

SHASTA-TEHAMA-TRINITY
JOINT COMMUNITY COLLEGE
DISTRICT

ACCESSIBILITY PLAN

July 2017



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Introduction and Overview

All services and programs offered by Shasta College to the public must be accessible. Accessibility applies to all aspects of a program or service, orientation, eligibility, participation, testing, physical access, provision of auxiliary aids, and transportation.

The Americans with Disabilities Act (ADA) is a comprehensive civil rights law that provides a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities.

The ADA states that a public entity must reasonably modify its policies, practices, or procedures to avoid discrimination against people with disabilities. This ADA Accessibility Plan has been developed to assist Shasta College in identifying current and future barriers to accessibility and developing solutions to assist in the removal of such barriers. The plan describes the processes by which Shasta College's facilities and services are evaluated for compliance with the ADA, and how deficiencies are identified and corrected.

The Assistant Superintendent/Vice President of Administrative Services is the college's ADA Coordinator.

Mandate for Public Accommodations

The ADA is a comprehensive civil rights law for persons with disabilities and provides a “clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities.” Congress emphasized that the ADA seeks to dispel stereotypes and assumptions about disabilities” and to assure equality of opportunity, full participation, independent living and economic sufficiency for people with disabilities. Title II of the Americans with Disabilities Act of 1990 states: *“No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subject to discrimination by any such entity”*.

Board Policy and Administrative Procedure

Shasta College Board Policy and Administrative Procedure (BP/AP 5140) governing Accommodation Services, outlines the requirements for disability programs and services, and both are readily available on the Shasta College website, through the Board of Trustees link.

Scope

All facilities, services, and programs at all Shasta College locations are subject to ADA requirements. The process of having facilities and services accessible to all individuals is ongoing.

There are two types of accessibility: Physical Accessibility and Program Accessibility. Absence of discrimination requires that both types of accessibility be provided.

The ADA establishes requirements to ensure that buildings and facilities are accessible to and usable by people with disabilities. Design guidelines to achieve accessibility have been developed and are maintained by the Access Board under the jurisdiction of the ADA. ADA Accessibility Guidelines (ADAAG) cover a wide variety of facilities (including buildings, outdoor recreation sites, and curb ramps) and establish minimum accessibility requirements for new construction and alterations to these facilities.

Programmatic accessibility includes physical accessibility, but also entails policies, practices and procedures that permit people with disabilities to participate in programs, to access information, and the opportunity to participate in or benefit from a public entity’s programs or services. The goal of the Accessibility Plan is to guide Shasta College in addressing any modifications identified.

Barrier Removal

The college has created a Barrier Removal List of identified deficiencies that currently need to be addressed. The list includes the deficiency location, description, source, remediation required, and status. The list was originally created and included all deficiencies identified in the 2014 Office of Civil Rights (OCR) compliance review and the College's Campus Accessibility Assessment, completed by LFH Architect in January, 2014.

Additional deficiencies are added to the list via various sources including individual complaints and maintenance work orders. In addition, a campus-wide survey will be sent out every other year to proactively solicit and identify deficiencies. The Office of Administrative Services is responsible to maintain the list, and perform follow-up to ensure progress to resolution.

Oversight

An accessibility work group comprised of representation from various areas of campus will meet quarterly, or on an as needed basis to review the status of existing, new and potential accessibility concerns. The work group will provide a status report on identified barriers with the College Council and Board of Trustees as an information item at least once each year.

Membership:

1. Vice President of Administrative Services (ADA Coordinator) or designee
2. Hazardous Materials Compliance Specialist
3. DSPS Administrator or designee
4. Human Resource Director or designee
5. Physical Plant Director or designee
6. Technology Director or designee
7. Campus Safety Director or designee

College Priorities

The college may achieve physical accessibility by ensuring that a facility is barrier free and meets ADAAG technical requirements.

The college may achieve program accessibility by a number of methods, both structural and nonstructural, including:

- Structural methods such as altering an existing facility
- Redesign of equipment
- Assignment of aides
- Providing services at alternative accessible sites

When choosing a method of providing program access, the college will give priority to the one that results in the most appropriate to encourage interaction among all users, including individuals with disabilities.

In rare cases, the college may determine that making an accommodation would result in an undue burden for the college as defined by current ADA laws. The determination that an undue burden would result will be based on an evaluation of all resources available to the college, including current laws and case history. The determination can only be made by the college's ADA Coordinator with a detailed statement citing the reasons for reaching the decision.

Recognizing that the college does not have unlimited resources and may not be able to immediately make all facilities fully accessible, the following criteria will be applied as the basis for prioritizing the removal of architectural barriers at all campus sites:

- Number of users: The facility or building serves a large number of people, including persons with disabilities.
- Immobile facilities: The facility houses programs or departments that cannot easily be shifted to another location.
- Current degree of accessibility: The facility is in need of access improvements.
- Long term planning status: The facility or building is scheduled for improvements that will include accessibility.

Program Specific - Barrier Removal

The criteria listed below will be used to assist in the determination of specific program based barrier removal actions within a facility.

1. **Primary access and path of travel:** The highest priority is placed on those barrier removal items that provide accessibility at the main entrance of a facility or improve the path of travel where program activities take place (for example, parking, walks, ramps, stairs, doors, and corridors).
2. **Program area:** A second level priority is placed on those barrier removal items that improve or enhance access to program use areas (for example classrooms, department offices and restrooms).
3. **Amenities:** A third level priority is placed on those barrier removal items that improve access to amenities serving programs areas (for example, drinking fountains, telephones, etc.).
4. **Not required to be modified:** A fourth level priority is given to areas or features not required to be modified for accessibility.

Since not all barriers must be removed in order to provide program access, those barriers that limit access to programs, services and activities are given first priority. These criteria will also be used for prioritizing the removal of architectural barriers in future projects.

Barrier Removal List

The Barrier Removal List was developed in an ongoing effort to identify and address any barriers that may affect student, staff and community accessibility to facilities, technology, telecommunications and services. Two source documents were used to initiate the creation of the Barrier Removal List: LFH Architect Accessibility Assessment and the OCR Letter of Findings.

In January 2014 the District solicited the services of an architect to complete a comprehensive facilities accessibility assessment of the main campus, located at 11555 Old Oregon Trail, Redding, California. An OCR site visit on March 31- April 2, 2014 was conducted at the main campus, located at the Old Oregon Trail location. From that report, Subpart IA, IB - Administrative Requirements and Subpart III F - Accessibility Standards were also used in the formation of the Barrier Removal List. The outcomes from these sources, along with suggested remediation helped in the construction of the spreadsheet attached. The spreadsheet gives the District a mechanism for recording, evaluating, tracking and removal of identified barriers.

It is anticipated that barrier identification may come through various campus areas and personnel. The accessibility work group identified in the plan, will review and assess the level of urgency and need of such identified barriers as they are added to the list.

As current barriers are remediated and new barriers are identified, the spreadsheet will be updated by the Administrative Services Office staff, the Director of Physical Plant and/or the Hazardous Materials Compliance Specialist.

The Barrier Removal List is intended to be a living document, which will guide the District in making any necessary improvements and will fulfill any and all ADA requirements set forth in Title II of the ADA, and all federal regulations requirements set forth in the Rehabilitation Act of 1973.

SHASTA COLLEGE- BARRIER REMOVAL LIST
MARCH 2017

	A	B	C	D	E	F	G	H
1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
2	1800 Physical Education	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Door knobs to be replaced with Levers on all office doors.	1/20/2014	2014	Project Complete	
3	Admin. Requirements- Brochures, pamphlets, Financial Aid on-line, etc.	Nondiscrimination statements missing	OCR	Add nondiscrimination statement to all brochures, announcements and pamphlets. Use sticker or addendum in interim.	9/24/2014	2014	The Marketing Office and individual departments were tasked with affixing the nondiscrimination statement to all existing materials, and currently the nondiscrimination statement is placed on all college materials. Ongoing practice.	
4	5000 Portable Building /Campus Safety`	Readily Acceptable Section 504 (34 CRF 104.22)	OCR & Hopson Architect	Door knobs to be replaced with Levers. Ramp to be constructed for easy access. Provide accessible path to entrance.	1/20/2014 9/24/2014	2015	Project Complete	
5	Baseball	Signage needed to identify restrooms. No accessible path to parking and building 1800.	Hopson Architect	Provide accessible path to restrooms, parking and building 1800.	1/20/2014	2015	Project Complete	
6	2600 #4-Building 2600	No Tow Signage	Hopson Architect	Provide "Tow" signage.	1/20/2014	2015	Project Complete	
7	Auto/Welding Yard#5- Auto/Welding Yard	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage. Restripe to provide van accessible parking.	1/20/2014	2015	Project Complete	
8	2100 #19-Building 2100 North	Non-Compliant accessible parking.	Hopson Architect	Provide accessible path of travel to parking lot.	1/20/2014	2015	Project Complete	
9	2100 #21-Building 2100 West	Excessive Slope	Hopson Architect	Excessive Slope.	1/20/2014	2015	Bond Project	

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	A	B	C	D	E	F	G	H
1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
10	Admin. Requirments- Numerous buildings, classrooms, restrooms, parking areas, etc. campus wide; and	Lack of signage and a path of travel for Braille typeface	OCR	Add appropriate signage.	9/24/2014	2015	Signage is an ongoing practice whenever there is a location change.	
11	100 Administration	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Signage to be placed throughout the building in order to identify restrooms, classrooms, and paths of travel. Security phones to be lowered for wheelchair access. Door knobs to be replaced with levers.	9/24/2014	2015	Door levers completed. Signage is an ongoing practice whenever there is a location change.	
12	300 Arts	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Signage to be placed throughout the building in order to identify restrooms, classrooms, and paths of travel.	9/24/2014	2015	Signage is an ongoing practice whenever there is a location change.	
13	400 Humanities	Readily Acceptable Section 504 (34 CRF 104.22)	OCR & Hopson Architect	Signage to be placed throughout the building in order to identify restrooms, classrooms, and paths of travel. Braille needed on entrance sign.	1/20/2014 9/24/2014	2015	Signage is an ongoing practice whenever there is a location change	
14	500 Theater	Readily Acceptable Section 504 (34 CRF 104.22), 1991 ADA (28, CFR 36	OCR	Signage to be placed throughout the building in order to identify restrooms, classrooms, and paths of travel. Door knobs to be replaced with Levers. Replace handle on drinking fountain. Braille and logo needed on entrance sign.	9/24/2014	2015	Signage is an ongoing practice whenever there is a location change.	
15	2700 Physical Plant/Printing/Warehouse	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms.	1/20/2014	2015	Project Completed	
16	3000 Dorm Commons	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms.	1/20/2014	2016	Project Complete	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
17	3300 Men's Dorm	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms. Provide accessible restroom.	1/20/2014	2016	Project Complete	
18	3600 ECE Storage	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms. Provide accessible restroom.	1/20/2014	2016	Project Complete	
19	4500 Horticulture	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Door knobs to be replaced with Levers.	1/20/2014	2016	Project Complete	
20	Pool	Signage needed to identify restrooms. Door knobs to be replaced with Levers.	Hopson Architect	Provide accessible path to restroom, parking and building 1800. Door knobs to be replaced with Levers.	1/20/2014	2016	Project Complete	
21	5000 #7-Building 5000	No accessible path of travel.	Hopson Architect	Provide walk, curb cut and path of travel to bldg. 5000.	1/20/2014	2016	Project Complete	
22	Baseball #11-Baseball	Non-Compliant accessible parking.	Hopson Architect	Provide new AC paving at existing gravel parking, new accessible parking/van accessible parking and path of travel.	1/20/2014	2016	Project Complete	
23	1800 #15-Building 1800	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage and restripe to provide van accessible parking.	1/20/2014	2016	Project Complete	
24	North Parking Lot #16-North Parking Lot	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage and restripe to provide both accessible and van accessible parking and path of travel from all accessible spaces.	1/20/2014	2016	Project Complete	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
25	100 #22-Building 100 North	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide accessible parking, provide new curb-cut.	1/20/2014	2016	Project Complete	
26	Pool NE Parking Lot #14 to Pool	No access path of travel from accessible parking to pool.	Hopson Architect	Provide accessible path of travel.	1/20/2014	2016	Bond Project	
27	5000 Bldg. 5000 to Parking Lot #7	No access path of travel from accessible parking.	Hopson Architect	Provide accessible path of travel.	1/20/2014	2016	Project Complete	
28	North Parking Lot #16	No access path of travel frm accessible parking.	Hopson Architect	Provide accessible path of travel.	1/20/2014	2016	Project Complete	
29	2800 Fire Hall/Fire Technology	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Door knobs to be replaced with Levers. Threshold to be corrected. No accessible restroom.	1/20/2014		Will be addressed with the Bond Projects	
30	Soccer	Signage needed to identify restrooms.	Hopson Architect	Provide accessible path to restrooms.	1/20/2014		Will be addressed with the Bond Projects	
31	Softball	Signage needed to identify restrooms. No accessible path to parking and building 1800.	Hopson Architect	Provide accessible path to restrooms, parking and building 1800.	1/20/2014		Will be addressed with the Bond Projects	
32	Farm #3-Farm-Dorm Lot	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide van accessible parking.	1/20/2014		Bond Project	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
33	1400 Bldg. 1400 to NE Parking Lot #14	No access path of travel from bldg. 1400 to accessible parking.	Hopson Architect	Construct accessible path of travel from bldg 1400 to accessible parking at NE parking lot #14.	1/20/2014		Bond Project	
34	200 Library	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Security phone to be corrected for wheelchair access.	9/24/2014		Bond Project	
35	500 Green Room	No accessible restroom, lack of signage and door knobs to be replaced with Levers.	Hopson Architect	Provide accessible restrooms and appropriate signage in order to identify restroom. Door knobs to be replaced with Levers.	1/20/2014		Door levers completed. Accessible restrooms will be addressed with the Bond Projects	
36	500 Amphitheater	Lack of directional signs for disabled seating.	Hopson Architect	Provide directional signs to disabled seating.	1/20/2014		Will be addressed with the Bond Projects	
37	600 Music	Readily Acceptable Section 504 (34 CRF 104.22)	OCR & Hopson Architect	Signage to be placed throughout the building to identify location of nearest restroom facilities and path of travel. Provide accessible restrooms.	1/20/2014 9/24/2014		Will be addressed with the Bond Projects	
38	900 Instructional Offices	Readily Acceptable Section 504 (34 CRF 104.22)	OCR & Hopson Architect	Signage to be placed throughout the building to identify location of nearest restroom facilities and path of travel. Door knobs between rrooms 800 and 900 top be replaced with levers. Drinking fountain to be made accessible for wheelchair access.	1/20/2014 9/24/2014		Bond Project	
39	1100 Mathematics/Engineering	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Security phone to be made accessible for disability use, Braille numbers.	9/24/2014		Bond Project	
40	1200 Natural Resources	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Signage to be placed throughout the building to identify location of nearest restroom facilities and path of travel.	9/24/2014		Currently directed to 1100 for accessible restrooms. Will be addressed with the Bond Projects	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
41	1300 Electronics/AOJ	No accessible restroom, lack of signage.	Hopson Architect		1/20/2014		Currently directed to 1400 for accessible restrooms. Will be addressed with the Bond Projects	
42	1400 Physical Science	Readily Acceptable Section 504 (34 CRF 104.22) 1991 ADA (28, CRF 36)	OCR & Hopson Architect	Signage to be placed throughout the building to identify location of nearest restroom facilities and path of travel plus classroom access. Door Knobs to be replaced with Levers. Lecture Hall provide path of travel to NE parking Lot #14	1/20/2014 9/24/2014		Will be addressed with the Bond Projects	
43	1600 Life Science	Readily Acceptable Section 504 (34 CRF 104.22) 1991 ADA (28, CRF 36)	OCR & Hopson Architect	Signs to be posted to identify building and classes. Signage to be posted to identify nearest restroom facility. * Remove sign on exterior restroom directing users to building 1400.	1/20/2014 9/24/2014		Will be addressed with the Bond Projects	
44	2000 Campus Center	Readily Acceptable Section 504 (34 CRF 104.22) 1991 ADA (28, CRF 36)	OCR	Security phone to be made accessible for disability use, Braille numbers.	9/24/2014		Bond Project	
45	2200 Business and Technology	Readily Acceptable Section 504 (34 CRF 104.22)	OCR	Signage with logo to be placed throughout the building in order to identify classrooms and restroom facilities. Women's restroom to be made handicapped accessible- (narrow hall access).	9/24/2014		Currently directed to 100 for accessible restrooms. Will be addressed with the Bond Projects	
46	2400 Automotive Shop	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Door knobs to be replaced with Levers on all office doors.	1/20/2014		Currently directed to 2500 for accessible restrooms. Will be addressed with the Bond Projects	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
47	2500 Diesel/Machine/Welding	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage needed to identify restrooms. to Door knobs to be replaced with Levers. Provide an accessible restroom for men.	1/20/2014		Will be addressed with the Bond Projects	
48	2900 Transportation	Lack of signage. Door knobs to be replaced with Levers.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Door knobs to be replaced with Levers. Threshold to be corrected. No accessible restroom.	1/20/2014		Will be addressed with the Bond Projects	
49	4000 Building	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms.	1/20/2014		No 24" clearance at strike-side Will be addressed with the Bond Projects	
50	4900 Farm Dorm	Lack of signage.	Hopson Architect	Signage to be placed on entrance, Braille numbers and logo. Signage needed to identify restrooms. Provide accessible entrance and restroom.	1/20/2014		Bond Project	
51	Track	Signage needed to identify restrooms. No accessible path to parking and building 1800.	Hopson Architect	Provide accessible path to restrooms, and building 1800.	1/20/2014		Bond Project	
52	Football	No accessible path to building 1800.	Hopson Architect	Provide accessible path building 1800.	1/20/2014		Bond Project	
53	Basketball Courts	No accessible path to building 1800.	Hopson Architect	Provide accessible path building 1800.	1/20/2014		Bond Project	
54	Farm #3-Farm- Main Lot	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide van accessible parking, provide accessible path to buildings 4600 & 4700	1/20/2014		Bond Project	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
55	2800 #8-Building 2800	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage. Restripe to provide van accessible parking.	1/20/2014		Bond Project	
56	2900 #9-Building 2900	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage. Restripe to provide van accessible parking.	1/20/2014		Bond Project	
57	2700 #10-Building 2700	No Tow Signage	Hopson Architect	Provide "Tow" signage.	1/20/2014		Bond Project	
58	Warehouse #10-Warehouse Lot	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide van accessible parking.	1/20/2014		Bond Project	
59	Physical Plant #10-Physical Plant Lot	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide van accessible parking.	1/20/2014		Bond Project	
60	Softball #11-Softball Fields	Non-Compliant accessible parking.	Hopson Architect	Provide van accessible parking & path of travel.	1/20/2014		Bond Project	
61	Track #12-Track	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage and restripe to provide van accessible parking.	1/20/2014		Bond Project	
62	Football #13-Football Field	No Tow Signage	Hopson Architect	Provide "Tow" signage.	1/20/2014		Bond Project	

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1	LOCATION	ISSUE DESCRIPTION	SOURCE	REMEDATION REQUIRED	ADDED	COMPLETED	COMMENTS	
63	6400 #17-Building 6400	Non-Compliant accessible parking.	Hopson Architect	Provide "Tow" signage and restripe to provide van accessible parking.	1/20/2014		Bond Project	
64	3500 #18-Building 3500 East	Non-Compliant accessible parking.	Hopson Architect	Restripe to provide van accessible parking.	1/20/2014		Bond Project	
65	3100 #20-Building 3100 (W.Dorm)	No Tow Signage	Hopson Architect	Provide "Tow" signage.	1/20/2014		Bond Project	
66	400 West Side Bldg. 400	Slope > 9% No Handrails.	Hopson Architect	Remove and reconstruct existing ramp install compliant handrails.	1/20/2014		Bond project	
67	1800 Bldg. 1800 to pool	Non Compliant Ramp.	Hopson Architect	Provide accessible path of travel.	1/20/2014		Bond Project	
68	1800 Bldg. 1800 to Athletic Fields	No access path of travel from bldg. 1880 to athletic fields.	Hopson Architect	Provide accessible path of travel.	1/20/2014		Bond Project	
69	2500 Bldg. 2500 to Bldg. 1100	Slope> 5% for more than 30'. No landing or handrails.	Hopson Architect	Remove and reconstruct ramp and install compliant handrails. Provide accessible path of travel.	1/20/2014		Bond Project	
70	4000 4600 4700 Bldg. 4000 to 4600 & 4700	No access path of travel from bldg 4000 to bldg 4600 & 4700.	Hopson Architect	Provide accessible path of travel.	1/20/2014		Bond Project	

