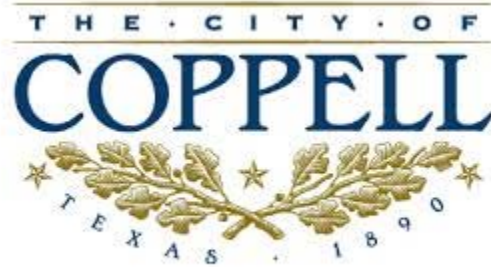




Proposal to Provide ADA Transition Plan Services for:



REVISED: July 13, 2015



ACCESSOLOGY



July 13, 2015

Mr. Kenneth Griffin
City of Coppell, Texas
255 Parkway Boulevard
Coppell, TX 75019-9478

RE: ADA Transition Plan

Dear Mr. Griffin:

We are re-submitting our proposal with the inclusion of 100 miles of sidewalks and their associated unsignalized intersections.

This fee will allow our team to complete the evaluation of 100 miles of your sidewalks. We will begin with arterials and complete representative samples in the neighborhoods divided out by age of the neighborhood. The exact locations that will be covered will be determined by the City in conjunction with the our team.

This bid will include the use of technology to expedite the data collection process. It's called the PROWAP and allows accurate digital collection of the data. We included a picture of the device we will be using on page 16. This technology is similar to the 'segway' we once discussed, but not as costly to use.

We thank you for your confidence in Accessology and look forward to the opportunity to work with you on this project.

Respectfully,



Kristi J. Avalos
President/CEO, Accessology



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I. FIRM DATA

A. Firm History

Kristi J. Avalos founded Accessology in November 1990 as a direct result of her involvement in national disability related issues. Through various experiences in working with disability regulations, and the panic associated with full compliance to such regulations, the need for dependable compliance assistance was clear. Kristi participated in the development of a program for people to assess an "expert's" knowledge of compliance matters. Through this effort the need for a strategically linked national organization devoted solely to assisting businesses, state and local governments and agencies in the practical applications of regulatory compliance became apparent.

Kristi began her efforts in the transportation arena helping airlines and airports comply with the Air Carrier Access Act (ACAA) after 12 years in the airline industry. She expanded to include ground transportation issues and facilities because of her close association with the Department of Transportation. In 1993, she broadened her services to include consulting on all disability regulations (state and federal) and provide clear and accurate training to help people understand their responsibilities under each regulation.

In early 1995, Accessology added services to include architectural plan reviews and final inspections in Texas on behalf of the Texas Department of Licensing and Regulation (TDLR). Through this program construction documents are reviewed for compliance with the related sections of the Texas Accessibility Standards (TAS) and a comprehensive report is developed for the architect designing the project.

In 1998 Accessology further broadened their path to help Title II entities understand their requirements under the ADA and what the role of the ADA Coordinator is and how to develop a transition plan. Training was the main focus at this point until 2003 when actually performing the Transition Plan Development work became one of the many services offered.

In 2008 Accessology formed a team with Kimley Horn and Associates engineering firm to provide a more innovative approach to Transition Plan Development. There simply isn't a company that understands all aspects of traffic planning, civil engineering and costing as well as building assessments, programs, services and activities and hiring practices. By teaming with an engineering firm we are able to merge the expertise of two companies with vast knowledge in their areas of expertise into one streamlined approach

Our alliance with Kimley Horn allows us to assist a municipality from conceptualization to final delivery of the Transition plan document and then into the implementation process. Most of the confusion associated with compliance with disability regulations stems from the application of the standards to a specific project, not the standards themselves. Our services ensure accurate and timely answers to very complex problems regarding full access. This allows our clients to concentrate on other important matters, with full confidence that all accessibility related issues are being addressed.

As a team, we are proud to have been included on numerous multi-million dollar projects and transition plan projects and have been instrumental in providing accessibility compliance during all stages. We offer innovative approaches which encourage clients to exceed minimum standards, through our guidance, without adding additional costs. Where greater access is achievable, complaints and lawsuits are averted, and positive publicity is generated on the client's behalf.

B. Firm Qualifications

At Accessology we know access issues. Our President/CEO has been involved in disability issues for over 30 years and serves as an expert witness on access related legal cases. She is a sought after speaker/teacher and has a knack for using an upbeat approach to help others understand their responsibilities. Accessology, like Kimley Horn, works in all 50 states and has learned how important it is to understand the culture of each community when developing their approach to access issues.

Besides ADA, a municipality also has responsibilities under Section 504 of the Rehabilitation Act of 1973. Accessology's approach is to help our clients understand all state and federal accessibility laws and we stay abreast of new legislation as it is written. It takes someone who knows access issues and deals with them on a

full-time basis to remain proficient in both the letter and the spirit of the law. Accessology does just that. Access is our only business and we do it well.

Much of our current work stems from the rise in ADA related lawsuits, and the need to address compliance for existing facilities and develop a plan to bring them into compliance. From a risk management perspective we draw on our extensive experience to create access solutions that not only comply with required standards, but exceed them when possible to help our client develop a positive marketing campaign. We believe in a creative, holistic approach to accessibility that showcases the benefits of compliance. This has resulted in local and national recognition in several projects to date.

C. Teaming

The Accessology team brings more expertise to transition plan development than any team we've met. There are many facets to developing a comprehensive Transition Plan document and it goes way beyond taking inventory of the sidewalk condition and curb ramps, although that is an important piece. A Transition plan looks at every aspect of community life and makes sure everyone in the community benefits. It ensures every citizen can pay their water bill, serve on City Council, walk to the store down the street and/or vote in the upcoming election. It brings the young and old together and honors each person regardless of their abilities. Access is used by and is provided for everyone.

To ensure the exterior data is collected by experts, Accessology has teamed with **Kimley-Horn** to provide the sidewalk and intersection data collection and ensure all data collected is properly integrated into the City of Coppel GIS system.

We start by facilitating a "kick off" meeting that helps clarify the goals and scope of work, looks at what has been done to date, and what is left to do. We look at planned construction activity and help the team members understand the daunting nature of the tasks ahead. We break the work into smaller, more manageable chunks and help each department understand their role.

We orchestrate an approach that opens communication within the departments so conquering access becomes a city wide team approach and not just the responsibility of a single person. Every department is effected by the work to be done, so every department should have some responsibility in helping assure compliance is achieved. They understand the inner workings of their department much better than an outsider would so we make it easy for them to participate in their own compliance.

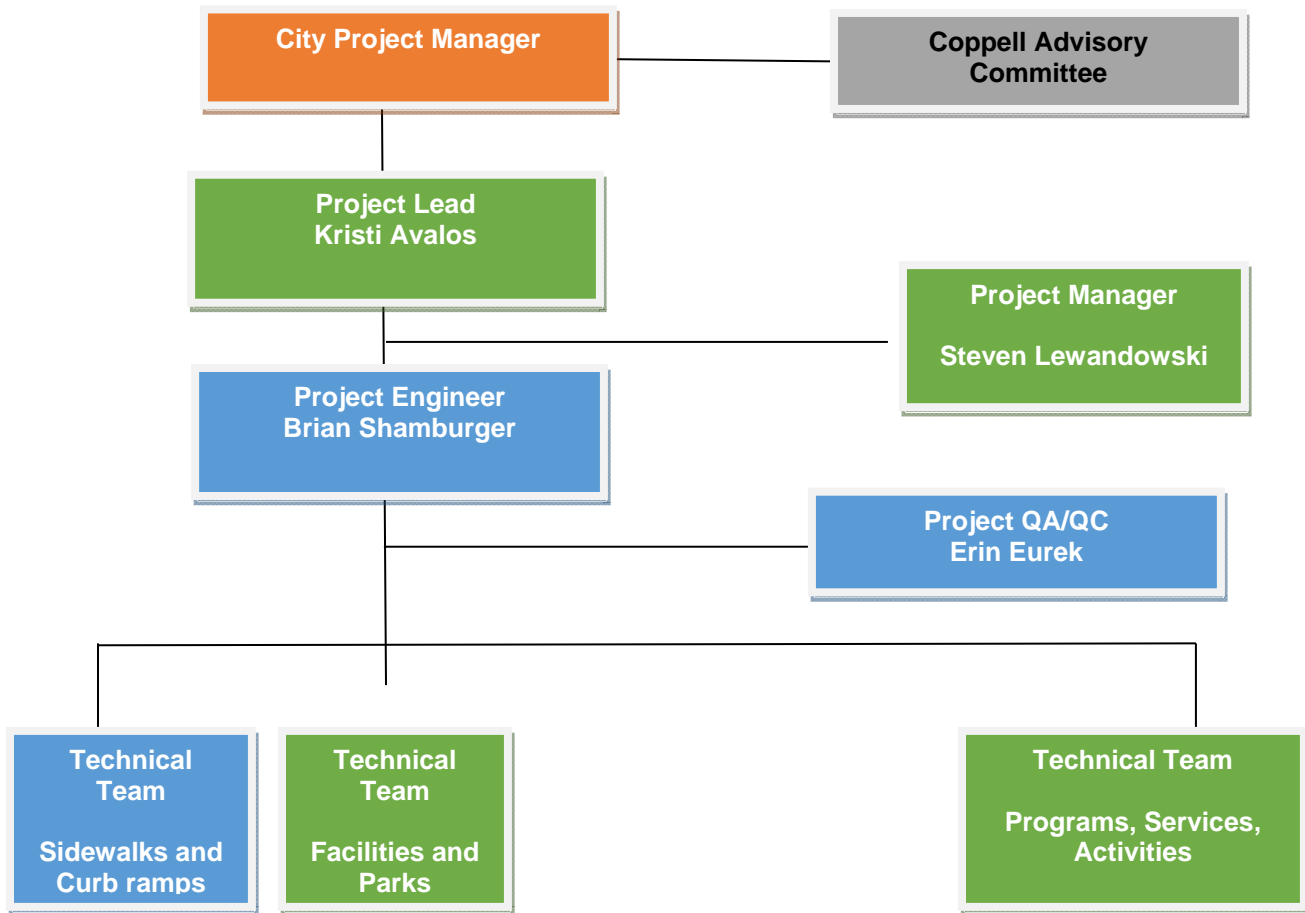
Once the scope of work is determined, we set up the necessary teams to ensure our technology will interface with your GIS system so all data collected is put directly into a usable format for the client and set up our QA/QC systems. All of this is done before the facility/exterior evaluations to ensure the data collected is accurately presented. Then the evaluations begin.

While the evaluation teams are working the programs, services, activities, grievance procedure, boards and commissions, hiring practices and emergency evacuation plans are being reviewed by another team, along with the design standards currently being used. This ensure we are finding the issues that need resolution, resolving them and helping everyone that is part of the process understand their responsibilities.

Our clients have full control of all data collected and provide valuable input into the process to ensure the system we put in place speaks to the culture of the community. In short, our goal is to continue partnering with clients in the shared endeavor of creating access for all.

II. PROJECT TEAM

Project ORG Chart



PROJECT LEAD

Kristi J. Avalos

President / CEO (Founder), Accessology

Credentials/Certifications

- Certified by the Texas Department of Licensing and Regulation for architectural plan reviews and final inspections
- ICBO Accessibility/Usability specialist
- More than 30 years at the vanguard of accessibility compliance and disability related issues

Key Responsibilities

- Leads efforts for Title II Entities to become compliant with applicable federal and state accessibility standards.
- Provides local and national training to municipalities, architects, building owners, property managers, contractors and real estate brokers on local, state and federal accessibility standards
- Principal consultant for accessibility assessments, which determine compliance with state and federal accessibility standards for existing facilities
- Performs plan reviews and on-site inspections to determine compliance with the Texas Accessibility Standards
- General oversight of technical determinations made by Accessology's Registered Accessibility Specialists
- Provides expert witnessing on ADA, 504, FHA and ACAA legal cases
- Leads company product development
- Primary liaison with the United States Access Board, and other agencies and organizations that shape accessibility legislation and trends
- Project manager for mid-size to large Plan Review / Inspection Projects

Awards & Achievements

- Arlington Mayor's Committee on People with Disabilities Award of Excellence for accessibility consulting on the new Dallas Cowboys Stadium, 2009
- Leadership Awards 1983, 1988, 1991, 1995
- Founder of the Ms. Wheelchair Texas organization
- Former board member for Access to the Skies, an organization for safe and dignified air travel for people with disabilities
- Advocate Award from the Paralysis Society of America, 1992
- Facility Access Award, American Airlines, 1991
- President's Committee on Employment of People with Disabilities Award, 1991

PROJECT MANAGER

Steven E. Lewandowski

Senior Director of Project Management, Accessology

Credentials /Certifications

- Austin Community College, TX – AutoCAD Training Center – “Certified CAD Drafter”
- Bachelor of Architecture, The University of Texas at Austin, Austin, TX,
- Six years with the State of Texas Department of Licensing and Regulation, Austin, Texas
- Certified by the Texas Department of Licensing and Regulation for architectural plan reviews and final inspections as a Registered Accessibility Specialist (RAS)

Key Responsibilities

- Technical lead for Transition Plan Development teams
- Technical lead for accessibility standards
- Senior Project Manager for accessibility assessments, which determine compliance with state and federal accessibility standards for existing facilities
- Performs plan reviews and on-site inspections to determine compliance with the Texas Accessibility Standards
- General oversight of technical determinations made by Accessology’s Registered Accessibility Specialists
- Manages the Austin project development plan

PROJECT ENGINEER

Brian Shamburger

Vice President/Sr. Associate, Kimley Horn

Credentials/Certifications

- Texas A & M, BS/MS, Civil Engineering/Transportation
- Traffic Engineering specialist
- Transportation Planning
- ITS Design and Operations

Key Responsibilities

- Lead efforts for Title II Entities to become compliant with applicable federal and state accessibility standards, specializing in curb ramp, intersection and sidewalk evaluation and remediation
- Project Manager overseeing public and private traffic engineering and transportation planning projects.
- Principal consultant for accessibility assessments and transition plan development
- Provides design solutions and costs associated with intersection and sidewalk remediation
- General oversight of technical determinations made by exterior technical teams
- Leads company product and technology development as it pertains to ADA Compliance

Awards & Achievements

- President (2011) of TexITE (Texas District of the Institute of Transportation Engineers)
- Institute of Transportation Engineers ITS America

PROJECT QA/QC

Erin Eurek

Engineer, Kimley Horn

Credentials/Certifications

- Texas A & M, BS in Civil Engineering
- Texas A & M, ME in Civil Engineering
- Traffic Engineering
- Transportation Planning
- Traffic Signal and intersection design

Key Responsibilities

- Developed the software and technology needed for accurate evaluation of intersections, signalized intersections and sidewalk evaluations
- Sets up GIS interface with client
- Works with marketing group on the development of the transition plan document
- Provides design solutions and costs associated with intersection and sidewalk remediation
- General oversight of technical determinations made by exterior technical teams
- Quality Assurance/Quality Control

Awards & Achievements

- Civil Engineering Women's Mentoring Group
- Brazos Valley Section Institute of Transportation Engineers
- Student Chapter Institute of Transportation Engineers
- Student Chapter American Society of Civil Engineers

ACCESSIBILITY CONSULTANT

Ross Thomas

Accessibility Specialist

Credentials/Certifications

- Certified by the Texas Department of Licensing and Regulation for architectural plan reviews and final inspection as a Registered Accessibility Specialist
- B.S from University of North Texas

Key Responsibilities

- Facility and Park reviews, inspections and reporting
- Technical advisor to field personnel
- Files forms, papers and documents with governing authorities as necessary
- Field research

III. RELEVANT PROJECT EXPERIENCE

A. TRANSITION PLAN DEVELOPMENT PROJECTS:

PROJECT

City of Tulsa – Tulsa, OK



Accessology and Kimley Horn & Associates were selected as the accessibility consultant team for the development of a City wide transition plan. The project was broken into several phases to accommodate budgetary constraints. This project had both an internal task force and an external task force represented by people with various disabilities.

PROJECT

Oklahoma Department of Transportation – Oklahoma



Accessology and Kimley Horn & Associates were selected as the accessibility consultant team for the development of a state wide transition plan. This involved assessing hundreds of buildings, weigh stations, rest stops and welcome centers as well as thousands of intersections, signalized intersection and miles of sidewalk throughout the state of Oklahoma. This project included over 100 hours of training to all types of field personnel.

PROJECT

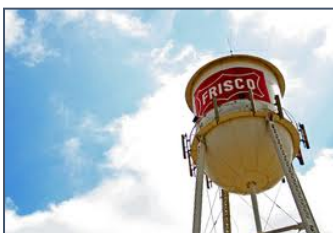
City of McKinney, McKinney, TX



Accessology was chosen as the accessibility consultant for the development of the City of McKinney's transition plan. In this capacity, Accessology has reviewed all of the programs, services and activities, provided training, technology development and consulting to the engineering and facilities departments as access issues arise.

PROJECT

City of Frisco, Frisco, TX



Accessology and Kimley Horn were chosen as the accessibility consultant team for the development of the City of Frisco's transition plan. This involved reviewing a portion of the city's inventory as well as all of their programs, services and activities to develop a comprehensive transition plan.

PROJECT

University of Texas, Austin



Accessology was chosen as the accessibility consultant team for the development of the University's exterior elements and facility portion of the transition plan. This phase involved reviewing all exterior routes and access from the exterior routes to the entrances of each facility and all campus parking lots. This information is being used to develop and interactive map of accessible routes for students on campus with disabilities.

PROJECT

City of Midwest City, Midwest City, OK



Accessology and Kimley Horn were chosen as the accessibility consultant team for the development of the City's transition plan. This project involved reviewing buildings, parks, sidewalks, intersections, signalized intersections, programs, services, activities, employment practices and emergency evacuation procedures for the development of a comprehensive transition plan.

B. MUNICIPAL LARGE PROJECT CONSULTING PROJECTS:

PROJECT

Ellis County Courthouse



The project consists of brand new construction of a Courts and Administration Building as well as renovation to an existing jail, a new parking garage, new parking lots, and general site improvements. Services include design consultation meetings, preliminary review of schematic design, design development, 50% CD, and 90% CD phases, preliminary on-site inspections, (phase I, II and III) final inspections.

PROJECT

Collin County Justice Center



Accessology was selected to provide access consulting for this \$46 million new construction County Justice Center consisting of courtrooms, detention spaces and administrative functions. Services provided included 50% CD, and final CD review, preliminary on-site inspections, (phase I, II and III) and final inspections. Currently we are providing access consulting and services on a \$32 million addition.

PROJECT

Las Cruces Federal Courthouse



Accessology performed accessibility consulting services for the project including review of all access design elements of the new courthouse at 50% CD, and 90% CD phases to ensure compliance with all federal, state and local codes and standards and site inspections to verify compliance during facility construction upon request.

PROJECT

Hunt County Courthouse Gregg County Courthouse



Accessology performed state required plan review and inspection services for Hunt County Courthouse, as well as 124th and 307th District Courts in Gregg County.

PROJECT

City of Dallas

The City of Dallas selected Accessology as the preferred accessibility consultant and provider for several projects, including:



- Oak Cliff Cultural Center
- Dallas Public Library Renovation
- Northwest Service Center (Dallas facility for the streets and sanitation department and maintenance facility)
- Dallas North Tollway Extension
- Dallas Zoo Renovation

PROJECT

City of Fort Worth

Accessology was selected as the preferred accessibility consultant and provider for several City of Fort Worth projects, including:



- Fort Worth Museum of Science & History
- City of Fort Worth Parks Project
- Fort Worth Convention Center Renovation
- Fort Worth Convention Center Parking Garage
- Fort Worth Police Department
- City of Fort Worth Water Department
- Grove Street

PROJECT

City of Denton

The City of Denton selected Accessology as the preferred accessibility consultant and provider for several projects, including:



- South Branch Library Renovation
- City of Denton Sidewalk Inspection and Repair
- Denton Civic Center
- Central Fire Station

PROJECT

City of Fort Worth Parks Project



Accessology was selected as the access consultant for the Fort Worth Parks Project. Services provided included consultation meetings, preliminary reviews of schematic design, design development, 50% CD, and 90% CD phases, preliminary on-site inspections, (all phases) and final inspections.

PROJECT

Park Projects

Accessology served as the preferred provider for plan reviews and inspections at the following parks:



- Andrew Brown Community Park East – Coppell, TX
- Berkner Park Playground Renovation – Richardson, TX
- City of Arlington Dog Park – Arlington, TX
- Crowley Park Playground Renovation – Richardson, TX
- Foxboro Park Playground Renovation – Richardson, TX
- Fox Run Neighborhood Park – Fort Worth, TX
- Howard Moore Park – Arlington, TX
- Keller Sports Park – Keller, TX
- Limestone Quarry Park – Frisco, TX
- Mark Twain Park Playground Renovation – Richardson, TX
- Richland Park Playground Renovation – Richardson, TX
- Woodhaven Grove Park Playground Renovation – Richardson, TX

PROJECT

Dallas Zoo



Accessology was chosen to provide accessibility consulting for the 2004 renovation of the Gorilla Habitat at the Dallas Zoo. Consulting services provided included design consultation meetings, preliminary reviews of schematic design, design development, 50% CD, and 90% CD phases, preliminary on-site inspections, (phase I, II and III) and final inspections of the exhibit.

IV. METHODOLOGY

This project is to prepare the Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan for the City of Coppell, Texas, including a review of facilities, programs, activities, and other related services provided by the City. The project will include a review of City facilities, parking lots, design and construction standards, intersections adjacent to City owned facilities, existing sidewalk inventory around City owned facilities, parks, documented public concerns, sponsored boards and commissions, policies and procedures.

We have broken our process into a variety of steps to help our clients understand what will be happening throughout the entire process. Each step we recommend is identified below, and where they coincide with the steps and tasks requested in the RFP:

Task I – Community and Staff Evaluation and Involvement

- A. Consultant shall provide options and recommendations regarding the involvement of staff and the community in the process of preparation of a self evaluation plan.
- B. Coordination and distribution of a questionnaire/ survey that would identify areas to provide the needs analysis for the self evaluation/ transition plan
- C. Facilitation of public/staff meetings to fully identify areas of City services/policies that require evaluation.

Task II - Evaluation of Programs

Review Programs, Procedures, and Policies. Document current programs, procedures, and policies related to the activities and services available to the public and correlate with barriers to access. The consultant will review the programs, services and activities offered by the City of Coppell and make determinations on which need further evaluation, following the procedures below.

Staff Orientation Workshop. Meet with staff representing major program areas and orient them to the process that will be used to update and evaluate policies and programs, including the program services questionnaire. Produce staff workshop materials and handouts, conduct the staff orientation workshop, and prepare a report of action items resulting from the workshop.

ADA Liaison Committee. Assist the Client in establishing an ADA Liaison Committee that will meet throughout the process of completing the self-evaluation and updating the Transition Plan, and will continue to meet and actively participate after the completion of this project.

Program Services Survey. Evaluate the current level of program accessibility within each department by administering a program survey and/or conducting an in-person survey as necessary with Client staff. The survey will assist in evaluating current Client status regarding ADA requirements including eligibility requirements, participation requirements, facilities used, staff training, tours, transportation, communication, notifications, public meetings, the use of contracted services, purchasing, maintenance of accessible features, and emergency procedures. This will be determined at the kick-off meeting.

Programs, Activities, and Services Interviews. Conduct departmental support interviews to confirm the status of policies and programs, and support the questionnaire process.

Review of Board and Commissions. The Consultant will review existing Boards and Commissions and their procedures in dealing with ADA accessibility requirements.

Task III - Evaluation of Facilities

Facilities Review. Facilities, Parks & Public Rights of Way Review. Consultant will establish survey teams which will conduct surveys based on forms developed by the Consultant in consultation with the Client. Facility data is captured electronically with information available electronically. Comprehensive reports are also provided to support transition plan development.

Facilities Listing:

Buildings – 20 buildings owned or leased by the Client will be included in this project .

Parks – 18 parks and trails will be included in this project.

Signalized Intersections – Up to 33 City-maintained signalized intersections. The consultant will evaluate accessibility (i.e. curb ramps and sidewalks leading up to each intersection) and adequacy of signage.

Pedestrian Access, Public Rights of Way – The proposal includes doing sidewalks along the arterials, up to 100 linear miles of sidewalk. All unsignalized intersections and driveways along this sidewalk will be evaluated using a technology called the PROWAP (pictured below). This device allows continuous data collection using a NASA designed gyroscope. Data is manipulated directly into the City GIS system.



Task IV - Actions Steps and Timeliness

Survey Data Report. The Consultant will create a separate survey and cost report for each facility type. Each survey report will identify compliance status of each facility with regards to both federal and state standards and include the following:

- Listing of facilities that are in compliance with current standards.
- Listing of facilities that are not in compliance with current ADA requirements.
- Recommended actions to resolve non-compliance issues for each facility.
- Prioritized list of improvements using criteria developed by the Consultant and Client staff.
- "Cost report" that assigns conceptual budget estimates to each recommended action.
- Photo log summary for each facility.

Upon delivery of facility reports, the consultant will produce a report identifying all above information in a typed and electronic Microsoft Word format.

Website analysis. The consultant will oversee an analysis of city website information services including links and .pdf documents attached to the City website.

Task V - Other Support Activities

Item 1 – Project Management

The Consultant will maintain project records, budgets, and communications for the duration of the project. The Consultant will prepare a project schedule and update it on a weekly basis. The Consultant will prepare biweekly progress reports. The Consultant anticipates biweekly calls between the Consultant's Project Manager and the designated Client staff to review the status of tasks and to keep the schedule current.

Item 2 – Project Kick-off Meeting

Meet with Client staff to introduce the proposed project tasks and schedule. The proposed method for prioritizing barrier removal projects identified during the self-evaluation task will be presented. The Consultant will coordinate with Client staff to identify and obtain all necessary documents and materials to support the self-evaluation process and facility evaluation survey. This will include a list of all Client sponsored programs and Client leased and owned facilities to be included in the project. This meeting will satisfy the requirements of Task I A, identified above.

Item 3 – Development of Committees / Workshops

Staff Orientation Workshop. Meet with staff representing major program areas and orient them to the process that will be used to update and evaluate policies and programs, including the program services questionnaire. Produce staff workshop materials and handouts, conduct the staff orientation workshop, and prepare a report of action items resulting from the workshop.

ADA Liaison Committee. Assist the Client in establishing an ADA Liaison Committee that will meet throughout the process of completing the self-evaluation and updating the Transition Plan, and will continue to meet and actively participate after the completion of this project.

Facilitate Public Workshops. The Department of Justice requires that public entities that are engaging in an ADA Transition Plan process include “appropriate consultation with individuals with disabilities” as part of this process. The Consultant will facilitate a public workshop for the Client to review the Draft Self-Evaluation and Transition Plan. The Consultant will prepare outreach materials, conduct the workshop, and prepare a brief summary of the workshop to highlight action items.

Item 4 – Transition Plan Development

Coordinate with Client staff in the development of a strategy for developing the Transition Plan, including a review of Client ordinances, design policies and design standards related to curb ramps and sidewalks. Identify issues which should be addressed to confirm that policies are nondiscriminatory to people with disabilities.

Review Current Design Standards. The Consultant will review the current Client design standards for compliance with the ADA, PROWAG, MUTCD and UFAS (504) and applicable state laws

Develop the Evaluation Process. Assist the Client in developing a process and format to evaluate the accessibility improvements identified in Task 3, utilizing prioritization and evaluation criteria. Existing evaluation methodology will be analyzed and recommendations made for necessary improvements.

Recommend prioritization criteria. Assist the client in creating a prioritization schedule and an implementation schedule for accessibility improvements. Prioritize the accessibility improvements by facility type and severity, providing cost estimates for the recommended modifications.

Evaluate and make recommendations on exceptions or exemptions that may apply under the terms of the ADA. This may include exemptions related to structures of historic significance, alterations affecting the fundamental nature of a service, activity or program under financial and administrative burden, or structural changes.

Define an ongoing budget needed for ADA modifications. Potential funding sources will be researched and recommended to most effectively achieve compliance.

Item 5 – Documentation

Prepare a plan summary document that will serve as a resource guide for Client staff.

Draft Self-Evaluation and Transition Plan. Based on the self-evaluation and facility compliance assessment, the Consultant will prepare a draft Self-Evaluation and Transition Plan for the Client. The plan will include:

- An executive summary which will describe the project purpose, process, and most significant findings;
- A review of policies and summary of recommendations for improvement will be provided as described in Task 3;
- A phased schedule with cost estimates for the removal of facility barriers that cannot be resolved through relocation of services, the provision of auxiliary aids, or equivalent facilitation; and
- The Consultant will provide two (2) reproducible hard copies and an electronic copy in Adobe PDF format to the Client.

Final Self-Evaluation and Transition Plan. Following review by the Client and relevant community review of Draft Plan, the Consultant will incorporate comments and prepare the Final Plan for presentation.

Item 6 – Staff Training

Accessology is known world-wide for our training classes on access related issues. As part of this contract we are please do conduct two (2) staff training sessions (up to twelve (12) hours) in providing accessible programs, activities, and services. The training can include disabilities etiquette, technologies, and procedures that can assist Client staff in providing services to people with disabilities as well as the technical information necessary to know where the risk factors are in terms of litigation.

The City is welcome to invite contractors, architects and developers to the technical training to ensure they understand the highest liability issues of both design and construction and are prepared to design and construct in compliance with the federal requirements.

Item 7 – Meetings

Progress meetings. Up to three (5) monthly progress meetings with Client staff and the newly created ADA Liaison Committee.

City Council. One (1) City Council meeting to introduce the project and present the Draft Self-Evaluation and Transition Plan.

Miscellaneous Meetings. Up to two (2) teleconference meetings with various project stakeholders

Schedule: The Consultant will provide its services as expeditiously as practicable and work with the Client to develop a mutually agreeable schedule.

Deliverables: The Consultant will deliver the following materials to the Client in binder and electronic format:

- Self Evaluation recommendations including proposed procedures and forms;
- Draft Self Evaluation Report in binder and electronic formats at about 75% completion of project;
- Final Self Evaluation Report in binder and electronic formats;
- Final Barrier Assessment Checklists for all City Buildings, Parks and Open Space, and Public Rights-of-Way subject to the requirements of ADA in binder and electronic formats;
- Final ADA Access Compliance Assessment Reports for City Buildings, Parks and Open Space, and Public Rights-of-Way subject to the requirements of ADA in binder and electronic formats;
- Public Participation and Outreach Program;
- Public meeting agendas and minutes;
- Draft “ADA Self Evaluation and Transition Plan” submitted in binder and electronic formats;
- Final “ADA Self Evaluation and Transition Plan” submitted in binder and electronic formats;
- Final format for project Database and Map – electronic file(s); and
- Consultant shall attend at least two (2) City Council meetings to present the draft and final ADA Self Evaluation and Transition Plan” for review and adoption.

V. PROPOSAL INCLUSION AND FEES

The following facilities are included in this proposal. Each will be reviewed for compliance with a report provided as described in Section III above.

Municipal Facilities - 22 buildings:

Parks – 18 Parks and trails

Parking Structures – All lots associated with Parks and Buildings

Pedestrian Access –

Sidewalks – 100 Miles

Signalized Intersections/curb ramps – Up to 33

The Consultant will evaluate accessibility (i.e., curb ramps and sidewalks leading up to each intersection) and adequacy of signage.

Unsignalized Intersections/ curb ramps –All unsignalized intersections and driveways along the sidewalk will be evaluated.

Programs, services, activities –

33 Departments
10 Boards and Commissions
Emergency Evacuation Program
Website evaluation

Fee and Expenses

The Consultant will perform the services in Tasks 1 – 7 for lump sum fee described below. All permitting, application, and similar project fees (if applicable) will be paid directly by the Client.

TASK #	DESCRIPTION	100% FEE
#1	Project Management	\$40,600
#2	Project Kick-Off Meeting	\$5,000
#3	Self-Evaluation:	
	Buildings/Facilities	\$22,500
	Parks/Trails oversight	\$21,750
	Programs, services, activities	\$28,800
	Signalized Intersections (up to 33 signalized intersections)	\$21,500
	Unsignalized Intersections (included below)	\$100,400
	Sidewalk Evaluations (up to 100 linear miles of sidewalk)	\$134,400
#4	Transition Plan Development	\$40,200
#5	Documentation	\$39,800
#6	Staff Training	\$25,000
#7	Meetings	\$22,500
	PROJECT TOTAL	\$502,450

Total Fee \$502,450

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of receipt of invoices.

IV. CERTIFICATES

	Women-Owned Business Enterprise Certification
Accessology Too, LLC	
Woman-Owned Business Enterprise	
has filed with the Agency an Affidavit as defined by NCTRCA M/WBE Policies & Procedures and is hereby certified to provide service(s) in the following areas:	
541611; Administrative Management and General Management Consulting Services;	
This Certification is valid beginning <u>May 2013</u> and supercedes any registration or listing previously issued. This certification must be updated annually by submission of an Annual Update Affidavit. At any time there is a change in ownership or control of the firm, notification must be made immediately to the North Central Texas Regional Certification Agency.	
Certificate expiration <u>May</u> , 20 <u>14</u>	 Certification Administrator
Issued date <u>May</u> , 20 <u>13</u>	
CERTIFICATION NO. <u>WFWB57472N0514</u>	

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*City of Austin
Small and Minority Business Resources Department
certifies that*

Accessology Too, LLC

meets all the criteria established by the City of Austin Minority-Owned and Women-Owned Business Enterprise Procurement Program, and is certified as a

Women-Owned Business Enterprise

with the City of Austin.



Veronica Briseño Lara, Director
Small and Minority Business Resources Department

EXPIRATION DATE:
07/18/2014

Certification is valid for three years, contingent upon the City receiving an affidavit of continued eligibility each year.

Verification of certification status can be obtained by calling 512.974.7645.

CITY'S VENDOR CODE: ACC8314409

