Munis One-time Implementation		Professional Service Costs	\$200,460	Project Management Costs	\$25,160	Data Conversion Costs	\$35,500	Third-Party Hardware Costs	\$4,542	Travel and/or Training Expenses	\$15,000	Total	\$280,662
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Third-Party Hardware Costs	\$4,542																
Travel and/or Training Expenses	\$15,000																
Total	\$280,662																
24	Councilmember Weinberg	Is Tyler committing to implementing reports that are BARS-compliant?	Staff gravitated to Tyler given that they have a larger footprint in WA compared to Central Square and clarified during software demos a strong familiarity with BARS requirements. BARS-compliant reports will be included in the final contract.														
25	Councilmember Weinberg	<p>Is Tyler committing to implementing grant reports that comply with federal, state, and county reporting requirements?</p> <ul style="list-style-type: none"> Or is Tyler just providing a kit of parts – i.e. it's up to the new Systems Analyst to train the users on how to build their own reports? 	Tyler offers standard reports and will be training staff on how to use them as well as how to build custom reports. Staff is leaning towards the “train the trainer” model with power users from each department learning the basics of custom report writing. This will become an annual training offered by the Finance Department.														
26	Councilmember Weinberg	What's the most complex report that the city needs? Will that be within the skillset of a non-technical city employee to build? Will it be within the skillset of the Systems Analyst to build?	<p>It depends. There are a wide variety of reports needed by City teams.</p> <p>Complex report creation will be in the requisite skill set for the Systems Analyst. Other staff will be cross trained on report generation.</p>														
27	Councilmember Weinberg	If we lose internet connectivity, is there a local cache of all the data that allows us to continue working?	Similar to other SAAS offerings, there will not be a cache available. The City has multiple redundant internet connections. With work from home gaining traction, client internet connections will be available as well.														
28	Councilmember Weinberg	Does Tyler offer 24x7 support or 8x5? Is 24x7 support a priority for the City?	The support hours are 5am– 8pm PST for all software questions. Tyler also offers 24-hour emergency lines for technical support.														

Log #	Received From	Comment/Question	Staff Response
29	Councilmember Weinberg	Providing contract help for the Finance Director and Accounting Specialist is a good idea. Will the IT folks also need some contract help?	No.
30	Councilmember Weinberg	Are these contract-help costs included in the \$986k price tag?	Yes.
31	Councilmember Weinberg	Will there be others in the City who need contract help to fill in while they are working with Tyler?	This implementation will primarily impact the Finance Department. The project budget includes the contract resources necessary to implement the project, which includes support for the Finance team.
32	Councilmember Weinberg	For those who don't get contract backfill help, how will the City proactively manage the impacts of having all its employees attend training for this new software?	Training will be phased and staggered with multiple offerings for both expert and non-expert users, guided by the underlying principles that we are all in this together working to support one another.
33	Councilmember Weinberg	How many weeks does the project team plan to dedicate for User Acceptance Testing?	Staff anticipates User Acceptance training will last around 4 weeks with specific entrance and exit criteria. This is subject to change depending on the core elements tested.
34	Councilmember Weinberg	How many users will be involved in the acceptance testing of the system?	15-25, though this may change depending on staff availability and other organizational initiatives underway.
35	Councilmember Weinberg	How many users will need to be trained to use the new system?	50.
36	Councilmember Weinberg	What percentage of the \$986k is set aside for training the users on the new system?	Costs for training users how the new system operates are 10% of professional service costs, which is different from configuration training (e.g., how to orient the software). Staff will have a detailed training strategy once a contract is negotiated with the recommended vendor.
37	Councilmember Weinberg	Will all training be left up to the new Systems Analyst?	Initial systems implementation generally includes training sessions provided by the vendor and coordinated by the Systems Analyst. Once live, the Finance Department, including the Systems Analyst as well as the Financial Analysts, will orient new employees and provide refreshers for existing employees.
38	Councilmember Weinberg	The agenda bill says, "Costs associated with project implementation are paid as project milestones are completed." The contract should be very clear to indicate that payments from the City to Tyler shall be made following the City's acceptance of the completed deliverables associated with each milestone, not just upon the arrival of a date that was marked on the schedule as a milestone.	Yes, this is a normal process for City contracts.
39	Councilmember Weinberg	The contract should include a dedicated Deliverable Acceptance section describing the process and timeline for receiving and accepting deliverables.	Yes, this is a normal process for City contracts.

Log #	Received From	Comment/Question	Staff Response
40	Councilmember Weinberg	Are there any consequences, other than delay of payment, if the deployment takes significantly longer than expected? I presume the impacts to the City can get extensive if the deployment is left in a state of partial implementation for an extended period.	It depends on the nature of the delay. Legitimate issues with the software can be mitigated when staff finalize the contract per the City Council's direction. In a worst-case scenario, the City would consider legal action for non-performance.
41	Councilmember Weinberg	If the project is completed and all deliverables accepted without using up the entire 20% contingency, who gets to keep the savings – Tyler or the City?	The City will only pay for services rendered. Unspent contingency funds remain with the City and return to the parent Fund for the City Council to appropriate in a future biennial budget.
42	Councilmember Weinberg	36 months seems like an unusually long time to implement a \$1 million IT system. How many Tyler employees will be working on this?	Staff recommend proceeding with a project timeline that is realistic and methodical rather than compressed or aggressive. This is based on lessons learned from peer cities and the culture change this project entails. Second, staff anticipates the vendor will have a project manager with 2-3 technical consultants, for a maximum of five people depending on the project timeline and scheduled deliverables.
43	Councilmember Weinberg	How many will be full-time vs part time?	The vendor does not have 'full-time staff dedicated.' Staff requested Tyler to reduce the amount of project management time to ensure we are only billed for services rendered when needed or required.
44	Councilmember Weinberg	Will the Tyler employees be working on-site on Mercer Island or remotely?	Staff anticipate remote deployments with onsite activity occurring at critical points (go-live). However, staff will make the determination at that point in time as the Vendor has grown accustomed to doing go-live work remote during the Pandemic.
45	Councilmember Weinberg	Should we expect there to be any large gaps in the 36-month timeline when no Tyler personnel are actively working on the Mercer Island implementation?	There will be a consistent presence through go-live and larger gaps to implement post-live deliverables.
46	Councilmember Weinberg	I noticed that the \$127k Systems Analyst is listed in both estimates (Tyler and Central Square). Does the city already have an SA on staff, or was its inclusion in the Central Square alternative estimate a way of saying, "We need to hire an SA, whether we stay with Central Square or switch to Tyler?"	We do not currently have a Systems Analyst on staff. A position will be needed regardless of the system we procure.
47	Councilmember Weinberg	Are we signing a 10-year contract with Tyler?	No. The agreement will be renewed annually with agreed to pricing determined when the final contract is negotiated.
48	Councilmember Weinberg	Does it include an option to extend it another 5 or 10 years?	Yes.
49	Councilmember Weinberg	If not, should we start socking away 10% of the one-time \$703k implementation costs (~\$70k per year) into the technology sinking fund for implementing a replacement to this system in 10 years?	The City's current practice is the General Fund commits \$250,000 annually to the Technology and Equipment Fund. The methodology was previously based on current or future software needs.

Log #	Received From	Comment/Question	Staff Response
50	Councilmember Weinberg	Was any portion of the existing Tech Sinking Fund intended to support the eventual replacement of OneSolution?	The Finance department anticipates devising a new cost allocation methodology to fund technology separate from equipment needs over time as a potential component of the 2023-2024 biennial budget workplan. The City's current practice is the General Fund commits \$250,000 annually to the Technology and Equipment Fund. The contribution is not specific to any single software, but rather was intended to support the City's entire portfolio of software systems.
51	Councilmember Weinberg	Once we have this initial ERP system installed, will it serve as a foundation for easier-and-cheaper installation of additional Munis modules in the future?	Both Tyler Technologies and Central Square are positioning themselves to be a one stop shop for all government services and business systems. If the City were to add additional modules, staff cannot say if it will be cheaper, but we do expect less up-front implementation costs since staff will be familiar with the selected vendor.
52	Councilmember Weinberg	If so, are there any specific modules that we decided not to include in scope for this project but which we should seriously consider in the future to help the City realize additional operational efficiencies?	Currently, no. Staff recommendation is based on a thorough understanding of third-party business systems the City currently uses and a thorough evaluation of the selected Vendor system's ancillary modules. Emphasis is on a scaffolded implementation to ensure the City pays for the modules we deploy and no more. Staff will track Tyler Technology offerings as organizational prowess with Tyler Munis software increases overtime.

Potential Interfaces

A list of potential information exchanges for the future software environment has been developed and presented in this tab. In several instances, integration/interfacing/data transfer items presented in this list may not be required if the proposed software system can provide needed functionality. Conversely intended replacements of existing third-party systems may be adjusted if functionality in the future selected system is not adequate. As a result, the following list of potential interfaces for vendors to respond to so that the future applications environment may be considered. The types of information exchanges are:

Interface	Integration	Data transfer/exchange
Also known as a bridge, an interface is where two or more separate software products communicate under limited capacity. An interface will often use a standard file format such as XML to move information from one system to another. Some interfaces are separate programs that can be configured and deployed with a range of systems (e.g. Microsoft BizTalk). Examples of common interface mechanisms include Application Program Interface (API) and web services.	A system where the different products or modules are tightly connected to function as one solution. In an integration, the systems share the same code and database.	A specialized interface where data is extracted from one application, usually as a data export using a specified file format, and placed in a specified location, such as a folder on a shared network drive. Another application retrieves the file, reads and imports the data. The file transfer process between the applications can be manual or automated using a scheduler to direct the applications when to export or import the data. The transfer process may be scheduled to occur as needed.

The ways in which the proposed system, and the systems identified below, may interact in terms of passing information back and forth, are as follows:

SEND: The Selected system will only need to SEND data to the third party application.
RECEIVE: The Selected system will only need to RECEIVE data from the third party application.
BOTH: The Selected system will need to both SEND and RECEIVE information to/from the third party application.

Req #	System/Interface	Vendor	Version	Type of Integration	Reason for Integration	Criticality	Vendor Response	Vendor Comments	Method of Integration (API, XML, HTTP, file import/export routine, etc.)	Included in scope of proposal?
INT.1	Payroll Interface	NeoGov		RECEIVE	Receive: The new ERP system should receive payroll information from the payroll/HRIS system for purposes of updating the GL. The ERP system should receive Deduction/Benefit/Accrual information from the payroll system for purposes of creating payments to third parties through Accounts Payable.	Critical	Standard - Interface/API	Can leverage GL and AP API Toolkit to establish interface to Munis GL and AP. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.2	Position Budget Interface	NeoGov		RECEIVE	The new ERP system should receive position/employee budgeting data to be viewed in the budget module. This data should include but is not limited to: position budget data, employee budget data, open position budget information, and overtime calculations.	Desired	Standard - File Import	Position, Benefit and Salary detail with drill down capability to the employee level would require Munis HCM, (not proposed). However, salary and benefit totals could be imported without drill down capability directly into the budget. Assumes use of compatible import format	File Import Into Selected System	Yes
INT.3	User Authentication	Microsoft Active Directory (Azure AD O365)	v2016	BOTH	Send: The ERP system should send new user information to update AD in real-time including certain demographic and reporting structure information. Receive: The ERP system should receive authenticated user information and email addresses in real-time.	Critical	Standard - File Import/Export		Standard - Interface/API	Yes
INT.4	Parks and recreation management software	Perfect Mind		BOTH	Receive: The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check through Accounts Payable. Send: The ERP system should send check refund information to Perfect Mind for processing and updating customer accounts.	Critical	Standard - File Import/Export	Assumes use of compatible import and export formats	File Export and Import from selected system	Yes
INT.5	Purchase Cards (p-cards)	US BANK		RECEIVE	Receive: The future ERP system will need to receive p-card transaction details.	Critical	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.6	Positive Pay	Key Bank		SEND	Send: The future ERP system needs to send a positive file to Key Bank.	Critical	Standard - File Export	Assumes use of compatible export format	File Export from Selected System	Yes
INT.7	Productivity Tools	Microsoft		BOTH	Send: The ERP system should have the ability to integrate with MS Word, MS Excel, and Access. Receive: Microsoft applications (MS Word, MS Excel, and Access) should have the ability to integrate with the ERP system.	Critical	Standard - Interface/API	Word and Excel where applicable	Standard - Interface/API	Yes
INT.8	Document management	Laserfiche		BOTH	Send: The ERP system should send documents to Laserfiche. Receive: The ERP system should receive documents from Laserfiche.	Desired	Not Proposed	Proposing Tyler Content Manager		Yes
INT.9	Document management	OnBase		BOTH	Send: The ERP system should send documents to Onbase. Receive: The ERP system should receive documents from Onbase.	Desired	Not Proposed	Proposing Tyler Content Manager		Yes

City of Mercer Island
List of Functional and Technical Requirements

Item 9.

INT.10	Community Development Software	TRAKit		BOTH	<p>Receive: The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check through Accounts Payable.</p> <p>Send: The ERP system should send check refund information to TRAKit for processing and updating customer accounts.</p>	Critical	Standard - Interface/API	Via Munis GL and AP API Toolkit included with Munis API Toolkit Bundle, assuming standard GL and AP integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.11	Asset Management	Cityworks		BOTH	<p>Receive: The ERP system should receive updated asset information from Cityworks including new assets to be recorded and perform accounting functions (e.g. depreciation).</p> <p>Send: The ERP system should send all annual financial information (e.g. depreciation, disposal, etc) to update the records in Cityworks.</p>	Critical	Standard - Interface/API	Via Munis Capital Asset API Toolkit included with Munis API Toolkit Bundle, assuming standard Capital Asset integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.12	Check Reconciliation Bank Interface	Key Bank		RECEIVE	<p>Receive: The ERP system should receive a file provided on a city specified time for checks that have cleared the bank.</p>	Critical	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.13	Bank Reconciliation	Key Bank		RECEIVE	<p>Receive: The ERP system should received a bank specified BAI file to assist with automating the monthly bank reconciliation.</p>	Critical	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.14	Payment Processing	InvoiceCloud		BOTH	<p>Send: The ERP system should be able to send customer information to InvoiceCloud.</p> <p>Receive: The ERP system should be able to receive payment information from InvoiceCloud.</p>	Critical	Standard - Interface/API	Via Munis AR API Toolkit included with Munis API Toolkit Bundle, assuming standard AR integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.15	Point of sale	Keystroke		RECEIVE	<p>Receive: The ERP system should be able to receive all payment entries from the Keystroke system.</p>	Critical	Standard - Interface/API	Can leverage GL API Toolkit to establish interface to Munis GL. Assuming running parallel payrolls in Munis and Legacy system, the deductions could be processed in order to create vendor payments handled through payroll or AP.	Standard - Interface/API	Yes
INT.16	Utility Billing Software	Inhance Impresa		BOTH	<p>Receive: The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check through Accounts Payable.</p> <p>Send: The ERP system should send check refund information to Inhance for processing and updating customer accounts.</p>	Critical	Standard - Interface/API	Via Munis GL and AP API Toolkit included with Munis API Toolkit Bundle, assuming standard GL and AP integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes



**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND**

**AB 6013
February 1, 2022
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6013: Review and Provide Feedback on Mercer Island Coyote Management Plan	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve Resolution No. 1617, Endorsing the Draft Coyote Management Plan.	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

DEPARTMENT:	City Manager
STAFF:	Jessi Bon, City Manager Ed Homes, Police Chief Mike Seifert, Police Operations Commander Bio Park, City Attorney Eileen Keiffer, Special Counsel
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Proposed Resolution No. 1617 and Exhibit A – Draft Coyote Management Plan
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ 0

SUMMARY

The purpose of this agenda bill is to review with the City Council the Coyote Management Plan (see Exhibit 1) and to seek endorsement of the Plan.

- The City has received several recent reports from residents that may indicate coyote behavior is intensifying. In light of these recent reports, the City has requested a reassessment by the United States Department of Agriculture (USDA) and that is currently underway.
- City Staff also drafted a Coyote Management Plan to be administered by the City Manager’s Office and MIPD, which will guide the City’s decision-making process in response to the coyotes on Mercer Island.
- The plan is based on educational materials from USDA and WDFW, and it is modeled on similar plans from other communities.
- The plan also includes steps for the City to provide guidance and suggestions to the community in the event of future encounters between humans and coyotes.
- City Staff is seeking feedback on this proposed plan and endorsement by the City Council via Resolution No. 1617.

BACKGROUND

In June of 2021, the City was made aware of a coyote attacking and killing a resident's cat. The attack was caught on video. City staff reached out to several partner agencies for guidance on how best to address this concern including Regional Animal Services of King County (RASKC) and the Washington Department of Fish and Wildlife (WDFW). The WDFW representatives explained that they would not be taking action as the situation did not appear to pose any current threat to human life. The City subsequently shared community updates across media channels with information on coyote and general wildlife safety.

In October, the City began receiving additional correspondence about coyotes on the Island and request for the City to address the issue. As a result, the City again reached out to the WDFW and they recommended contacting the local USDA Wildlife Services branch. The City contacted the USDA and began working with Matt Stevens, a Wildlife Biologist specializing in urban coyote behavior.

On November 3, Mr. Stevens completed an [assessment of coyote activity](#) on the Island. The assessment includes the following 7-point Decision Model that the USDA uses to determine if coyote removal is justified:

1. Coyotes rarely seen, but are heard at night
2. Increase in taking of unattended pets
3. Increase of coyote observations on streets and yards at night
4. Observations of coyotes on streets, parks, or yards during daylight hours
5. **Coyotes chasing or taking attended pets, especially during the day**
6. **Taking pets on leash and chasing joggers, bikers, etc.**
7. **Coyote seen in and around children's play areas and schools during the day**

The USDA does not recommend coyote removal until number 5 of the above list is reached. According to his assessment, Mr. Stevens believed that the coyote activity on the Island rarely exceeded number 3 on the list. His assessment found that there was little to no evidence of coyote behavior on the Island being a threat to human health and safety. The only option available for coyote removal is euthanasia of the animals. It is unlawful to relocate coyotes in the state of Washington.

Mr. Stevens presented information to Island residents at a virtual meeting which was held on November 15, 2021. This [presentation](#) included general information about coyotes, the results of the Mercer Island assessment, and recommendations on how residents can protect themselves and discourage coyote activity.

City staff has continued to monitor and track Island coyote activity.

COYOTE MANAGEMENT PLAN

The City has received several recent reports from residents that may indicate coyote behavior is intensifying. In light of these recent reports, the City has requested a reassessment of coyote activity on Mercer Island by the USDA and that is underway.

Additionally, the City launched a centralized wildlife resource page on [Let's Talk](#) to share the latest updates and ways that community members can help minimize interactions with these animals.

Further, City Staff has drafted a Coyote Management Plan to be administered by the City Manager's Office and MIPD, which will guide the City's decision-making process in response to coyote activity on Mercer Island.

The plan is based on educational materials from USDA and WDFW, and it is modeled on similar plans from other communities. The plan also includes steps for the City to provide guidance and suggestions to the community in the event of future encounters between humans and coyotes. City Staff is seeking feedback on this proposed plan.

RECOMMENDATION

Provide feedback on draft Coyote Management Plan, and adopt Resolution No. 1617, endorsing the draft Coyote Management Plan.

**CITY OF MERCER ISLAND, WASHINGTON
RESOLUTION NO. 1617**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERCER ISLAND,
WASHINGTON, ENDORSING THE DRAFT COYOTE MANAGEMENT PLAN**

WHEREAS many people living in dense urban centers and in suburban environments coexist with coyotes and are prepared to do so; and

WHEREAS the City desires to provide educational resources for the Mercer Island community to learn about coyotes and coexisting with them; and

WHEREAS City staff and the City Council of Mercer Island have received numerous reports regarding the presence of coyotes on Mercer Island; and

WHEREAS the City has recently received an increasing number of reported coyote attacks of small household pets, as well as a recent report of a coyote stalking a person with a small dog; and

WHEREAS public safety of the community is paramount; and

WHEREAS the City Council recognizes that it is within the City Manager’s authority and discretion to adopt a coyote management plan; and

WHEREAS the adoption of a coyote management plan is a tool to help educate the community on coexisting with coyotes and to guide possible action by the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND,
WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. The City Council endorses the draft Coyote Management Plan attached hereto as Exhibit A.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT A
REGULAR MEETING THEREOF, ON THE 1ST DAY OF FEBRUARY, 2022.**

CITY OF MERCER ISLAND

Salim Nice, Mayor

Attest:

Andrea Larson, City Clerk

City of Mercer Island

Coyote Management Plan

Executive Summary

The intent of this plan is to provide guidance for City staff, residents, and business owners in managing encounters with coyotes within the City of Mercer Island (City). This plan does not supersede federal, state, county, or city laws, regulations, ordinances, or policies. Further, the provisions of this plan do not restrict the legal rights of City residents, businesses, or property owners to pursue their legal rights in dealing with coyotes, such as the hiring of wildlife control operators.

Management Strategy

The City's strategy for managing coyotes shall consist of a two-pronged approach:

- 1) Public education designed around co-existence with coyotes.
- 2) Ensuring public safety by implementing appropriate tiered responses to coyote and human interactions. This plan requires active participation on the part of the entire community, including residents, homeowners' associations, and volunteers.

Public Education

Education is a critical component of appropriate decision making by residents regarding their safety as well as the security of their property and pets. The goals of public education shall be to decrease attractants for coyotes, to reshape coyote behavior through hazing, to create reasonable resident expectations of normal coyote behavior, and to facilitate coexistence. The City will provide information on coyote conflict prevention online at the City's Let's Talk webpage and may engage in additional educational efforts, such as hosting informational webinars or doing outreach on social media.

Response Plan

The City has developed a detailed response plan to provide a means to identify and categorize types of human and coyote interactions.

Reducing Attractants

A key component of reducing interactions between coyotes and humans is reducing attractants for coyotes. Coyotes are drawn to suburban areas such as the City for the following reasons:

1) Food. Suburban areas can support large numbers of rodents and animals such as coyotes. Further, coyotes can be attracted into suburban neighborhoods especially by food associated with humans, such as: fallen fruit, pet food, and unsecured trash/compost. Feeding of wildlife (both intentional and unintentional) can cause coyotes to associate humans with food. This in turn, can create negative interactions between humans, coyotes, and pets. Tips for reducing coyote food attractants:

- Never intentionally feed a coyote.
- Do not feed raccoons or other wildlife.
- Avoid feeding pets outside. Remove outside pet food and water. If feeding outside is strictly necessary, remove leftover food (if any) and the pet's food bowl promptly.
- Do not compost meat or dairy.
- Maintain good yard maintenance, including regular raking of areas around bird feeders.
- Keep trash well secured in containers with tight lids (or use bungee cords or the like to secure the lids). Only place trash receptacles outside the morning of trash collection (instead of overnights).
- Specially bag food wastes that are attractive to coyotes, such as leftover pet food, meat scraps, etc. prior to placing them in trash receptacles.

2) Water. Suburban areas can provide year-round water (storm water facilities, artificial ponds or lakes, irrigation, pet water bowls). During dry seasons especially, remove water bowls for pets from outside and put away all watering cans.

3) Unattended Pets. Coyotes can consider small pets to be prey. Free roaming pets, especially cats and small dogs, may attract coyotes into neighborhoods. The best way to minimize risk to pets is to not leave them outside unattended. For small dogs, keep them on a leash that is no longer than six feet (coyotes may see dogs on longer leashes as unattended). This is especially important if you are in or near open space areas. Unattended small dogs are attractive to coyotes as prey, however coyotes are naturally afraid of humans. Protect any other small domestic pets (such as rabbits) by enclosing them in protective fencing or sturdy cages (or consider bringing them inside).

Coyote Management Plan

Response Plan

The City has developed a three-tiered response plan to provide a mechanism to identify and classify different types of interactions between coyotes and humans. The City police department will log and track reports of coyote encounters for the purposes of classification based on the three tiers of the response plan.

Note: Suggested responses for residents are just that: suggestions only. Residents are responsible for assessing their individual circumstances and assuming the risk of pursuing any of the suggested actions listed below. The City is not responsible for any damages or injuries caused by coyotes.

Further, the response plan includes only possible responses by the City (not guaranteed responses). Nothing in this plan obligates the City to pursue any particular response. Further, detailed investigations may be necessary before the City may pursue certain possible responses.

Level 1	Level 2	Level 3
<p>Reported Coyote Action:</p> <ul style="list-style-type: none"> • Heard • Seen moving at night • Seen resting at night • Suspected pet attack 	<p>Reported Coyote Action:</p> <ul style="list-style-type: none"> • Seen during day in parks or on streets • Seen resting near humans • Entering a yard during daytime hours (with or without pets) • Pet attack (unattended) 	<p>Reported Coyote Action:</p> <ul style="list-style-type: none"> • Stalking a human (with or without pets) • Loitering during the day around schools, play areas, and parks with children present • Pet attack (attended) • Threatening a human • Attack on a human (unprovoked)
<p>Suggested Resident Response:</p> <ul style="list-style-type: none"> • Report incident to MIPD Non-emergency number: (425) 577-5656 • Review educational resources • Conduct yard audit • Begin hazing 	<p>Suggested Resident Response:</p> <ul style="list-style-type: none"> • Report incident to MIPD Non-emergency number: (425) 577-5656 • Review educational resources • Conduct yard audit • Continue/escalate hazing • Consider hiring Wildlife Control Operator 	<p>Suggested Resident Response:</p> <ul style="list-style-type: none"> • Report incident to MIPD Non-emergency number: (425) 577-5656 (call 911 if you are in immediate danger) • Review educational resources • Conduct yard audit • Continue/escalate hazing • Consider hiring Wildlife Control Operator
<p>Possible City Response:</p>	<p>Possible City Response:</p>	<p>Possible City Response:</p>

<ul style="list-style-type: none">• Provide educational materials, which may include information on hazing techniques.	<ul style="list-style-type: none">• Provide educational materials, which may include information on aggressive hazing techniques.• Identify hazing strategy.• Investigate incident(s).• Consult with WDFW and USDA, if necessary, especially in the event of multiple yellow level encounters within a short time period.	<ul style="list-style-type: none">• Provide educational materials, which may include information on aggressive hazing techniques.• Community outreach/notification.• Identify hazing strategy.• Investigate incident(s).• Consult with WDFW and USDA regarding lethal removal, if necessary.
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DRAFT

Definitions

Active Coexistence: Humans and coyotes exist together. Humans can take an active role in keeping coyotes wild by learning about coyote behavior, ecology, removing items that attract coyotes, taking responsibility for the safety of their pets, and hazing coyotes when they enter community or neighborhood spaces.

Attack (Provoked): A coyote attacks a human following an incident in which the human interacts with the coyote or encourages the coyote to engage (such as having a dog off leash in an on-leash area or intentionally approaching or feeding wildlife).

Attack (Unprovoked): A coyote attacks a human without an incident in which the human encourages the coyote to engage.

Encounter: Unexpected, direct meeting between a coyote and a human.

Hazing: A training method employing the use of deterrents to discourage coyotes from engaging in undesirable behavior or activity or to move coyotes out of a particular area. Hazing includes, but is not limited to: the use of loud noises such as clapping, shouting, using air horns, the use of bright lights, and throwing objects near coyotes (but not at them).

Pet Attack (Attended): A coyote attacks a pet on a leash or a pet that is within six feet of a human.

Pet Attack (Unattended): A coyote attacks a pet that is not on a leash or within six feet of a human. The term includes coyote predation on domestic pets, such as outdoor cats.

Suspected Pet Attack: Incident where eaten remains of a pet are found or a pet is missing for an unknown reason. Coyotes may feed on recently dead or dying animals, such as pets that are hit by cars.

Stalking: Behavior where a coyote follows a human with or without a pet on a leash.

Threat: Behavior where a coyote approaches a human and growls, bares teeth, or lunges.

Wildlife Control Operator: a person who has successfully completed the training and obtained one or more levels of certification from the Washington Department of Fish and Wildlife to assist landowners to prevent or control problems caused by wildlife.



2022 PLANNING SCHEDULE

Item 11.

Please email the City Manager & City Clerk when an agenda item is added, moved, or removed.

NOTE - Regular Meetings begin at 5:00 pm from June 16, 2020, through December 31, 2022. Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

FEBRUARY 15, 2022		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						
60	AB xxxx: Comprehensive Plan 2024 Periodic Update Presentation			Jeff Thomas/Alison Van Gorp		
SPECIAL BUSINESS						
20	King County Updates by Council Chair Claudia Balducci			Andrea Larson		
CONSENT AGENDA						
--	AB xxxx: City Hall Lobby Renovation Bid Award			Jaime Page		
--	AB xxxx: ARPA Fund Utility Project Update			Jason Kintner		
REGULAR BUSINESS						
120	AB xxxx: PROS Plan Discussion			Jessi Bon/Jason Kintner		
30	AB xxxx: 2021 Year-End Police Report			Ed Holmes		
45	AB xxxx: ARPA Funds - COVID-19 Utility Relief Program			Matt Mornick/Merrill Thomas-Schadt		
EXECUTIVE SESSION						
45	Executive Session regarding collective bargaining pursuant to RCW 42.30.140(4)(a).					

MARCH 1, 2022		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Open Space Conservancy Trust Annual Report			Sam Harb		
--	AB xxxx: 2022 Street Related Utility Improvements (SP0103) Bid Award (Tentative)			Clint Morris		
--	AB xxxx: 2019 Arterial and Residential Street Overlays Project Closeout			Clint Morris		
--	AB xxxx: 2020 Arterial and Residential Street Overlays Project Closeout			Clint Morris		
--	AB xxxx: 2020 Roadside Shoulder Improvements, WMW Phase 2 Project Closeout			Clint Morris		
REGULAR BUSINESS						
15	AB xxxx: Countywide Planning Policies Ratification			Jeff Thomas/Adam Zach		
60	AB xxxx: PROS Plan Adoption			Jessi Bon/Jason Kintner		

30	AB xxxx: Luther Burbank Docks and Waterfront 30% Design Recommendation	Jason Kintner/Paul Wes
15	AB xxxx: Board & Commission Appointments (Round 4, Resolution No. xxxx) (Tentative)	Andrea Larson
EXECUTIVE SESSION		

MARCH 15, 2022		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
60	AB xxxx: Island Crest Way Corridor Safety Study – Recommendations & Prioritization	Jason Kintner/Patrick Yamashita/Lia Klein				
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						
45	AB xxxx: Comprehensive Plan 2024 Periodic Update: Scope / Schedule / Public Participation Plan	Jeff Thomas/Alison Van Gorp				
45	AB xxxx: Town Center Code Amendments – Second Reading	Jeff Thomas/Sarah Bluvas				
45	AB xxxx: Town Center Parking Study Presentation 1 (Project kick-off, review of stakeholder engagement plan; Tentative – April 5 as alternate)	Sarah Bluvas/Jason Kintner/ Jeff Thomas/Ed Holmes				
EXECUTIVE SESSION						

MARCH 26, 2022 – PLANNING SESSION		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
	TBD					

APRIL 5, 2022		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Sexual Assault Awareness Month, Proclamation No. xxx	Andrea Larson				
--	AB xxxx: Water Meter Replacement Program Bid Award	Jason Kintner/Allen Hunter				
--	AB xxxx: 76th Avenue SE Mid-Block Crosswalk Bid Award	Jason Kintner/Lia Klein				
--	AB xxxx: 2020 WMW Pedestrian Crossings Project Closeout	Clint Morris				
	AB xxxx: 2021 Arterial and Residential Street Overlays Project Closeout	Clint Morris				

--	AB xxxx: 2021 EMW Landslide Repair Project Closeout	Clint Morris
--	AB xxxx: EMW 5400 to 6000 Blocks Water System Improvements Project Closeout	Jason Kintner/Rona Lin
--	AB xxxx: 2020 Water System Improvements (SE 34th St & 78th Ave SE) Project Closeout	Jason Kintner/Rona Lin
--	AB xxxx: 2021 Water System Improvements (82nd Ave SE & SE 24th St) Project Closeout	Jason Kintner/Rona Lin
REGULAR BUSINESS		
30	AB xxxx: ADA Transition Plan Adoption	Jason Kintner/Patrick Yamashita/Lia Klein
45	AB xxxx: Town Center Parking Study Presentation 1 (Project kick-off, review of stakeholder engagement plan; Tentative – March 15 as alternate)	Sarah Bluvas/Jason Kintner/ Jeff Thomas/Ed Holmes
EXECUTIVE SESSION		

APRIL 19, 2022		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
45	AB: xxxx: Climate Action Plan – Goals and Actions			Ross Freeman		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: 2022 Water System Improvements (Madrona Crest East)			Jason Kintner/Rona Lin		
	AB xxxx: Earth Day/Week Proclamation			Ross Freeman		
REGULAR BUSINESS						
30	AB xxxx: Review and Approve the 2022-2023 City Council Priorities and Confirm Work Plan (Tentative)			Jessi Bon		
15	AB xxxx: City Council Rules of Procedure Amendments (Res. No. xxxx) (Tentative)			Jessi Bon/Andrea Larson		
45	AB xxxx: Island Crest Way Corridor Safety Study – Recommendations & Prioritization			Jason Kintner/Patrick Yamashita/Lia Klein		
30	AB xxxx: Interlocal Agreement with the Mercer Island School District for Field Maintenance (Tentative)			Jason Kintner		
30	AB xxxx: Fiscal Year 2021 Year-End Financial Status Update			Matt Mornick/ Ben Schumacher		
30	AB xxxx: Luther Burbank Park Boiler Building Heritage Capital Grant Resolution			Jason Kintner/Paul West		
EXECUTIVE SESSION						

APRIL 21, 2022 (SPECIAL MEETING)		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
JOINT MEETING WITH MERCER ISLAND SCHOOL BOARD						