



City of Salem, Massachusetts

PART A – Executive Summary

December 2019

Prepared by the



200 Portland Street, First Floor
Boston, MA 02114
617.695.1225 voice/tty
www.IHCDesign.org

Part A – Executive Summary

Introduction

The Institute for Human Centered Design (IHCD) has prepared this report on behalf of the City of Salem as part of the City’s ongoing effort to assess the current level of ADA compliance in programs, services and activities and City-owned facilities. In preparing for this report, IHCD teams surveyed the City’s portfolio of facilities and properties that were included in the Request for Proposal.

The building facility set includes twenty-five (25) public buildings – including two (2) Fire Stations and eight (8) public schools and their playgrounds. The accessibility survey of those facilities includes all the spaces where the City offers programs, services and activities to members of the public. The outdoor facility set includes twelve (12) parks/outdoor areas. The accessibility survey of those spaces encompassed elements such as accessible routes, walking surfaces, slopes, picnic tables, play areas and recreational areas. These twelve (12) parks/outdoor areas include the City’s major parks as well as representative smaller parks. In addition, two (2) parking garages and the parking lot near the City Hall Annex were also surveyed; the accessibility survey of those facilities includes elements such as accessible routes, accessible parking spaces and accessible egresses at the garages.

IHCD also did a plan review for the Forest River Park (Pool Bathhouse). The plan review for Bertram Field will be sent at a later date.

IHCD submitted separate reports for each facility that was surveyed. To assist in prioritizing accessibility improvements to ensure compliance with the ADA Title II, each of the building and outdoor area reports include an overview that identifies the most substantial accessibility issues and order of magnitude cost estimates for corrective action. Additionally, a detailed catalog that supplements the ADA Self-Evaluation narrative overview is also included. The catalog provides element-by-element photos of compliance issues, location and measurements - when applicable - at each assessed facility accompanied by recommendations and cost estimation for each accessibility issue.

In addition, a spreadsheet of priorities for corrective action organized by type of building and including order of magnitude costs was provided to the City. When the City presents findings and recommendations to the community and receives feedback, some recommendations may need cost adjustment. These spreadsheets are a capital planning and budgeting tool - the “ADA

Transition Plan” - and is intended as a long-term tool to update as work is completed. The City should make a good faith effort to complete the work in a reasonable time. (IHCD recommends a three to five-year period). The ADA regulations do not set out precise timeframes to complete the work, we are basing the timeframes on conversations with the Department of Justice and their Project Civic Access settlement agreement with municipalities. Together, the ADA Self-Evaluation and ADA Transition Plan will enable the City to make substantial progress in meeting its ADA responsibilities. The recommendations for corrective action of policies and procedures of the ADA Self-Evaluation are not included in the ADA Transition Plan since that is limited to capital accessibility issues. But they are a blueprint for meeting compliance responsibilities other than capital expenses.

IHCD also submitted a complete assessment of the City’s policies, practices and procedures.

The ADA administrative requirements help ensure that the needs of people with disabilities are addressed in all services, programs and activities that the City provides.

See the complete summary in *Part B – Evaluation of Non – Discriminatory Policies and Practices in Programs, Services and Activities* report.

A complete website accessibility report that provides information about website accessibility issues and recommendations for corrective measures was also submitted.

Most City-owned facilities recently altered or renovated are substantially accessible and meet most architectural requirements. Continued facility alterations, and/or renovations will significantly reduce barriers and realize the City’s commitment to inclusion and equal rights. In the meantime, the greatest problems posed by existing barriers can be ameliorated by establishing policies and procedures to accommodate members of the community with disabilities. It is worth noting that the City has taken several significant steps in this direction:

- The City of Salem has hired a consultant (IHCD) to undertake its ADA self-evaluation (as the basis for the City’s Transition Plan).
- The City of Salem has an ADA Coordinator in place.
- The City has adopted a Public Notice Policy (posted on the City’s website).
- The City has developed a Grievance Procedure (posted on the City’s website).
- The City has begun an extensive study regarding the City's sidewalks and pedestrian ramps. To date, every pedestrian ramp has been evaluated and city staff are exploring

the feasibility of conducting an assessment of the entire sidewalk network so that the City may develop a prioritized maintenance plan that will be coordinated with a similar plan that has been developed for the roadways.

IHCD's review and recommendations of the City-owned facilities was based on compliance with the 2010 ADA Standards for Accessible Design if not compliant with the 1991 ADA Standards and/or 521 CMR of the Massachusetts Architectural Access Board. Best practice and inclusive design recommendations were also provided for each property. Inclusive design recommendations include elements that are not required in the accessibility standards but may create enhanced experiences for all users.

Many key facilities and outdoor areas are generally usable by people with disabilities but are not in full compliance with current accessibility requirements. City Hall, for instance, provides access to many programs and can be accessed by most people because the building features an accessible entrance and has an accessible route to all floors. Yet some of the key areas such as the City Council Chambers and City Council Anteroom lack accessible work surfaces (with knee and toe clearance) and service counters at a few departments are higher than the maximum height allowed, a key component to access some of the services provided by the City. The Library is another example of a facility that provides access to most programs but not all. While the building has accessible single-user toilet rooms, they each requires some renovations in order to be fully accessible and useable by individuals with disabilities.

The City may comply with the requirements of Title II of the ADA through means such as reassignment of services to accessible buildings or delivery of services at alternate accessible sites. The City may also comply with the requirements by renovation or alteration of existing facilities and/or construction of new facilities, or any other methods that result in making the City's services, programs or activities readily accessible to and usable by individuals with disabilities. Note that a public entity is not required to make structural changes in existing facilities where other methods are effective in achieving compliance with this section.

In choosing among available methods for meeting the requirements of the ADA, the City of Salem shall give priority to those methods that offer services, programs, and activities to qualified individuals with disabilities in the most integrated setting appropriate.

In order to comply with the program accessibility obligations, the City of Salem should consider:

1. Relocation of its programs, services and activities within current facility

Often the simplest solution is for the City to use what it already has in place. IHCD strongly recommends the relocation of programs, services and activities to accessible locations within the facility if they are provided at inaccessible locations.

2. Relocation of its programs, services and activities to another facility

When it is not possible to relocate program, services, and activities within the current facility, they should be relocated to an accessible facility.

Due to the unique programs and the lack of accessibility at the Fire Prevention Office and the Code Enforcement Office, IHCD recommends that the City not use the building for its programs, services and activities. Suggest relocating the Fire Prevention Office and the Code Enforcement Office or undertaking a renovation/alteration of the building.

The same problem applies to the Electrical Department, if there is insufficient space to provide an accessible work surface for filling out and reviewing forms on the first floor, the program should be relocated.

3. Renovation/alteration of its facilities to ensure access to programs, services and activities

The City may consider the renovation of its inaccessible facilities to ensure that the programs, services and activities are offered in the most integrated setting possible.

Note that any corrective actions needed to ensure program accessibility must comply with the requirements of the 2010 ADA Standards and/or 521 CMR.

Furthermore, when doing alterations/renovations, keep in mind that an alteration that decreases the accessibility of a building below the requirements for new construction at the time of the alteration is prohibited.

To determine which buildings must be made accessible, the City should consider:

- How to provide each program in the most integrated setting appropriate;
- The locations where the activities are offered;
- Which facilities are accessible and to what extent.

Key Recommendations for the Building Facilities:

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- Ensure there is an accessible route from all arrival points to those areas in the building where programs, services and activities are provided.
 - If parking is provided, ensure fully accessible parking spaces are provided.
 - Ensure that fully accessible toilet rooms are provided in each building. Where it is technically infeasible to provide accessible multi-user toilet rooms, provide an accessible single-user toilet room in the same area as the existing multi-user toilet rooms.
 - Ensure that where services or activities are offered there is a sufficient number of accessible features (accessible wheelchair seating areas, accessible counters, accessible work surfaces, etc.).

Particular attention should be given to some departments at the City Hall and first floor of the Library where key services are being offered to the community.

- If audible communication is integral to the use of a space, provide a compliant assistive listening system.

This should be a priority at the City Council Chambers at City Hall and the Auditorium at the Police Headquarters.

- Ensure that those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities are maintained in operable working condition (e.g., elevators or automatic door openers).
- Police Station: the holding cells at this location are not fully accessible, making them compliant may be technically infeasible. The City should ensure that Program Accessibility is provided as needed by transferring detainees to an accessible location (e.g., Essex County Correctional Facility).

Key recommendations for the Public Schools:

- Ensure that fully accessible toilet rooms are provided in each building. As mentioned before, where it is technically infeasible to provide accessible multi-user toilet rooms provide an accessible single-user toilet room in the same area as the existing multi-user toilet rooms.

In unique rooms such as a nurse's room, ensure that a fully accessible toilet room is provided. This includes maintaining the clear floor space at all fixtures free of any storage.

- Ensure that accessible sinks (with knee and toe clearance) are provided in at least one classroom per grade. If accessible sinks are already provided, ensure they have insulated pipes.

- Ensure accessible work surfaces are provided in at least one classroom per grade. Furthermore, ensure that specialized classrooms (e.g., labs, mechanical drawing rooms etc.) all have accessible work surfaces.
- Ensure that all elements in the classrooms are within reach range (e.g., emergency showers and dispensers in toilet rooms).
- If audible communication is integral to the use of a space, provide a compliant assistive listening system.

This should be a priority in classrooms or auditoriums where speakers are provided.

When looking at outdoor facilities, the City of Salem needs to ensure that a sufficient number of locations are accessible. For instance, Salem offers a variety of experiences at its parks/outdoor areas e.g., playgrounds, picnic areas, playing fields, beaches access, etc. The City needs to make sure that a sufficient number of each type of these facilities is accessible. The City also needs to keep in mind that each unique program needs to be accessible.

The City should ensure that privately owned and/or operated facilities on City property are in compliance with the ADA so as to enable the City to meet its Title II obligations.

Salem has some excellent amenities such as accessible picnic tables with integrated seating spaces or accessible hockey rinks that IHCD recommends the City use in other locations to ensure that people with disabilities can participate in all the outdoor programs



Picnic Table - Collins Cove Park



Hockey Rink Collins Cove Park

Key Recommendations for the Outdoor Facilities:

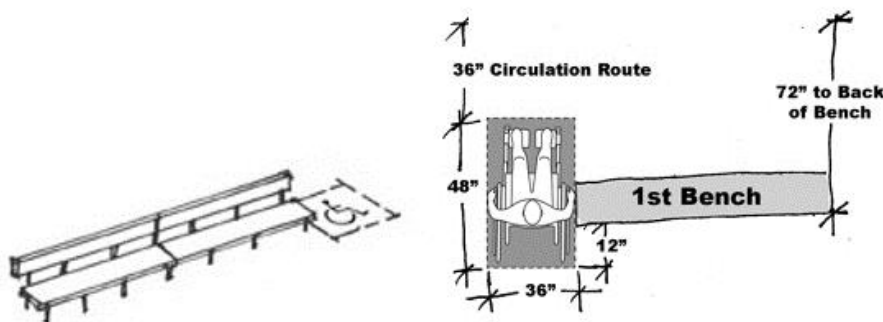
- Ensure there is an accessible route to all elements in the park/outdoor space (baseball fields, basketball courts, playgrounds, picnic areas, toilet facilities, etc.).

A good example are the amenities at Collins Cove Park, where accessible routes are provided to many of the amenities in the park.



Collins Cove Park

- Ensure there is a clear floor space adjacent to the bench at team seating areas and spectator seating areas at the baseball fields, basket courts, etc.



Left: diagram for team seating. Right: Diagram for spectator seating shows shoulder alignment between the wheelchair user and person seated on the bench.

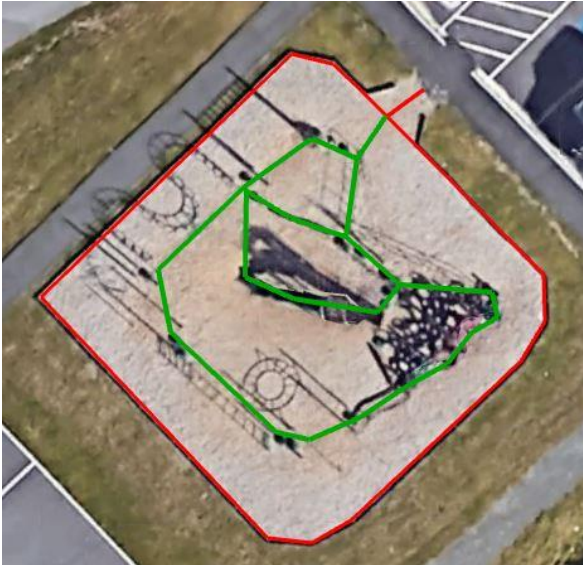
- Ensure that accessible routes are provided to and around playgrounds; in addition, ensure that an accessible route is provided in the play area to all play components.

A few of the playgrounds have Engineered Wood Fiber (EWF) as surface. Note that the Massachusetts Architectural Access Board (MAAB) does not consider Engineered Wood Fiber (EWF) to comply with its regulation requiring an accessible route to and around playground equipment.

The ADA does not require that all parks and playgrounds be made accessible, the City's obligation is to ensure *Program Accessibility*. To determine which parks, playgrounds and outdoor spaces must be made accessible, the City should consider:

- How to provide the program in the most integrated setting appropriate;

- Locations where the activities are offered;
- Which outdoor areas are accessible and to what extent;
- Level of dispersion of the accessible outdoor areas (playgrounds, baseball fields, soccer fields, beaches, etc.,) and convenience to reach them (accessible by car or pedestrian routes).



McGrath Park recommended accessible routes

The image above shows suggested locations for a 48" minimum accessible route to and around the playground (red lines), and for a 60" minimum accessible routes to each play component in the playground (green lines) - recommended poured-in-place rubber.

- Ensure that a certain number of amenities (at least 5%) in the parks/outdoor spaces are accessible (e.g., picnic tables, service counters at concession stands, etc.).
- At parks with beach access, ensure that accessible routes are provided to the normal recreation water level (lakes, ponds and reservoirs) or the high tide level (tidal beaches).
- Where portable toilets are provided, ensure an accessible portable toilet is provided in the same area. Ensure the accessible portable toilet is on an accessible route.



City of Salem, Massachusetts

PART B – Evaluation of Non- discriminatory Policies & Practices in Programs, Services & Activities

October 2019

Prepared by the



200 Portland Street, First Floor
Boston, MA 02114
617.695.1225 voice/tty
www.IHCDesign.org

Introduction

In an effort to provide and maintain compliance with the American with Disabilities Act, the City of Salem, Massachusetts contracted with the Institute for Human Centered Design (IHCD) to undertake a comprehensive assessment of its policies, practices and procedures as well as its facilities to determine compliance with the requirements of the Americans with Disabilities Act (ADA). The review and recommendations provided in this assessment also go beyond strict compliance assessment to recommend enhancements to current conditions that would result in a more usable, inclusive and welcoming environment for members of the Salem community.

Information about corrective action will include recommendations based on Title II of the ADA as well as recommended “*best practice*” for each aspect that requires action.

The assessment included non-discrimination in policies, practices and procedures for all of the City’s programs, services and activities including those related to effective communication and policies, practices and procedures relative to employment.

Corrective action is needed in policies and procedures to create written policies that would ensure the City of Salem’s compliance with applicable laws. In addition, the City may wish to consider making a commitment to a more accessible website to address issues identified by the Website Accessibility and Usability Review. Choosing to make the website completely accessible would make it available to site visitors who use assistive technology such as screen readers as well as to website visitors with a mix of other functional limitations. The website is also a valuable asset in communicating the City’s commitment to equal opportunity for people with disabilities through a clear statement and contact information for the ADA Coordinator. It can also provide a helpful opportunity to share information about accessible routes to reaching the City’s programs and activities including meetings as well as requesting effective communication or modification of policies.

This report summarizes IHCD’s findings of ADA Title II compliance. The information pertinent to this assessment was obtained by an on-line ADA questionnaire developed by the Institute for Human Centered Design (IHCD) and submitted by twenty four (24) Departments from the City of Salem and from the City’s website. This mix of sources constitutes the basis for this compliance assessment report. It is clear that the City understands its obligations under Title II of the ADA, but additional steps are necessary to ensure that people with disabilities enjoy the same opportunities to participate in its programs, services and activities as Salem residents without disabilities.

Analysis

Title II of the ADA prohibits discrimination on the basis of disability. Specifically, Title II requires that:

No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any public entity (28 CFR Part 35.130 (a)).

This report is divided into sections where these requirements apply. Each section includes the applicable citation from Title II of the ADA; IHCD's summary of findings after reviewing answers from the ADA questionnaire and information from the website. It also includes IHCD's recommendations for the City of Salem to implement.

I - Designation of Responsible Employee

Title II of the ADA makes clear that a public entity must designate a responsible employee and adopt grievance processes.

A public entity that employs 50 or more persons shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under this part, including any investigation of any complaint communicated to it alleging its noncompliance with this part or alleging any actions that would be prohibited by this part. The public entity shall make available to all interested individuals the name, office address, and telephone number of the employee or employees designated pursuant to this paragraph. (28 CFR Part 35.107 (a)).

Title II provides little specific guidance for implementing this requirement but the primary role of the designated employee, also called the ADA Coordinator, is making sure that the City is in compliance with the requirements.

Finding

The City of Salem has met its obligation to designate a responsible employee by designating Lisa Cammarata as the City's ADA Coordinator.

Recommendations

The City should consider clarifying for its entire community and City employees the name and scope of responsibilities of the ADA Coordinator. Highlighting this information will improve

compliance and make for more efficient operations with respect to the needs of members of the public with disabilities.

Furthermore, clarification on the ADA Coordinator will:

- Make it easier for the City to be proactive in meeting the needs of members of the public with disabilities;
- Help the City to develop and articulate a clear vision and mission with regard to members of the public with disabilities;
- Reduce confusion and improve the City's day-to-day operations with respect to members of the public with disabilities;
- Permit employees to respond more quickly to needs as they arise because they have a primary contact for addressing these needs;
- Build in-house expertise and capacity;
- Prevent confusion and help ensure that candidates for employment, employees and the public have a clear understanding of their responsibilities and rights under the ADA.

II – Grievance Procedures

Title II of the ADA requires a public entity to adopt an adequate grievance process.

A public entity that employs 50 or more persons shall adopt and publish grievance procedures providing for prompt and equitable resolution of complaints alleging any action that would be prohibited by this part. (28 CFR Part 35.107 (b))

Findings

The City has a Grievance Procedure on its website, and some departments have the Grievance Procedure on file. However, it is not clear if staff in all departments are aware of their ADA obligation and the process for meeting the requirement for grievance procedures. Some departments responded "My department has not implemented any ADA Grievance Procedures", that "This is not applicable to my department since I am not aware of any" that it is "Not applicable" or that the respondent was "Not aware of any". Other departments mentioned that they simply "Don't know".

Recommendations

The City should take steps to clarify its grievance process regarding members of the public.

IHCD recommends:

- Ensure the Grievance Procedure is distributed to all department heads, and post copies of it in noticeable locations in each of the City's public buildings.

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- Ensure City employees and the public are aware of the Grievance Procedure process and that City employees can provide information to members of the public about the process when appropriate.

III – Notice

Title II of the ADA requires that public entities notify participants of its non-discrimination policies:

A public entity shall make available to applicants, participants, beneficiaries, and other interested persons information regarding the provisions of this part and its applicability to the services, programs, or activities of the public entity, and make such information available to them in such manner as the head of the entity finds necessary to apprise such persons of the protections against discrimination assured them by the Act and this part. (28 CFR Part 35.106)

Findings

The City has a Notice posted on its website (located in the *City of Salem Open Space & Recreation Plan Update 2015 Appendix A*). However, from the responses submitted by staff it seems that the City of Salem does not have a uniform policy regarding the posting of ADA Non-Discrimination Notices for members of the public. Multiple City departments reported that Notices were not posted, or that the respondent was not sure if they were posted.

Recommendations

The City should take steps to clarify the posting of the Notice of Non-Discrimination policy to comply with the ADA Title II that states that public entities shall take initial steps to notify program/service participants, beneficiaries and employees of its obligations:

- Clarify that the City will provide auxiliary aids and services upon request. Recommend adding the following to the Notice:

If you need auxiliary aids and services for effective communication (such as sign language interpreter, an assistive listening device or print material in digital format) or a reasonable modification in programs, services or activities contact the ADA Coordinator as soon as possible preferably [xx] days before the activity or event.

- Distribute the Notice to all department heads. Copies should also be provided to any person upon request.
- Publish the Notice in all the materials distributed by the City; post the Notice prominently on the City's website and post copies in public locations in the City's buildings.

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- Include the ADA Coordinator's name, address, telephone number and email address on materials and publications that contain general information disseminated to staff and members of the public.

IV - Reasonable Modification of Policies, Practices and Procedures

Title II of the ADA requires state and local governments to modify its policies when necessary to avoid discrimination:

A public entity shall make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the public entity can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity. (28 CFR Part 32.130 (b)(7))

From the responses submitted, it appears that the City of Salem has not sufficiently developed written policies and/or procedures to ensure compliance with the ADA. In fact, of the twenty four (24) departments that responded to the IHCD survey, only the Traffic & Parking Department reported having written policies and/or procedures. Also, the Human Resources and Police Departments reported that they did have difficulty providing an accommodation or modification when requested. Specifically, the Police Department reported having difficulty addressing the needs of individuals with visual and hearing based functional limitations, and the Department also had difficulty providing physical access for a wheelchair user because the elevator has been broken for some time.

Recommendations

The City should develop written policies and procedures to ensure compliance with the ADA. IHCD recommends:

- Salem should ensure that City employees can provide information to members of the public about the process of requesting reasonable modification of policies when appropriate.
- Salem should also ensure that the form for requesting reasonable modifications of policies is in the City's website, and state the commitment to provide copies in accessible formats upon request.
- Include the ADA Coordinator's name, address, telephone number and email address on materials and publications that contain general information disseminated to staff and members of the public.

V – Eligibility Criteria

A Title II entity may not impose eligibility criteria that may prevent a person with a disability from participating in its programs, services or activities:

A public entity shall not impose or apply eligibility criteria that screen out or tend to screen out an individual with a disability or any class of individuals with disabilities from fully and equally enjoying any service, program, or activity, unless such criteria can be shown to be necessary for the provision of the service, program, or activity being offered. (28 CFR Part 35.130 (8)).

This requires that ADA Title II entities may not impose eligibility criteria that either screen out or tend to screen out persons with disabilities, unless it can show that such requirements are necessary for the provision of the service, program or activity.

Findings

Some departments responded to the online questionnaire indicating that they have eligibility criteria such as residency. The Police Department also has eligibility criteria based on school grade (Youth Summer Camp/YSC, Youth Power Bld/YPB) These requirements might be necessary for the provision of the service, program or activity, and are permitted under the ADA.

VI - Employment and Reasonable Accommodation

Title II of the ADA prohibits discrimination on employment on the basis of disability:

No qualified individual with a disability shall, on the basis of disability, be subjected to discrimination in employment under any service, program, or activity conducted by a public entity. (28 CFR Part 35.140 (a)).

This requires that ADA Title II entities make reasonable accommodation to qualified employees with disabilities. Reasonable accommodation may include modifying work schedules, job restructuring, and making facilities used by employees readily accessible to employees with a disability.

Note that the requirements of Title I of the ADA, as established by the regulations of the Equal Employment Opportunity Commission in 29 CFR Part 1630, apply to employment in any service, program, or activity conducted by a public entity if that public entity is also subject to the jurisdiction of ADA Title I. (28 CFR Part 35.140 (b)(1)).

Findings

From the responses received from the ADA questionnaire, there is no evidence that the City has failed to provide reasonable accommodation to its employees. Many department heads responded that they have policies regarding reasonable accommodations in place. No policy was submitted to IHCD.

Recommendations

- Ensure that materials and publications that contain general information disseminated to City employees include information on the requirements of reasonable accommodation under the ADA.
- IHCD recommends that the City of Salem employees familiarize themselves with the excellent free national resources from the Job Accommodation Network (<https://askjan.org>).

VII – Effective Communication through Auxiliary Aids and Services

Title II entities are required to provide appropriate auxiliary aids and services to ensure “effective communication” with people with disabilities. This obligation applies to all members of the public with disabilities including job applicants, program participants and people who are seeking information about the City’s programs, services or activities. Specifically, Title II requires that:

A public entity shall take appropriate steps to ensure that communications with applicants, participants, members of the public, and companions with disabilities are as effective as communications with others. (28 CFR Part 35.160 (a)).

Auxiliary aids and services are devices or services that enable effective communication for people who have vision, hearing, or speech disabilities (communication disabilities), use different ways to communicate. The type of auxiliary aid or service necessary to ensure effective communication will vary in accordance with the length and complexity of the communication involved (e.g., a query at a service counter in the City Offices, a meeting, a job description).

The obligation to communicate effectively with people who have disabilities applies to the presentation and exchange of information in all forms including sound, print, graphics and voice.

Furthermore, this requirement may include but is not limited to providing sign language interpreters, telephone handset amplifiers, Telecommunication Devices for Deaf persons (TDD’s), note takers, written materials for persons who are deaf or hard of hearing or transcripts, braille, digital or audio information for persons who are blind or have difficulty seeing.

The decision about what auxiliary aid is appropriate should evolve from a consultation between the ADA Title II entity (City of Salem) and individuals with disabilities wherever possible to ensure effective communication. In many cases, more than one type of auxiliary aid or service may make effective communication possible. While consultation is always strongly encouraged to achieve effective communication, the City of Salem and all public entities are required to give primary consideration to the requests of individuals with disabilities. The Effective Communication obligation does not require the City to take any action that would result in a fundamental alteration in the nature of its services, programs or activities or that would impose an undue financial and administrative burden.

Findings

There is no evidence that the City has failed to provide Effective Communication when requested. Based on a City of Salem Open Space and Recreation Plan Update document from 2015, the City has a published procedure for individuals who wish to request something in an alternative format. The City also has a TTY in some offices, and the City has purchased assistive listening devices that are available for public meetings. The City also has some materials available in alternative formats including large print, audio tape and braille.

Department questionnaire responses indicate that Salem has accessible voting equipment, and that Salem's emergency 911 service has enhanced capabilities for individuals with visual or hearing disabilities including TTY functionality. The Fire Department indicates that it has extensive training related to effective communication, and the Library Department reports having a "Special Needs Communication Guide designed for libraries," magnifiers and other text enlargement capabilities. The Library Department also indicates that it does not have captioning or sign language interpreters.

From the department responses, it seems that clarifying procedures of providing effective communication could be beneficial including:

- Developing procedures for requesting and providing sign language interpreters when needed at the library.
- Providing captioning at the library as appropriate.

Some of the additional questionnaire responses regarding how departments provide effective communication include:

- "Don't know"
- "We do not at this time"
- "No process in place"

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- “Speak loudly and follow up”
 - “We don't ensure that communication is equally effective”
 - “[We] would like guidance on public meetings, etc. and how we might make sure we are providing accommodation”

It is not clear if face-to-face communication with individuals with disabilities is equally effective as communication with people without disabilities in all City Departments, or if information available in print format is currently consistently available in accessible electronic or hard-copy formats such as large-font, or on the website.

Recommendations

The City should consider developing and publicizing clear processes for members of the public and employees to request auxiliary aids and services:

- Distribute the Effective Communication Notice to all department heads; published in a local newspaper of general circulation serving the City; in all materials regarding the City’s programs, services or activities and on the City’s website home page. Copies should also be posted in prominent locations in the City’s public buildings.
- Staff should clearly understand the responsibility to provide auxiliary aids and services where necessary to afford qualified individuals with disabilities, including applicants, participants, companions, and members of the public, an equal opportunity to participate in, and enjoy the benefits of, a service, program, or activity of a public entity. (28 CFR Part 35.153 (b)). Staff should also clearly understand the process for requesting them when needed.
- Staff needs to understand the scheduling time necessary in requesting a sign language interpreter or a Computer-Assisted Real Time Interpreter (CART) through the Commission for the Deaf and Hard of Hearing. Interpreters must be qualified.
- Members of the public also need to have a clear understanding of the process for requesting auxiliary aids and services and the time period in which a request must be made if it involves ASL interpreters, CART, or special equipment such as assistive listening devices that may need to be rented. This information should be included in the general information for the public as well as on the City’s website.
- Ideally, the City should develop a system for training staff to meet these responsibilities especially knowing the processes for securing braille, making large print, other types of accessible formats, understanding how to request interpreters or CART and the length of time needed prior to an event. It is also important that staff know how to use and maintain the assistive listening systems and other special devices to assist people with disabilities to enjoy effective communication.

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- IHCD, through its New England ADA Center, can provide a training for the City of Salem on Effective Communication that would be appropriate for department heads and public-facing City staff in order to build confidence about rights and responsibilities and building capacity within the City to comply with this important element of the ADA.

Sample of Effective Communication request:

“The City of Salem is committed to the full participation of people with disabilities. Any person with a disability who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in the City’s programs, services, activities and committee meetings, should contact the office of the ADA Coordinator (Name, Address, Phone number and Email) as soon as possible but no later than 48 hours before the scheduled event.” (*if the City needs 2 or 3 weeks or longer to ensure an interpreter, then it must be clearly stated).*

- Ensure that information and resources at each department interacting with the public are available in accessible format. That could be done by having a large print sign at each department and on each department’s portion of the website stating:

“All of our materials are available, upon request, in accessible formats such as audio, large print or braille.”

- Ensure that staff interacting with the public is fully trained on how to respond to TTY and relay calls for telephone communications with people who are deaf, have difficulty hearing or have speech disabilities.
Even though there is a fundamentally changed pattern among people who are deaf or hard-of-hearing in relation to communication technology, TTY remains a compliance requirement. Because of these advances in communication technology, some people who are deaf and people with speech disabilities no longer have TTYs in their homes and rely instead on instant messaging, text messaging, email, or the video communication features of computers.
- Ensure that the City’s website and other web-based services are accessible to people with disabilities. It is the Department of Justice position that when services are provided on a website, those services too must be made accessible. (see www.ada.gov/mclennan_pca/mclennan_sa.html Section K on Web Based Services and Programs)
- To address these Information and Communication Technology (ICT) issues Salem should commit to fixes and maintenance of the website accessibility. All staff should undergo training on accessibility best practices for posting web content and creating accessible documents. All

third-party software should be properly vetted for compliance with WCAG 2.0 AA and section 508 of the Rehabilitation Act.

- Ensure that all the fillable forms on the City’s website are accessible to people with disabilities. IHCD recommends providing web forms or accessible fillable PDF’s for all the forms available on the City’s website.
- Ensure that all the videos provided on the City’s website are captioned.
- Additionally, under Title II of the ADA, emergency programs, services and activities must be accessible to people with disabilities. Ensure that the City takes the necessary steps to effectively communicate with people with disabilities and make the emergency plan available on the City’s website and update the emergency procedure as often as is necessary.

Note: *Part of the scope of work includes a review of the City’s website; IHCD has prepared a complete Website Accessibility and Usability Review that will provide information about website accessibility issues and recommendations for corrective measures.*

Also, it is the Department of Justice position that police stations provide sign language interpreters in a timely manner when requested.

- Non-scheduled Interpreter Requests: A “non-scheduled interpreter request” means a request for an interpreter made by an inmate, visitor, companion, or other member of the public, who is deaf or hard of hearing with less than two (2) hours advanced notice. For non-scheduled interpreter requests, the interpreter shall be provided no more than two (2) hours from the time of the request for an interpreter if the service is provided through a contract interpreting service or a staff interpreter who is located off-site **or** 30 minutes from the request for an interpreter if the service is provided through a Video Remote Interpreting service.
- Scheduled Interpreter Requests: A “scheduled interpreter request” is a request for an interpreter made two (2) or more hours before the services of the interpreter are required. For scheduled interpreter requests, the Police Department will make a qualified interpreter available at the time of the scheduled appointment. If an interpreter fails to arrive for the scheduled appointment, upon notice that the interpreter failed to arrive, the Police Department will immediately use reasonable efforts to call an interpreter service for another qualified interpreter or provide a Video Remote Interpreting service.

VIII – Emergency Preparedness, Evacuation Plans, and Emergency Shelters

While a review of the City of Salem’s emergency preparedness, evacuation plans and emergency shelters was not part of this RFP, as evidenced by recent U.S. Department of Justice’s (DOJ) Project Civic Access settlement agreements, DOJ’s views on emergency preparedness, shelters and evacuation plans are critical components of a City’s responsibilities related to accessibility

Recommendations

- Visibly post up-to-date floor plans for all buildings;
- Post information about evacuating people unable to use stairs;
- Develop evacuation plans for each facility;
- As plans are developed or revised, adopt policies to ensure that community evacuation plans enable people with disabilities, including those who have mobility, vision, hearing, or cognitive disabilities, mental illness, or other functional limitations, to safely self-evacuate or to be evacuated by others. Until all emergency shelters are accessible with parking, exterior routes, entrances, interior routes to the shelter area, and accessible toilet rooms serving the shelter area, the City should identify and widely publicize to the public, including persons with disabilities and the organizations that serve them, the locations of the most accessible emergency shelters.

For more information see:

Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities - <http://www.ada.gov/emergencyprepguide.htm>

ADA Tool kit: Emergency Management -

<http://www.ada.gov/pcatoolkit/chap7emergencymgmt.pdf>

FEMA Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters - http://www.fema.gov/pdf/about/odc/fnss_guidance.pdf

Additionally, we recommend considering engaging the National Fire Protect Association (NFPA) for evacuation training and guidance, providing and load verifying backup power source for elevator to address Functional Needs Support Services (F.N.S.S.) emergency shelter needs, installing one or more accessible showers to meet emergency shelter needs and providing backup power for charging batteries for wheelchairs or breathing equipment and refrigeration for medication to meet emergency shelter needs.

Reference List

ADA Action Guide for State and Local Governments:

- www.adaactionguide.org

Department of Justice:

- Americans with Disabilities Act Title II Regulations:
http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm
- Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities - <http://www.ada.gov/emergencyprepguide.htm>

Federal Emergency Management Agency:

- FEMA Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters - http://www.fema.gov/pdf/about/odc/fnss_guidance.pdf
- **Job Accommodation Network:**
<http://www.askjan.org>

New England ADA Center:

- <https://www.newenglandada.org>



City of Salem, Massachusetts

PART C – Self – Evaluation Summary

December 2019

Prepared by the



200 Portland Street, First Floor
Boston, MA 02114
617.695.1225 voice/tty
www.IHCDesign.org

Part C – Self-Evaluation Summary

Introduction

This ADA Self-Evaluation report includes a summary of the City’s policies obtained by an on-line ADA questionnaire developed by the Institute for Human Centered Design (IHCD) and submitted by twenty four (24) Departments from the City of Salem. This Self-Evaluation report also includes a summary of architectural barriers identified during accessibility surveys performed by IHCD teams between May – July 2019.

Together these findings are designed to help move the City towards full compliance with its obligations under the Title II of the Americans with Disabilities Act (ADA) and/or the 521 CMR Massachusetts Architectural Access Board regulations.

For clarity, this ADA Self-Evaluation report is organized as follows:

- Legal Overview;
- Summary of the Evaluation of Policies in Programs, Services, and Activities;
- Summary of the Evaluation of Facilities.

Legal Overview

The City of Salem is obligated by both Federal laws and State codes concerning the rights of people with disabilities in the daily provision of programs, services, and activities. At the end of this report, there is a comprehensive list of relevant laws.

Federal Obligation: American with Disabilities Act (ADA)

Based on the 1964 Civil Rights Act and expanding upon the obligations of the 1973 Rehabilitation Act, the 1990 ADA prohibits discrimination against people with disabilities. The ADA provides civil rights protections to individuals with disabilities similar to those afforded to individuals on the basis of race, color, sex, national origin, age, and religion. The cornerstone of Title II of the ADA, which applies to state and local governments, is clear: no qualified person with a disability may be excluded from participating in, or denied the benefits of, the programs, services, and activities provided by state and local governments because of a disability.

The 2008 Amendments to the ADA (ADAAA), signed into law on September 25, 2008, describes in more detail the range of conditions covered by the civil rights protections of the ADA. The amendments expand the definition of “disability” to include impairments that substantially limit a major life activity and states that when determining whether someone qualifies as having a disability, one cannot take into account assistive devices, auxiliary aids, accommodations, medical therapies and supplies. The amendments also address episodic disabilities that may go into remission but still can significantly limit a major life activity when active, such as epilepsy and post-traumatic stress disorder. The ADA defines a disability as¹:

- A physical or mental impairment that substantially limits one or more major life activities (i.e. working, talking, hearing, seeing, caring for one's self);
- Having a record of a physical or mental impairment that substantially limits one or more major life activities;
- Being regarded by others as having an impairment such as individuals with severe facial scarring.

¹ To learn more about qualified individuals with disabilities or to read the full text of the ADA, please visit <http://www.ada.gov>

It is important to stress that the primary obligation to public entities such as the City of Salem, under Title II of the Americans with Disabilities Act, is to ensure that, when viewed in their entirety, the programs, services, and activities offered are equally available to people with disabilities. The City is required to follow the 2010 ADA Standards for Accessible Design in new construction and alterations. The 2010 ADA Standards must also be used for corrective actions if existing conditions don't comply with the original ADA Accessibility Guidelines. Municipalities also must relocate programs or otherwise provide access to programs located in inaccessible older facilities (e.g. facilities built before the ADA went into effect January 26, 1992). Ensuring program access may require capital investment when there is no alternative solution and should be a priority for corrective action.

Note that the websites of Title II entities are also considered “*programs*” and should be accessible to the standards of the Web Content Accessibility Guidelines 2.0 AA. A review of the City of Salem’s website will be provided as part of the scope of work of this contract.

The City must **communicate effectively** with people who have hearing, vision, or speech disabilities. Fall River is also required to make reasonable modifications to policies, practices, and procedures where necessary to ensure the equal participation of people with disabilities. Whatever is written or spoken must be as clear and understandable to people with hearing, vision, or speech disabilities as it is for people who do not have disabilities. In addition, the ADA requires the provision of “auxiliary aid and service” to meet their responsibility for effective communication. Auxiliary aid and service refer to readers, notetakers, sign language interpreters, assistive listening systems, open and closed captioning, text telephones (TTYs), videophones, information provided in large print, braille, audible, or electronic formats, and other tools for people who have communication disabilities.

Following the passage of the ADA, the Department of Justice issued the 1991 ADA Standards for Accessible Design to address physical access to facilities and transportation. These standards were based almost exclusively on the US Access Board’s guidelines (ADA Accessibility Guidelines – ADAAG). In 1994, slight technical amendments were made and in 2004, the US Access Board issued new guidelines that were promptly adopted by the US Department of Transportation and other federal agencies. But only in 2010 did the Department of Justice issue a revised and updated ADA Standard called the 2010 ADA Standards for Accessible Design (2010 ADA Standards) that would apply to all Title II and Title III entities. These standards revised requirements for policies such as ticketing and service animals, and for physical elements such as assembly seating, established construction tolerances for certain elements and formalized long-standing guidelines for play areas, golf courses, recreational boating facilities, swimming pools, and other recreational facilities.

Facilities that meet or exceed the 1991 ADA Standards are not required to make changes to the new 2010 Standards except in the case of renovation. For elements that are non-compliant, the corrective measures must align with the 2010 ADA Standards. It is not expected that the buildings will meet or be brought up to all of the 2010 ADA Standards absent significant or total renovation. State and local governments must ensure that individuals with disabilities are not excluded from services, programs, and activities because buildings are inaccessible. This means Title II entities do not need to remove physical barriers, such as stairs, in all existing buildings, as long as they make their programs accessible to individuals who are unable to use an inaccessible existing facility.

Alterations to historic properties under the ADA

Alterations to historic properties must comply with the specific provisions governing historic properties in the 2010 ADA Standards, to the maximum extent feasible. Under those provisions, alterations should be done in full compliance with the alterations standards for other types of buildings. However, if following the usual standards would threaten or destroy the historic significance of a feature of the building, alternative solutions may be used. The decision to use alternative solutions for that feature must be made in consultation with the appropriate historic advisory board as designated in the 2010 ADA Standards (for Massachusetts, the Massachusetts Historical Commission), and interested persons should be invited to participate in the decision-making process.

Note that any corrective actions needed to ensure program accessibility would also have to comply with the requirements of the 2010 ADA Standards for historic facilities.

State Obligation:

Massachusetts Constitutional Amendment - Article 114

The Massachusetts Constitution states:

“No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth.”

Article 114 is written broadly. It prohibits discrimination based on disability on any level within the state, not just for recipients of state or federal funds. For example, City meetings must be held in an accessible location with sign language interpreters provided if needed, and the City cannot refuse to do business with an individual based on the person’s disability.

Massachusetts Architectural Access Board

The Architectural Access Board (AAB) is a regulatory agency whose mandate is to develop and enforce regulations designed to make public buildings accessible to, functional for and safe for

use by persons with disabilities. See the Rules and Regulations of the Architectural Access Board 521 CMR. In addition to writing regulations, the Board decides on variance requests, provides training on its regulations, issues advisory opinions and makes decisions on complaints. Local building inspectors are responsible for enforcing the regulations which are a specialized section of the Massachusetts Building Code. See 780 CMR.

The construction, reconstruction, remodeling, alteration, or change of use of a building or facility that is open to the public triggers the authority of the Architectural Access Board. New construction must fully comply.

For renovation, remodeling, or alteration:

- The work being done must comply with the regulations.
- If the work done in any 36-month period is greater than \$100,000, the “work being performed” is required to comply. In addition, an accessible entrance and an accessible toilet room, telephone and drinking fountain (if toilets, telephones and drinking fountains are provided) shall also be provided.
- If the work done in a 36-month period is more than 30% of the “full and fair cash value” of the building², the entire building must come into compliance.

Enforcement: Anyone can file a complaint with the Architectural Access Board. The Board has the authority to issue variances and/or impose fines of up to \$1000 per violation per day of noncompliance with its order.

² This is usually the assessed value established by the city or town. See 521 C.M.R. § 5.38 for details about establishing value where no assessment exists.

Summary of the Evaluation of Policies in Programs, Services and Activities

Title II of the Americans with Disabilities Act (ADA) prohibits discrimination against qualified individuals with disabilities by public entities. Activities covered include all services, programs and activities offered by the public entity, all aspects of employment, services carried out by contractors, all activities of the local legislative and judicial branches and public transportation.

A thorough understanding of the requirements of Title II of the ADA is an essential responsibility of public entities.

Please note that a complete summary of the City's policies, practices and procedures is included in *Part B – Evaluation of Non – Discriminatory Policies and Practices in Programs, Services and Activities*.

The ADA administrative requirements help to ensure that the needs of people with disabilities are addressed in all services, programs and activities that the City operates. A Title II entity is required to:

1. Designate a Responsible Employee (ADA Title II - 28 CFR Part 35.107 (a)) to coordinate compliance with the ADA. The purpose of having a responsible employee – ADA Coordinator - is to ensure that when the public deals with a state or local government agency, the public is able to identify a person who is knowledgeable with the requirements of the ADA.

The City of Salem has met its obligation to designate a responsible employee by designating Lisa Cammarata as the City's ADA Coordinator.

2. Adopt and distribute a public Notice (ADA Title II - 28 CFR Part 35.106) of the provisions of the ADA to members of the public who may participate in the City's programs, services and activities. The effective notice should state the City's obligations under the ADA and include the complete contact information of the ADA Coordinator.

The City has an ADA Notice on its website (located in the *City of Salem Open Space & Recreation Plan Update 2015 Appendix A*). However, from the responses submitted by staff it seems that the City of Salem does not have a uniform policy regarding the posting of ADA Non-Discrimination Notices for members of the public. Multiple City departments reported that Notices were not posted.

The City should take steps to clarify the posting of the Notice of Non-Discrimination policy to comply with the ADA Title II that states that public entities shall take initial steps to notify program/service participants, beneficiaries and employees of its obligations.

IHCD recommends distributing the Notice to all department heads, publishing the Notice in all the materials distributed by the City, posting the Notice prominently on the City's website home page and posting copies in public locations in the City's buildings.

3. Develop and distribute Grievance Procedures (ADA Title II - 28 CFR Part 35.107 (b)) for prompt resolution of any complaint regarding disability discrimination.

The City has a Grievance Procedure on its website, and some departments have the Grievance Procedure on file. However, it is not clear if staff in all departments are aware of their ADA obligation and the process for meeting the requirement for grievance procedures.

IHCD recommends the City take steps to clarify its Grievance Procedure by distributing to all department heads, and posting copies of it in noticeable locations in each of the City's public buildings. Furthermore, ensure the City's employees are aware of the Grievance Procedure process and can provide information to members of the public about the process when appropriate. Ensure the Grievance Procedure form is in an accessible format.

4. Modify its Policies, Practices and Procedures (ADA Title II – 28 CFR Part 35.130(b)(7)) when necessary to avoid discrimination.

Of the twenty four (24) departments that responded to the IHCD survey, only the Traffic & Parking Department reported having written policies and/or procedures regarding the process of requesting a reasonable modification. Also, the Human Resources and Police Departments reported that they did have difficulty providing an accommodation or modification when requested.

IHCD recommends the City take additional steps to ensure that City's employees can provide information to members of the public about the process of requesting reasonable modification of policies when appropriate. The City should provide a form for requesting reasonable modifications of policies on the City's website, and state the commitment to provide copies in accessible formats upon request.

5. Provide *Reasonable Accommodation* (ADA Title II – 28 CFR Part 35.140(a)) to qualified employees with disabilities. This requirement may include modifying work schedules, job restructuring, and making facilities used by employees readily accessible to an employee with

a disability, or moving the employee, if possible without compromising job responsibilities, to an accessible location.

There is no evidence that the City has failed to provide reasonable accommodation to its employees. IHCD recommends that the City of Salem becomes familiar with the excellent free national resources from the *Job Accommodation Network* (<https://askjan.org>).

6. Provide *Auxiliary aids and services* (ADA Title II – 28 CFR Part 35.160) to ensure effective communication with people with disabilities. This provision requires ADA Title II entities to take steps to ensure that communication with members of the public and employees with disabilities is as effective as communication with others. This requirement may include but is not limited to providing sign language interpreters, providing Computer-Assisted-Real-time-Translation (CART), written materials for persons who are deaf or have difficulty hearing, braille or large print information or information in digital format for people who are blind or have difficulty seeing.

There is no evidence that the City has failed to provide Effective Communication when required. The City has also taken some positive steps towards providing effective communication. For example, the City has a published procedure for individuals who wish to request something in an alternative format. The City also has purchased assistive listening devices that are available for public meetings, the City has some materials available in alternative formats including large print, audio tape and braille, and Salem's emergency 911 service has enhanced capabilities for individuals with visual or hearing functional limitations.

However, from the department responses, it seems that clarifying procedures of providing Effective Communication could be beneficial including developing procedures for requesting and providing sign language interpreters when needed at the library.

Finally, ensure that the City's website and other web-based services are accessible to people with disabilities. It is the Department of Justice's position that when services are provided on a website, those services too must be made accessible. The website should be considered a "program" of the City. (See web accessibility report).

Summary of the Evaluation of Facilities

The analysis of existing conditions that encompasses the body of this evaluation is based on observations and documentation completed by IHCD team during site visits. This accessibility survey included the following facilities:

Municipal Buildings

- City Hall
- City Hall Annex
- Police Headquarters
- Fire Department - Lafayette Street
- Artist's Row #5
- Artist's Row #6
- Artist's Row – Restrooms
- South Harbor Garage
- Fire Prevention Office
- Museum Place Garage
- Library
- Bates Elementary School
- Old Town Hall
- Saltonstall School
- Artist's Row #1
- Collins Middle School
- Artist's Row #2
- Salem High School
- Artist's Row #4
- Witchcraft Heights Elementary School
- Department of Public Work
- Bentley Academy Charter School
- Electrical Department
- Horace Mann School
- Carlton Innovation School

In addition to the previously mentioned facilities, IHCD also surveyed the following parks/outdoor areas:

Parks/Outdoor Areas

- Derby Square
- Palmer Cove Park
- Lappin Park
- Pickman Park
- Leslie's Retreat Park
- Salem Common
- Mack Park (Restrooms and Concession Stand)
- Salem Willows Park (Restrooms, Hat Shed, Canoe Shed, Restaurant)
- McGrath Park (Both/Stand)
- Winter Island Park (Restrooms, Function Hall, Office)
- Colling Cove Park and Beach
- Broad Street Playground

Building Facilities Overview

Under Title II of the ADA, the City of Salem must make sure that “No qualified individual with a disability shall, because a public entity's facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in, or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any public entity” [28 CFR Part 35.149].

A public entity may not deny the benefits of its programs, services and activities to individuals with disabilities because its facilities are inaccessible. This means that each program, service and activity of the City, when viewed in its entirety, must be readily accessible to and usable by individuals with disabilities.” This requirement is known as Program Accessibility [28 CFR Part 35.150].

The program accessibility requirement does not necessarily require the City to make each existing facility accessible or to take any action that would threaten or destroy the historic significance of a historic property. Or require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of the program or in an undue financial and administrative burden.

The City may comply with the requirements through such means as redesign or acquisition of equipment, reassignment of services to accessible buildings, delivery of services at alternate accessible sites, alteration of existing facilities and construction of new facilities, or any other methods that result in making the City’s services, programs or activities readily accessible to and usable by individuals with disabilities. A public entity is not required to make structural changes in existing facilities where other methods are effective in achieving compliance with this section.

In choosing among available methods for meeting the requirements of this section, a public entity shall give priority to those methods that offer services, programs, and activities to qualified individuals with disabilities in the most integrated setting appropriate.

IHCD recommends the following improvements at the City Public Buildings:

City Hall

- Repair exterior routes.
- Renovate the single-user toilet room.
- Provide accessible work surfaces (with knee and toe clearance).
- Provide accessible counters.

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- Provide ADA-compliant walk-off mats.

City Hall Annex

- Provide compliant accessible parking spaces.
- Provide complaint designation, egress and directional signage.
- Provide continuous handrails and handrail extensions at the central staircase in the lobby.
- Provide drinking fountains for a standing user.
- Provide compliant paper towel dispensers (first floor toilet rooms).

Police Headquarters

- Renovate the auditorium (accessible wheelchair seating and an assisting listening system).
- Renovate toilet rooms.
- Provide accessible holding cells (male, female and juvenile).
- Provide compliant signage (designation and egress signs).

Fire Department Headquarters

- Renovate parking lot.
- Renovate toilet room.
- Renovate and provide drinking fountains.
- Provide power door at egress.
- Provide compliant signage.
- Provide compliant door hardware.

Fire Prevention Office

Due to the unique programs in this building and the lack of accessibility, IHCD recommends that the City not use this building for its programs, services and activities. IHCD suggest relocating the Prevention Office and the Code Enforcement Office.

Public Library

- Renovate interior and exterior ramps.
- Renovate toilet rooms.
- Provide compliant signage (designation, egress and International Symbol of Accessibility (ISA)).
- Provide the required minimum knee and toe clearance at the low drinking fountains on the first, second and third floors.

Old Town Hall

- Provide an accessible route to the stage (Great Hall).

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- Renovate toilet rooms.
 - Provide compliant door hardware.

Artist Row Buildings and Toilet Rooms

- Renovate toilet rooms.
- Provide compliant thresholds.
- Provide an accessible service counter.

Department of Public Work

- Provide curb ramps at crosswalk.
- Provide an accessible parking space.
- Provide compliant signage.
- Provide an accessible service counter.

Electrical Department

- Provide a compliant accessible entrance (running slope, threshold and door hardware).
- Provide compliant handrails
- Provide a compliant van accessible access aisle and identification sign.
- Provide an accessible service counter.
- Provide an accessible work surface in the first floor lobby.

South Harbor Garage

- Renovate and/or provide compliant egress, identification and designation signage.
- Restripe accessible parking spaces.
- Provide compliant door thresholds.

Museum Place Garage

- Ensure an accessible route is provided to the accessible parking spaces in the garage after the mall is closed.
- Provide compliant accessible parking spaces. Ensure the identification signs located at the van accessible spaces have the designation “Van Accessible”.
- Provide compliant egress signs including tactile signs (raised characters and braille) and ensure signs are located on the latch side of the door.
- Provide compliant curb ramps (curb ramps leading to the elevators (roof level), on the second floor (near the elevator) and the exterior curb ramp on New Liberty Street).

Bentley Academy Charter School

- Provide compliant parking spaces (all lots).

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- Provide compliant accessible routes.
 - Provide compliant tactile signage (raised characters and braille) at all exits. Add the International Symbol of Accessibility (ISA) to the illuminated exit signs at the accessible exits and directional signage at the inaccessible exits indicating the location of the nearest accessible exit.
 - Provide compliant designation signs (braille).
 - Provide compliant work surfaces (knee clearance).
 - Provide compliant sinks in the Music Room and the Health Office (knee clearance).
 - Provide compliant toilet rooms.
 - Provide a compliant accessible route to the play components in the playground.
 - Provide drinking fountains for standing users.

Bates Elementary School

- Renovate exterior routes.
- Renovate parking lot.
- Provide compliant egress signage.
- Provide accessible work surfaces (with knee clearance).
- Renovate toilet rooms.
- Provide cane detection at a high drinking fountain and a new Hi-Low drinking fountain.
- Renovate the playground.
- Provide accessible service counters.

Carlton Innovation School

- Provide tactile signs (raised characters and braille) and illuminated signs with the International Symbol of Accessibility (ISA) at the accessible egress doors.
- Provide designation signs with raised characters, braille and the International Symbol of Accessibility (ISA) at the all gender toilet rooms, and permanent rooms.
- Provide compliant toilet rooms.
- Provide sinks with the required minimum knee and toe clearance for use by children.
- Provide accessible dining and work surfaces (knee and toe clearance).
- Ensure the minimum clear width is maintained at the accessible routes.
- Provide an accessible route to and around the Community Garden.
- Provide a drinking fountain for seated users in the gym.

Collins Middle School

- Renovate parking lots.

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- Provide compliant curb ramps (route towards the playground and near Exit #7).
 - Provide an accessible route to the toilet rooms near the athletic field.
 - Provide accessible work surfaces and dining surfaces (with knee clearance)
 - Provide or repair five (5) automatic door openers.
 - Provide compliant egress, designation and directional signs.
 - Provide accessible sinks (with knee/toe clearance and insulated pipes) in the classrooms.
 - Provide assistive listening systems (2 classrooms).
 - Provide six (6) accessible wheelchair-seating spaces and designated seating areas (auditorium).
 - Renovate toilet rooms.
 - Provide closed risers at the stairs (bleachers at the athletic field).
 - Provide compliant handrails (near Rooms #3, #10 and #337).
 - Provide or renovate drinking fountains for seated and standing users.
 - Provide accessible service counters.
 - Provide an accessible picnic table.

Horace Mann School

- Provide compliant exterior accessible routes to all amenities in the school (seating areas at athletic field, benches, picnic tables, etc.), provide a compliant accessible route to the garden and around the raised beds (south side of the school), and provide compliant handrails at the ramp leading to the main entrance.
- Provide an accessible route to and around the playgrounds. Provide an accessible route to each play component in the playgrounds.
- Provide tactile signs (raised characters and braille) at the emergency exits and permanent rooms. Ensure illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at the accessible exits, and ensure designation signs are located on the wall adjacent to the latch side of doors.
- Provide compliant accessible toilet rooms.
- Provide compliant accessible work surfaces (with knee clearance) (computer lab, reading room specialist, science lab B, greenhouse, etc.).
- Ensure the clear floor space at the sinks is maintained at all times.
- Ensure emergency eyewash handle is mounted within reach range.
- Provide drinking fountains for seated or standing users.
- Provide accessible lockers throughout the school.
- Provide accessible picnic tables (with knee clearance).

Salem High School

- Provide an accessible route to all the exterior amenities in the school (basketball court tennis courts the community garden).
- Provide compliant accessible parking spaces.
- Provide tactile signage (reside characters and braille) at all emergency exits. Ensure the accessible emergency exits have the illuminated exit signs with the International Symbol of Accessibility (ISA).
- Provide compliant designation signs (raised characters and/or braille) and ensure the signs are located on the latch sides of the doors. Add the International Symbol of Accessibility (ISA) at the sign located at the accessible toilet rooms and add directional signs to the inaccessible toilet rooms indicating the location of the nearest accessible toilet rooms.
- Ensure the lift that provides access to the auditorium stage is independently operable.
- Provide compliant work surfaces (knee clearance).
- Provide a sufficient number of accessible lockers (at least 5% at each location where lockers are provided).
- Ensure all accessible interior routes are at least 36" min. wide.
- Provide compliant accessible toilet rooms.
- Provide compliant service counters.
- Ensure drinking fountains are maintained in operable working condition.
- Ensure the maneuvering clearance at doors is maintained at all times.

Saltonstall Shool

- Renovate exterior routes.
- Relocate elevator button controls.
- Provide accessible work surfaces (with knee clearance).
- Provide compliant emergency egress and designation signs.
- Provide accessible sinks in classrooms.
- Renovate toilet room.
- Renovate playground.
- Repair drinking fountain.

Witchcraft Heights Elementary School

- Renovate exterior route.
- Renovate parking lot.
- Provide compliant egress and directional signage.
- Renovate toilet rooms.
- Provide drinking fountains for seated and standing users.

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- Renovate sinks in classroom (insulate pipes and provide knee and toe clearance).
 - Provide accessible routes to and around playground.
 - Provide an accessible route to baseball field and sidelines seating.
 - Provide accessible work surfaces.
 - Provide an accessible portable toilet.

Outdoor Facilities Overview

The program accessibility obligation does not typically require that every outdoor area be made accessible. As noted before, “when viewed in its entirety” applies to programs for which there are multiple locations for comparable programs. Usually, a public entity determines which method it will use for meeting its program accessibility obligations. When structural changes are made to existing facilities, the changes must comply with the 2010 ADA Standards for Accessible Design. When choosing to purchase equipment or to make structural changes, the public entity should factor financial resources required to maintain program accessibility.

Over time, the City will need to reassess its compliance with program accessibility, and it may become necessary to acquire new accessible equipment or make structural modifications

To determine which outdoor areas must be made accessible, the City should consider:

- How to provide the program in the most integrated setting appropriate;
- Locations where the activities are offered;
- Which outdoor areas are accessible and to what extent;
- Level of dispersion of the accessible outdoor areas (playgrounds, baseball fields, soccer fields, beaches, etc.) and convenience to reach them (accessible by car or pedestrian routes).

It is important to note that those elements in existing facilities that are subject to supplemental requirements of the 2010 ADA Standards (e.g. elements for which there are neither technical nor scoping specifications in the 1991 Standards) such as (C) *Recreational boating facilities*; (D) *Exercise machines and equipment*; (E) *Fishing piers and platforms*; (H) *Play areas*; (J) *Swimming pools, wading pools, and spas*; and (L) *Miscellaneous - (1) Team or player seating and Accessible route in court sports facilities*, need to be brought into compliance.³

IHCD recommends the following improvements at the City Park / Outdoor Areas:

Derby Square

- Renovate exterior routes (including cross slopes, changes in level, curb ramp landing, etc.).

³ As described in 28 CFR 35.150(b)(2)(i) Title II ADA Regulations

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- Provide handrails for the ramp on the south side of the square.

Broad Street Playground

- Provide an accessible route to and around the playground.
- Provide an accessible route to each play component in the playground.
- Provide an accessible parking space.
- Provide an accessible picnic table (with knee and toe clearance).

Lappin Park

- Provide an accessible Hi-Lo drinking fountain.
- Repair to exterior accessible route.

Leslie's Retreat Park

- Renovate exterior accessible routes.
- Renovate parking lot.
- Provide a compliant curb ramp.

Mack Park

- Renovate parking lot.
- Renovate exterior routes.
- Provide an accessible route to and around the playground.
- Provide an accessible route to each play component in the playground (poured-in-place rubber).
- Provide a drinking fountain for a standing user.
- Renovate toilet room.
- Provide an accessible picnic table.

McGrath Park

- Provide compliant exterior accessible routes.
- Provide accessible route around the playground and to all play components in the playground (poured-in-place rubber).
- Renovate toilet room.

Palmer Cove and Playground

- Renovate and provide accessible exterior routes.
- Renovate parking lot.
- Provide compliant signage.
- Provide an accessible picnic table.

Salem Common

- Renovate and provide accessible routes.
- Renovate and provide curb ramps.

Salem Willows Park

- Renovate exterior accessible routes.
- Provide an accessible route (beach mat) to the high tide level at Dead Horse Beach.
- Renovate parking lots.
- Renovate toilet rooms.
- Provide accessible picnic tables.
- Provide accessible service counters.
- Provide drinking fountain for standing users.

Pickman Park

- Provide a compliant accessible route to the amenities in the park (basketball court, swing sets, playground, picnic area, benches, community garden, etc.).
- Provide a compliant accessible route to each play component inside each playground area.
- Provide two (2) accessible picnic tables.

Collins Cove Park and Beach

- Provide an accessible route to all park amenities (baseball field and the team and sideline seating at the baseball field, portable toilets, benches).
- Provide an accessible beach access route to the high tide level.
- Provide compliant curb ramps at all crosswalks.
- Provide a compliant accessible route to the playground and to all play components in the playground.
- Provide an accessible portable toilet.
- Provide directional signs at stairs to beach directing visitors to the location of the accessible beach access route.

Winter Island Park and Waikiki Beach

- Renovate exterior accessible routes (including an access ramp to the canoe launch).
- Provide an accessible beach access route (beach mat).
- Renovate parking lot.
- Renovate exterior ramps.
- Renovate picnic areas (accessible picnic tables on an accessible route).
- Renovate toilets and showers rooms.
- Provide a compliant drinking fountain for seated users.
- Renovate changing rooms.

Reference List:

Federal Laws:

- Americans with Disabilities Act (ADA)
- 2010 ADA Standards for Accessible Design

State Law:

- 521 CMR Massachusetts Architectural Access Board – Rules and Regulations

Guidance:

- ADA Action Guide for State and Local Governments: <https://www.adaactionguide.org>
- ADA Checklist for Existing Facilities: <https://www.adachecklist.org>
- Outdoor Developed Areas: A Summary of Accessibility Standards for Federal Outdoor Developed Areas: <https://www.access-board.gov/attachments/article/1637/outdoor-guide.pdf>
- Guide to the ADA Standards: <https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/guide-to-the-ada-standards/animations>



City of Salem, Massachusetts

Part D - Order of Magnitude Cost Estimates

December 2019



Prepared by the



Institute for Human Centered Design

Order of Magnitude Cost Estimates
Municipal Buildings: \$142,423

City Hall

- Repair to exterior routes: \$1,773
- Renovation to single-user toilet room: \$2,825
- Provide accessible work surfaces: \$990
- Provide accessible counters: \$1,320
- Provide ADA-compliant walk-off mats: \$1,458
- Miscellaneous corrective actions (signs, door hardware, thresholds, protruding object, etc.): \$1,808

Total: \$10,174

City Hall Annex

- Provide compliant accessible parking spaces: \$1,650
- Provide compliant paper towel dispensers in first floor toilet rooms: \$1,060
- Provide complaint accessible signage: \$3,654
- Provide complaint railings at lobby central staircase: \$1,074
- Provide two (2) drinking fountains for a standing user: \$6,042
- Miscellaneous corrective actions (accessible service counter, cane detectable barriers): \$1,110

Total: \$14,590

Old Town Hall

- Provide an accessible route to the stage (Great Hall): \$16,245
- Renovate toilet rooms: \$2,720
- Miscellaneous corrective actions (signs, door hardware, thresholds, ADA-compliant walk-off mats, protruding object, etc.): \$2,661

*Total: \$21,626

*Note: Cost for repair to exterior routes is not provided.

Police Headquarters

- Renovation to auditorium (accessible wheelchair seating and ALS): \$10,593
- Renovation to toilet rooms: \$7,161
- Compliant signage (designation and egress signs): \$2,262
- Miscellaneous corrective actions (parking, ADA compliant walk-off mat, protruding object, etc.): \$1278

*Total: \$21,294

*Note: Cost to repair the elevator is not provided. Cost for providing accessible holding cells (male, female and juvenile) is not provided. (See attached document from the Department of Justice regarding requirements for accessible holding cells).

Chief James F. Brennan Memorial Fire Headquarters

- Renovate parking: \$2,213
- Renovate toilet room: \$10,389
- Renovate and provide drinking fountains: \$6,042
- Provide power door at egress: \$2,295
- Miscellaneous corrective actions (signage, door hardware, etc.): \$3,462

Total: \$24,401

Fire Prevention Office Station #6

*Total: \$ 0

*Note: Cost for the renovation of this building is not included because providing an accessible entrance might be technically infeasible. Due to the unique programs in this building and the lack of accessibility, IHCD recommends that the City not use this building for its programs, services and activities. Suggest relocating the Prevention Office and the Code Enforcement Office.

Artists Row 1, 2, 3 with Toilet Rooms, 4 and 5

- Renovate toilet rooms: \$10,035
- Miscellaneous corrective actions (thresholds, service counter, etc.): \$1,695

Total: \$11,730

Note: Cost to provide a compliant accessible route from one of the parking lots is not included.

Department of Public Works (DPW) Facility

- Provide curb ramps at crosswalk: \$5,600
- Miscellaneous corrective actions (parking, signage, service counter, etc.): \$3,972

Total: \$9,572

Public Library

- Renovate ramps: \$7,220
- Provide compliant signage (designation, egress and International Symbol of Accessibility (ISA)): \$2,324
- Renovate toilet rooms: \$4,153
- Provide accessible drinking fountains: \$9,486
- Miscellaneous corrective actions (threshold, protruding objects, etc.): \$1,062

Total: \$24,245

Electrical Department

- Provide seven (7) wood railing extensions: \$1,743
- Miscellaneous corrective actions (parking, accessible door hardware, accessible service counter, accessible work surface, etc.): \$3048

Total: \$4,791

Order of Magnitude Cost Estimates
Parks, Playgrounds and Open Spaces:
\$395,061

Pickman Park

- Provide accessible routes that connect all amenities in the park: \$14,798

- Provide an accessible route to each playground component (poured in place rubber): \$10,500
- Provide one (1) curb ramp: \$2,800
- Provide two (2) accessible picnic tables: \$2,100
- Miscellaneous corrective actions (clear floor space at benches): \$54

Total: \$30,252

Derby Square

- Renovate exterior routes (including cross slopes, changes in level, curb ramp landing, etc.) \$1,241
- Provide handrails for the ramp on the south side of the square: \$990

Total: \$2,231

Lappin Park

- Provide accessible hi-lo drinking fountain: \$3,162
- Miscellaneous corrective actions (repair to exterior accessible route): \$27

Total: \$3,189

Palmer Cove and Playground

- Renovate and provide exterior routes: \$ 19,182
- Renovate parking lot: \$ 1,388
- Miscellaneous corrective actions: (signage, accessible picnic table, etc.): \$1,400

Total: \$21,970

Winter Island Park and Waikiki Beach

- Renovate exterior access routes (including an access ramp to the canoe launch): \$47,719
- Provide an accessible beach access route (beach mat): \$2,475
- Renovate parking lot: \$2,825
- Renovate exterior ramps (compliant handrails, etc.): \$10,254
- Renovate picnic areas (accessible picnic tables on an accessible route): \$6,187
- Renovate toilets and showers: \$11,622
- Provide a compliant drinking fountain for seated users: \$3,162

- Renovate changing rooms: \$3,083
- Miscellaneous corrective actions (doors signs, etc.): \$3041

***Total: \$90,368**

***Note:** Cost estimate does not include required renovations to play components or a locked and unused building north of the main parking area which was not surveyed.

Mack Park

- Parking lot renovations: \$1,632
- Renovate exterior routes: \$7,771
- Provide an accessible route to and around the playground: \$7,388
- Provide an accessible route to each play component in the playground (poured-in-place rubber): \$7,000
- Provide a drinking fountain for a standing user: \$3,021
- Toilet room renovations: \$5,686
- Miscellaneous corrective actions (accessible picnic table, accessible water spigot, etc.) \$1,060

Total: \$33,558

Salem Willows Park

- Exterior route renovations (including fixing slopes, renovating curb cuts, and renovating ramps): \$28,179
- Provide an accessible route (beach mat) to the high tide level at Dead Horse Beach: \$5,821
- Renovation to parking lots: \$7,915
- Renovate toilet rooms: \$6,128
- Miscellaneous corrective actions (picnic tables, counters, drinking fountain, signs, etc.): \$7,171

Total: \$ 55,214

Collins Cove Park and Beach

- Renovate and provide accessible exterior routes connecting park amenities: \$18,588
- Provide an accessible beach access route (beach mat): \$1,909
- Renovate and provide curb ramps: \$14,000

- Provide an accessible portable toilet: \$3,450
- Provide an accessible route to and around playground components (poured-in-place rubber): \$19,250
- Miscellaneous corrective actions (directional signage): \$520

Total: \$57,717

Salem Common

- Renovate and provide accessible exterior routes connecting park amenities: \$8,791
- Renovate and provide curb ramps: \$17,538
- Miscellaneous corrective actions (poured-in-place rubber at one play component in playground): \$168

Total: \$26,497

Leslie’s Retreat Park

- Renovate exterior access routes: \$2,945
- Renovate parking: \$2,588
- Miscellaneous corrective actions (curb ramp): \$2,800

Total: \$8,333

McGrath Park

- Provide compliant exterior accessible routes: \$6,443
- Provide accessible route around the playground and to all play components in the playground (poured-in-place rubber): \$36,117
- Toilet room renovations: \$419
- Miscellaneous corrective actions (parking, drinking fountain, etc.): \$4,005

Total: \$46,984

Broad Street Playground

- Provide an accessible route to and around playground and to all elements in the playground (poured-in-place rubber): \$16,310
- Miscellaneous corrective actions: (accessible parking space, accessible picnic table, etc.): \$2,438

Total: \$18,748

Order of Magnitude Cost Estimates
City Parking Garages and Lots: \$4,079

South Harbor Garage

- Renovate and provide signage: \$2,796
- Miscellaneous corrective actions (restriping parking spaces, door threshold, cane-detectable barrier, etc.): \$1,283

Total: \$4,079

Museum Place Garage

- Provide compliant curb ramps: \$8,400
- Provide compliant egress signs: \$5,220
- Restripe accessible parking spaces and provide identification signs at the accessible parking spaces: \$2588
- Miscellaneous corrective actions (door threshold, etc.): \$113

Total: \$16,321

Order of Magnitude Cost Estimates
Schools: \$760,923

Salem High School

- Renovate exterior routes around the school and to fields and play areas: \$35,274
- Parking lot renovations: \$16,843
- Renovate emergency exits: \$21,970
- Provide compliant interior designation and directional signage: \$12,354
- Ensure interior routes are accessible (including relocating equipment, automatic door openers, etc.): \$31,351
- Stairwell renovations: \$7,970
- Elevator renovations: \$2,775
- Ensure service counters throughout school are of an accessible height: \$3,960
- Provide accessible dining and work surfaces: \$22,350

- Install compliant drinking fountains: \$15,914
- Toilet room renovations: \$39,681
- Update fire alarms: \$11,418
- Miscellaneous corrective actions (including auditorium renovations, locker rooms, etc.): \$17,764

Total: \$239,624

Bates Elementary School

- Exterior route renovations: \$4,643
- Parking lot renovations: \$4,764
- Provide compliant egress signage: \$4,492
- Six (6) work surfaces with knee clearance: \$3,150
- Toilet room renovations: \$22,867
- Provide accessible drinking fountains: \$3,830
- Playground renovations: \$25,275
- Miscellaneous corrective actions (including protruding objects, service counters, etc.): \$4,759

Total: \$73,780

Saltonstall School

- Renovate exterior routes: \$3,420
- Relocate elevator button controls: \$1,446
- Provide work surfaces with knee clearance: \$1,575
- Provide compliant emergency egress and designation signage: \$5,997
- Sink repairs in classrooms: \$10,120
- Toilet room renovations: \$9,574
- Playground renovations: \$53,325
- Drinking fountain repairs: \$2,004
- Miscellaneous corrective actions (parking, thresholds, picnic table, etc.): \$2,422

Total: \$89,883

Bentley Academy Charter School

- Renovate exterior routes: \$12,006
- Parking lot renovations: \$1,200

- Provide compliant egress door signage: \$9,751
- Provide interior designation signage with braille: \$11,310
- Drinking fountains for standing users: \$18,690
- Toilet room renovations: \$18,303
- Playground renovations: \$17,108
- Miscellaneous corrective actions (including automatic door openers, work surfaces, etc.): \$8,695

Total: \$97,063

Collins Middle School

- Renovate parking lots: \$4,839
- Provide compliant curb ramps (route towards the playground and near Exit #7): \$5,600
- Provide work surfaces and dining surfaces with knee clearance (13 work and dining surfaces): \$7,125
- Provide or repair five (5) automatic door openers: \$11,475
- Provide compliant egress, designation and directional signs: \$10,146
- Provide accessible sinks (knee/toe clearance and insulated pipes) in the classrooms (one classroom per grade (3)) plus sinks in the Band Room and Kitchen Classroom): \$2,136
- Provide assistive listening systems (2 classrooms): \$3,642
- Provide six (6) accessible wheelchair seating spaces (auditorium): \$1,152*
- Renovate toilet rooms: \$6,852
- Provide closed risers at the stairs (bleachers at the athletic field): \$3,936
- Provide compliant handrails (near Rooms #3, #10 and #337): \$4,170
- Provide or renovate drinking fountains for seated and standing users: \$7,563
- Miscellaneous corrective actions (accessible service counters, picnic tables, cane-detectable barrier, thresholds, accessible lockers, etc.): \$3,588

Total: \$72,227*

Provided estimated cost for renovation of the Bertram Field:
\$206,000 - \$310,000

***Note:** Costs to provide an accessible route to the toilet rooms near the athletic field and to provide an assistive listening system and designated seating areas in the auditorium are not included.

Witchcraft Heights Elementary School

- Exterior route renovations: \$11,330
- Parking lot renovations: \$750
- Provide compliant egress and directional signage: \$5,314
- Toilet room renovations: \$4,168
- Install drinking fountains: \$12,084
- Classroom sink renovations: \$10,258
- Ensuring accessible routes to and around playground: \$37,050
- Provide an accessible route to baseball field and sidelines seating: \$5,383
- Miscellaneous corrective actions (work surfaces, etc.): \$660

Total: \$86,997

Horace Mann School

- Provide accessible routes to all exterior amenities in the school: \$9,755
- Provide compliant handrails (ramps towards the accessible entrance): \$3,420
- Provide work surfaces and dining surfaces with knee clearance (5 work surfaces and 1 dining surface): \$3,675
- Provide compliant egress, designation and directional signs: \$5,846
- Provide accessible sinks (knee/toe clearance band room, speech language pathologist room and greenhouse): \$6,708
- Renovate toilet and bathing rooms: \$6,762
- Provide an accessible route around the playground (stone dust) and to each play component (poured-in-place rubber): \$28,273
- Provide or renovate drinking fountains for seated and standing users: \$6,710
- Miscellaneous corrective actions (parking, hostway signs at elevator, accessible lockers, etc.): \$3,303

Total: \$74,443*

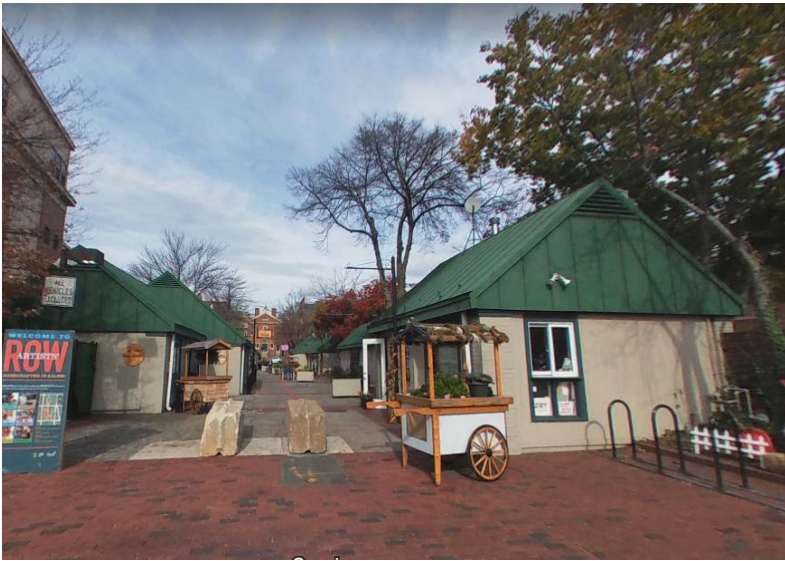
***Note:** Cost to provide a compliant transfer shower compartment in the nurse’s room is not included.

Carlton Innovation School

- Renovate toilet rooms (including providing four (4) power doors): \$9,387
- Provide compliant egress, directional and designation signage: \$2,619
- Renovate seven (7) classroom sinks: \$8,924
- Provide a drinking fountain for a seated user: \$3,021
- Miscellaneous corrective actions (accessible route to and around Community Garden, accessible dining and work surfaces, etc.): \$2,955

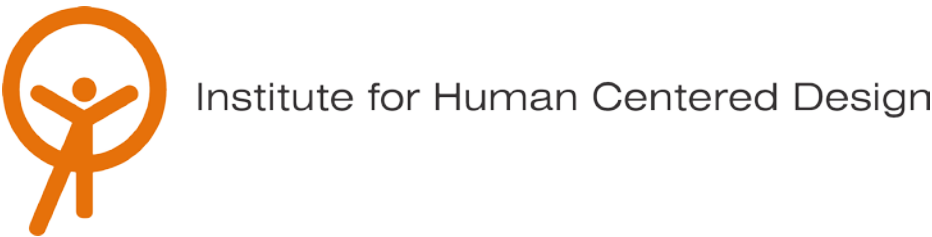
\$26,906

Artist’s Row



City of Salem ADA Transition Plan

October 2019



Institute for Human Centered Design
200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Artist’s Row

Background

Artist’s Row is located at 24 New Derby Street in the historic part of the City. The Artist’s Row provides retail and studio spaces for artists and is open from April to November. It consists of four (4) small buildings and public toilet rooms. Parking is provided at nearby municipal parking lots and at on-street parking.
Note: The day of the survey Artist’s Row # 1 was vacant.

Key Accessibility Issues

Toilet Rooms
Accessibility issues at the multi-user toilet rooms include a urinal higher than the maximum allowed, lack of knee clearance at the lavatories and lack of the minimum width at the accessible route to the lavatories and the urinal. Other accessibility issues include grab bars mounted lower than the minimum allowed, toilet paper dispensers mounted above the side grab bar, and paper towel dispensers higher than the maximum allowed and that protrude into the circulation path. Additional accessibility issues include mirror mounted higher than the maximum allowed (women’s toilet room), and designation signs that lack braille and raised characters and are not located on the latch side of the door.

- Additional Accessibility Issues
- Lack of securely attached walk-off mats (Artist’s Row #5).
 - Lack of beveled thresholds (Artist’s Row #1, #2 and #4).
 - Lack of an accessible service counter (Artist’s Row #2).

Order of Magnitude Cost Estimates

- Renovate toilet rooms: \$10,035
- Miscellaneous corrective actions (thresholds, service counter, etc.): \$1,695

Total: \$11,730



Note: Cost to provide a compliant accessible route from one of the parking lots is not included.

Best Practice and Inclusive Design




- Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.
- Recommend providing an identification sign with the building number at each Artist’s Row building.







City of Salem
Artist's Row #1

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
1	Main Entrance			Entrance	Main Entrance		Clear width at door is < 32" Threshold not beveled	- -	Keep both doors open as needed to provide program access. Bevel threshold.	1	113	\$113
2	Artist's Row	1		Signage	Egress				See Catalog for Artist's Row #5 for egress sign.	1	-	\$0






City of Salem
Artists Row Building #2

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
1	Main Entrance	1		Entrance	Main Entrance		Threshold not beveled	-	Bevel threshold. See Catalog for Artist Row #5 for egress sign.	1	113	\$113
2	Building #2	1		Service Counter	N/A		Counter > 36" high	40"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
3	Route From Parking Lot	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max.	1	-	\$0


City of Salem
Artist's Row #3 - Toilet Rooms

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Access to Goods and Services												
Signage												
1	Men's Toilet Room	1		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174	\$174
2	Women's Toilet Room	1		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174	\$174
Toilet & Bathing Rooms												
Lavatory												
3	Men's Toilet Room			Lavatory	N/A		Route < 36" wide Toe or knee clearances not provided Plumbing underneath is exposed	31" 24" -	Remove partition to ensure that a clear width of 36" min. is maintained at the accessible route to the lavatory. Provide a lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact at lavatory.	1	1526	\$1526
4	Women's Toilet Room			Lavatory	N/A		Route < 36" wide Toe or knee clearances not provided Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 24" 47.5"	Relocate partition to ensure that a clear width of 36" min. is maintained at the accessible route. Provide a lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact at lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	1718	\$1718




City of Salem
Artist's Row #3 - Toilet Rooms

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet Compartment												
5	Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high Non-compliant toilet paper dispenser Coat hook > 48"	- 30" - 60"	Repair hinge. Locate grab bars between 33"- 36" above the finished floor. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet below the side grab bar. Lower coat hook so that it is no higher than 48".	1	1237	\$1237
6	Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Flush control not on open side Non-compliant toilet paper dispenser Coat hook > 48"	30" - - 63"	Locate grab bars between 33"- 36" above the finished floor. Provide the flush control on the open side of the toilet (transfer side). Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet below the side grab bar. Lower coat hook so that it is no higher than 48".	1	1518	\$1518
Urinal												
7	Men's Toilet Room	1		Urinal	N/A		Rim > 17" high Flush control is > 44" high or not properly located Urinal recessed > 24" deep has < 36" clear width	20" 47" 25"	Provide an urinal with the rim no higher than 17" above the finished floor. Mount flush control at 44" max. above the finished floor. Remove partition to ensure there is a clear width of 36".	1	2628	\$2628
Dispensers												
8	Men's Toilet Room			Dispensers	Other		Controls > 42" high Dispenser acts as a protruding object	44" -	Relocate so the operable part is 42" max. above the finished floor. Ensure paper towel dispenser does not protrude into the circulation path.	1	530	\$530
9	Women's Toilet Room	1		Dispensers	Paper Towel Dispenser		Controls > 42" high Dispenser acts as a protruding object	58" -	Relocate so the operable part is 42" max. above the finished floor. Ensure paper towel dispenser does not protrude into the circulation path.	1	530	\$530

City of Salem
Artists Row Building #4

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
1	Main Entrance			Entrance	Main Entrance		Clear width at door is < 32" Threshold not beveled	29"3/4 -	Keep both doors open as needed to provide program access. Bevel threshold. See Catalog for Artist's Row #5 for egress sign.	1	113	\$113

City of Salem
Artist's Row #5

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
1	Artist's Row	1		Interior Access Route	N/A		Mat not securely attached		Ensure mat is securely attached.	1	Labor	\$0
2	Entrance/Exit	1		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide a sign with raised characters duplicated in braille. Ensure sign is locate alongside the door on the latch side. (Applies to all buildings.)	4	174	\$696
3	Main Entrance	1		Entrance	Main Entrance		Mat not securely attached	-	Ensure mat is securely attached.	1	Labor	\$0

Salem Police Headquarters



City of Salem ADA Transition Plan

July 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Police Headquarters

Year Built: 1991 Year Renovated:

Background

The Salem Police Headquarters is located at 95 Margin Street. The Police Station is a two (2) story building connected by an elevator and a set of stairs. The public accessible entrance/exit is located on the north side of the building. The entrance/exit used to transport detainees is located on the east side of the Police Headquarters.

Visitors parking is located on the north side of the building, near the accessible entrance – there are two (2) accessible spaces. Additional parking is located on the west and south side of the building.

On the first floor the Station houses a reception area, a licensing office, two (2) interview rooms and a detention area that includes male, female and juvenile cellblocks (eight (8) cells on each block). Also in this area, there is a holding cell (for overflow), a crime lab and a photo lab. Single-user men’s and women’s toilet rooms are also located on the first floor. The second floor houses an auditorium, a conference room and the office of the Chief of Police.

Note: IHCD team only surveyed the areas used by the public. The day of the survey, the elevator was not in operable working condition. IHCD team was told that it has been that way for quite some time.

Key Accessibility Issues

Parking

Accessibility issues include an access aisle that is narrower than the minimum width allowed, lack of the designation “van accessible” at the sign located at the van accessible space and identification signs mounted lower than the minimum height allowed.

Holding Cells

The major accessibility issue is the lack of accessible holding cells at each holding block. This includes lack of the minimum required turning space and lack of compliant toilet/lavatory combo unit for at least one of each of the holding cells (male, female and juvenile).

Note: IHCD team was not shown shower facilities and does not know if showers are provided in this area.

Auditorium

Accessibility issue includes lack of wheelchair accessible seating. Also, the auditorium does not appear to have an assistive listening system.

Note: Where a sound system, microphone and/or speaker are integral to the use of the space an assistive listening system must be provided.

Toilet Rooms

Accessibility issues include flush control not located on the open/transfer side of the toilet (women’s toilet room), side and rear grab bars not mounted at the same height (men’s toilet room) and dispensers mounted higher than the maximum height allowed in both toilet rooms. Other accessibility issues in both toilet rooms include lack of maneuvering clearance at doors (on the push side because the doors are recessed more than the maximum allowed and on the pull side because of the location of the lavatory) and lack of audible and visible fire alarms.

Signage

Accessibility issues throughout the building include lack of tactile designation signs, and lack of egress signs at the emergency exits. Also, designation signs are not located on the latch side of the door.

Additional Accessibility Issues

- Excessive opening force at the main entrance.
- Lack of securely attached walk-off mat (main entrance).
- AED dispenser protrudes into the circulation path (near detention area).

Order of Magnitude Cost Estimates

- Renovation to auditorium (accessible wheelchair seating and ALS): \$10,593
- Renovation to toilet rooms: \$7,161
- Compliant signage (designation and egress signs): \$2,262
- Miscellaneous corrective actions (parking, ADA compliant walk-off mat, protruding object, etc.): \$1278

Total: \$21,294*

***Note:**





- Cost to repair the elevator is not provided.
- Cost for providing accessible holding cells (male, female and juvenile) is not provided. (See attached document from the Department of Justice regarding requirements for accessible holding cells).

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing an automatic door opener at the main entrance. Currently the door requires an excessive opening force to operate.
- Recommend providing a detectable warning at the curb ramp.
- Recommend adding contrasting strips at the edge of each step (auditorium and stairway).






City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Off-Street Parking Lot or Garage												
1	Parking Lot	1		Off-Street Parking Lot or Garage	Visitor		Vehicle space < 96" wide at car space Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible" Sign bottom < 60" above finished grade Sign top > 96" above finished grade	80" 62" - 51"	Provide an accessible space that is at least 96" wide with a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space. Locate sign with between 60" and 96" above the ground.	1	600	\$600
Entrance												
2	Main Entrance	Ext.		Entrance	Main Entrance		Door requires >15 lbs. of force to open	18 lbs	Adjust closers so doors do not require more than 15 pounds of force.	1	Labor	\$0
Access to Goods and Services												
Means of Egress												
3	Stairway			Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
4	Stairway	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174




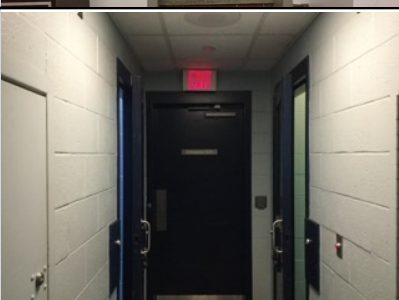

City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Stairway	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
6	Stairway	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
7	Stairway	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
Interior Access Route												
8	Detention Area	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Relocate AED cabinet.	1	192	\$192
Doors, Doorways, & Gates												
9	Licensing Office	1		Doors, Doorways, & Gates	Office		Clear width at door < 32"	-	Ensure door opens 90 degrees.	1	Labor	\$0





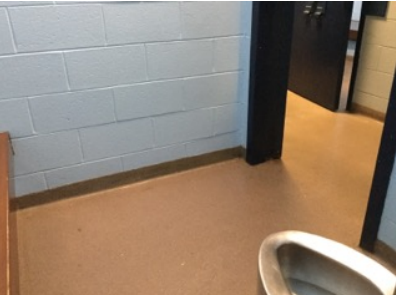
City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	See ID #12	1	0	\$0
11	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	See ID #12	1	0	\$0
12	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance not provided at recess > 6"	10"	Install an automatic door opener.	2	2295	\$4590
13	Main Entrance	1		Doors, Doorways, & Gates	Other		Mat not securely attached Door requires > 5 lbs. of force to open	- 17 lbs	Install an ADA-compliant walk-off mat. Adjust closers so doors do not require more than 5 pounds of force to open.	1	486	\$486
Elevator												
14	Lobby	1		Elevator	Interior		Elevator not maintained in operable working condition	-	Ensure elevator is maintained in operable working condition.	1	0	\$0





City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
15	Licensing Office	1		Signage	Designation		Raised characters not provided Braille misplaced Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Position braille below the corresponding text. If text is multi-lined place braille below the entire text. Locate sign alongside the door on the latch side.	1	174	\$174
16	Interview Room	1		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign alongside the door on the latch side.	2	174	\$348
17	Men's Toilet Room & Women's Toilet Room	1		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign alongside the door on the latch side.	2	174	\$348
18	Detention Area	1		Signage	Egress		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
19	Auditorium	2		Signage	Egress		Not provided	-	Locate sign on the latch side.	1	174	\$174


City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Conference Room	2		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate signs alongside the door on the latch side.	1	174	\$174
21	Chief Police	2		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174
Assembly Area												
22	Auditorium	2		Assembly Area	N/A		Number of seats Number of designated wheelchair spaces Minimum # wheelchair spaces not provided Assistive listening devices not provided	60 - - -	Provide four (4) wheelchair spaces; two (2) in the middle and one (1) at each end of the front row. If audible communication is integral to the use of the space, provide an assistive listening system.	1	10143	\$10143
23	Auditorium	2		Assembly Area	N/A		Accessible route to stage not provided	-	Provide a portable ramp as needed.	1	450	\$450
Detention Facilities												
24	Holding Cell	1		Detention Facilities	Men's		Mobility cell lacks 60" turning space	-	Ensure that a 60" turning space is provided.	1	0	\$0

City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
25	Holding Cell	1		Detention Facilities	Men's		Mobility cell lacks access to accessible toilet/lavatory	-	Ensure an accessible toilet room is provided.	1	0	\$0
Toilet & Bathing Rooms												
Overall Access												
26	Women's Toilet Room and Men's Toilet Room	1		Overall Access	Toilet Room		Audible and visible alarms not provided	-	When fire system is updated, ensure that a visible and audible fire alarm is installed.	2	519	\$1038
Single-User Toilet												
27	Women's Toilet Room	1		Single-User Toilet	N/A		Flush control not on open side	-	Relocate the flush control to the open side.	1	281	\$281
28	Men's Toilet Room	1		Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high	34"	Mount grab bars 33"- 36" above the floor.	1	192	\$192

City of Salem
Salem Police Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Dispensers												
29	Men's Toilet Room and Women's Toilet Room	1		Dispensers	Paper Towel Dispenser		Controls > 42" high	56"	Relocate paper towel dispenser so the operable part is 42" max. above the finish floor.	2	530	\$1060

Salem Public Library



City of Salem

ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Public Library

Year Built: 1855 Year Renovated: 1911, 1989

Background

Salem Public Library is located at 370 Essex Street. It was built in 1855 as a home for a local sea captain who donated the structure to Salem in 1887. The building was first opened as a library in July of 1889. Salem Public Library is part of the North of Boston Library Exchange (NOBLE), which includes twenty-six public and academic libraries.

The main entrance to the Library is on Essex Street on the south side of the building and is accessed by a set of stairs to the first floor. The accessible entrance is on the west side of the building on the ground floor and is connected to an exterior ramp. An accessible street parking space is located near the main entrance on Essex Street.

Note: See the Salem study on sidewalks. The reports references depressions, cracking, patching, lifting and tree roots on the sidewalk along Essex Street (*Sidewalk Condition Summary With Detailed Description.pdf* 5.28.2019).

The ground floor, first floor, second floor and mezzanine are open to the public. The building also has a third floor which is for staff use only and therefore was not surveyed.

An elevator provides vertical access to the ground, first, second and third floors, and a lift provides access from the first floor to the mezzanine. There is also a staircase from the first floor to the mezzanine and a main staircase that connects the other floors. An interior ramp on the second floor provides an accessible route to a raised portion of the second floor.

Note: On the day of the survey the mezzanine area was under construction. As a result, while IHCD team verified that a lift from the first floor provided vertical access to the mezzanine, the mezzanine area was not surveyed.

The ground floor includes the preschool and children’s library and a circulation desk. The first floor has a circulation desk, books, periodicals and computers for public use. The second floor has reference computers including one reference computer on an

elevated desk intended for scooter users, text-magnification equipment, study rooms, the reference library and a rare books area. In addition, two accessible single-user toilet rooms are located on both the ground and first floors, and drinking fountains are located on the ground, first and second floors.

Key Accessibility Issues

Ramps

Accessibility issues include lack of handrails on both sides of the exterior ramp to the accessible entrance on the ground floor and lack of continuous handrails on one side of the interior ramp on the second floor.

Note: IHCD team was told that the exterior ramp is considered historic. The Library building is in the Historic District of Salem.

Signage

Accessibility issues include lack of tactile and directional signs at egress doors, lack of an illuminated International Symbol of Accessibility (ISA) sign at the accessible exit on the ground floor, and lack of signs with the International Symbol of Accessibility (ISA) at two accessible single-user toilet rooms and at the exterior of power door at the accessible entrance on the ground floor.

Toilet Rooms

Accessibility issues include the flush control not being located on the open / transfer side in the red single-user toilet room on the ground floor and in the two (2) single-user toilet rooms on the first floor. There is a lack of insulated pipes at the lavatories, and the toilet paper dispenser is located above the side grab bar in all four (4) of the single-user toilet rooms. The mirror is mounted higher than the maximum height allowed and the side grab bar is mounted lower than the minimum height allowed in one of the toilet rooms on the first floor. Also, there is a lack of the required clear floor space at the toilet in the other toilet room on the first floor due to the location of a trash receptacle and a hand dryer mounted above the rear grab bar.

Drinking Fountains

Accessibility issues include lack of the required minimum knee and toe clearance at the high and low drinking fountains on the ground, first and second floors.

Additional Accessibility Issues

- Protruding objects in the circulation path.
- Threshold higher than the maximum height allowed (ground floor accessible entrance).
- Lack of securely attached walk-off mats (main entrance, ground floor accessible entrance).
- Doors that require excessive opening force (three toilet rooms and at door to the lift).
- Lack of the minimum required clear floor space in the lift. (The lift is usable but not compliant.)

Order of Magnitude Cost Estimates

- Renovate ramps: \$7,220
- Provide compliant signage (designation, egress and International Symbol of Accessibility (ISA)): \$2,324
- Renovate toilet rooms: \$4,153
- Provide accessible drinking fountains: \$9,486
- Miscellaneous corrective actions (threshold, protruding objects, etc.): \$1,062





Total: \$24,245

Best Practice and Inclusive Design



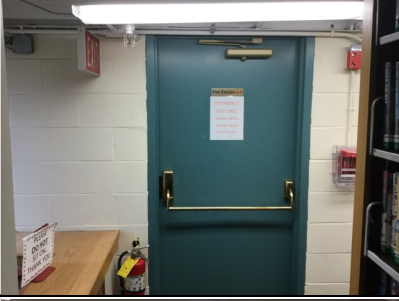


Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at the exterior stairs leading to the main entrance and at interior stairs.






City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Entrance												
1	Exterior Ramp Entrance	G		Entrance	Secondary Entrance		International Symbol of Accessibility not provided	-	Provide the International Symbol of Accessibility.	1	260	\$260
Emergency Exit												
2	Emergency Exit	G		Emergency Exit	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	174	\$174
Access to Goods and Services												
Means of Egress												
3	Emergency Exit to Children's Area	G		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
4	Emergency Exit	G		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174






City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Children Exit Near Sink	G		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
6	Children Emergency Exit	G		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
7	First Floor Stacks Exit to Stairs	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
8	Exit Near Study Room	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	116	\$116
9	Exit Behind Reference	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174






City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Main Entrance	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
Interior Access Route												
11	Children	G		Interior Access Route	N/A		Route < 36" wide	33"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
12	Children Near Sink	G		Interior Access Route	N/A		Obstructed by protruding objects	33.5"	Relocate fire extinguisher out of circulation path, lower extinguisher to 27" max. above the finished floor or provide a cane detectable barrier.	1	230	\$230
13	Emergency Exit	G		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane detectable barrier under stairs. (Cost for a 6'x4' pipe rail under stairs.)	1	720	\$720
14	Floor 1	1		Interior Access Route	N/A		Obstructed by protruding objects	77"	Provide color contrast and / or padding.	1	Labor	\$0

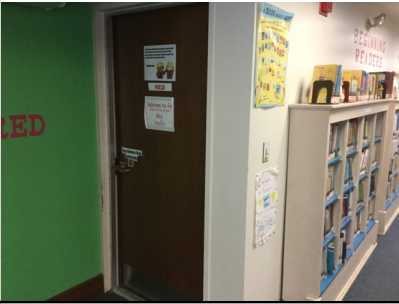




City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Doors, Doorways, & Gates												
15	Main Entrance	1		Doors, Doorways, & Gates	N/A		Mat not securely attached	-	Securely attach walk-off mat.	1	Labor	\$0
16	Ground Floor Exit to Ramp	G		Doors, Doorways, & Gates	Emergency Egress		Mat not securely attached Illuminated International Symbol of Accessibility (ISA) not provided	-	Securely attach walk-off mat. Provide an illuminated International Symbol of Accessibility (ISA) sign.	1	150	\$150
17	Exit Towards Ramp	G		Doors, Doorways, & Gates	Emergency Egress		Threshold > 1/2" high	1"	Alter threshold to be 1/2" high max.	1	113	\$113
18	Single-User Toilet Room	1	E	Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	18 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
19	Orange Single-User Toilet Room	G		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	20 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0






City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Lift to Mezzanine	1		Doors, Doorways, & Gates	N/A		Door requires > 5 lbs. of force to open	17 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
21	Single-User Toilet Room by Elevator	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
Ramps												
22	Ramp	2		Ramps	Interior		No lower handrail 18"-20" high provided Handrails not continuous where required	-	Provide continuous handrails for the length of ramp runs. (Provide continuous lower and upper handrails on one side. (Cost based on two 5' sections of metal handrail at \$56 a foot.)	1	560	\$560
23	Exterior Ramp	G		Ramps	Exterior		Handrails not provided	-	Provide upper handrails between 34"- 38" high above the ground and lower handrails between 18" to 20" above the ground on both sides of ramp, all with 1 1/4"- 2" circular cross sections or a 4"- 6 1/4" non-circular cross sections. (Cost based and 4 30' sections of metal railing.)	1	6660	\$6660
Platform Lift or LULA Elevator												
24	Lift to Mezzanine	G		Platform Lift or LULA Elevator	Interior		36" x 48" clear floor space not provided (if end door)	34"	Providing a 36" by 48" clear floor space might be technically infeasible. (34"x46" provided). Not compliant, but usable.	1	-	\$0
Toilet & Bathing Rooms												




City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Overall Access												
25	Red Single-User Toilet Room	G		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with raised characters and braille and the International Symbol of Accessibility mounted on the latch side of the door.	1	174	\$174
26	Orange Single-User Toilet Room	G		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with raised characters and braille and the International Symbol of Accessibility mounted on the latch side of the door.	1	174	\$174
Lavatory												
27	Orange Single-User Toilet Room	G		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
28	Red Single-User Toilet Room	G		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
29	Single-User Toilet Room by Elevator	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69

City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
30	Single-User Toilet Room	1	E	Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finish floor.	1	261	\$261
Single-User Toilet												
31	Single-User Toilet Room	1	E	Single-User Toilet	N/A		Flush control not on open side Side or rear grab bar < 33" or > 36" high Toilet paper dispenser is not compliant	- 30.5" -	Relocate the flush control to the open side. Mount grab bars 33"- 36" above the floor. Relocate toilet paper so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1003	\$1003
32	Single-User Toilet Room by Elevator	1		Single-User Toilet	N/A		Flush control not on open side Clearance at toilet < 60" clear width Toilet paper dispenser is not compliant	- - -	Relocate the flush control to the open side. Provide a clear floor space that is 60" wide min. (Relocate trash can and hand dryer.) Relocate toilet paper dispenser so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	1341	\$1341
33	Red Single-User Toilet Room	G		Single-User Toilet	N/A		Flush control not on open side Toilet paper dispenser is not compliant	- -	Relocate the flush control to the open side. Relocate toilet paper so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	811	\$811
34	Orange Single-User Toilet Room	G		Single-User Toilet	N/A		Toilet paper dispenser is not compliant	-	Relocate toilet paper so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	530	\$530
Additional Access												

City of Salem
Salem Public Library

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Drinking Fountains												
35	Water Fountains Near Toilet Room	1		Drinking Fountains	N/A		Knee or toe clearance not provided	20"	Provide knee and toe clearance, 27" min. high at both drinking fountains. (Cost based on a new Hi-Lo fountain.)	1	3162	\$3162
36	Near Orange Toilet Room	G		Drinking Fountains	N/A		Knee or toe clearance not provided	16"	Provide knee and toe clearance, 27" min. high at both drinking fountains. (Cost based on a new Hi-Lo fountain.)	1	3162	\$3162
37	By Second Floor Interior Ramp	2		Drinking Fountains	N/A		Knee or toe clearance not provided	9"	Provide knee and toe clearance, 27" min. high at both drinking fountains. (Cost based on a new Hi-Lo fountain.)	1	3162	\$3162

Bates Elementary School



City of Salem ADA Transition Plan

November 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Bates Elementary School

Year Built: 1969 Year Renovated: 2001

Background

Bates Elementary School, located at 53 Liberty Hill Avenue, is for children from kindergarten to 5th grade. The school is three (3) stories high, with a basement level as well as Floors 1 and 2. There is an elevator near the main entrance on the north side of the school that allows access to all three (3) floors, and another elevator near the center of the school that has been taken out of commission. The cafeteria and accessible stage are located on the basement floor along with a few classrooms. The music room, gym, main office, health suite, and classrooms are located on the first floor, and the library and additional classrooms are located on the second floor. Amenities outside include two (2) playgrounds, two (2) basketball courts, and two (2) parking lots. There are 16 emergency exits in the building, 11 of which are accessible including the main entrance. Parking is provided on the east and west side of the school. The east parking lot has approximately 7 spaces including four (4) designated accessible spaces. The west lot has 58 spaces and there are currently no designated accessible spaces. This lot is also a parking lot for Salem residents during Salem snow emergencies.

Key Accessibility Issues

Parking

The parking lot on the west side of the building lacks the required number of accessible spaces. Due to its size, it requires two (2) car accessible spaces and one (1) van accessible space. The parking lot on the east side of the school lacks an access aisle that is at least 96” wide at the van space as well as the designation “Van Accessible” on the parking sign for the northern most space.

Emergency Exits

In the school, all of the emergency exits lack tactile signage indicating them as exits. Additionally, the accessible exits lack illuminated exit signs that contain the International Symbol of Accessibility (ISA), and inaccessible exits lack directional signage indicating the location of the nearest accessible exit.

Interior Routes

Throughout the school, classrooms have mats that are not properly secured. Additional issues include a lack at least 36” width in circulation paths in classrooms, where most of these issues are due to clutter or storage that do not allow for 36” wide paths. Stored objects are also placed in the maneuvering clearances for many classroom doors. There are also hanging objects, like lanterns, that act as protruding objects in multiple classrooms.

Work Surfaces

There are a number of classrooms that lack an accessible work surface with a minimum 27” knee clearance to the bottom of the table. There are also many classrooms that have adjustable tables that are not set to allow for the required knee clearance.

Sinks

Many classrooms throughout the school have sinks of an accessible design, but have been obstructed by clutter or storage. This prevents someone with mobility limitations from properly utilizing the sinks.

Play Areas

The north playground, near the basketball courts, lacks a route around the playground as well as an impact resistant route to each of the play components. This playground also lacks a compliant transfer station. The south playground is technically compliant, but an issue was brought to the IHCD survey team’s attention by a concerned parent. It seems as though the curbs that cut through the middle of the playground act as a serious tripping and safety hazard (see Fig. 1). As it is in the middle of the playground, children might be running from one side to the other and could fall if they

are not fully aware of the curbs. IHCD strongly recommends looking into a possible solution to this issue, such as redesigning the area or using more poured in place rubber.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Toilet Rooms

The major accessibility concern in the toilet rooms is the side grab bars in many of the multi-user toilet rooms’ accessible compartments that connect to the ground and are not of a compliant length. In some instances, the toilet paper dispensers have been placed out of reach range because of the grab bars. Other issues include lack of knee and toe clearance at lavatories, exposed plumbing under lavatories, and toilet centerlines that are not at 18” from the side wall.

Additional Accessibility Issues

- Counter in the main office is more than 36” high and lacks a lowered section.
- Books and other stored supplies located out of reach range.
- Lack of an accessible picnic table located on an accessible route on the north side of the school.
- A number of designation signs in the school are not located on the latch side of the doors.

Order of Magnitude Cost Estimates

- Exterior route renovations: \$4,643
- Parking lot renovations: \$4,764
- Provide compliant egress signage: \$4,492
- Six (6) work surfaces with knee clearance: \$3,150
- Toilet room renovations: \$22,867

- Provide accessible drinking fountains: \$3,830
- Playground renovations: \$25,275
- Miscellaneous corrective actions (including protruding objects, service counters, etc.): \$4,759

Total: \$73,780

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.





- Consider relocating benches near the south playground so that shoulder alignment is available by ensuring that the 30" by 48" clear floor space spans at least 12" from the back of the benches.
- At Emergency Exit #10, consider providing an informational sign on the inside of the door indicating the conditions of the exit on the exterior (stairs leading away from building).
- At Emergency Exit #12 and 13, recommend repairing surface so that transition from concrete safety area to asphalt is flush.
- In Room 005, consider providing additional seating that is on an accessible route.
- In Music Room 012, consider providing handrails and edge protection on risers.
- In Music Room 012 at the staircase, consider providing directional signage indicating the location of the accessible route to the second floor practice area.
- While there is a notice posted on some of the old elevator doors, IHCD recommends posting the notices on all three floors to ensure that the public is aware that the elevator is out of service. IHCD also recommends providing directional signage indicating the location of the working elevator on all three floors.

- Recommend ensuring that in all stairwells, all sets of handrails have extensions that extend 12" beyond the last top riser and one tread depth past the bottom riser.




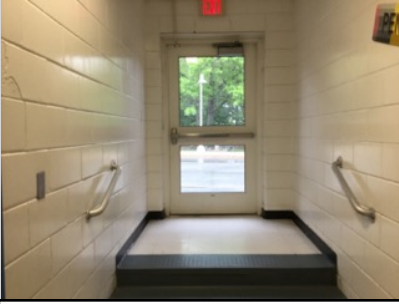

Fig. 1 Tripping Hazard on South Playground







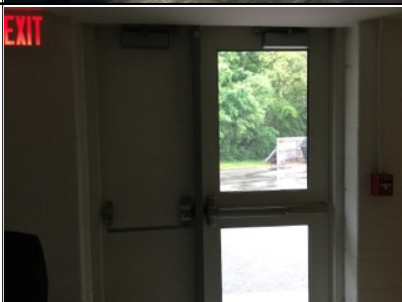
City of Salem
Bates Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Route to Basketball Court 2	Ext.		Exterior Access Route	Exterior		Surface openings > 1/2"	3"	Repair surface.	1	27	\$27
2	Bike Rack Near Basketball Court 1	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 15' by 4' wide asphalt route to bike rack.)	1	383	\$383
Curb Ramp												
3	Southeast Corner of School	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp at intersection.	1	2800	\$2800
Off-Street Parking Lot or Garage												
4	Parking Lot on West Side of School	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	58 0 - - -	Provide two (2) car accessible spaces and one (1) van accessible space. Provide a marked access aisle that is at least 60" wide. for the car spaces to share and one that is 96" wide for the van space. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" at the van accessible space.	3	1388	\$4164






City of Salem
Bates Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Accessible Parking Spaces Near Main Entrance	Ext.		Off-Street Parking Lot or Garage	N/A		Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible"	93" -	Provide a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
Entrance												
6	Stairs to Basketball Courts and Playground on North Side of School	Ext.		Entrance	N/A		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
Access to Goods and Services												
Means of Egress												
7	Emergency Exit 9	Ext.		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs on the interior of the door have raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign on the inside indicating the location of the nearest accessible emergency exit.	1	348	\$348
8	Emergency Exit 14, Near Cafeteria	B		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	348	\$348
9	Route to Emergency Exit 4	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	348	\$348






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Emergency Exit 8	Ext.		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs on the interior of the door have raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign inside contains the International Symbol of Accessibility (ISA).	1	274	\$274
11	Emergency Exit 15	Ext.		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs on the interior of the door have raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign inside contains the International Symbol of Accessibility (ISA).	1	274	\$274
12	Emergency Exit 16	Ext.		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs on the interior of the door have raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign inside contains the International Symbol of Accessibility (ISA).	1	274	\$274
13	Emergency Exit 11	B	012	Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
14	Emergency Exit 12, Near Stage	B		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Emergency Exit 10, in Music Room	1	130	Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
16	Emergency Exit 7	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
17	Route to Emergency Exit 5	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
18	Emergency Exit 5	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
19	Emergency Exit 6	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- - -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Main Entrance, Exit 1	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated exit sign lacks International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
21	Exit From Gym to Emergency Exit 12 in Basement	1		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	174	\$174
Interior Access Route												
22	Classroom, Book Nook	2	202	Interior Access Route	N/A		Route < 36" wide	30" -	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
23	Classroom	2	202	Interior Access Route	N/A		Route < 36" wide	19"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
24	Classroom	2	205	Interior Access Route	N/A		Route < 36" wide	17.5"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0




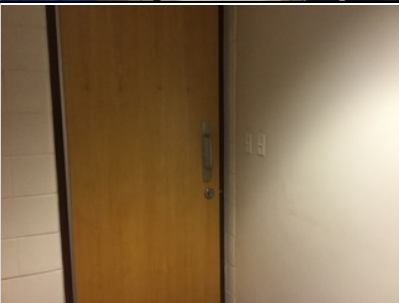
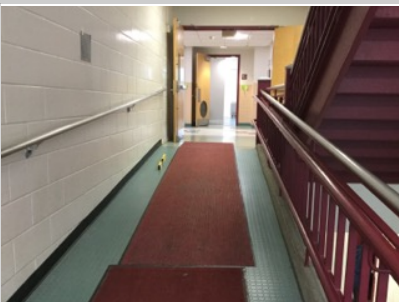
City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
25	Classroom, Fifth Grade	2	210	Interior Access Route	N/A		Route < 36" wide	25"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
26	Classroom	2	209	Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
27	Classroom, Fourth Grade	2	217	Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
28	ELA Classroom	2	206	Interior Access Route	N/A		Obstructed by protruding objects	76"	Relocate sign in doorway so that it is at least 80" above the finished floor.	1	Labor	\$0
29	Main Office	1	100	Interior Access Route	N/A		Obstructed by protruding objects	7"	Relocate object out of circulation path.	1	530	\$530






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
30	Classroom	1	107	Interior Access Route	N/A		Obstructed by protruding objects	69"	Relocate lanterns so that that are at least 80" above the finished floor.	1	Labor	\$0
31	Classrooms Throughout School	2, 1, B	203, 205, 209, 213, 215, 217, 05, 104, 107, 110	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats.	16	Labor	\$0
Doors, Doorways, & Gates												
32	Main Office Into Hallway	1	100	Doors, Doorways, & Gates	N/A		Maneuvering clearance(s) not provided	-	Remove the chair away from the required maneuvering clearance at the door.	1	Labor	\$0
33	Health Suite	1	127	Doors, Doorways, & Gates	N/A		Maneuvering clearance(s) not provided	-	Relocate the cart away from the required maneuvering clearance at the door.	1	Labor	\$0
34	Toilet Room Near 127	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate trash can to another wall at the same height away from the required maneuvering clearance at the door.	1	530	\$530


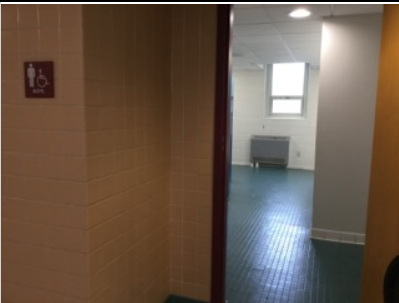



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
35	Toilet Room Near 127	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	14"	While not technically compliant, this doorway is still usable.	1	-	\$0
36	Classroom	1	104	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the cabinet away from the required maneuvering clearance at the door.	1	Labor	\$0
37	Classroom, First Grade	1	119	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the cabinet away from the required maneuvering clearance at the door.	1	Labor	\$0
38	Locker Room Entrance	1		Doors, Doorways, & Gates	N/A		Maneuvering clearance(s) not provided	-	Provide an automatic door opener.	1	2295	\$2295
Ramps												
39	Ramp to Emergency Exit 7	1		Ramps	Interior		Running slope >1:12 (8.33%) Mat not securely attached	9.8% -	Repair to this ramp might be technically infeasible. Securely attach mat.	1	Labor	\$0






City of Salem
Bates Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Elevator												
40	Elevator	1		Elevator	Interior		Raised characters / braille not provided on cabin controls	-	Ensure that raised character and braille designations are placed immediately to the left of the control button to which the designations apply. Ensure they align with the currently used floor plan.	1	360	\$360
Signage												
41	Bilingual Reading Room	2	207	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
42	Art Room	2	208	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
43	Art Room to Kiln Room	2	208	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
44	Music Ensemble Room and Music Office	B	009, 013	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	2	Labor	\$0



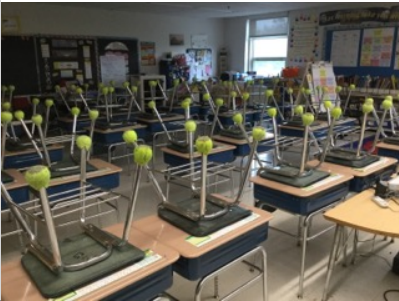


**City of Salem
Bates Elementary School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
45	Office	1	128	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
46	Boys' Toilet Room	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
47	Classroom	1	113	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
48	Classroom	1	108	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
Service Counter												
49	Main Office	1	100	Service Counter	N/A		Counter > 36" high	42"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Operable Parts												
50	Emergency Shower	2	211	Operable Parts	Other		Clear floor space is not provided	-	Provide a 30" min. by 48" min. clear floor space at emergency eye wash station.	1	Labor	\$0
51	Classroom, Book Nook	2	202	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	5"	Relocate books so that controls are between 15"- 48" above finished floor.	1	Labor	\$0
52	Classroom	2	209	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	64"	Relocate hooks so that controls are between 15"- 48" above finished floor.	1	Labor	\$0
53	Classroom, Third Grade	2	213	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	5"	Relocate books so that controls are between 15"- 48" above finished floor.	1	Labor	\$0
54	Classroom, Fourth Grade	2	215	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	5"	Relocate books so that controls are between 15"- 48" above finished floor.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
55	Classroom, First Grade	1	119	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	68"	Relocate books so that controls are between 15"- 48" above finished floor.	1	Labor	\$0
56	Boys' and Girls' Locker Rooms	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	66.5"	Relocate at least one hook per room so that controls are between 15"- 48" above finished floor.	2	192	\$384
Dining or Work Surfaces												
57	Classrooms Throughout School	2, 1, B	202, 210, 213, 215, 217, 005	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface per room is accessible with 27" minimum knee and toe clearance.	6	525	\$3150
58	Classrooms Throughout School	2, 1	203, 124, 104, 118, 107	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Adjust at least 1 work surface per room so that they have 27" min. knee and toe clearance.	5	Labor	\$0
59	Classroom	1	110	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	22.5"	Adjust work surface so that it has 27" min. knee and toe clearance.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
60	Assistant Principle's Office	1	126	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Mat not securely attached	26" -	Adjust table so that is has minimum 27" knee clearance underneath. Securely attach mat.	1	Labor	\$0
Picnic Tables												
61	North Side of School	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided Picnic table not on an accessible route	- -	Ensure that at least 5% (minimum one) of dining surfaces are accessible. Ensure that the dining surface is connected to an accessible route. (Cost based on an accessible picnic table and a 15' by 4' wide asphalt path to the picnic area.)	1	1433	\$1433
Toilet & Bathing Rooms												
Lavatory												
62	Girls' Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	25" -	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	1334	\$1334
63	Boys' Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	24.5" -	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	1334	\$1334
64	Toilet Room Near 109	1	113	Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	25.5" -	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	1334	\$1334






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
65	Girls' Toilet Room	2		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
66	Boys' Toilet Room	2		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
67	Girls' Toilet Room	B		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
68	Health Suite, Toilet Room	1	127	Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
69	Toilet Room in 116	1	116	Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
70	Boys' Toilet Room	B		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
71	Women's Toilet Room Near 218	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
72	Men's Toilet Room Near 218	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
Single-User Toilet												
73	Women's Toilet Room Near 218	2		Single-User Toilet	N/A		Centerline < or > 18" (MAAB)	20"	Relocate toilet so that the centerline is 18" from the side wall.	1	2121	\$2121
74	Men's Toilet Room Near 218	2		Single-User Toilet	N/A		Centerline < or > 18" (MAAB)	20"	Relocate toilet so that the centerline is 18" from the side wall.	1	2121	\$2121





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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
75	Toilet Room in 113	1	113	Single-User Toilet	N/A		Centerline < or > 18" (MAAB) Side or rear grab bar < 33" or > 36" high	15" 22"	Relocate toilet so that the centerline is 18" from the side wall. Mount grab bars 33"- 36" above the floor.	1	2313	\$2313
76	Toilet Room in 115	1	115	Single-User Toilet	N/A		Centerline < or > 18" (MAAB) Side or rear grab bar < 33" or > 36" high	15" 22"	Relocate toilet so that the centerline is 18" from the side wall. Mount grab bars 33"- 36" above the floor.	1	2313	\$2313
77	Toilet Room in 116	1	116	Single-User Toilet	N/A		Centerline < or > 18" (MAAB) Side or rear grab bar < 33" or > 36" high	15" 24"	Relocate toilet so that the centerline is 18" from the side wall. Mount grab bars 33"- 36" above the floor.	1	2313	\$2313
Toilet Compartment												
78	Girls' Locker Room Toilet Room	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
79	Boys' Toilet Room	B		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long	30"	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall.	1	674	\$674






City of Salem
Bates Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
80	Girls' Toilet Room	2		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser	30" -	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1204	\$1204
81	Boys' Toilet Room	2		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser	30" -	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1204	\$1204
82	Girls' Toilet Room	B		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser	30" -	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1204	\$1204
83	Girls' Toilet Room	1		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser	31" -	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1204	\$1204
84	Boys' Toilet Room	1		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser	31" -	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	1204	\$1204

City of Salem
Bates Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Shower Compartment												
85	Health Suite, Toilet Room	1	127	Shower Compartment	Transfer Type		Accessible shower not provided	-	Provide at least one accessible shower by ensuring it is maintained in operable working condition and is free of clutter.	1	Labor	\$0
Additional Access												
Drinking Fountains												
86	Gym	1		Drinking Fountains	High		Inadequate water flow No drinking fountain provided for seated users	- -	Install a Hi-Lo drinking fountain.	1	3162	\$3162
87	Drinking Fountains Near Main Staircase	B	005	Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	668	\$668
Sink												
88	Classroom	2	202	Sink	Classroom		Clear floor space not provided at sink Sink not on a accessible route	- -	Provide a 30" by 48" clear floor space positioned for a forward approach. Ensure the sink is on an accessible route.	1	Labor	\$0

City of Salem
Bates Elementary School

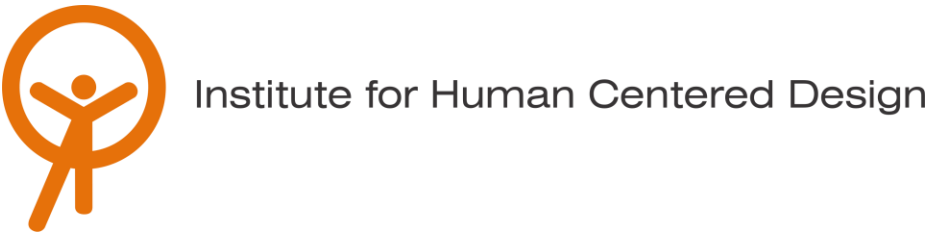
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
89	Health Suite	1	127	Sink	N/A		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach by removing clutter.	2	Labor	\$0
90	Classrooms Throughout School	2, 1	210, 208, 213, 215, 130, 104, 119, 118	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach by removing storage and other clutter under the sink. Ensure sinks have a minimum 30" by 48" clear floor space as well.	8	Labor	\$0
91	Bilingual Reading Room	2	207	Sink	Classroom		Sink not on a accessible route	-	Ensure the sink is on an accessible route.	1	Labor	\$0
Play and Sport Areas												
Play Areas												
92	Playground on North Side of School	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Ensure an accessible route is provided to one of each type of ground level play components (Cost based on 250' by 4' wide asphalt route around playground as well as 1880' by 5' wide poured in place rubber route to play components.)	1	25275	\$25275
93	Playground on North Side of School	Ext.		Play Areas	N/A		No compliant transfer system	-	Alteration might be technically infeasible.	1	-	\$0
Best Practice												

Bentley Academy Charter School



City of Salem ADA Transition Plan

December 2019



200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Bentley Academy Charter School

Background

Bentley Academy Charter School, located at 25 Memorial Drive, is for children from kindergarten to 5th grade. This school is also the location of an Early Childhood Education Center, which is based on the first floor. The school has two (2) floors and is connected by stairs and an accessible elevator.

Along with the Early Childhood Education Center, the first floor contains the gym, library, cafetorium, classrooms, and single-user and multi-user toilet rooms. The second floor also contains multi-user toilet rooms as well as additional classrooms. There are 23 emergency exits in the building, 21 of which are accessible including the main entrance. There are 98 parking spaces distributed between two parking lots for visitors and staff; five (5) parking spaces are labeled as accessible.

Note: Some areas of the school could not be fully surveyed by the IHCD survey team because staff was waxing the floors at the time of the survey. The issues captured in this report reflect common issues and can serve as a guide to areas that could not be surveyed by IHCD.

Note: On the day of the survey IHCD team observed portable toilets in the west parking lot, but IHCD was told that their presence is not a regular occurrence. IHCD is not including a cost to provide an accessible portable toilet in that location.

Key Accessibility Issues

Parking

The parking lot on the northeast side of the school lacks a compliant access aisle at the van accessible space as well as a sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible." The lot on the west side of the school lacks a compliant access aisle and the designation "Van

Accessible." Additionally, there was a dumpster in one of the accessible spaces at the time of the survey.

Exterior Access Routes

There are multiple instances where there is a 2" - 3" change in level at or near the emergency exits, especially the ones that lead to the kindergarten playground. There is also a lack of a curb ramp on both sides of the crosswalk at Szetela Lane to Settlers Way, and the curb ramp at the main entrance, Exit #2 is not flush with the street.

Emergency Exits

All of the emergency exits lack tactile signage indicating them as exits. Additionally, the accessible exits lack illuminated exit signs that contain the International Symbol of Accessibility (ISA), and inaccessible exits lack directional signage indicating the location of the nearest accessible exit.

Interior Routes

Throughout the school, classrooms have mats that are not properly secured. Some classroom doors lack maneuvering clearance and are recessed more than 8" deep.

Work Surfaces

There are a number of classrooms that lack an accessible work surface that is adjusted to the minimum 24" knee clearance to the bottom of the table.

Sinks

The sinks in the Music Room and the Health Office both lack knee clearance due to cabinetry underneath.

Toilet Rooms

Accessibility issues in the toilet rooms that were common include lack of insulated pipes under lavatories, non-compliant door hardware on accessible compartments, and mirrors located higher than 40" above the floor. Other issues include flush controls not on the open/transfer side of the toilet, grab bars not properly mounted, and urinals located too high. There were also single-user toilet rooms in the early education rooms, and some elements, such as the grab bar height, used

the child sized standards. However, other elements, such as the toilet centerline, did not comply with those standards. This means that the elements that do not comply must be changed in accordance with the existing child requirements.

Note: The multi-user toilet rooms on the second floor near room 205 could not be surveyed due to cleaning staff waxing the floors in the area at the time of the survey.

Designation Signage

Designation signs throughout the building lack braille.

Play Areas

At the kindergarten playground, there is a lack of an accessible route to the play components.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Additional Accessibility Issues

- Lack of drinking fountains for standing users.
- Transition at curb ramp near main entrance is not flush with the ground.

Order of Magnitude Cost Estimates

- Renovate exterior routes: \$12,006
- Parking lot renovations: \$1,200
- Provide compliant egress door signage: \$9,751
- Provide interior designation signage with braille: \$11,310
- Drinking fountains for standing users: \$18,690
- Toilet room renovations: \$18,303
- Playground renovations: \$17,108
- Miscellaneous corrective actions (including automatic door openers, work surfaces, etc.): \$8,695






Total: \$97,063

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Near the main entrance, recommend connecting the crosswalk to an accessible route.
- Near the west parking lot, recommend rotating the clothing donation bin 90 degrees counterclockwise so there is clear floor space and a better reach range at the bin.
- If locker rooms are to be used by students, ensure the rooms are clear of clutter and storage. Also recommend ensuring that at least 5%, but not less than 1, of lockers in each locker room are accessible.
- At the Early Childhood Staff Room, recommend providing clear informational signage about the use of this room.
- In the health office, consider providing an adjustable height bed.
- In the health office, recommend providing a seated scale.
- At Exit #4, recommend providing handrails.
- At doors leading to the courtyard, recommend providing informational signage that says "Exit to Courtyard" so people are aware that these exits do not lead away from the building.
- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip-resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Route From Accessible Parking Northeast Side to Memorial Drive	Ext.		Exterior Access Route	Exterior		Exterior route < 48" wide	25"	Ensure that a clear width of 48" min. is maintained at the accessible route by trimming trees.	1	Labor	\$0
2	Crossing at Exit to Early Childhood Drop Off Area, Along Memorial Drive	Ext.		Exterior Access Route	Exterior		Surface openings > 1/2"	-	Replace or reposition so that openings are 1/2" max. and the long opening dimension is perpendicular to the dominant direction of travel.	1	1238	\$1238
3	Exit #3	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	1.5"	Alter change in level to be 1/4" high max.	1	155	\$155
4	Route to Parking Lot From Memorial Drive	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max. (Cost based on 20' of concrete.)	1	690	\$690
5	Exits #10 and #11	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	\$155


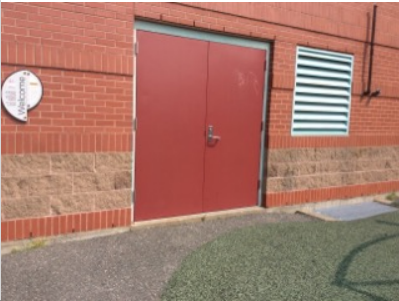
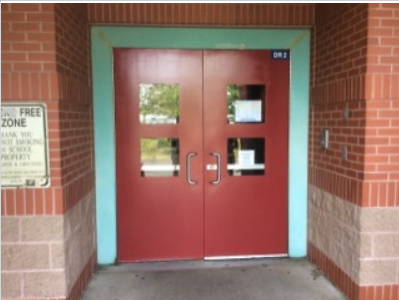


City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Exits #12 and #13	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3.5"	Alter change in level to be 1/4" high max.	2	155	\$310
7	Near Exit #14, Route to Playground	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	
8	Exits #15 and #16	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	\$155
9	Exits #17 and #18	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	\$155
10	North of Crossing at Exit to Early Childhood Drop Off Area, Along Memorial Drive	Ext.		Exterior Access Route	Exterior		Surface is not stable, firm, and slip-resistant	-	Repair surface.	1	155	\$155


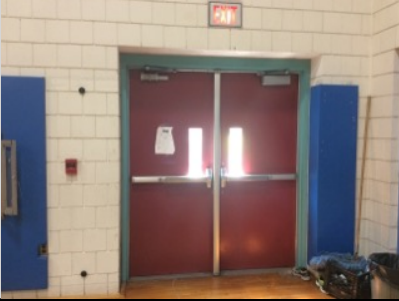



City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Curb Ramp												
11	Crossing Szetela Lane to Settlers Way	1		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp at intersection.	2	2800	\$5600
12	Main Entrance, Exit #2	Ext.		Curb Ramp	N/A		Transition from curb ramp to street not flush	3"	Ensure transition from curb ramp to street is flush or free of changes in level.	1	128	\$128
Off-Street Parking Lot or Garage												
13	Parking Lot Northeast Side	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 96" wide at van space Sign not provided Sign does not have the designation "Van Accessible"	23 2 0 90" - -	Provide a marked access aisle that is at least 96" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
14	Parking Lot West Side	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible" Surface not stable, firm, and slip-resistant	75 3 0 48" - -	Provide a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space. Relocate dumpster.	1	600	\$600
Passenger Loading Zones												
15	Early Childhood Center Drop Off Zone	Ext.		Passenger Loading Zones	N/A		Zone not connected to an accessible route	-	Ensure the passenger loading zone is connected to an accessible route by providing curb ramp.	1	2800	\$2800






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Emergency Exit												
16	Exit #20	Ext.		Emergency Exit	N/A		Maneuvering clearance(s) not provided Threshold > 1/2" high	- 2.5"	While not technically compliant, this exit could still be usable if the threshold is altered. Alter threshold to be 1/2" high max.	1	155	\$155
17	Exit #21	Ext.		Emergency Exit	N/A		Threshold > 1/2" high	2"	While not technically compliant, this exit could still be usable if the threshold is altered. Alter threshold to be 1/2" high max.	1	155	\$155
Access to Goods and Services												
Means of Egress												
18	Main Entrance, Exit #2	Ext.		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs on the interior of the door contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
19	Exit #8	Ext.		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs on the interior of the door contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
20	Exit #9	Ext.		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs on the interior of the door contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274



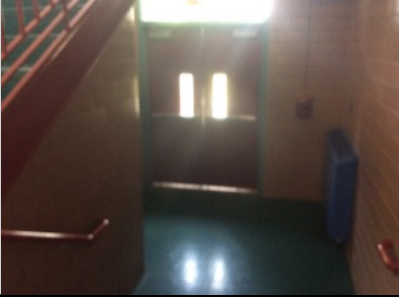


City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Exit #1	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
22	Exit #20 From Gym	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
23	Emergency Exits From Classrooms to Central Courtyard	Ext.		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs on the interior of the door contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	12	274	\$3288
24	Exit #14	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
25	Emergency Exits #10, #11, #12, #13, #15, #16, #17, #18 in Classrooms	1	04	Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	8	274	\$2192






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
26	Exit #7	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
27	Exit #6	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
28	Exit #5	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
29	Exit #19	1	119	Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs on the interior of the door contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
30	Exit #22	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Threshold > 1/2" high	- - 2"	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Alter threshold to be 1/2" high max.	1	487	\$487






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
31	Exit #23	Ext.		Means of Egress	N/A		Tactile exit sign not provided Emergency exit not on an accessible route	- -	Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign inside indicating the location of the nearest accessible emergency exit.	1	348	\$348
32	Library Exits 4	1		Means of Egress	N/A		Tactile exit sign not provided Emergency exit not on an accessible route	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	348	\$348
33	Exit #3	1		Means of Egress	N/A		Tactile exit sign not provided Emergency exit not on an accessible route	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	348	\$348
Interior Access Route												
34	Classroom Throughout School	1		Interior Access Route	N/A		Mat not securely attached		Ensure mats in classrooms throughout the school are securely attached.	6	Labor	\$0
35	OT/PT Room	1	125	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0

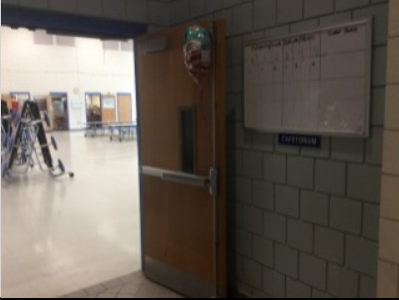




City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
36	Main Office	1		Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
37	Reading Specialist	1	132	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
Doors, Doorways, & Gates												
38	OT/PT Room Office	1	125	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate furniture.	1	Labor	\$0
39	Music Room	1	120	Doors, Doorways, & Gates	Classroom		Maneuvering clearance not provided at recess > 8"	29"	Install an automatic door opener.	1	2295	\$2295
40	Classroom	2	219	Doors, Doorways, & Gates	Classroom		Maneuvering clearance not provided at recess > 8"	29"	Install an automatic door opener.	1	2295	\$2295






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
41	Exit #7	1		Doors, Doorways, & Gates	Emergency Egress		Mat not securely attached	-	Securely attach mat.	2	Labor	\$0
42	Exit #6	1		Doors, Doorways, & Gates	Emergency Egress		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
Signage												
43	City Connects Coordinator	1	123	Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	174	\$174
44	EOC Office	1	106	Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174
45	Main Office	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
46	Cafetorium	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
47	Men's Toilet Room Near Main Entrance	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
48	Women's Toilet Room Near Main Entrance	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
49	Classrooms Throughout School	1		Signage	Designation		Braille not provided	-	Provide braille.	44	174	\$7656
50	Boys' Toilet Room in Classroom	1	B115	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
51	Girls' Toilet Room in Classroom	1	B115	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
52	Health Office	1	127	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
53	Chairperson's Office	1	129	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
54	Women's Toilet Room Near Library	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
55	Men's Toilet Room Near Library	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
56	Girls' Multi-User Toilet Room Near Library	1		Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
57	Reading Specialist	1	132	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
58	Health Office	1	119	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
59	Music Room	1	120	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
60	Art Room	2	217	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
61	Principal's Office	1		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174
62	Boys' Multi-User Toilet Room Near Library	1		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174
63	Girls' Multi-User Toilet Room Second Floor	2		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174
64	Girls' Toilet Room in Gym	1		Signage	Designation		Braille not provided International Symbol of Acc. not compliant	- -	Provide braille. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
Dining or Work Surfaces												
65	Classrooms Throughout School	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	21"	Adjust at least 1 work surface per classroom per grade to provide 25" min. knee and toe clearance.	6	Labor	\$0






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
66	Music Room	1	120	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Provide at least 1 work surface with 25" min. knee and toe clearance.	1	525	\$525
Picnic Tables												
67	Near Playground West Side	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided	-	Ensure that at least 5% (minimum one) of dining surfaces are accessible.	1	1050	\$1050
Toilet & Bathing Rooms												
Lavatory												
68	Women's Toilet Room Near Library	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
69	Men's Toilet Room Near Library	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
70	Girls' and Boys' Toilet Rooms in Gym	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	2	261	\$522






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
71	Men's Toilet Room Near Main Entrance	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
72	Women's Toilet Room Near Main Entrance	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
73	Girls' Multi-User Toilet Room Near Library	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
74	Boys' Multi-User Toilet Room Near Library	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
75	Girls' Multi-User Toilet Room Second Floor	2		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 43"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261






City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
76	Boys' Multi-User Toilet Room Second Floor	2		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 43"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
Single-User Toilet												
77	Women's Toilet Room Near Library	1		Single-User Toilet	N/A		Flush control not on open side	-	Relocate the flush control to the open/transfer side.	1	281	\$281
Toilet Compartment												
78	Girls' and Boys' Toilet Rooms in Gym	1		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	2	18	\$36
79	Men's Toilet Room Near Main Entrance	1		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	18	\$18
80	Girls' and Boys' Multi-User Toilet Rooms Second Floor	2		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	18	\$18





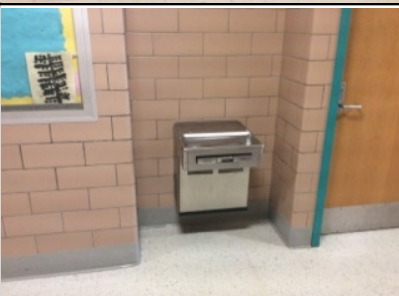
City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
81	Girls' and Boys' Toilet Rooms in Gym	1		Toilet Compartment	Accessible Compartment		Toilet seat <17" or > 19" high Side or rear grab bar < 33" or >36" high Flush control not on open side	21" 31" -	Install a toilet with a seat height 17"- 19" above the floor. Locate grab bars between 33"- 36" above the finished floor. Provide the flush control on the open side of the toilet (transfer side).	2	2098	\$4196
82	Boys' Multi-User Toilet Room Near Library	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Flush control not on open side	29" -	Locate grab bars between 33"- 36" above the finished floor. Provide the flush control on the open side of the toilet (transfer side).	1	473	\$473
83	Boys' Multi-User Toilet Room Second Floor	2		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Flush control not on open side	29" -	Locate grab bars between 33"- 36" above the finished floor. Provide the flush control on the open side of the toilet (transfer side).	1	473	\$473
84	Men's Toilet Room Near Main Entrance	1		Toilet Compartment	Accessible Compartment		Flush control not on open side	-	Provide the flush control on the open side of the toilet (transfer side).	1	281	\$281
Urinal												
85	Boys' Multi-User Toilet Room Near Library	1		Urinal	N/A		Rim > 15" high (MAAB)	20"	Provide at least one urinal with the rim no higher than 15" above the finished floor.	1	2436	\$2436





City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
86	Boys' Multi-User Toilet Room Second Floor	2		Urinal	N/A		Rim > 15" high (MAAB)	20"	Provide at least one urinal with the rim no higher than 15" above the finished floor.	1	2436	\$2436
Toilet Rooms for Children												
Single-User Toilet												
87	Girls' Toilet Room in Classroom	1	B115	Single-User Toilet	N/A		Flush control not on open side Centerline < or > 11" (Pre-K) Side or rear grab bar < 18" or > 20" high (Pre-K)	- 19" 25"	Move the flush control to the open/transfer side. Mount flush control between 20" - 30" above the floor. Relocate toilet so that the centerline is 11" from the side wall. Locate grab bar between 18"- 20" above the floor.	1	2594	\$2594
88	Boys' Toilet Room in Classroom	1	B115	Single-User Toilet	N/A		Centerline < or > 11" (Pre-K) Side or rear grab bar < 18" or > 20" high (Pre-K)	19" 25"	Relocate toilet so that the centerline is 11" from the side wall. Locate grab bar between 18"- 20" above the floor.	1	2313	\$2313
Lavatory												
89	Boys' Toilet Room in Classroom	1	B115	Lavatory	N/A		Exposed plumbing underneath Mirror above lavatory w/reflective surface > 31"	- 43"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 31" above finished floor.	1	261	\$261
90	Girls' Toilet Room in Classroom	1	B115	Lavatory	N/A		Exposed plumbing underneath Mirror above lavatory w/reflective surface > 31"	- 41"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 31" above finished floor.	1	261	\$261



City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Additional Access												
Drinking Fountains												
91	Gym	1		Drinking Fountains	Low		Clear floor space not provided No drinking fountain provided for standing users	- -	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	Labor 3021	\$3021
92	Near Main Entrance	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3021	\$3021
93	Near Room 110	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3162	\$3162
94	Near Early Childhood Center Office	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3162	\$3162
95	Near Library	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3162	\$3162

City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
96	Near Toilet Rooms on Second Floor	2		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3162	\$3162
Sink												
97	Health Office	1	119	Sink	N/A		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach.	1	1265	\$1265
Sinks for Children's Use												
98	Music Room	1	120	Sinks for Children's Use	Classroom		Knee or toe clearance not provided	-	Provide at least one sink with 25" knee and toe clearance positioned for a forward approach.	1	1265	\$1265
Play and Sport Areas												
Play Areas												
99	Kindergarten Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Not connected to an accessible route	- -	Ensure an accessible route is provided to one of each type of ground level play components Provide an accessible route to and around play areas. (Cost based on 80' by 5' wide poured in place rubber routes to play components.)	1	8400	\$8400

City of Salem
Bentley Academy Charter School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
100	Kindergarten Playground	Ext.		Play Areas	N/A		No compliant transfer system	-	Alteration might be technically infeasible.	1	-	\$0
101	Kindergarten Playground	Ext.		Play Areas	N/A		Not connected to an accessible route Accessible route not provided to ground level play components	- -	Ensure an accessible route is provided to swings. Provide an accessible route to play areas. (Cost based on 115' by 4' wide asphalt around play area and 55' by 5' wide poured in place rubber route to swings.)	1	8708	\$8708

Carlton Innovation School



City of Salem ADA Transition Plan

December 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Carlton Innovation School

Background

Carlton Innovation School, located at 10 Skerry Street, is an elementary school for children in kindergarten to fifth grade. Classrooms are divided into grade groups and each classroom typically services children in that grade group. Grade groups are P1- kindergarten, P2- first and second grade, E1- third grade, and E2- fourth and fifth grade. There are, however, FLEX classrooms that serve multiple grade groups of children. The school also hosts an after school YMCA program.

The school building is two (2) stories high and has two (2) staircases and one (1) elevator. Major amenities include a main office, gym, cafetorium which contains a stage, men's and women's toilet rooms, girls' and boys' toilet rooms, a greenhouse, and classrooms. There are 50 parking spaces for visitors and staff in a parking lot on the southeast side of the building; three (3) parking spaces are labeled as accessible. There are 11 exits from the building, including the main entrance, and all of them are accessible.

Key Accessibility Issues

Signs

Accessibility issues include lack of tactile signs and illuminated signs with the International Symbol of Accessibly (ISA) at egress doors, lack of a designation sign with the words “Van Accessible” at a van accessible parking space, lack of signage with raised characters, braille and the International Symbol of Accessibility (ISA) at the all gender toilet room, and lack of designation signs with raised characters and braille at permanent rooms.

Toilet Rooms

Accessibility issues in the women’s and men’s single-user toilet rooms include lack of the required clear floor space at the toilets and lack of the required clear floor space at the lavatories due to the placement of desks and other stored items. There is also a lack of the required minimum maneuvering clearance at exit doors due to the location of lavatories.

Accessibility issues at the boys’ and girls’ toilet rooms include lack of the required clear floor space at the toilets due to the location of trash cans or other stored items, doors at accessible compartments with malfunctioning self-closing hinges, rear grab bars in accessible compartments that are less than the minimum length required, and lavatories with pipes that are not wrapped.

Note: The rear grab bars in the boys’ and girls’ toilet rooms are shorter than the minimum length required in order to prevent interference with the flush control. They are noncompliant but usable, so no cost for a longer compliant rear grab bar is included in the catalog in these instances.

Sinks

Many classrooms throughout the school have sinks that lack the required minimum knee and toe clearance for use by children and have plumbing that is not wrapped.

Dining and Work Surfaces

The cafetorium lacks an accessible dining surface. Also, classrooms either lack the minimum required number of accessible work surfaces or have work surfaces that are adjustable but are not set to allow for accessible knee and toe clearance.

Interior Access Routes

Many classroom doors throughout the building lack the required minimum maneuvering clearance on the pull side due to placement of trash cans, chairs and similar items. Also, many accessible routes through classrooms are not the minimum 36”

clear width required. Additionally, mats throughout the school are not securely attached and act as tripping hazards.

Additional Accessibility Issues

- Lack of an accessible route to and around the Community Garden.
- The shower compartment in the Health Suite is not maintained in operable working condition (shower compartment is filled with stored items).
- Lack of a drinking fountain for seated users in the gym.

Order of Magnitude Cost Estimates

- Renovate toilet rooms (including providing four (4) power doors): \$9,387
- Provide compliant egress, directional and designation signage: \$2,619
- Renovate seven (7) classroom sinks: \$8,924
- Provide a drinking fountain for a seated user: \$3,021
- Miscellaneous corrective actions (accessible route to and around Community Garden, accessible dining and work surfaces, etc.): \$2,955

Total: \$26,906





Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.






- At Exit 8, recommend providing a doorbell or two-way communication system to allow visitors to contact the YMCA.
- At curb ramps near the parking lot, recommend providing detectable warnings.
- In the Health Suite, recommend providing a seated scale.
- In the Health Suite, recommend providing an adjustable height bed.

- Recommend providing a raised bed 34" max. high to the top with 27" min. high knee clearance in the Community Garden.





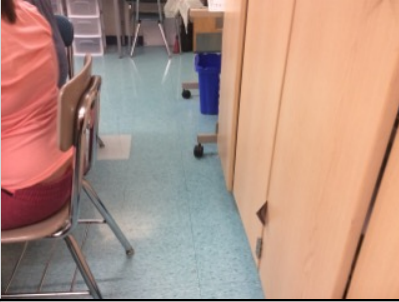
City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Community Garden	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 45' by 4' wide stone dust path to and around community garden.)	1	1080	\$1080
Off-Street Parking Lot or Garage												
2	Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Sign does not have the designation "Van Accessible" Total # of designated van accessible spaces	50 2 1 -	Add the designation "Van Accessible" to the sign located at the van accessible space.	1	375	\$375
Entrance												
3	Main Entrance	Ext.		Entrance	Main Entrance		Mat not securely attached Automatic door opener not operable	- -	Securely attach mat. Ensure automatic door opener is on and maintained in operable working condition.	1	Labor	\$0
Access to Goods and Services												
Means of Egress												
4	Exit #9	Ext.		Means of Egress	N/A		Illuminated exit sign not provided	-	Ensure illuminated exit sign on the interior of the door contains the International Symbol of Accessibility (ISA).	1	150	\$150






City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Exit #6 in Stair #2	1		Means of Egress	N/A		Illuminated exit sign not provided	-	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA).	1	150	\$150
6	Exit #3 in Kindergarten Classroom	1	109	Means of Egress	N/A		Illuminated exit sign not provided	-	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA).	1	150	\$150
7	Exit #2 in Kindergarten Classroom	1	102	Means of Egress	N/A		Illuminated exit sign not provided	-	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA).	1	150	\$150
8	Exit #5 in Greenhouse	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs are provided at exits and exit doors. Ensure it contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	324	\$324
9	Exit #11	1		Means of Egress	N/A		Illuminated exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Securely attach mat.	1	150	\$150



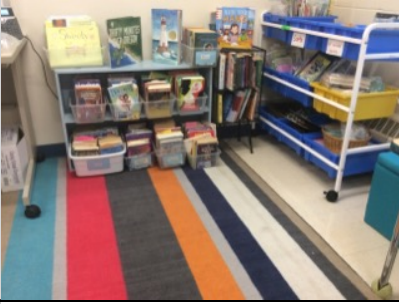


City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Exit #8	1		Means of Egress	N/A		Illuminated exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Securely attach mat.	1	150	\$150
11	Exit #4 in Stair #1	1		Means of Egress	N/A		Illuminated exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Securely attach mat.	1	150	\$150
Interior Access Route												
12	Inclusion Classroom	2	260	Interior Access Route	N/A		Route < 36" wide	22"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
13	Reading Room	2	261	Interior Access Route	N/A		Route < 36" wide	29"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
14	Grade 3 Classroom	2	222	Interior Access Route	N/A		Route < 36" wide	18"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0





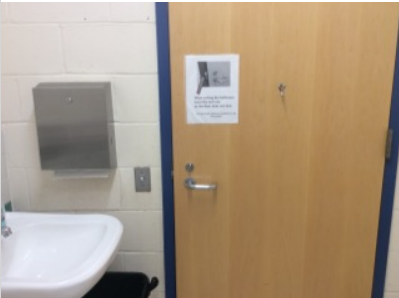
City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Grades 2 and 3 and Grade 1 Math (FLEX Classroom)	1	125	Interior Access Route	N/A		Route < 36" wide Mat not securely attached	26.25" -	Ensure that a clear width of 36" min. is maintained at the accessible route. Securely attach mat.	1	Labor	\$0
16	Main Office	1	164	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
17	Special Education Room	1	175	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
18	Classrooms Throughout the School	1	127, 222	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats.	2	Labor	\$0
19	Math/Marine Environmental Lab	1	113	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0

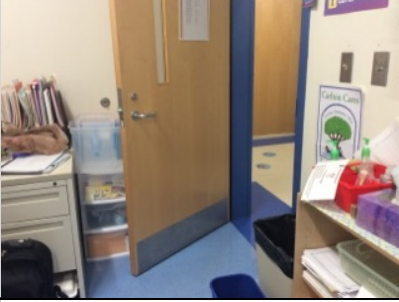
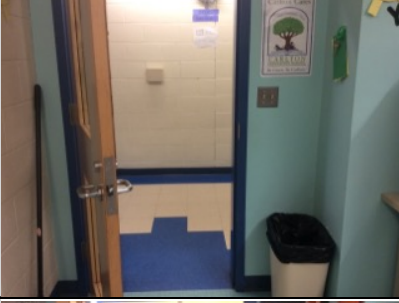



City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Kindergarten Classroom	1	109	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	4	Labor	\$0
21	Inclusion Classroom	2	260	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
22	Reading Room	2	261	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
23	Music Room	2	270	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
24	Facuty/ FLEX Room	2	235	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0





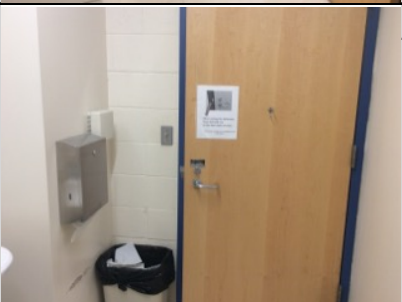
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Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Doors, Doorways, & Gates												
25	Main Office	1	164	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	14.75"	Move chair to the left in this image so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
26	Health Suite	1	170	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	13.25"	Move bed to the left in this image so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
27	Health Suite, Bathing Room	1	170	Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	13.5"	Remove the clutter in the shower compartment so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
28	Men's Staff Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	6"	Provide an automatic door opener.	1	2295	\$2295
29	Women's Staff Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	6"	Provide an automatic door opener.	1	2295	\$2295

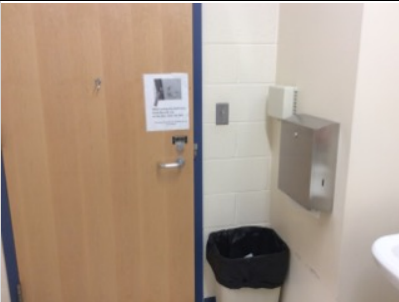



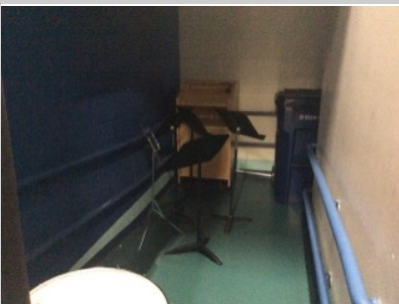
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Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
30	Special Education Room	1	175	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Remove clutter behind door and in the maneuvering clearance.	1	Labor	\$0
31	Classrooms Throughout School	1	127, 252, 227, 222	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bins.	4	Labor	\$0
32	Grades 2 and 3 and Grade 1 Math (FLEX Classroom)	1	125	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin.	1	Labor	\$0
33	Kindergarten Classroom	1	109	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate table.	1	Labor	\$0
34	Speech and Language Room	2	253	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	15.5"	Rearrange room so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0



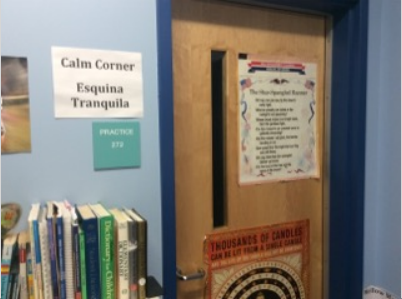


City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
35	Inclusion Classroom	2	260	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate clutter so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
36	Reading Room	2	261	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Rearrange room so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
37	Literacy Coach	2	262	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin and storage bin.	1	Labor	\$0
38	OT Room	2	264	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Rearrange room so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
39	Women's Staff Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	14.75"	Provide an automatic door opener.	1	2295	\$2295


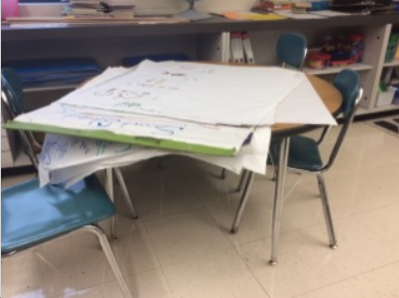



City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
40	All Gender Toilet Room Near 223	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	12.5"	Provide an automatic door opener.	1	2295	\$2295
41	Art Room	2	213	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	14.5"	Rearrange room so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
42	Distance Learning Room	2	206	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Rearrange room so as to maintain maneuvering clearance of at least 18" on the pull side of the door.	1	Labor	\$0
43	Music Room	2	270	Doors, Doorways, & Gates	Classroom		Door requires > 5 lbs. of force to open	11 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
Ramps												
44	Cafetorium, Route to Stage	1	133	Ramps	Interior		Not maintained in operable working condition	-	Ensure the ramp is maintained in operable working condition by remove stored items from ramp.	1	Labor	\$0






City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
45	Classroom	1	122	Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	174	\$174
46	All Gender Toilet Room Near 223	2		Signage	Designation		Raised characters not provided Braille not provided International Symbol of Acc. not compliant	- - -	Provide text with raised characters duplicated in braille for All Gender toilet room sign. Provide sign with raised characters and braille containing the International Symbol of Accessibility (ISA).	2	174	\$348
47	Practice Room in Music Room	2	272	Signage	Designation		Designation sign does not reflect current use		Provide accurate designation sign with raised characters and braille mounted on the latch side of the door. (Designation sign does not reflect long term use of room. It reads "Practice", but the room is being used as storage and as a "Calm Corner").	1	174	\$174
48	Faculty/ FLEX Room	2	235	Signage	Designation		Designation sign does not reflect current use		Provide accurate designation sign with raised characters and braille mounted on the latch side of the door. (Designation sign does not reflect long term use of room. It reads "Faculty", but the room is being used as a classroom for multiple grades.)	1	174	\$174
Operable Parts												
49	Near Main Entrance	Ext.		Operable Parts	Other		Element not on an accessible route	-	Ensure bike rack is located on an accessible route.	1	Labor	\$0






City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Dining or Work Surfaces												
50	Cafetorium	1	133	Dining or Work Surfaces	Dining Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one dining surface is accessible.	1	825	\$825
51	Grades 1 and 2 Classroom	1	127, 222	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	22.25"	Adjust at least 1 work surface per room so that it has 24" min. knee and toe clearance.	2	Labor	\$0
52	Greenhouse in Math/ Environmental Lab	1	113	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 24" min. knee and toe clearance.	1	525	\$525
53	Kindergarten Classroom	1	109	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	19.75"	Adjust at least 1 work surface so that it has 24" min. knee and toe clearance.	1	Labor	\$0
54	Small Classroom	2	252	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	22.25"	Adjust at least 1 work surface so that it has 24" min. knee and toe clearance.	1	Labor	\$0






City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
55	Grades 4 and 5 Classroom	2	227	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Provide at least 1 work surface with 24" min. knee and toe clearance.	1	525	\$525
56	Reading Area in Library	2	205	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Adjust at least 1 work surface so that it has 24" min. knee and toe clearance.	1	Labor	\$0
Benches												
57	Near Main Entrance	Ext.		Benches	N/A		No accessible route to 20% of benches	-	Relocate 20% of benches (1) to an accessible route.	1	Labor	\$0
Toilet & Bathing Rooms												
Lavatory												
58	Men's Staff Toilet Room	1		Lavatory	N/A		Clear floor space not provided at lavatory	-	Provide at least one lavatory with a 30" min. by 48" min. clear floor space positioned for a forward approach. Relocate clutter.	1	Labor	\$0
59	Women's Staff Toilet Room	1		Lavatory	N/A		Clear floor space not provided at lavatory	-	Provide at least one lavatory with a 30" min. by 48" min. clear floor space positioned for a forward approach. Relocate clutter.	1	Labor	\$0



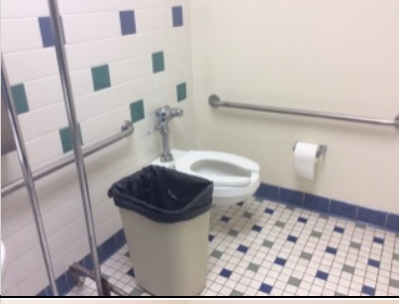
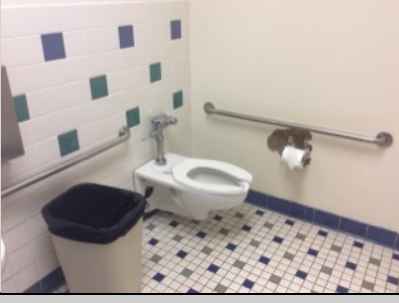

City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
60	Boys' Toilet Room in Gym	1	157	Lavatory	N/A		Clear floor space not provided at lavatory	-	Provide at least one lavatory with a 30" min. by 48" min. clear floor space positioned for a forward approach. Relocate stored items/coat rack.	1	Labor	\$0
61	Boys' Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
62	Girls' Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
63	Girls' Toilet Room	2		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
Single-User Toilet												
64	Men's Staff Toilet Room	1		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. and/or provide sign to accessible toilet. (Relocate desk.)	1	Labor	\$0





City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
65	Women's Staff Toilet Room	1		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. and/or provide sign to accessible toilet. (Relocate desk.)	1	Labor	\$0
66	Women's Staff Toilet Room	2		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. and/or provide sign to accessible toilet. (Relocate desk.)	1	Labor	\$0
67	All Gender Toilet Room Near 223	2		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. and/or provide sign to accessible toilet. (Relocate desk.)	1	Labor	\$0
68	Health Suite, Bathing Room	1	170	Single-User Toilet	N/A		Clearance at toilet < 72" clear depth	49.5"	Remove storage unit.	1	Labor	\$0
Toilet Compartment												
69	Girls' Toilet Room	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Rear grab bar < 42" long	- 30"	Repair hinge. Provide a rear wall grab bar that is 42" long min. and extends from the toilet 12" min. on one side and 24" min. on the other side (open side). Note: The rear grab bar is not compliant but is usable.	1	Labor	\$0




City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
70	Boys' Toilet Room	2		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Rear grab bar < 42" long	- 30"	Repair hinge. Provide a rear wall grab bar that is 42" long min. and extends from the toilet 12" min. on one side and 24" min. on the other side (open side). Note: The rear grab bar is not compliant but is usable.	1	Labor	\$0
71	Girls' Toilet Room	2		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Rear grab bar < 42" long	- 30"	Repair hinge. Provide a rear wall grab bar that is 42" long min. and extends from the toilet 12" min. on one side and 24" min. on the other side (open side). Note: The rear grab bar is not compliant but is usable.	1	Labor	\$0
72	Boys' Toilet Room in Gym	1	157	Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Clearance at toilet < 60" clear width	- -	Repair hinge. Relocate trash can and coat rack out of clear floor space at toilet. Note: Where a flushometer prevents the location of a 42 inch grab bar, a 36" grab bar is permitted under 521 CMR (MAAB) 30.8.2. The rear grab bar in this instance is 36" long and therefore is compliant.	1	Labor	\$0
73	Girls' Toilet Room in Gym	1	157	Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Clearance at toilet < 60" clear width	- -	Repair hinge. Relocate trash can out of clear floor space at toilet. Note: Where a flushometer prevents the location of a 42 inch grab bar, a 36" grab bar is permitted under 521 CMR (MAAB) 30.8.2. The rear grab bar in this instance is 36" long and therefore is compliant.	1	Labor	\$0
Shower Compartment												
74	Health Suite, Bathing Room	1	170	Shower Compartment	Roll-In Type		Not maintained in operable working condition	-	Ensure shower compartment is maintained in operable working condition. Relocate storage.	1	Labor	\$0
Toilet Rooms for Children												

City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Single-User Toilet												
75	Toilet Room in Kindergarten Classroom	1	109	Single-User Toilet	N/A		Side or rear grab bar < 42" long	36"	Note: Where a flushometer prevents the location of a 42 inch grab bar, a 36" grab bar is permitted under 521 CMR (MAAB) 30.8.2. The rear grab bar in this instance is 36" long and therefore is compliant.	1	0	\$0
Additional Access												
Drinking Fountains												
76	Gym	1	157	Drinking Fountains	N/A		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users or install a Hi-Lo drinking fountain.	1	3021	\$3021
Sink												
77	Faculty/ FLEX Room	2	235	Sink	Classroom		Clear floor space not provided at sink	-	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter.	1	Labor	\$0
78	Classrooms Throughout School	1	127, 125, 227, 222	Sink	Classroom		Clear floor space not provided at sink Toe and knee clearances not provided	- 23.5"	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter. Ensure there is a 25" knee clearance positioned for a forward approach.	4	1265	\$5060

City of Salem
Carlton Innovation School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
79	Math/Marine Environmental Lab	1	113	Sink	Classroom		Clear floor space not provided at sink Toe and knee clearances not provided	- 23.5"	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter. Ensure there is a 25" knee clearance positioned for a forward approach.	1	1265	\$1265
80	Art Room	2	213	Sink	Classroom		Clear floor space not provided at sink Toe and knee clearances not provided Exposed plumbing underneath sink	- 23.5" -	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter. Ensure there is a 25" knee clearance positioned for a forward approach. Insulate or otherwise configure pipes at sink.	1	1334	\$1334
81	Music Room	2	270	Sink	Classroom		Toe and knee clearances not provided	23.5"	Ensure there is a 25" knee clearance positioned for a forward approach.	1	1265	\$1265

Salem Chief James F. Brennan Memorial Fire Headquarters



Town of Salem

ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Chief James F. Brennan Memorial Fire Headquarters

Background

Salem’s Chief James F. Brennan Memorial Fire Headquarters is a two-story building located at 48 Lafayette Street. The Headquarters has four fire engine garage doors on the south side of the building on New Derby Street, two non-accessible entrances on the east side of the building on Lafayette Street, and the main entrance, which is also not accessible, at a staff parking lot on the north side of the building by Klop Alley. Public parking is available immediately north of the staff parking area at the Klop Alley parking lot which has metered parking and two accessible parking spaces. An interior staircase connects the two floors. Amenities on the first floor include the Fire Chief and Administration Office which is located near the main entrance, a drinking fountain and a non-accessible men’s toilet room. Second floor amenities include a conference room and a drinking fountain.

Key Accessibility Issues

Parking
Accessibility issue includes a lack of a van accessible parking space in both the employee parking lot and in the Klop Alley parking lot, and lack of a marked access aisle at a car accessible parking space in the Klop Alley parking lot.

Entrances and Exits
Accessibility issues include lack of an accessible entrance and egress due to lack of an accessible route to the main entrance, and lack of the minimum required clear floor space at the maneuvering clearance on the interior side of the main entrance and egress door.

Toilet Rooms
Accessibility issues at the first-floor toilet room include a door that is narrower than the minimum width required, lack of an

accessible toilet compartment, and lack of an accessible urinal. Also, the lavatory lacks insulated plumbing and the mirror and paper towel dispenser are mounted higher than the maximum height allowed.

Drinking Fountains
Accessibility issues include lack of a drinking fountain for seated users on the first and second floors.

Additional Accessibility Issues

- Lack of compliant designation, egress and directional signage.
- Lack of compliant hardware at one (1) exterior and one (1) interior door.

Order of Magnitude Cost Estimates

- Renovate parking: \$2,213
- Renovate toilet room: \$10,389
- Renovate and provide drinking fountains: \$6,042
- Provide power door at egress: \$2,295
- Miscellaneous corrective actions (signage, door hardware, etc.): \$3,462






Total: \$24,401

Best Practice and Inclusive Design





Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at the interior stairs leading to the second floor.





City of Salem
Chief James F. Brennan Memorial Fire Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Off-Street Parking Lot or Garage												
1	Klop Alley Parking Lot	1	101	Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle not provided Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible"	26 2 - - - -	Provide a van accessible parking space 132" wide min. and a marked access aisle 60" wide min. Add the designation "Van Accessible" to the sign located at the van accessible space. (Cost based on a sign and re-striping.)	1	600	\$600
2	Employee Parking - Google Maps Image	1	101	Off-Street Parking Lot or Garage	Employee		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign not provided Sign does not have the designation "Van Accessible"	10 - - - -	Provide a van accessible parking space 132" wide min. and a marked access aisle 60" wide min. at the shortest distance to the main entrance. Provide a sign with the International Symbol of Accessibility (ISA), add the designation "Van Accessible" to the sign located at the van accessible space.	1	1388	\$1388
3	Klop Alley Parking Lot	1	101	Off-Street Parking Lot or Garage	Visitor		Access aisle not provided	-	Provide a marked access aisle that is at least 60" wide at the car accessible parking space. (Cost based on re-striping.)	1	225	\$225
Entrance												
4	Main Entrance at Parking	1	101	Entrance	Main Entrance		Entrance not on an accessible route ISA sign not provided.	6"	Provide a 48" wide min. x 6' long min. concrete walkway to door landing at main entrance. Ensure walkway has a running slope that does not exceed 1:20 (5.00%) and a cross slope that does not exceed 1:50 (2.00%). Provide sign with the International Symbol of Accessibility (ISA).	1	536	\$536
5	Lafayette and Newbury	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	- -	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260





City of Salem
Chief James F. Brennan Memorial Fire Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Lafayette 1	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided Hardware not operable with a closed fist	- - -	Provide a directional sign indicating the location of the nearest accessible entrance. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	623	\$623
Emergency Exit												
7	Main Entrance and Exit to Staff Parking	1	101	Emergency Exit	N/A		Maneuvering clearance(s) not provided Tactile exit sign not provided Illuminated ISA not provided.	-	Provide an automatic door opener. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Add an illuminated International Symbol of Accessibility (ISA) to the illuminated exit sign.	1	2619	\$2619
Access to Goods and Services												
Doors, Doorways, & Gates												
8	Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		International Symbol of Acc. not provided Clear width at door < 32"	28"	Widen the door so that there is 32" min. clear width. Provide a sign indicating toilet room is all gender. Also provide sign with the International Symbol of Accessibility (ISA) raised characters and braille mounted on the latch side of the door. (Cost based on widening door and providing a sign.)	1	2699	\$2699
9	Conference Room	2		Doors, Doorways, & Gates	Office		Hardware not operable with a closed fist Not provided Raised characters not provided	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Locate signage alongside the door on the latch side. Provide text with raised characters duplicated in braille. (Cost based on accessible door hardware and sign.)	1	537	\$537


City of Salem
Chief James F. Brennan Memorial Fire Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
10	Admin and Chief's Office	1	101	Signage	Designation		Not provided Raised characters not provided	- -	Locate signage alongside the door on the latch side. Provide text with raised characters duplicated in braille.	1	174	\$174
11	Conference Room	2		Signage	Designation		Not provided Raised characters not provided	- -	Locate signage alongside the door on the latch side. Provide text with raised characters duplicated in braille.	1	174	\$174
Service Counter												
12	Admin and Chief's Office	1	101	Service Counter	N/A		Counter > 36" high	-	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
Toilet & Bathing Rooms												
Overall Access												
13	Men's Toilet Room	1		Overall Access	Toilet Room		Accessible plumbing fixtures or stalls not provided	-	Provide one accessible wheelchair stall.	1	4637	\$4637

City of Salem
Chief James F. Brennan Memorial Fire Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Lavatory												
14	Men's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 53"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
Urinal												
15	Men's Toilet Room	1		Urinal	N/A		Rim > 15" high (MAAB)	24"	Provide at least one urinal with the rim no higher than 15" above the finished floor.	1	2436	\$2436
Dispensers												
16	Admin and Chief's Office	1		Dispensers	Paper Towel Dispenser		Controls > 42" high	-	Relocate so the operable part is 42" max. above the finished floor.	1	530	\$530
Additional Access												
Drinking Fountains												
17	First Floor	1		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users. (Cost based on a new low wall mounted drinking fountain.)	1	3021	\$3021

City of Salem
Chief James F. Brennan Memorial Fire Headquarters

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
18	Second Floor	2		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users. (Cost based on a new low wall mounted drinking fountain.)	1	3021	\$3021

July 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Background

Year built: Year renovated: 2018

The City Hall Annex is located at 98 Washington Street. The building has four stories including a basement with the main accessible entrance on the east side at 98 Washington Street and a second accessible entrance on the west side by an adjacent parking lot. The building floors are connected by an elevator and two (2) staircases including a central staircase.

Level I has small, medium and large conference rooms, and men's and women's single-user toilet rooms. Level II has offices for the Planning, Engineering, Building and Traffic and Parking Departments, a small meeting room, and an Engineering Department conference room. Level III has offices for the Human Resources, Health and Treasurer's Departments, a Health Department conference room, a second conference room, and a Wellness Room. Level III also has single-user men's, women's and all-gender toilet rooms.

Key Accessibility Issues

Parking

Accessibility issues include lack of a van accessible parking space in the lot adjacent to the Annex and in the lot bordered by Sewell Street, and lack of an access aisle at two designated car-accessible parking spaces in the Sewell Street parking lot.

Toilet Rooms

Accessibility issues include paper towel dispensers mounted higher than the maximum height allowed in the first floor men's and women's toilet rooms.

Signage

Accessibility issues include lack of complaint designation, egress and directional signage at multiple locations throughout the building.

Stairways

Accessibility issues include lack of continuous handrails and handrail extensions at the central staircase in the lobby.

Drinking Fountains

Accessibility issues include lack of a drinking fountain for a standing user on Levels I and III.

Order of Magnitude Cost Estimates

- Provide compliant accessible parking spaces: \$1,650
- Provide compliant paper towel dispensers in first floor toilet rooms: \$1,060
- Provide complaint accessible signage: \$3,654
- Provide complaint railings at lobby central staircase: \$1,074
- Provide two (2) drinking fountains for a standing user: \$6,042
- Miscellaneous corrective actions (accessible service counter, cane detectable barriers): \$1,110

Total: \$14,590

Note: Costs for assistive listening systems are not included. If audible communication is integral to the use of spaces in the Annex, especially the meeting rooms, provide an assistive listening system. One system with a central person responsible for signing it out and keeping it charged should work.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.



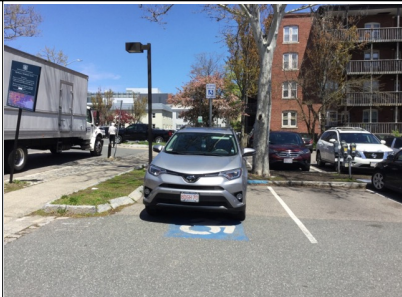

- IHCD team noticed that a Level II conference room had a sliding door. This is an excellent design because it provides maneuvering clearance at the door and maximizes usable space because of the lack of a door swing.

City Hall Annex




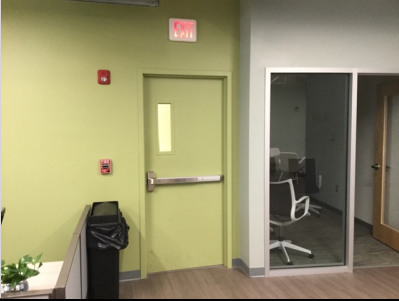

- Recommend turning off elevator button access to basement when the button is not being used by an employee. (The elevator provided access to the basement on the day of the survey, but IHCD team was told that there are no public programs in the basement.)

Note: On level III of the Annex the single-user men's and single-user women's toilet rooms do not comply with the 2010 Standards for Accessible Design for a variety of reasons including insufficient clear space between the toilet and lavatory (604.3.1), and insufficient pull-side maneuvering clearance at the door (404.2.4.1). Compliant directional signs must be provided at the single-user men's and women's toilet rooms directing people to the accessible single-user all-gender toilet room in order to comply with the regulations of the Massachusetts Architectural Access Board (MAAB), 521 CMR (30.1.1).






City of Salem
Salem City Hall Annex

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Off-Street Parking Lot or Garage												
1	Parking By Annex	Ext		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Vehicle space < 132" wide at van space Sign does not have the designation "Van Accessible"	20 1 - - -	Provide a van accessible space that is 96" wide min. with an access aisle that is 96" wide min. Add the designation "Van Accessible" to the sign located at the van accessible space. Mount the sign 60" min. and 96" max. aff. (Cost for re-striping and a "Van Accessible" sign.)	1	600	\$600
2	Parking Sewell Street Lot	Ext		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces	60 4 -	Provide a van accessible space that is 96" wide min. with an access aisle that is 96" wide min. Add the designation "Van Accessible" to the sign located at the van accessible space. Mount the sign 60" min. and 96" max. aff. (Cost for re-striping and a "Van Accessible" sign.)	1	600	\$600
3	Parking Sewell Street	Ext		Off-Street Parking Lot or Garage	N/A		Access aisle not provided	-	Provide a marked access aisle that is 60" wide min. (At both the photographed space and second identical space behind the photographed location.) (Cost for re-striping to provide access aisles.)	2	225	\$450
Access to Goods and Services												
Means of Egress												
4	Large Meeting Room	1	106	Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174






**City of Salem
Salem City Hall Annex**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Large Meeting Room	1	106	Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
6	Planning	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	174	\$174
7	Parking Entrance	1		Means of Egress	N/A		Tactile exit sign not provided International Symbol of Acc. not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door. Provide the International Symbol of Accessibility	1	174	\$174
8	Third Floor Lobby	3		Means of Egress	N/A		Tactile exit sign not provided International Symbol of Acc. not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door. Provide International Symbol of Accessibility	1	174	\$174
Interior Access Route												
9		1		Interior Access Route	N/A		Obstructed by protruding objects	51"	Provide a cane detectable barrier 27" max. aff before the first / leading bike rack.	1	230	\$230






City of Salem
Salem City Hall Annex

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Lobby	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Relocate bike rack. (Descending stair less than 80" aff.) Provide a cane detectable barrier below stairs. (Cost bases on a 6' long 27" max. high pipe rail under stairs.)	1	720	\$720
Doors, Doorways, & Gates												
11	Egress to Parking	1		Doors, Doorways, & Gates	Emergency Egress		Door requires > 5 lbs. of force to open	25 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
Stairways												
12	Entrance Lobby	1		Stairways	Interior		Handrails do not extend 12" from stairs Handrails not continuous where required	- -	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. Provide continuous handrails. (Cost based on one wall mounted and one free standing metal railing at landing.)	1	1074	\$1074
Signage												
13	Small Meeting Room	2		Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	174	\$174
14	Engineering Conference Room	2		Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	174	\$174




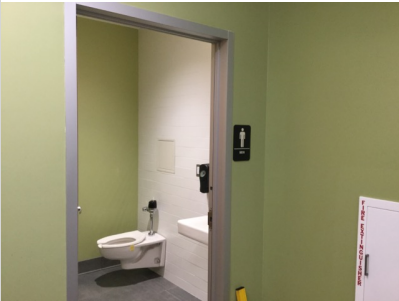

**City of Salem
Salem City Hall Annex**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Planning Lobby Conference Room	2		Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	174	\$174
16	Health Conference Room	3		Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	174	\$174
17	Conference Room	3		Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	174	\$174
18	Large Meeting Room	1	106	Signage	Designation		Raised characters not provided Braille not provided	- -	Mount signs so that the baseline of the lowest tactile character is 48" min. above finish floor and the baseline of the highest tactile character is 60" max. above finish floor. Provide braille for room number.	1	174	\$174
19	Floor 2 Stairwell	2		Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille indicating floor number in stairwell. (Sign in photo is a directory.)	3	174	\$522






**City of Salem
Salem City Hall Annex**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Small Meeting Room	1	102	Signage	Designation		Raised characters < 48" or > 60" above ground Braille not provided	63.5" -	Mount signs so that the baseline of the lowest tactile character is 48" min. above finish floor and the baseline of the highest tactile character is 60" max. above finish floor. Provide braille for room number.	1	174	\$174
21	Medium Meeting Room	1	107	Signage	Designation		Braille not provided	-	Provide braille for room number.	1	174	\$174
22	Wellness Room	3		Signage	Designation		Braille not provided	-	Provide braille for room number.	1	174	\$174
Service Counter												
23	Health Reception	3		Service Counter	N/A		Counter > 36" high	42"	Provide a counter that is 36" max. above the ground or finish floor.	1	660	\$660
24	Planning	2		Service Counter	N/A		Service counter not clear and usable.		Keep accessible counter clear of stored objects.	1	Labor	\$0

City of Salem
Salem City Hall Annex

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
25	Engineering	2		Service Counter	N/A		Service counter not clear and usable.		Keep accessible counter clear of stored objects.	1	Labor	\$0
Assembly Area												
26	Large Meeting Room	1	106	Assembly Area	N/A		Assistive listening devices not provided	-	If audible communication is integral to the use of the space, provide an assistive listening system.	1	0	\$0
27	Medium Meeting Room	1	107	Assembly Area	N/A		Assistive listening devices not provided	-	If audible communication is integral to the use of the space, provide an assistive listening system.	1	0	\$0
Toilet & Bathing Rooms												
Overall Access												
28	Men's and Women's	3		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet room.	2	174	\$348
29	Men's	1		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with the International Symbol of Accessibility.	1	174	\$174

**City of Salem
Salem City Hall Annex**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
30	Women's	1		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with the International Symbol of Accessibility.	1	174	\$174
Dispensers												
31	Men's	1		Dispensers	Paper Towel Dispenser		Controls > 42" high	60.5"	Relocate so the operable part is 42" max. above the finish floor. (Lower paper towel access.)	1	530	\$530
32	Women's	1		Dispensers	Paper Towel Dispenser		Controls > 42" high	61"	Relocate so the operable part is 42" max. above the finish floor. (Lower paper towel access.)	1	530	\$530
Additional Access												
Drinking Fountains												
33	Hallway	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a hi-lo drinking fountain. (Cost for a new wall-mounted fountain for a standing user.)	1	3021	\$3021
34	Near Wellness	3		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a hi-lo drinking fountain. (Cost for a new wall-mounted fountain for a standing user.)	1	3021	\$3021

Salem City Hall



City of Salem ADA Transition Plan

July 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem City Hall

Year Built: Year Renovated: 2014

Background

Salem City Hall is located at 93 Washington Street and is open to the public Monday through Friday. Hours of operations varies depending on the day of the week. Salem City Hall was added to the National Register of Historic Places in 1973. There are two (2) entrances to the building; the main entrance to City Hall is on Washington Street – this entrance is not accessible. The accessible entrance is located on the lower level on Salem Green (north side of the building). Parking is provided by nearby municipal lots. There are also on-street parking spaces on Washington Street. City Hall is a three (3) story building connected by an interior elevator and a set of interior stairs. City departments are located on all floors. The City Council Chamber and the Mayor’s Office are located on the second floor. A single-user toilet room is located on the second floor across from the City Council Chamber; a staff-only toilet room is also located in this area.

Key Accessibility Issues

Exterior

Accessibility issues include excessive running slope at the route leading to the mailbox (on Washington Street) and excessive cross slope at the sidewalk near the main entrance.

Signage

Accessibility issues include lack of the required clear floor space in front of the designation signs, signs mounted slightly higher than the maximum allowed and signs not located on the latch side of the door. Other accessibility issues include lack of compliant directional signs and lack of the International Symbol of Accessibility (ISA) at the accessible entrance.

Service Counters and Work Surfaces

Accessibility issues include service counters that are higher than 36” above the floor (City Clerk and Hearing Office). Other accessibility issue includes lack of an accessible work surface (with knee and toe clearance) at the City Council Chamber and City Council Anteroom.

Single-User Toilet Room

Accessibility issues at the single-user toilet room include lack of maneuvering clearance at the door and toilet paper dispenser mounted above the side grab bar.

Additional Accessibility Issues

- Lack of securely attached walk-off mats.
- Lack of beveled thresholds (Elections Office and Legal Department).
- Lack of clear floor space at some doors due to furniture or location of trash can (accessible entrance on the north side) and lack of compliant door hardware at the Legal Department.
- Lack of maintenance of the minimum width at the accessible routes due to the location of furniture (City Council and Election’s Office).

Order of Magnitude Cost Estimates

- Repair to exterior routes: \$1,773
- Renovation to single-user toilet room: \$2,825
- Provide accessible work surfaces: \$990
- Provide accessible counters: \$1,320
- Provide ADA-compliant walk-off mats: \$1,458
- Miscellaneous corrective actions (signs, door hardware*, thresholds, protruding object, etc.): \$1,808

Total: \$10,174*






*Note: IHCD team was told that a variance was granted for historic doors in City Hall. Cost for hardware at those doors is not included.

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at the stairs leading to the main entrance and the interior stairs.
- At the main entrance, recommend posting the same information regarding the hours of operations inside on the right side of the double doors.
- Recommend providing the information displayed on the monitor located near the main entrance in an accessible format (e.g., braille, audio, etc.).
- Recommend relocating the directory located near the accessible entrance to avoid glare.
- Recommend duplicating the information posted near the Mayor's office to the entrance near the elevator.
- Recommend providing an adjustable lectern that allows for a forward approach in the City Council Chamber.






City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Near Main Entrance	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	5.2%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	648	\$648
2	Main Entrance	1		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	5.7%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	1125	\$1125
3	Near Main Entrance	Ext.		Exterior Access Route	Sidewalk		Running slope > 1:20 (5%)	9.9%	Reduce running slope to be no steeper than 1:20 (5.00%). See ID #2	1	0	\$0
Entrance												
4	Accessible Entrance	Ext.		Entrance	Secondary Entrance		International Symbol of Accessibility not provided	-	Provide the International Symbol of Accessibility.	1	260	\$260
5	Towards City Hall Offices			Entrance	Secondary Entrance		International Symbol of Accessibility not provided	-	Provide the International Symbol of Accessibility.	1	260	\$260






City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Accessible Entrance	Ext.		Entrance	Secondary Entrance		Mat not securely attached	-	Install an ADA-compliant walk-off mat.	1	486	\$486
7	Main Entrance	1	2	Entrance	Main Entrance		Mat not securely attached	-	Install an ADA-compliant walk-off mat.	1	486	\$486
Access to Goods and Services												
Interior Access Route												
8	Council's Chambers	2		Interior Access Route	N/A		Route < 36" wide	31"	Relocate furniture to ensure a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
9	Near Elevator			Interior Access Route	N/A		Mat not securely attached		Install an ADA-compliant walk-off mat.	1	486	\$486
Doors, Doorways, & Gates												
10	Towards City Hall Offices	1		Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	31"	Relocate trash can to maintain the maneuvering clearance at the door.	1	Labor	\$0





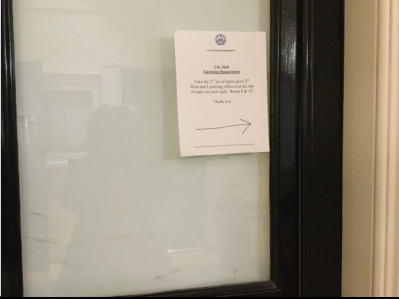
City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
11	Single-User Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Provide an automatic door opener.	1	2295	\$2295
12	City Council Ante Room	2		Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate furniture to maintain the maneuvering clearance at the door.	1	Labor	\$0
13	Elections and Registrations Office	1	5	Doors, Doorways, & Gates	Office		Threshold not beveled	-	Bevel threshold.	1	113	\$113
14	Legal Department	2	10	Doors, Doorways, & Gates	Office		Threshold not beveled		Bevel threshold.	1	113	\$113
Signage												
15	Hearing Office	1	4	Signage	Designation		Clear floor space is not provided	-	Relocate trash cans to provide an 18" by 18" clear floor space at the sign.	1	Labor	\$0






City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Legal Department	2	10	Signage	Designation		Clear floor space is not provided		Relocate chairs to provide an 18" by 18" clear floor space at the sign.	1	Labor	\$0
17	Licensing Department	2	8	Signage	Designation		Clear floor space is not provided		Relocate cabinet to provide an 18" by 18" clear floor space at the sign.	1	Labor	\$0
18	Near Council's Chambers	2		Signage	Designation		Clear floor space is not provided		Relocate chairs to provide an 18" by 18" clear floor space at the sign.	1	Labor	\$0
19	Assessor's Office	1	6	Signage	Designation		Raised characters < 48" or > 60" above ground	63"	Mount signs so that the baseline of the lowest tactile character is 48" min. above finish floor and the baseline of the highest tactile character is 60" max. above finish floor.	1	Labor	\$0
20	City Council Ante Room	2		Signage	Designation		Sign not located on the latch side of the door	- -	Locate sign at permanent rooms alongside the door on the latch side. Ensure an 18" by 18" clear floor space is maintained at the sign.	1	Labor	\$0


City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Licensing Department	2	8	Signage	Informational		Non glare finish and contrast not provided	-	Provide signs with a non-glare finish with characters that have a high contrast to the background.	1	174	\$174
22	Council's Chambers	2		Signage	Informational		Non glare finish and contrast not provided	-	Provide signs with a non-glare finish with characters that have a high contrast to the background.	1	174	\$174
23	City Clerk - General Office	1	3	Signage	Directional		Text size non-compliant	-	Ensure that character size complies with the Character Height Table 703.5.5 in the ADA 2010 Standards.	1	174	\$174
24		2		Signage	Directional		Text size non-compliant	-	Ensure that character size complies with the Character Height Table 703.5.5 in the ADA 2010 Standards.	1	174	\$174
25	Licensing Department	1		Signage	Directional		Text size non-compliant	-	Ensure that character size complies with the Character Height Table 703.5.5 in the ADA 2010 Standards.	1	174	\$174

City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Service Counter												
26	Elections and Registrations Office	1	5	Service Counter	N/A		Route < 36" wide	-	Remove boxes to maintain a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
27	City Clerk - General Office	1	3	Service Counter	N/A		Counter > 36" high	41"	Provide a counter that is 36" max. above the ground or finish floor.	1	660	\$660
Operable Parts												
28	Across From Hearing Office	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	59"	Relocate AED so that controls are 48" max. above finish floor.	1	192	\$192
Dining or Work Surfaces												
29	Council's Chambers	2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Provide a work surface with 27" min. knee clearance.	1	825	\$825
30	City Council Ante Room	2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Provide a work surface with 27" min. knee clearance.	1	825	\$825

City of Salem
Salem City Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet & Bathing Rooms												
Single-User Toilet												
31	Single-User Toilet Room	2		Single-User Toilet	N/A		Toilet paper dispenser is not compliant	-	Relocate toilet paper dispenser so that it is 15" min. high, located below the grab bar, and between 7" and 9" from the front of the toilet.	1	530	\$530

Collins Middle School



City of Salem ADA Transition Plan

November 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Collins Middle School

Year Built: 1909 Year Renovated: 1994

Background

Collins Middle School, located at 29 Highland Avenue, serves 545 students between sixth and eighth grades. The building has a main accessible entrance on the east side and exits around the building; there are 17 accessible exits including the main entrance/exit.

Collins Middle School is a four (4) story building connected by an elevator and interior stairs. A cafeteria, a fitness room, Parents Information Center and a few specialized rooms (such as the technology education room, mechanical drawing room and data technology lab) are located on the first floor. An auditorium, library, gym, computer lab, a multipurpose room, a music room, the nurse’s room, the Community Chamber and the Superintendent’s Office are located on the second floor. A Little Theater room is located on the fourth floor. Classrooms and boys’ and girls’ toilet rooms are located on all floors.

Exterior amenities include the Bertram Field (south side of the school) and toilet room facilities (near Bertram Field). There are 174 parking spaces distributed among three (3) parking lots for visitors and staff; nine (9) are labeled as accessible. The pick-up/drop-off area for the school is located near the playground (on Jackson Street).

Note: The interior of the toilet facilities was locked and was not surveyed. IHCD was told that the athletic field and the toilet room facilities will undergo substantial renovations.

Key Accessibility Issues

Exterior Access Routes

The major accessibility issue is the lack of an accessible route to the men’s and women’s toilet room located near the athletic field. Other accessibility issues include lack of a compliant curb ramp (route towards the playground) and lack of maintenance at the stairs leading towards Broad Street.

Parking

Accessibility issues include lack of the required number of accessible parking spaces at the parking lots (east side, and south side of the school and near the playground) and lack of the required minimum width at the access aisles located at the accessible parking spaces (near the athletic field). The parking lots located on the north side of the school and the staff parking lot lack the required minimum width at the access aisles and the identification signs are mounted lower than the minimum height allowed. Another accessibility issue is the lack of an accessible route that connects to a drop-off area (near Exit #7).

Signage

Accessibility issues include lack of tactile signs (raised and braille characters) at the emergency exits, lack of illuminated exit signs with the International Symbol of Accessibility (ISA), and lack of directional signs at the inaccessible exits to the nearest accessible exit. Other accessibility issues include lack and/or misplaced braille at a few designation signs and signs not located on the latch side of the door.

Toilet Rooms

Accessibility issues include lack of an ambulatory compartment at the boys’ toilet room (1st floor near the cafeteria), lavatories mounted lower than the minimum height allowed (girls’ toilet room near the cafeteria), flush control not located on the open/transfer side of the toilet (girls’ toilet room near the cafeteria and boys’ toilet room near Room #302) and lack of the minimum centerline at the toilet (boys’ toilet room near Room #327). Other accessibility issues include lack of the minimum clear floor space at the accessible compartment at the girls’ toilet room (near Room #302) and the nurse’s toilet room due to furniture. Also, the clear floor space at the accessible transfer shower located in the nurse’s room is not maintained in operable working condition

due to the location of a cabinet. Additional accessibility issues include lack of insulated pipes at lavatories, mirrors mounted higher than the maximum allowed at the girls’ toilet room (near the cafeteria and near Room #321) and the boys’ toilet room (near Room #327) and doors with malfunctioning self-closing hinge (boys’ and girls’ toilet rooms on the 3rd floor).

Note: The toilet rooms near the athletic field were locked the day of the visit and were not surveyed.

Classrooms

Accessibility issues include lack of accessible works surfaces (with knee clearance), lack of knee and toe clearance and/or lack of insulated pipes at the sinks and an emergency shower pull mounted higher than the maximum allowed. Other accessibility issues include lack of a retractable breadboard at the kitchen classroom (3rd floor), lack of the minimum clear width at the accessible routes or lack of the minimum required maneuvering clearance at the doors due to the location of furniture.

Note: it is not clear if the classrooms that have speakers have an assistive listening system.

Auditorium

Accessibility issues include lack of the minimum required number of wheelchair accessible spaces and lack of the minimum number of designated aisle seats (retractable arm and identification sign).

Note: it is not clear if the auditorium has an assistive listening system.

Additional Accessibility Issues

- Lack of an independently operable elevator (requires a key to use it).
- Lack of drinking fountains for seated or standing users. The drinking fountain for seated users located near Room #413 is mounted higher than the maximum height allowed.

- Lack of accessible picnic tables (near the athletic field and the playground).
- Lack of the lower railing (one side) at the ramp located near Room #310 and lack of handrails at the ramp located near Room #337.
- Lack of accessible service counters (Data Technology Lab and Parent Information Center).
- Lack of an accessible locker at the lockers located near Room #411.

Order of Magnitude Cost Estimates

- Renovate parking lots: \$4,839
- Provide compliant curb ramps (route towards the playground and near Exit #7): \$5,600
- Provide work surfaces and dining surfaces with knee clearance (13 work and dining surfaces): \$7,125
- Provide or repair five (5) automatic door openers: \$11,475
- Provide compliant egress, designation and directional signs: \$10,146
- Provide accessible sinks (knee/toe clearance and insulated pipes) in the classrooms (one classroom per grade (3)) plus sinks in the Band Room and Kitchen Classroom): \$2,136
- Provide assistive listening systems (2 classrooms): \$3,642
- Provide six (6) accessible wheelchair seating spaces (auditorium): \$1,152*
- Renovate toilet rooms: \$6,852
- Provide closed risers at the stairs (bleachers at the athletic field): \$3,936
- Provide compliant handrails (near Rooms #3, #10 and #337): \$4,170
- Provide or renovate drinking fountains for seated and standing users: \$7,563
- Miscellaneous corrective actions (accessible service counters, picnic tables, cane-detectable barrier, thresholds, accessible lockers, etc.): \$3,588

Total: \$72,227*

Provided estimated cost for renovation of the Bertram Field: \$206,000 - \$310,000





*Costs to provide an accessible route to the toilet rooms near the athletic field and to provide an assistive listening system and designated seating areas in the auditorium are not included.

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing an adjustable table in the nurse’s room.
- Recommend adding contrasting strips at the edge of each step.
- Recommend insulating pipes to prevent contact at all lavatories not just at the accessible lavatories.





City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Athletic Field, Route to Toilet Rooms			Exterior Access Route	Exterior		Accessible route not provided	-	Redesign this area to provide an accessible route to the lift.	1	-	\$0
2	Athletic Field, Route to Toilet Rooms			Exterior Access Route	Exterior		Accessible route not provided	-	Redesign this area to provide an accessible route to the lift.	1	-	\$0
Stairs												
3	Stairs Towards Broad Street	Ext.		Stairs	Exterior		Stairs not maintained in operable working condition		Ensure stairs are maintained in operable working condition.	1	Labor	\$0
Curb Ramp												
4	Towards Playground	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	13.5%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	2800	\$2800




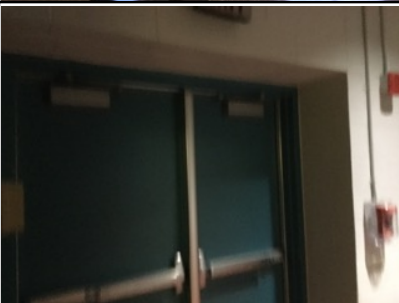

City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
5	Parking Near Playground, East Side	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces	24 -	Provide a van accessible space that is at least 96" wide with a marked access aisle that is at least 96" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign.	1	1388	\$1388
6	Staff Parking Lot, South Side of School	Ext.		Off-Street Parking Lot or Garage	Employee		Total # of parking Total # of designated accessible parking spaces	20 -	Provide a van accessible space that is at least 96" wide with a marked access aisle that is at least 96" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign.	1	1388	\$1388
7	Parking Near Athletic Field	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Access aisle < 96" wide at van space	59 3 64"	Provide two marked access aisle that are at least 96" wide.	1	225	\$225
8	Parking - North Side	Ext.		Off-Street Parking Lot or Garage	Employee		Access aisle not provided Sign bottom < 60" above finished grade	- 41"	Provide a marked access aisle that is at least 96" wide. Locate sign with the bottom of the sign 60" above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign.	1	225	\$225
9	Staff Parking Lot	Ext.		Off-Street Parking Lot or Garage	Employee		Access aisle < 96" wide at van space Sign bottom < 60" above finished grade	60" 45"	Provide a marked access aisle that is at least 96" wide. Locate sign with the bottom of the sign 60" above the ground and the top of the sign 96" above the ground.	1	225	\$225






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Passenger Loading Zones												
10	Near Exit #7	Ext.		Passenger Loading Zones			Zone not connected to an accessible route		Ensure the passenger loading zone is connected to an accessible route.	1	2800	\$2800
Entrance												
11	Exit #13 - West Side	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	- -	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
12	Main Entrance	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide the International Symbol of Accessibility.	1	260	\$260
Stairs												
13	Stairs Towards Highland Avenue	Ext.		Stairs	N/A		Not maintained in operable working condition	-	Ensure stairs are maintained in operable working condition.	1	-	\$0
Access to Goods and Services												




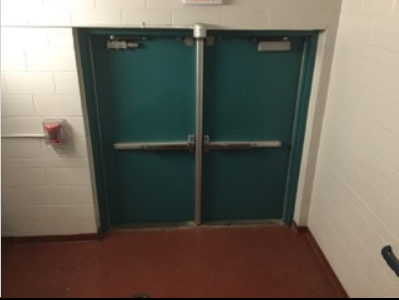

**City of Salem
Collins Middle School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Means of Egress												
14	Exit #11	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	-	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
15	Main Entrance	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
16	Exits #24 and #25 (Cafeteria)	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at exit doors. Ensure tactile exit signs with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	2	274	\$548
17	Exit #2	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at exit doors. Ensure tactile exit signs with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
18	Exit #7	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
19	Exit #18	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
20	Exit #17	Ext.		Means of Egress	N/A		Emergency exit not on an accessible route		Provide a directional sign on the interior indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
21	Exit #16	1		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- - -	Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
22	Stair F Exit #17	1	Stair F	Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- - -	Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
23	Exit #14	1		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- - -	Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	2	174	\$348

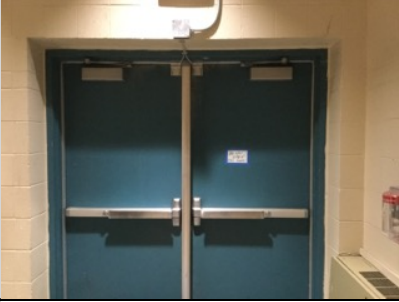

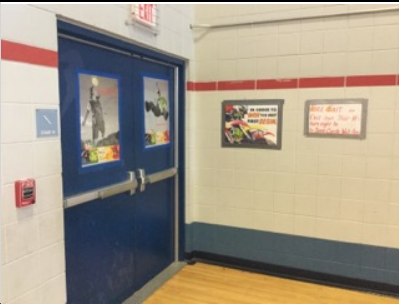


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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
24	Exit #12	1		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided		Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
25	Exit #10	1	117	Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided		Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
26	Exit #9	1		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- -	Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
27	Exit #9	2		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	-	Provide a directional sign indicating the location of the nearest emergency exit. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
28	Exit #22			Means of Egress	90		Tactile exit sign not provided	- -	Ensure a tactile exit sign with raised characters and braille is provided on the interior at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door.	1	274	\$274



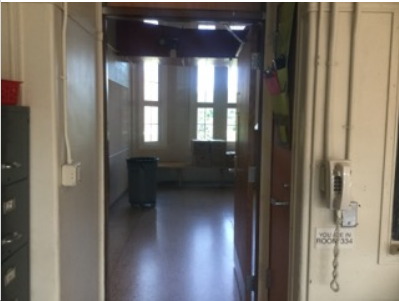
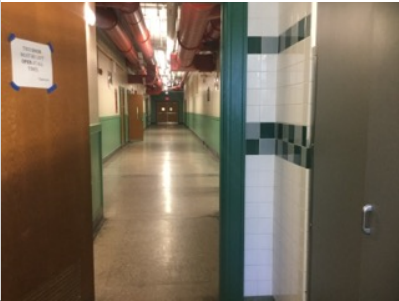

City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
29	Exit #2	Ext.		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at exit door.	1	274	\$274
30	Exits #3, #4, #5, and #6			Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at exit door.	4	274	\$1096
31	Exit #18			Means of Egress	N/A		Tactile exit sign not provided		Ensure a tactile exit sign on the interior with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door.	1	274	\$274
32	Exits #19, #20			Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit signs with the International Symbol of Accessibility (ISA) are provided at exit doors.	2	274	\$548
33	Exit #21			Means of Egress	N/A		Tactile exit sign not provided	-	Ensure a tactile exit sign on the interior with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door.	1	274	\$274






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
34	Exit #23	1		Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
35	Stairwells I & J	2		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	2	174	\$348
36	Stairwell H	2		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	174	\$174
Interior Access Route												
37	Classroom	3	310	Interior Access Route			Route < 36" wide	29.75"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
38	Near Girls' Toilet Room	3		Interior Access Route	N/A		Obstructed by protruding objects	7"	Relocate AED so it does not protrude into the circulation path.	1	128	\$128

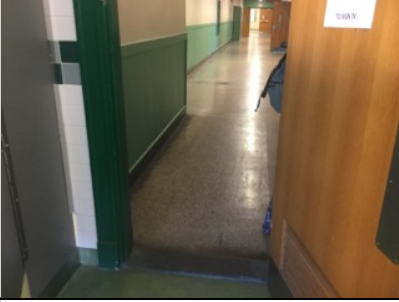



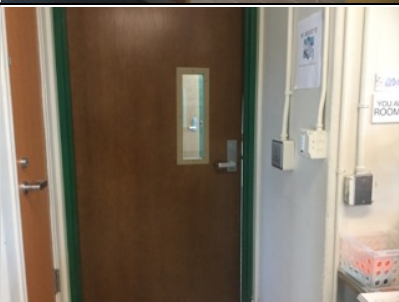
City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
39	Main Office	3		Interior Access Route	N/A		Mat not securely attached	-	Ensure walk-off mat is securely attached.	1	Labor	\$0
40	Classroom	3	301	Interior Access Route	N/A		Mat not securely attached	-	Ensure walk-off mat is securely attached.	1	Labor	\$0
Doors, Doorways, & Gates												
41	Classroom	3	334	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Keep door open as needed.	1	Labor	\$0
42	Boys' Toilet Room - Near Room #327	3		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	14.5"	Provide an automatic door opener.	1	2295	\$2295
43	Multi-Purpose Room	3	338	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	6"	Relocate cabinet to maintain the 18" min. maneuvering clearance at the door.	1	Labor	\$0





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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
44	Music Room	3	343	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove piano keyboard to maintain the maneuvering clearance at the door.	1	Labor	\$0
45	Assistant Superintendent's Office	2	226	Doors, Doorways, & Gates	N/A		Maneuvering clearance(s) not provided		Keep door open as needed.	1	Labor	\$0
46	Assistant Superintendent's Office	2	226	Doors, Doorways, & Gates			Maneuvering clearance(s) not provided	-	Relocate table to maintain the maneuvering clearance at the door.	1	Labor	\$0
47	Superintendent's Office	2	222	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate table to maintain the maneuvering clearance at the door.	1	Labor	\$0
48	Director of Nursing Office	1	129	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Ensure the maneuvering clearance is maintained at the door.	1	Labor	\$0




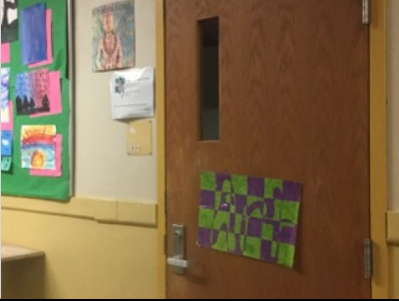

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
49	Girls' Toilet Room - Near Room #321	3		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided Threshold not beveled	11.5" -	Provide an automatic door opener. Bevel threshold.	1	2408	\$2408
50	Exit #14	1		Doors, Doorways, & Gates	Emergency Egress		Threshold > 1/2" high	2"	Alter threshold to be 1/2" high max.	1	113	\$113
51	Classroom	4	431	Doors, Doorways, & Gates	Circulation		Automatic door opener not operable	-	Repair or replace the door opener.	1	2295	\$2295
52	Classroom	4	432	Doors, Doorways, & Gates			Automatic door opener not operable	-	Repair or replace the door opener.	1	2295	\$2295
53	Nurse's Room	3	317	Doors, Doorways, & Gates	Office		Automatic door opener not operable	-	Repair or replace the door opener.	1	2295	\$2295






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Ramps												
54	Hallway - Near Room #337	3		Ramps	Interior		Handrails not provided at both sides if rise is > 6"	-	Provide handrails on both sides.	4	834	\$3336
55	Near Room #310	3		Ramps	Interior		No lower handrail 18"-20" high provided	-	Provide a lower handrail between 18" to 20" high.	1	834	\$834
Stairways												
56	Towards Bleachers From Toilet Rooms	Ext		Stairways	Exterior		Stair has open risers	-	Ensure stairs have closed risers. (Cost for fill in of 16 risers.)	2	1968	\$3936
Elevator												
57	Elevator	3		Elevator	Interior		Elevator not independently operable (requires key)		Ensure elevator provides unassisted entry and exit.	1	-	\$0

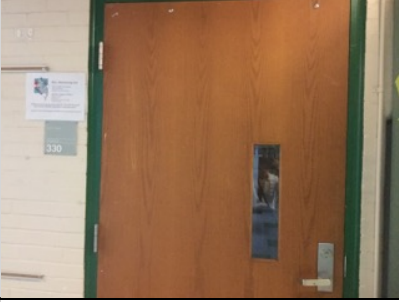




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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
58	Men's and Women's Toilet Rooms	Ext.		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside doors on the latch side.	2	260	\$520
59	Mechanical Drawing	1	103	Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174
60	Classroom	3	334	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
61	Classroom	4	422	Signage	Designation		Braille not provided	-	Provide braille.	1	174	\$174
62	Boys' Toilet Room - Near Cafeteria	1		Signage	Designation		Braille not provided International Symbol of Acc. not provided	- -	Provide braille. Provide a sign with the International Symbol of Accessibility.	1	174	\$174


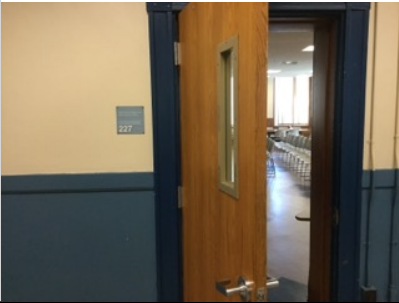


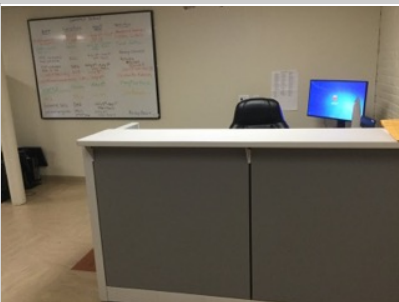
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
63	Gym	2	206	Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174	\$174
64	Classroom	4	423	Signage	Designation		Braille misplaced	-	Position braille below the corresponding text. If text is multi-lined place braille below the entire text.	1	174	\$174
65	Girls' Toilet Room - Near Room #321	3		Signage	Designation		Braille misplaced	-	Position braille below the corresponding text. If text is multi-lined place braille below the entire text.	1	174	\$174
66	Stair B	3		Signage	Egress		Braille misplaced	-	Position braille below the corresponding text. If text is multi-lined place braille below the entire text.	1	174	\$174
67	Boys' Toilet Room - Near Room #327	3		Signage	Designation		Braille misplaced Sign not located on the latch side of the door	- -	Position braille below the corresponding text. If text is multi-lined place braille below the entire text. Locate sign alongside the door on the latch side.	1	174	\$174






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68	Classroom	3	330	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
69	Technology Education	1	104	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign alongside the door on the latch side.	1	Labor	\$0
70	Classroom	1	105	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign alongside the door on the latch side.	1	Labor	\$0
71	Fitness Room	1	107	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side on the inactive leaf.	1	Labor	\$0
72	Computer Lab	2	225	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign alongside the door on the latch side.	1	Labor	\$0


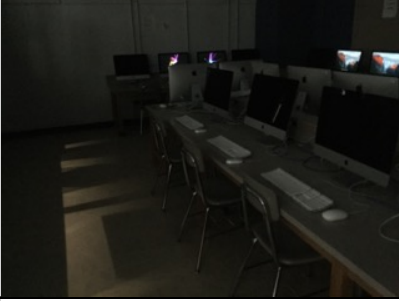



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
73	Boys' and Girls' Toilet Rooms	2		Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	2	Labor	\$0
74	Committee Chamber	2	227	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign alongside the door on the latch side.	1	Labor	\$0
75	Girls' Toilet Room Near Cafeteria	1		Signage	Designation		Sign not located on the latch side of the door International Symbol of Acc. not provided	- -	Locate sign at permanent rooms alongside the door on the latch side. Provide a sign with the International Symbol of Accessibility.	1	174	\$174
76	Green Room	1		Signage	Designation		Sign not maintained in operable working condition	-	Provide a sign with raised characters duplicated in braille. Locate sign alongside doors on the latch side.	1	174	\$174
Service Counter												
77	Data Technology Lab	1	127	Service Counter	N/A		Counter > 36" high	44"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
78	Parent Information Center	1		Service Counter	N/A		Counter > 36" high	44.5"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
Dining or Work Surfaces												
79	Classroom	4	434	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- -	Ensure that at least one dining or work surface is accessible. Provide at least 1 dining or work surface with 27" min. knee and toe clearance.	1	525	\$525
80	Classroom	4	433	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- -	Ensure that at least one dining or work surface is accessible. Provide at least 1 dining or work surface with 27" min. knee and toe clearance.	1	525	\$525
81	Classroom	4	430	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- -	Ensure that at least one dining or work surface is accessible. Provide at least 1 dining or work surface with 27" min. knee and toe clearance.	1	525	\$525
82	Classroom	3	321	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 24"	Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525

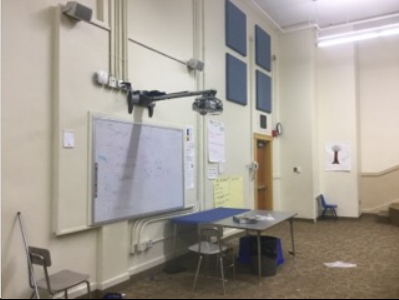



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Collins Middle School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
83	Music Room	3	348	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 23.5"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
84	Computer Lab	2	225	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 23"	Ensure that at least one work surface is accessible. Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525
85	Library	2		Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 25"	Provide a work surface with 27" min. knee and toe clearance.	1	525	\$525
86	Library	2	238	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 25"	Ensure that at least one work surface is accessible. Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525
87	Cafeteria	1		Dining or Work Surfaces	Dining Surface		At least one or 5% accessible tables not provided Top of dining/work surface < 28" or > 34"	- 25"	Ensure that at least one dining surface is accessible. Provide at least one dining surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	825	\$825





City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
88	Mechanical Drawing	1	103	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Top of dining/work surface < 28" or > 34"	- 23"	Ensure that at least one work surface is accessible. Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
89	Classroom	4	422 426	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23.75"	Provide at least 1 work surface with 27" min. knee and toe clearance.	2	525	\$1050
90	Research Room	3	323	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23.5"	Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525
Assembly Area												
91	Auditorium	2		Assembly Area	N/A		Number of seats Minimum # wheelchair spaces not provided Designated aisle seats < 5%	370 - -	Provide six (6) wheelchair accessible spaces. At least 5% of the total number of aisle seats provided must be identified by a sign or marker and have folding or retractable armrests. (Cost to remove six (6) seats.)	1	1152	\$1152
92	Classroom	3	334	Assembly Area	N/A		Assistive listening devices not provided	-	If audible communication is integral to the use of the space, provide an assistive listening system. (Cost for a capacity of 50 or less.)	1	1821	\$1821






City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
93	Classroom	4	424	Assembly Area	N/A		Assistive listening devices not provided	-	If audible communication is integral to the use of the space, provide an assistive listening system. (Cost for a capacity of 50 or less.)	1	1821	\$1821
Lockers												
94	Near Room #411	4		Lockers	N/A		Total # of locker Total # of accessible locker	- -	Ensure that at least (5%) or one locker is accessible.	1	495	\$495
Emergency Shower												
95	Lab	3	321	Emergency Shower	N/A		Emergency shower out of reach range	66"	Lower the shower pull to 48" max.	1	Labor	\$0
Picnic Tables												
96	North Side of Athletic Field	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided	-	Ensure that at least 5% (minimum one) of dining surfaces are accessible.	1	1050	\$1050


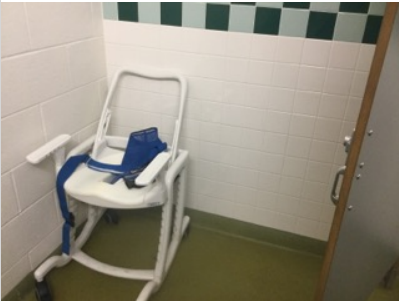

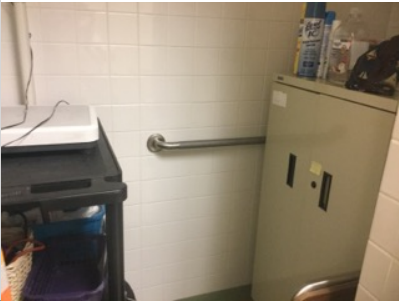

City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Kitchens and Kitchenettes												
97	Kitchen Classroom	3	347	Kitchens and Kitchenettes	Classrooms		Retractable bread board not provided	-	Provide a retractable bread board adjacent to the door.	1	305	\$305
Toilet & Bathing Rooms												
Overall Access												
98	Boys' Toilet Room - Near Cafeteria	1		Overall Access	Toilet Room		6 fixtures, but no ambulatory compartment provided	-	Provide one ambulatory accessible compartment.	1	2259	\$2259
Lavatory												
99	Girls' Toilet Room Near Cafeteria	1		Lavatory	N/A		Toe or knee clearances not provided Mirror above lavatory w/reflective surface > 40"	22" 44.5"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	1457	\$1457
100	Boys' Toilet Room - Near Room #327	3		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 44"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261






**City of Salem
Collins Middle School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
101	Girls' Toilet Room - Near Room #321	3		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	43"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
Single-User Toilet												
102	Toilet Room - Nurse's Room	3	320	Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Remove table to maintain the 60" min. clear floor space at the toilet.	1	Labor	\$0
Toilet Compartment												
103	Girls' Toilet Room - Near Room #321	3		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
104	Girls' Toilet Room - Near Room #302	3		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
105	Boys' Toilet Room - Near Room #302	3		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Flush control not on open side	- -	Repair hinge. Provide the flush control on the open side of the toilet (transfer side).	1	281	\$281



City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
106	Girls' Toilet Room Near Cafeteria	1		Toilet Compartment	Accessible Compartment		Flush control not on open side	-	Provide the flush control on the open side of the toilet (transfer side).	1	281	\$281
107	Girls' Toilet Room - Near Room #302	3		Toilet Compartment	Accessible Compartment		Clearance at toilet < 72" clear depth (MAAB)	-	Remove chair to maintain the required 72" depth clear floor space.	1	Labor	\$0
108	Boys' Toilet Room - Near Room #327	3		Toilet Compartment	Accessible Compartment		Centerline < or > 18" (MAAB)	19.5"	Relocate toilet so the centerline is 18" from the side wall.	1	2121	\$2121
Shower Compartment												
109	Toilet Room - Nurse's Room	3	320	Shower Compartment	Roll-In Type		Not maintained in operable working condition		Remove cabinet and other items to ensure the shower is maintained in operable working condition.	1	Labor	\$0
Additional Access												
Drinking Fountains												
110	Near Room #121	1		Drinking Fountains	N/A		Drinking fountains not maintained in operable working condition	-	Ensure drinking fountains are maintained in operable working condition.	1	-	\$0

**City of Salem
Collins Middle School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
111	Near Room #413	4		Drinking Fountains	Low		Spout > 36" high (wheelchair users)	38.5"	Lower drinking fountain for seated users so that the spout is 36" max. above the finished floor or ground.	1	1521	\$1521
112	Fountain Near Front Atrium	2	226	Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3021	\$3021
113	Near Room #127	1		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users or install a Hi-Lo drinking fountain.	1	3021	\$3021
Sink												
114	Classroom	3	345	Sink	Classroom		Toe and knee clearances not provided	-	Remove wooden panel to provide a 27" knee clearance positioned for a forward approach and insulate or otherwise configure pipes at sink.	1	930	\$930
115	Kitchen Classroom	3	347	Sink			Toe and knee clearances not provided	-	Remove wooden panel to provide a 27" knee clearance positioned for a forward approach and insulate or otherwise configure pipes at sink.	1	930	\$930

City of Salem
Collins Middle School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
116	Classroom	4	433	Sink	Classroom		Exposed plumbing underneath sink	-	Insulate or otherwise configure pipes at sink. (Insulate pipes at one sink per-grade.)	3	69	\$207
117	Band Room	3	340	Sink			Exposed plumbing underneath sink	-	Insulate or otherwise configure pipes at sink.	1	69	

Salem Department of Public Works



Town of Salem ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Department of Public Works

Background

Salem’s Department of Public Works (DPW) is a one-story building located at 5 Jefferson Avenue. There is an accessible entrance on the northeast side of the building. An entrance on Jefferson Avenue connects to an interior set of stair and is therefore not accessible. The DPW is open from 8:00 A.M. to 4:00 P.M. Monday through Wednesday, from 8:00 A.M. to 7:00 PM on Thursdays, and from 8:00 AM to 12:00 P.M. on Fridays. A parking lot by the accessible entrance is for employees only. No accessible parking is provided. Public parking is available along Jefferson Avenue. Amenities include a reception area and service counter. Programs and services include the availability of recycling and trash bins for home use, light bulb disposal, and the sale of trash overflow bags for a fee of \$2.50 per bag.

Key Accessibility Issues

Parking

Accessibility issue includes lack of a van accessible parking space with a marked access aisle in the employee parking lot. The parking space also lacks an identification sign with the International Symbol of Accessibility (ISA) and the designation “Van Accessible”.

Curb Ramps

Accessibility issues include lack of curb ramps at both ends of the crosswalk at the southwest end of the DPW building near the U-Haul facility.

Entrance

Accessibility issues include locking of the entrance on the northeast side of the building after 3:00 P.M. It is the only accessible entrance which means that an accessible entrance is not provided after 3:00 P.M. on days when the DPW is open after 3:00 P.M.

Note: In order to provide program accessibility, the accessible entrance should remain open at all times that the DPW is open,

or an intercom should be installed at the accessible entrance so visitors can notify staff when the accessible entrance needs to be opened.

Note: the ramp to the accessible entrance is narrower than the minimum width required, but is usable.

Additional Accessibility Issues

- A change in level greater than the maximum allowed at the Jefferson Avenue entrance.
- Lack of a railing on one side of the interior stairs near the Jefferson Avenue entrance.
- Lack of an accessible service counter.
- Lack of door hardware at the entry door to the service office that does not require tight grasping, pinching, or twisting of the wrist.
- Lack of compliant egress and directional signage.
- Protruding object in the circulation path.
- Lack of an accessible work surface in the service office.

Order of Magnitude Cost Estimates

- Provide curb ramps at crosswalk: \$5,600
- Miscellaneous corrective actions (parking, signage, service counter, etc.): \$3,972



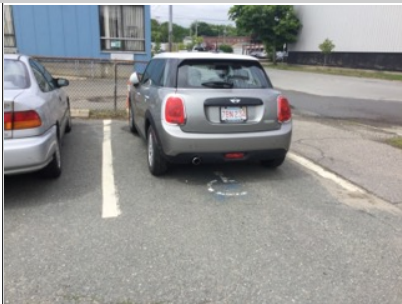

Total: \$9,572

Best Practice and Inclusive Design



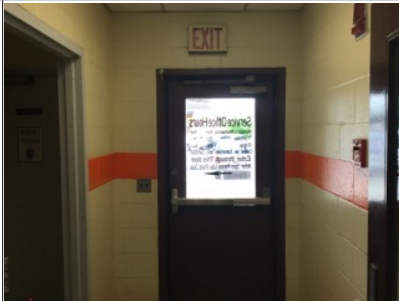

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at the interior stairs near the Jefferson Avenue entrance.


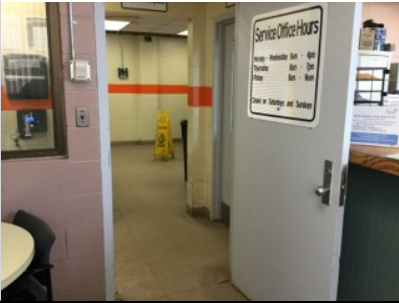


City of Salem
Department of Public Works

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	5 Jefferson Street Entrance	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	-	Alter change in level to be 1/4" high max. (Cost based on a 3'x 9' concrete patch.)	1	464	\$464
Curb Ramp												
2	Crosswalk Near DPW at U-Haul	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp at both sides of crosswalk. Note: Google Earth image. (Cost based on curb ramps in a concrete sidewalk.)	2	2800	\$5600
Off-Street Parking Lot or Garage												
3	Employee Parking	Ext.		Off-Street Parking Lot or Garage	Employee		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	24 - - - - -	Provide a van accessible parking space 132" wide min. with a marked access aisle 60" wide min. Provide a sign with the International Symbol of Accessibility (ISA) 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space. (Cost based on re-striping and a sign.)	1	600	\$600
Entrance												
4	Northeast Entrance at Ramp	Ext.		Entrance	N/A		Entrance not on an accessible route when locked.	-	In order to provide program access at this entrance, which is the only accessible entrance and is locked after 3:-00 PM, either install an intercom system at this entrance, or keep this entrance open at all times that the office is open to the public.	1	Labor	\$0



City of Salem
Department of Public Works

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	5 Jefferson Street Entrance	Ext.		Entrance	Other		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
Emergency Exit												
6	5 Jefferson Street Egress After Stairs	1		Emergency Exit	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- -	Provide a directional sign indicating the location of the nearest accessible emergency exit. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. (Cost based on two (2) signs.)	2	174	\$348
Access to Goods and Services												
Means of Egress												
7	Northeast Accessible Exit to Ramp	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated International Symbol of Accessibility (ISA) sign is provided at accessible exit doors. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. (Cost based on illuminated ISA sign and tactile exit sign.)	1	324	\$324
Interior Access Route												
8	Employee Timecard Area	1		Interior Access Route	N/A		Obstructed by protruding objects	41"	Provide a cane-detectable barrier.	1	230	\$230

City of Salem
Department of Public Works

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
9	Light Bulb Drop-Off	1		Interior Access Route	N/A		Accessible route not provided	-	Light bulb recycling bin not on an accessible route. Relocate bin to an accessible location or provide assistance with bulb disposal as needed.	1	Labor	\$0
Doors, Doorways, & Gates												
10	Service Office	1		Doors, Doorways, & Gates	Office		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	363	\$363
Ramps												
11	Northeast Accessible Entrance and Egress Ramp	Ext.		Ramps	Exterior		Ramp < 48" wide	40"	If ramp is renovated, widen ramp so that the clear width is 48" min. Ramp is usable but not compliant.	1	-	\$0
Stairways												
12	Interior at 5 Jefferson Street Entrance	1		Stairways	Interior		Handrail not provided on both sides	-	Provide handrail on one side. (Cost based on one (1) 6' long wall-mounted wooden handrail at \$33 a foot.)	1	198	\$198

City of Salem
Department of Public Works

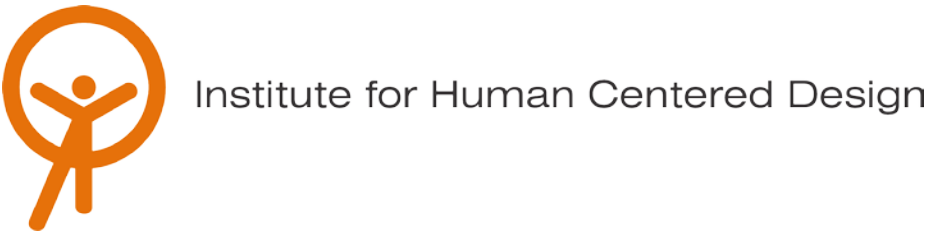
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Service Counter												
13	Service Counter	1		Service Counter	N/A		Counter > 36" high	45.5	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
Dining or Work Surfaces												
14	Service Office	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least one (1) work surface with toe clearance. (Existing table does have sufficient knee clearance in excess of 27".)	1	525	\$525

Fire Prevention Office Station #6



City of Salem
ADA Transition Plan

July 2019



200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Fire Prevention Office Station #6

Year Built: 1951 Year Renovated:

Background

The Fire Prevention Office Station #6 is located at 29 Fort Avenue. This Fire Station houses the Prevention Office and the Code Enforcement Office. The Fire Station is a two (2) story building connected by a set of stairs. The only entrance/exit to the building is located on the south side – the entrance is not accessible. Inaccessible single-user toilet rooms are located on both floors and parking is located in front of the building and the northwest side of the building – there are no accessible parking spaces. On-street parking is also available.

Accessibility Issues

Major accessibility issues

- Lack of an accessible entrance/exit.
- Lack of a vertical accessible route.
- Lack of an interior accessible route.
- Lack of accessible toilet rooms.

Additional Accessibility Issues





- Lack of accessible parking spaces.
- Lack of compliant egress and designation signage.
- Lack of an accessible counter.
- Lack of compliant door hardware.
- Lack of compliant handrails at the stairs.

Order of Magnitude Cost Estimates

***Total: \$ 0**

***Note:** Cost for the renovation of this building is not included because providing an accessible entrance might be technically infeasible. Due to the unique programs in this building and the lack of accessibility, IHCD recommends that the City not use this building for its programs, services and activities. Suggest relocating the Prevention Office and the Code Enforcement Office.

City of Salem
Fire Prevention Office Station 6

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Entrance												
1	Main Entrance	Ext.		Entrance	Main Entrance		Accessible entrance not provided	-		1		\$0
Access to Goods and Services												
Stairways												
2	From 1st Floor to 2nd Floor	2		Stairways	Interior		Accessible route not provided	-		1		\$0
Toilet & Bathing Rooms												
Overall Access												
3	Toilet Room	1		Overall Access	Toilet Room		Accessible plumbing fixtures or stalls not provided	-	.	1	0	\$0
4	Toilet Room	2		Overall Access	Toilet Room		Accessible plumbing fixtures or stalls not provided	-		1	0	\$0

Salem High School



City of Salem ADA Transition Plan

December 2019



Institute for Human Centered Design

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617-695-1225 voice/tty

Salem High School

Year Built: 1976 Year Renovated: 2008

Background

Salem High School, located at 77 Wilson Street, is Salem’s public school for 900 students in grades 9 - 12. Along with typical high school classes, the school also has specialty classes for the culinary arts, technical skills like wood working, electrical work, and automotive repair, as well as an ROTC program. The school also has preschool and teen parent facilities available for students.

The school building is four (4) floors with a basement level and three (3) numbered floors. Multiple staircases and one (1) central elevator provide access to all four (4) floors. Half of the basement level is restricted from student access and is where the kitchen, loading dock, and mechanical and boiler rooms are located. There is a separate one story building which houses the Automotive Technology Center. Major areas in the school include the cafeteria, which spans floors 1 - 3, the Instructional Media Center, which also spans floors 1 - 3, gymnasium and boys’ and girls’ locker rooms on the basement level, electrical shops on the basement level, main office and health suite on the first floor, auditorium on the first floor, wood shop on the first floor, art room on the first floor, and band area on the second floor. There are many toilet rooms on all floors, with accessible toilet facilities typically in a separate, single-user toilet room near the multi-user toilet rooms.

There are 435 parking spaces for visitors and staff between multiple parking areas around the school; ten parking spaces are labeled as accessible. The main school building has a total of 48 emergency exits, including the main entrance, 42 of which are accessible. The Automotive Technology Center has eight (8) bay doors in the garage section of the building, as well as six (6) emergency exits, including the main entrance. All of them are close to fully accessible.

Key Accessibility Issues

Exterior Access Routes

Many exterior facilities lack compliant accessible routes to them. These include the fields on the south side of the building, the basketball court in the same area, the outdoor classroom on the south side of the building and through the woods, the tennis courts on the west side of the building, the community garden, and multiple emergency exits.

Parking

The two (2) parking lots on the north side of the school both lack four (4) car accessible parking spaces and one (1) van accessible parking space each. The parking lot near the tennis court lacks two (2) car accessible parking spaces and one (1) van accessible parking space. All of these require compliant access aisles and compliant signage with the International Symbol of Accessibility (ISA) and the designation “Van Accessible” at the van parking spaces. Additionally, the parking lot on the south side of the school has faded striping and requires at least one (1) existing parking space to be made van accessible. This would require the designation “Van Accessible” on the accessible parking sign at the van accessible parking space. The accessible parking near the main entrance lacks two (2) identification signs as well as the designation “Van Accessible” at the van accessible space.

Emergency Exits

Emergency exits lack tactile signage in the main building as well as in the Automotive Technology Center. Additionally, exits that are accessible lack illuminated exit signs with the International Symbol of Accessibility (ISA), and inaccessible exits lack directional signage to the accessible exits. Three (3) emergency exits in the Automotive Technology Center lack maneuvering clearance at the exit doors.

Interior Routes

Throughout both the high school and Automotive Technology Center buildings, there are multiple instances where the routes through classrooms and to major amenities are less than 36” wide. There are also many protruding objects such as the

underside of stairs in the Instructional Media Center, mail boxes, netting at the ROTC offices area, and decorative objects like disco balls in classrooms. Additionally, other safety hazards such as unsecured mats and cables on the floor were seen throughout the building.

Vertical Access

The lift that gains users access to the auditorium stage was not independently operable and was not in operable working condition at the time of the survey. The school’s elevator has call buttons that are located higher than the maximum 42” height allowed.

Note: The IHCD survey team also noted that while audible hall signals exist at the elevator, they were very faint and could be hard to hear by people that are hard of hearing.

Signage

While issues are not uniform across the school building, accessibility issues include designation signs that lack raised characters and/or braille and are not located on the latch sides of the doors. Accessible toilet rooms lack the International Symbol of Accessibility (ISA) (main lobby on the first floor and near the gym balcony on the first floor). Additionally, most of the inaccessible toilet rooms throughout the school lack directional signage indicating the location of the nearest accessible toilet rooms.

Work Surfaces

Many rooms throughout the high school building lack compliant work surfaces with a minimum of 27” knee clearance.

Note: There is one science room that has accessible lab tables and IHCD recommends swapping out at least one inaccessible lab table for one from that room to ensure program accessibility across the science classes.

Lockers

The school on the whole has a lack of accessible lockers for students. Additionally, there are girls’ and boys’ locker rooms as well as visiting team locker rooms in the basement near the gym.

These all lack the minimum required number of accessible lockers. There is also a set of lockers in the Automotive Technology Center, and there is a lack of an accessible locker in that location.

Toilet Rooms

Issues within the toilet rooms vary, but repeating issues include plumbing under lavatories that are not insulated, mirrors located higher than the maximum allowed, dispensers out of reach range, flush controls that are not on the open/transfer side of the toilet, side grab bars located lower than the minimum height allowed, urinals mounted higher than the maximum allowed and obstacles in the clear floor space in the accessible toilet rooms.

Additional Accessibility Issues

- Lack of the 32” minimum clear width at doors due to obstacles like shelving units restricting doors from being open to a 90 degree angle.
- Lack of maneuvering clearance at doors due to trash and recycling cans.
- Lack of accessible service counters throughout the school.
- Operable parts like machine buttons and emergency eye wash stations out of reach range and/or lacking clear floor space.
- Drinking fountains not in operable working condition.

Order of Magnitude Cost Estimates

- Renovate exterior routes around the school and to fields and play areas: \$35,274
- Parking lot renovations: \$16,843
- Renovate emergency exits: \$21,970
- Provide compliant interior designation and directional signage: \$12,354
- Ensure interior routes are accessible (including relocating equipment, automatic door openers, etc.): \$31,351
- Stairwell renovations: \$7,970

- Elevator renovations: \$2,775
- Ensure service counters throughout school are of an accessible height: \$3,960
- Provide accessible dining and work surfaces: \$22,350
- Install compliant drinking fountains: \$15,914
- Toilet room renovations: \$39,681
- Update fire alarms: \$11,418
- Miscellaneous corrective actions (including auditorium renovations, locker rooms, etc.): \$17,764






Total: \$239,624

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing a bench in the same area of the stairs below the lobby level on the first floor that is on an accessible route.
- Recommend ensuring lower handrails in the Instructional Media Center extend past the top and bottom stairs in all staircases.
- Consider providing an adjustable height bed in the health suite.
- Consider providing a seated scale in the health suite.
- Consider removing striping across from Exit #36 or connecting it to an accessible sidewalk, as this could be confusing for some people.
- Recommend providing the International Symbol of Accessibility (ISA) at all accessible lockers.
- Recommend ensuring that stairs have extensions at the top and bottom of each railing. Also recommend providing a lower handrail on at least one side of the stairs located at 18" high. Also recommend ensuring handrails remain continuous.
- Recommend adding contrasting strips at the edge of each step on interior stairs.






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Alternative Route to Tennis Court	Ext.		Exterior Access Route	Exterior				Area for alternative route to tennis courts.	1	-	\$0
2	Route to Field Across Doors From Gymnasium	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%) Running slope > 1:20 (5%)	3.5% 10.6%	Reduce cross slope to be no steeper than 1:50 (2.00%). Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 265' by 4" wide asphalt route to field.)	1	6758	\$6758
3	Route to Exits #4, #5, #6, #7	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	9.8%	While not technically compliant, this area is still usable.	1	0	\$0
4	Tennis Courts	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	14.1%	Provide an accessible route to the tennis courts that has a running slope no steeper than 1:20 (5%). See ID #1 for route placement. (Cost based on 65' by 4' wide asphalt route.)	1	1658	\$1658
5	Route to Parking From Main Entrance	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%) Level changes > 1/4"	16.8% -	Provide signs indicating the direction of the nearest accessible route to the parking areas.	1	260	\$260






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Route to Community Garden	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%) Surface is not stable, firm, and slip-resistant	30% -	Create an alternative entrance on the north side of the community garden. See ID #9 for cost.	1	-	\$0
7	Route to Veteran's Memorial Fieldhouse	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	6"	Alter change in level to be 1/4" high max.	1	155	\$155
8	Route to Exit #26	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	\$155
9	Exit #37, Potential Route to Community Garden	Ext.		Exterior Access Route	Exterior		Surface is not stable, firm, and slip-resistant	-	Use this exit to provide an accessible route to the community garden. (Cost based on 15' asphalt path to community garden and new entry gate.)	1	483	\$483
10	Route to Exit #3	Ext.		Exterior Access Route	Exterior		Does not prevent accumulation of water Route not maintained in operable working condition	- -	Repair surface. Ensure the accessible route is maintained in operable working conditions.	1	155	\$155





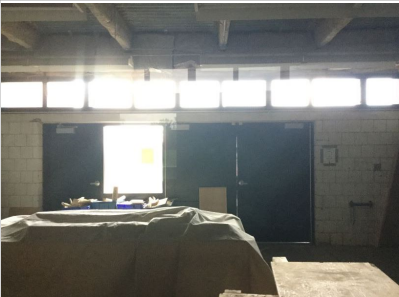
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
11	Route to Basketball Court Near Veteran's Memorial Fieldhouse Parking Lot	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working conditions. (Cost based on 185' by 4' wide asphalt route to basketball court.)	1	4718	\$4718
12	Route to Outdoor Classroom	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. See ID #13 for cost.	1	-	\$0
13	Outdoor Classroom	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 300' by 4' wide stone dust route to outdoor classroom.)	1	7200	\$7200
14	Community Garden Near Exit #36	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 90' by 4' wide stone dust route in garden.)	1	2160	\$2160
15	Basketball Court Near Veteran's Memorial Fieldhouse Parking Lot	Ext.		Exterior Access Route	613		Accessible route not provided	-	Ensure an accessible route is provided. See ID #11 for cost.	1	-	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
16	Accessible Parking Near Main Entrance	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Vehicle space < 132" wide at van space Sign not provided Sign bottom < 60" above finished grade	3 3 0 118" - 53"	Provide a van accessible space that is at least 132" wide. Provide two (2) additional signs with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Ensure sign at the van accessible space has the designation "Van Accessible." Locate existing sign with the bottom of the sign 60" above the ground.	1	975 Labor	\$975
17	Accessible Parking Near Exit #8	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign bottom < 60" above finished grade	5 4 1 47.75"	Locate sign with the bottom of the sign 60" above the ground.	1	Labor	\$0
18	Veteran's Memorial Fieldhouse Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign does not have the designation "Van Accessible"	85 3 0 -	Restripe parking lot so that accessible spaces and aisles are complaint with ADA 2010: 503. Ensure at least one of them is of a compliant van space size. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
19	Parking Lot Near Tennis Courts	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	62 0 - - -	Provide two (2) car accessible spaces and one (1) van accessible space. Provide a marked access aisle that is at least 60" wide at the car space and 96" wide at the van space. Provide signs with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the van accessible space.	3	1388	\$4164
20	Parking Lot Near Main Entrance, Shared With Horace Mann School	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	110 0 - - -	Provide four (4) car accessible spaces and one (1) van accessible space. Provide a marked access aisle that is at least 60" wide at the car spaces and 96" wide at the van space. Provide signs with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the van accessible space.	4	1388	\$5552






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Parking Lot on North Side of School	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	106 0 - - -	Provide four (4) car accessible spaces and one (1) van accessible space. Provide a marked access aisle that is at least 60" wide at the car spaces and 96" wide at the van space. Provide signs with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the van accessible space.	4	1388	\$5552
Entrance												
22	Storage Doors Off of Gymnasium	Ext.		Entrance	N/A		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
23	Main Lobby	1		Entrance	Main Entrance		Mat not securely attached Automatic door opener not operable Automatic door opener > 48" above the floor surface	- - 49"	Securely attach mat. Repair or replace the door opener. Lower automatic door opener to 48" max. above ground.	1	2295 Labor	\$2295
24	Playground Near Exit #44	Ext.		Entrance	Gate		Threshold > 3/4" high	2"	Alter threshold to be 3/4" high max.	1	113	\$113
Emergency Exit												
25	Exits #11 and #12, Wood Shop	1	174	Emergency Exit	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs are provided at exits and exit doors. Ensure it contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
26	Exit #13, in Stairwell 14	1	174	Emergency Exit	N/A		Illuminated exit sign not provided Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure illuminated exit signs are provided at exits and exit doors. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	448	\$448
27	Exits #4, #5, #6	Ext.		Emergency Exit	N/A		Emergency exit not on an accessible route	-	Renovate area so that there is an accessible route away from the building. (Cost based on 6' long ramp that is 48" wide and had handrails.)	1	1269	\$1269
28	Exit #38, in Stairwell 7	1		Emergency Exit	N/A		Emergency exit not on an accessible route Tactile exit sign not provided	- -	Provide a directional sign indicating the location of the nearest emergency exit. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	348	\$348
29	Exit #7	Ext.		Emergency Exit	N/A		Emergency exit not on an accessible route Tactile exit sign not provided	-	Provide a directional sign indicating the location of the nearest emergency exit on the interior of the door. Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	348	\$348
30	Veteran's Memorial Fieldhouse, Exit #22	Ext.		Emergency Exit	N/A		Emergency exit not on an accessible route Tactile exit sign not provided	- 6"	Provide a directional sign indicating the location of the nearest emergency exit on the interior of the door. Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	348	\$348






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
31	Exit #36, in Stairwell 9	1		Emergency Exit	N/A		Illuminated exit sign lacks the International Symbol of Accessibility. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
32	Exit #37, in Stairwell 8	1		Emergency Exit	N/A		Illuminated exit sign lacks the International Symbol of Accessibility. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	
33	Exit #3, Faculty Lounge	1	185	Emergency Exit	N/A		Illuminated exit sign lacks the International Symbol of Accessibility. Tactile exit sign not provided Threshold > 3/4" high	- - 3"	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Alter threshold to be 3/4" high max.	1	387	\$387
34	Exit #14, Wood Shop	1	174	Emergency Exit	N/A		Illuminated exit sign lacks the International Symbol of Accessibility. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
35	Exit #6	Ext.		Emergency Exit	N/A		Illuminated exit sign lacks the International Symbol of Accessibility. Tactile exit sign not provided	- -	Ensure illuminated exit sign on the interior contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274

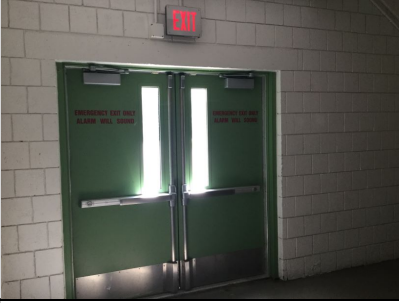


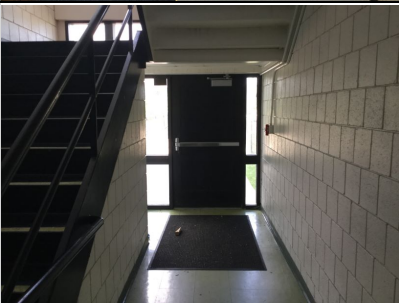

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
36	Exit #33, in Instructional Media Center	1	155	Emergency Exit	N/A		Tactile exit sign not provided Emergency exit not on an accessible route	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	274	\$274
37	Fitness Center - Exit #29	B	062	Emergency Exit	N/A		Tactile exit sign not provided Emergency exit not on an accessible route	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	348	\$348
38	Exit #1, Main Lobby	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
39	Exit #48, Stair 2	1	Stair 2	Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
40	Exit #2, Auditorium	1	100	Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility. Threshold > 3/4" high	- - 3"	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Alter threshold to be 3/4" high max.	1	387	\$387






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
41	Exit #20, Art Room	1	166	Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
42	Exits #8 and #9, in Stairwell 15 and Stairwell 16	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	2	274	\$548
43	Exit #10, Hall by Wood Shop			Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure the illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
44	Wood Shop, Route to Exit	1	174	Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
45	Exit to Courtyard From Cafeteria, First Floor	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
46	Exit #43, in Stairwell 6	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
47	Exit #44, Adjacent to Stairwell 6	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	
48	To Exit #45, Teen Parent Room/ Preschool	1	125	Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
49	Exit #45, in Stairwell 5	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
50	Exit #46, in Stairwell 4	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274




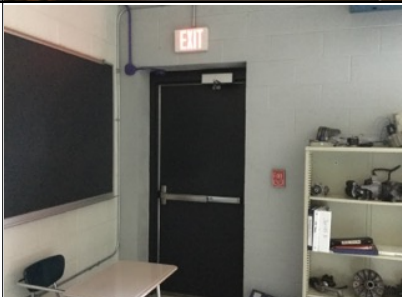

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51	Exit in Stairwell 10 to Courtyard	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
52	Exit #47	Ext.		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
53	Automotive Technology Center, Main Entrance	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
54	Exit #31, Black Cat Cafe	B		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
55	Exit #27, Gym	B		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274

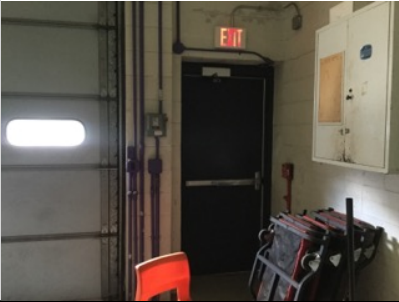




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56	Exit #26, Gym	B		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
57	Exit #25	B		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
58	Exit #24, Gymnasium Balcony Area	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility. Threshold > 3/4" high	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Alter threshold to be 3/4" high max.	1	387	\$387
59	Exit #23	1		Emergency Exit	N/A		Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
60	Exit From Main Office to Hallway	1	158C	Emergency Exit	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest emergency exit.	1	174	\$174

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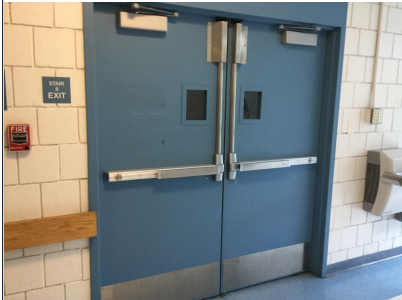



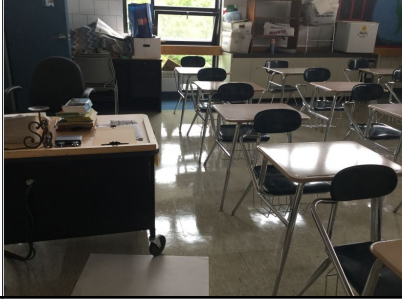
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
61	Hall D, Exit to Courtyard	1	Hall D	Emergency Exit	N/A		International Symbol of Acc. not provided Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
62	Exit #4, Electrical Class	B	087	Emergency Exit	N/A		International Symbol of Acc. not provided Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	
63	Exit #5	B		Emergency Exit	N/A		International Symbol of Acc. not provided Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	
64	Automotive Technology Center, Classroom	Ext.		Emergency Exit	N/A		Maneuvering clearance(s) not provided Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- - -	Provide an automatic door opener. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	2569	\$2569
65	Automotive Technology Center, Garage Emergency Exit	1		Emergency Exit	N/A		Maneuvering clearance(s) not provided Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- - -	Remove clutter in front of emergency exit. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	Labor 274	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
66	Automotive Technology Center, Garage	1		Emergency Exit	N/A		Maneuvering clearance(s) not provided Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Provide an automatic door opener. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	2569	\$2569
67	Exit #30	B		Emergency Exit	N/A		Mat not securely attached Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	- -	Securely attach mat. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	274	\$274
68	Exits #14, #16, #17, and #20 Emergency Exits at Top of Stairs at Veteran's Memorial Fieldhouse	Ext.		Emergency Exit	N/A		Threshold > 3/4" high	3"	Alter thresholds to be no more than 1/2" max.	4	113	\$452
69	Exit #38	Ext.		Emergency Exit	N/A		Threshold > 3/4" high	3"	Alter threshold to be no more than 1/2" max.	1	113	\$113
70	Exit #21 at Top of Stairs at Veteran's Memorial Fieldhouse	Ext.		Emergency Exit	N/A		Threshold > 3/4" high Tactile exit sign not provided Illuminated exit sign lacks the International Symbol of Accessibility.	3" - -	Alter threshold to be 3/4" high max. Ensure tactile exit signs on the interior with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA).	1	387	\$387

Access to Goods and Services



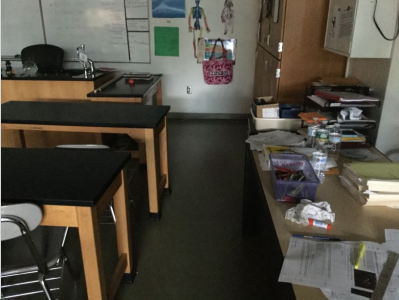


City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Means of Egress												
71	Doors to Stairwells Throughout School	B, 1, 2, 3		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide directional signs indicating the location of the nearest emergency exits.	30	174	\$5220
Interior Access Route												
72	Latin Classroom, Route to Connecting Classroom	3	335	Interior Access Route	N/A		Route < 36" wide	31"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
73	Spanish Classroom	3	318	Interior Access Route	N/A		Route < 36" wide	21"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
74	French Classroom	3	319	Interior Access Route	N/A		Route < 36" wide	27"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
75	Spanish 3 Classroom	3	325	Interior Access Route	N/A		Route < 36" wide	20"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
76	French 3 Classroom	3	326	Interior Access Route	N/A		Route < 36" wide	9"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
77	Business Department Computer Lab	3	330	Interior Access Route	N/A		Route < 36" wide	34"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
78	Hydroponics Lab	3	348	Interior Access Route	N/A		Route < 36" wide	22"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
79	Economics Class	2	232	Interior Access Route	N/A		Route < 36" wide	21"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
80	Economics Class	2	232	Interior Access Route	N/A		Route < 36" wide	18"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
81	Home Economics/ Special Needs Classroom	1	141	Interior Access Route	N/A		Route < 36" wide	28.5"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
82	Geometry and Calculus Classroom	1	134	Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
83	Science Classroom	1	112	Interior Access Route	N/A		Route < 36" wide	25"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
84	ROTC - Supply and Uniform Room	1	137A	Interior Access Route	N/A		Route < 36" wide	33"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
85	ROTC - Bunker Room	1		Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route by rearranging classroom set up.	1	Labor	\$0

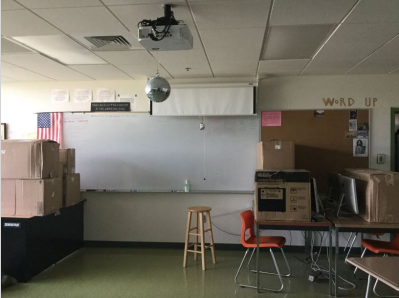




City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
86	Band Room	2	266	Interior Access Route	N/A		Route < 36" wide	31"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
87	Band Room	2	266	Interior Access Route	N/A		Route < 36" wide		Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
88	Auditorium	1	100	Interior Access Route	N/A		Route < 36" wide		Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
89	Wood Shop	1	174	Interior Access Route	N/A		Route < 36" wide	30"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
90	Automotive Technology Center, Classroom	1	107	Interior Access Route	N/A		Route < 36" wide	22"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0


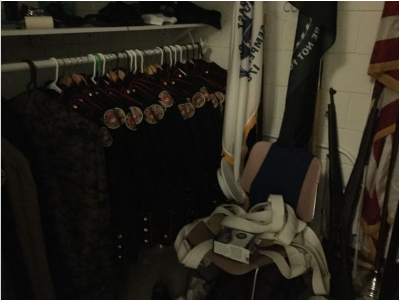



City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
91	Photography Dark Room	1	169	Interior Access Route	N/A		Route < 36" wide Accessible route not provided	24.5" -	Ensure that a clear width of 36" min. is maintained at the accessible route. Provide an accessible route into the dark room.	1	Labor	\$0
92	Instructional Media Center	1	155	Interior Access Route	N/A		Obstructed by protruding objects	65"	Provide a cane-detectable barrier.	1	720	\$720
93	Mailbox Near Athletic Offices	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane-detectable barrier.	1	230	\$230
94	ROTC Office Block	1	137	Interior Access Route	N/A		Obstructed by protruding objects	-	Remove netting on ceiling.	1	Labor	\$0
95	Classroom	2	212	Interior Access Route	N/A		Obstructed by protruding objects	75"	Relocate paper border so that it is at least 80" above the finished floor.	1	Labor	\$0






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
96	Computer Lab	1	182	Interior Access Route	N/A		Obstructed by protruding objects	73"	Relocate disco ball so that it is at least 80" above the finished floor.	1	Labor	\$0
97	Automotive Technology Center, Women's Toilet Room	1	104	Interior Access Route	N/A		Obstructed by protruding objects	-	Remove tampon dispenser.	1	192	\$192
98	Visiting Team Room 2	B	074	Interior Access Route	N/A		Level changes > 1/4"	-	Alter change in level to be 1/4" high max.	1	155	\$155
99	Laboratory	2	248	Interior Access Route	N/A		Surface not stable, firm, and slip-resistant	-	Relocate cables and other clutter.	1	Labor	\$0
100	Library	2	255	Interior Access Route	N/A		Surface not stable, firm, and slip-resistant	-	Remove rug or secure to floor.	1	Labor	\$0


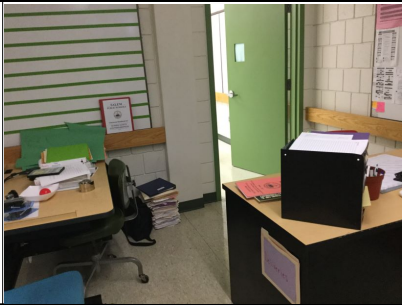



City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
101	Stair 16	1	Stair 16	Interior Access Route	N/A		Surface not stable, firm, and slip-resistant		Repair surface.	1	155	\$155
102	ROTC Office	1	137G	Interior Access Route	N/A		Accessible route not provided	-	Provide an accessible route that is at least 36" wide.	1	Labor	\$0
103	Home Economics/ Special Needs Classroom	1	141	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
104	Home Economics/ Special Needs Classroom	1	141	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
105	Life Skills/Post High School/ OT PT	1	131	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0


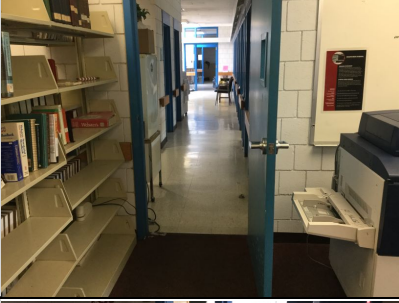
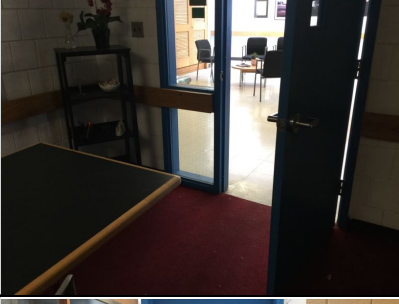
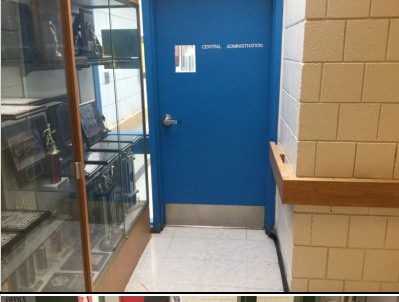

City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
106	Teen Parent Room/ Preschool	1	125	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
Doors, Doorways, & Gates												
107	Door Between Rooms 328 and 329	3	328-329	Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	30"	Ensure doorway is at least 32" wide be relocating cabinet.	1	Labor	\$0
108	Spanish 3 Classroom, Route to Room 326	3	325	Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	28"	Remove obstructions.	1	Labor	\$0
109	Hydroponics Lab	3	348	Doors, Doorways, & Gates	Classroom		Clear width at door < 32"	18"	Remove obstructions.	1	Labor	\$0
110	ESL Classroom, Route to Room 233	2	240	Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	24"	Remove obstructions.	1	Labor	\$0






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
111	Economics Class, Route to Computer Lab	2	232	Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	30"	Remove obstructions	1	Labor	\$0
112	Door Between Rooms 140 and 134	1	140	Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	28"	Relocate obstructions.	1	Labor	\$0
113	Language Classroom	3	324	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove the trash cans.	1	Labor	\$0
114	French 3 Classroom	3	326	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove the trash cans.	1	Labor	\$0
115	ESL Classroom	2	240	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove the trash cans.	1	Labor	\$0






**City of Salem
Salem High School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
116	Computer Lab	2	230	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove the trash cans.	1	Labor	\$0
117	Exit From Instructional Media Center to Hallway	1	155	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	4"	Remove or relocate the bookshelf on the Instructional Media Center side and display case on the hallway side.	2	Labor	\$0
118	Conference Room	1	158G	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Rearrange the room so that the table is not in the maneuvering clearance at the door.	1	Labor	\$0
119	Additional Entrance to Main Office Area	1		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	4"	Remove or relocate the display case.	1	Labor	\$0
120	Office	1	150B	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	-	Remove the obstructions.	1	Labor	\$0

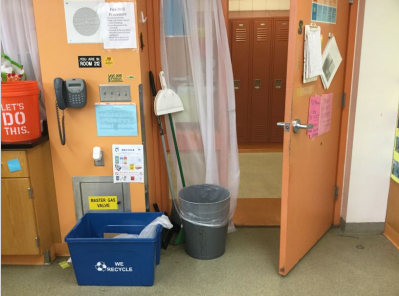




City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
121	Home Economics/ Special Needs Classroom	1	141	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove the trash can.	1	Labor	\$0
122	Door Between Rooms 128 and 129	1	129	Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided	-	Remove the obstructions.	1	Labor	\$0
123	Teen Parent Room/ Preschool Toilet Room	1	125	Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	6"	Provide an automatic door opener.	1	2295	\$2295
124	Band Teacher's Office	2	279	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided		Remove trash can to provide at least 18" wide maneuvering clearance.	1	Labor	\$0
125	Orchestra	2	282	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided		Remove the desk to provide at least 18" wide maneuvering clearance.	1	Labor	\$0


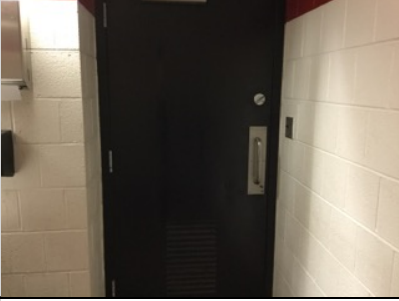
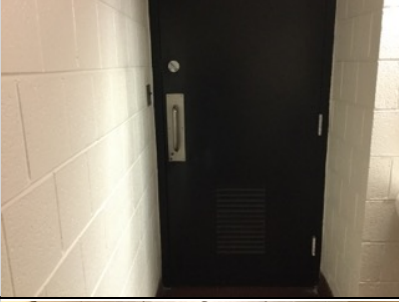


**City of Salem
Salem High School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
126	Office	2	281	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided		Remove the file cabinet to provide at least 18" wide maneuvering clearance.	1	Labor	\$0
127	Office	2	250B	Doors, Doorways, & Gates	Meeting Room		Maneuvering clearance(s) not provided	16"	Provide an automatic door opener.	1	2295	\$2295
128	Office	2	249F	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided		Remove trash can and chair to provide at least 18" wide maneuvering clearance.	1	Labor	\$0
129	Women's Toilet Room	2	Hall C	Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	15"	Remove desk to provide at least 18" wide maneuvering clearance.	1	Labor	\$0
130	Classroom	2	210	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	16"	Provide an automatic door opener.	1	2295	\$2295






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
131	Environmental Science	2	212	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Remove trash can to provide at least 18" wide maneuvering clearance.	1	Labor	\$0
132	Gymnasium Balcony Area, Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Provide an automatic door opener.	1	2295	\$2295
133	Science Classroom	2	216	Doors, Doorways, & Gates	Classroom		Maneuvering clearance not provided at recess > 8"	7"	Install an automatic door opener.	1	2295	\$2295
134	Color Guard Closet	2		Doors, Doorways, & Gates	Other		Maneuvering clearance not provided at recess > 8"	9"	Install an automatic door opener.	1	2295	\$2295
135	School Store	2	251	Doors, Doorways, & Gates	Other		Maneuvering clearance not provided at recess > 8"	11"	Install an automatic door opener.	1	2295	\$2295




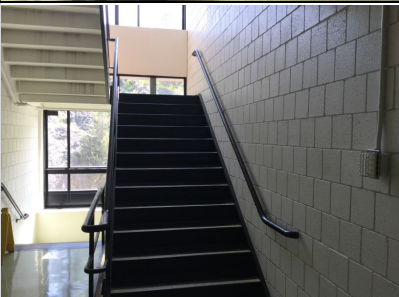
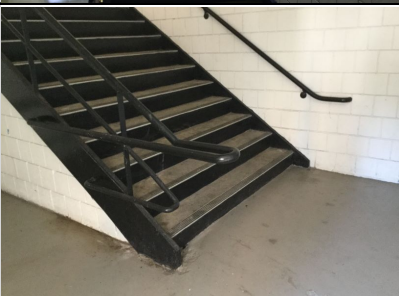
City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
136	Classroom	2	204	Doors, Doorways, & Gates	Classroom		Maneuvering clearance not provided at recess > 8"	4"	Install an automatic door opener.	1	2295	\$2295
137	Lobby at Main Entrance, Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance not provided at recess > 8"	-	Install an automatic door opener.	1	2295	\$2295
138	Lobby at Main Entrance, Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance not provided at recess > 8"	-	Install an automatic door opener.	1	2295	\$2295
139	Culinary Arts Class	B	057	Doors, Doorways, & Gates	Other		Threshold > 1/2" high	4"	Alter threshold to be 1/2" high max.	1	113	\$113
140	Boys' Changing Room - Backstage	1	187	Doors, Doorways, & Gates	Toilet Room		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	363	\$363






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
141	Band Room (East Door)	2	266	Doors, Doorways, & Gates	Classroom		Automatic door opener not operable		Repair or replace the door opener.	1	2295	\$2295
142	Band Room (West Door)	2	266	Doors, Doorways, & Gates	Classroom		Automatic door opener > 48" above the floor surface	50"	Lower automatic door opener to 48" max. above ground.	1	Labor	\$0
143	Band Room (East Door)	2	266	Doors, Doorways, & Gates	Classroom		Automatic door opener > 48" above the floor surface	50"	Lower automatic door opener to 48" max. above ground.	1	Labor	\$0
Ramps												
144	Alternative Accessible Route to Gym Floor	B		Ramps	Interior		Running slope >1:12 (8.33%)	9.6%	Repair to this ramp might be technically infeasible.	1	0	\$0
Stairways												
145	Stairwell 2	2		Stairways	Interior		Handrail not provided on both sides	-	Provide handrail on one side.	1	1665	\$1665





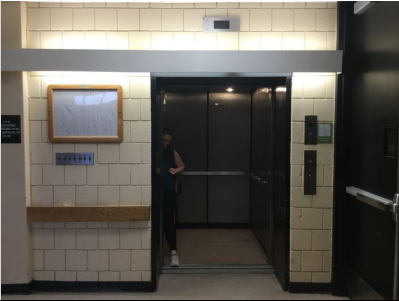
City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
146	Stairwell 9	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
147	Stairwell 8	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
148	Stairwell 7	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
149	Stairwell 7	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
150	Stairwell 6	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600




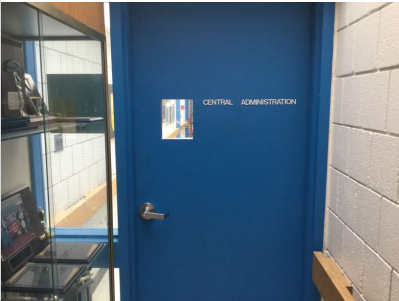

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Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
151	Stairwell 5	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
152	Stairwell 5	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
153	Stairwell 4	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
154	Stairwell 4	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600
155	Stairwell 10	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend to one tread depth beyond the last riser for the lower railing to ensure that the upper railing extension does not at as a protruding object.	1	600	\$600






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
156	Auditorium - Backstage	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing.	1	107	\$107
157	Auditorium	1	100	Stairways	Interior		Handrails not provided	-	Provide handrail on one side. (Cost estimate for one 6' long wall-mounted wood handrail.)	1	198	\$198
Platform Lift or LULA Elevator												
158	Auditorium - Backstage	1	191	Platform Lift or LULA Elevator	Interior		Not in operable working condition		Ensure lift is maintained in operable working condition.	1	Labor	\$0
159	Auditorium	1	100	Platform Lift or LULA Elevator	Interior		Not independently operable	-	Adjust controls to be independently operable or provide a new lift.	1	Labor	\$0
Elevator												
160	Main Lobby	1	Elevator	Elevator	Interior		Elevator call buttons > 42" (MAAB)	48"	Lower call buttons to 42" max. above the finished floor.	1	1446	\$1446





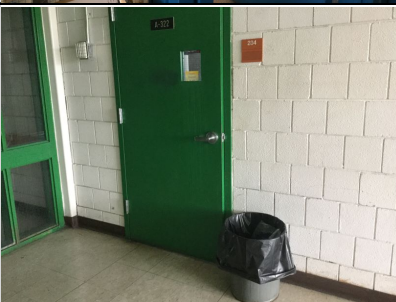
City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
161	Elevator	1	Elevator	Elevator	Interior		Audible hall signals not provided		Add audible hall signals. Note: Audible hall signals exist but were very faint and may not be audible to people who are deaf or are hard of hearing.	1	1329	\$1329
Signage												
162	Office	1		Signage	Designation		Not provided	-	Locate signage in raised characters in braille alongside the door on the latch side. Ensure it matches the long term use of this room.	1	174	\$174
163	Conference Room	1	158G	Signage	Designation		Not provided	-	Locate signage in raised characters and braille alongside the door on the latch side. Ensure it matches the long term purpose of the room.	1	174	\$174
164	Additional Entrance to Main Office Area	1		Signage	Designation		Not provided	-	Locate signage alongside the door on the latch side.	1	174	\$174
165	Culinary Arts Classroom	2	280	Signage	Designation		Not provided		Locate signage alongside the door on the latch side.	1	174	\$174




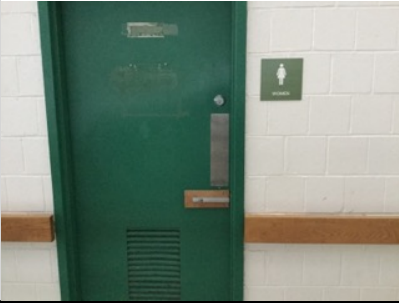
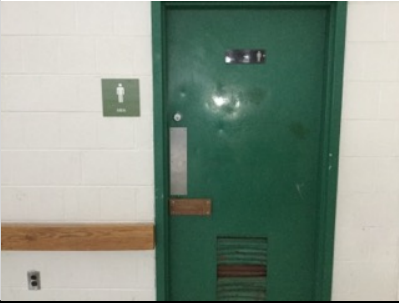
City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
166	Choir Room	2	285	Signage	Designation		Not provided		Locate signage alongside the door on the latch side.	1	174	\$174
167	Donation Room	1	109	Signage	Designation		Not provided		Locate signage with correct information alongside the door on the latch side.	1	174	\$174
168	Principal's Office	1	158D	Signage	Designation		Raised characters not provided	-	Provide text with raised characters duplicated in braille. Ensure sign reflects the long term usage of this room.	1	174	\$174
169	Office	1		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	<ul style="list-style-type: none">---	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Ensure signage reflects the long term use of this room.	1	174	\$174
170	Environmental Science Closet	2	215	Signage	Informational		Raised characters not provided Braille not provided Sign not located on the latch side of the door	<ul style="list-style-type: none">---	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174




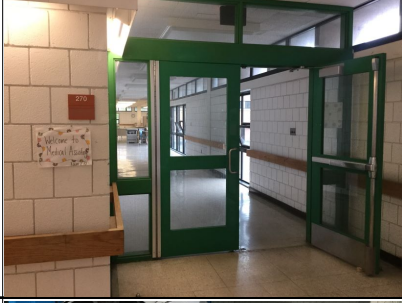

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
171	Automotive Technology Center, Women's Toilet Room	1	104	Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door International Symbol of Acc. not compliant	- - - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
172	Automotive Technology Center, Men's Toilet Room	1	105	Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door International Symbol of Acc. not compliant	- - - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
173	Gymnasium Area, Men's Public Toilet Room	B		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door International Symbol of Acc. not compliant	- - - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
174	Conference Room	1	158E	Signage	Designation		Raised characters not provided Braille misplaced	- -	Provide text with raised characters duplicated in braille. Ensure braille and raised characters match the long term purpose of this room.	1	174	\$174
175	Office	2	284	Signage	Designation		Raised characters < 48" or > 60" above ground	61"	Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above finished floor.	1	Labor	\$0


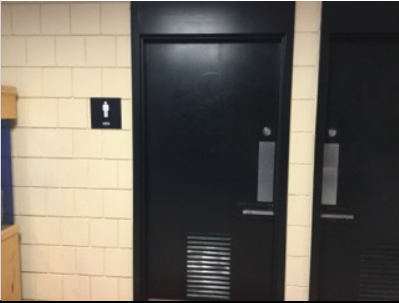



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
176	Gymnasium Area, Access to Gym Floor	B		Signage	N/A		Braille not provided	-	Provide braille.	1	174	\$174
177	Projection Room	3		Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate all signage at permanent rooms alongside the door on the latch side.	1	174 Labor	\$174
178	Conference Room	1	158E	Signage	Designation		Braille not provided Sign not located on the latch side of the door	- -	Provide braille. Locate sign at permanent rooms alongside the door on the latch side.	1	174	\$174
179	Gymnasium Balcony Area, Women's Toilet Room	1		Signage	Designation		Braille not provided International Symbol of Acc. not compliant	- -	Provide braille. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
180	Gymnasium Balcony Area, Men's Toilet Room	1		Signage	Designation		Braille not provided International Symbol of Acc. not compliant	- -	Provide braille. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
181	Auditorium	1	100	Signage	Informational		Visual characters < 40" above ground	37"	Mount visual sign so that the baseline of the lowest character is 40" min. above finished floor.	1	Labor	\$0
182	Instructional Media Center	3	355	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
183	Instructional Media Center	1	155	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
184	Culinary Arts/Medical Assistance Classroom	2	270	Signage	Designation		Sign not located on the latch side of the door		Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
185	District ELL	1	151	Signage	Designation		Sign not located on the latch side of the door		Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
186	Lobby at Main Entrance, Women's Toilet Room	1		Signage	Designation		Sign not located on the latch side of the door International Symbol of Acc. not compliant	- -	Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility.	1	Labor 174	\$174
187	Lobby at Main Entrance, Men's Toilet Room	1		Signage	Designation		Sign not located on the latch side of the door International Symbol of Acc. not compliant	- -	Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility.	1	Labor 174	\$174
188	Boys' Toilet Room Near Teacher's Lounge	3		Signage	Designation		Sign not located on the latch side of the door Directional sign to access. toilet not provided	- -	Locate sign at permanent rooms alongside the door on the latch side. Provide a sign indicating the location of the nearest accessible toilet room.	1	Labor 174	\$174
189	Boys' Toilet Room Near Teen Health Center	1		Signage	Designation		Sign not located on the latch side of the door Directional sign to access. toilet not provided	- -	Locate sign at permanent rooms alongside the door on the latch side. Provide a sign indicating the location of the nearest accessible toilet room.	1	Labor 174	\$174
190	Cafeteria, Third Floor	3	343	Signage	Designation		Sign not located on the latch side of the door	-	Ensure designation sign is located on the right side of this set of doors.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
191	Music Classroom	2	283	Signage	Designation		Text size non-compliant		Ensure that character size complies with the Character Height Table 703.5.5 in the ADA 2010 Standards.	1	174	\$174
Service Counter												
192	Instructional Media Center	3	355	Service Counter	N/A		Counter > 36" high	44"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
193	Instructional Media Center	1	155	Service Counter	N/A		Counter > 36" high	40"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
194	Speech	2	256	Service Counter	N/A		Counter > 36" high	37"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
195	Hallway by Speech Room	2	256	Service Counter	N/A		Counter > 36" high	37"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660



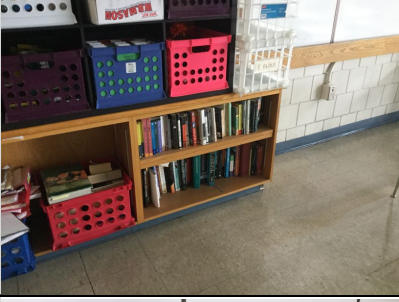


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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
196	Cafeteria	2		Service Counter	N/A		Counter > 36" high	51"	Ensure anything that is located on the higher shelf is also located at a level that is 36" max. above the ground or finished floor.	1	Labor	\$0
197	School Store	2	251	Service Counter	N/A		Counter > 36" high	38"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
198	Library	2	255	Service Counter	N/A		Counter > 36" high	40"	Provide a counter that is 36" max. above the ground or finished floor.	1	660	\$660
Operable Parts												
199	Biology Classroom	1	116	Operable Parts	Other		Element not on an accessible route Clear floor space is not provided	- -	Ensure goggles are located on an accessible route. Provide a 30" min. by 48" min. clear floor space at goggle pick up.	1	Labor	\$0
200	Science Classroom	3	314	Operable Parts	Equipment		Clear floor space is not provided	-	Provide a 30" min. by 48" min. clear floor space at goggle pick up.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
201	Art Room	1	166	Operable Parts	Other		Clear floor space is not provided	-	Provide a 30" min. by 48" min. clear floor space at pottery wheels.	1	Labor	\$0
202	Automotive Technology Center, Garage	1		Operable Parts	Equipment		Clear floor space is not provided	-	Provide a 30" min. by 48" min. clear floor space at emergency eyewash station by removing clutter.	1	Labor	\$0
203	Automotive Technology Center, Garage	1		Operable Parts	Equipment		Clear floor space is not provided	-	Provide a 30" min. by 48" min. clear floor space at machines.	1	Labor	\$0
204	Art Room	1	166	Operable Parts	Equipment		Clear floor space is not provided Reach < 15" or > 48"(forward/side approach)	- 61"	Relocate paper cutter so that controls are between 15"- 48" above finished floor and there is a 30" min. by 48" min. clear floor space.	1	Labor	\$0
205	Automotive Technology Center, Garage	1		Operable Parts	Equipment		Clear floor space is not provided Side reach > 54"	- 68"	Provide a 30" min. by 48" min. clear floor space at first aid kit. Relocate first aid kit so that controls are between 15" - 48" above finished floor.	1	Labor 192	\$192






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
206	Automotive Technology Center, Garage	1		Operable Parts	Equipment		Clear floor space is not provided Side reach > 54"	- 76.5"	Provide a 30" min. by 48" min. clear floor space at fire blanket and emergency equipment by removing clutter. Relocate fire blanket and emergency equipment so that controls are between 15" - 48" above finished floor.	1	Labor 192	\$192
207	Projection Room	3		Operable Parts	Switch		Clear floor space is not provided Side reach if obstruction > 24" deep is > 46" high	- 68.5"	Provide a 30" min. by 48" min. clear floor space at light switch. Ensure that light switch is not higher than 46" above the finished floor.	1	192	\$192
208	English and College Preparation Classroom	3	311	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	8"	Relocate books so that controls are between 15"- 48" above finished floor.	1	Labor	\$0
209	Geometry and Calculus Classroom	1	134	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	8"	Relocate books so that they are between 15"- 48" above finished floor.	1	Labor	\$0
210	Early Education and Care Room	1	118	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	9"	Relocate stored items so that they are between 15"- 48" above finished floor.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
211	Electrical Class, Emergency Eyewash	B	087	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	69"	Relocate emergency eyewash so that controls are between 15"- 48" above finished floor.	1	530	\$530
212	Electrical Class	B	087	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	66"	Relocate first aid kit so that controls are between 15"- 48" above finished floor.	1	192	\$192
213	Trainer's Room	B	079	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	52"	Relocate hand sanitizer so that controls are between 15"- 48" above finished floor.	1	192	\$192
214	Donation Room	1	109	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach) Side reach > 54"	10" 59"	Relocate store items so that items are between 15"- 48" above finished floor.	1	Labor	\$0
215	Donation Room	1	109	Operable Parts	Other		Reach < 15" or > 48"(forward/side approach) Side reach > 54"	4.5" 72"	Relocate clothes so that items are between 15"- 48" above finished floor.	1	Labor	\$0


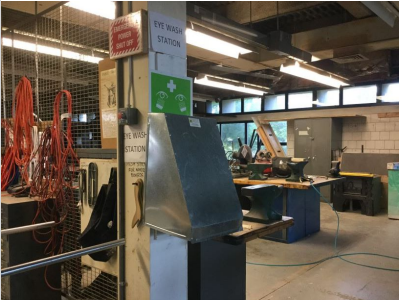



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
216	Science Classroom	3	314	Operable Parts	Switch		Side reach > 54"	63"	Relocate fume hood controls so that they are 48" max. above finished floor.	1	192	\$192
217	Costume Room Near Auditorium	3		Operable Parts	Other		Side reach > 54"	85"	Relocate costumes so that controls are between 15" - 48" above finished floor.	1	Labor	\$0
218	Science Classroom	2	216	Operable Parts	Switch		Side reach > 54"	63"	Relocate fume hood controls so that they are 48" max. above finished floor.	1	192	\$192
219	Home Economics/ Special Needs Classroom	1	141	Operable Parts	Other		Side reach > 54"	74"	Relocate storage so that items are between 15" - 48" above finished floor.	1	Labor	\$0
220	Independent Living Room	1	133	Operable Parts	Other		Side reach > 54"	73"	Relocate storage so that controls are between 15" - 48" above finished floor.	1	Labor	\$0



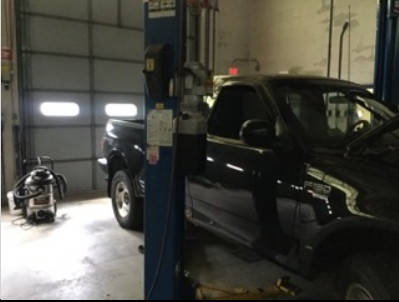


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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
221	Physics Classroom	1	116	Operable Parts	Switch		Side reach > 54"	63"	Relocate fume hood controls so that they are 48" max. above the finished floor.	1	192	\$192
222	Science Prep Room	1	114	Operable Parts	Switch		Side reach > 54"	63"	Relocate fume hood controls so that they are between 15" - 48" above finished floor.	1	192	\$192
223	Culinary Arts/Medical Assistance Classroom	2	270	Operable Parts	Other		Side reach > 54"	60"	Relocate paper towel dispenser so that controls are between 15" - 48" above finished floor.	1	192	\$192
224	Culinary Arts/Medical Assistance Classroom	2	270	Operable Parts	Other		Side reach > 54"	63"	Relocate fire blanket so that controls are between 15" - 48" above finished floor.	1	192	\$192
225	School Store	2	251	Operable Parts	Clothes Rod/Hooks		Side reach > 54"	59"	Relocate clothes so that items are between 15" - 48" above finished floor.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
226	Environmental Science	2	212	Operable Parts	Equipment		Side reach > 54"	63"	Relocate fire blanket so that controls are between 15" - 48" above finished floor.	1	192	\$192
227	Wood Shop	1	174	Operable Parts	Equipment		Side reach > 54"	60"	Relocate emergency button so that controls are between 15" - 48" above finish floor.	1	192	\$192
228	Next to Stair 14	1	174	Operable Parts	Other		Side reach > 54"	59"	Relocate first aid kit so that controls are between 15" - 48" above finished floor.	1	192	\$192
229	Wood Shop	1	174	Operable Parts	Equipment		Side reach > 54"	55"	Relocate machine controls so that controls are between 15" - 48" above finished floor.	1	0	\$0
230	Wood Shop	1	174	Operable Parts	Equipment		Side reach > 54"	66"	Relocate machine controls so that controls are between 15" - 48" above finished floor.	1	0	\$0




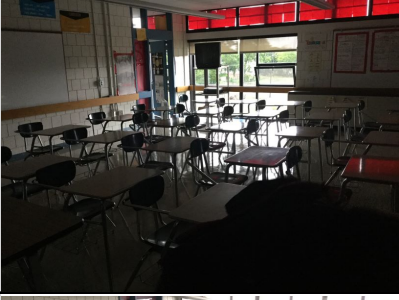

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
231	Donation Room	1	109	Operable Parts	Clothes Rod/Hooks		Side reach > 54"	61"	Relocate coat hooks so that controls are between 15" - 48" above finished floor.	1	Labor	\$0
232	Automotive Technology Center Tools Area	1		Operable Parts	Equipment		Side reach > 54"	74.5"	Relocate tools so that controls are between 15" - 48" above finished floor.	1	Labor	\$0
233	Automotive Technology Center, Garage	1		Operable Parts	Equipment		Side reach > 54"	70"	Relocate car lift buttons so that controls are between 15" - 48" above finished floor.	1	0	\$0
234	Band Storage Room	2	284	Operable Parts	Clothes Rod/Hooks		Side reach > 54" No visible fire alarm provided within room	60"	Relocate coat hooks so that controls are between 15" - 48" above finished floor. When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	711	\$711
235	Speech Therapy and Social Skills Class	1	129	Operable Parts	Other		Forward reach if obstruction > 20"- 25" deep is > 44" high	56"	Ensure that folders are not higher than 44" above the finished floor.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
236	Science Classroom	1	112	Operable Parts	Other		Forward reach if obstruction > 20"- 25" deep is > 44" high	50"	Ensure that goggles are not higher than 44" above the finished floor.	1	192	\$192
237	Auditorium - Backstage	1	191	Operable Parts	Other		Forward reach if obstruction > 20"- 25" deep is > 44" high	63"	Ensure that paper towel dispenser is not higher than 44" above the finished floor.	1	192	\$192
238	Art Room	1	166	Operable Parts	Other		Side reach if obstruction > 24" deep is > 46" high	57"	Ensure that paper towel dispenser is not higher than 46" above the finished floor.	1	192	\$192
Dining or Work Surfaces												
239	Science Classroom	1	112	Dining or Work Surfaces	Work Surface				Relocate/swap at least one accessible lab table with inaccessible lab tables in Rooms 116, 216, and 314.	1	Labor	\$0
240	History Classroom	3	304	Dining or Work Surfaces	Work Surface		Not on a accessible route At least one or 5% accessible tables not provided	24" -	Ensure work surfaces are located on an accessible route by rearranging desks. Ensure that at least one work surface is accessible.	1	Labor 525	\$525


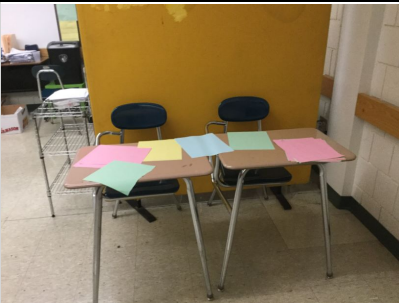



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
241	English and College Preparation Classroom	3	311	Dining or Work Surfaces	Work Surface		Not on a accessible route At least one or 5% accessible tables not provided	22" -	Ensure work surfaces are located on an accessible route by rearranging desks. Ensure that at least one work surface is accessible.	1	Labor 525	\$525
242	Latin Classroom	3	335	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
243	Senior English Classroom	3	339	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
244	Spanish Classroom	3	318	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
245	French Classroom	3	319	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
246	ESL Classroom	2	240	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
247	American History Classroom	2	226	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
248	Instructional Media Center	1	155	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
249	Instructional Media Center	1	155	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
250	Speech Therapy and Social Skills Class	1	129	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
251	Geometry and Calculus Classroom	1	134	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
252	VTC/Special Education Room	1	140	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
253	Early Education and Care Room	1	118	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
254	ROTC - Bunker Room	1		Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
255	Culinary Arts/Medical Assistance Classroom	2	270	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided		Ensure that at least one work surface is accessible.	1	525	\$525






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
256	Choir Room	2	285	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided		Ensure that at least one work surface is accessible.	1	525	\$525
257	Classroom	2	201	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided		Ensure that at least one work surface is accessible.	1	525	\$525
258	Library	2	255	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
259	Automotive Technology Center, Classroom	Ext.		Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
260	Black Cat Cafe	B		Dining or Work Surfaces	Dining Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one dining surface is accessible.	1	825	\$825

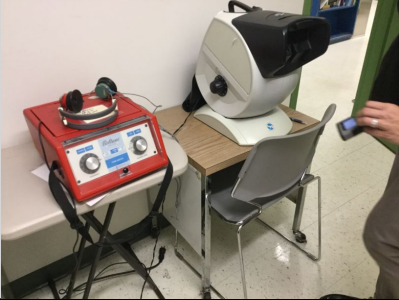




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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
261	Electrical Class	B	091	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
262	Computer Lab	1	101	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 25"	Ensure that at least one work surface is accessible. Provide at least 1 dining or work surface with 27" min. knee and toe clearance.	1	525	\$525
263	Computer Lab	1	182	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	- 23" 26"	Ensure that at least one work surface is accessible. Provide at least 1 dining or work surface with 27" min. knee and toe clearance. Provide at least one dining or work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
264	Science Classroom	3	314	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide at least 1 work surface with 27" min. knee and toe clearance. See ID #239	1	-	\$0
265	Science Classroom	2	216	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide at least 1 work surface with 27" min. knee and toe clearance. See ID #239	1	-	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
266	Conference Room	1	158E	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
267	Conference Room	1	158C	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	26"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
268	Home Economics/ Special Needs Classroom	1	141	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
269	Independent Living Room	1	133	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
270	Physics Classroom	1	116	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Provide at least 1 work surface with 27" min. knee and toe clearance. See ID 239	1	-	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
271	Health Suite Eye Exam	1	123c	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
272	Music Practice Rooms	2	265	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided		Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
273	Wood Shop Classroom	1	172	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	8" d	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
274	Wood Shop	1	174	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
275	Automotive Technology Center, Garage Work Benches	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525

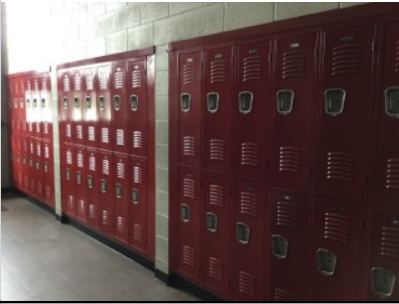
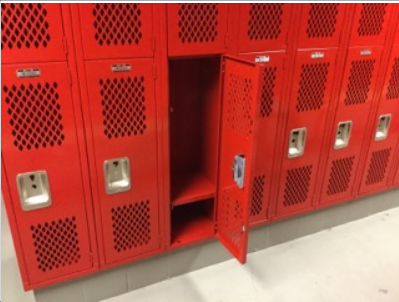

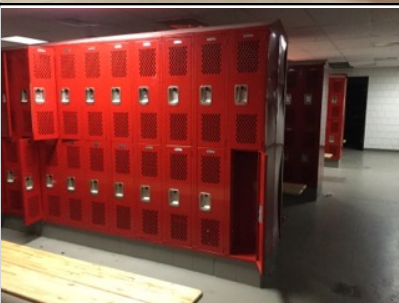
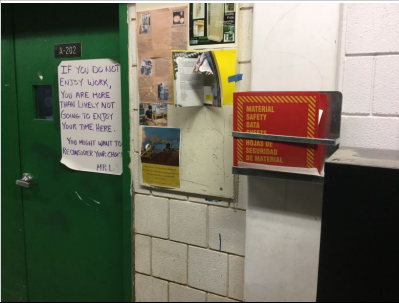
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
276	Culinary Arts Class	B	057	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
277	Main Lobby	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	- 36"	Provide at least 1 work surface with 27" min. knee and toe clearance. Provide at least one dining or work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
278	Art Room	1	166	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	24" 36"	Provide at least 1 work surface with 27" min. knee and toe clearance. Provide at least one dining or work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
279	Lab Station in Classroom	3	314	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	37"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
280	Science Classroom	2	216	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	37"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525



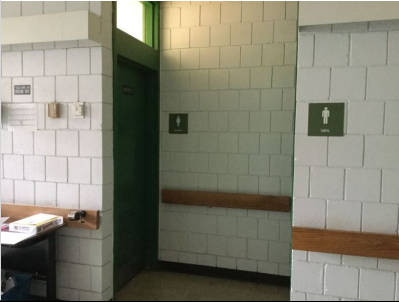

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
281	Physics Classroom	1	116	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	37"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
282	Science Prep Room	1	114	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	37"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
283	Speech	2	256	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	27"	Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	525	\$525
284	Music Classroom	2	283	Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34" No visible fire alarm provided within room	27"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath. When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	1044	\$1044
Assembly Area												
285	Auditorium	1	100	Assembly Area	N/A		Number of seats Number of designated wheelchair spaces Companion seat not provided	644 8 -	Provide one companion seat for each wheelchair space. (Reposition accessible seats so all have a companion seat. Four (4) additional companion seats are required.)	4	530	\$2120

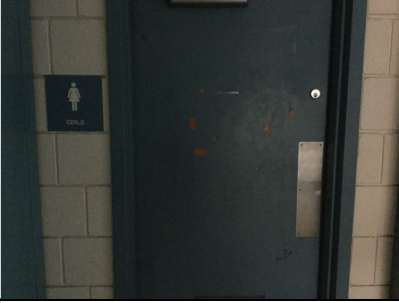




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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Locker Room												
286	Automotive Technology Center	1		Locker Room	N/A		Total # of locker Total # of accessible locker	36 0	Ensure at least one locker is accessible.	1	495	\$495
287	Girls' Locker Room	B		Locker Room	Women's		Total # of locker Total # of accessible locker 2% of lockers are not accessible	413 6 -	Ensure 2% of all lockers are accessible .	2	495	\$990
288	Visiting Team Rooms 1 and 2	B		Locker Room	N/A		Total # of locker Total # of accessible locker 2% of lockers are not accessible	48 0 -	Ensure 2% of all lockers are accessible .	2	495	\$990
289	Boys' Locker Room	B	074	Locker Room	Men's		Total # of locker Total # of accessible locker 2% of lockers are not accessible	415 0 -	Ensure 2% of all lockers are accessible .	8	495	\$3960
Laboratory												
290	Wood Shop	1	174	Laboratory			Accessories > 48"	54"	Lower controls and operable parts to 48" max. above the floor.	1	192	\$192






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Libraries												
291	Library	2	255	Libraries	N/A		Card catalogs and magazine displays > 48" high	55"	Locate card catalogs and magazine displays 48" max. above the finished floor.	1	530	\$530
Check-Out Aisles & Retail Areas												
292	School Store	2	251	Check-Out Aisles & Retail Areas	N/A		Dispensers or products > 48" high	58.5"	Ensure that dispensing devices are located no higher than 48 inches above finished floor.	1	Labor	\$0
Toilet & Bathing Rooms												
Overall Access												
293	Faculty Lounge	1	185	Overall Access	Toilet Room		Accessible plumbing fixtures or stalls not provided Sign to accessible toilet not provided Audible and visible alarms not provided	<ul style="list-style-type: none">---	Provide one accessible wheelchair stall. Provide a directional sign indicating the location of the nearest accessible toilet or bathing room. When fire system is updated, ensure that a visible and audible fire alarm is installed. (Cost estimate based on accessible wheelchair stall, directional sign, and visible and audible fire alarm.)	1	5330	\$5330
294	Boys' Toilet Room Near Room 359	3		Overall Access	Toilet Room		Sign to accessible toilet not provided	<ul style="list-style-type: none">-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174




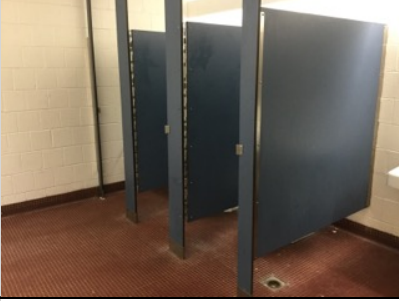

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
295	Girls' Toilet Room Near Room 359	3		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
296	Staff Toilet Room in Cafeteria, Third Floor	3		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
297	Girls' Toilet Room Near Teacher's Lounge	3		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
298	Boys' Toilet Room Near Faculty Lounge	2		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
299	Girls' Toilet Room Near Faculty Lounge	2		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
300	Women's Staff Only Toilet Room	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
301	Men's Staff Only Toilet Room	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
302	Women's and Men's Staff Only Toilet Room	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
303	Boys' Toilet Room Near Room 149	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
304	Girls' Toilet Room Near Room 149	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
305	Girls' Toilet Room Near Teen Health Center	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
306	Hallway to Music Wing	2	Hall	Overall Access	Toilet Room		Sign to accessible toilet not provided		Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	2	174	\$348
307	Girls' Locker Room	B		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
308	Boys' Locker Room	B	074	Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	174	\$174
309	Men's and Women's Toilet Room	1	151	Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with the International Symbol of Accessibility.	2	174	\$348





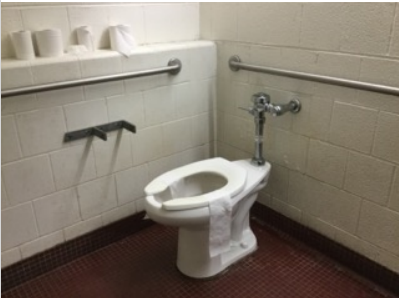
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Lavatory												
310	Boy's Changing Room - Backstage	1	187	Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed Dispensers not within reach range	23" - 51"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Relocate dispenser to 42" max. above the floor.	1	1863	\$1863
311	Girls' Changing Room - Backstage	1	188	Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed Dispensers not within reach range	23" - 51"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Relocate dispenser to 42" max. above the floor.	1	1863	\$1863
312	Men's Toilet Room	2	Hall C	Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	2	69	\$138
313	Automotive Technology Center, Women's Toilet Room	1	104	Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
314	Automotive Technology Center, Men's Toilet Room	1	105	Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69




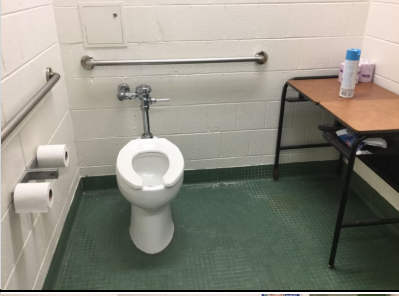

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
315	Lobby at Main Entrance, Women's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
316	Lobby at Main Entrance, Men's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
317	Boys' Locker Room	B	074	Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
318	Gymnasium Area, Women's Public Toilet Room	B		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 54"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
319	Girls' Locker Room	B		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40" Dispensers not within reach range	- 50" 51"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor. Relocate dispenser to 42" max. above the floor.	1	791	\$791






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
320	Gymnasium Balcony Area, Women's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40" Dispensers not within reach range	- 54" 51.5"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor. Relocate dispenser to 42" max. above the floor.	1	791	\$791
321	Gymnasium Balcony Area, Men's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40" Dispensers not within reach range	- 52" 50"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor. Relocate dispenser to 42" max. above the floor.	1	791	\$791
Single-User Toilet												
322	Girls' Accessible Toilet Room Near Room 149	1		Single-User Toilet			Flush control not on open side	-	Relocate the flush control to the open side.	1	281	\$281
323	Girls' Toilet Room Near Room 149	1		Single-User Toilet	N/A		Flush control not on open side Clearance at toilet < 72" clear depth	- -	Relocate the flush control to the open side. Provide a clear floor space that is 72" deep min. by removing table.	1	281	\$281
324	Gymnasium Area, Men's Public Toilet Room	B		Single-User Toilet	N/A		Flush control not on open side Toilet paper dispenser is not compliant	- -	Relocate the flush control to the open side. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	722	\$722






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
325	Boys' Accessible Toilet Room Near Room 359	3		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by relocating trash can.	1	Labor	\$0
326	Boys' Accessible Toilet Room Near Room 359	3		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by relocating trash can.	1	Labor	\$0
327	Boys' Accessible Toilet Room Near Teacher's Lounge	3		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by removing table in the room.	1	Labor	\$0
328	Girls' Accessible Toilet Room Near Teacher's Lounge	3		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by removing table in the room.	1	Labor	\$0
329	Health Suite Toilet Room	1	123	Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by relocating trash can.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
330	Teen Health Center - Toilet Room	1		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by relocating storage bin.	1	Labor	\$0
331	Girls' Accessible Toilet Room Near Room 359	3		Single-User Toilet	N/A		Clearance at toilet < 60" clear width Clearance at toilet < 72" clear depth	- - -	Provide a clear floor space that is 60" wide min. and 72" deep min. by removing desk and relocating trash can.	1	Labor	\$0
332	Gymnasium Area, Women's Public Toilet Room	B		Single-User Toilet	N/A		Toilet paper dispenser is not compliant	-	Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow.	1	530	\$530
Toilet Compartment												
333	Automotive Technology Center, Men's Toilet Room	1	105	Toilet Compartment	Accessible Compartment		Door has non-compliant hardware Door has malfunctioning self-closing hinge	- -	Ensure locking mechanism is maintained in operable working condition and does not require tight grasping, pinching or twisting of the wrist. Repair hinge.	1	Labor	\$0
334	Gymnasium Balcony Area, Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Flush control not on open side Non-compliant toilet paper dispenser Centerline < or > 18" (MAAB)	33" - - 23"	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Provide the flush control on the open side of the toilet (transfer side). Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Relocate toilet so the centerline is 18" from the side wall.	1	3617	\$3617


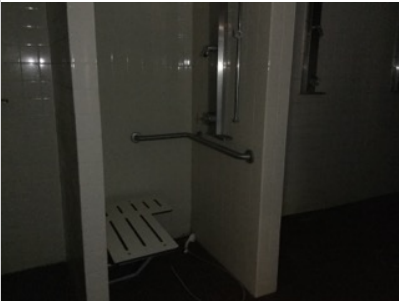



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
335	Lobby at Main Entrance, Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Flush control not on open side Centerline < or > 18" (MAAB)	35" - 24"	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Provide the flush control on the open side of the toilet (transfer side). Relocate toilet so the centerline is 18" from the side wall.	1	2987	\$2987
336	Gymnasium Balcony Area, Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side grab bar < 42" long Non-compliant toilet paper dispenser Centerline < or > 18" (MAAB)	37" - 24"	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet. Replace dispenser if it does not allow continuous paper flow. Relocate toilet so the centerline is 18" from the side wall.	1	3325	\$3325
337	Automotive Technology Center, Women's Toilet Room	1	104	Toilet Compartment	Accessible Compartment		Flush control not on open side Coat hook > 48"	- 67"	Provide the flush control on the open side of the toilet (transfer side). Lower coat hook so that it is no higher than 48".	1	305	\$305
338	Lobby at Main Entrance, Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Centerline < or > 18" (MAAB)	24"	Relocate toilet so the centerline is 18" from the side wall.	1	2121	\$2121
Urinal												
339	Boys' Locker Room	B	074	Urinal	N/A		Rim > 15" high (MAAB) Flush control is > 44" high or not properly located	24" 52"	Provide at least one urinal with the rim no higher than 15" above the finished floor. Mount flush control at 44" max. above the finished floor.	1	2717	\$2717






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
340	Gymnasium Balcony Area, Men's Toilet Room	1		Urinal	N/A		Rim > 15" high (MAAB) Flush control is > 44" high or not properly located	24" 51"	Provide at least one urinal with the rim no higher than 15" above the finished floor. Mount flush control at 44" max. above the finished floor.	1	2717	\$2717
341	Lobby at Main Entrance, Men's Toilet Room	1		Urinal	N/A		Rim > 15" high (MAAB) Flush control is > 44" high or not properly located Urinal recessed > 24" deep has < 36" clear width	24" 51" 28"	Provide at least one urinal with the rim no higher than 15" above the finished floor. Mount flush control at 44" max. above the finished floor. If urinal is recessed greater than 24" ensure there is a clear width of 36".	1	3190	\$3190
342	Boys' Changing Room - Backstage	1	187	Urinal	N/A		Rim > 15" high (MAAB) Flush control too high or not properly located	- -	Provide at least one urinal with the rim no higher than 15" above the finished floor. Mount flush control at 44" max. above the finished floor.	1	2717	\$2717
Dispensers												
343	Men's Toilet Room	2	Hall C	Dispensers	Paper Towel Dispenser		Controls > 42" high Clear floor space not provided at accessory	48" -	Relocate so the operable part is 42" max. above the finished floor. Provide a 30" min. by 48" min. clear floor space or relocate dispenser.	2	530	\$1060
Shower Compartment												
344	Girls' Locker Room, Showers	B		Shower Compartment	Transfer Type		Clear space at transfer shower > 48" x 36"	-	Provide a 48" x 36" clear floor space for a transfer shower by relocating scale.	1	Labor	\$0



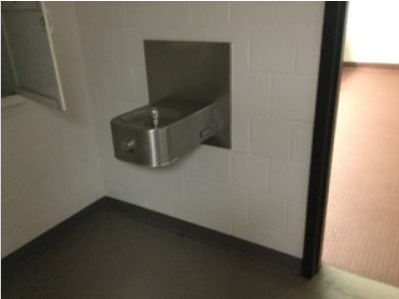


City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
345	Girls' Locker Room, Showers	B		Shower Compartment	Transfer Type		Seat is not padded (MAAB)	-	Provide a padded shower seat.	1	450	\$450
346	Boys' Locker Room	B	074	Shower Compartment	Transfer Type		Seat is not padded (MAAB)	-	Provide a padded shower seat.	1	450	\$450
347	Health Suite Toilet Room	1	123	Shower Compartment	Transfer Type		Accessible shower not provided	-	Provide at least one accessible shower.	1	Labor	\$0
Toilet Rooms for Children												
Single-User Toilet												
348	Teen Parent Room/Preschool Toilet Room	1	125	Single-User Toilet	N/A		Inadequate maneuvering clearances	-	Provide a clear floor space that is 60" wide min. and 72" deep min. by providing a fold-down baby changing table.	1	Labor	\$0
Lavatory												
349	Teen Parent Room/Preschool Toilet Room	1	125	Lavatory	N/A		Toe or knee clearances not provided	22"	Provide at least one lavatory with 25" min. knee clearance positioned for a forward approach. Ensure toe clearance is also provided.	1	1265	\$1265






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Additional Access												
Drinking Fountains												
350	Drinking Fountains Near Room 226	2		Drinking Fountains	Hi-Lo		Operable parts malfunctioning	-	Repair or replace drinking fountain to ensure it remains in operable working condition.	1	Labor	\$0
351	Drinking Fountains Near Stairwell 8	1		Drinking Fountains	Hi-Lo		Operable parts malfunctioning	-	Repair or replace drinking fountain to ensure operable parts can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	Labor	\$0
352	Cafeteria	2		Drinking Fountains	Hi-Lo		Operable parts malfunctioning	-	Repair or replace drinking fountain to ensure operable parts can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	Labor	\$0
353	Hall by Stair 3	1	Stair 3	Drinking Fountains	Hi-Lo		Operable parts malfunctioning	-	Repair or replace drinking fountain to ensure operable parts can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	Labor	\$0
354	Gymnasium Area	B		Drinking Fountains	High		Operable parts malfunctioning	- -	Repair or replace drinking fountain to ensure operable parts can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	Labor	\$0






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
355	Hall B	1	Hall	Drinking Fountains	Low		Inadequate water flow No drinking fountain provided for standing users Knee or toe clearance not provided	- - 26"	Repair drinking fountain to provide adequate water flow. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain. Provide knee and toe clearance, 27" min. high at drinking fountain for seated users.	1	Labor 3021	\$3021
356	Automotive Technology Center	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	3021	\$3021
357	Girls' Locker Room	B		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	3021	\$3021
358	Boys' Locker Room	B	074	Drinking Fountains	Low		No drinking fountain provided for standing users Seated height fountain does not have cane protection	- -	Provide an additional drinking fountain for standing users. Provide a cane-detectable barrier skirt under the high unit.	1	3689	\$3689
359	Lobby at Main Entrance, Near Toilet Rooms	1		Drinking Fountains	Low		No drinking fountain provided for standing users Knee or toe clearance not provided	- 26"	Install a Hi-Lo drinking fountain.	1	3162	\$3162






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Sink												
360	Science Classroom	2	216	Sink	Classroom		Clear floor space not provided at sink	-	Provide a 30" by 48" clear floor space positioned for a forward approach by removing table and can.	1	Labor	\$0
361	Science Classroom	2	216	Sink	Classroom		Clear floor space not provided at sink	-	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter.	1	Labor	\$0
362	Physics Classroom	1	116	Sink	Classroom		Clear floor space not provided at sink	- -	Provide a 30" by 48" clear floor space positioned for a forward approach by removing clutter.	1	Labor	\$0
363	Physics Classroom	1	116	Sink	Classroom		Clear floor space not provided at sink	-	Provide a 30" by 48" clear floor space positioned for a forward approach by removing trash can.	1	Labor	\$0
364	Science Classroom	1	112	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach by removing clutter.	1	Labor	\$0






**City of Salem
Salem High School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
365	Art Room	1	166	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach.	1	1265	\$1265
366	Culinary Arts Class	B	057	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach.	1	1265	\$1265
367	Culinary Arts Class	B	057	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach.	1	1265	\$1265
368	Black Cat Cafe, Staff Sink	B		Sink	Other		Toe and knee clearances not provided Dispenser not within reach range	- 58"	Ensure there is a 27" knee clearance positioned for a forward approach. Relocate dispenser 48" max. above the finished floor or ground.	1	1795	\$1795
369	Culinary Arts Class	B	057	Sink	Classroom		Exposed plumbing underneath sink Dispenser not within reach range	- 59"	Insulate or otherwise configure pipes at sink. Relocate dispenser 48" max. above the finished floor or ground.	1	599	\$599






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
370	Classroom	1	184	Sink	Classroom		Dispenser not within reach range	-	Relocate dispenser 48" max. above the finished floor or ground.	1	530	\$530
371	Wood Shop	1	174	Sink	Classroom		Dispenser not within reach range	53.5"	Relocate dispenser 48" max. above the finished floor or ground.	1	530	\$530
Storage												
372	ROTC - Supply and Uniform Room	1	137A	Storage	N/A		Storage operable parts > 48" high	72"	Lower storage so that operable parts are 48" max. above finished floor.	1	530	\$530
Fire Alarms												
373	Band Room	2	266	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
374	Culinary Arts/Medical Assistance Classroom	2	270	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519






City of Salem
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
375	Culinary Arts Classroom	2	280	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
376	Orchestra	2	282	Fire Alarms	Classroom		No visible fire alarm provided within room		When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
377	Office	2	281	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
378	Stair 16	2	Stair 16	Fire Alarms	Stair		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
379	Choir Room	2	285	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519






City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
380	Hall by Band Room	2	266	Fire Alarms	Other		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
381	Speech	2	256	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
382	Office	2	250B	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
383	Office	2	249C	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
384	Office	2	249E	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519





City of Salem
Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
385	Office	2	249F	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
386	Office	2	249A	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
387	Art Room	1	166	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
388	Classroom	1	184	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
389	Wood Shop Classroom	1	171	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519

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Salem High School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
390	Wood Shop Classroom	1	172	Fire Alarms	Classroom		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
391	District ELL	1	151	Fire Alarms	Office		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
392	Fitness Center	B	062	Fire Alarms	N/A		No visible fire alarm provided within room	-	When fire system is updated, ensure that a visible fire alarm is installed in each room.	1	519	\$519
Play and Sport Areas												
Play Areas												
393	Playground Near Exit #44	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Ensure an accessible route is provided to one of each type of ground level play components (Cost based on 215' by 4' wide asphalt route around playground and a 30' long by 5' wide poured in place rubber route to swings.)	1	8633	\$8633
Field												
394	Soccer Field	Ext.		Field	Soccer		Accessible spaces not provided at sidelines seating	-	Provide a 36" x 48" clear floor space at sidelines seating. Ensure bleachers are connected to an accessible route. (Cost based on 100' by 4' wide asphalt route to bleachers an clear floor spaces on each side.)	1	2556	\$2556

City of Salem
Salem High School

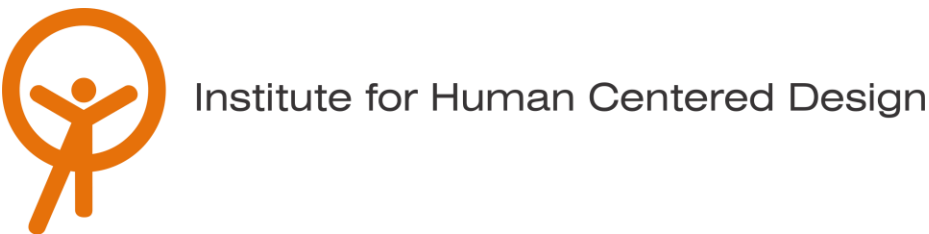
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
395	Field Across Doors From Gymnasium	Ext.		Field	Soccer		Field not connected to an accessible route	-	Ensure edge of field is connected to an accessible route. (Cost based on 15' by 4' wide asphalt route to edge of field.)	1	383	\$383
396	Soccer Field	Ext.		Field	Soccer		Field not maintained in operable working condition	-	Ensure soccer field is maintained in operable working condition.	1	Labor	\$0
397	Field Across Exits From Gymnasium	Ext.		Field	N/A		Field not maintained in operable working condition	-	Ensure field is maintained in operable working condition.	1	Labor	\$0
Court												
398	Gymnasium Area, Bleachers	B		Court	Basketball		Accessible spaces are not provided at sidelines seating	-	Provide a 36" x 48" clear floor space at sidelines seating.	1	Labor	\$0

Horace Mann Laboratory School



City of Salem ADA Transition Plan

November 2019



200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Horace Mann Laboratory School

Background

Horace Mann Laboratory School, located at 79 Wilson Street, serves 287 students kindergarten through fifth grades. The building has a main accessible entrance on the north side and exits around the building; there are eight accessible exits including the main entrance/exit.

Horace Mann Laboratory School is a three (3) story building connected by an elevator and interior stairs. The Principal’s Office, the nurse’s office, parent’s lounge, kindergarten computer stations, specialized classrooms (such as Pathways classrooms) and the main office are located on the first floor. A cafeteria, art room, gym, band room, chorus room, ESL classrooms, reading specialist room and offices are located on the second floor. A library, O.T office, inclusion teacher rooms, science labs (A and B), greenhouse, computer lab, speech language room and professional department room are located on the third floor.

Additional classrooms and toilet rooms are located on all floors. Exterior amenities include the Robert J. Geswell athletic field (south side of the school) and two playgrounds; one on the southeast side of the school and the second one near the kindergarten classrooms. The parking lot is located on the north side of the school; there are 79 parking spaces including three (3) accessible spaces.

Key Accessibility Issues

Exterior Access Routes

Major accessibility issues include lack of accessible routes to all amenities in the school (seating areas at athletic field, benches, picnic tables, etc.), lack of a compliant accessible route to the garden and around the raised beds (south side of the school), and lack of handrails at the ramp leading to the main entrance.

Playgrounds

Accessibility issues include lack of an accessible route to and around the playgrounds and lack of an accessible route to each play component in the playgrounds.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Signage

Accessibility issues include lack of tactile signs (raised and braille characters) at the emergency exits and permanent rooms, lack of illuminated exit signs with the International Symbol of Accessibility (ISA) at the accessible exits, and lack of directional signs at the inaccessible exits to the nearest accessible exits. Other accessibility issues include designation signs not located on the wall adjacent to the latch side of doors and lack of the International Symbol of Accessibility (ISA) at the accessible toilet rooms.

Toilet and Bathing Rooms

Accessibility issues include lack of a compliant urinal (toilet room near the cafeteria), toilet mounted higher than the maximum height allowed (toilet room near kindergarten classroom) and the accessible compartment at the men’s toilet room at the gym is not maintained in operable working condition (door to the compartment is not provided). Other accessibility issues include doors with malfunctioning self-closing hinge or noncompliant door hardware and lack of compliant side and/or rear grab bars.

Note: The rear grab bars in most of the toilet rooms are shorter than the minimum length required in order to prevent interference with the flush control. They are noncompliant but usable, so no cost for a longer compliant rear grab bar is included in the catalog in these instances. Additional accessibility issues at the toilet and bathing rooms include shower seats mounted lower than the minimum height allowed and controls mounted higher than the maximum height allowed (boys’ and girls’ toilet rooms located at the gym).

Accessibility issues in the nurse’s toilet room include lack of the minimum clear floor space at the transfer shower and seat and grab bars mounted lower than the minimum height allowed.

Classrooms

Accessibility issues include lack of accessible works surfaces (with knee clearance) at some classrooms (including computer lab, reading room specialist, Science Lab B, greenhouse, etc.) and lack of clear floor space, positioned for a forward approach, at sinks because objects are being stored at the clear floor space (Pathways classrooms, 1st and 2nd grade classrooms and reading room specialist). Other accessibility issues include emergency eyewash handle mounted higher than the maximum height allowed (Science Lab A), lack of knee and toe clearance at the sinks located at the band room, the speech language pathologist and the greenhouse.

Additional Accessibility Issues

- Lack of drinking fountains for seated or standing users.
- Lack of one accessible parking space and Lack of the designation “Van Accessible” at the sign located at the van accessible parking space.
- Lack of accessible lockers at the lockers located throughout the school.
- Lack of accessible picnic tables.
- Coat hooks mounted higher than the maximum height allowed (gym locker rooms)

Order of Magnitude Cost Estimates

- Provide accessible routes to all exterior amenities in the school: \$9,755
- Provide compliant handrails (ramps towards the accessible entrance): \$3,420
- Provide work surfaces and dining surfaces with knee clearance (5 work surfaces and 1 dining surface): \$3,675
- Provide compliant egress, designation and directional signs: \$5,846

- Provide accessible sinks (knee/toe clearance band room, speech language pathologist room and greenhouse): \$6,708
- Renovate toilet and bathing rooms: \$6,762
- Provide an accessible route around the playground (stone dust) and to each play component (poured-in-place rubber): \$28,273
- Provide or renovate drinking fountains for seated and standing users: \$6,710
- Miscellaneous corrective actions (parking, hoistway signs at elevator, accessible lockers, etc.): \$3,853

Total: \$75,002*

*Cost to provide a compliant transfer shower compartment in the nurse’s room is not included.






Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.






- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip-resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.
- Recommend providing an adjustable exam table in the nurse’s room.
- Recommend replacing the electric outlet where top is flush with the floor to prevent tripping hazard (Science Lab A).

- Recommend adding contrasting strips at the edge of each step at the route leading to the stage.
- Recommend providing a raised bed 34" max. high to the top and 27" min. high knee clearance under in the community garden.




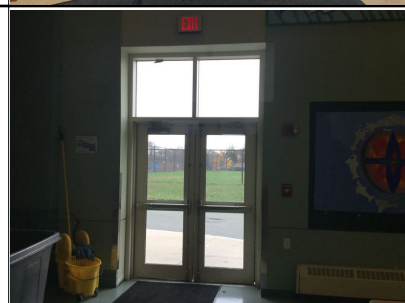

City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Community Garden Southeast Side	Ext		Exterior Access Route	Exterior		Exterior route < 36" wide Surface is not stable, firm, and slip-resistant	29.75" -	Ensure that a clear width of 36" min. is maintained at the accessible route. Repair surface. (Cost based on 50' by 4' wide stone dust path in garden area.)	1	1200	\$1200
2	Ramp to Main Entrance	Ext		Exterior Access Route	Exterior		Obstructed by protruding objects	-	Trim low hanging branches in trees.	1	Labor	\$0
3	Benches Near Community Garden	Ext		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. See ID #4 cost.	1	-	\$0
4	Route to Community Garden	Ext		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 120' by 4' wide stone dust path to bench, picnic area, and garden.)	1	2880	\$2880
Curb Ramp												
5	Accessible Route to Main Entrance From Parking Lot	Ext		Curb Ramp	N/A		Transition from curb ramp to street not flush Surface not stable, firm and slip-resistant	1" -	Ensure transition from curb ramp to street is flush. Repair surface.	1	155	\$155




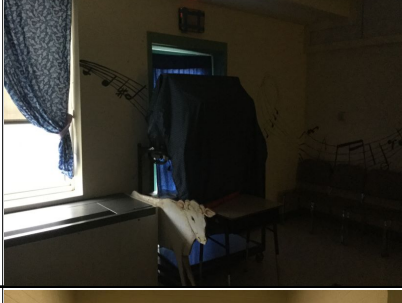

City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
6	Parking Lot	Ext		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Sign does not have the designation "Van Accessible"	79 3 -	Provide One additional car parking space. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	925	\$925
Entrance												
7	Robert J. Geswell Athletic Field	Ext		Entrance	Gate		Level changes > 1/4"	3"	Alter change in level to be 1/4" high max.	1	155	\$155
8	Playground Near Kindergarten Wing	Ext		Entrance	Gate		Level changes > 1/4"	1"	Alter change in level to be 1/4" high max.	1	155	\$155
Ramps												
9	Ramp to Main Entrance	Ext		Ramps	Exterior			-	Provide handrails with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections. Mount handrails between 34"- 38" high above the floor. Provide a lower handrail between 18" to 20" high. (Cost based on two sets of 10' long metal railings.)	4	555	\$2220
10	Ramp at Exit #10, Near Kindergarten Wing	Ext		Ramps	Exterior		Handrails do not extend 12" past top & bottom	-	Alter handrails to extend horizontally above the landing for 12" min. beyond the top and bottom of ramp runs.	2	600	\$1200



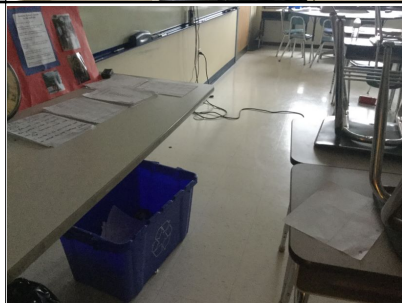


City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation	
11	Ramp to Main Entrance	Ext		Ramps	Exterior		Level changes > 1/4"	-	Alter change in level to be 1/4" high max.	1	155	\$155	
Access to Goods and Services													
Means of Egress													
12	Exit #10, Near Room 172	1		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided Mat not securely attached	<ul style="list-style-type: none">---	Ensure the illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door. Securely attach mat.	1	274	\$274	
13	Main Entrance, Exit #1	1		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided Mat not securely attached	<ul style="list-style-type: none">---	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount signs between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door. Securely attach mat.	1	274		
14	Exit #5, From Cafeteria	2	241	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided Mat not securely attached	<ul style="list-style-type: none">---	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount signs between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door. Securely attach mat.	1	274	\$274	
15	Exit #6, Near Cafeteria	2		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided	<ul style="list-style-type: none">---	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door.	1	274		\$274






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Exit #9, in Gym	2		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door.	1	274	\$274
17	Exit #7, in Gym	2	261	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided Mat not securely attached	- - -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door. Securely attach mat.	1	274	\$274
18	Exit #4, Near Cafeteria	2		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door.	1	274	\$274
19	Exit #3, in Chorus Room	2	207	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door.	1	274	\$274
20	Exit #2, Near Pathways Hallway	1		Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door. Provide a directional sign to the nearest accessible exit.	1	174	\$174

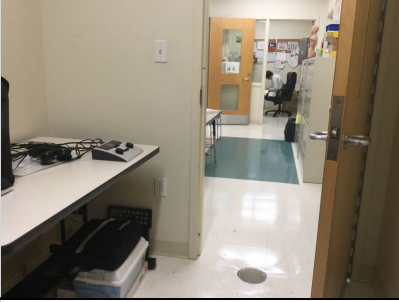




City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Exit #8, Emergency Exit in Stair #3	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the wall adjacent to the latch side of the door.	1	174	\$174
Interior Access Route												
22	Speech, Language Pathologist	3	361	Interior Access Route	N/A		Route < 36" wide	19.5"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
23	Grade 5 ELA/Social Studies Classroom	3	308	Interior Access Route	N/A		Route < 36" wide	20.25"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	
24	Route to Greenhouse	3		Interior Access Route	N/A		Route < 36" wide	-	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
25	All Gender Student Multi-User Toilet Room Near Cafeteria	2		Interior Access Route	N/A		Obstructed by protruding objects	-	Relocate dispenser so it does not protrude into the circulation path.	1	192	






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
26	Parent Lounge in Pathways Hallway	1	148	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	1	Labor	\$0
27	Classrooms Throughout the School	1, 2, 3	170, 248, 214, 346, 316, 314, 308	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats in at least one classroom per grade per topic (i.e. Grade 4 Math/ Science Classroom and Grade 4 ELA/ Social Studies Classroom.)	7	Labor	\$0
28	ESL Classroom, Chorus Room, Inclusion Teacher, Occupational Therapist's Office	2, 3	222, 207, 312, 366	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mat.	4	Labor	\$0
Doors, Doorways, & Gates												
29	Main Office Exit to Nurse's Office	1		Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided	-	Relocate chair to maintain the maneuvering clearance at the door.	1	Labor	\$0
30	Exam Room in Nurse's Office	1	162	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	-	Relocate exam table to maintain the maneuvering clearance at the door.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
31	Exam Room in Nurse's Office	1	167	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	-	Relocate table to maintain the maneuvering clearance at the door.	1	Labor	\$0
32	Kindergarten Classroom	1	170	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
33	Principal's Office	1	157	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate trash can to maintain the clear floor space at the door.	1	Labor	\$0
34	Parent Lounge in Pathways Hallway	1	148	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	-	Relocate bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
35	Office	2	256	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate shelf to maintain the maneuvering clearance at the door.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
36	Art Room	2	206	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
37	Occupational Therapists Office	3	366	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate trash bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
38	Professional Development Room	3	353	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
39	All Gender Staff Single-User Toilet Room	3		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate trash bin to maintain the maneuvering clearance at the door.	1	Labor	\$0
40	Inclusion Teacher	3	344	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate trash bin and table to maintain the maneuvering clearance at the door.	3	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
41	Assistant Principal's Office Inclusion Teacher Science Lab A		324 312 303	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate one chair and trash bin to maintain the maneuvering clearance at the door.	3	Labor	\$0
42	Greenhouse	3		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	-	Reverses the swing of the door and relocate shelves to ensure a 18" min. maneuvering clearance is maintained at the door.	1	1413	\$1413
43	ELL Reading Teacher	3	357	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate table to maintain the maneuvering clearance at the door.	1	Labor	\$0
44	All Gender Student Multi-User Toilet Room Near Cafeteria	2		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
Ramps												
45	Accessible Route to Stage	2	249	Ramps	Interior		Not maintained in operable working condition	-	Ensure the ramp is maintained in operable working condition.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Stairways												
46	Stair #3 to Exit #8	3		Stairways	Interior		Not maintained in operable working condition	-	Ensure stairs are maintained in operable working condition.	1	Labor	\$0
Elevator												
47	Elevator	1		Elevator	Interior		Hoistway signs not on both jambs	-	Provide hoistway signs on both sides of jambs.	3	48	\$144
Signage												
48	Women's Toilet Room in Gym	2	267	Signage	Designation		Raised characters not provided Braille not provided International Symbol of Acc. not compliant	- - -	Provide text with raised characters duplicated in braille. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
49	Men's Toilet Room in Gym	2	261	Signage	Designation		Raised characters not provided Braille not provided International Symbol of Acc. not compliant	- - -	Provide text with raised characters duplicated in braille. Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
50	Principal's Office	1	157	Signage	Designation		Clear floor space not provided		Remove bookshelf to maintain the 18" min. by 18" min. clear floor space at sign.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
51	Coaches Room and Art Room	2	203, 206	Signage	Designation		Clear floor space not provided		Relocate chair to maintain the 18" min. by 18" min. clear floor space at the sign.	2	Labor	\$0
52	Nurse's Office	1	165	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign on the wall adjacent to the latch side of the door.	1	Labor	\$0
53	Library	3	360	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign on the wall adjacent to the latch side of the door.	1	Labor	\$0
54	Computer Lab	3	355	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	1	Labor	\$0
55	Professional Development Room	3	353	Signage	Designation		Sign not located on the latch side of the door	-	Locate sign on the wall adjacent to the latch side of the door.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
56	Toilet Room in Nurse's Office	1	163	Signage	Designation		International Symbol of Acc. not compliant	-	Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
57	Staff Toilet Room Near Kindergarten	1	176	Signage	Designation		International Symbol of Acc. not compliant	-	Replace sign with a sign containing the International Symbol of Accessibility.	1	174	\$174
Operable Parts												
58	Women's and Men's Toilet Rooms in Gym	2	267, 261	Operable Parts	Other		Clear floor space is not provided Side reach > 54"	- 65"	Relocate at least one coat hook so that controls are between 15" - 48" above finished floor.	1	192	\$192
59	Science Lab A	3	303	Operable Parts	Equipment		Reach < 15" or > 48"(forward/side approach)	62.75"	Relocate emergency eye wash pull string so that it is between 48" max. above finished floor.	1	192	\$192
Dining or Work Surfaces												
60	Dining Table Near Garden	Ext		Dining or Work Surfaces	Dining Surface		Not on a accessible route	-	Ensure dining or work surfaces are located on an accessible route. See ID #4 for cost.	1	-	\$0





City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
61	Computer Lab	3	355	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- -	Provide at least 1 work surface with 27" min. knee clearance.	1	525	\$525
62	Kindergarten Classroom	1	170	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	20"	Adjust to ensure work surface provides a 27" min. knee clearance.	1	Labor	\$0
63	Kindergarten Classroom, Computer Station	1	170	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	19"	Adjust to ensure work surface provides a 27" min. knee clearance.	1	Labor	\$0
64	Office	2	256	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Provide at least 1 work surface with 27" min. knee clearance.	1	525	\$525
65	Reading Specialist	2	208	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23"	Adjust to ensure work surface provides a 27" min. knee clearance.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
66	Classrooms Throughout School	2,3	248, 214, 346, 316, 314, 308	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25"	Provide or adjust at least one work surface per grade per classroom topic (i.e. Grade 4 Math/Science Room and Grade 4 ELA/ Social Studies Classroom) so that there is 27" min. knee clearance.	6	Labor	\$0
67	Small Learning Room		328	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	21.25"	Adjust to ensure work surface provides a 27" min. knee clearance.	1	Labor	\$0
68	Assistant Principal's Office		324	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	25.5"	Provide at least 1 work surface with 27" min. knee clearance.	1	525	\$525
69	Science Lab B	3	306	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	23.5"	Provide at least 1 work surface with 27" min. knee clearance.	1	525	\$525
70	Greenhouse	3		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Locker Room												
71	Lockers Throughout School	1,2,3		Locker Room	N/A		Total # of locker Total # of accessible locker 2% of lockers are not accessible	612 0 -	Provide at least 1 accessible locker (or ensure 2% of all lockers are accessible) .	1	330	\$330
Picnic Tables												
72	Near Garden	Ext		Picnic Tables	N/A		At least 5% accessible spaces not provided Picnic table not on an accessible route	- -	Ensure that at least one picnic table provides knee clearance. Ensure that the picnic table is connected to an accessible route. See ID #4 for cost of route. (Cost based on one accessible picnic table.)	1	1050	\$1050
Toilet & Bathing Rooms												
Overall Access												
73	Toilet Room Near Kindergarten	1	169	Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet room.	1	174	\$174
74	Toilet Room Near Kindergarten	1	168	Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with the International Symbol of Accessibility.	1	174	\$174






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
75	All Gender Student Multi-User Toilet Room Near Cafeteria	2		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide a sign with the International Symbol of Accessibility.	1	174	\$174
76	All Gender Toilet Rooms Throughout School	1,2,3		Overall Access	Toilet Room		International Symbol of Acc. not provided	-	Provide signs with the International Symbol of Accessibility.	6	174	\$1044
77	Multi-User Boys' and Girls' Toilet Rooms Throughout School	1,2,3		Overall Access	N/A		International Symbol of Acc. not provided	-	Provide signs with the International Symbol of Accessibility.	6	174	\$1044
Lavatory												
78	Women's Toilet Room in Gym, Single-User Bathing Room	2	265	Lavatory	N/A		Toe or knee clearances not provided	-	Provide at least one lavatory with knee and toe clearance positioned for a forward approach by relocating shoe bin.	1	Labor	\$0
Single-User Toilet												
79	Staff Toilet Room Near Kindergarten	1	176	Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high	21"	Mount grab bars 33"- 36" above the floor.	2	192	\$384





City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
80	Women's and Men's Toilet Rooms in Gym, Single-User Toilet Rooms	2	265, 263	Single-User Toilet	N/A		Side grab bar < 42" long Rear grab bar < 42" long	38" 39"	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Provide a rear wall grab bar that is 42" long min. and extends from the toilet 12" min. on one side and 24" min. on the other side (open side).	2	674	\$1348
Toilet Compartment												
81	Boys' Multi-User Toilet Room No Door	3		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	18	\$18
82	Girls' Toilet Rooms	1,2		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware Door has malfunctioning self-closing hinge	- -	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge.	1	18	\$18
83	All Gender Student Multi-User Toilet Room Near Cafeteria	2		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
84	Girls' Multi-User Toilet Room	3		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
85	All Gender Staff Multi-User Toilet Room Near Cafeteria	2		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
86	Women's Toilet Room in Gym, Accessible Compartment	2	267	Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
87	Boys' Toilet Rooms	1,2		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
88	Men's Toilet Room in Gym, Accessible Compartment	2	261	Toilet Compartment	Accessible Compartment		Not maintained in operable working condition	-	Add door to compartment to ensure accessible compartment is maintain in operable working condition.	1	165	\$165
Urinal												
89	All Gender Staff Multi-User Toilet Room Near Cafeteria	2		Urinal	N/A		Rim > 17" high Urinal recessed > 24" deep has > 36" clear width	19" 32.5"	Provide an urinal with the rim no higher than 17" above the finished floor. If urinal is recessed greater than 24" ensure there is a clear width of 36".	1	2628	\$2628






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Shower Compartment												
90	Toilet Room in Nurse's Office	1	163	Shower Compartment	Transfer Type		Clear space not provided at transfer shower Grab bars < 33" > 36" high Seat is not between 17"- 19" high	- 26" 14"	Ensure that a 36" wide min. by a 48" long min. measured from the control wall is provided at the shower. Locate grab bars between 33"- 36" above the finished floor. Mount seat between 17"- 19" above the finished floor. Renovation to this transfer shower might be technically infeasible.	1	-	\$0
91	Women's and Men's Toilet Rooms in Gym, Single-User Bathing Rooms	2	265, 263	Shower Compartment	Transfer Type		Seat is not between 17"- 19" high Control height < 38" or > 48"	13.5" 52"	Mount seat between 17"- 19" above the finished floor. Relocate controls at 48" max. above the shower floor.	1	384	\$384
Toilet Rooms for Children												
Single-User Toilet												
92	Toilet Room Near Kindergarten	1	168	Single-User Toilet	N/A		Toilet seat < 12" or > 15" high (K - 3) Centerline < 12" or > 15" (K - 3)	16.5" 18.5"	Install a toilet with a seat between 12"- 15" high above the finished floor. Relocate toilet so that the centerline is between 12" and 15" from the side wall.	1	1625	\$1625
Additional Access												
Drinking Fountains												
93	Near Pathways Hallway	1		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users.	1	3021	\$3021






City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
94	Gym	2		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users or install a Hi-Lo drinking fountain.	1	3021	\$3021
95	Cafeteria	2	241	Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	668	\$668
Sink												
96	Exam Room in Nurse's Office	1	166	Sink	N/A		Toe and knee clearances not provided	-	Remove step stool to maintain the 27" min,knee clearance at the sink.	1	Labor	\$0
97	Reading Specialist	2	208	Sink	Classroom		Toe and knee clearances not provided	-	Relocate step stool to maintain the 27" min. knee clearance at the sink.	1	Labor	\$0
98	Band Room	2	211	Sink	Classroom		Toe and knee clearances not provided	-	Remove based cabinet to provide a 27" knee clearance positioned for a forward approach.	1	930	\$930




City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
99	Speech, Language Pathologist	3	361	Sink	N/A		Toe and knee clearances not provided	-	Relocate sink to provide 27" min. knee clearance under the sink with 30" min. width. Ensure the counter is 34" max. above the finished floor.	1	4513	\$4513
100	Greenhouse	3		Sink	Lab		Toe and knee clearances not provided	-	Provide a second sink with 27" knee clearance positioned for a forward approach.	1	1265	\$1265
101	Exam Room in Nurse's Office	1	162	Sink	N/A		Exposed plumbing underneath sink Dispenser not within reach range	- 51"	Reposition wooden barrier to ensure pipes at sink are insulated. Relocate cup dispenser 48" max. above the finished floor or ground.	1	192	\$192
Sinks for Children's Use												
102	Kindergarten Classroom	1	170	Sinks for Children's Use	Classroom		Knee or toe clearance not provided	-	Relocate recycling bin to maintain the 27" min. knee clearance at the sink.	1	Labor	\$0
103	Grade 1 and Grade 2 Classrooms	2	248, 214	Sinks for Children's Use	Classroom		Knee or toe clearance not provided	-	Provide at least one sink with 25" knee and toe clearance positioned for a forward approach by removing clutter from under sink.	2	Labor	\$0

City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
104	Pathways Classroom	1	140	Sinks for Children's Use	Classroom		Parallel clear space not provided (5 yrs. old or younger)	-	Relocate step stool to maintain the clear floor space at the sink.	1	Labor	\$0
Play and Sport Areas												
Play Areas												
105	Playground Southeast Side of School	Ext		Play Areas	N/A		Accessible route not provided to ground level play components	-	Ensure an accessible route is provided to one of each type of ground level play components (Cost based on 115' of 5' wide poured in place rubber routes to play elements.)	1	8050	\$8050
106	Playground Near Kindergarten Wing	Ext		Play Areas	N/A		Accessible route not provided to ground level play components	-	Ensure an accessible route is provided to one of each type of ground level play components (Cost based on 145' of 5' wide poured in place rubber to play elements.)	1	10150	\$10150
107	Playground Near Kindergarten Wing	Ext		Play Areas	N/A		No compliant transfer system	22.25"	Alteration might be technically infeasible.	1	-	\$0
108	Playground Southeast Side of School	Ext		Play Areas	N/A		Not connected to an accessible route	-	Provide an accessible route around the playground. (Cost based on 185' of 4' wide, level asphalt surface around playground.)	1	4718	\$4718

City of Salem
Horace Mann Laboratory School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
109	Playground Near Kindergarten Wing	Ext		Play Areas	N/A		Not connected to an accessible route	-	Provide an accessible route around the playground. (Cost based on 210' of 4' wide asphalt path around playground.)	1	5355	\$5355
Benches												
110	Playground Near Kindergarten Wing	Ext		Benches	N/A		Accessible route not provided	-	Provide an accessible route to at least one of the benches in this area. See ID #111 for cost.	1	-	\$0
Field												
111	Robert J. Geswell Athletic Field	Ext		Field	Soccer		Accessible spaces not provided at sidelines seating Not connected to an accessible route	- -	Provide a 36" min. x 48" min. clear floor space at sidelines seating. Ensure sidelines seating is connected to an accessible route. (Cost based on two concrete clear floor spaces at sidelines seating and 115' concrete route to both benches.)	1	5520	\$5520

Museum Place Garage



City of Salem

ADA Transition Plan

November 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Museum Place Garage

Year Built: 1975

Background

Salem's Museum Place Garage is located at One Church Street. It is a four-story municipal parking structure with parking spaces on all floors with the fourth level providing rooftop parking. There are a total of 910 parking spaces including nineteen (19) accessible parking spaces. The accessible parking spaces includes eight (8) accessible spaces on the first floor (four car accessible spaces and four van accessible spaces), eight (8) accessible parking spaces on the second floor (five car accessible spaces and three van accessible spaces), one van accessible space on the third floor and two car accessible spaces on the fourth floor (roof level). Electric car charging stations are located on the first floor on Level 1A (east side). Pay station machines are located outside the garage on New Liberty Street and on the first floor near the elevators.

The main driving entrance and exit are on the first floor on the east side on New Liberty Street. The pedestrian accessible route to the parking garage is through a set of two (2) elevators located on the mezzanine level of the mall. Four (4) staircases in the garage connect all floors. Amenities include the elevators, accessible parking spaces, electric car charging stations, pay station machines and a first floor attendant's office.

Accessibility Issues

Accessible Routes

The major accessibility issue is the lack of an accessible route to the accessible parking spaces in the garage after the mall is closed.

Parking Spaces

Accessibility issues include lack of the minimum width at the van accessible parking spaces, and at the access aisles. Other

accessibility issues include lack of the designation "Van Accessible" at the identification signs at van accessible parking spaces and identification signs mounted lower than the minimum height allowed.

Signage

Accessibility issues include missing or noncompliant egress signs including tactile signs (raised characters and braille) and signs not located on the latch side of the door.

Additional Accessibility Issues

- Excessive running slope at the curb ramp leading to the elevators (roof level), the curb ramp on the second floor (near the elevator) and the exterior curb ramp on New Liberty Street.
- Noncompliant threshold at the door leading to the elevator (roof level).

Order of Magnitude Cost Estimates

- Provide compliant curb ramps: \$8,400
- Provide compliant egress signs: \$5,220
- Restripe accessible parking spaces and provide identification signs at the accessible parking spaces: \$2588
- Miscellaneous corrective actions (door threshold, etc.): \$113

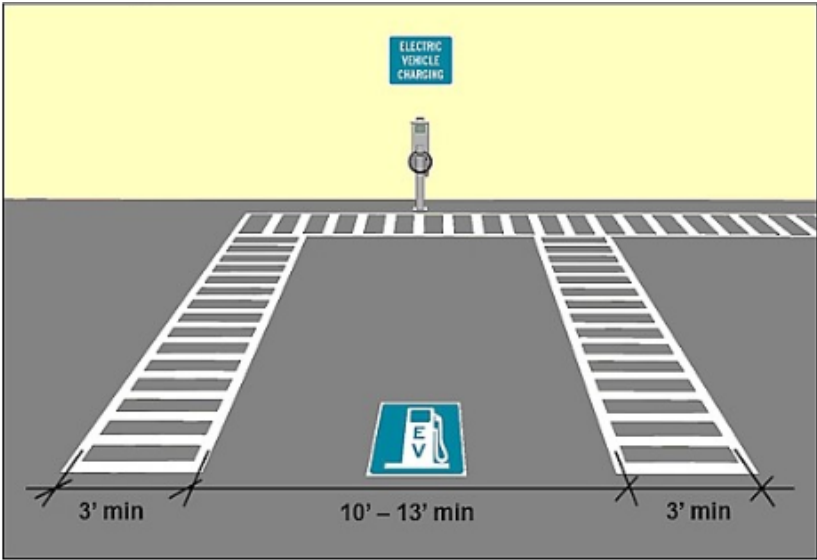
Total: \$16,321

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.


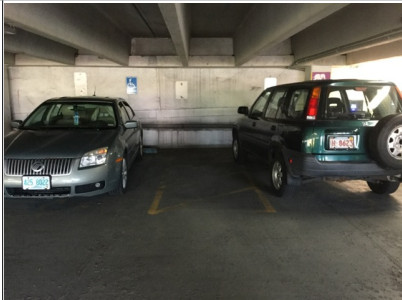



- Recommend adding contrasting strips at the edge of each step at all of interior stairs.

- Recommend locating the electric car charging spaces near the elevator.
- Recommend adding an accessible route to the charging station on both sides of the electric charging space.








- Recommend having more visible signs identifying the location of the electric car charging spaces.
- Recommend providing at least one van accessible parking space on the first floor near the entrance to the garage on New Liberty Street. That way when the garage is closed accessible parking spaces are still available to patrons with disabilities.
- Recommend locating the directional signs to the elevator in more visible locations.
- Recommend relocating the informational sign with hours of operation to a more visible location. In addition, recommend locating the information also near the elevators.
- Recommend providing brighter lighting through the interior of the garage.



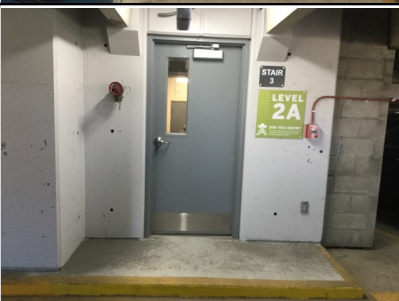
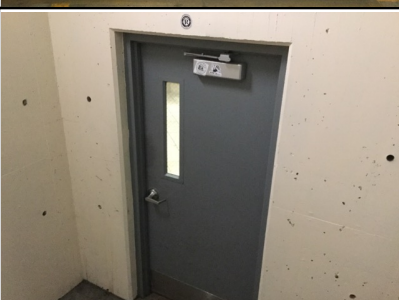

City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Curb Ramp												
1	Towards Parking Office	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	18%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	2800	\$2800
Off-Street Parking Lot or Garage												
2	Accessible Parking Spaces	1		Off-Street Parking Lot or Garage	Visitor		Sign does not have the designation "Van Accessible"	-	Add the designation "Van Accessible" to the signs located at the van accessible spaces.	4	375	\$1500
3	Towards Elevator	2A		Off-Street Parking Lot or Garage	Visitor		Running slope > 1:12 (8.33%) Curb ramp flares > 1:10 (10%)	8.9% 11%	Reduce running slope to be no steeper than 1:12 (8.33%). Reduce slope at curb ramp flares to be no steeper than 1:10 (10%).	1	2800	\$2800
4	Accessible Parking Spaces	2A		Off-Street Parking Lot or Garage	Visitor		Access aisle < 96" wide at van space	61"	Provide a marked access aisle that is at least 96" wide.	1	338	\$338
5	Accessible Parking Space	3A		Off-Street Parking Lot or Garage	Visitor		Sign does not have the designation "Van Accessible"	-	Add the designation "Van Accessible" to the sign located at the van accessible space.	1	375	\$375






City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Towards Elevators	4		Off-Street Parking Lot or Garage	Visitor		Running slope > 1:12 (8.33%)	15.6%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	2800	\$2800
7	Accessible Parking Spaces	4		Off-Street Parking Lot or Garage	Visitor		Sign not provided	-	Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground.	1	375	\$375
Entrance												
8	Towards Elevators	R		Entrance	N/A		Threshold > 1/2" high	1"	Alter threshold to be 1/2" high max.	1	113	\$113
Access to Goods and Services												
Elevator												
9	Near Pay Machines	1A		Elevator	Interior		Elevator car dimension not compliant	-	Repair may require major renovation at elevator cab and hoistway and may not be practical until system is replaced.	1	-	\$0
10	Lobby - Mall Level	M		Elevator	Interior		Clear floor space not provided at call buttons	-	Relocate trash can to maintain the clear floor space at call buttons.	1	-	\$0






City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
11	Stair #1	1A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
12	Stair #1	2A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	
13	Stair #3	2A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille.- Locate sign alongside the door on the latch side.	2	174	\$348
14	Stair #4	2C		Signage	Egress		Not provided	-	Provide text with raised characters duplicated in braille. Locate signage alongside the door on the latch side.	1	174	
15	Stair #3	2C		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille. Relocate trash can to ensure an 18" by 18" clear floor space is provided in front of the sign.	2	116	\$232


City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Stair #4	2C		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Relocate trash can to ensure an 18" by 18" clear floor space is provided in front of the sign.	2	174	\$348
17	Stair #1	3A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
18	Stair #3	3A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
19	Stair #2	3B		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
20	Stair #4	3B		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348

City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Stair #3	3C		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	2	174	\$348
22	Stair #1	3C		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	
23	Stair #2	3C		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
24	Stair #4	3C		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348
25	Stair #3	4A		Signage	Egress		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	2	174	\$348

City of Salem
Museum Place Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
26	Stair #1	Ext.		Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille. Provide braille.	2	174	\$348

Old Town Hall



City of Salem ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Old Town Hall

Background

Salem Old Town Hall is located at 32 Derby Square in the City's historic district. Events such as fashion shows, fundraisers, exhibits and weddings are hosted there. Parking is provided at nearby municipal parking lots and local parking garages. There are also on-street parking spaces on Washington Street and Front Street. The Old Town Hall is a two (2) story building with an accessible entrance on the north side. The main entrance (south side) is located on Derby Square (this entrance is not accessible). The building floors are connected by an elevator and two (2) sets of interior stairs. The first floor is used as an exhibit space and the second floor is used as a public hall. Men's and women's multi-user toilet rooms are located in the basement and a single-user toilet room is located on the second floor.

Key Accessibility Issues

Exterior

Accessibility issues at the accessible routes include lack of maintenance and in some cases excessive cross slopes.

Toilet Rooms

Accessibility issues at the single-user toilet room (2nd floor) include toilet distance from side wall greater than the maximum allowed, lack of maneuvering clearance at the door due to the location of the trash can and lack of a designation sign. Other accessibility issues include lack of insulated pipes at the lavatories in the single-user toilet room (2nd floor) and the men's toilet room (basement).

Additional Accessibility Issues

- Lack of directional signs at the inaccessible exits.
- Lack of securely attached walk-off mats.
- Lack of beveled thresholds (doors leading to the Great Hall).
- Lack of accessible door hardware.

Order of Magnitude Cost Estimates

- Provide an accessible route to the stage (Great Hall): \$16,245
- Renovate toilet rooms: \$2,720
- Miscellaneous corrective actions (signs, door hardware, thresholds, ADA-compliant walk-off mats, protruding object, etc.): \$2,661

Total: \$21,626





Note: Cost for repair to exterior routes is not provided.

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at the stairs leading to the second floor.
- Recommend adding a sign that says, "Low Headroom" or, "Low Ceiling" at the stairs leading to the toilet rooms in the basement.
- Recommend adding a directional sign to the toilet rooms at the bottom of the stairs (basement).






City of Salem
Salem Old Town Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Old Town Hall - North Side Entrance	Ext.		Exterior Access Route	Sidewalk		Exterior route < 36" wide	-	Ensure the right leaf is closed to maintain 36" min. width at the accessible route.	1	-	\$0
2	Old Town Hall - North Side	Ext.		Exterior Access Route	Sidewalk		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working conditions.	1	-	\$0
Access to Goods and Services												
Means of Egress												
3	Exit - Near Elevator	1		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided	- -	Provide a directional sign indicating the location of the nearest emergency exit.	2	174	\$348
4	Emergency Exit - Near Men's Toilet Room	B		Means of Egress	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided	- -	Provide a directional sign indicating the location of the nearest emergency exit.	1	174	\$174





City of Salem
Salem Old Town Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Interior Access Route												
5	Front Entrance	1		Interior Access Route	N/A		Mat not securely attached	-	Install an ADA-compliant walk-off mat.	1	324	\$324
6	Towards Great Hall	2		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane-detectable barrier under the fireplace mantel.	2	230	\$460
Doors, Doorways, & Gates												
7	Towards Exhibit Area	1		Doors, Doorways, & Gates	Circulation		Threshold not beveled	-	Bevel threshold.	1	113	\$113
8	Single-User Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Remove the trash can to maintain the maneuvering clearance at the door.	1	Labor	\$0
9	Great Hall	2		Doors, Doorways, & Gates	Circulation		Threshold not beveled	-	Bevel threshold.	1	113	\$113



City of Salem
Salem Old Town Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Great Hall	2		Doors, Doorways, & Gates	Other		Threshold not beveled	-	Bevel threshold.	1	113	\$113
11	Towards Great Hall	2		Doors, Doorways, & Gates	Other		Threshold not beveled Hardware not operable with a closed fist	- -	Bevel threshold. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	476	\$476
12	Towards Great Hall	2		Doors, Doorways, & Gates	Other		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	363	\$363
Elevator												
13	Elevator - West Side	1		Elevator	Interior				Ensure elevator provides unassisted entry and exit.	1	Labor	\$0
Signage												
14	Exit	1		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide a permanent sign with raised characters duplicated in braille. Locate sign near the emergency exit.	1	174	\$174

City of Salem
Salem Old Town Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Single-User Toilet Room	2		Signage	Designation		Not provided	-	Provide a sign with raised characters duplicated in braille. Locate sign on the wall adjacent to the latch side of the door. Add the International Symbol of Accessibility (ISA).	1	174	\$174
Assembly Area												
16	Great Hall	2		Assembly Area	N/A		Accessible route to stage not provided	-	Provide an accessible route to the stage. Consider installing a ramp or a lift. (Cost for an interior lift.)	1	16245	\$16245
Toilet & Bathing Rooms												
Lavatory												
17	Single-User Toilet Room	2		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
Single-User Toilet												
18	Single-User Toilet Room	2		Single-User Toilet	N/A		Centerline < or > 18" (MAAB)	22"	Relocate toilet so that the centerline is 18" from the side wall.	1	2121	\$2121

City of Salem
Salem Old Town Hall

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet Compartment												
19	Women's Toilet Room	B		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	Labor	\$0
Dispensers												
20	Women's Toilet Room	B		Dispensers	Tampon Dispenser		Dispenser acts as a protruding object	7"	Relocate dispenser out of the circulation path.	1	530	\$530

Saltonstall School



City of Salem ADA Transition Plan

November 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Saltonstall School

Background

The Saltonstall School, located at 211 Lafayette Street, serves 372 students between kindergarten and grade eight. Saltonstall is a bilingual school in which English and Spanish are the main languages spoken; morning announcements, report cards, and other notices are all given in both languages. The building has 16 emergency exits, including the main entrance and the accessible entrance (Exit #2); nine (9) of them are accessible. Parking is provided in the small lot with a total of six (6) parking spaces, including two (2) designated accessible parking spaces. Saltonstall School is a four (4) floor building with a sub-basement and a basement connected by a central elevator and a set of interior stairs. Classrooms, nurse’s office, main office, auditorium, and library are located on the first floor, the Norman H. Read Discovery Center and additional classrooms are located on the second floor, the gym is located in the sub-basement, the cafeteria and additional classrooms are located in the basement. Multi-user and single-user toilet rooms are located in the basement, as well as on the first and second floors. Exterior amenities include a community garden, two (2) playground areas, and a small parking lot with 17 parking spaces including two (2) accessible parking spaces.

Key Accessibility Issues

Exterior Access Routes

The route to the accessible entrance from the accessible parking lot has multiple instances where the cross slope is excessive. Also of concern is the lack of a compliant landing at the east side entrance to the school area near the playgrounds. Additionally, the route to Emergency Exits #5 and #6 have an excessive running slope, and benches in the area lack accessible routes to them.

Parking

Accessibility issues include lack of a compliant van access aisle and lack of the designation “Van Accessible” at one of the identification signs.

Emergency Exits

Accessibility issues include lack of tactile signs (raised characters and braille) at all of the emergency exits, lack of illuminated exit signs with the International Symbol of Accessibility (ISA) and lack of directional signage at the inaccessible exits indicating the location of the nearest accessible exits. Additionally, in the vestibule before Exit #4, (west side of the school), there is a noncompliant running slope. While this is technically not compliant, the exit is not accessible but the area is still generally usable.

Interior Routes

Accessibility issues include lack of mats that are securely attached, accessible routes in the classrooms lack at least 36” minimum width. Most of these issues are due to clutter.

Vertical Access

The lift that provides users access to the auditorium stage was not in operable working condition at the time of the survey, due to a set of stairs to the auditorium that are in the way of the door at the lower level. The school’s elevator has call buttons that are located higher than the maximum 42” allowed.

Sinks

The major accessibility issue includes lack of accessible sinks (with knee and toe clearance) at most of the classrooms. The sinks in the Art Room are a good example of an accessible sink design that can be replicated in other rooms throughout the school.

Playground

Accessibility issues include lack of an accessible route around the playground at one of the playgrounds and lack of an accessible routes to each play component in the playground.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Toilet Rooms

Accessibility issues include mirrors located higher than the maximum height allowed, objects in the clear floor space in the single-user toilet rooms and side grab bars that are located lower than the minimum height allowed.

Additional Accessibility Issues

- Drinking fountains lack cane-detectable barriers under the standing height fountains.
- Lack of maneuvering clearance at doors due to trash and recycling cans.
- Lack of an accessible picnic table (near upper playground).
- Some classrooms lack work surface with knee and toe clearance.
- Lack of designation signs or not located on the latch side of the door or is covered by paper signs.
- Handrails on the ramp on the east side of the building that are not continuous.
- Door to the music room requires more than 5 lbs. of force to open.

Order of Magnitude Cost Estimates

- Renovate exterior routes: \$3,420
- Relocate elevator button controls: \$1,446
- Provide work surfaces with knee clearance: \$1,575
- Provide compliant emergency egress and designation signage: \$5,997
- Sink repairs in classrooms: \$10,120
- Toilet room renovations: \$9,574
- Playground renovations: \$53,325

- Drinking fountain repairs: \$2,004
- Miscellaneous corrective actions (parking, thresholds, picnic table, etc.): \$2,422






Total: \$89,883

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip-resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.
- Recommend ensuring that visible fire alarms are clearly visible from accessible stalls in all multi-user toilet rooms.
- In Room #214, recommend moving homework receptacle to a more easily accessible location.
- At the staircase leading to the gym, recommend providing tactile, brightly colored strips at the edges of each stair.
- At doorway near Room #111 and all other doors that are not connected to rooms, recommend removing door so as to avoid confusion in the function of the area.






City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	At Main Entrance	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	6.2%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 8' by 4' wide concrete to fix slope.)	1	84	\$84
2	Route to Main Entrance From Parking	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	3.3%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 4' by 4' concrete to fix slope.)	1	42	\$42
3	Route to Exits #5 and #6	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	7.6%	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 10' by 4' wide concrete to fix slope.)	1	105	\$105
4	At Upper Playground	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition	-	Repair surface to ensure is maintained in operable working condition. (Cost based on 3' by 3' path of concrete.)	1	155	\$155
Curb Ramp												
5	East Side Entrance, Near Playgrounds	Ext.		Curb Ramp	Perpendicular		Running slope > 1:12 (8.33%) Landing not provided at top of curb ramp	17.7% 5.7%	Reduce running slope to be no steeper than 1:12 (8.33%). Provide landing at top of curb ramp or reconfigure ramp.	1	2800	\$2800





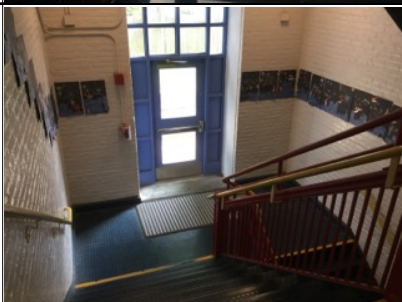
City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
6	Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible"	17 2 66" -	Provide a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
Entrance												
7	Exit #1, Main Entrance	Ext.		Entrance	Main Entrance		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
Emergency Exit												
8	Exit #5	Ext.		Emergency Exit	N/A		Directional sign to accessible emergency exit not provided		Provide a directional sign on the interior of the door indicating the location of the nearest emergency exit.	1	174	\$174
9	Exit From Gym to Stairs	SB	001	Emergency Exit	111		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest emergency exit.	1	174	\$174
10	Exit #4	1		Emergency Exit	N/A		Threshold > 3/4" high	1.5"	Alter threshold to be 3/4" high max.	3	113	\$339


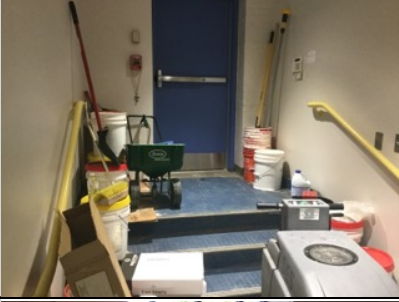



**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Access to Goods and Services												
Means of Egress												
11	Exit #8, Near Elevator	B		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure an illuminated exit sign with the International Symbol of Accessibility (ISA) is provided at exit door. Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
12	Route to Accessible Entrance. Exit #2, From Hallway	1		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
13	Exit #3	1	102	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility B. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
14	Exit #13	Ext.		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility B. Tactile exit sign not provided	- -	Ensure illuminated exit sign inside contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided on the interior of exit doors. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
15	Exit #11	Ext.		Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility B. Tactile exit sign not provided	- -	Ensure illuminated exit inside sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided on the interior of exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274






City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Exit #9	B	07	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility B. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
17	Exit #10	B	08	Means of Egress	N/A		Illuminated sign lacks the International Symbol of Accessibility B. Tactile exit sign not provided	- -	Ensure illuminated exit sign contains the International Symbol of Accessibility (ISA). Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door.	1	274	
18	Exit #14	Ext.		Means of Egress	N/A		Emergency exit not on an accessible route	-	Provide a directional sign on the interior of the door indicating the location of the nearest emergency exit.	1	174	\$174
19	Exit #4	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit. (Cost based on 3 tactile signs and one directional sign.)	1	696	\$696
20	Exit #16 in Stair #2	1	122	Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	348	\$348






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Exit From Gym to Stairs	SB	001	Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	348	\$348
22	Exit #15, Near Kitchen	B		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount sign between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	348	\$348
23	Exit #6 in Stair #1	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided Mat not securely attached	- - -	Ensure a tactile exit sign with raised characters and braille is provided at exit door. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit. Securely attach mat.	1	348	\$348
Interior Access Route												
24	Classroom	1	110	Interior Access Route	N/A		Route < 36" wide	25"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
25	Art Room	1	109	Interior Access Route	N/A		Route < 36" wide	-	Relocate drinking rack to maintain the 36" min. clear width at the accessible route.	1	Labor	\$0






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
26	Near Gym and Stair #1	SB		Interior Access Route	N/A		Route < 36" wide	-	Relocate trash bin and other equipment to maintain the 36" min. clear width at the accessible route and the maneuvering clearance at the elevator.	1	Labor	\$0
27	Norman H. Read Discover Center	2	206	Interior Access Route	N/A		Route < 36" wide	23"	Relocate microscope cart to maintain the 36" min. clear width at the accessible route.	1	Labor	\$0
28	Math Classroom	2	205	Interior Access Route	N/A		Route < 36" wide	20"	Rearrange desks to ensure the 36" min. clear width is maintained at the accessible route.	1	Labor	\$0
29	One on One Room	2	224	Interior Access Route	N/A		Route < 36" wide	30"	Ensure that a clear width of 36" min. is maintained at the accessible route by relocating cart.	1	Labor	\$0
30	Classroom	2	221	Interior Access Route	N/A		Route < 36" wide	18"	Relocate cabinet to ensure the 36" min. clear width is maintained at the accessible route.	1	Labor	\$0




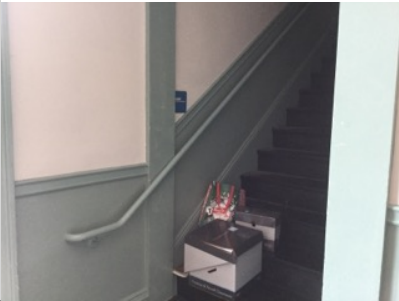

**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
31	Classroom	2	214	Interior Access Route	N/A		Route < 36" wide	25"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
32	Classroom	1	123	Interior Access Route	N/A		Obstructed by protruding objects	69"	Relocate tassles.	1	Labor	\$0
33	Vestibule With Exit #4	1		Interior Access Route	N/A		Running slope > 1:20 (5%)	6.5%	While not technically complaint, this space is still usable.	1	-	\$0
34	Routes Into Gym	SB	001	Interior Access Route	N/A		Running slope > 1:20 (5%)	11.9%	Provide compliant handrails with 1 1/4"- 2" circular cross sections. While slope is still technically not compliant, it is generally usable. (Cost based on two handrails per entrance at 3' long.)	2	198	\$396
35	Vestibule With Exit #4	1		Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats.	2	Labor	\$0






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
36	Classrooms Throughout School	1	All	Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats.	19	Labor	\$0
Doors, Doorways, & Gates												
37	Reading Room	1	107	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	11"	Relocate trash can and rearrange furniture to maintain the maneuvering clearance at the door.	1	Labor	\$0
38	One on One Room	1	108	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	9.5"	Rearrange furniture to maintain the maneuvering clearance at the door.	1	Labor	\$0
39	Office	1	128	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate trash can and desk to maintain the maneuvering clearance at the door.	1	Labor	\$0
40	Cafeteria	B		Doors, Doorways, & Gates	N/A		Maneuvering clearance(s) not provided	-	Relocate table to maintain the maneuvering clearance at the door.	1	Labor	\$0

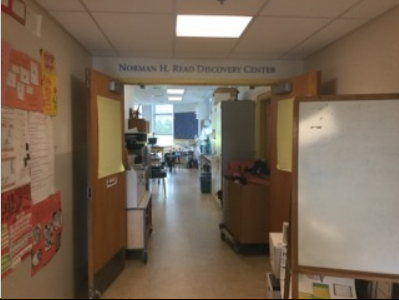




City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
41	Hallway Near #216	2		Doors, Doorways, & Gates	Circulation		Threshold not beveled	-	Bevel threshold.	1	113	\$113
42	Boys' Toilet Room Near #214	2		Doors, Doorways, & Gates	N/A		Threshold not beveled	-	Bevel threshold at metal plate near the entrance to the toilet room.	1	113	\$113
43	Music Room	B	018	Doors, Doorways, & Gates	Classroom		Door requires > 5 lbs. of force to open	17 lbs.	Adjust closer so door does not require more than 5 pounds of force to open.	1	Labor	\$0
Stairways												
44	Stairs to Balcony in Auditorium	1		Stairways	Interior		Not maintained in operable working condition	-	Remove storage from stairs to ensure stairs are maintained in operable working condition.	1	Labor	\$0
Platform Lift or LULA Elevator												
45	Lift to Stage	1		Platform Lift or LULA Elevator	Interior		Not in operable working condition	-	Redesign this area to provide a clear floor space at the lift and an accessible route to the stage.	1	-	\$0






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Elevator												
46	Elevator	1		Elevator	Interior		Emergency communication systems > 48"	65"	Lower the emergency call "Cancel" button to 48" max. above the floor.	1	1446	\$1446
Signage												
47	Classroom	1	122	Signage	Designation		Not provided	-	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174
48	Door to Rooms #127 and #128	1		Signage	Directional		Not provided	-	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174
49	Near Room #111	1		Signage	Designation		Not provided	-	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174
50	Classroom	1	101	Signage	Designation		Not provided	-	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
51	Norman H. Read Discover Center	2	206	Signage	Designation		Text size non-compliant	-	Ensure that character size complies with the Character Height Table 703.5.5 in the ADA 2010 Standards.	1	174	\$174
52	One on One Room	1	108	Signage	Designation		Not maintained in operable working condition	-	Remove paper to ensure sign is usable by people who are blind or low vision.	1	0	\$0
53	Classroom	1	119	Signage	Designation		Not maintained in operable working condition	-	Remove paper to ensure sign is usable by people who are blind or low vision.	1	0	\$0
54	Toilet Room Near Room #123	1	123	Signage	Designation		Not maintained in operable working condition	-	Remove paper to ensure sign is usable by people who are blind or low vision.	1	0	\$0
Operable Parts												
55	Norman H. Read Discover Center	2	206	Operable Parts	Other		Clear floor space is not provided	-	Ensure a 30" min. by 48" min. clear floor space is provided at smart board.	1	Labor	\$0



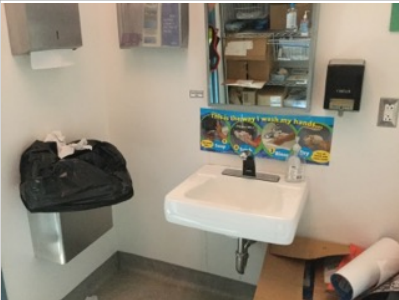


**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
56	Girls' Toilet Room	1		Operable Parts	Other		Not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	150	\$150
Dining or Work Surfaces												
57	Norman H. Read Discover Center	2	206	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 23"	Ensure that at least one work surface is accessible. Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525
58	Classroom	2	207	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- 23"	Ensure that at least one work surface is accessible. Provide at least one work surface with 27" min. knee and toe clearance.	1	525	\$525
59	Reading Room	1	107	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Adjust work surface to have 27" min. knee and toe clearance.	1	Labor	\$0
60	Classroom	1	120	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	22.25"	Adjust at least 1 work surface to have 27" min. knee and toe clearance.	1	Labor	\$0






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
61	Classroom	1	122	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	22"	Adjust at least 1 work surface to have 27" min. knee and toe clearance.	1	Labor	\$0
62	Classroom	1	123	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	21.75"	Adjust at least 1 work surface to have 27" min. knee and toe clearance.	1	Labor	\$0
63	Classroom, Chill Zone Desk	2	207	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	525	\$525
64	Classroom	2	221	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Adjust at least 1 work surface to have 27" min. knee and toe clearance.	1	Labor	\$0
Picnic Tables												
65	Picnic Tables Near Upper Playground	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided	-	Ensure that at least 5% (minimum one) of dining surfaces are accessible.	1	1050	\$1050






City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Benches												
66	Bench Near Main Entrance	Ext.		Benches	N/A		Not connected to an accessible route	-	Ensure that at least one of the benches in this area is on an accessible route.	1	117	\$117
67	Bench Near Playground	Ext.		Benches	N/A		Not connected to an accessible route	-	Ensure bench is located on an accessible route.	1	117	\$117
Toilet & Bathing Rooms												
Lavatory												
68	Toilet Room in Nurse's Office	1	126A	Lavatory	N/A		Toe or knee clearances not provided Dispensers not within reach range	22" 52.5"	Provide a lavatory with knee and toe clearance positioned for a forward approach. Relocate dispenser to 42" max. above the finished floor.	1	1795	\$1795
69	Toilet Room Near Room #123	1		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42.25"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
70	Girls' Toilet Room	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
71	Boys' Toilet Room	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
72	Girls' Toilet Room Near #221	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	43"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
73	Boys' Toilet Room Near #214	2		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	44"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
74	Toilet Room	B	024	Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192
75	Boys' Toilet Room Near Cafeteria	B	028	Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation	
76	Girls' Toilet Room Near Cafeteria	B	027	Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	192	\$192	
Single-User Toilet													
77	Toilet Room in Nurse's Office	1	126A	Single-User Toilet	N/A		Toilet seat < 17" or > 19" high Flush control not on open side Side or rear grab bar < 33" or > 36" high Clearance at toilet < 60" clear width	15.25" - 23.25" -	Install a toilet with a seat between 17"- 19" high above the finished floor. Relocate the flush control to the open side. Mount grab bars 33"- 36" above the floor. Remove storage to maintain the required 60" min. clear floor at the toilet.	1	2290 Labor		\$2290
78	Toilet Room	B	024	Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high	24"	Mount side grab bar 33"- 36" above the floor.	1	384		\$384
79	Toilet Room Near Room 123	1		Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high Clearance at toilet < 60" clear width	25" -	Mount side grab bar 33"- 36" above the finished floor. Remove desk to maintain the 60" min. clear floor space at the toilet.	1	384 Labor		\$384
80	Girls' and Boys' Toilet Rooms Near 221	2		Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high Clearance at toilet < 60" clear width	26" -	Mount side grab bar 33"- 36" above the finished floor. Remove desk to maintain the 60" min. clear floor space at the toilet.	2	384 Labor	\$768	






**City of Salem
Saltonstall School**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet Compartment												
81	Boys' Toilet Room Near Cafeteria	B	028	Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high	- 24"	Repair hinge. Locate side grab bar between 33"- 36" above the finished floor.	1	384	\$384
82	Girls' Toilet Room Near Cafeteria	B	027	Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high	- 24"	Repair hinge. Locate side grab bar between 33"- 36" above the finished floor.	1	384	\$384
83	Boys' Toilet Room	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high	24.5"	Locate grab bars between 33"- 36" above the finished floor.	1	384	\$384
84	Girls' Toilet Room	2		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high	25"	Locate side grab bar between 33"- 36" above the finished floor.	1	384	\$384
85	Boys' Toilet Room	2		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high	25"	Locate side grab bar between 33"- 36" above the finished floor.	1	384	\$384



City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
86	Girls' Toilet Room	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Coat hook > 48"	24.75" 53"	Locate side grab bar between 33"- 36" above the finished floor. Lower coat hook so that it is no higher than 48".	1	497	\$497
Additional Access												
Drinking Fountains												
87	First Floor Hallway	1		Drinking Fountains	Hi-Lo		Operable parts malfunctioning Standing height fountain does not have cane protection	- -	Ensure drinking fountain is maintained in working condition. Provide a cane-detectable barrier skirt under the high unit.	1	668	\$668
88	Near Toilet Rooms	2		Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	668	\$668
89	Near Toilet Rooms and Cafeteria	B	027	Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	668	\$668
Sink												
90	Art Room	1	109	Sink	Classroom		Clear floor space not provided at sink	-	Relocate trash can to maintain the 30" by 48" clear floor space positioned for a forward approach at the sink Note: This design is a good example to use at other classroom sinks throughout the school.	2	0	\$0

City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
91	Classrooms Throughout School	1	All	Sink	Classroom		Toe and knee clearances not provided	-	Ensure there is a 27" knee clearance positioned for a forward approach.	8	1265	\$10120
Play and Sport Areas												
Play Areas												
92	Upper Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	-	Ensure an accessible route that is stable, firm and slip-resistant is provided to each play component. (Cost based on 85' by 5' wide poured-in-place rubber.)	1	8925	\$8925
93	Playground, Lower Level	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	-	Ensure an accessible route that is stable, firm and slip-resistant is provided to each play component. (Cost based on 350' by 5' wide poured-in-place rubber.)	1	36750	\$36750
94	Playground, Lower Level	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	-	Ensure an accessible route that is stable, firm and slip-resistant is provided to each play component. See ID #93 for cost.	1	-	\$0
95	Playground, Lower Level	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	-	Ensure an accessible route that is stable, firm and slip-resistant is provided to each play component. See ID #93 for cost.	1	-	\$0

City of Salem
Saltonstall School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
96	Playground, Lower Level	Ext.		Play Areas	N/A		Accessible route not provided around the playground	-	Provide a 48" min. wide accessible route around the playground. (Cost based on 300' by 4' wide asphalt route around perimeter of playground.)	1	7650	\$7650
97	Route to Playground, Lower Level	Ext.		Play Areas	1		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition.	1	Labor	\$0

South Harbor Garage



Town of Salem ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

South Harbor Garage

Year Built: 1997

Background

Salem's South Harbor Garage is located at 245 Derby Street. It is a four-story municipal parking structure with parking spaces on floors 1, 1.5, 2, 2.5, 3, 3.5 and 4, with the fourth level providing roof-top parking. There are a total of 208 parking spaces including seven (7) accessible parking spaces. The location of the accessible parking spaces includes two (2) accessible parking spaces on the first, second and third floors, and a single accessible parking space on the fourth floor. There are also payment kiosks at multiple locations, four (4) electric vehicle spaces on the first floor, and several spaces reserved for permit holders on the third floor. The main driving entrance and exit is on the first floor on the southwest side on Congress Street. Double glass doors at the same location lead to a staircase and elevator. The staircase connects the full and half floors, while the elevator connects the four full floors. There is also a driving entrance and door to a second staircase on the northeast side on Derby Street. Sidewalks follow the Congress and Derby Street sides of the building. Amenities include the elevator, accessible parking spaces, and a first floor attendant's office and employee-only toilet room. The Scratch Kitchen Restaurant is built into the garage with an entrance at the corner of Congress and Derby Streets.

Key Accessibility Issues

Signage

Accessibility issues include missing or noncompliant egress, identification and designation signs including tactile and illuminated signs at egress doors and designation and identification signs at accessible parking spaces.

Additional Accessibility Issues:

- Two (2) van accessible parking spaces are narrower than the minimum width required.
- One door threshold higher than the maximum height allowed.
- Staircase that lacks a cane-detectable barrier and acts as a protruding object.

Order of Magnitude Cost Estimates

- Renovate and provide signage: \$2,796
- Miscellaneous corrective actions (restriping parking spaces, door threshold, cane-detectable barrier, etc.): \$1,283



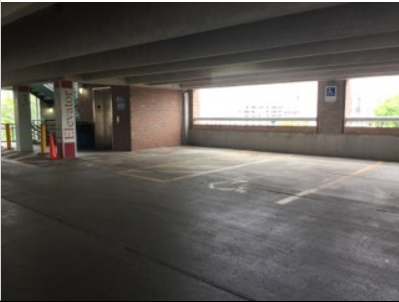

Total: \$4,079

Best Practice and Inclusive Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend adding contrasting strips at the edge of each step at both sets of interior stairs.


City of Salem
South Harbor Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Off-Street Parking Lot or Garage												
1	First Floor Accessible Parking	1		Off-Street Parking Lot or Garage	N/A		Vehicle space < 132" wide at van space Sign does not have the designation "Van Accessible"	93.5" -	Provide a van accessible space that is at least 132" wide with a marked access aisle at least 60" wide. Add the designation "Van Accessible" to the sign located at the van accessible space. (Cost based on restriping and a sign.)	1	600	\$600
2	Fourth Floor Accessible Parking by Elevator	4		Off-Street Parking Lot or Garage	N/A		Vehicle space < 132" wide at van space Sign does not have the designation "Van Accessible" Sign bottom < 60" above finished grade	- - -	Provide a van accessible space that is at least 132" wide with a marked access aisle at least 60" wide. Add the designation "Van Accessible" to the sign located at the van accessible space. Locate sign with the bottom of the sign 60" min. and 96" max. above the ground. (Cost based on restriping and a sign.)	1	600	\$600
3	Third Floor Accessible Parking by Elevator	3		Off-Street Parking Lot or Garage	N/A		Sign not provided	-	Provide a sign with the International Symbol of Accessibility (ISA) with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground.	1	375	\$375
4	Second Floor Accessible Parking by Elevator	2		Off-Street Parking Lot or Garage	N/A		Sign not provided	-	Provide a sign with the International Symbol of Accessibility (ISA) with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground.	1	375	\$375
Access to Goods and Services												

City of Salem
South Harbor Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Means of Egress												
5	First Floor Egress	1		Means of Egress	N/A		Illuminated exit sign not provided Illuminated International Symbol of Accessibility not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs are provided at exits and exit doors. Include an illuminated International Symbol of Accessibility (ISA) on the illuminated exit sign. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	474	\$474
6	Fourth Floor by Elevator	4		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	174	\$174
7	First Floor	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated sign lacks the International Symbol of Accessibility Mat not securely attached	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide an illuminated International Symbol of Accessibility (ISA) at the illuminated exit sign. Securely attach walk-off mat.	1	324	\$324
8	Fourth Floor by Elevator	4		Means of Egress	N/A		Tactile exit sign not provided Illuminated sign lacks the International Symbol of Accessibility	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide an illuminated International Symbol of Accessibility (ISA) at the illuminated exit sign.	1	324	\$324
Interior Access Route												
9	Floor 1 Stairwell	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane-detectable barrier. (Cost based on a 6'x4' pipe rail under stairs.)	1	720	\$720

City of Salem
South Harbor Garage

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Doors, Doorways, & Gates												
10	Entrance on Derby St	1		Doors, Doorways, & Gates	Other		Threshold > 1/2" high	1"	Alter threshold to be 1/2" high max. (Threshold seemed be be not firm and deteriorated.)	1	113	\$113

Witchcraft Heights Elementary School



City of Salem ADA Transition Plan

December 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Witchcraft Heights Elementary School

Background

Witchcraft Heights Elementary School, located at 1 Frederick Street, is for children from kindergarten to 5th grade. The school has three (3) floors in total, with a basement, first floor, and second floor. There are a series of lifts and ramps that allow access to all three (3) floors. One lift allows access to the basement level from the first floor near the OT/PT room. Another stair lift allows access to the stage in the cafeteria and to the OT/PT room. This lift was, however, not operable at the time of the survey. The first and second floors, on the south side of the school, have a series of ramps from the main entrance area and between the C and D hallways. There is also an elevator in this area that gives access to the first and second floor.

The gym and music rooms are located in the basement, the cafeteria, main office, nurse’s office and classrooms are located on the first floor, and additional classrooms are located on the second floor.

Amenities outside include a playground, a basketball court, a baseball field, and two (2) parking areas. There are 14 emergency exits in the building, 11 of which are accessible including the main entrance. There are 101 parking spaces distributed among three parking lots for visitors and staff; five (5) parking spaces are labeled as accessible.

Note: The parking area by the baseball field extending to the west side of the school was not surveyed. IHCD team has been informed that all three parking areas have been re-striped since the date of the survey.

Key Accessibility Issues

Parking
Both surveyed parking lots have very faded striping, so the IHCD survey team was unable to properly survey the size of the accessible spaces and access aisles. There is also a lack of a parking space with the designation “Van Accessible.”

Exterior Access Routes
There are multiple instances, such as the route to the playground, where the slope of the access route is excessive. This is also the case in the courtyard garden and en route to an emergency exit on the north side of the school.

Emergency Exits
All of the emergency exits lack tactile signage indicating them as exits. Additionally, the accessible exits lack illuminated exit signs that contain the International Symbol of Accessibility (ISA), and inaccessible exits lack directional signage indicating the location of the nearest accessible exit.

Interior Routes
Throughout the school, classrooms have mats that are not properly secured. Additional issues include a lack at least 36” width in circulation paths in classrooms, where most of these issues are due to clutter or storage that do not allow for 36” clear width paths. Stored objects are also placed in the maneuvering clearances for many classroom doors.

Work Surfaces
There are a number of classrooms that lack an accessible work surface that is adjusted to the minimum 24” knee clearance to the bottom of the table.

Sinks
Many classrooms throughout the school have sinks of an accessible design, but still lack proper knee clearance due to the height to the bottom of the counters.

Toilet Rooms

The major accessibility concern is that the multi-user toilet rooms have rear grab bars that are less than the minimum required 42” long. Other accessibility concerns include a lack of a toilet paper dispenser in the boys’ toilet room near room C219, lack of compliant door hardware and door closing mechanisms, and exposed plumbing underneath lavatories.

Note: The multi-user toilet rooms on the second floor near room D224 could not be surveyed because they were being cleaned by staff at the time of the survey. On the day of the survey IHCD team observed a portable toilet near the baseball field. IHCD was told that the presence of the portable toilet is not a regular occurrence, so a cost to provide an accessible portable toilet is not provided.

Fields

Accessibility issues include a lack of an accessible route to the baseball field and to the sideline seating.

Play Areas

There is a lack of an accessible route around the playground and lack of an accessible route to ground level play components in the playground.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Additional Accessibility Issues

- Lack of standing height drinking fountains throughout the school.
- Lack of an accessible route to the garden bed in courtyard garden.
- Lack of signage to the nearest accessible entrance at the entrance for YMCA pick up.

Order of Magnitude Cost Estimates

- Exterior route renovations: \$11,330
- Parking lot renovations: \$750
- Provide compliant egress and directional signage: \$5,314
- Toilet room renovations: \$4,168
- Install drinking fountains: \$12,084
- Classroom sink renovations: \$10,258
- Ensuring accessible routes to and around playground: \$37,050
- Provide an accessible route to baseball field and sidelines seating: \$5,383
- Miscellaneous corrective actions (work surfaces, etc.): \$660

Total: \$86,997





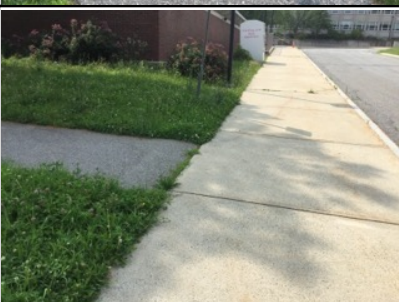
Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.





- Consider providing a seated scale in the nurse’s office.
- Recommend providing informational signage at the exits to the courtyard garden that say “Exit to Courtyard” so that people are aware that these exits do not lead away from the building.
- Recommend restriping all of the parking spaces in both parking lots.
- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip-resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the

transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Route to Playground	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%) Running slope > 1:20 (5%)	4.5% 11.9%	Reduce cross slope to be no steeper than 1:50 (2.00%). Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 165' by 4' wide asphalt route.)	1	4208	\$4208
2	Exit on North Side of School, Near Baseball Field	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	6.9%	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 30' asphalt to fix slope.)	1	225	\$225
3	Courtyard Garden	1		Exterior Access Route	Exterior		Running slope > 1:20 (5%) Edge protection < 4" high	6.5% -	Provide handrails on both sides. Provide edge protection that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface. (Cost based on 10' of handrails on both sides of the walkway and 10' of edge protection on both sides of the walkway.)	2	960	\$1920
4	Entrance to Playground	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	-	Alter change in level to be 1/4" high max.	1	27	\$27
5	Westernmost Exit on North Side of School	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	0.5"	Alter change in level to be 1/4" high max.	1	27	\$27






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Courtyard Garden	1		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 4' by 3' asphalt patch to approach bed.)	1	78	\$78
Off-Street Parking Lot or Garage												
7	Southwest Lot Accessible Parking	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Vehicle space < 96" wide at car space Sign does not have the designation "Van Accessible"	12 3 - -	Ensure spaces and access aisles are compliant to ADA 2010:502. Add the designation "Van Accessible" to the sign located at the van accessible space. (Cost based on a Van Accessible sign. Cost to re-stripe spaces not included because lot has been re-striped since survey.)	1	375	\$375
8	Parking Lot at Main Entrance	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible"	25 2 - -	Ensure spaces and access aisles are compliant to ADA 2010:502. Add the designation "Van Accessible" to the sign located at the van accessible space. Ensure van space is 132" wide min. and the access aisle is 60" wide min. (Cost based on a Van Accessible sign. Cost to re-stripe spaces not included because lot has been re-striped since survey.)	1	375	\$375
Entrance												
9	YMCA Pick Up Door	Ext.		Entrance	Other		Entrance not on an accessible route	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
Access to Goods and Services												




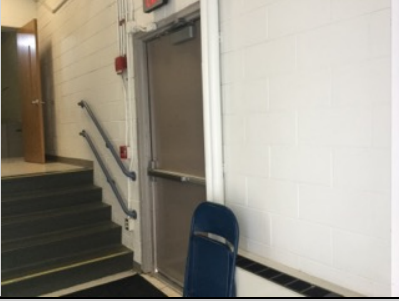

City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Means of Egress												
10	Main Entrance	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
11	Gym, Exits to North Side of School	B		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	2	274	\$548
12	Cafeteria Exit, to Southeast Side of School	1	B014	Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
13	Exit Near B032	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274
14	Easternmost Exit on South Side of School	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	\$274






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Exits to Courtyard Garden	1	D044, Hallway	Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs are provided at exits and exit doors. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	2	274	\$548
16	Accessible Entrance in Stair 3	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door.	1	274	
17	Exit to Courtyard on Southwest Side of School	1	C013	Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- - -	Ensure illuminated exit signs are provided at exits and exit doors. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest emergency exit.	1	448	\$448
18	Exit Near Gym	B		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Securely attach mat.	1	274	\$274
19	Loading Dock Exit	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Securely attach mat.	1	274	\$274






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Exit Door Near D036A	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Mat not securely attached	- -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Securely attach mat.	1	274	\$274
21	Stair 5, Exit to Southwest Corner of School	1		Means of Egress	N/A		Illuminated exit sign not provided Tactile exit sign not provided Mat not securely attached	- - -	Ensure illuminated exit signs contain the International Symbol of Accessibility (ISA). Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Securely attach mat.	1	274	\$274
22	Exit East of Main Entrance	Ext.		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign inside indicating the location of the nearest emergency exit.	1	348	\$348
23	YMCA Pick Up Door	1	B014	Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided Mat not securely attached	- - -	Ensure tactile exit signs with raised characters and braille are provided at the interior of exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a directional sign inside indicating the location of the nearest accessible emergency exit. Securely attach mat.	1	348	\$348
Interior Access Route												
24	Adjustment Councilor	1	B033	Interior Access Route	N/A		Route < 36" wide	23"	Ensure that a clear width of 36" min. is maintained at the accessible route by relocating chairs.	1	Labor	\$0






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
25	Cafeteria Entrance	1	B014	Interior Access Route	N/A		Obstructed by protruding objects	67"	Relocate banner so that it is at least 80" above the floor.	1	Labor	\$0
26	Inaccessible Route to OT/PT Room	1		Interior Access Route	N/A		Accessible route not provided	-	Provide a directional sign to the accessible route.	1	174	\$174
27	Media Center	1	D044	Interior Access Route	N/A		Accessible route not provided	-	Provide a directional sign to the accessible route.	1	174	\$174
28	Classrooms Throughout School	1, 2		Interior Access Route	N/A		Mat not securely attached	-	Securely attach mats in classrooms throughout the school.	10	Labor	\$0
Doors, Doorways, & Gates												
29	Nurse's Office	1	B046	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the table.	1	Labor	\$0





City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
30	Psychologist's Office	1	B032	Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate the table.	1	Labor	\$0
31	Grade 1 Classroom	1	C004	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the table.	1	Labor	\$0
32	Classroom	1	C013	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the table.	1	Labor	\$0
33	Kindergarten Classroom	1	D041	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the table and trash bin.	1	Labor	\$0
34	Classroom	2	D218	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the bookshelf.	1	Labor	\$0






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
35	Computer Lab	2	C219	Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate the table.	1	Labor	\$0
Ramps												
36	Ramp From Main Office to Classrooms	1		Ramps	Interior		Running slope >1:12 (8.33%)	9.1%	Repair to this ramp might be technically infeasible. While not technically compliant, the ramp is still usable.	1	-	\$0
37	Easternmost Exit on South Side of School			Ramps	Exterior		Handrails not provided	-	Provide handrails with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections.	1	1980	\$1980
Stairways												
38	YMCA Pick Up Door			Stairways	Exterior		Handrails not continuous where required Handrails not provided	- -	Provide continuous handrails. Ensure handrails are provided on the entirety of both sides of the stairs. (Cost based on two sets of handrails at 15' long, and handrail extensions on both sides to ensure handrails are continuous.)	1	2865	\$2865
Platform Lift or LULA Elevator												
39	Accessible Route to OT/PT Room and Stage	1		Platform Lift or LULA Elevator	Interior		Not in operable working condition	-	Ensure lift is maintained in operable working condition.	1	Labor	\$0






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Dining or Work Surfaces												
40	Classroom	1	D037	Dining or Work Surfaces	Work Surface		At least one or 5% accessible tables not provided	-	Ensure that at least one work surface is accessible.	1	525	\$525
41	OT/PT Room	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Adjust at least 1 work surface for children so that it has 24" min. knee and toe clearance.	1	Labor	\$0
42	Classrooms Throughout School	1, 2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	21"	Adjust at least 1 work surface for children in 1 classroom per grade so that it has 24" min. knee and toe clearance.	6	Labor	\$0
Benches												
43	Courtyard Garden	1		Benches	N/A		Cross slope > 1:48 (2.08%)	4.0%	Ensure that 20% of benches have a cross slope no greater than 1:50 (2.00%) around the bench and in the clear floor space.	1	135	\$135
Toilet Rooms for Children												






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Single-User Toilet												
44	Toilet Room in Nurse's Office	1		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Provide a clear floor space that is 60" wide min. by removing shelf.	1	Labor	\$0
Toilet Compartment												
45	Girls' and Boys' Toilet Rooms Near Cafeteria	1		Toilet Compartment	Accessible Compartment		Door with non-compliant hardware Door with malfunctioning self-closing hinge Side or rear grab bar < 25" or > 27" high (Ages 9 - 12)	- - 30"	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair self-closing hinge. Relocate rear grab bar to 25"- 27" above the floor.	2	210	\$420
46	Girls' Toilet Room Near C027	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 42" long	24"	Provide a rear wall grab bar that is 42" long located 6" max. from the interior corner.	1	674	\$674
47	Boys' and Girls' Toilet Rooms Near C219	2		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 42" long	- 25.5"	Provide a rear wall grab bar that is 42" long located 6" max. from the interior corner.	2	674	\$1348
48	Boys' Toilet Room Near C017	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 42" long Non-compliant toilet paper dispenser	24.5" -	Provide a rear wall grab bar that is 42" long located 6" max. from the interior corner. Provide a toilet paper dispenser. Locate it so that it is between 14"- 19" above the floor and between 7"- 9" in front of the toilet. Ensure dispensers and other devices are not mounted above grab bars.	1	1204	\$1204






City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Lavatory												
49	Girls' Toilet Room Near C027	1		Lavatory	N/A		Exposed plumbing underneath	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
50	Kindergarten Toilet Room	1	D041	Lavatory	N/A		Exposed plumbing underneath	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
51	Boys' and Girls' Toilet Rooms	B		Lavatory	N/A		Mirror above lavatory w/reflective surface > 31"	46.5"	Lower mirror so that the bottom surface is at 31" above finished floor.	2	192	\$384
Additional Access												
Drinking Fountains												
52	Near C022	1		Drinking Fountains	Low		Clear floor space not provided No drinking fountain provided for standing users	- -	Provide a 30" by 48" clear floor space positioned for a forward approach by relocating chair. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	Labor 3021	\$3021
53	Music Room	B	A026	Drinking Fountains	N/A		Operable parts malfunctioning	-	Repair non-operable drinking fountain.	1	Labor	\$0



City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
54	Gym	B		Drinking Fountains	Hi-Lo		Operable parts malfunctioning No drinking fountain provided for seated users	- -	Repair or replace drinking fountain to ensure operable parts are working. Provide an additional drinking fountain for seated users or install a Hi-Lo drinking fountain.	1	Labor 3021	\$3021
55	Near Gym	B		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	3021	\$3021
56	Hallway D	1		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	3021	\$3021
Sink												
57	Psychologist's Office	1	B032	Sink	Other		Clear floor space not provided at sink Toe and knee clearances not provided	- -	Provide a 30" by 48" clear floor space positioned for a forward approach. Ensure there is a 27" knee clearance positioned for a forward approach by relocating chair.	1	1265	\$1265
Sinks for Children's Use												
58	OT/PT Room	1		Sinks for Children's Use	Classroom		Exposed plumbing underneath Knee or toe clearance not provided	- 23.75"	Ensure there is a 25" knee clearance positioned for a forward approach. Insulate or otherwise configure pipes at sink.	1	1334	\$1334

City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
59	Classroom	1	D025	Sinks for Children's Use	Classroom		Exposed plumbing underneath Knee or toe clearance not provided	- 23"	Insulate or otherwise configure pipes to prevent contact, for at least one sink. Remove clutter under sink.	1	69	\$69
60	Classrooms Throughout School	1, 2		Sinks for Children's Use	Classroom		Knee or toe clearance not provided	23"	Provide at least one sink per grade with 25" knee and toe clearance positioned for a forward approach.	6	1265	\$7590
61	STEM Room	1	C009	Sinks for Children's Use	Classroom		Knee or toe clearance not provided	-	Relocate clutter under sink.	1	Labor	\$0
Play and Sport Areas												
Play Areas												
62	Playground			Play Areas	N/A		Accessible route not provided to ground level play components No compliant transfer system Surface not stable, firm, and slip-resistant	- - -	Ensure an accessible route is provided to one of each type of ground level play component. Alteration to the transfer system might be technically infeasible. Repair surface and ensure that surface is firm, stable and slip-resistant. (Cost based on 280' of 5' wide poured in place rubber to play components.)	1	29400	\$29400
63	Playground	Ext.		Play Areas	N/A		Not connected to an accessible route	-	Provide an accessible route to and around play areas. (Cost based on 300' by 4' wide asphalt route around playground.)	1	7650	\$7650

City of Salem
Witchcraft Heights Elementary School

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Field												
64	Baseball Field	Ext.		Field	Baseball		Accessible spaces not provided at sidelines seating Not connected to an accessible route	-	Provide a 36" x 48" clear floor space at sidelines seating. Ensure fan seating is connected to an accessible route. (Cost based on a wheelchair space and 35' by 4' wide stone dust route from curb ramp at baseball field renovation to the accessible space.)	1	918	\$918
65	Baseball Field	Ext.		Field	Baseball		Field not connected to an accessible route	-	Ensure edge of baseball field is connected to an accessible route. (Cost based on one curb ramp, striping at entrance to ensure people do not park in the accessible route, and 60' by 4' wide stone dust route to edge of field as well as maintaining the route to the dugouts.)	1	4465	\$4465

Broad Street Playground



City of Salem ADA Transition Plan

December 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Broad Street Playground

Background

Broad Street Playground is located near the Collins Middle School and perpendicular to Broad Street. Amenities include a playground, a basketball court and a parking lot that occasionally is used by staff and visitors.

Key Accessibility Issues

Playground

Major accessibility issues include lack of an accessible route to and around the playground and lack of an accessible route to each play component in the playground.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to and around playground equipment.

Additional Accessibility Issues

- Lack of an accessible parking space.
- Lack of an accessible picnic table.

Order of Magnitude Cost Estimates

- Provide an accessible route to and around playground and to all elements in the playground (poured-in-place rubber): \$16,310
- Miscellaneous corrective actions: (accessible parking space, accessible picnic table, etc.): \$2,438





Total: \$18,748

Best Practice and Inclusive Design Recommendations


Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.
- Recommend providing a 48” min. clear floor space around the picnic table.
- Recommend providing directional signs to the accessible route to the school at the bottom of the stairs leading to the school.

City of Salem
Broad Street Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Near Playground	Ext.		Exterior Access Route	Exterior		Not connected to an accessible route	-	Locate bench on an accessible route. Recommend having a 36" min. by 48" min. clear floor space adjacent to the bench. See ID #5 for cost.	1	-	\$0
Off-Street Parking Lot or Garage												
2	Parking Near Playground	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of designated accessible parking spaces	-	Provide a van accessible space that is at least 96" wide with a marked access aisle that is at least 96" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign.	1	1388	\$1388
Access to Goods and Services												
Picnic Tables												
3	Near Playground	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided Picnic table not on an accessible route	- -	Provide an accessible picnic table. Ensure the picnic table is on an accessible route.	1	1050	\$1050
Play and Sport Areas												
Play Areas												
4	Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	- -	Provide an accessible route that is 60" min. wide to each play component in the playground. (Cost for a 177' long by 5' wide poured-in place-rubber.)	1	12390	\$12390

City of Salem
Broad Street Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Playground	Ext.		Play Areas	N/A		Not connected to an accessible route Accessible route not provided around the playground	-	Provide a 48" min. wide accessible route around the playground. Provide an accessible route to the playground. (Cost based on 225' long by 4' wide stone dust around the playground and 20' long to the playground.)	1	3920	\$3920

Collins Cove Park



City of Salem ADA Transition Plan

October 2019



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200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Collins Cove Park

Year Renovated: 2017

Background

Collins Cove Park is located at 32 Collins Street. Amenities include an ocean beach, new pickleball courts, a new street hockey rink, a pavilion with an accessible picnic table, a basketball court, a playground, benches, a baseball field with team seating and sideline bleacher seating, and portable toilets. On street parking is available along Collins Street.

Key Accessibility Issues

Exterior Routes

Accessibility issues include lack of an accessible route to some park amenities including the baseball field and the team and sideline seating at the baseball field, portable toilets, benches in the park and along the beach, and from the existing walkway to the playground. Portions of the walkway along the beach also have a cross slope greater than the maximum allowed.

Beach Access Route

Accessibility issues include lack of an accessible beach access route to the high tide level.

Curb Ramps

Accessibility issues include lack of curb ramps at some crosswalks and curb ramps with a running slope that is greater than the maximum allowed.

Playground

Accessibility issues include lack of an accessible route to the playground and to all play components in the playground.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Additional Accessibility Issues

- Lack of an accessible portable toilet.
- Lack of directional signs at stairs to beach directing visitors to the location of the accessible beach access route.

Order of Magnitude Cost Estimates

- Renovate and provide accessible exterior routes connecting park amenities: \$18,588
- Provide an accessible beach access route (beach mat): \$1,909
- Renovate and provide curb ramps: \$14,000
- Provide an accessible portable toilet: \$3,450
- Provide an accessible route to and around playground components (poured-in-place rubber): \$19,250
- Miscellaneous corrective actions (directional signage): \$520

Total: \$57,717

Best Practice and Inclusive Design Recommendations

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure that the surface is maintained in operable working condition (stable, firm and slip resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.
- Recommend renovating both sets of deteriorated stairs to the beach and providing railings on both sides of both sets of stairs.
- Recommend providing a variety of benches in the park and along the walkway parallel to the beach including benches

Collins Cove Park and Beach

with and without arms. (Benches without arms allow for easier seat transfer by some people who use wheelchairs and some others).





- Recommend that at least 20% of benches in the Park and along the walkway parallel to the beach have a clear floor space of 36" wide min. by 48" deep min. that is stable, firm, and slip resistant.
- Recommend providing a detectable warning on both sides of the street at all Park entrances and routes to the beach that have crosswalks and curb ramps.
- Recommend providing a 48" wide min. stable, firm and slip resistant clear floor space around the perimeter of the accessible picnic table.
- Recommend providing seating areas 72" wide min. near the high tide level area. (Use beach mat material to create seating area.)
- Recommend, near the location of the accessible beach providing a marked van accessible parking space and access aisle with an identification sign with the International Symbol of Accessibility (ISA) and the words "Van Accessible".
- IHCD was pleased to note that the new pickleball court and street hockey court are on an accessible route and have accessible entrances, and that a new accessible route connects to the picnic pavilion.

Figure 1






Approximate suggested location for a 48" wide min. x 300' long route connecting existing path at pavilion to park amenities including spectator and team seating at the baseball field and the baseball field itself. (**Note:** Google Earth image does not show newest routes and amenities added as part renovation at Collins Cove Park.)







City of Salem
Collins Cove Park and Beach

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Value List Missing>												
Beach												
1		Ext.		Beach			Beach route not provided		Provide an accessible beach access route that is firm and stable. Ensure the accessible route extends to the high tide level. (Provide a beach mat that is at least 72" wide and extends to the high tide level.) (Cost based on a 72" wide min. x 33' long beach mat.)	1	1909	\$1909
Approach and Entrance												
Exterior Access Route												
2	Collins Street	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	5.2%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on adding 60' of concrete to reduce slope.)	1	1350	\$1350
3	Webb Street by Beach	Ext.		Exterior Access Route			Accessible route not provided	-	Ensure an accessible route is provided to bike rack. Relocate to an accessible route.	1	Labor	\$0
Curb Ramp												
4	By Path to Pavilion and Pickleball Courts	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp at both ends of crosswalk.	2	2800	\$5600





City of Salem
Collins Cove Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Cross to Arbella Street at South End of Beach Near Staircase to Beach	Ext.		Curb Ramp	Perpendicular		Running slope > 1:12 (8.33%)	9.2	Reduce running slope to be no steeper than 1:12 (8.33%). (Correct curb ramps on both sides of crosswalk.) (Cost based on a new curb ramp on both sides of crosswalk.)	2	2800	\$5600
6	Across From Pickman Street	Ext.		Curb Ramp	Perpendicular		Running slope > 1:12 (8.33%)	13.2%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	2800	\$2800
Access to Goods and Services												
Signage												
7	Stairs to Beach	Ext.		Signage	Directional		Not provided	-	In order to provide program access, provide signs at both sets of stairs to beach directing visitors to accessible route to beach once beach mat is provided at beach access point near Webb Street.	2	260	\$520
Benches												
8	Near Beach Access Point Across from Barton Road	Ext.		Benches	N/A		No accessible route to 20% of benches	-	Provide an accessible route to 20% of benches in this area. (Cost based on a 48" wide min. 6' long asphalt route to bench.)	1	156	\$156
9	Playground	Ext.		Benches	N/A		No accessible route to 20% of benches	-	Provide an accessible route to 20% of benches (1 in this case) in this area by the playground. Cost based on a 48" wide min. 30 foot long asphalt route from pavilion area new walkway to bench.)	1	780	\$780

City of Salem
Collins Cove Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Webb Street by Beach	Ext.		Benches	N/A		No accessible route to 20% of benches	-	Provide an accessible route to 20% of benches (one (1) bench) in this area. (Cost based on a 48" wide min. x 6' asphalt route to bench.)	1	156	\$156
Toilet & Bathing Rooms												
Portable Toilet												
11	Near Pickleball	Ext.		Portable Toilet	N/A		Not located on an accessible route Accessible portable toilets not provided	- -	Locate portable toilet on an accessible route. Ensure that at least 5% of portable toilets are accessible. (Cost based on an accessible portable toilet and a 48" wide min. x 15' long asphalt route.)	1	3840	\$3840
Play and Sport Areas												
Play Areas												
12	Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Provide an accessible route that is 60" min. to and around each play component in the playground including swing set. (Cost based on a 60" wide min. 275' long poured-in-place rubber accessible route to and around play components including swing set.)	1	19250	\$19250
13	Playground	Ext.		Play Areas			Not connected to an accessible route	-	Provide an accessible route to the playground. (Cost based on a 48" wide min. 6' long asphalt route from the existing accessible walkway to the playground entrance.)	1	156	\$156

City of Salem
Collins Cove Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Field												
14	Baseball	Ext.		Field	Baseball		Accessible spaces not provided at team seating Not on an accessible route	-	Provide a 36" x 48" clear floor space at team seating. Provide an accessible route to team seating. (See ID #17 for cost of an accessible route to team seating including cost of accessible 36" x 48" clear floor space at team seating.)	1	-	\$0
15	Baseball	Ext.		Field	Baseball		Accessible spaces not provided at team seating Not on an accessible route.	-	Provide a 36" x 48" clear floor space at team seating. Provide an accessible route to team seating. (See ID #17 for cost of an accessible route to team seating including cost of accessible 36" x 48" clear floor space at team seating.)	1	-	\$0
16	Baseball	Ext.		Field	Baseball		Accessible spaces not provided at sidelines seating Not on an accessible route	-	Provide a 36" x 48" clear floor space at sideline seating. Provide an accessible route to sideline seating. (See ID #17 for cost of an accessible route to sideline seating including cost of accessible 36" x 48" clear floor space at sideline seating.)	1	-	\$0
17	Baseball	Ext.		Field	Baseball		Field not connected to an accessible route	-	Ensure baseball field and other park amenities are connected to an accessible route. (See Figure 1 in the Report Narrative). (Cost of an accessible route connecting existing path at pavilion to park amenities including spectator and team seating at the baseball field and the baseball field itself.)	1	15600	\$15600

Salem Common



City of Salem ADA Transition Plan

October 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Common

Background

Salem Common, established in 1667, is an eight acre public park surrounded by North, South and East Washington Square Street. Over the years numerous changes in use and alterations to the Common have taken place including the removal of three (3) hills, the filling-in of five (5) ponds and the creation of a tunnel. The Common is on the National Register of Historic Places and is considered the birthplace of the Army National Guard. Park amenities include a gazebo, a basketball court, a wayside, picnic tables, benches, a playground and a bike rack. There is also a war memorial in honor of residents of Salem who died fighting during and between World War II through the Korean War, an arch in honor of George Washington who visited Salem Common, and a large flag pole. A tunnel was built under the Common, but the entrance to the Salem Common’s tunnel is sealed. There are multiple entrances on all sides of the park, and walkways through the park.

Key Accessibility Issues

Exterior Routes

Accessibility issues include lack of an accessible route to some park amenities including the basketball court, a wayside, a bike rack, an accessible picnic table, a gazebo and around the exterior of the playground. Also, walkways have excessive running slopes and changes in level that are greater than the maximum allowed at multiple locations.

Curb Ramps

Accessibility issues with curb ramps include lack of a curb ramp at some park entrances and at the far side of some crosswalks connected to park entrances. There are also curb ramps with a running slope that is greater than the maximum allowed, and curb ramps with a transition between the curb ramp and the street that is not flush.

Additional Accessibility Issues

- Lack of an accessible route to one play component in the playground (a poured-in-place rubber route is required.)

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Order of Magnitude Cost Estimates

- Renovate and provide accessible exterior routes connecting park amenities: \$8,791
- Renovate and provide curb ramps: \$17,538
- Miscellaneous corrective actions (poured-in-place rubber at one play component in playground): \$168






Total: \$26,497

Best Practice and Inclusive Design Recommendations






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing a variety of benches in the park including benches with and without arms. (Benches without arms allow for easier seat transfer by people who use wheelchairs and others).
- Recommend that at least 20% of benches (5 in the Common) have a clear floor space of 36" wide min. by 48" deep min. that is stable, firm, and slip resistant.
- Recommend providing a detectable warning on both sides of the street at all Common entrances with crosswalks.
- Recommend providing a 48" wide min. stable, firm and slip resistant clear floor space around the perimeter of the accessible picnic table.






**City of Salem
Salem Common**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Near Forrester Street	Ext.		Exterior Access Route	Walkway		Surface openings > 1/2"	-	Replace or reposition so that openings are 1/2" max. and the long opening dimension is perpendicular to the dominant direction of travel. (Rotate drain cover.)	1	Labor	\$0
2	Across From Williams and Mall Streets	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5%)	6.4%	Reduce running slope to be no steeper than 1:20 (5%). (Cost for 3' x 3' of concrete to reduce cross slope.)	1	155	\$155
3	Playground	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	.5"	Alter change in level to be 1/4" high max.	1	128	\$128
4	Near Oliver Street	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on a 48" wide x 6' long concrete path.)	1	276	\$276
5	Basketball Court	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided. Provide a 48" wide by 12" long accessible route to the edge of the basketball court.	1	552	\$552




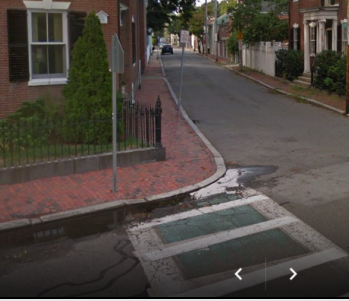

City of Salem
Salem Common

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Near Forrester Street	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided. (Provide a 48" wide x 6' long concrete route to bike rack.)	1	276	\$276
7	Gazebo	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to gazebo. (Provide a 48" wide x 30' long concrete route from existing walkway.)	1	1380	\$1380
8	Gazebo	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	In order to provide program access, relocate programs inside gazebo to an accessible location as needed.	1	Labor	\$0
9	Playground Google Earth Image	Ext.		Exterior Access Route	Walkway		N. Accessible route not provided	- -	Ensure an accessible route is provided. Provide an accessible route 48" wide min. around the exterior of the playground. (Google Earth image.) (Cost based on a 240' long 48" wide min. stone dust path around the exterior of the playground.)	1	5472	\$5472
Curb Ramp												
10	Winter Street Crossing at Light - Google Earth Image	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp at intersection. (Provide curb ramp on both sides of crosswalk that has pushbuttons to get light to cross street. Google Earth image.)	2	2800	\$5600

City of Salem
Salem Common

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
11	Near Oliver Street	Ext.		Curb Ramp	Perpendicular		Curb ramp not provided Transition from curb ramp to street not flush	- -	Provide a curb ramp at far side of crosswalk. Ensure transition from curb ramp to street at Common is flush or free of changes in level. (Cost based on fixing curb ramp lip at park and providing a curb ramp on the far side of the crosswalk.)	1	2928	\$2928
12	Southwest Entrance, Corner of North and South Washington Streets	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	12%	Reduce running slope to be no steeper than 1:12 (8.33%). (Cost based an a new curb ramp.)	1	2800	\$2800
13	Near 56 South Washington	Ext.		Curb Ramp	Perpendicular		Running slope > 1:12 (8.33%)	15.3%	Reduce running slope to be no steeper than 1:12 (8.33%). (Cost based on a new curb ramp.)	1	2800	\$2800
14	Winter Street	Ext.		Curb Ramp	Perpendicular		Running slope > 1:12 (8.33%) Transition from curb ramp to street not flush	10.3% -	Reduce running slope to be no steeper than 1:12 (8.33%). Ensure transition from curb ramp to street is flush or free of changes in level. (Cost based on a new curb ramp.)	1	2800	\$2800
15	North Washington Street Entrance by Brown Street and Witch Museum	Ext.		Curb Ramp	Perpendicular		Transition from curb ramp to street not flush	-	Ensure transition from curb ramp to street is flush or free of changes in level. (Cost to patch lip at base of curb ramp.)	1	128	\$128

City of Salem
Salem Common

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Across From Williams Street	Ext.		Curb Ramp	Perpendicular		Transition from curb ramp to street not flush	-	Ensure transition from curb ramp to street is flush or free of changes in level. (Cost to patch lip at base of curb ramp.)	1	128	\$128
17	Near Briggs Street	Ext.		Curb Ramp	Parallel		Transition from curb ramp to street not flush	2"	Ensure transition from curb ramp to street is flush or free of changes in level. (Cost to patch lip at base of curb ramp.)	1	128	\$128
18	Near Boardman Street	Ext.		Curb Ramp	Perpendicular		Transition from curb ramp to street not flush	-	Ensure transition from curb ramp to street is flush or free of changes in level. (Cost to patch lip at base of curb ramp.)	1	128	\$128
19	Oliver Street Crosswalk to Salem Common	Ext.		Curb Ramp	N/A		E. Transition from curb ramp to street not flush O. Does not prevent accumulation of water	1" -	Ensure transition from curb ramp to street is flush or free of changes in level. Repair curb ramp to prevent accumulation of water. (Cost to patch lip at base of curb ramp.)	1	128	\$128
Access to Goods and Services												
Picnic Tables												
20	Picnic Table	Ext.		Picnic Tables	N/A		Picnic table not on an accessible route	-	Ensure that the dining surface is connected to an accessible route. (Provide a 48" wide x 12' long concrete route to accessible portion of picnic table.	1	552	\$552

Derby Square



City of Salem ADA Transition Plan

August 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Derby Square

Background

Salem’s Derby Square is located at 32 Derby Square. It surrounds the historic Old Town Hall and is at the center of a block with Essex Street to the North, Front Street to the south, Central Street to the east and Washington Street to the west. The south side of the Square hosts the Salem Farmer’s Market, Salem Jazz & Soul Summer Series, Derby Square Flea and Salvage Market and a variety of other programs and entertainment activities.

Key Accessibility Issues

Exterior Routes

The major accessibility issue is the lack of handrails on the ramp near the stairs on the south side of the Square. Additional accessibility issues include multiple instances throughout the Square of excessive cross slopes and changes in level that exceed the maximum height allowed. There are also three (3) tree enclosures that lack a tree and are not filled in flush with the surrounding brick. This creates changes in level greater than the maximum allowed and results in tripping hazards.

Order of Magnitude Cost Estimates

- Renovate exterior routes (including cross slopes, changes in level, curb ramp landing, etc.) \$1,241
- Provide handrails for the ramp on the south side of the square: \$990



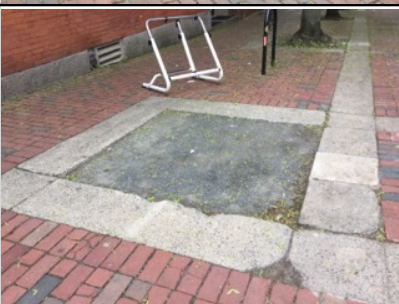


Total: \$2,231

Best Practice and Inclusive Design Recommendations




Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing handrails on at least one side of the large set of stairs on the south side of Derby Square.
- Recommend providing a bench on the east side of the square that has clear space with a running and cross slope no greater than 1:50 (2.00%) in all directions.
- Recommend providing a 30” by 48” minimum clear space along the side of a bench on the north end of the square near Essex Street.

City of Salem
Derby Square

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Northwest Corner of Square	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	6.6%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 5' by 5' concrete to fix the slope and create a level landing at the corner.)	1	188	\$188
2	Northeast Corner of Square	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	6.0%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 5' by 5' concrete to fix the slope and create a level landing at the corner.)	1	188	\$188
3	Tree Enclosure	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	1.5"	Alter change in level to be 1/4" high max. (Cost based on 6' by 6' asphalt patch.)	3	108	\$324
4	North End, Near Essex Street	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	1.5"	Alter change in level to be 1/4" high max.	1	27	\$27
5	East Side of Square	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	1.5"	Alter change in level to be 1/4" high max.	1	176	\$176

City of Salem
Derby Square

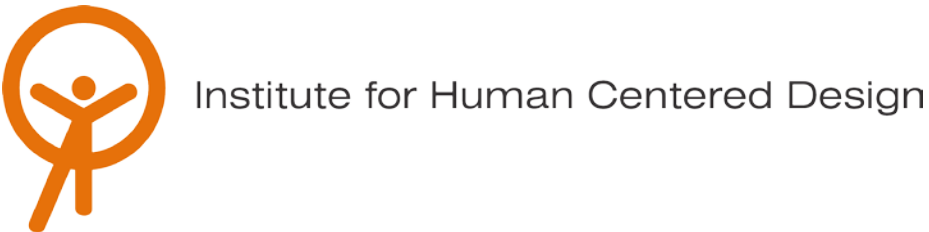
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Bottom of Ramp	Ext.		Exterior Access Route	Exterior		. Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working conditions.	1	176	\$176
Curb Ramp												
7	Southeast Corner, Crossing Front Street	Ext.		Curb Ramp	Parallel		Landing not provided at top of curb ramp	3.5%	Provide landing at top of curb ramp.	1	162	\$162
Access to Goods and Services												
Ramps												
8	Ramp West of "Maria's Sweet Somethings" Restaurant	Ext.		Ramps	Exterior		Handrails not provided	-	Provide handrails with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections.	1	990	\$990

Lappin Park



City of Salem ADA Transition Plan

August 2019



200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Lappin Park

Year built: 1993

Background

Lappin Park, located at 237-245 Essex Street, is a small municipal park bordered by Essex Street to the north, Washington Street to the east, and buildings on its south and west sides. Amenities include two benches, two bike racks, a drinking fountain, trash and recycling containers, and a “Bewitched” statue recognizing Elizabeth Montgomery’s character Samantha Stephens from the Bewitched television series of the 1960’s and 70’s.

Key Accessibility Issues

Drinking Fountain

Accessibility issues include lack of the required minimum clear floor space for a forward approach at a drinking fountain for seated users, and lack of a drinking fountain for standing users.

Additional Accessibility Issues

- Deteriorated asphalt and an excessive change in level at the exterior accessible route near the Bewitched statue.

Note: IHCD team noticed that a free book exchange stand visible in Google Earth images of Lappin Park was not in the park on the day of the survey. If the book exchange stand is reinstalled, ensure that it is on an accessible route and that it has an accessible book exchange compartment positioned within reach range.

Order of Magnitude Cost Estimates

- Provide accessible hi-lo drinking fountain: \$3,162
- Miscellaneous corrective actions (repair to exterior accessible route): \$27



Total: \$3,189

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing a detectable warning at the corner of Essex and Washington Streets.

City of Salem
Lappin Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	By Bewitched Statue	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max. (Cost based on a 3'x3' asphalt patch.)	1	27	\$27
Additional Access												
Drinking Fountains												
2	Essex Street	Ext.		Drinking Fountains	Low		Clear floor space not provided No drinking fountain provided for standing users	- -	Provide a 30" by 48" clear floor space positioned for a forward approach. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain. (Cost based on a new Hi-Lo fountain.)	1	3162	\$3162

Leslie's Retreat Park



City of Salem ADA Transition Plan

September 2019



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200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Leslie's Retreat Park

Background

Leslie's Retreat Park is located along the North River. Amenities include fenced play areas for small and large dogs, two (2) bridges spanning the North River, and benches at a pavilion and throughout the park. Parking is located off of Commercial Street on the north side of the river, on an unnamed road off of Commercial Street at the northeast end of the park by North Street, and off of Flint Street at the southwest end of the park. Active railroad tracks run along the south border of the park.

Key Accessibility Issues

Exterior Routes

Accessibility issues include excessive changes in level at the walkway-to-bridge transition points at both of the bridges, changes in level greater than the maximum allowed at multiple locations in the park walkways, and lack of an accessible route to the small dog park entrance. Also, low hanging branches act as protruding objects at multiple walkway locations.

Parking Lots

Accessibility issues at the parking lot at Flint Street include lack of a van accessible parking space with an access aisle and an identification sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible".

Accessibility issues at the parking lot adjacent to North Street include lack of an access aisle at the van accessible parking space, and lack of a sign with the designation "Van Accessible".

Accessibility issues at the Commercial Street parking lot include an access aisle that is narrower than the minimum width required and lack of an identification sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible".

Additional Accessibility Issues

- Lack of a curb ramp where the access aisle at the van accessible parking space joins the walkway in the Commercial Street parking lot.

Order of Magnitude Cost Estimates

- Renovate exterior access routes: \$2,945
- Renovate parking: \$2,588
- Miscellaneous corrective actions (curb ramp): \$2,800






Total: \$8,333

Best Practice and Inclusive Design Recommendations






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing a variety of benches in the park including benches with and without arms. (Benches without arms allow for easier seat transfer for people who use wheelchairs and others).
- Recommend providing a detectable warning on both sides of the active train tracks at the path from Bridge Street to the parking lot adjacent to North Street.






City of Salem
Leslie's Retreat Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Route to Commercial Street Parking Lot	Ext.		Exterior Access Route	Walkway		Obstructed by protruding objects	74"	Trim low hanging branches in walkway to 80" min. above the ground.	1	Labor	\$0
2	Dog Waste Bag Dispenser Near North Street Parking Lot	Ext.		Exterior Access Route	Walkway		Obstructed by protruding objects	53"	Trim low hanging branches in walkway to 80" min. above the ground.	1	Labor	\$0
3	Bridge Near Flint Street	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max. (Cost based on two (2) 3' by 3' concrete patches.)	2	155	\$310
4	Bridge Near Flint Street	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	6"	Alter change in level to be 1/4" high max. (Cost based on two (2) 3' by 3' concrete patches.)	2	155	\$310
5	Route to Commercial Street Parking Lot Near Bridge	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	-	Alter change in level to be 1/4" high max. (Cost based on 10' by 6' asphalt path.)	1	390	\$390

City of Salem
Leslie's Retreat Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Bridge to Commercial Street Parking Lot	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max. (Cost based on two (2) 3' by 3' concrete patches.)	2	155	\$310
7	Route at Commercial Street Parking Lot	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	-	Alter change in level to be 1/4" high max. (Cost based on 1' by 6' asphalt patch.)	1	54	\$54
8	Route to Pavilion	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	-	Alter change in level to be 1/4" high max. (Cost based on 3' by 60' asphalt path.)	1	1170	\$1170
9	Route Near Parking Lot by North Street	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	4"	Alter change in level to be 1/4" high max. (Cost based on 1' by 6' asphalt patch.)	1	54	\$54
10	Route From Commercial Street Parking Lot Towards North Street Adjacent Parking Lot	Ext.		Exterior Access Route	Walkway		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working conditions. (Cost based on 1' by 6' concrete patch.)	1	54	\$54

City of Salem
Leslie's Retreat Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Curb Ramp												
11	Commercial Street Parking Lot	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp where access aisle meets walkway. (See ID #14.)	1	2800	\$2800
Off-Street Parking Lot or Garage												
12	Flint Street Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	9 0 0 - - -	Povide one van accessible parking space. Provide a marked access aisle that is at least 96" wide. Provide a sign with the International Symbol of Accessibility (ISA). Add the designation "Van Accessible" to the sign located at the van accessible space.	1	1388	\$1388
13	North Street Adjacent Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Access aisle not provided Sign does not have the designation "Van Accessible"	- -	Provide a marked access aisle that is at least 96" wide at the van accessible space. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
14	Commercial Street Parking Lot	Ext.		Off-Street Parking Lot or Garage	N/A		Access aisle < 60" wide at car/van space Access aisle does not adjoin an accessible route Sign not provided Sign does not have the designation "Van Accessible"	56" - - -	Provide a marked access aisle that is at least 96" wide. Ensure the access aisle adjoins an accessible route. (See ID #11 for curb ramp price.) Provide a sign with the International Symbol of Accessibility (ISA). Add the designation "Van Accessible" to the sign located at the van accessible space.	1	600	\$600
Entrance												
15	Entrance for Small Dog Park	Ext.		Entrance	Main Entrance		Entrance not on an accessible route	-	Provide an accessible route to the entrance. (Cost based on 3' by 15' asphalt path.)	1	293	\$293

Mack Park



City of Salem ADA Transition Plan

September 2019



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200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Mack Park

Background

Mack Park, located at 31 Grove Street, is a mid-size park and is also the location of one of Salem’s voting areas. Park amenities include a playground, comfort station, picnic tables, benches, baseball field concession stand, basketball court, and community garden. Parking is provided at two (2) off-street parking lots. The parking lot closest to the comfort station and voting area has six (6) parking spaces, including one (1) designated accessible parking space. The parking lot near the baseball field has space for approximately 25 cars, and there is one (1) designated accessible parking space.

Key Accessibility Issues

Parking

Accessibility issues include the accessible space at the parking lot near the comfort station and voting area which lacks a marked access aisle. Also, there is an excessive slope at the accessible space, and the identification sign lacks the designation “Van Accessible”. The accessible parking space in at the parking lot near the baseball field also lacks a marked access aisle, and the identification sign is lower than the minimum height required and lacks the designation “Van Accessible”.

Toilet Rooms

The men’s and women’s toilet rooms are both single-user toilet rooms and have identical accessibility issues. Both toilet rooms have toilets with centerlines that are greater than the required 18” from the side wall, mirrors located higher than the maximum height allowed, and paper towel dispensers in the circulation path.

Exterior Routes

Accessibility issues include lack of an accessible route to many park amenities. These amenities include the playground, basketball court, drinking fountain, baseball field, concession

stand, sideline seating and the community garden. Additionally, the community garden lacks accessible routes inside the garden to a variety of flower beds. (See Fig. 1 at the end of this narrative showing suggested accessible routes to amenities.)

Playground

Accessibility issues include lack of an accessible route to and around the playground. Also, the playground lacks an accessible route to each play component.

Additional Accessibility Issues

- The water spigot at the community garden is not accessible (it requires tight grasping, pinching, or twisting of the wrist).
- Note:** The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Order of Magnitude Cost Estimates

- Parking lot renovations: \$1,632
- Renovate exterior routes: \$7,771
- Provide an accessible route to and around the playground: \$7,388
- Provide an accessible route to each play component in the playground (poured-in-place rubber): \$7,000
- Provide a drinking fountain for a standing user: \$3,021
- Toilet room renovations: \$5,686
- Miscellaneous corrective actions (accessible picnic table, accessible water spigot, etc.) \$1,060

Total: \$33,558

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.





- Recommend providing raised flower beds with knee and toe clearance to allow for a forward approach.
- Recommend providing a 36"x48" min. firm, stable and slip resistant clear floor space adjacent to each bench in the park.
- Recommend providing a 48" min. firm, stable and slip resistant clear floor space around each accessible picnic table in the park.

• IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure that the surface is maintained in operable working condition (stable, firm and slip resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.





Fig. 1 Suggested Location for Exterior Accessible Routes to Amenities in Park






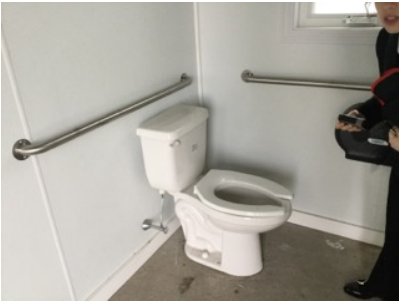
City of Salem
Mack Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Off-Street Parking Lot or Garage												
1	Parking Lot Near Voting Area	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Slope at space and access aisle > 1:50 (2.00%) (MAAB) Access aisle not provided Sign does not have the designation "Van Accessible"	6 - 1 3.5% - -	Reduce slope to be no steeper than 1:50 (2.00%) in all directions. Provide a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	1032	\$1032
2	Parking Lot Near Baseball Field	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle not provided Sign does not have the designation "Van Accessible" Sign < 60" above finished grade	25 - 1 - - -	Provide a marked access aisle that is at least 96" wide. Ensure the boundary of the parking space adjoining the access aisle is also striped and is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space. Ensure the sign is 60" min. and 96" max. above the ground.	1	600	\$600
Access to Goods and Services												
Service Counter												
3	Concession Stand for Baseball Field	Ext.		Service Counter	N/A		Not connected to a accessible route	-	Ensure the concession stand and service counter are connected to an accessible route. (Cost based on 185' by 3' wide asphalt route to concession stand, fan seating, baseball field entrance, and clear floor space at sideline seating.)	1	3686	\$3686
Operable Parts												
4	Community Garden	Ext.		Operable Parts	N/A		Not operable with a closed fist	-	Provide hardware that does not require tight grasping, pinching, or twisting of the wrist.	1	10	\$10





City of Salem
Mack Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Picnic Tables												
5	Near Playground	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	- -	Provide at least one picnic table with toe and knee clearance. Locate picnic table on an accessible route. See ID #18 for cost of route. (Cost based on accessible picnic table.)	1	1050	\$1050
Benches												
6	Benches Near Playground	Ext.		Benches	N/A		No accessible route to 20% of benches	-	Relocate bench to an accessible route.	1	Labor	\$0
Bike Racks												
7	Bike Rack	Ext.		Bike Racks	N/A		Not connected to an accessible route	-	Ensure bike rack is connected to an accessible route. See ID #20 for cost.	1	-	\$0
Community Gardens Beds												
8	Community Garden			Community Gardens Beds	N/A		Not connected to an accessible route	28.5%	Provide an accessible route to the community garden. (Cost based on 3' by 3' asphalt patch to fix slope at entrance.)	1	27	\$27





City of Salem
Mack Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
9	Community Garden	Ext.		Community Gardens Beds	N/A		Not connected to an accessible route	-	Provide an accessible route to the community garden at this gate. (Cost based on 50' x 3' stone dust path.)	1	825	\$825
10	Community Garden	Ext.		Community Gardens Beds	N/A		Clear floor space not provided	-	Provide an accessible route through the community garden to a variety of flower beds. (Cost based on 115' by 3' stone dust path through community garden.)	1	1898	\$1898
Toilet & Bathing Rooms												
Lavatory												
11	Women's and Men's Toilet Rooms	1		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom surface is at 40" max. above finished floor.	2	192	\$384
Single-User Toilet												
12	Women's and Men's Toilet Rooms	1		Single-User Toilet	N/A		Centerline < or > 18" (MAAB)	20"	Relocate toilet so that the centerline is 18" from the side wall.	2	2121	\$4242

City of Salem
Mack Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Dispensers												
13	Women's and Men's Toilet Rooms	1		Dispensers	N/A		Obstructed by protruding object	7"	Relocate paper towel dispenser out of the circulation path.	2	530	\$1060
Additional Access												
Drinking Fountains												
14	Near Baseball Field	Ext.		Drinking Fountains	Seated		Fountain not on accessible route Clear floor space not provided No drinking fountain provided for standing users	- - -	Ensure drinking fountain is connected to an accessible route. Provide a 30" by 48" clear floor space positioned for a forward approach. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain. (Cost based on 10' by 3' path, clear floor space at fountain, and a fountain for standing users.)	1	3377	\$3377
Play and Sport Areas												
Field												
15	Sideline Seating at Baseball Field	Ext.		Field	Baseball		Accessible spaces not provided at sidelines seating Not connected to an accessible-route	- -	Provide a 36" x 48" clear floor space at sidelines seating. Ensure sidelines seating is connected to an accessible route. See ID #3 for cost.	1	-	\$0
16	Baseball Field	Ext.		Field	Baseball		Not connected to an accessible-route	-	Ensure area of sport activity (baseball field) is connected to an accessible route. See ID #3 for cost.	1	-	\$0
Play and Sport Areas												

City of Salem
Mack Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Play Areas												
17	Playground Near Comfort Station	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	-	Provide an accessible route that is 60" wide min. to each play component in the playground. See ID #19 for cost.	1	-	\$0
18	Playground Near Comfort Station	Ext.		Play Areas	N/A		Not connected to an accessible route Accessible route not provided to ground level play components	-	Ensure an accessible route is provided to and around the playground. (Cost based on a total of 150' by 4' wide min. asphalt route to each playground area and 175' by 4' wide asphalt route around the perimeter of the playground.)	1	7388	\$7388
19	Playground Near Comfort Station	Ext.		Play Areas	N/A		Not connected to an accessible route Accessible route not provided to ground level play components	- -	Provide an accessible route that is 60" min. to each play component in the playground. (Cost based on 100' by 60" wide of poured-in-place rubber to each play component including the swing sets.)	1	7000	\$7000
Court												
20	Basketball Court	Ext.		Court	Basketball		Not connected to accessible route	-	Ensure area of sport activity (basketball court) is connected to an accessible route. (Cost based on 50' by 3' wide asphalt path to the basketball court and bike rack.)	1	834	\$834

McGrath Park



City of Salem ADA Transition Plan

November 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

McGrath Park

Background

The Michael F. McGrath Park is located at 46 Marlborough Road. The park has two (2) off-street parking lots, two (2) soccer fields, two (2) playgrounds, one (1) basketball court and a concession stand.

The first parking lot (south) has approximately 36 parking spaces, including two (2) designated accessible parking spaces. It is located near the entrance next to the south playground and has a direct path to the basketball court. The second parking lot (north) has approximately 65 parking spaces, including three (3) designated van accessible parking spaces. The east side of the parking lot has a route that connects to the concession stand, the north playground and both soccer fields. The concession stand houses two (2) single-user men’s and women’s toilet rooms. They are accessed on the southwest side of the concession stand. The service counter is located on the southeast side of the building.

Key Accessibility Issues

Parking

The north parking lot is compliant. The south parking lot lacks a sign for the van accessible parking space that contains the International Symbol of Accessibility (ISA) as well as the designation “Van Accessible.”

Exterior Accessible Routes

While there are routes that loop around the two soccer fields, neither of them are directly connected to the exterior access routes. Additionally, team seating on the north soccer field does not connect to an accessible route. Routes that do exist are in need of maintenance.

Play Areas

Accessibility issues include lack of a compliant accessible route to and around play components in the play areas.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to and around playground equipment.

Toilet Rooms

The women’s toilet room has a flush control that is not on the open/transfer side of the toilet. Both toilet rooms lack clear floor space at the toilets due to the location of the trash cans and both lavatories have exposed plumbing.

Order of Magnitude Cost Estimates

- Provide compliant exterior accessible routes: \$6,443
- Provide accessible route around the playground and to all play components in the playground (poured-in-place rubber): \$36,117
- Toilet room renovations: \$419
- Miscellaneous corrective actions (parking, drinking fountain, etc.): \$4,005

Total: \$46,984

Best Practice and Inclusive Design Recommendations

Best practice and inclusive design recommendations include elements that are not required in the standards, but may create enhanced experiences for all users.

- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working

condition (stable, firm and slip resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.

The following two images (Figure 1 and Figure 2) show suggested locations for 48” min. accessible routes to and around the two (2) playgrounds in McGrath Park (red lines), and for 60” min. accessible routes to each play component in each playground (green lines, poured-in-place rubber recommended).






Figure 1:








Figure 2:







City of Salem
McGrath Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	North Soccer Field	Ext.		Exterior Access Route	Walkway		Exterior route < 48" wide Surface not stable, firm, and slip-resistant Not maintained in an operable working condition	- - -	Ensure that a clear width of 48" min. is maintained at the accessible route. Ensure the accessible route is maintained in operable working condition. (Cost based on 30' by 4' wide stone dust path.)	1	720	\$720
2	Southwest Side of Parking Lot	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%) (MAAB)	5.1%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 20' asphalt to fix slope.)	1	150	\$150
3	South Soccer Field	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%) (MAAB)	4.6%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 15' asphalt to fix slope.)	1	113	\$113
4	East Corner of North Playground	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%) (MAAB) Surface not stable, firm, and slip-resistant	4.2% -	Reduce cross slope to be no steeper than 1:50 (2.00%). Repair surface. (Cost based on 10' stone dust.)	1	255	\$255
5	North Soccer Field	Ext.		Exterior Access Route	Walkway		Not maintained in an operable working condition Exterior route < 48" wide	40" -	Ensure that a clear width of 48" min. is maintained at the accessible route. Ensure the accessible route is maintained in operable working condition. (Cost based on 115' by 4' wide stone dust path.)	1	2760	\$2760





City of Salem
McGrath Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Route to the Farthest Soccer Fields	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5.00%)	7.2%	Reduce the running slope to be no steeper than 1:20 (5.00%). (Cost based on 10' asphalt to fix slope.)	1	75	\$75
7	Route to North Soccer Field-Northwest Side	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	11.9%	Reduce the running slope to be no steeper than 1:20 (5.00%). (Cost based on 30' asphalt to reduce slope.)	1	225	\$225
Off-Street Parking Lot or Garage												
8	Parking Lot Near Road	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Sign not provided Sign does not have the designation "Van Accessible"	36 2 - -	Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible."	1	375	\$375
Toilet & Bathing Rooms												
Lavatory												
9	Men's Toilet Room	Ext.		Lavatory	N/A		Exposed plumbing underneath	-	Insulate or otherwise configure pipes to prevent contact at lavatory.	1	69	\$69
10	Women's Toilet Room	Ext.		Lavatory	N/A		Exposed plumbing underneath	-	Insulate or otherwise configure pipes to prevent contact at lavatory.	1	69	\$69

City of Salem
McGrath Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet Compartment												
11	Women's Toilet Room	Ext.		Toilet Compartment	Accessible Compartment		Flush control not on open side Clearance at toilet < 60" clear width	- -	Provide the flush control on the open side of the toilet (transfer side). Relocate trash can to maintain the 60" min. clear floor space at the toilet.	1	281 Labor	\$281
12	Men's Toilet Room	Ext.		Toilet Compartment	Accessible Compartment		Clearance at toilet < 60" clear width	-	Relocate trash can to maintain the 60" min. clear floor space at the toilet.	1	Labor	\$0
Additional Access												
Drinking Fountains												
13	Concession Stand	Ext.		Drinking Fountains	Seated		No drinking fountain provided for standing users	-	Install a Hi-Lo drinking fountain.	1	3162	\$3162
Play and Sport Areas												
Play Areas												
14	North Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Ensure an accessible route 48" wide with asphalt is provided around the entirety of the playground. Provide an accessible route that is 60" min. wide to each play component in the playground.	1	11847	\$11847

City of Salem
McGrath Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	South Playground	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components Surface not stable, firm, and slip-resistant	- -	Ensure an accessible route 48" wide with asphalt is provided around the playground. Provide an accessible route that is 60" min. wide to each play component in the playground.	1	24270	\$24270
Field												
16	North Soccer Field- Team Seating	Ext.		Field	Soccer		Accessible spaces are not provided at team seating	-	Provide a 36" min. by 48" min. asphalt clear floor space at team seating.	2	234	\$468
17	North Soccer Field	Ext.		Field	Soccer		Not connected to an accessible-route	-	Ensure edge of soccer field is connected to an accessible route. (Cost based on 15' by 4' wide stone dust path to edge of field.)	1	360	\$360
18	South Soccer Field	Ext.		Field	Soccer		Surface not stable, firm, and slip-resistant Does not prevent accumulation of water	- -	Repair surface and ensure water does not accumulate. (Cost based on new curb cut and 12' by 4' wide stone dust route to field.)	1	1785	\$1785

Palmer Cove and Playground



City of Salem ADA Transition Plan

August 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Palmer Cove and Playground

Background

Palmer Cove and Playground, located near 48 Leavitt Street, has a variety of outdoor recreation programs. Amenities include a path along the harbor, a baseball field, a basketball court, benches, a picnic table, two (2) community garden areas and a comfort station. Also, off-street parking is located off of Leavitt Street with space for approximately 15 cars. There is no designated accessible parking.

Key Accessibility Issues

Exterior Routes

Accessibility issues include lack of compliant exterior accessible routes to park amenities including to the team seating at the baseball field, the basketball court, and to and within both community garden areas. Existing routes are not firm, stable and slip resistant, are narrower than the minimum width required, or have running slopes or changes in level that are greater than the maximum allowed.

Note: at the time of the survey the gates to the two (2) community garden areas were locked, so the entries to the garden areas could not be surveyed.

Parking

Accessibility issues at the parking lot include lack of one van accessible parking space with compliant access aisle and designation sign with the International Symbol of Accessibility (ISA) and the words “Van Accessible”.

Toilet Rooms

Accessibility issues include the only available toilet room having a designation sign indicating it is only for men, and a locked never used women’s toilet room having an accessible toilet designation sign.

Additional Accessibility Issues

- Lack of an accessible picnic table near the toilet rooms.

Order of Magnitude Cost Estimates

- Renovate and provide exterior routes: \$ 19,182
- Renovate parking lot: \$ 1,388
- Miscellaneous corrective actions: (signage, accessible picnic table, etc.): \$1,400






Total: \$21,970

Best Practice and Inclusive Design Recommendations






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing raised beds in the community garden mounted at 34” above the ground with toe and knee clearance.
- Recommend providing a 48” min. clear floor space around the picnic table.
- Recommend updating website and other informational materials to remove word “Playground” from all descriptions since there is no playground on site.





City of Salem
Palmer Cove Park & Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Basketball Court	Ext.		Exterior Access Route	Exterior		Exterior route < 48" wide	10"	Ensure that a clear width of 48" min. is maintained at the accessible route. (Cost based on 3' by 3' asphalt patch.)	1	27	\$27
2	Route From Parking Lot to Park	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	8%	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on adding 6'x4' of asphalt to reduce slope.)	1	180	\$180
3	Route to Parking Lot From Basketball Court	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. (Cost based on 10' asphalt patch.)	1	195	\$195
4	Entrance to First Community Garden Area	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided to entrance. (Cost based on 60' long 48" wide min. stone dust path to entrance.)	1	1368	\$1368
5	First Community Garden Area	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided inside the community garden. (Cost based on 300' by 4' wide stone dust path throughout the community garden.)	1	6840	\$6840





City of Salem
Palmer Cove Park & Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Entrance to Second Community Garden Area	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided to entrance. (Cost based on 12' long x 48" wide min. stone dust path to gate.)	1	273	\$273
7	Route to Parking Lot From Basketball Court	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 30' long x 48" wide min. asphalt path connecting this area to the parking lot.)	1	780	\$780
8	Route to Basketball Court	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. Relocate bike rack to an accessible location to provide an accessible route on walkway. Patch asphalt once bike rack is relocated. (Cost based on a 3'x3' asphalt patch.)	1	27	\$27
9	Dugouts at Baseball Field	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided to both dugouts. (Cost based on 240' long by 48" wide stone dust path to both dugouts.)	1	5472	\$5472
10	Second Community Garden Area	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided is provided inside the second community garden area. (Cost based on a 60' long 48" wide min. stone dust path.)	1	1368	\$1368

City of Salem
Palmer Cove Park & Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
11	Parking Lot on Leavitt Street	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign not provided Sign does not have the designation "Van Accessible"	15 0 0 - -	Provide one (1) compliant van accessible parking space and access aisle. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	1388	\$1388
Access to Goods and Services												
Signage												
12	Men's Toilet Room	1		Signage	Designation		Not provided	-	Remove existing men's room sign and provide a sign designating this single-user toilet room as an all gender toilet room since it is the only toilet room available.	1	174	\$174
13	Men's and Women's Toilet Rooms	Ext.		Signage	Designation		International Symbol of Acc. not compliant	-	Since the women's toilet room is always locked and never used, remove existing sign from door which indicates that an accessible toilet room is available at this location.	1	Labor	\$0
Picnic Tables												
14	Picnic Table Near Toilet Rooms	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided	-	Ensure that at least 5% (minimum one) of picnic tables are accessible. (Cost based on one accessible picnic table.)	1	1050	\$1050

City of Salem
Palmer Cove Park & Playground

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Benches												
15	Path Along Harbor, East Side of Park	Ext.		Benches	N/A		Shoulder alignment not provided at bench	-	Recommend ensuring that 20% of benches (1) have a clear floor space of 36" wide min. by 48" deep min.	1	68	\$68
Toilet & Bathing Rooms												
Overall Access												
16	Men's Toilet Room	1		Overall Access	Toilet Room		Turning space not provided	-	Remove/relocate chair out of clear floor space at toilet.	1	Labor	\$0
Play and Sport Areas												
Field												
17	Fan Seating at Baseball Field	Ext.		Field	Baseball		Accessible spaces not provided at sidelines seating Accessible route not provided to sidelines seating Field not connected to an accessible route	- - -	Provide a 36" x 48" clear floor space at sideline seating. Provide an accessible route to sidelines seating. Ensure boundary of baseball field/edge of sport activity is connected to an accessible route. (Cost based on two (2) 3'x4' asphalt patches at seating and 90' long x 48" wide min. asphalt path to sideline seating & edge of sport activity.)	1	2394	\$2394
Court												
18	Fan Seating at Basketball Court	Ext.		Court	Basketball		Accessible spaces are not provided at sidelines seating Accessible route not provided to sidelines seating	-	Provide a 36" x 48" clear floor space at sidelines seating. Provide an accessible route to sidelines seating. (Cost based on 12' x 48" wide min. asphalt path to seating and two (2) 3'x4' asphalt patches by seating.)	1	366	\$366

ADA Transition Plan

August 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Year built: Year renovated: 2012

Pickman Park, located at 20 Lincoln Road, is open from sunrise to sunset. Amenities include a beach, two sets of swing sets, two picnic areas including a picnic pavilion, a playground, limited street parking with one accessible parking sign, a basketball court, and a community garden.

Exterior Accessible Routes

Accessibility issues include lack of an accessible route from the park entrance to the amenities in the park (basketball court, swing sets, playground, picnic area, benches, community garden, etc.).

Beach Access Route

Accessibility issues include lack of an accessible route to the high tide level at the beach.

Playground

Accessibility issues include lack of an accessible route to each play component inside each playground area.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Picnic Tables

Accessibility issues include lack of two (2) accessible picnic tables.

Additional Accessibility Issues

- Lack of a curb ramp at the Lincoln Road crosswalk leading to the park entrance.

- Lack of clear floor space at benches.

- Provide accessible routes that connect all amenities in the park: \$14,798
- Provide an accessible route to each playground component (poured in place rubber): \$10,500
- Provide a compliant beach access route (beach mat): \$2,250
- Provide one (1) curb ramp: \$2,800
- Provide two (2) accessible picnic tables: \$2,100
- Miscellaneous corrective actions (clear floor space at benches): \$54






Total: \$32,502

Best Practice and Inclusive Design





Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing seating areas 72" wide min. adjacent to beach access route beach mats near the high tide water level.
- Recommend providing a 48" min. firm, stable and slip resistant clear floor space around the accessible picnic table located near the basketball court once it is provided.






City of Salem
Pickman Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Walkway by Lincoln Road	Ext.		Exterior Access Route			Running slope > 1:20 (5%)	-	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 6'x3' of asphalt to correct slope.)	1	135	\$135
2	Swing Set by Picnic Pavilion	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. Provide a 48" wide min. accessible route around the perimeter of the swing set area. Connect route to an asphalt path running through the center of the park. (See ID 15 for cost of central accessible route.) (Cost based on a 48" wide min. 60' long asphalt path around the perimeter of the swing set area.)	1	1530	\$1530
3	Community Garden Entrance	Ext.		Exterior Access Route			Accessible route not provided	-	Ensure community garden is connected to an accessible route. Provide 48" wide min. path starting at the new central path to the edge of basketball court to the garden entrance. Ensure a 1:20 (5.00%) max. running slope and a 1:50 (2.00%) max. cross slope. (Cost based on a 48" wide min. x 100' long asphalt path around the exterior of one end of the basketball court to the garden entrance.)	1	2550	\$2550
4	Second Swing Set	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. Provide a 48" wide min. accessible route around the perimeter of the swing set area. Connect route to an asphalt path running through the center of the park. (See ID 15 for cost of central accessible route.) (Cost based on a 48" wide min. 120' long asphalt path around the perimeter of the swing set area.)	1	3060	\$3060
5	Playground	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. Provide a 48" wide min. accessible route around the perimeter of the playground. Connect route to an asphalt path running through the center of the park (See ID 15. for cost of central accessible route.) and to the bench. (Cost based on a 48" wide min. 70' long asphalt path around the perimeter of the playground.)	1	1785	\$1785

City of Salem
Pickman Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Curb Ramp												
6	Lincoln Road	Ext.		Curb Ramp	Perpendicular		Curb ramp not provided	-	Provide a curb ramp at sidewalk by park.	1	2800	\$2800
Access to Goods and Services												
Picnic Tables												
7	Picnic Pavilion	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	- 7.5"	Provide at least one picnic table with toe and knee clearance. Provide 48" wide min. accessible route from new asphalt path through center of park to the picnic pavilion. Ensure running slope is 1:20 (5.00%) max., cross slope is 1:50 (2.00%) and change in level at pavilion is no greater the 1/4" max. (Cost based picnic table plus 48" wide min. x 15' long asphalt route.)	1	1433	\$1433
8	Picnic Table Near Basketball	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	24" -	Provide at least one picnic table with toe and knee clearance. Locate picnic table on an accessible route.	1	1050	\$1050
Benches												
9	Bench Facing Beach	Ext.		Benches	N/A		20% of benches have clear space < 36" x 48"	-	Ensure that 20% of benches have a clear floor space of 36" wide min. by 48" deep min. (Cost is for a level asphalt patch alongside bench. Ensure asphalt patch joins exterior asphalt path along perimeter of playground.) (Cost based on asphalt patch plus 48" wide min. 10' long asphalt path from patch to new asphalt path in center of park.)	1	282	\$282

City of Salem
Pickman Park

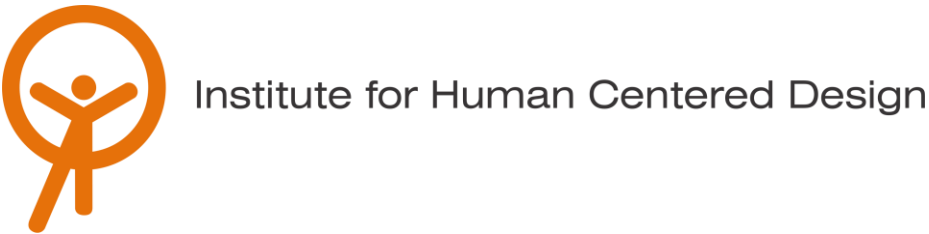
ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Playground	Ext.		Benches	N/A		20% of benches have clear space < 36" x 48"	- -	Ensure that 20% of benches have a clear floor space of 36" wide min. by 48" deep min. (Cost is for a level asphalt patch alongside bench. Ensure asphalt patch joins exterior asphalt path along perimeter of playground.)	1	27	\$27
Play and Sport Areas												
Play Areas												
11	Swing Set by Picnic Pavilion	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Provide an accessible route that is 60" wide min. to each play component in the playground (swing set). (Cost based on 60" wide x 30' long route from entrance to and along the swings, poured in place rubber.)	1	2100	\$2100
12	Second Swing Set	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components	-	Provide an accessible route that is 60" wide min. to each play component in the playground (swing set). Ensure transition from rubber to exterior accessible route at edge of swings is 1/4" max. (Cost based on 60" wide x 40' long route from entrance to and along the swings, poured in place rubber.)	1	2800	\$2800
13	Playground	Ext.		Play Areas			Accessible route not provided to ground level play components	-	Provide an accessible route that is 60" wide min. to each play component in the playground. Ensure transition from rubber to exterior accessible route at edge of playground is 1/4" max. (Cost based on 60" wide x 80' long route from entrance to playground area and along the playground, poured in place rubber.)	1	5600	\$5600
Court												
14	Basketball Court	Ext.		Court	Basketball		Not connected to accessible route	-	Ensure basketball court is connected to an accessible route from park entrance at Lincoln Road. Provide a 48" wide min. accessible route through the center of the park connecting to the basketball court with a 1:20 (5.00%) max. running slope and a 1:50 (2.00%) max. cross slope. (Cost based on a 48" wide min. x 200' long asphalt path to the edge of the basketball court.)	1	5100	\$5100

Salem Willows Park



City of Salem ADA Transition Plan

September 2019



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200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Salem Willows Park

Background

Salem Willows Park, or “The Willows” as locals like to call it, is a large public park located at 165 Fort Avenue. Amenities include picnic areas, pavilions (five in total), benches, tennis courts, a basketball court, hatch shell, and a public beach named Dead Horse Beach. Also in this location is a set of public men’s, women’s and family toilet rooms, the “Clam Shack,” a Canoe Shed and a boardwalk with arcade games, ice cream stands, and a restaurant.

Parking is provided for this park with multiple off-street parking lots. The lot closest to the boardwalk has metered parking, and additional lots are near Dead Horse Beach and the tennis courts. The metered parking lot is currently the only lot with designated accessible spaces.

Key Accessibility Issues

Exterior Routes

While there are paved routes to most major park amenities, many of them have excessive running slopes due to the landscape of the park (including routes to the hatch shell, the pavilion with ramp near the center of the park, Dead Horse Beach access, and the tennis courts). Other accessibility issues include lack of accessible routes to many amenities in the park (including the Canoe Shed, the Clam Shack, Dead Horse Beach, basketball court, picnic areas and benches throughout the park. Also of concern is the lack of a compliant ramp leading to the hatch shell stage.

Parking

Accessibility issues at the parking lots include lack of designated accessible parking spaces at the lots located near Dead Horse Beach and the tennis courts.

The lot near the tennis courts lacks one (1) required van accessible parking space with sign containing the International

Symbol of Accessibility (ISA) and designation “Van Accessible” as well as a compliant access aisle. It also lacks two (2) required car accessible parking spaces with signs containing the International Symbol of Accessibility (ISA) and a compliant access aisle.

Accessibility issues at the metered parking near the boardwalk include lack of an identification sign with the designation “Van Accessible” at a van accessible parking space in front of the Arcade. The other accessible spaces in the metered lot lack a compliant access aisles and signs with the International Symbol of Accessibility (ISA).

Toilet Rooms

Accessibility issues at the toilet rooms include lack a compliant ramp leading to the entrance (landing and excessive running slope) and minor issues with designation signs not located on the latch sides of the doors.

Accessibility issues in the women’s toilet room include lack of the required ambulatory compartment, non-compliant toilet paper dispenser, door with malfunctioning self-closing hinge, and hand dryers that protrude into the circulation path.

Accessibility issues in the men’s toilet room include a flush control not located on the open/transfer side, a door with malfunctioning self-closing hinge, and non-compliant toilet paper dispenser. The hand dryers in the men’s toilet room also protrude into the circulation path.

Accessibility issues in the family toilet room include exposed plumbing under the lavatory, non-compliant toilet paper dispenser, and paper towel dispenser located higher than the maximum allowed.

Pavilions and Picnic Areas

Accessibility issues include lack of accessible picnic tables at many locations and lack of accessible routes to them.

Additional Accessibility Issues

- Lack of accessible service counters (Salem Willows Restaurant and Clam Shack).
- Lack of drinking fountain for standing users near Concession Stand, as well as a functioning fountain for seated users.

Order of Magnitude Cost Estimates

- Exterior route renovations (including fixing slopes, renovating curb cuts, and renovating ramps): \$28,179
- Provide an accessible route (beach mat) to the high tide level at Dead Horse Beach: \$5,821
- Renovation to parking lots: \$7,915
- Renovate toilet rooms: \$6,128
- Miscellaneous corrective actions (picnic tables, counters, drinking fountain, signs, etc.): \$7,171

Total: \$ 55,214

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing directional signage indicating the location of the nearest accessible picnic table at locations where there is not an accessible picnic table.
- Recommend locating waysides throughout park on accessible routes. Ensure waysides are maintained in operable working condition.
- Recommend replacing tennis court surface.
- Recommend providing permanent informational signage about canoe and kayak rentals in the park.
- Recommend providing a clear floor space adjacent to benches. Also, ensure additional benches are provided in the areas where benches are located surrounding trees.

- Recommend providing a 48” clear floor space all around the accessible picnic tables.
- Recommending providing seating areas near the high tide level (beach mat).
- Recommend maintaining the stage at the hatch shell stage in operable working condition.






Fig. 1 Potential routes to basketball and tennis courts in red.








Note: IHCD recommends using tables such as this to ensure an accessible and inclusive experience for park visitors.








City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Northwest Side of Park	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	4.2%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost based on 100' asphalt to fix cross slope.)	1	750	\$750
2	Route to Pavilion on North End of Park	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%) (MAAB) Running slope > 1:20 (5.00%)	8.3% 17.4%	Reduce cross slope to be no steeper than 1:50 (2.00%). Recommend reducing running slope to be no steeper than 1:20 (5%). (Cost based on 80' asphalt to fix cross slope.)	1	600	\$600
3	Route to Hatch Shell	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	8.4%	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 120' asphalt to hatch shell.)	1	2340	\$2340
4	Route From Parking to Pavilions Near Center of the Park	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5%)	14.6%	Reduce running slope to be no steeper than 1:20 (5%). (Cost based on 75' asphalt to pavilion.)	1	1463	\$1463
5	Pavilion on North End of Park	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	4"	Alter change in level to be 1/4" high max.	1	155	\$155






City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Canoe Shed	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 15' asphalt to canoe rental area.)	1	293	\$293
7	Route to Clam Shack	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost based on 15' concrete to service window.)	1	518	\$518
8	Route to Dead Horse Beach	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5.00%)	15%	Reduce the running slope to be no steeper than 1:20 (5.00%). (Cost based on 10' asphalt.)	1	195	\$195
Beach Access Routes												
9	Dead Horse Beach	Ext.		Beach Access Routes	Removable		Beach route not provided	-	Provide an accessible route that is firm and stable. Ensure the accessible route extends to the high tide level. (Cost based on a 125' long by 72" wide beach mat.)	1	5821	\$5821
Curb Ramp												
10	Route to Dead Horse Beach From Parking Lot	Ext.		Curb Ramp	Parallel		Running slope > 1:12 (8.33%) Transition from curb ramp to street not flush	9.4% -	Reduce running slope to be no steeper than 1:12 (8.33%). Ensure transition from curb ramp to street is flush or free of changes in level.	1	2800	\$2800






City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
11	Southern Crosswalk From North Half of Park to South Half of Park	Ext.		Curb Ramp	Parallel		Running slope > 1:12 (8.33%) Landing not provided at top of curb ramp	14.1% 5.3%	Reduce running slope to be no steeper than 1:12 (8.33%). Provide landing at top of curb ramp or reconfigure ramp.	1	2800	\$2800
Entrance												
12	Alternate Entrance to Pavilion With Ramp Near Center of Park	Ext.		Entrance	N/A		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance.	1	260	\$260
Off-Street Parking Lot or Garage												
13	Parking Lot - Dead Horse Beach	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	45 0 - - -	Provide one (1) car accessible space and one (1) van accessible space. Provide a marked access aisle that is at least 96" wide for both spaces to use. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	2	1388	\$2776
14	Parking Lot North of Tennis Courts	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Access aisle not provided Sign not provided Sign does not have the designation "Van Accessible"	56 0 - - -	Provide one (1) van accessible space and two (2) car accessible spaces. Provide two (2) marked access aisles. Provide three (3) signs with the bottom of the signs 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	3	1388	\$4164
15	Metered Parking Lot Near Arcade	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Sign does not have the designation "Van Accessible"	97 4 -	Add the designation "Van Accessible" to the sign located at the van accessible space.	1	375	\$375





City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Metered Parking Lot Near Arcade	Ext.		Off-Street Parking Lot or Garage	N/A		Access aisle < 60" wide at car/van space Sign not provided	57" -	Provide a marked access aisle that is at least 60" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground.	1	600	\$600
Access to Goods and Services												
Ramps												
17	Hatch Shell	Ext.		Ramps	Exterior		Ramp < 48" wide (MAAB) Handrails do not extend 12" past top & bottom	41" -	Widen ramp so that the clear width is 48" min. Alter handrails to extend horizontally above the landing for 12" min. beyond the top and bottom of ramp runs. Ensure handrails are provided on both sides. (Cost based on one set of metal handrail extensions and widening a 10' long ramp.)	1	4262	\$4262
18	Route to Pavilion With Ramp Near Center of Park	Ext.		Ramps	Exterior		Running slope >1:12 (8.33%) Landing not as wide as ramp.	10.8% -	While the running slope is technically not compliant, it is still usable. Alter so the landing is at least as wide as the ramp. (Cost based on widening bottom of ramp.)	1	48	\$48
19	Route to Toilet Rooms	Ext.		Ramps	Exterior		Running slope >1:12 (8.33%) Landing has a slope > 1:50 (2.00%) (MAAB)	9.2% 9.2%	Reduce running slope to be no steeper than 1:12 (8.33%). Alter so that the slope in all directions is no greater than 1:50 (2.00%).	1	9251	\$9251
Signage												
20	Toilet Rooms, Main Entrance	Ext.		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign alongside the door on the latch side.	1	174	\$174





City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Family Toilet Room	1		Signage	Designation		Raised characters < 48" or > 60 " above ground Sign not located on the latch side of the door	62" -	Mount sign so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above finished floor. Locate sign alongside the door on the latch side.	1	Labor	\$0
22	Women's Toilet Room	1		Signage	Designation		Raised characters < 48" or > 60 " above ground Sign not located on the latch side of the door	61.5" -	Mount sign so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above finished floor. Locate sign alongside the door on the latch side.	1	Labor	\$0
23	Men's Toilet Room	1		Signage	Designation		Raised characters < 48" or > 60 " above ground Sign not located on the latch side of the door	61" -	Mount sign so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above finished floor. Locate sign alongside the door on the latch side.	1	Labor	\$0
Service Counter												
24	Clam Shack	Ext.		Service Counter	N/A		Counter > 36" high	43.25"	Provide a counter that is 36" max. above the ground.	1	660	\$660
25	Restaurant Ordering Window	Ext.		Service Counter	N/A		Counter > 36" high	48.5"	Provide a counter that is 36" max. above the ground.	1	660	\$660






City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Picnic Tables												
26	Picnic Area Across From Dairy Palace	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	- -	Provide at least one picnic table with toe and knee clearance. Locate picnic table on an accessible route. (Cost based on one accessible picnic table and 30' asphalt to picnic area.)	1	1635	\$1635
27	Picnic Area South of Tennis Courts	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	- -	Provide at least one picnic table with toe and knee clearance. Locate picnic table on an accessible route. (Cost based on one accessible picnic table and 30' asphalt path to picnic area.)	1	1635	\$1635
28	Picnic Area North of Concession Stand	Ext.		Picnic Tables	N/A		Picnic table not on an accessible route	-	Ensure that the picnic table is connected to an accessible route. (Cost based on 15' asphalt to accessible table.)	1	293	\$293
Trash / Recycling												
29	South of Tennis Courts, Near Parking Lot for Dead Horse Beach	Ext.		Trash / Recycling	N/A		Trash container not connected to an accessible route	-	Ensure trash container is located on an accessible route.	1	Labor	\$0
Toilet & Bathing Rooms												



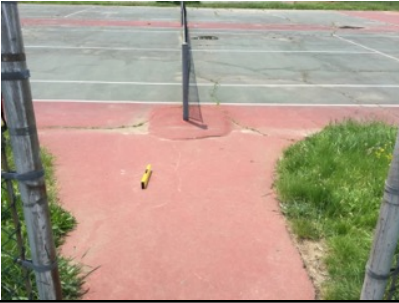

City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Overall Access												
30	Women's Toilet Room	1		Overall Access	Toilet Room		Maneuvering clearance(s) not provided	-	Remove the trash container to maintain the maneuvering clearance at the door.	1	Labor	\$0
31	Women's Toilet Room	1		Overall Access	Toilet Room		6 fixtures, but no ambulatory compartment provided	-	Provide one ambulatory accessible compartment.	1	1539	\$1539
Lavatory												
32	Family Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory.	1	69	\$69
Single-User Toilet												
33	Family Toilet Room	1		Single-User Toilet	N/A		Toilet paper dispenser is not compliant	-	Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	530	\$530






City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Toilet Compartment												
34	Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Non-compliant toilet paper dispenser	- -	Repair hinge. Relocate toilet paper so that it is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	530	\$530
35	Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Door with malfunctioning self-closing hinge Flush control not on open side Non-compliant toilet paper dispenser	- - -	Repair hinge. Provide the flush control on the open side of the toilet (transfer side). Relocate toilet paper to the opposite wall. Ensure toilet paper is 15" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	810	\$810
Dispensers												
36	Family Toilet Room	1		Dispensers	N/A		Controls > 42" high	55.75"	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor.	1	530	\$530
37	Women's Toilet Room	1		Dispensers	N/A		Dispenser acts as a protruding object	6"	Relocate hand dryer dispensers so they do not protrude into the circulation path.	2	530	\$1060
38	Men's Toilet Room	1		Dispensers	N/A		Dispenser acts as a protruding object	6"	Relocate hand dryer dispensers so they do not protrude into the circulation path.	2	530	\$1060
Additional Access												





City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Drinking Fountains												
39	Drinking Fountain North of Concession Stand	Ext.		Drinking Fountains	N/A		Operable parts malfunctioning No drinking fountain provided for standing users	- -	Repair or replace drinking fountain to ensure operable parts can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Provide an additional drinking fountain for standing users or install a Hi-Lo drinking fountain.	1	3162	\$3162
Play and Sport Areas												
Court												
40	Basketball Court	Ext.		Court	Basketball		Not connected to accessible route	-	Ensure edge of basketball court is connected to an accessible route. (Cost based on 15' long asphalt path.)	1	293	\$293
41	Tennis Courts	Ext.		Court	Tennis		Not connected to accessible route	23.5%	Ensure edge of tennis court is connected to an accessible route. (Cost based on new 45' asphalt route to west side of tennis courts as well as a marked access aisle to allow for clear access to the new route.)	1	1103	\$1103
Best Practice												
Benches												
42	Benches Around Trees	Ext.		Benches	N/A				Recommend providing an accessible bench in this area.	1	-	\$0

City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
43	Benches Throughout Park	Ext.		Benches	N/A				Recommend having a clear floor space of 36" wide min. by 48" deep min. adjacent to the benches around the park.	1	-	\$0
N/A												
44	Route to Hatch Shell	Ext.		N/A	N/A				Ensure the route to Hatch Shell is maintained in operable working condition.	1	-	\$0
45	Canoe Shed	Ext.		N/A	N/A				Recommend providing permanent informational sign about canoe and kayak rentals in the park.	1	-	\$0
46	Tennis Courts	Ext.		N/A	N/A				Recommend replacing tennis court surface.	1	-	\$0
Picnic Tables												
47	Pavilion on North End of Park	Ext.		Picnic Tables	N/A				Recommend providing directional signage indicating the location of the nearest accessible picnic table (in this case, at the Pavilion with ramp near center of park).	1	0	\$0

City of Salem
Salem Willows Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
48	Route to Pavilion Opposite Pavilion With Ramp Near Center of Park	Ext.		Picnic Tables	N/A				Recommend providing directional signage indicating the location of the nearest accessible picnic table (in this case, at the Pavilion with ramp near center of park).	2	0	\$0
49	Pavilion on Southwest Side of Park	Ext.		Picnic Tables	N/A				Recommend providing directional signage indicating the location of the nearest accessible picnic table (in this case, where IHCD recommends providing one near the tennis courts.)	1	0	\$0
50	Pavilion on Northeast Side of Park	Ext.		Picnic Tables	N/A				Recommend providing directional signage indicating the location of the nearest accessible picnic table (in this case, at the Pavilion with ramp near center of park.)	1	0	\$0
Waysides												
51	Waysides Opposite Peppy's Pizza	Ext.		Waysides	N/A				Recommend relocating waysides near accessible routes throughout park. Ensure waysides are maintained in operable working conditions.	3	-	\$0

Winter Island Park/Waikiki Beach



City of Salem ADA Transition Plan

August 2019



Institute for Human Centered Design

200 Portland Street, Boston, MA 02114
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/tty

Winter Island Park and Waikiki Beach

Year Built: 1972 Year Renovated: 2011

Background

Winter Island Park and Waikiki Beach is a marine park and recreation area located at 50 Winter Island Road. The site was first settled in the early 17th century, and subsequently was the site of Fort Pickering; an historical earthen fort that still stands on the property. Large portions of the site were annexed by the US Coast Guard in the 1930s (the Coast Guard built various structures during this period), and then abandoned the location in 1969. The City of Salem took possession of Winter Island in 1972, designating it a marine park and creating most of the current park amenities. In 2011, a master plan was developed outlining additional improvements to Winter Island Park.

Amenities at the park include Waikiki Beach with adjacent comfort station, Fort Pickering with historic sites and waterfront access, a small camping area, an RV parking area, a playground with an unpaved parking lot, a bandstand, picnic pavilion, a gazebo, a boat launch, canoe launch, and various waysides explaining the historical value of the site. Additionally, the property has a function hall with toilets, and a main office with a small store and park reception services. The southernmost portion of the park also has a small building that serves as the office of the Salem Harbormaster.

Parking is provided by a series of lots including a playground parking lot, a parking lot by the harbormaster’s office, parking near the bandstand area, and a main parking lot at the south end of the facility off of Winter Island Road. The main parking lot is the largest lot with 99 spaces including two (2) van accessible parking spaces and three (3) car accessible parking spaces.

Key Accessibility Issues

Exterior Access Routes

Accessibility issues include a lack of accessible routes connecting park amenities due to running and cross slopes that are greater than the maximum slope allowed, and changes in level or gaps in walkways that are also greater than the maximum allowed. These include lack of accessible routes to the Harbormaster’s Office, the gazebo near the boat launch, the picnic pavilion, the canoe launch, the camping area, Waikiki beach, the playground, the bandstand, Fort Pickering and the comfort station.

Parking

Accessibility issues include lack of a van accessible parking space located on the shortest accessible route to the accessible entrance at the main park office (one (1) of the existing two (2) van accessible parking spaces should be relocated). Also there is the lack of a designated van accessible parking space in the playground parking area, a van accessible parking space access aisle is narrower than the minimum width required in the bandstand parking area, and a van accessible parking space in the Harbormaster’s parking lot lacks a sign with the International Symbol of Accessibility (ISA) and the words “Van Accessible”.

Ramps

Accessibility issues include lack of handrails on one side at the ramps to the comfort station toilet rooms, a railing that does not extend 12” beyond the lower ramp landing run and a landing transition with a change in level that is greater than allowed at the function hall ramp, and the railings at the ramp to the main office that have a noncompliant cross section.

Signage

Accessibility issues include signs at permanent rooms which are not located on the latch side of the door, signs at egress doors that lack raised characters and braille, lack of signs indicating the location of the nearest accessible exit and illuminated exit signs that lack the International Symbol of Accessibility (ISA).

Changing Rooms

Accessibility issues include a lack of compliant benches in both the men’s and women’s changing rooms. The women’s changing room is also smaller than allowable, lacking the required minimum turning space.

Toilet and Shower Rooms

Accessibility issues include lavatories in all toilet rooms with exposed plumbing and mirrors mounted higher than the maximum height allowed. The urinal in the men’s comfort station toilet room is mounted higher than the maximum height allowed. Also, the toilet centerline in the function hall toilet room is farther from the wall than allowed, and the paper towel dispenser protrudes into the clear floor space at the toilet. Accessible compartments in the men’s and women’s comfort station have non-functional self-closing hinges, side grab bars mounted lower than required, and toilet paper dispensers mounted over the grab bars. The women’s comfort station toilet room also lacks an ambulatory accessible compartment. The men’s accessible compartment has noncompliant door hardware and the toilet flush control is not mounted on the open/transfer side. Additionally, the accessible showers in both of the changing rooms are not compliant.

Play Areas

Accessibility issues include a lack of required routes around the perimeter of the playground, as well a lack of an accessible route that connects each play element in the playground.

Note: The Massachusetts Architectural Access Board (MAAB) does not consider engineered wood fiber (EWF) to comply with its regulation requiring an accessible route to each play component and around the playground.

Additional Accessibility Issues

- Lack of accessible picnic tables on accessible routes in all areas with picnic tables.
- Lack of a drinking fountain for a standing user at the comfort station.

Order of Magnitude Cost Estimates

- Renovate exterior access routes (including an access ramp to the canoe launch): \$47,719
- Provide an accessible beach access route (beach mat): \$2,475
- Renovate parking lot: \$2,825
- Renovate exterior ramps (compliant handrails, etc.): \$10,254
- Renovate picnic areas (accessible picnic tables on an accessible route): \$6,187
- Renovate toilets and showers: \$11,622
- Provide a compliant drinking fountain for seated users: \$3,162
- Renovate changing rooms: \$3,083
- Miscellaneous corrective actions (doors signs, etc.): \$3041

Total: \$90,368






Note: Cost estimate does not include required renovations to play components or a locked and unused building north of the main parking area which was not surveyed.

Best Practice & Universal Design






Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend lowering the intensity of floor waxing on cement floors in order to decrease glare and chances of slipping when floors are wet.
- IHCD strongly recommends exploring the possibility of an alternative surface to engineered wood fiber (EWF). Overtime, EWF requires continuous maintenance to ensure the surface is maintained in operable working condition (stable, firm and slip-resistant). In addition, when used in combination with other surfaces required for accessible routes to play components in Massachusetts, it will present a challenge to prevent level changes at the transition points between EWF and other surfaces, and to keep the accessible routes clear of EWF.
- IHCD team noticed what appeared to be overflow parking spaces near Fort Pickering. If these overflow parking spaces are used, provide at least one (1) van accessible parking space with access aisle and sign.
- Recommend providing at least one (1) accessible RV parking space.
- Recommend installing a dedicated pedestrian sidewalk along Winter Island Road to improve access to various amenities.
- Recommend restriping faded pedestrian crosswalk across the main access road in order to improve pedestrian flow to Waikiki Beach.
- Recommend providing more descriptive signage to better differentiate between the toilet rooms and changing rooms.






City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Route From Main Parking Area to Picnic Pavilion	Ext.		Exterior Access Route	Walkway		Exterior route < 48" wide Surface openings > 1/2"	30" -	Ensure that a clear width of 48" min. is maintained at the accessible route. Repair surface openings. (Cost estimate based on repaving 125'x48" path.)	1	3138	\$3138
2	Route From Main Parking Area to Waikiki Beach	Ext.		Exterior Access Route	Walkway		Exterior route < 48" wide	31"	Remove or relocate potted plant to ensure that a clear width of 48" min. is maintained in the the accessible route.	1	Labor	\$0
3	Route to Playground From Main Parking Area	Ext.		Exterior Access Route	Walkway		Exterior route < 48" wide Running slope > 1:20 (5%)	28" 15%	Ensure that a clear width of 48" min. is maintained in the accessible route with a running slope of 1:20 (5.00%) max. and a cross slope of 1:50 (2.00%) max. (Cost estimate based on 200'x48" wide min. asphalt route.)	1	4800	\$4800
4	Route to Playground From Main Parking Area	Ext.		Exterior Access Route	Walkway		Obstructed by protruding objects	-	Trim low hanging tree branches.	1	Labor	\$0
5	Waikiki Beach Comfort Station	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	7.0%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost estimate based on regrading 30' long section of walkway.)	1	900	\$900






City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
6	Waikiki Beach Comfort Station	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max.	2	206	\$412
7	Route to Concrete Camping Area	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max. (Cost estimate based on patching 25' x 2' asphalt patch.)	1	213	\$213
8	Route to Waikiki Beach From Main Parking Area	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	2"	Bury cables or otherwise relocate or redesign cable crossing to a height of 1/4" max.	1	Labor	\$0
9	Access to Fort Pickering From Main Parking Area	Ext.		Exterior Access Route	Walkway		Level changes > 1/4" Surface is not stable, firm, and slip-resistant Does not prevent accumulation of water	1.5" - -	Repair transition so that changes in level are 1/4" high max. Provide a surface that is stable, firm, and slip resistant and is at least 48" wide. (Cost estimate based on the installation of a 325'x48" wide min. stone dust path connecting Fort Pickering entrance and the main parking area.)	1	5200	\$5200
10	Main Parking Area	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition Accessible route not provided	-	Ensure an accessible route is provided behind Harbormaster's office. (Cost based on a 48" wide min. 120' long stone dust path.)	1	4104	\$4104





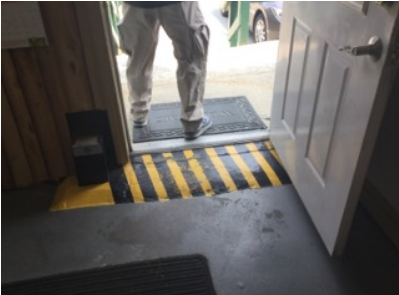
City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
11	Harbormaster's Office	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Providing an accessible route to the Harbormaster's Office may prove technically infeasible. For program access, provide alternative means of allowing members of the public to interact with the Harbormaster as needed.	1	0	\$0
12	Concrete Camping Area	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost estimate based on a 50'x48" wide min. stone dust path.)	1	1200	\$1200
13	Route From Main Parking Area to Picnic Pavilion	Ext.		Exterior Access Route	Exterior		Accessible route not provided		Provide a sign directing users to the the accessible route to the bandstand parking lot.	1	173	\$173
14	Gazebo Near Boat Launch	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost estimate based on the installation of an asphalt patch connecting parking lot to gazebo.)	1	52	\$52
15	Canoe Launch	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. (Cost estimate based on a compliant 30' concrete ramp and 48" wide min. asphalt path connecting canoe launch to the main parking area.)	1	10450	\$10450


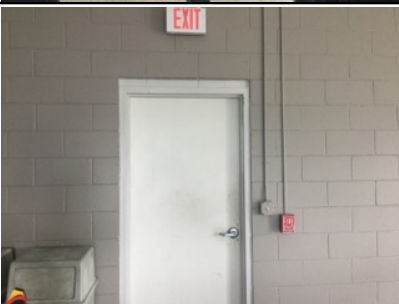
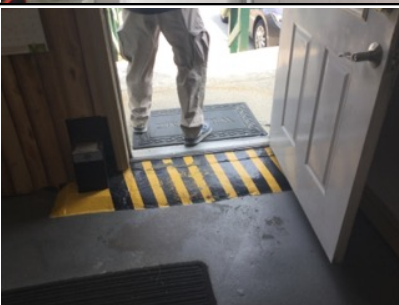
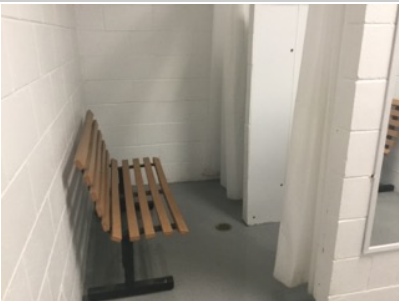

City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Fort Pickering Waterfront	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure accessible route is provided. (Cost estimate based on the installation of 180' x 48" wide min. stone dust path connecting amenities on the waterfront to an accessible route.)	1	4380	\$4380
17	Fort Pickering Old Entrances	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure accessible route is provided. (Cost estimate based on 250' x 48" wide min. stone dust path creating accessible routes to major points of interest at Fort Pickering.)	1	6000	\$6000
18	Route From Playground Parking	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided around exterior of playground. (Cost based on 255' long x 48" wide min. stone dust path around playground perimeter.)	1	6503	\$6503
19	Bandstand Near Picnic Pavilion	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided. Provide a 48" wide min. x 10' long cement path with a max. running slope of 1:20 (5.00%) and a max. cross slope of 1:50 (2.00%).	1	194	\$194
Beach Access Routes												
20	Waikiki Beach Head	Ext.		Beach Access Routes	Removable		Beach route not provided	- -	Provide an accessible route that is firm and stable. Ensure the accessible route extends to the high tide level. (Cost estimate based on 72" wide min. x 55' long beach mat.)	1	2475	\$2475






City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Off-Street Parking Lot or Garage												
21	Playground Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces	8 - -	Provide a van accessible parking space, access aisle and sign with the International Symbol of Accessibility and the words "Van Accessible". Mount sign 60" min. and 96" max. above the ground.	1	925	\$925
22	Harbormaster Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign not provided Sign does not have the designation "Van Accessible"	3 - 1 - -	Provide a sign with the International Symbol of Accessibility (ISA). Mount the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	375	\$375
23	Bandstand Parking Area	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 60" wide at car/van space Sign does not have the designation "Van Accessible"	4 2 - 24" -	Provide a 96" wide min. access aisle. Provide a sign with the words "Van Accessible" mounted 60" min. and 96" max. above the ground.	1	600	\$600
24	Main Parking Area Near Main Office	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle does not adjoin an accessible route	99 3 2 -	Relocate one of the two van accessible spaces so it is on the shortest accessible route to the accessible entrance at the main park office. (Re-stripe, relocate International Symbol of Accessibility (ISA) sign and sign with the words "Van Accessible".) Mount signs 60" min. and 96" max. above the ground.	1	925	\$925
Entrance												
25	Main Office Entrance	1		Entrance	Main Entrance		Maneuvering clearance at door > 1:48 (2.08%) Threshold is > 1/2" high	- 3+"	Provide door threshold that is 1/2" max., beveled. (Cost based on new threshold. Cost to reduce change in level on both sides of door to provide required maneuvering clearance is not included.)	1	113	\$113






City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Emergency Exit												
26	Function Hall	1		Emergency Exit	Main Exit		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided	- -	Provide a directional sign indicating the location of the nearest accessible emergency exit.	2	173	\$346
27	Function Hall Accessible Exit	1		Emergency Exit	Accessible Exit		International Symbol of Acc. not provided Tactile exit sign not provided	-	Provide the International Symbol of Accessibility on the illuminated exit sign above the exit door. Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48" - 60" above the finished floor on the latch side of the door.	1	240	\$240
28	Main Office	1		Emergency Exit	Main Exit		International Symbol of Acc. not provided Tactile exit sign not provided Maneuvering clearance at emergency door > 1:50 (2.00%) Threshold > 1/2" high	- - 3+	Provide the International Symbol of Accessibility (ISA) on the illuminated exit sign above the exit door. Ensure exit signs with raised characters and braille are provided at exit doors. Mount signs between 48" - 60" above the finished floor on the latch side of the door.	1	240	\$240
Access to Goods and Services												
Interior Access Route												
29	Women's Changing Room	1		Interior Access Route	Interior		Route < 36" wide	23"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
30	Main Office	1		Interior Access Route	Interior		Level changes > 1/4"	5"	Reduce level change to 1/4" max. Relocate cables.	1	Labor	\$0




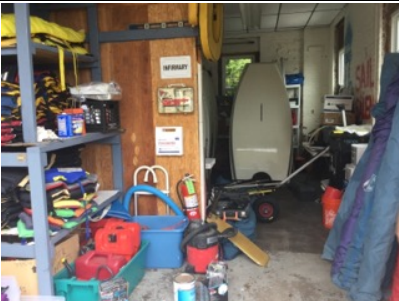
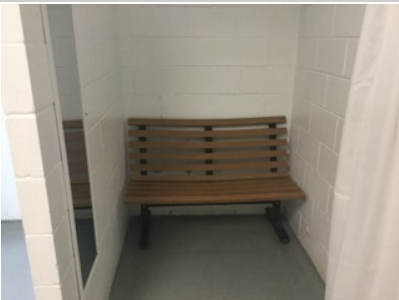
City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Doors, Doorways, & Gates												
31	Harbormaster's Office	1		Doors, Doorways, & Gates	Main Entrance		Maneuvering clearance(s) not provided Threshold > 1/2" high	- -	Providing proper maneuvering clearances may prove technically infeasible. Consider alternative locations where members of the public may interact with the Harbormaster. Provide door hardware that can be operated without tight pinching, grasping, or twisting of the wrist.	1	242	\$242
Ramps												
32	Function Hall Accessible Exit	Ext.		Ramps	Exterior		Handrails do not extend 12" past top & bottom Not maintained in operable working condition	- -	Alter handrails to extend horizontally above the landing for 12" min. beyond the bottom of ramp run on one side. Ensure the ramp is maintained in operable working condition. Patch transition at bottom ramp landing.	1	1734	\$1734
33	Ramp to Main Office	Ext.		Ramps	N/A		Handrails have non-compliant cross section	-	Provide handrails on both sides with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections at between 34"-38" (upper handrail) and 18"-20" (lower handrail).	1	5190	\$5190
34	Men's Comfort Station	Ext.		Ramps	Exterior		Handrails not provided	-	Provide handrails on one side with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections at between 34"-38" (upper handrail) and 18"-20" (lower handrail).	1	1665	\$1665
35	Women's Comfort Station	Ext.		Ramps	Exterior		Handrails not provided on one side. Handrails not provided	-	Provide handrails on one side with 1 1/4"- 2" circular cross sections or 4"- 6 1/4" non-circular cross sections at between 34"-38" (upper handrail) and 18"-20" (lower handrail).	1	1665	\$1665






City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Signage												
36	Function Hall Toilet Room (Left)	1		Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door International Symbol of Acc. not compliant	- - - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side. Replace sign with a sign containing the International Symbol of Accessibility (ISA).	1	173	\$173
37	Women's Toilet Room & Changing Room	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	2	Labor	\$0
38	Men's Toilet Room & Changing Room	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate sign at permanent rooms alongside the door on the latch side.	2	Labor	\$0
Service Counter												
39	Main Office	1		Service Counter	N/A		Counter > 36" high	42"	Provide a counter that is 36" max. above the ground.	1	660	\$660
Operable Parts												
40	Route to Waikiki Beach	Ext.		Operable Parts	Bike Rack		Element not on an accessible route	-	Ensure bike rack is located on an accessible route. (Cost estimate based on providing stone dust to, around and underneath bike rack.)	1	288	\$288


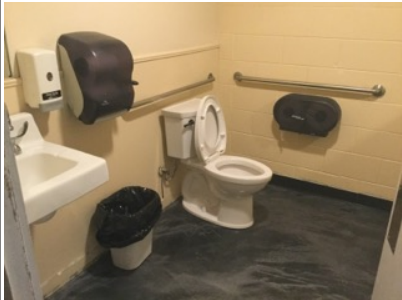



City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
41	Waikiki Beach Head Wayside	Ext.		Operable Parts	Wayside		Element not on an accessible route	-	Ensure waysides are located on an accessible route. (Relocate wayside.)	1	Labor	\$0
42	Coast Guard Wayside	Ext.		Operable Parts	Wayside		Element not on an accessible route	-	Ensure waysides are located on an accessible route. (Relocate wayside.)	1	Labor	\$0
43	Winter Island Wayside Near Bandstand	Ext.		Operable Parts	Wayside		Element not on an accessible route	-	Ensure waysides are located on an accessible route. (Relocate wayside.)	1	Labor	\$0
44	Sail Salem Garage	Ext.		Operable Parts	First Aid		Clear floor space is not provided Reach < 15" or > 48"(forward/side approach)	- 56"	Relocate first aid box so that controls are between 15"- 48" above the finished floor with a 30" min. by 48" min. clear floor space positioned for a forward approach.	1	192	\$192
Locker Room												
45	Women's Changing Room	1		Locker Room	Changing Room		Turning space not provided Clear floor space not provided at bench Bench < 48" long	- - 44"	Provide a 60" min. diameter circular turning space or T shaped turning space. Provide a 30" min. by 48" min. clear space along the side of the bench so that wheelchair users can transfer. Provide a bench that is 48" long min. (Cost estimate based on construction of a new changing room.)	1	2933	\$2933




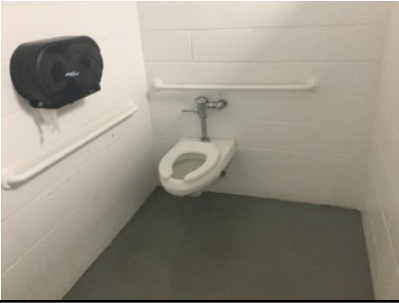

City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
46	Men's Changing Room	1		Locker Room	Changing Room		Bench not on an accessible route Bench < 20" or > 24" deep	- 10"	Locate accessible bench on an accessible route. Provide a bench that is 20"- 24" deep max. (Cost estimate based on installation of a new bench.)	1	150	\$150
Picnic Tables												
47	Picnic Pavilion	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided Surface not stable, firm and slip-resistant Picnic table not on an accessible route		Ensure that at least one (1) picnic table is accessible. Provide 48" wide min. 30' long accessible route through picnic pavilion and past the accessible picnic table. (Cost based on a new accessible picnic table and a stone dust path through the picnic area.)	1	1735	\$1735
48	Route to Harbormaster's Office From Main Parking Area	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided Picnic table not on an accessible route	- -	Ensure that at least one (1) picnic table is accessible. Ensure that the picnic table is located on an accessible route. (Cost based on a new accessible picnic table and a 48" wide min. x 6' long stone dust path to picnic table.)	1	1187	\$1187
49	Route to Waikiki Beach	Ext.		Picnic Tables	N/A		At least 5% accessible spaces not provided Picnic table not on an accessible route	- -	Ensure that at least one (1) picnic table is accessible. Ensure that the picnic table is on an accessible route. (Cost based on a new accessible picnic table and a 48" wide min. x 6' long stone dust path to picnic table.)	1	1187	\$1187
50	Route to Harbormaster's Office From Main Parking Area	Ext.		Picnic Tables	N/A		Toe or knee clearance at table not provided Picnic table not on an accessible route	- -	Provide at least one (1) accessible picnic table with toe and knee clearance. Locate picnic table on an accessible route. (Cost based on an accessible picnic table and a 48" wide min. x 6' stone dust path.)	1	2078	\$2078





City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
51	Playground	Ext.		Picnic Tables	N/A		Picnic table not on an accessible route	-	Relocate picnic table to an accessible route.	1	Labor	\$0
Toilet & Bathing Rooms												
Overall Access												
52	Function Hall Toilet Room (Right)	1		Overall Access	Toilet Room		Sign to accessible toilet not provided	-	Provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	173	\$173
53	Women's Comfort Station	1		Overall Access	Toilet Room		6 fixtures, but no ambulatory compartment provided	-	Provide one ambulatory accessible compartment.	1	1539	\$1539
Lavatory												
54	Women's Comfort Station	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 42"	Insulate or otherwise configure pipes to prevent contact for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
55	Men's Comfort Station	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 43"	Insulate or otherwise configure pipes to prevent contact for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261



City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
56	Function Hall Toilet Room (Left)	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 46"	Insulate or otherwise configure pipes to prevent contact for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finished floor.	1	261	\$261
Single-User Toilet												
57	Function Hall Toilet Room (Left)	1		Single-User Toilet	N/A		Centerline < or > 18" (MAAB)	26"	Relocate toilet so that the centerline is 18" from the side wall.	1	2121	\$2121
58	Function Hall Toilet Room (Left)	1		Single-User Toilet	N/A		Clearance at toilet < 60" clear width	-	Remove or relocate paper towel dispenser out of clear floor space at toilet.	1	192	\$192
Toilet Compartment												
59	Men's Comfort Station	1		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high Flush control not on open side Non-compliant toilet paper dispenser	- - 32" - -	Provide door hardware that can be operable with one hand. Repair self closing hinge at compartment door. Locate side grab bars between 33"- 36" above the finished floor. (Both should be at same height.) Provide flush control on the open/transfer side of the toilet. Relocate toilet paper dispenser so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	1020	\$1020
60	Women's Comfort Station	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high Non-compliant toilet paper dispenser	- 31" -	Repair self-closing hinge at compartment door. Locate side grab bar between 33"- 36" above the finished floor (both should be at same height.) Relocate toilet paper dispenser so that it is 15" min high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	722	\$722

City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Urinal												
61	Men's Comfort Station	1		Urinal	N/A		Rim > 15" high (MAAB) Urinal recessed > 24" has > 36" clear width	23" 32"	Provide at least one urinal with the rim no higher than 15" above the finished floor. Remove or relocate partition to ensure there is a clear width of 36" min.	1	2628	\$2628
Dispensers												
62	Women's Comfort Station	1		Dispensers	N/A		Clear floor space not provided at accessory Obstructed by protruding objects	-	Provide a 30" min. x 48" min. clear floor space or relocate dispenser. (Remove ropes and provide an alternative means of holding the door open.)	1	Labor	\$0
Shower Compartment												
63	Women's Changing Room	1		Shower Compartment	Roll-In Type		Grab bars not provided Control height < 38" or > 48" Shower spray hose < 59" long	- 30" -	Provide compliant grab bars on the walls adjacent to the controls. Relocate controls at 48" max. above the finished floor. Provide a spray unit with a hose 59" long min.	1	1057	\$1057
64	Men's Changing Room	1		Shower Compartment	N/A		Accessible shower not provided	-	Provide at least one accessible shower.	1	1387	\$1387
Additional Access												

City of Salem
Winter Island Park

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Drinking Fountains												
65	Comfort Station Near Waikiki Beach	1		Drinking Fountains	Standing		Operable parts malfunctioning No drinking fountain provided for seated users Standing height fountain does not have cane protection	- - -	Provide a drinking fountain for seated users. (Cost based on a new Hi-Lo fountain).	1	3162	\$3162
Play and Sport Areas												
Play Areas												
66	Playground	1		Play Areas	N/A		Accessible route < 60" wide at ground level	-	Ensure the clear width of the accessible routes is 60" minimum. (Cost estimate based on a 10 ft. long x 60" wide min. accessible route that connects each play element - poured in place rubber.)	1	720	\$720



City of Salem, MA

Website Accessibility & Usability Analysis

October 2019



Institute for Human Centered Design
200 Portland Street, Boston, MA 02114
www.HumanCenteredDesign.org |
info@IHCDesign.org
617.695.1225 v/tty

Introduction

The Institute for Human Centered Design (IHCD) conducted a review of the City of Salem’s website (salem.com). This review consisted of an internal assessment by deep content experts which focused on applicable portions of the World Wide Web/Web Accessibility Initiative (W3C-WAI) Web Content Accessibility Guidelines (WCAG 2.1).

User/Experts

A User/Expert is a person who has developed expertise by means of their lived experience in dealing with the challenges of the environment due to a physical, sensory, or brain-based functional limitation. The environment is understood broadly to include physical, information, communication, policy and attitudinal/social environments.

Lisa

Age: Adult | **Race/Ethnicity:** East Asian | **Gender:** Female | **Functional Limitations:** Low-Vision | **Assistive Technology:** Screen Magnification

Lisa has been a User/Expert with IHCD on numerous projects. She typically uses her phone to carry out various professional and personal tasks. She also uses a Windows PC with a large monitor at home for ease of use and to reduce the strain on her eyes. On her computer/laptop, she uses Google Chrome and the default magnification functions of the browser and operating system.

Marius

Age: Adult | **Race/Ethnicity:** Eastern European | **Gender:** Male | **Functional Limitations:** Blind | **Assistive Technology:** Screen Reader (NVDA)

Marius is a visiting fellow with the US State Department, undergoing a community organizing fellowship at the Boston Center for Independent Living (BCIL). He is a technology enthusiast who enjoys testing new technology, including assistive technology, as it becomes available. He uses an iPhone and iWatch with VoiceOver, and a Windows PC with NVDA.

Timea

Age: Adult | **Race/Ethnicity:** Eastern European | **Gender:** Female | **Functional Limitation:** Blind | **Assistive Technology:** Screen Reader (NVDA)

Timea is also a visiting fellow with the US State Department and undergoing a community organizing fellowship at the Boston Center for

Independent Living (BCIL). Timea uses an Android phone with the TalkBack screen reader and an app called Corvus developed by a Slovak start-up that makes the Android environment more accessible. On her Windows laptop, she uses NVDA.

Maggie

Age: Adult | **Race/Ethnicity:** Caucasian | **Gender:** Female | **Functional Limitations:** Low-Vision | **Assistive Technology:** Screen Magnification and ZoomText

Maggie is a student at Suffolk Law School and also works part-time for an organization called Empowerment Through Integration. She is legally blind since birth and uses screen magnification software to work on her laptop. She typically uses a MacBook Air and occasionally uses VoiceOver or read-aloud functionality to read longer text sections. She also uses an iPhone with large text and screen magnification.

Example User Tasks

In addition to exploring the site informally as they would if they were to navigate the site independently, User/Experts were also given site-specific tasks, such as the examples noted below.

- You want to request a service or report a problem you encountered during your trip to Salem. How might you do that?
- Say you are interested in looking for jobs in Salem – could you try to find more information on the process, and the document titled Application for Employment?
- You are making plans to visit Salem with your friends and family for the weekend. Let’s explore the calendar and find out if there are any events that are of interest to you in that timeframe.

Overview

The City of Salem’s official website, salem.com, is built on the Drupal CMS with jQuery and PHP and incorporates the accessibility features that are built-in with the Drupal framework. However, there are some important elements and functionality that present barriers to accessibility especially for people who rely on assistive technology to navigate web content.

For users navigating the website with a screen reader, it was challenging to find the information they were looking for due to the lack of headings and information hierarchy. Menu items were labeled as list items rather than links or headings which users were expecting to find. Improper use of HTML and ARIA attributes for the main navigation menu forces screen

reader and keyboard users through every link or list item before allowing them to proceed to the next menu item. All menu items function as drop-down menus revealing addition sub-menu content, but none of the items are labelled as such. The lack of or incorrect use of ARIA labels and attributes exists for many UI components, including accordion menus and tab panels, which has been shown to leave screen magnifier and screen reader users unaware of the content or how to interact properly with the interface. Poor heading hierarchy, unspecific link text, and non-dismissible content or menu content that is dismissed without notice on scroll increases confusion and impedes ease of navigation for assistive technology users.

The calendar functionality proved to be one of the more problematic on the site. On being tasked to find events that caught their interest in the calendar, users tended to use the search function to find the calendar/calendar page and were consistently disappointed by the lack of relevant results. One user was led to the recreational events calendar which they mistook to be the main calendar for all events on the website. They were re-directed to the calendar tabpanel on the home page but said they would not have been able to independently find the information they needed in the current setup. Once within the calendar, the information was still inaccessible to blind users using screen readers to navigate. They were forced through the filters (one titled ‘Department/Board/Committee’ contains numerous options, all of which the user is forced through before proceeding) before interacting with the main calendar content. Within the calendar, both Tuesday and Thursday are labelled ‘T’ and the current date was not clickable causing one user to remark, “I’m lost here.”

Another significant website functionality that many users typically depend on is important city information in the form of downloadable documents. These documents are in the form of PDFs that are often inaccessible and do not have an alternative, accessible form. Many PDFs are completely inaccessible to screen reader users. Other issues include nonexistent or undescriptive form labels for form fields, and incorrect utilization of headings that makes keyboard navigation very difficult, especially for long documents. As these documents are often the only means of obtaining key information or to accomplish a certain task, users who are blind, have low-vision, or have some brain-based disabilities are unable to complete forms or find essential information, undermining their status as equal contributing members of the community.

Additionally, the website design currently has insufficient color contrast and visual focus which inhibit both assistive tech and non-assistive tech users from accessing and navigating web content. The color contrast between the website background and text, link text, and form buttons is low in many instances across the website. This low color contrast provides a barrier to those with low vision or older users, who need high contrast in order to distinguish information from the background, potentially making them miss or be unable to read crucial information that others have access to. This and other inhibiting website design features, such as inappropriate alternative text, makes readability and navigation a bigger challenge for a wide range of users, including people with brain-based functional limitations.

These major issues, in concert with those that follow in the catalog, present many barriers to accessibility, usability and a positive user experience. To address some of the major issues, the CSS and JavaScript theming will need to be redesigned to address all occurrences of the issues presented in the catalog. In many cases, issues are recurring throughout the website but only a limited number of examples are documented in the report.

All third-party widgets, portals and websites that salem.com relies on and directs users to also need to comply with WCAG 2.1 AA. Some examples of noncompliant third-party websites and widgets that users are directed to from the Salem website are survey links via Survey Monkey which are inaccessible with keyboard navigation, and the ArcGIS Maps page. All third-party software should be properly vetted for compliance, and future RFPs and contracts should ensure that finished products are accessible and inclusively designed by specifying appropriate accessibility guidelines and conducting web accessibility reviews, with special consideration given to involving real users with a wide range of functional limitations at multiple stages throughout design and development. Web authoring staff should undergo training covering best practices for posting accessible web content and creating accessible documents.

Miscellaneous Issues

In addition to the compliance and usability issues that have been explored in detail in the catalog that follows, there are several accessibility issues that are relatively minor but still critical to remedy in the long run to ensure an equitable and inclusive experience for all users.

- The ‘View All’ link on the News page leads to the main News page rather than revealing more/all news stories.
- The two PDFs linked below are very similar with some very minor differences that are difficult to identify and their unique purposes are unclear. Users are confused by what the difference is and how to determine which one to select.
- Search results are unclear and difficult to navigate for many reasons (see catalog for more detailed issues) – some searches present multiple results with the same page title without a unique identifying factor or any indication of what, if anything, separates them from each other.
- When navigating the website with a screen reader, some content is read incorrectly and while minor, the issues disorients users who are trying to find information. The issue is escalated by the inconsistency with which it occurs – some words are read correctly some but not all of the times they are encountered. For example,
 - On the Search page, “keyword(s)” is read as “keyword” and “s” separately
 - In the footer, “available here.” is read as “available here dot link”
 - “FAQs” encountered in a myriad of locations across the site is read correctly sometimes and not others.

Inclusive Design Recommendations

Outlined here are some overarching and general inclusive design recommendations that apply to most or all webpages on the website. They stem from best practices for inclusive web and digital design and/or patterns of user feedback.

1. Users with low vision and some users with brain-based functional limitations prefer text to be in smaller, digestible chunks, rather than long paragraphs. Across the website, a lot of important information is presented in paragraph format where users would have preferred the use of bullet points. Where possible, especially for ticket prices and similar categories, consider using bullet points to provide the relevant information in a clear and concise manner.
2. Most if not all users who are blind and navigate with a screen reader use shortcuts such as the list of links on each page to efficiently navigate web content. On almost every webpage in the Salem website, the list of links contains at least 107 links, many of

which are repetitive and lead to a frustrating user experience.

Consider better grouping, hierarchy and labelling for menu items and page links so that when users encounter them, their hierarchy and context add meaning and improve the overall experience.

3. Of the available downloadable documents and forms, many are outdated or unlinked. Some documents categorized as important are event and meeting notices from 2011. Consider removing or replacing old and irrelevant content so that users are presented with current updates and relevant information.

Inclusive design is a framework for the design of places, things, information, communication and policy that focuses on the user, on the widest range of people operating in the widest range of situations without special or separate design.

Inclusive design in the digital realm has been a leading area of focus for the international movement. As is true in other areas of design, web accessibility has been more expansive than the legal requirements for accessibility both in terms of considering a broader spectrum of users and promoting market opportunity and advantage rather than focusing on meeting minimum requirements.

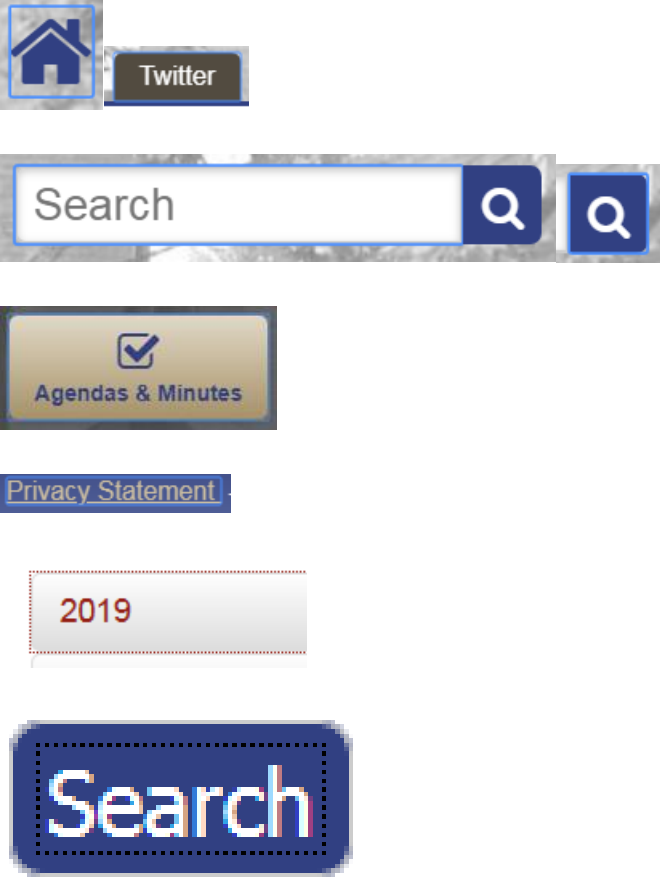
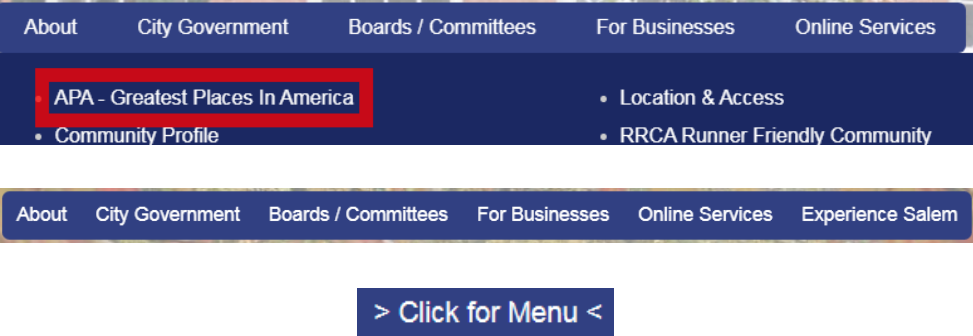
Image		Section	Issue Name	Issue Details	Issue Tags
1.		General Content	Non-Visible Focus	<p>Background</p> <p>Visual focus is critical to let users know which element among multiple elements has the keyboard focus. Failure to provide visual focus creates a huge access barrier for sighted users that rely on the use of keyboards to navigate such as older users, users with dexterity impairments, users with some brain-based conditions, and users with low vision. The focus indicator must also have a color contrast so users with low-vision or older users can distinguish the focus indicator from surrounding elements.</p> <p>Current</p> <p>On Firefox, the given indication of focus for keyboard navigation is a box with thin grey dashed line as shown in the last screenshot pictured on the left ('Search' button). It is subtle and difficult to visually determine where the keyboard focus is on. This makes navigation especially difficult for keyboard depended sighted users. Also the link '2019' on agendas page have thin red dashed line that is difficult to visually discern.</p> <p>On ### the indication of focus is clearer with blue solid line. However, the indication still does not provide enough contrast with its background especially given that Salem MA website largely consists of dark blue themed interface.</p> <p>Recommendation</p> <p>Highlight elements that have keyboard focus with clear bold indicator that is apparent so users can easily figure out which element has focus. The contrast ratio between the focus indicator and adjacent colors must be at least 3:1.</p> <p>See techniques suggested by W3: https://www.w3.org/WAI/WCAG21/Techniques/general/G195 https://www.w3.org/WAI/WCAG21/Techniques/css/C40</p>	Low-vision, 65+, Brain-based, Dexterity limitations WCAG 2.1 1.4.11 Non-text Contrast 2.4.7 Focus Visible
2.		General Content	Main Menu Accessibility	<p>Background</p> <p>Navigation order on a website should be logical and intuitive, especially for users relying on a keyboard for navigation. Menus should be labeled as such for those using a screen reader to understand the function of the encountered content. Improperly labeled UI elements may cause screen reader users to not interact with the element as intended and/or miss content, causing frustration and/or disorientation. Information should be presented consistently across the site to aid user navigation.</p> <p>If a screen reader user is forced to move through a submenu before encountering the next menu title, this could cause frustration, as all the content in the submenu would have to be read before arriving at the next menu. Additionally, moving through submenus to reach the next menu increases the number of keystrokes needed to bypass the content, creating issues for those with dexterity impairments.</p>	Blind, Low-vision, 65+, Brain-based, Dexterity limitations WCAG 2.1 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.13 Content on Hover or Focus 2.4.3 Focus Order 4.1.2 Name, Role, Value


Image		Section	Issue Name	Issue Details	Issue Tags
				<p>Users who navigate with a trackpad or mouse should be able to explore expanded content fully without it disappearing so users are not disoriented. This is especially important for users with dexterity impairments, including those who may have a tremor and might accidentally dismiss content while navigating.</p> <p>Current</p> <p>The main navigation bar contains five, and sometimes six collapsible menus (About, City Government, Boards/Committees, For Businesses, Online Services, and sometimes Experience Salem) are labeled as links, though they function as drop-down menus. When the page is zoomed in or condensed, the menu is changed to an accordion menu style, with ">Click for Menu<" accordion menu, and all of the navigation accordion menus it contains, also labeled as links. When in the standard navigation bar view, users navigating with a keyboard cannot move to the next navigation menu category without going through all the content within the current menu. Once these menus are expanded either by keyboard focus or mouse hover, they cannot be dismissed with the escape key as is expected. When zoomed into the screen and the menu expands, it does not always display the full submenu content. Scrolling down while the menu is expanded to view the rest of the content will dismiss the expanded menu entirely, which is unexpected and disorienting.</p> <p>The Experience Salem menu is inconsistently a part of the main navigation menu depending on the level of zoom on the webpage. When it's combined with the navigation menu, it doesn't function as a drop-down menu like the other menu items. When it appears separate from the navigation menu bar, removing mouse hover from the Experience Salem menu makes it disappears immediately, which inhibits users with tremors or other dexterity impairments who many involuntarily move the mouse away from the content from viewing the menu content.</p> <p>Recommendation</p> <p>Menus should be given proper ARIA labels to describe the type, function, and state (e.g. expanded and collapsed) of the interactive item. Submenu content should only be encountered once a menu is interacted with (e.g. when the enter button is hit). Allow users to dismiss expanded submenus with a keyboard mechanism, such as hitting the escape button. Allow menus to remain open when they receive mouse hover, including when users scrolls down the page while mouse hover remains within the menu. Consider allowing menus to be expanded for a few seconds even when mouse hover is removed.</p>	
		General Content	Tabbing Order	<p>Background</p> <p>When users navigate sequentially through content, they should encounter information in an order that is consistent with the meaning of the content and can be operated from the keyboard. This reduces confusion by letting users form a consistent mental model of the content.</p>	<p>Blind, Low-vision, Dexterity limitations</p> <p>1.3.2 Meaningful Sequence</p> <p>2.4.3 Focus Order</p>

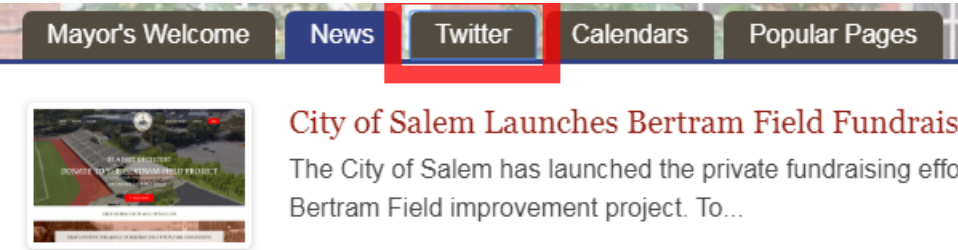
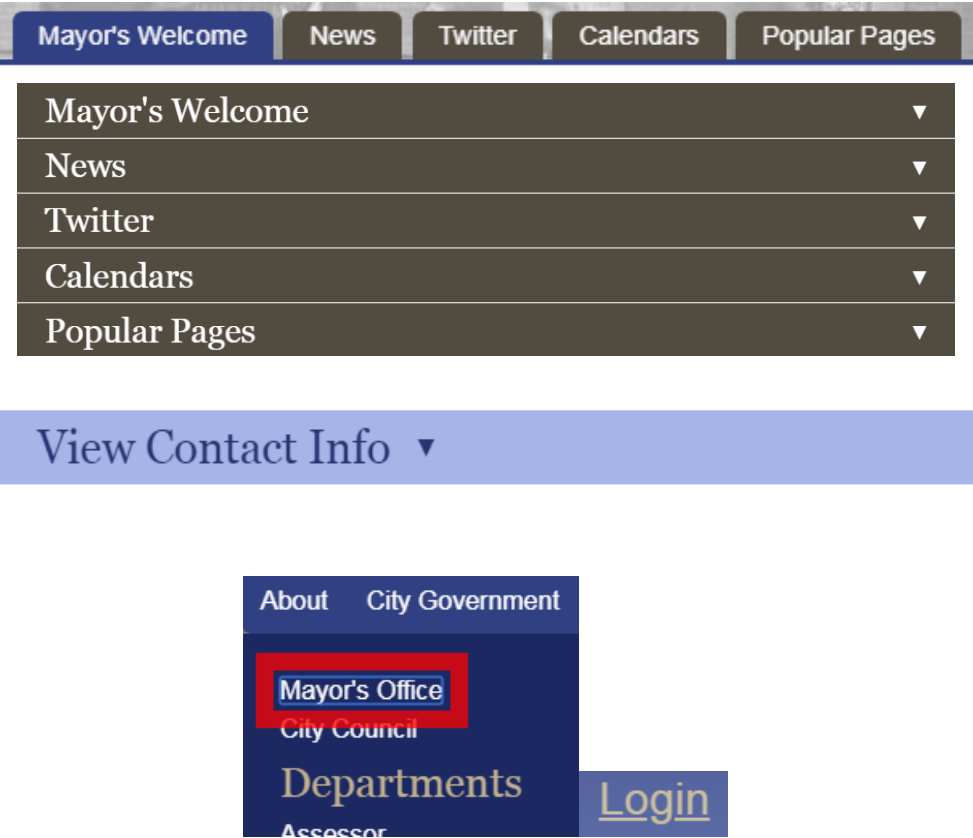
	Image	Section	Issue Name	Issue Details	Issue Tags
	 <p>City of Salem Launches Bertram Field Fundrais</p> <p>The City of Salem has launched the private fundraising effort for the Bertram Field improvement project. To...</p>			<p>Menu content should first be expanded by the user in order to move through the submenu content. This prevents frustration for screen reader users, who would otherwise have each submenu item read before getting to the next menu title. It also helps those with dexterity issues by not using as many keystrokes to get to the intended content, preventing pain, fatigue, and/or frustration.</p> <p>Current</p> <p>The interactive tabs present an unintuitive navigation order. The tabpanel on the Home page forces keyboard users to navigate through all the tab options before interacting with the content within each tabpanel. When a tab is interacted with using a keyboard, the expectation is to get access to the information within the tabpanel, rather than be forced through the rest of the tabs first</p> <p>Recommendation</p> <p>Tabbing order and keyboard navigation should follow a logical order. When a user expands content, the focus should move into the content.</p>	
4.		General Content	Improperly Labeled Content	<p>Background</p> <p>All user interface components should provide programmatically associated name, role and states. Assistive technology users, such as those who use screen magnifiers and screen readers, rely on these attributes to understand and interact with various dynamic user interface components. Incorrectly labeled content results in confusion, missed content, and frustration.</p> <p>Current</p> <p>Many UI components have incorrect labels. For example, Each of the tabs on the tabpanel menu “Mayor’s Welcome, News, Twitter, Calendars, Popular Pages” is labeled as tabs but also incorrectly as a list links. When the webpage is condensed, different types of menus change into accordion menus (e.g. the tabpanel menu “Mayor’s Welcome, News, Twitter, Calendars, Popular Pages”). While appearing as an accordion menu, the “Mayor’s Welcome...” menu retains the same ARIA labeling as its tabpanel menu form. Other accordion menus across the site are also labeled as links, such as “View Contact Info” that appears on Board/Committee pages. These accordion menus are lacking ARIA states that inform the user if the accordion menus have been expanded or condensed.</p> <p>Some content on the site is organized as a list with one item (e.g. “Mayor’s Office” in the City Government drop down menu and “Login” in the Footer).</p> <p>Recommendation</p> <p>Dynamic user interface components should have proper ARIA labels to describe the type, function and state (e.g. opened, expanded, etc.) of the interactive item.</p>	Blind, Low-vision WCAG 2.1 4.1.2 Name, Role, Value


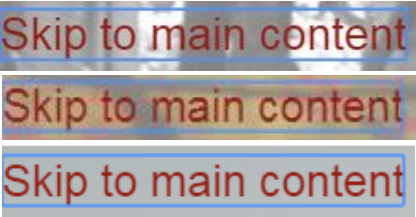
Image		Section	Issue Name	Issue Details	Issue Tags
				Lists with one item should be changed to non-list links or grouped with similar content when appropriate.	
5.		General Content	Undescriptive Link Text	<p>Background</p> <p>Users navigating a webpage with a screen reader rely on descriptive link text to understand the purpose and function of the content. When link titles are unspecific, screen reader users are unable to find the information they are searching for. Link text of each link should be purposeful so that users can decide whether they want to follow the link.</p> <p>Whenever possible, a page must provide link text that identifies the purpose of the link without needing additional context. Many screen reader users navigate by pulling up a list of links on a webpage. Descriptive link text is extremely important to users who navigate with this list of links.</p> <p>Current</p> <p>There are multiple undescriptive links text are encountered in the website. This is especially an issue on the search page and department Minutes and Agenda pages, where undescriptive link titles are presented repetitively.</p> <p>For example, link text such as “here” and “View All” don’t fully communicate their purposes without the context. This lack of clarity affects all users across the spectrums of age and ability, and especially confuses screen reader users who are blind or have low vision.</p> <p>Recommendations</p> <p>Links in the website must be understood independent of the context where possible. For example, it is recommended to say, ‘View more News and Announcements’ rather than ‘View All’.</p>	Blind, Low-vision WCAG 2.1 2.4.4 Link Purpose (In Context)
6.		General Content	Skip to Main Content	<p>Background</p> <p>Screen reader users rely on ‘skip to main content’ link to reach the main content without having to go through the repetitive navigational information such as main menu bar. ‘Skip to main content’ link should always be the first interactive element on a web page in order to preserve its operability.</p> <p>This is important for screen reader users, as it prevents users from having to hear contents repetitively every time they land on a new page. It also benefits users with dexterity conditions who navigate with a keyboard and may experience pain due to repetitive keystrokes.</p> <p>Users with low vision or color vision deficiencies depend on high contrast text to distinguish and read text on a webpage. Failure to provide sufficient color contrast creates a huge access barrier for sighted users that rely on the use of keyboards.</p>	


Image		Section	Issue Name	Issue Details	Issue Tags
				<p>This includes older users, users with dexterity impairments, users with some brain-based conditions, and users with low vision.</p> <p>Current</p> <p>The ‘Skip to main content’ link is encountered in an inconsistent order whenever a user lands on a new web page.</p> <p>The link text ‘Skip to main content’ is overprinted on an image background. As the background image has different colors, the contrast between the text and the image background is insufficient in some cases.</p> <p>Recommendation</p> <p>Ensure that the ‘Skip to main content’ link is first element encountered by keyboard users in every time a user lands in a new page.</p> <p>Present the link text on a solid background. Ensure that the link text has at least 4.5:1 contrast for small text and at least 3:1 contrast for large text to its background.</p> <p>Skip to main content</p> 	
7.	<div><div>AboutCity Government</div><div>Mayor's OfficeCity Council</div><div>DepartmentsAssessorCity Clerk</div><div>Boards</div></div> <p><h2 class="element-invisible">You are here</h2> <h1 class="timeline-Header-title u-inlineBlock" data- scribe="element:title">...</h1></p> <p><h2 class="resp-accordion" role="tab" aria-controls="tab_item-2" id="tab_item-2">Twitter</h2></p>	General Content	Headings	<p>Background</p> <p>Headings are extremely important for a variety of users navigating webpage content. For screen reader users, headers provide an important hierarchy which helps them make sense of a website and find what they are looking for with relative ease. Descriptive headers allow users to understand how content is grouped and what to expect under each heading level. Good and consistent header hierarchy provides organization to a page that can aid visual focus and reduce anxiety or stress for users with some brain-based conditions. In addition, it can also increase the ease with which non-native tech users can interact with content. All headings should be visible or have associated visible content.</p> <p>Current</p> <p>Not all headings aid in site navigation or structural mental imagining. To begin, many headings have uninformative title headings (e.g. <h2>You are here</h2> (on the on many pages, including the Search page and <h3>October</h3> on the Home page), including some headings have titles with part of the code in it, which makes them unable to function as navigational headings. Some pages contain multiple headings with the same title, especially on the search page (e.g.). Many pages have skipped heading levels (e.g. the Employment Opportunities page has one instance</p>	Blind, Low-vision, 65+, Brain-based WCAG 2.1 1.3.1 Info and Relationships 2.4.6 Headings and Labels

Image		Section	Issue Name	Issue Details	Issue Tags
8.	<div><div><h2>Departments</h2> <h2>Boards</h2> <h2>You are here </h2> <h1> Pay Bills Online </h1> <h1>Employment Opportunities</h1> <h3>City of Salem Employment Opportunities (posted positions are not filed as of 10/10/19</h3> <h3>&nbsp;</h3> <p>&nbsp;</p> <h3>&nbsp;</h3> <h3>&nbsp;</h3></div></div>			<p>of headings jumping from <h1> to <h3>). Additionally, some pages present invisible headers, such as <h2>You are here</h2> and <h1>Original text</h1>.</p> <p>Many pages don’t begin with or have an <h1> (e.g. on the Pay Bills Online page, three <h2> proceed the <h1>. There are instances of headings being used just to stylize text (e.g. Departments in City Government Navigation Menu, and Boards in Committee / Boards Navigation Menu). There are also three instances of unnecessary headings on the Employment Opportunities page (<h3> &nbsp;</3>).</p> <p>Recommendation Headings are utilized for site navigation, so heading level tags should be reserved for organizing main content. There should generally only be one <h1>, and heading levels should be structured in sequential order with no skipped heading ranks (unless closing a subsection, for instance). Ensure that headings that are contained within other h-tags follow an accurate header hierarchy. Ensure that headings are not being used just to format the style of text. Heading tags should be kept independent of other lines of, as it makes it nonfunctional for users navigating with headings and does not follow best practices for clean coding. Consider having a heading as a title for the content it presents, such as “Social Media (Links)” as a heading for the two links social media links.</p> <p>Heading names should be descriptive and unique (i.e. no repetition of heading names on the same page). Headings should also have a corresponding visual element, or if it’s being hidden because it isn’t supposed to be interacted with (e.g. <h1>Original text</h1>), it should be removed.</p> <p>Design Note For reference, please read https://www.w3.org/WAI/tutorials/page-structure/headings/</p>	
	<div><div>AboutCity GovernmentBoards / CommitteesFor BusinessesOnline Services</div><div><div>• APA - Greatest Places In America</div><div>• Community Profile</div><div>• Location & Access</div><div>• RRCA Runner Friendly Community</div><div>• Shopping, Dining & Culture</div><div>More...</div></div></div>	General Content	Unable to Dismiss Content	<p>Background Where receiving and then removing pointer hover or keyboard focus triggers additional content to become visible and then hidden, the additional content must remain visible until the hover or focus trigger is removed. Content that cannot be dismissed, either by removing mouse hover or utilizing a keyboard mechanism, can disorient older users and users with some brain-based conditions.</p> <p>Current The drop-down navigation bar menus cannot be dismissed with the escape key or other keyboard method. When a calendar event list is opened upon hover, such as in calendar widgets or on the month view of the Calendar page, it is not dismissed when the user removes hover. During testing, screen reader and screen magnifier users encountered this content when not intended and were unable to dismiss it.</p>	<p>Brain-based, 65+</p> <p>WCAG 2.1 1.4.13 Content on Hover or Focus</p>

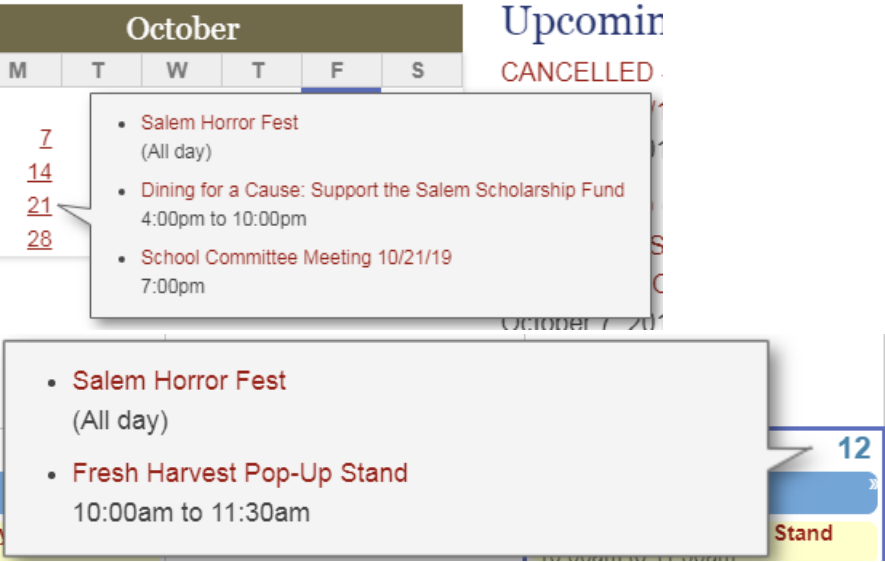
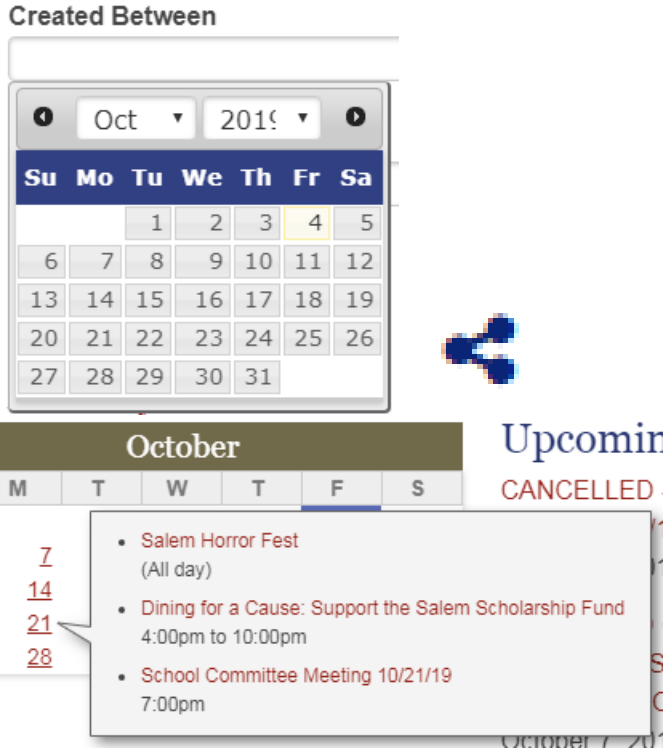

	Image	Section	Issue Name	Issue Details	Issue Tags
				<p>Recommendation</p> <p>Allow users to a way to dismiss expanded submenus with a keyboard mechanism, such as hitting the escape button. Content and the trigger no longer receiving mouse hover should be dismissed when mouse hover is removed. Additionally, repositioning of the content displayed so other site information isn't blocked can help users.</p>	
9.		General Content	Inaccessible Content	<p>Background</p> <p>Keyboards and keyboard alternatives are used by blind, low vision, and dexterity impaired users to navigate and interact with web content. All content on a website must be accessible through keyboards and keyboard alternatives.</p> <p>Current</p> <p>The calendars on the search page cannot be accessed with the keyboard. The Calendar widget on the Home page in the Calendar tab panel has no way to allow users to access the quick view event pop up that appears on mouse hover. This quick view event pop up is also inaccessible on the Calendar page. Additionally, the “Share” icon is inconsistently accessible with the keyboard; only on some web pages can the button be navigated to using the keyboard. When using Firefox, the icon cannot be interacted with using the keyboard or a mouse or trackpad.</p> <p>Recommendation</p> <p>Ensure all website content is accessible with a keyboard.</p>	Blind, Low-vision, Dexterity limitations WCAG 2.1 2.1.1 Keyboard
10		Search Page	Unlabeled Form Fields	<p>Background</p> <p>Effective form element labels are required to make forms accessible. Screen readers users require useful form labels to identify form fields. Adding a label to all form elements eliminates ambiguity and contributes to a more accessible product.</p> <p>Current</p>	Blind, Low-vision WCAG 2.1 1.3.1 Info and Relationships 3.3.2 Labels and Instructions

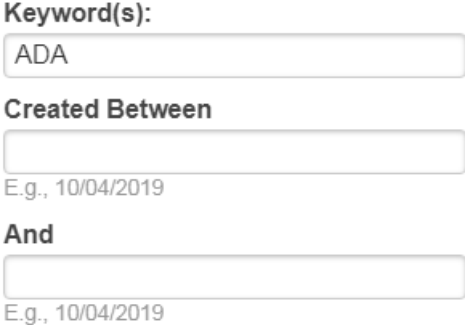
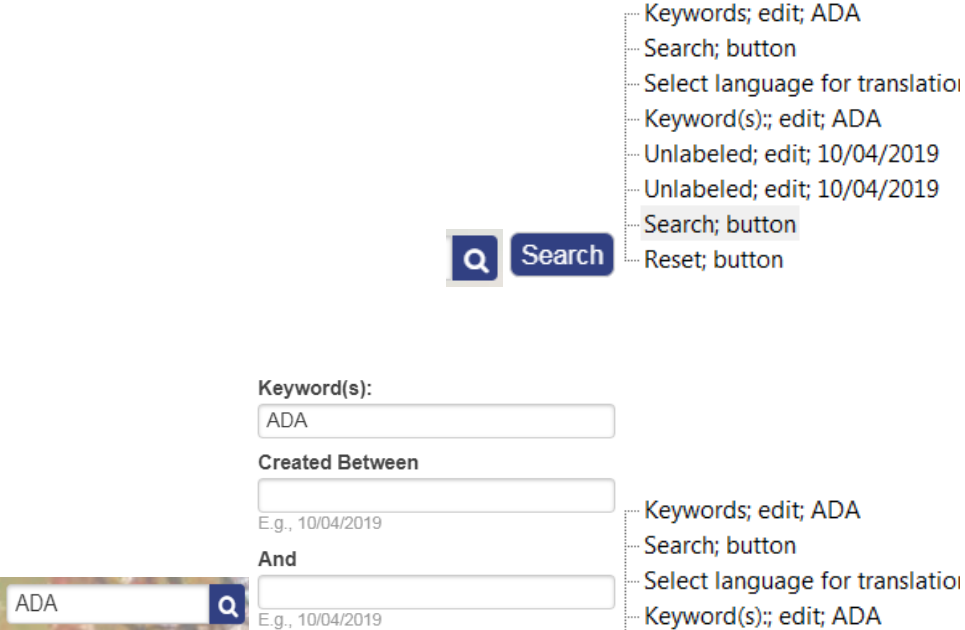
Image		Section	Issue Name	Issue Details	Issue Tags
				<p>The two date search modifiers form fields on the search page are missing a form labels, providing no context to assistive tech users the purpose of the form. Users testing these form fields were unsure of their purpose due to the lack of labeling and thus chose not to utilize them.</p> <p>Recommendation Programmatically associate a descriptive label to each of the form elements.</p>	
11		Search Page	Undescriptive Form Labels	<p>Background The labels should help users understand information contained in a page. Clear and descriptive labels allow users to find the information they seek and interact with user interfaces properly.</p> <p>Current The three date range search filters on the Search page have vague text labels. They do not sufficiently describe the purpose of the form fields.</p> <p>Recommendation Use descriptive labels that can be understood by all users. Labels should be succinct while also providing enough instruction that clearly communicates the form field's purpose to the user. Add a heading to the top of the filter section for users to identify the purpose of this section. Consider replacing form labels such as “and” with more descriptive labels to prevent added confusion.</p>	Blind, Low-vision, 65+, Brain-based WCAG 2.1 2.4.6 Headings and Labels
12		Search Page	Indistinct Search Button and Form Fields	<p>Background The proper coding practice of ensuring elements and user interfaces have unique ID attribute labels and ARIA ID labels ensures that websites will function as intended. Duplication of such labels causes elements of a website to become inaccessible. Additionally, having unique ID labeling allows screen reader users to differentiate the purpose of similar user interface components.</p> <p>Current The ARIA ID labels for the search button in the Header and the search button on the search page are the same. The Keywords form field for the Header and the one on the search page (the “advanced” search) are also the same.</p> <p>Recommendation Ensure ID attribute values and ARIA ID labels are unique.</p>	Blind WCAG 2.1 4.1.1 Parsing


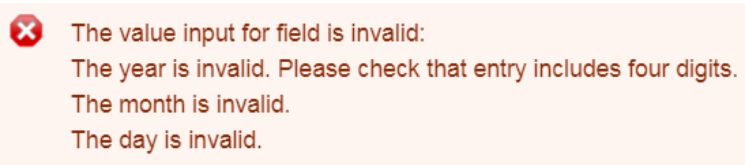
Image		Section	Issue Name	Issue Details	Issue Tags
13		Search Page	Error Messages and Programmatically Shifting Focus	<p>Background</p> <p>Form elements that require a specific format, such as Start and End dates on the Calendar page, must provide formatting information within the form label. Additionally, in cases where errors occur, the error message must be clear and accessible. Interacting with the error message should programmatically shift focus to the erroneous element so the user can correct the error and resubmit the form.</p> <p>Current</p> <p>The Start date and End date form fields on the filter for the Search page (i.e. “Created Between” and “And”) do not have instruction on the accepted date format before or within the form field. Inputting other date formats present errors, but users are not informed of what is expected of them prior to the interaction.</p> <p>Error messages encountered on both the Search and Calendar pages, but also many others, are confusing and use ambiguous language to explain what the issue is and how to correct it. Firstly, focus does not programmatically shift to the error message, leaving users unaware that they have encountered any error. Upon interaction, focus does not shift to the form field with erroneous content as it should to ensure an intuitive user experience. Furthermore, incorrect input formats are automatically corrected to content that users are not made aware of, and their search results are then based on those corrected inputs. For example, the date fields on the search filter automatically correct to the present day if a user inputs a date that does not match their expected format, and the search results are then not what the user expected. This is extremely disorienting for users who are blind and rely on screen readers, as they have no reasonable means of knowing whether they can proceed and can no longer navigate independently.</p> <p>Recommendation</p> <p>Provide valid date formatting in any Start date and End date form fields. Ensure that the format provided is consistent with the accepted input for the relevant form fields (e.g. MM/DD/YYYY). Rather than automatically changing an incorrect date format to the current date, the user should be presented with a descriptive error message, specifying what is wrong and how to correct it, and focus should then be programmatically shifted to the form field that needs to be corrected.</p>	Blind, Low-vision, 65+, Brain-based WCAG 2.1 1.3.1 Info and Relationships 3.3.2 Labels or Instructions 3.3.1 Error Identification 4.1.3 Status Messages
14		Search & Online Forms	Poor Error Identification and Suggestions to Remedy	<p>Background</p> <p>Users with low vision and some brain-based functional limitations must receive appropriate suggestions and notifications in case of an unsuccessful form submission. The language must be concise and clear.</p> <p>Current</p> <p>The error messages on pages where forms are submitted (e.g. Search page and E-Alerts page) are unspecific and provide no or insufficient instructions on how to fix</p>	1.3.1 Info and Relationships 3.3.2 Labels or Instructions 3.3.1 Error Identification

Image	Section	Issue Name	Issue Details	Issue Tags
			<p>the issue. Additionally, there are insufficient or incorrect suggestions on how to fix some types of errors encountered, such as spelling errors and certain date range mistakes. This put the --- on the user to navigate to, identify, and correctly change the incorrect information.</p> <p>This is also a significant concern for some users with brain-based disabilities, for whom the lack of logical and intuitive status messages can be confusing and lead to negative user experiences.</p> <p>Recommendation Ensure that users receive appropriate auditory feedback and suggestions for correction when they submit their input.</p>	

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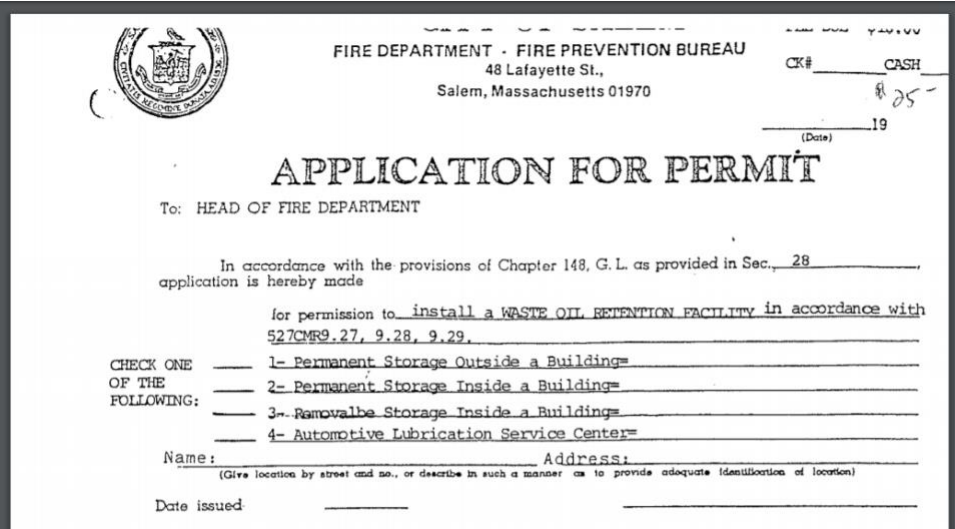
	Image	Section	Issue Name	Issue Details	Issue Tags
16		General Content	Inaccessible Calendar Functionality	<p>Background</p> <p>The meaning derived from the content formatting (i.e. presenting dates in a calendar) must be preserved when the content is rendered through different sensory modalities. For example, when contents are in table format, the relationships of cells sharing the same column or row must be communicated using a screen reader.</p> <p>Current</p> <p>The links of the dates in calendars are placed in a table format. For screen reader users who are blind or low-vision, the links are neither self-explanatory from their link texts nor have any discernible ARIA label associated with them. As a result, the accessible name that is read out using a screen reader is indiscernible. For example, with NVDA on Firefox, the link “1” reads, “row two T column six one link”. Users experienced confusing when navigating calendars, especially when trying to determine the day of the week, as both Tuesday and Thursday are labeled in the calendar as “T”.</p> <p>The placeholder values don’t serve the purpose as they don’t indicate the date each link is associated to. The calendar doesn’t let screen reader users specify which date they are browsing through, making the navigation within the calendar very challenging.</p> <p>Recommendation</p> <p>Ensure that all links have accessible names to let users have context for the elements they are interacting with. The dates of the month should not just read as, “1”, “2”...nor read out the placeholder values of the table. They should be read as “Thursday August one” or something similar. ARIA labels can be used to achieve this.</p>	Blind, Low-Vision WCAG 2.1 AA 2.4.4 Link Purpose
17		Downloadable Documents	Images of Text as PDF	<p>Background</p> <p>Images of text cannot be rendered through screen readers making the content inaccessible for the screen reader users. PDF files should be text documents rather than images of text.</p> <p>Current</p> <p>Multiple PDF files found across the Salem MA website, including ‘Parking ticket hearing request’, ‘Marriage Certificate’, ‘Dog License’, and ‘Claim Form’, are scanned images of original paper documents. Some of these documents are scanned with poor contrast that they don’t meet the contrast ratio requirement. There are also cases where the poor scan quality cuts out certain parts of the document. Example to this can be found in the PDF file ‘Waste Oil’ in the website.</p> <p>Recommendation</p> <p>Ensure all documents are uploaded in a format that is accessible with screen readers. Best practice is to convert images of text into PDF files consisting of text.</p>	Blind, Low-Vision WCAG 2.1 AA 1.4.3 Contrast (Minimum) 1.4.6 Images of Text

Image		Section	Issue Name	Issue Details	Issue Tags
				The website can also provide the users with accessible alternatives. Some easily implementable alternatives to inaccessible PDFs include plain text versions of the documents or downloadable Microsoft Word files that are appropriately labeled.	

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Employer	Address

Image		Section	Issue Name	Issue Details	Issue Tags
				<ul style="list-style-type: none">○ Phone numbers are not recognized. '978-619-5630' reads as 'Nine hundred seventy eight dash, six hundred nineteen, minus five thousand six hundred thirty' with NVDA on Firefox○ Bold words are read separately with NVDA on Firefox.• In many cases the visual indicator is not in synch with the actual focus with NVDA on Chrome.• PDF files have undescriptive names. Since the file names are first thing read out when a document is loaded, they should be made clear and representative of the content. Following are some examples to inappropriate file names.<ul style="list-style-type: none">○ hearingrequestform.pdf for 'Parking Ticket Hearing Request'○ SKM_C36818071110550.pdf for 'Claim Form document name'○ Layout 1 for 'parking pass application'○ CITY OF SALEM for 'Birth Certificate' and 'Death Certificate'• The images of maps provided in PDF format do not specify as images nor have alternative texts identifying them. Moreover, the street names present in the maps are read out of the visual context they were given confusing the users that are accessing the content via screen reader. These are the examples of PDF files that include these images of maps<ul style="list-style-type: none">○ 'Low to Moderate Income Areas'○ 'Wards'○ 'Voting areas'• In PDF files tables read in an order of left to right and top to bottom without specifying the column headings. This sequence doesn't preserve the relationship between the information as presented in the table format.• There are two Absentee Ballot Applications making it unclear which should be filled out<ul style="list-style-type: none">○ https://www.salem.com/sites/salemma/files/uploads/absentee_ballot_application_-_english.pdf○ http://www.sec.state.ma.us/ele/elepdf/absentee/English-Absentee-Ballot-Application.pdf• Many PDF documents in the website utilizes all capital letters. This makes users with low vision hard discern words. <p>Recommendation</p> <p>All texts must be read accurately when they are rendered through a screen reader.</p> <p>The underscores (dashes) used to create visual effect of empty form field must communicate their purposes appropriately when they are rendered through a screen reader. Best practice is to provide interactive PDF forms that does not require multiple dashes.</p>	

Image		Section	Issue Name	Issue Details	Issue Tags
				<p>Ensure any decorative elements that consists of special characters or icons are implemented in a way that can be ignored by screen readers.</p> <p>Ensure the visual focus and the actual keyboard focus are synchronized.</p> <p>Ensure the PDF documents have file names that are representative of their content. The document titles can be used for this. For example, 'hearingrequestform.pdf' can have a file name 'Parking Ticket Hearing Request.pdf'</p> <p>Inaccessible maps must have appropriate alternative text to let blind users or users with low-vision to be able to identify them. The street names in the images must be implemented in a way that can be ignored by screen reader so that users are not confused trying to process random information out of context. Most importantly there must be alternative content that can be rendered through auditory modality that makes the information in the image accessible to users who can't process them visually.</p> <p>Ensure each table cell is read in a way that describes the category it belongs to. See Table Example from W3: https://www.w3.org/TR/wai-aria-practices/examples/table/table.html</p> <p>Eliminate any redundant PDF documents present in the website.</p> <p>Do not use all caps unless it is necessary.</p>	
19	.	General Content	Indiscernible Link Text	<p>Background When activating a link leads to changes in context, changes that are made must be predictable to users. Changes in context can confuse users who do not easily perceive the change or are easily distracted by changes including users with low vision or users with some brain-based disabilities.</p> <p>Current Some PDF links provided in the website that open in a new window, open a new tab, or automatically downloads the file do not communicate this to users through either visual or auditory means. For example,</p> <ul style="list-style-type: none">- 'Electrical permit application' opens in a new tab.- 'Claim form Under Legal Department' automatically downloads the file. <p>Major changes made without user awareness disorient users who are not able to view or access the content of the entire page simultaneously.</p> <p>Recommendation It is best practice to not have links open in a new window as this can cause confusion for screen reader users especially when they are unaware of the change.</p>	<p>Blind, Low-Vision, Brain-Based Functional Limitations</p> <p>WCAG 2.1 AA 3.2.1 On focus</p>



Image		Section	Issue Name	Issue Details	Issue Tags
				Where this cannot be avoided ensure that users are informed prior to opening the new window so they are not disoriented or confused.	
20		General Content	Unsynchronized Visual Focus	<p>Background</p> <p>Visual focus should always match the content being read by a screen reader. The focus indicator should be clear, distinct, and easily identifiable on a web page to minimize strain and effort for users to discern where on a web page they are and what content they are interacting with.</p> <p>Current</p> <p>When navigating web pages on the website, the visual focus indicator is often out of sync with the content being parsed by the screen reader (specifically NVDA). The disconnect between the two is especially disorienting to users with low-vision, for whom the screen reader is intended to be a tool that aids navigation. When the visual focus indicator is unsynchronized, it eventually causes more confusion and hinders navigation for the user. When navigating with Jaws, there is no visual focus indicator to identify where on the screen focus is.</p> <p>Recommendation</p> <p>Ensure that visual focus corresponds with the site content being read by the screen reader across all pages and when navigating with any screen reader. The consistency across web pages, browsers, and screen readers is important to ensure equal access to information for all users across the spectrums of age and ability.</p>	Low-vision
21		General Content	Unexpected Link Behavior	<p>Background</p> <p>Unexpected new tabs or windows are very disorientating for assistive tech users and often confusing for non-native tech users. It should be clear when users are directed out of the site.</p> <p>Current</p> <p>Email links across the site open on the native mail app on the device. This is very unexpected and confusing behavior and many users, especially older, non-native technology users, and users with brain-based disabilities have difficulties undoing this action and returning to the previous page.</p> <p>Many links direct the user to out of site content or to other unexpected locations. For example: City Electrician State Permit Fee on the Forms and Documents page brings users to an external website without prior notice.</p> <p>Some content that appears to be a link to another site page, such as the SafeLink Wireless link on the Commission for Disabilities page directs the user to a PDF. There is no announcement when the content the user interacts with will open a new page or window.</p>	Blind, Low-vision, 65+, Brain-based WCAG 2.1 3.2 Understandable

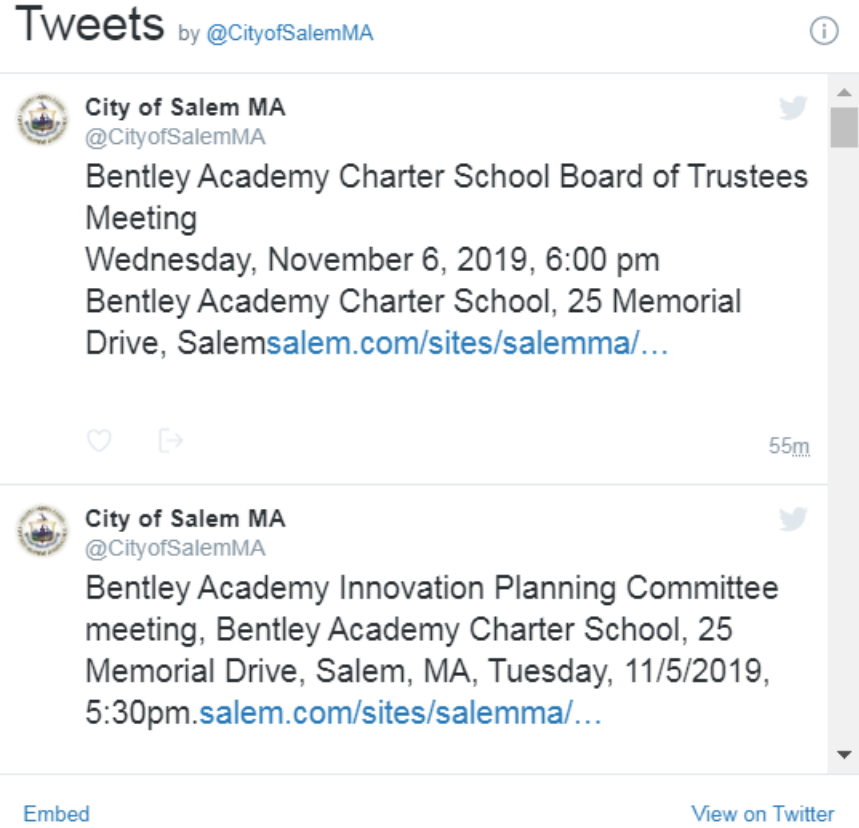
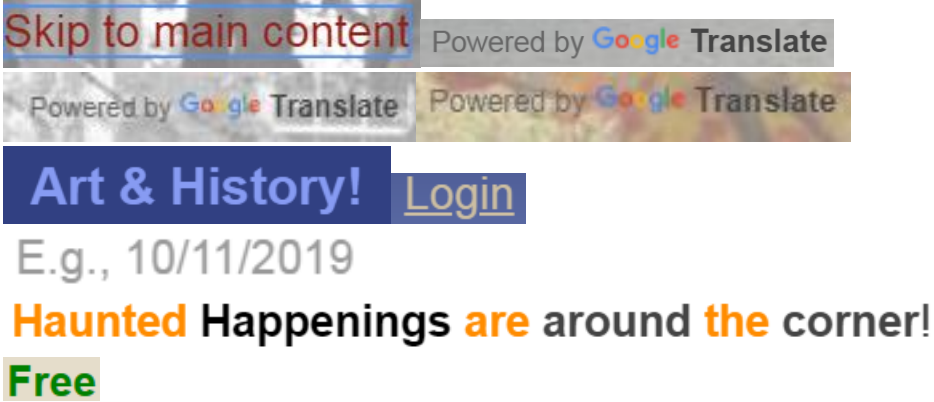
Image		Section	Issue Name	Issue Details	Issue Tags
				Recommendation Links should always clearly signify their content, purpose, and if and where users will be directed out of the site to the new content. ARIA labels and icons can be provided to help screen reader users and other users when they will be directed to a new site, a pdf, or if a link will open in a new tab or window. Consider providing an email address that users can use instead of a link that automatically sends user to an email app.	
22		General Content	Keyboard Trap	Background Widgets that add iFrames with continuous or long scrolling content become a keyboard trap for many users. For example, a keyboard-dependent user who is navigating the page must tab persistently to bypass the content. Not only is this frustrating for screen reader users, but it also causes problems for users with dexterity issues, who may experience pain due to numerous key strokes or find it difficult to perform the number of key strokes it takes to move beyond the trapping iFrame. Also, those who use screen magnification often get caught in these types of iFrames, scrolling through the iFrame rather than scrolling down the webpage as intended. Current The social media widgets on the home page (i.e. Facebook and Twitter) have long scrolling iFrames which trap users, requiring numerous keystrokes to move out of the iFrame with no indication of when they will exit that iFrame. This quickly becomes frustrating for many users and they often tend to give up or seek help, unable to continue navigating independently. Recommendation Limit the number of items that appear in iFrame widgets and always provide a header or other mechanisms to allow users an easy way to bypass this content.	Blind, Low-vision, 65+, Dexterity limitations WCAG 2.1 2.1.2 No Keyboard Trap
23		General Content	Color Contrast	Background Users with low vision or older users depend on high contrast text to distinguish and read text on a webpage. Current Much of the text throughout the website has a contrast ratio below 4.5:1. Some examples of text that does not meet criteria included: <ul style="list-style-type: none">Home page- “Skip to Main Content” link and “Powered by Google Translate” have inconsistent and often times insufficient color contrast due to the changing home page background image.Home page- Headings in “Experience Salem” pop up menu (e.g., “Art & History!”): 3.7:1Footer content- “Login” link on color gradient: 3.2:1	Low-vision, 65+ WCAG 2.1 1.4.3 Contrast (Minimum)

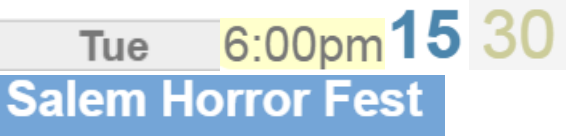

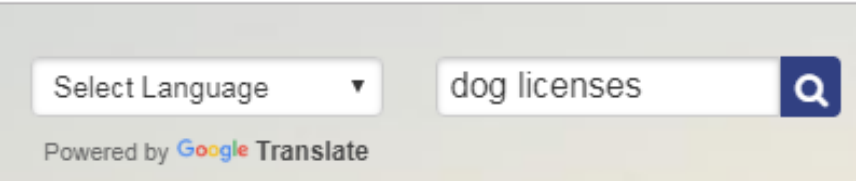
Image		Section	Issue Name	Issue Details	Issue Tags
	<p>The City of Salem Collector's Office offers online payment for the below services, for the City Clerk's Office services, please scroll down.</p> 			<ul style="list-style-type: none">Search page- "Created Between" form format example (e.g., 10/11/19): 2.8:1Employment Opportunities page- Orange text: 2.3:1Pay Bills Online page – "Free": 3.8:1Pay Bills Online page- Green text on white background: 3.4:1Calendar page- Days of the week: 3.9:1Calendar page- Time of Events: 4.4:1Calendar page- Dates of days with events: 4.0:1Calendar page- Dates of a different month: 1.5:1Calendar page- Multi-day event names: 2.6:1 <p>Recommendation Ensure the contrast ratio between text and the background is at least 4.5:1 and at least 3:1 for large text. Text backgrounds with varying color contrast (such as images or color gradients) should be fixed so all content on the background has a sufficient color contrast.</p>	
24		General Content	Color Contrast Pseudo Classes	<p>Background Users with low vision or older users depend on high contrast link text to distinguish and read link text on a webpage. This text should also be high contrast for different pseudo classes, such as focus and hover.</p> <p>Current Link text across the website often lightens when it receives mouse hover, which in some areas creates an insufficient color contrast. Examples of link text that does not meet criteria include:</p> <ul style="list-style-type: none">Home page- Navigation bar items: 1.6:1Home page- "FAQs" in "Salem Action Center": 3.3:1Footer content- "here" link on color gradient: 2.8:1Footer content- "Login" link on color gradient: 2.1.1Calendar page- Calendar view buttons (e.g. "Week"): 1.9:1 <p>Recommendation Ensure the contrast ratio between link text on hover and the background is at least 4.5:1 and 3:1 for large text. Areas containing gradients with varying color contrast should be fixed so that all link content receiving mouse hover on the gradient has a sufficient color contrast.</p>	Low-vision, 65+ WCAG 2.1 1.4.3 Contrast (Minimum)
25		General Content	User Interface Contrast	<p>Background Users with low vision or older users depend on interfaces and graphics with high contrast to distinguish and understand these elements on a webpage.</p> <p>Current</p>	Low-vision, 65+ WCAG 2.1 1.4.11 Non-text Contrast

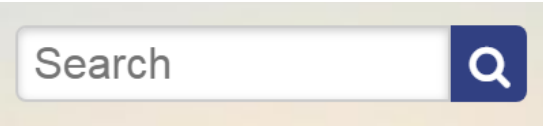
Image		Section	Issue Name	Issue Details	Issue Tags
1)				<p>The contrast of the search box and select language combo box in the header varies due to the changing background. User testing confirmed that the contrast between the interior of the interfaces and the surrounding areas was not high enough to distinguish the interface from the site background, which prevented search box utilization. The changing background images provide inconsistent and insufficient contrast. In the examples shown, contrast ranges from:</p> <ol style="list-style-type: none">1) 1.2:1 - 1.3:12) 1.0:1 - 2.5:13) 1.0:1 - 2.4:1, very few areas are 3.1:1 - 3.4:14) 1.0:1 - 2.4:1 <p>Recommendation Ensure that the contrast ration of the interface content to the background content is at least 3:1.</p>	
	2)				
	3)				
	4)				
26	<p>Boston. World famous artwork is displayed at the Peabody Essex Museum and you can learn about the extraordinary people and amazing stories behind Salem at the Salem Museum. The work of local artisans can be found displayed in many downtown shops including Artists' Row.</p> <ul style="list-style-type: none">• Learn how to obtain affidavits <p>See map: Google Maps</p> <p>School Committee Meeting 11/4/19</p> <p>November 4, 2019 - 7:00pm</p> <p>Boat Excise Tax Credit or Debit</p> <p>here.</p>	General Content	Indistinguishable Link Text	<p>Background Color is often utilized to convey different types of information. Users with low-vision, older users, and users with color vision deficiencies are often unable to differentiate color differences.</p> <p>Current Across the site, links appear dark red in color. These links have a 1.2:1 color contrast ration when compared to the surrounding text (8.5:1 (link text) and 9.7:1 (regular text)). User testing confirmed that the current appearance of links is indistinguishable from the surrounding text for some users. Unable to find the link described by the website, users could not find the information they were looking for and gave up on the task at hand.</p> <p>A few of the examples presented were found on the:</p> <ul style="list-style-type: none">• Shopping/Dining/Culture page• View Contact Info accordion menus (on many pages)• Recycling and Trash page• Home page Calendar links• Pay Bills Online page <p>Recommendation Links must have a color contrast ratio of 3:1 in relation to the surrounding text. The contrast color still must have a 4.5:1 contrast with the background. Underlining link text in addition to changing the color ensures users can identify links.</p>	<p>Low-vision, 65+</p> <p>1.4.1 Use of Color</p>



Image		Section	Issue Name	Issue Details	Issue Tags
				Design Note For reference, please read: https://www.w3.org/WAI/WCAG21/Techniques/general/G183	
27	<div></div>	General Content	Alternative Text	Background Links with same purpose must have same accessible name. When links with identical purposes have different accessible names, it causes confusion and unnecessary extra keystrokes. This especially effects screen reader users who are blind, have low-vision, or have brain-based conditions. Graphics used for decorative purposes should be ignored by screen readers so that users are not confused with unnecessary information. Current The webpage has sets of visual link and the adjacent link text that have same target. However, they are put as separate links and have different accessible name. For example, in the screenshot provided, the image of the visual link in the screen shot has an alternative text 'Halloween' while the adjacent link text that has same target page says, 'City of Salem Announces Downtown Road Closures for Halloween'. Recommendation Best practice is to combine the link text and the visual link to make a single link. See W3's 'H2: Combining adjacent image and text links for the same resource' to see how this can be done: https://www.w3.org/TR/2014/NOTE-WCAG20-TECHS-20140311/H2 If this is not possible, ensure that the visual links must be implemented in a way that they can be ignored by screen readers.	
28	<div></div>	General Content	Unnecessary Decorative Content	Background Link text should be clear and descriptive. It is not recommended to use special characters in the link text as the characters can be inaccurately interpreted using different user agents including assistive technologies such as screen readers. Current The link text in the image pictured on the left reads as 'greater click for menu less link' and 'plus link view all'. This causes confusion to the users that can't access the text visually. Recommendation Eliminate the special characters from the link text and substitute them with graphics or icons. Otherwise, provide appropriate information to screen reader users by using accessible names. When special characters are substituted with decorative	Blind, Low-Vision WCAG 2.1 AA 2.4.4 Link Purpose (In Context)

Image		Section	Issue Name	Issue Details	Issue Tags
				graphics, implement the graphics in a way that it can be ignored by assistive technologies.	