



MEETING AGENDA

Budget and Implementation Committee

Time: 9:30 a.m.
Date: August 22, 2022
Location: BOARD ROOM
County of Riverside Administration Center
4080 Lemon St, First Floor, Riverside CA 92501

COMMITTEE MEMBERS

Raymond Gregory, **Chair** / Mark Carnevale, City of Cathedral City
Jeremy Smith, **Vice Chair** / Larry Greene, City of Canyon Lake
Mary Hamlin / Alberto Sanchez, City of Banning
Lloyd White / David Fenn, City of Beaumont
Linda Molina / Wendy Hewitt, City of Calimesa
Steven Hernandez / Denise Delgado, City of Coachella
Scott Matas / Russell Betts, City of Desert Hot Springs

Bob Magee / Natasha Johnson, City of Lake Elsinore
Lisa DeForest / Cindy Warren, City of Murrieta
Jan Harnik / Kathleen Kelly, City of Palm Desert
Lisa Middleton / Dennis Woods, City of Palm Springs
Chuck Conder / Patricia Lock Dawson, City of Riverside
Michael Heath / Alonso Ledezma, City of San Jacinto
Ben J. Benoit / Joseph Morabito, City of Wildomar
Chuck Washington, County of Riverside, District III

STAFF

Anne Mayer, Executive Director
Aaron Hake, Deputy Executive Director

AREAS OF RESPONSIBILITY

Annual Budget Development and Oversight
Competitive Federal and State Grant Programs
Countywide Communications and Outreach Programs
Countywide Strategic Plan
Legislation
Public Communications and Outreach Programs
Short Range Transit Plans

Comments are welcomed by the Commission. If you wish to provide comments to the Commission, please complete and submit a Speaker Card to the Clerk of the Board.

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
BUDGET AND IMPLEMENTATION COMMITTEE**

www.rctc.org

AGENDA*

**Actions may be taken on any item listed on the agenda*

9:30 a.m.

Monday, August 22, 2022

BOARD ROOM

**County of Riverside Administrative Center
4080 Lemon Street, First Floor
Riverside, California**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the Commission's website, www.rctc.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, Executive Order N-29-20, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (951) 787-7141 if special assistance is needed to participate in a Committee meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Committee may, either at the direction of the Chair or by majority vote of the Committee, waive this three minute time limitation. Depending on the number of items on the Agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. Also, the Committee may terminate public comments if such comments become repetitious. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Committee shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

Under the Brown Act, the Board should not take action on or discuss matters raised during public comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

5. **ADDITIONS/REVISIONS** *(The Committee may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)*
6. **CONSENT CALENDAR** - *All matters on the Consent Calendar will be approved in a single motion unless a Commissioner(s) requests separate action on specific item(s). Items pulled from the Consent Calendar will be placed for discussion at the end of the agenda.*

6A. APPROVAL OF MINUTES – JUNE 27, 2022

Page 1

6B. SINGLE SIGNATURE AUTHORITY REPORT

Page 7

Overview

This item is for the Committee to:

- 1) Receive and file the Single Signature Authority report for the fourth quarter ended June 30, 2022; and
- 2) Forward to the Commission for final action.

6C. QUARTERLY SALES TAX ANALYSIS

Page 9

Overview

This item is for the Committee to:

- 1) Receive and file the sales tax analysis for the Quarter 1, 2022 (1Q 2022); and
- 2) Forward to the Commission for final action.

6D. SURPLUS DECLARATION OF REAL PROPERTY

Page 18

Overview

This item is for the Committee to:

- 1) Adopt Resolution No. 22-017 *“Resolution of the Riverside County Transportation Commission Declaring Pursuant to Government Code Section 54221 that Various Portions of Parcels of Real Property Owned by the Commission Located at Assessor Parcel Numbers 310-160-039, 330-090-023, 327-210-006, and 327-210-008 in Perris, California, are Non-Exempt Surplus Land, Approving the Form of Notice of Availability Therefor, Authorizing the Executive Director to Comply with the Surplus Land Act, and Finding the Foregoing Categorically Exempt from CEQA Review”*;
- 2) If no response for the non-exempt surplus property is received from public agencies, developers, and/or contiguous landowners, authorize the Executive Director to offer the surplus property for sale to the public; and
- 3) Forward to the Commission for final action.

6E. FISCAL YEAR 2022/23 ANNUAL LOCAL TRANSPORTATION FUND PLANNING ALLOCATIONS TO WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS AND COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS

Page 44

Overview

This item is for the Committee to:

- 1) Approve an allocation of Local Transportation Fund (LTF) funds for planning in the amount of \$1,072,500 for Western Riverside Council of Governments (WRCOG) and \$585,000 for Coachella Valley Association of Governments (CVAG) for efforts identified in each agency’s FY 2022/23 LTF Program Objectives/Work Plan (Work Plan) that supports transportation planning programs and functions that are consistent with regional and subregional plans, programs, and requirements; and
- 2) Forward to the Commission for final action.

6F. FEDERAL FISCAL YEARS 2020 AND 2021 FEDERAL TRANSIT ADMINISTRATION'S SECTION 5310 ENHANCED MOBILITY FOR SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM

Page 56

Overview

This item is for the Committee to:

- 1) Receive and file an update on the Federal Fiscal Years (FFY) 2020 and 2021 Federal Transit Administration's (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program; and
- 2) Forward to the Commission for final action.

6G. QUARTERLY PUBLIC ENGAGEMENT METRICS REPORT, APRIL – JUNE 2022

Page 67

Overview

This item is for the Committee to:

- 1) Receive and file Quarterly Public Engagement Metrics Report for April – June 2022; and
- 2) Forward to the Commission for final action.

7. 2022 AMERICANS WITH DISABILITIES ACT SELF-EVALUATION AND TRANSITION PLAN

Page 76

Overview

This item is for the Committee to:

- 1) Direct staff to implement the *2022 ADA Self-Evaluation and Transition Plan*; and
- 2) Forward to the Commission for final action.

8. FISCAL YEAR 2022/23 STATE OF GOOD REPAIR PROGRAM ALLOCATIONS

Page 433

Overview

This item is for the Committee to:

- 1) Approve Resolution No. 22-016, "*Resolution of the Riverside County Transportation Commission Approving the FY 2022/23 Project List for the California State of Good Repair Program*";
- 2) Approve an allocation of \$4,376,624 related to Fiscal Year (FY) 2022/23 State of Good Repair (SGR) program funds to eligible Riverside County transit operators;

- 3) Authorize the Executive Director, or designee, to review, approve and submit projects to Caltrans which are consistent with SGR program guidelines and to execute and submit required documents for the SGR program, including the Authorized Agent Form;
- 4) Authorize the Executive Director, or designee, to approve administrative amendments to the FY 2022/23 Short Range Transit Plans (SRTPs) for incorporation of the SGR funds, as necessary; and
- 5) Forward to the Commission for final action.

9. AGREEMENT FOR TRANSIT FUNDING HANDBOOK

Page 438

Overview

This item is for the Committee to:

- 1) Award Agreement No. 22-62-089-00 to AMMA Transit Planning to develop the Transit Funding Handbook for a one-year term, in the amount of \$189,985, plus a contingency amount of \$9,500, for a total amount not to exceed \$199,485;
- 2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement, on behalf of the Commission;
- 3) Authorize the Executive Director, or designee, to approve contingency work up to the total not to exceed amount as required for these services; and
- 4) Forward to the Commission for final action.

10. STATE AND FEDERAL LEGISLATIVE UPDATE

Page 468

Overview

This item is for the Committee to:

- 1) Receive and file an update on state and federal legislation; and
- 2) Forward to the Commission for final action.

11. ITEM(S) PULLED FROM CONSENT CALENDAR AGENDA

12. EXECUTIVE DIRECTOR REPORT

13. COMMISSIONER COMMENTS

Overview

This item provides the opportunity for brief announcements or comments on items or matters of general interest.

14. ADJOURNMENT

The next Budget and Implementation Committee meeting is scheduled to be held at **9:30 a.m., October 24, 2022.**

AGENDA ITEM 6A

MINUTES

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

BUDGET AND IMPLEMENTATION COMMITTEE

Monday, June 27, 2022

MINUTES

1. CALL TO ORDER

The meeting of the Budget and Implementation Committee was called to order by Chair Raymond Gregory at 9:30 a.m., in the Board Room at the County of Riverside Administrative Center, 4080 Lemon Street, First Floor, Riverside, California, 92501.

2. ROLL CALL

Members/Alternates Present

Ben J. Benoit
Russell Betts
Chuck Conder
Raymond Gregory
Bob Magee
Lisa Middleton
Jeremy Smith
Lloyd White

Members Absent

Lisa DeForest
Mary Hamlin
Jan Harnik
Michael Heath
Steven Hernandez
Linda Molina
Chuck Washington

3. PLEDGE OF ALLEGIANCE

Commissioner Russell Betts led the Budget and Implementation Committee in a flag salute.

4. PUBLIC COMMENTS

There were no requests to speak from the public.

5. ADDITIONS / REVISIONS

There were no additions or revisions to the agenda.

- 6. CONSENT CALENDAR** - *All matters on the Consent Calendar will be approved in a single motion unless a Commissioner(s) requests separate action on specific item(s). Items pulled from the Consent Calendar will be placed for discussion at the end of the agenda.*

M/S/C (Smith/Conder) to approve the following Consent Calendar item(s):

6A. APPROVAL OF MINUTES – MAY 23, 2022

6B. QUARTERLY REPORTING OF CONTRACT CHANGE ORDERS FOR CONSTRUCTION CONTRACTS

- 1) Receive and file the Quarterly Report of Contract Change Orders for Construction Contracts for the three months ended March 31, 2022; and
- 2) Forward to the Commission for final action.

6C. SURPLUS DECLARATION OF REAL PROPERTY

- 1) Adopt Resolution No. 22-012 *“Resolution of the Riverside County Transportation Commission Declaring Pursuant to Government Code Section 54221 that Certain Real Property Owned by the Commission located at assessor parcel numbers 102-091-027, a portion of 102-091-030, and a portion of certain right-of-way area, located between Serfas Club Drive and Frontage Road near Corona, California, is Non-Exempt Surplus Land, Approving the Form of Notice of Availability Therefore, Authorizing the Executive Director to Comply with the Surplus Land Act, and Finding the Foregoing Categorically Exempt from CEQA Review”;*
- 2) Adopt Resolution No. 22-013 *“Resolution of the Riverside County Transportation Commission Declaring Pursuant to Government Code Section 54221 that Certain Real Property Owned by the Commission located at a portion of 219-094-014, located near Cridge Street in the City of Riverside, California, is Exempt Surplus Land Therefore, Authorizing the Executive Director to Comply with the Surplus Land Act, and Finding the Foregoing Categorically Exempt from CEQA Review”;*
- 3) If no response for the non-exempt surplus property is received from public agencies, developers, and/or contiguous landowners, authorize the Executive Director to offer the surplus property for sale to the public; and
- 4) Forward to the Commission for final action.

7. STATE AND FEDERAL LEGISLATIVE UPDATE

David Knudsen, External Affairs Director, presented an update for the state and federal legislative activities including the status of AB 2237 by Assembly Member Laura Friedman, which will not get a Senate Floor vote. He expressed appreciation to Assembly Member Friedman and her staff for meeting with the Commission staff.

Chair Gregory expressed appreciation to David Knudsen for his presentation and to staff for their quick action based on the Commission's adopted 2022 State and Federal Legislative Platform on AB 2344 and SB 1121.

M/S/C to:

- 1) Receive and file an update on state and federal legislation; and**
- 2) Forward to the Commission for final action.**

8. ACTIVE TRANSPORTATION PROGRAM – SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS 2023 REGIONAL PROGRAM GUIDELINES – SELECTION CRITERIA FOR RIVERSIDE COUNTY APPLICATIONS

Jenny Chan, Planning and Programming Manager, presented the 2023 Active Transportation Program (ATP) Cycle 6, highlighting the following:

- ATP Program overview
 - ✓ Administered by the California Transportation Commission (CTC)
 - ✓ Funds bicycle and pedestrian facilities and programs to enhance or encourage walking and biking
 - ✓ Competitive program
 - ✓ 25 percent of ATP funds must fund projects in disadvantaged communities
- Funding pots
 - ✓ ATP Cycle 6 total \$650.7 million for FYs 2023/24 – 2026/27 is available for award
 - ✓ 50 percent of the funds are allocated to the statewide pot
 - ✓ 10 percent of the funds are allocated to small urban and rural areas
 - ✓ 40 percent of the funds are allocated to the large Metropolitan Planning Organizations' (MPO) share
- Distribution of funds – Cycle 6
- ATP Cycle 5 20-Point distribution
- ATP Cycle 6 20-Point distribution with minor revisions to Cycle 5's Point distribution
- Program deadlines
- Non-Infrastructure (NI) and Planning projects
 - ✓ SCAG not supplementing Sustainable Communities Program
 - ✓ \$884,000 available to award
 - ✓ Selection criteria:
 - Minimum 80 points state score
 - Maximum award \$442,000
 - ✓ Any remaining NI and Planning funds will be utilized for infrastructure/implementation projects, and vice versa
- Next steps

Chair Gregory expressed appreciation to Jenny Chan for her presentation and stated on the decision to award for ATP programs this involves a delicate balance because as Jenny Chan mentioned it is meant to benefit economically disadvantaged entities, but they do have the award criteria. He explained when looking at the award criteria they are meant to recognize projects that are construction ready or near construction ready, but to be able to do that they have to things like only request construction funding, have the National Environmental Policy Act (NEPA) or the California Environmental Quality Act (CEQA) finished or underway and sometimes the economically disadvantaged entities have trouble with that. Due to not having as much funding as some of the other entities to be able to become that construction ready. Chair Gregory asked how staff works to maintain that balance and if there is some process they follow or other considerations.

Jenny Chan replied in prior cycles majority of the ATP funding has gone to the disadvantaged communities even though there is a requirement to have at least 25 percent in prior cycles they have far exceeded that amount. In terms of their specific sort of guidelines in how RCTC's criteria is established they do award points for just starting the environmental process it is not necessarily that they cannot ask for environmental funding. She explained they can still ask for environmental funding, but if the cities can initiate the process, go through the application, and request ATP funding for environmental they still give points for projects like that.

Chair Gregory replied that makes sense and he is pleased to hear they do actively advise, and he is certain the Technical Advisory Committee (TAC) also advises how to keep that proper balance, so it is not just the wealthier entities that are receiving the ATP funding, but it is actually helping those that are economically challenged.

Jenny Chan stated with all their prior cycles they always turn to the TAC for their feedback and comments before staff puts together a proposal for the TAC's consideration.

Chair Gregory stated on the planning the proposal is to look at funding and it either gets a statewide score of 80 points or more and asked Jenny Chan if they are anticipating there will be enough planning requests that will meet those criteria or if not, will they come back with an adjustment.

Jenny Chan replied in the past Riverside County they do submit quite a few of NI projects and planning projects predominantly they get typically awarded through the state process so not a lot of the applications actually come to the MPO pot. She explained if there is a remaining balance in the NI, they will be able to utilize it for the implementation projects to supplement. In the guidelines they are

proposing to either supplement the implementation projects or if it is the other way around where they have a balance in the implementation projects, they will use that remaining balance over to the NI projects. Jenny Chan explained they do not always have to award partial funding they will try their best to make sure every project gets fully funded.

Chair Gregory replied that makes sense and stated he did not realize that it was that fluid and expressed appreciation to Ms. Chan for clarifying.

M/S/C (Benoit/Smith) to:

- 1) Approve the project selection criteria for inclusion in the Metropolitan Planning Organizations' (MPO) Regional Program Guidelines for Active Transportation Program (ATP) Cycle 6;**
- 2) Authorize staff to award projects based on the approved selection criteria for the MPO funding; and**
- 3) Forward to the Commission for final action.**

9. ITEM(S) PULLED FROM CONSENT CALENDAR AGENDA

There were no items pulled from the consent calendar.

10. EXECUTIVE DIRECTOR REPORT

- 10A.** Anne Mayer announced on the ATP Program she wanted to continue to encourage the Commissioners and their staff at the local level to participate in these programs and competitions as much as possible. Riverside County has historically done very well in the statewide pot, and they have seen a lot of projects that have been on the books for a long time finally get funding. She strongly encouraged the Commissioners to encourage their staff to stay very active in this program and if they did not submit already in this cycle start getting ready for the next cycle.
- 10B.** At its June Commission meeting Commissioner Middleton had suggested that a CV Rail Ad Hoc Committee be formed by the Chair there were a number of volunteers and staff is working to try to get that scheduled after the July 13 Commission meeting.
- 10C.** At its July 13 Commission meeting staff will be asking the Commissioners to certify the Tier 1 environmental impact report for Coachella Valley-San Geronimo Pass Rail Corridor Service Program.
- 10D.** At the June Commission meeting there was a lot of conversation about having the Commissioners engage with the elected officials at the state level to convey their concerns about some of the legislation going forward. As it was heard from David Knudsen's presentation, they have been successful on a very key bill that was of great concern to the Commission. The committee meeting is tomorrow and then they are on recess so they will all be back in their home districts and if they do get

out of committee tomorrow, they will still have to go to another senate committee when they come back out of recess and then they will go to the Senate Floor. If staff needs to activate any of the Commissioners for that conversation it will probably not be until closer to the moment there is activity in the Senate.

11. COMMISSIONER COMMENTS

11A. Commissioner Middleton expressed appreciation to Anne Mayer and RCTC staff for the work that has been done on legislation during this year. There have been some bills that are significantly important to their county and their region, and they have been on top of those bills thanks to the leadership of Anne Mayer and her team.

11B. Chair Gregory thanked the Commissioners that are here for coming to this meeting, because in the summer there is a lot of competing things to do, and vacations and it certainly shows their dedication they are here. He thanked each and every one of the Commissioners that have given this committee meeting the proper priority in making sure the Commissioners are here in attendance.

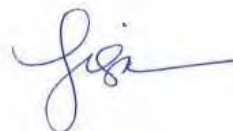
In response to Chair Gregory's clarification if there will be a July Budget and Implementation Committee meeting, Anne Mayer replied as of now they are certainly hoping to be dark for this committee on July 25 and dark for the Commission meeting in August. They are still on the schedule, but their goal is to give the Commissioners an RCTC holiday after the July 13 Commission meeting.

Chair Gregory suggested for the Commissioners to hold it as a save the date on their calendar and hopefully there will be an announcement soon that it maybe dark.

12. ADJOURNMENT

There being no further business for consideration by the Budget and Implementation Committee, the meeting was adjourned at 9:57 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lisa', with a long horizontal flourish extending to the right.

Lisa Mobley
Administrative Services
Manager/Clerk of the Board

AGENDA ITEM 6B

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Alicia Johnson, Senior Procurement Analyst Jose Mendoza, Procurement Manager
THROUGH:	Matthew Wallace, Deputy Director of Financial Administration
SUBJECT:	Single Signature Authority Report

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Receive and file the Single Signature Authority report for the fourth quarter ended June 30, 2022; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

Certain contracts are executed under single signature authority as permitted in the Commission's Procurement Policy Manual adopted in March 2021. The Executive Director is authorized to sign services contracts that are less than \$250,000 individually and in an aggregate amount not to exceed \$2 million in any given fiscal year. Additionally, in accordance with Public Utilities Code Section 130323(c), the Executive Director is authorized to sign contracts for supplies, equipment, materials, and construction of all facilities and works under \$50,000 individually.

The attached report details all contracts that have been executed for the fourth quarter ended June 30, 2022, under the single signature authority granted to the Executive Director. The unused capacity of single signature authority for services as of June 30, 2022 is \$1,033,489.

Attachment: Single Signature Authority Report as of June 30, 2022

**SINGLE SIGNATURE AUTHORITY
AS OF JUNE 30, 2022**

CONTRACT #	CONSULTANT	DESCRIPTION OF SERVICES	ORIGINAL CONTRACT AMOUNT	PAID AMOUNT	REMAINING CONTRACT AMOUNT
	AMOUNT AVAILABLE July 1, 2021		\$2,000,000.00		
18-24-067-00	Ultimate Maintenance Service	Janitorial Services for Stations and Toll Facilities	120,000.00	116,000.00	4,000.00
22-31-016-00	Globic Advisors	Information and Tender/Exchange Agent services related to 91 Express Lanes refinancing	20,000.00	17,300.00	2,700.00
22-18-010-00	Ralph Andersen & Associates	Professional recruitment search for CFO position	28,000.00	28,000.00	0.00
09-31-081-08A	Parsons Transportation Group	Project and Construction Management Services for SR-91 Corridor Improvements	126,000.00	126,000.00	0.00
21-31-023-02	HGN Corona Partners	Parking Agreement for SR-91 COP	3,000.00	3,000.00	0.00
22-19-021-00	Eide Bailly LLP	Finance Department Consulting Services	55,000.00	13,475.00	41,525.00
22-18-037-00	CVS Pharmacy, Inc.	COVID-19 Testing Services	8,000.00	6,750.00	1,250.00
22-66-044-00	Ecointeractive	Planning & Programming Database	12,375.00	12,375.00	0.00
22-72-055-00	Thompson & Thompson	Appraisal Services (Valuation updates) for Temporary Construction Easement	17,000.00	15,677.00	1,323.00
21-31-023-03	HGN Corona Partners	Parking Agreement for SR-91 COP	4,000.00	0.00	4,000.00
20-31-070-03	Stantec	SART Phase 4 Design	12,304.00	4,024.00	8,280.00
22-18-069-00	Ralph Andersen & Associates	Professional recruitment search for Project Delivery Director	30,000.00	8,400.00	21,600.00
20-19-062-03	Eadie + Payne	GASB 87 Implementation Services	11,000.00	0.00	11,000.00
22-31-088-00	Ecosystem Investment Partners	Reservation Payment of Riverpark Mitigation Bank Credits for SR 71/91	101,835.00	0.00	101,835.00
17-31-048-10	WKE	PS&E Services for I-15/RR Canyon Interchange Project	229,997.00	13,440.00	216,557.00
18-24-067-04	Ultimate Maintenance Services	Janitorial Services for stations and toll facilities	130,000.00	0.00	130,000.00
22-10-093-00	DebtBook	Software License related to Leases (GASB 87) and Debt Management Software	30,000.00	15,000.00	15,000.00
22-18-094-00	Ralph Andersen & Associates	HR Services	28,000.00	0.00	28,000.00
	AMOUNT USED		966,511.00		
	AMOUNT REMAINING through June 30, 2022		\$1,033,489.00		
Agreements that fall under Public Utilities Code 130323 (C)					
None	N/A		\$-	\$-	\$-
Alicia Johnson	Matthew Wallace				
Prepared by	Reviewed by				
Note: Shaded area represents new contracts listed in the fourth quarter.					

AGENDA ITEM 6C

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Michele Cisneros, Deputy Director of Finance
THROUGH:	Sergio Vidal, Chief Financial Officer
SUBJECT:	Quarterly Sales Tax Analysis

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Receive and file the sales tax analysis for the Quarter 1, 2022 (1Q 2022); and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

At its December 2007 meeting, the Commission awarded an agreement with MuniServices, LLC (MuniServices), an Avenu Company, for quarterly sales tax reporting services plus additional fees contingent on additional sales tax revenues generated from the transactions and use tax (sales tax) audit services. As part of the recurring contracts process in June 2018, the Commission approved a five-year extension through June 30, 2023. The services performed under this agreement pertain to only the Measure A sales tax revenues.

Since the commencement of these services, MuniServices submitted audits, which reported findings and submitted to the California Department of Tax and Fee Administration (CDTFA), for review and determination of errors in sales tax reporting related to 1,531 businesses. Through 4Q 2021, the CDTFA approved \$14,972,569 of cumulative sales tax revenues recovered for the Commission. If CDTFA concurs with the error(s) for the remaining claims, the Commission will receive additional revenues; however, the magnitude of the value of the remaining findings was not available. It is important to note that while the recoveries of additional revenues will be tangible, it will not be sufficient to alter the overall trend of sales tax revenues.

MuniServices provided the Commission with the Quarterly Sales Tax Digest Summary report for 1Q 2022. Most of the 1Q 2022 Measure A sales tax revenues were received in the second quarter of calendar year 2022, during March 2022 through May 2022, due to a lag in the sales tax calendar. The summary section of the 1Q 2022 report is attached and includes an overview of California's economic outlook, local results, historical cash collections analysis by quarter, top 25 sales/use tax contributors, historical sales tax amounts, annual sales tax by business category, and five-year economic trend (general retail).

Taxable transactions for the top 25 contributors in Riverside County generated 26.9 percent of taxable sales for the benchmark year ended 1Q 2022, slightly less than the benchmark year ended 1Q 2021 at 27.7 percent. The top 100 tax contributors generated 41 percent for the benchmark year ended 1Q 2022, comparable to the 41.7 percent for the benchmark year ended 1Q 2021.

In the Economic Category Analysis below, all six categories experienced new highs in the 1Q 2022 benchmark year compared to the prior eight benchmark years.

ECONOMIC CATEGORY ANALYSIS									
% of Total / % Change	RCTC	State Wide	Orange County	Riverside County	S.F. Bay Area	Sacramento Valley	Central Valley	South Coast	North Coast
General Retail	30.0 / 16.0	28.4 / 20.4	27.1 / 39.6	33.5 / 49.2	24.2 / 5.1	28.8 / 36.1	37.8 / 26.3	26.9 / 20.8	28.0 / -11.2
Food Products	16.1 / 35.4	19.9 / 25.5	20.4 / 43.5	18.0 / 31.7	20.4 / 11.6	15.5 / 24.6	14.1 / 22.2	22.0 / 34.1	17.1 / -11.1
Transportation	24.4 / 33.1	24.4 / 17.4	25.2 / 28.9	25.0 / 29.2	21.4 / -4.4	27.4 / 20.1	22.6 / 22.4	25.1 / 26.0	29.0 / -0.2
Construction	10.9 / 16.4	10.2 / -0.4	8.6 / 11.0	12.8 / 10.2	11.0 / -13.3	13.4 / 17.5	10.6 / 8.9	9.0 / 1.2	14.7 / -14.7
Business to Business	14.7 / 13.8	16.1 / 2.1	17.8 / 18.5	10.0 / 7.6	22.0 / -7.8	13.8 / 14.0	14.2 / 14.4	16.0 / 6.3	10.4 / 4.8
Miscellaneous	4.0 / 23.4	1.0 / -2.8	0.9 / 4.6	0.6 / 0.7	1.1 / -12.6	1.1 / 18.5	0.7 / 21.2	1.1 / 3.8	0.8 / 5.5
Total	100.0 / 22.7	100.0 / 14.6	100.0 / 30.2	100.0 / 29.8	100.0 / -1.4	100.0 / 23.7	100.0 / 21.0	100.0 / 19.7	100.0 / -7.2

General Retail: Apparel Stores, Department Stores, Furniture/Appliances, Drug Stores, Recreation Products, Florist/Nursery, and Misc. Retail

Food Products: Restaurants, Food Markets, Liquor Stores, and Food Processing Equipment

Construction: Building Materials Retail and Building Materials Wholesale

Transportation: Auto Parts/Repair, Auto Sales - New, Auto Sales - Used, Service Stations, and Misc. Vehicle Sales

Business to Business: Office Equip., Electronic Equip., Business Services, Energy Sales, Chemical Products, Heavy Industry, Light Industry, Leasing, Biotechnology, I.T. Infrastructure, and Green Energy

Miscellaneous: Health & Government, Miscellaneous Other, and Closed Account Adjustments

An analysis of sales tax performance through 1Q 2022 is attached and illustrates consistent cycles for sales tax performance for most of the economic categories since 1Q 2017, apart from COVID-19 impacts for some categories.

For the top 10 economic segments (miscellaneous retail, auto sales – new, restaurants, department stores, service stations, building materials – wholesale, food markets, building materials – retail, apparel stores, and heavy industry) during the past eight benchmark year quarters, sales tax reached a new high point in 1Q 2022. The economic segments represent 73.2 percent of the total sales tax receipts. For the remaining 21 economic segments representing 26.8 percent of total sales tax receipts, 17 economic segments representing 23.8 percent of total sales tax receipts reached new high points in the benchmark year 1Q.2022.

In the Economic Segment Analysis below, auto sales – new has been in the top economic segments since 2014. Restaurants had been in the top economic segments since 2014 but was replaced by miscellaneous – retail beginning in the 3Q 2020 benchmark year. Miscellaneous – retail includes online retailers and has been a large contributor to sales/use tax in Riverside County during the COVID-19 pandemic. Department stores had been in the top economic segments since 2016 but was replaced by restaurants in the 3Q 2021 benchmark year.

ECONOMIC SEGMENT ANALYSIS									
	RCTC	State Wide	Orange County	Riverside County	S.F. Bay Area	Sacramento Valley	Central Valley	South Coast	North Coast
Largest Segment	Miscellaneous Retail	Restaurants	Restaurants	Miscellaneous Retail	Restaurants	Auto Sales - New	Miscellaneous Retail	Restaurants	Auto Sales - New
% of Total / % Change	11.9 / 15.0	13.8 / 39.9	14.5 / 57.1	15.6 / 106.5	14.1 / 29.8	11.5 / 12.4	13.9 / 95.3	15.6 / 49.1	11.6 / -8.8
2nd Largest Segment	Auto Sales - New	Auto Sales - New	Auto Sales - New	Auto Sales - New	Auto Sales - New	Miscellaneous Retail	Department Stores	Auto Sales - New	Restaurants
% of Total / % Change	11.7 / 29.2	11.9 / 12.7	14.1 / 25.1	11.6 / 25.3	11.1 / -11.4	11.0 / 95.9	10.8 / 6.1	12.9 / 23.5	10.7 / -12.5
3rd Largest Segment	Restaurants	Miscellaneous Retail	Department Stores	Restaurants	Office Equipment	Restaurants	Restaurants	Department Stores	Department Stores
% of Total / % Change	10.1 / 46.2	9.0 / 40.6	8.6 / 25.4	11.1 / 42.6	7.7 / -7.1	10.4 / 36.9	9.4 / 30.5	8.2 / 15.3	10.2 / -19.3

Information regarding sales tax comparison by city and change in economic segments (two highest gains and two highest declines) for 1Q 2022 to 1Q 2021 is attached.

Staff will monitor sales tax receipts and other available economic data to determine the need for any adjustments to the revenue projections. Staff will utilize the forecast scenarios with the complete report and receipt trends in assessing such projections.

FISCAL IMPACT:

This is an information item. There is no fiscal impact.

Attachments:

- 1) Sales Tax Digest Summary 1Q 2022
- 2) Sales Tax Performance Analysis by Quarter 1Q 2022
- 3) Quarterly Sales Tax Comparison by City for 1Q 2022 to 1Q 2021

Riverside County Transportation Commission ATTACHMENT 1

Sales Tax Digest Summary

Collections through May 2022 Sales through March 2022 (2022Q1)

CALIFORNIA'S ECONOMIC OUTLOOK

California sales tax receipts increased by 19.0% over the same quarter from the previous year, with Northern California reporting a 17.0% increase compared to a 20.6% increase for Southern California. Receipts for the RCTC increased by 18.1% over the same periods.

Real Gross Domestic Product (GDP) grew at a seasonally adjusted annualized rate of 3.6% in Q1 of 2022. Real GDP in Q1 of 2022 surpassed its Q4 of 2019 pre-pandemic peak by 2.8%.

U.S. inflation accelerated to 7.9% in February of 2022, and in June it increased to 9.1%, a 1.2% increase from February of 2022. California's inflation accelerated from 7.5% in January of 2022 to 8.3% year-over-year in March of 2022. (BLS, March Finance Bulletin)

The U.S. unemployment rate fell from 3.8% in February 2022 to 3.6% in March 2022. California's unemployment rate decreased from 5.3% in February 2022 to 4.9% in March 2022.

U.S. personal income decreased by 3.0% for the first quarter of 2022, compared to same quarter previous year. (BEA)

LOCAL RESULTS

Net Cash Receipts Analysis

Local Collections	\$70,424,467
Less: Cost of Administration	\$(635,510)
Net 1Q2022 Receipts	\$69,788,957
Net 1Q2021 Receipts	\$59,116,834
Actual Percentage Change	18.1%

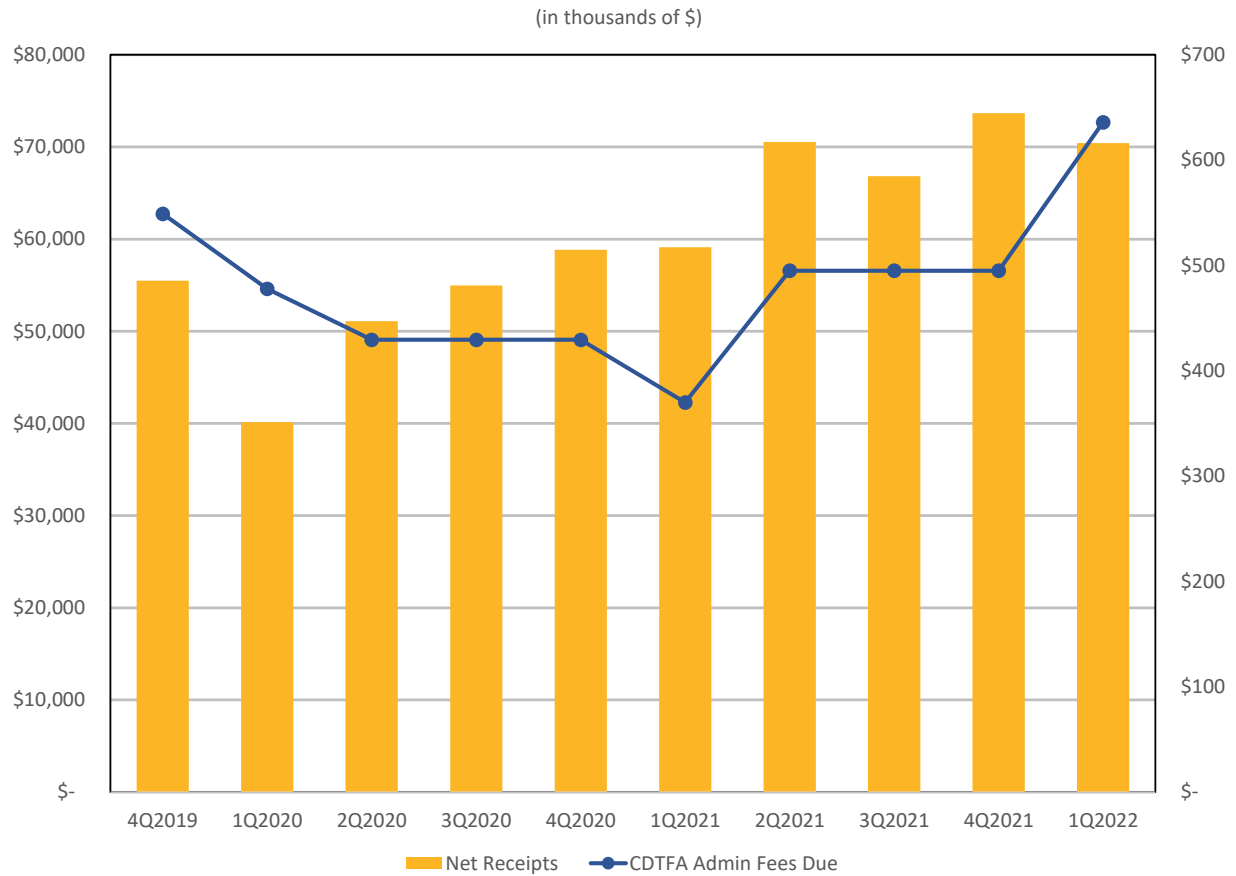
Business Activity Performance Analysis

Local Collections – Economic Basis 1Q2022	\$68,925,030
Local Collections – Economic Basis 1Q2021	\$59,246,330
Quarter over Quarter Change	\$9,678,700
Quarter over Quarter Percentage Change	16.3%

Avenu Insights & Analytics' On-Going Audit Results

Total Recovered Since Inception	\$14,972,569
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HISTORICAL CASH COLLECTIONS ANALYSIS BY QUARTER



TOP 25 SALES/USE TAX CONTRIBUTORS

The following list identifies RCTC's Top 25 Sales/Use Tax contributors. The list is in alphabetical order and represents sales from April 2021 to March of 2022. The Top 25 Sales/Use Tax contributors generate 26.9% of RCTC's total sales and use tax revenue.

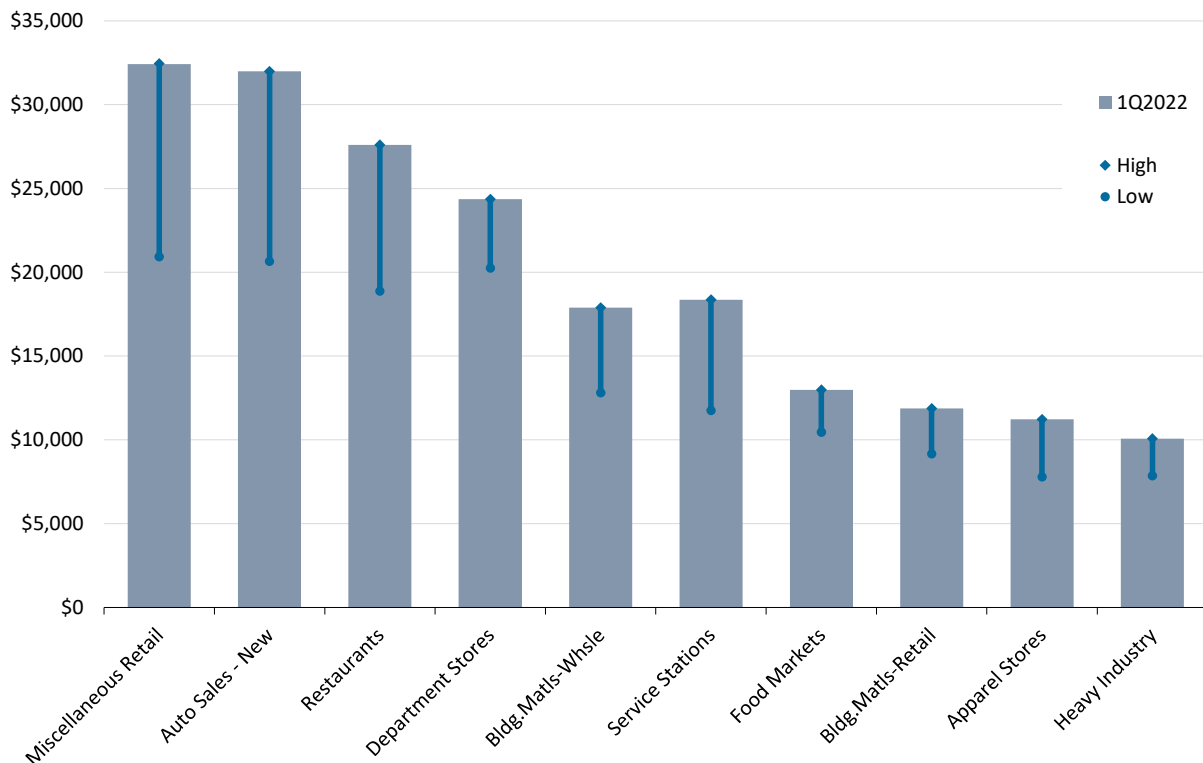
7-ELEVEN FOOD STORES
 AMAZON.COM – EC
 AMAZON.COM SERVICES – EC
 ARCO AM/PM MINI MARTS
 BEST BUY STORES
 CARMAX THE AUTO SUPERSTORE
 CHEVRON SERVICE STATIONS
 CIRCLE K FOOD STORES
 COSTCO WHOLESALE
 DEPARTMENT OF MOTOR VEHICLES
 EBAY – EC
 FIRST SOLAR
 HOME DEPOT

KOHL'S DEPARTMENT STORES
 LOWE'S HOME CENTERS
 MCDONALD'S RESTAURANTS
 RALPH'S GROCERY COMPANY
 ROSS STORES
 SAM'S CLUB
 SHELL SERVICE STATIONS
 STATER BROS MARKETS
 TARGET STORES
 TESLA
 VERIZON WIRELESS
 WAL MART STORES

* "- EC" added to the end of business names represent electronic commerce.

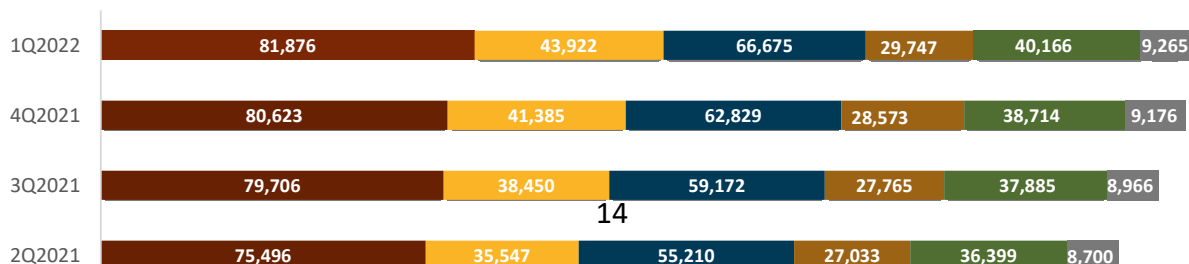
HISTORICAL SALES TAX AMOUNTS

The following chart shows the sales tax level from annual sales through March of 2022, the highs, and the lows for the top ten segments over the last two years in thousands of \$.

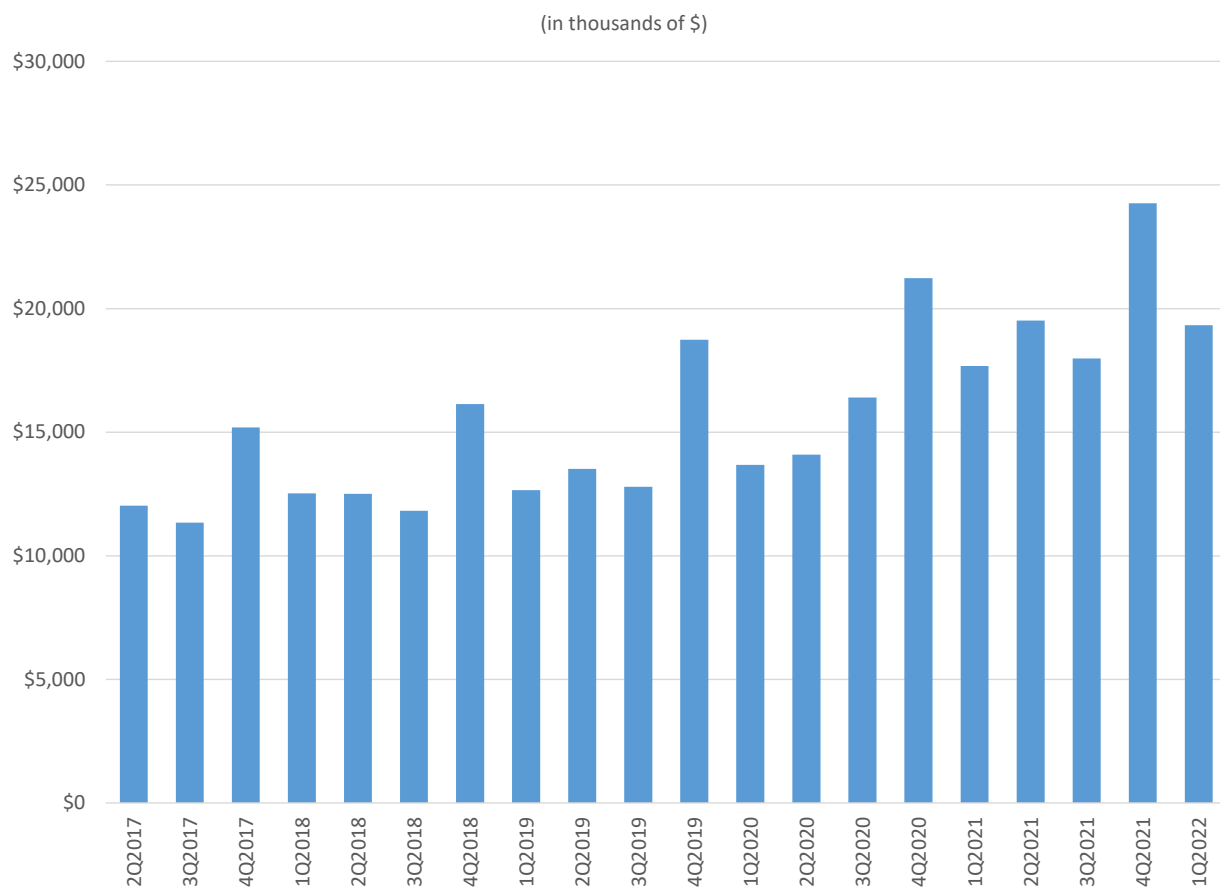


ANNUAL SALES TAX BY BUSINESS CATEGORY

(in thousands of \$)

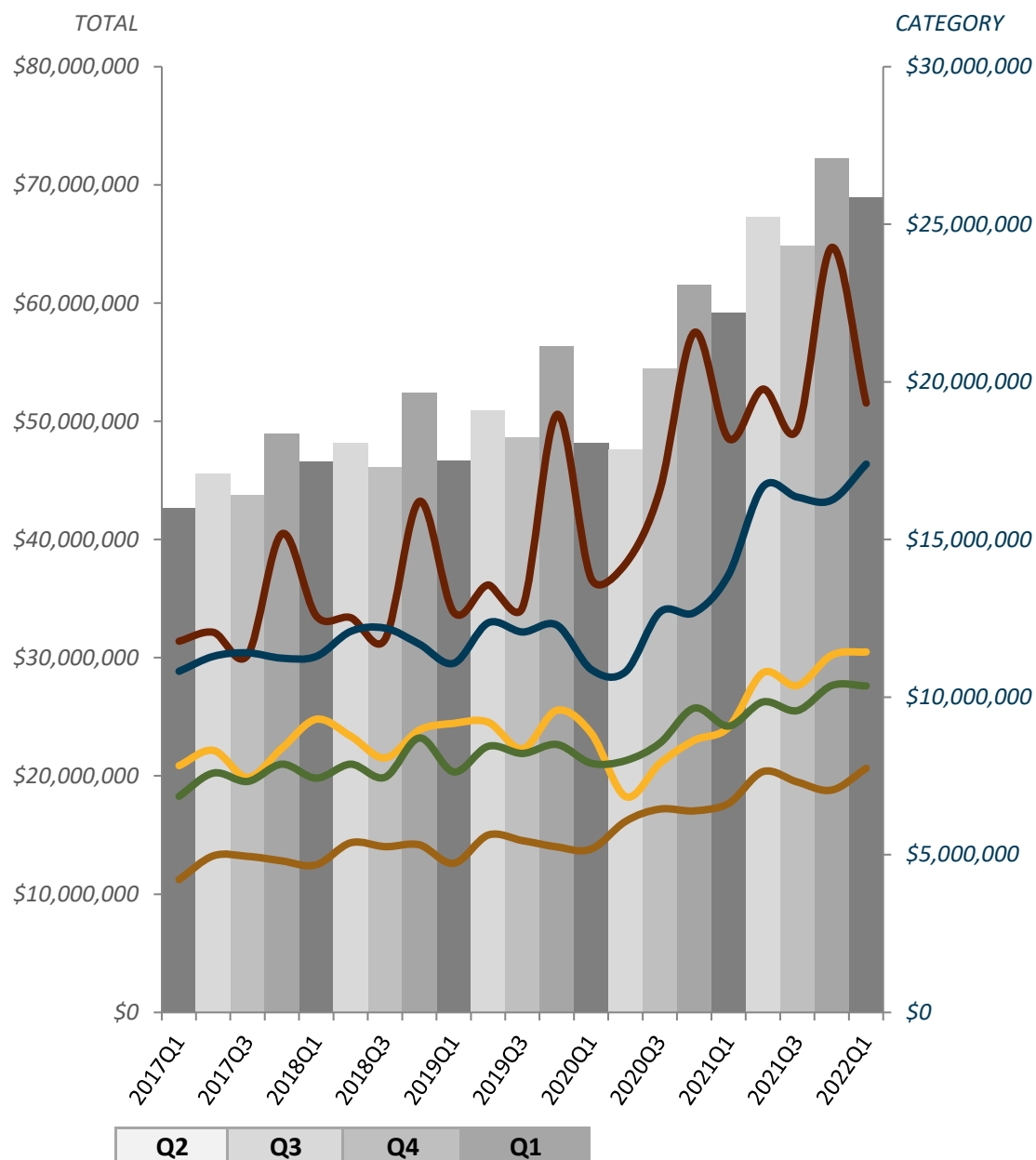


FIVE-YEAR ECONOMIC TREND: General Retail



TOTAL

Economic



TOTAL

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$68,925,030	16.3%	\$9,678,700	22.7%	\$50,492,120

GENERAL RETAIL

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$19,328,283	6.2%	\$1,125,360	16.0%	\$11,272,912
% of 2022Q1 Total:		28.0%		

FOOD PRODUCTS

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$11,438,976	26.4%	\$2,390,832	35.4%	\$11,490,035
% of Total:		16.6%		

TRANSPORTATION

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$17,398,181	25.2%	\$3,502,589	33.1%	\$16,567,151
% of Total:		25.2%		

CONSTRUCTION

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$7,745,122	16.7%	\$1,110,068	16.4%	\$4,193,255
% of Total:		11.2%		

BUSINESS TO BUSINESS

2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$10,362,496	14.1%	\$1,277,593	13.8%	\$4,885,806
% of Total:		15.0%		

QoQ = 22Q1 / 21Q1

YoY = YE 22Q1 / YE 21Q1

Quarterly Comparison of 2021Q1 and 2022Q1 (January through March Sales)

ATTACHMENT 3

	General Retail	Food Products	Transportation	Construction	Business To Bus	Miscellaneous	Jan - Mar 2022 (2022Q1)	Jan - Mar 2021 (2021Q1)	% Chg	Gain	Gain	Decline	Decline
RIVERSIDE COUNTY													
BANNING	4.5%	10.6%	14.0%	-27.5%	2.7%	-8.3%	759,107	692,704	9.6%	Service Stations	Misc. Vehicle Sales	Heavy Industry	Auto Sales - New
BEAUMONT	1069.4%	27.3%	22.7%	12.3%	-40.9%	6.9%	5,832,565	1,487,734	292.0%	Miscellaneous Retail	Service Stations	Light Industry	Department Stores
BLYTHE	-11.0%	9.9%	13.0%	2.9%	-0.3%	16.9%	418,421	397,038	5.4%	Service Stations	Restaurants	Miscellaneous Retail	Auto Sales - New
CALIMESA	8.9%	19.9%	76.9%	-30.4%	25.6%	8.7%	322,383	238,663	35.1%	Service Stations	Restaurants	Misc. Vehicle Sales	Department Stores
CANYON LAKE	20.2%	9.3%	-58.1%	2093.6%	818.1%	5.2%	81,950	91,562	-10.5%	Heavy Industry	Service Stations	Auto Parts/Repair	Furniture/Appliance
CATHEDRAL CITY	10.1%	25.4%	21.8%	54.5%	11.2%	1.3%	3,005,743	2,488,555	20.8%	Auto Sales - New	Restaurants	Misc. Vehicle Sales	Leasing
COACHELLA	6.9%	8.5%	27.6%	144.3%	-10.0%	14.2%	1,080,700	922,458	17.2%	Service Stations	Bldg.Matls-Whsle	Energy Sales	Auto Sales - Used
CORONA	8.3%	16.4%	40.0%	6.2%	21.9%	-35.9%	10,833,910	9,314,154	16.3%	Service Stations	Auto Sales - New	Energy Sales	Miscellaneous Other
DESERT HOT SPRINGS	-6.4%	12.6%	36.1%	1.0%	1.2%	25.6%	503,891	436,531	15.4%	Service Stations	Restaurants	Drug Stores	Miscellaneous Retail
EASTVALE	-0.6%	17.0%	62.5%	-3.7%	8.7%	38.6%	9,265,738	9,177,205	1.0%	Department Stores	Service Stations	Miscellaneous Retail	Bldg.Matls-Whsle
HEMET	-5.7%	9.2%	8.4%	-0.4%	11.9%	-27.9%	3,723,052	3,546,083	5.0%	Service Stations	Restaurants	Department Stores	Apparel Stores
INDIAN WELLS	107.9%	385.5%	0.0%	0.3%	379.0%	77.4%	502,289	167,906	199.1%	Restaurants	Miscellaneous Retail	Business Services	Chemical Products
INDIO	7.9%	32.1%	12.7%	61.3%	1.6%	111.0%	3,615,781	2,982,709	21.2%	Bldg.Matls-Retail	Food Markets	Heavy Industry	Leasing
JURUPA VALLEY	-15.5%	10.9%	17.0%	24.7%	24.2%	21.7%	4,537,850	4,194,627	8.2%	Service Stations	Heavy Industry	Department Stores	Auto Parts/Repair
LA QUINTA	22.9%	55.9%	13.2%	-1.0%	21.5%	-65.1%	2,935,354	2,344,735	25.2%	Restaurants	Miscellaneous Retail	Miscellaneous Other	Bldg.Matls-Retail
LAKE ELSINORE	4.1%	13.1%	9.8%	14.3%	-5.9%	32.1%	3,177,835	2,958,362	7.4%	Department Stores	Service Stations	Apparel Stores	Drug Stores
MENIFEE	1.8%	22.9%	25.3%	18.3%	43.2%	9.4%	2,519,432	2,153,652	17.0%	Service Stations	Restaurants	Department Stores	Misc. Vehicle Sales
MORENO VALLEY	1.4%	7.7%	26.9%	1.7%	11.2%	-87.5%	7,335,970	6,834,916	7.3%	Auto Sales - New	Service Stations	Health & Government	Miscellaneous Retail
MURRIETA	5.0%	6.0%	27.2%	6.8%	30.8%	35.9%	5,408,593	4,728,792	14.4%	Auto Sales - Used	Restaurants	Food Markets	Furniture/Appliance
NORCO	6.4%	2.0%	18.4%	19.2%	27.8%	63.4%	2,142,984	1,881,983	13.9%	Service Stations	Auto Sales - Used	Auto Sales - New	Food Markets
PALM DESERT	33.5%	64.6%	17.0%	30.9%	22.5%	-55.2%	6,198,822	4,565,266	35.8%	Restaurants	Miscellaneous Retail	Miscellaneous Other	Drug Stores
PALM SPRINGS	22.1%	69.5%	30.2%	1.4%	64.1%	273.2%	4,823,968	3,442,599	40.1%	Restaurants	Leasing	Light Industry	Drug Stores
PERRIS	-3.0%	14.2%	26.1%	4.8%	-21.3%	1.2%	5,523,978	5,415,396	2.0%	Service Stations	Food Markets	Electronic Equipment	Light Industry
RANCHO MIRAGE	20.0%	78.5%	43.9%	4.6%	-8.8%	-19.8%	1,658,728	1,270,657	30.5%	Restaurants	Auto Sales - New	Leasing	Light Industry
RIVERSIDE	15.2%	18.2%	16.0%	29.7%	3.5%	9.5%	18,070,552	15,580,815	16.0%	Bldg.Matls-Whsle	Service Stations	Leasing	Health & Government
SAN JACINTO	9.8%	25.5%	34.8%	11.5%	14.5%	-7.1%	962,883	795,125	21.1%	Food Markets	Service Stations	Department Stores	Bldg.Matls-Retail
TEMECULA	21.4%	12.7%	28.9%	3.8%	11.5%	20.6%	10,089,604	8,439,502	19.6%	Auto Sales - New	Department Stores	Heavy Industry	Food Markets
WILDOMAR	188.3%	13.9%	33.5%	-0.4%	-48.0%	31.5%	618,072	490,305	26.1%	Drug Stores	Service Stations	Business Services	Bldg.Matls-Retail

AGENDA ITEM 6D

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Erick Gutierrez, Senior Management Analyst Hector Casillas, Right of Way Manager
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	Surplus Declaration of Real Property

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Adopt Resolution No. 22-017 *“Resolution of the Riverside County Transportation Commission Declaring Pursuant to Government Code Section 54221 that Various Portions of Parcels of Real Property Owned by the Commission Located at Assessor Parcel Numbers 310-160-039, 330-090-023, 327-210-006, and 327-210-008 in Perris, California, are Non-Exempt Surplus Land, Approving the Form of Notice of Availability Therefor, Authorizing the Executive Director to Comply with the Surplus Land Act, and Finding the Foregoing Categorically Exempt from CEQA Review”*;
- 2) If no response for the non-exempt surplus property is received from public agencies, developers, and/or contiguous landowners, authorize the Executive Director to offer the surplus property for sale to the public; and
- 3) Forward to the Commission for final action.

BACKGROUND INFORMATION:

Staff completed a review of the Commission’s real property and determined it would be in the Commission’s best interest to declare the following four parcels as surplus and offer them for sale.

The four parcels are located in the city of Perris and are part of an approved South Perris Industrial Project (Project) which involves developing up to 7.4 million square feet of distribution warehousing uses on three non-contiguous sites, including various street improvements to Case Road, Ellis Avenue, and South Redlands Avenue. Staff has been in communications with the developer pertaining to the proposed acquisitions of the Commission’s real property to satisfy the city of Perris requirements. The properties were acquired by the Commission for railway corridor use.

The first two properties are adjacent to the northeast side of Case Road and northwest and southeast side of East Ellis Avenue. The Project requires various partial acquisitions of the

properties for permanent road improvement purposes involving the widening of East Ellis Avenue and the railroad crossing at the intersection of Case Road and East Ellis Avenue, which are not necessary for the Commission's current or future project purposes. The following table summarizes the properties proposed to be declared surplus.

APN	Acres	Location
Portions of 310-160-039 and 330-090-023	0.68	Northeast of Case Road, Northwest and Southeast of East Ellis Avenue in the city of Perris

The remaining two properties are northeast of Case Road and southwest of Bonnie Drive and the Highway 74 / I-215 On and Off Ramps. The Project also requires various partial acquisitions of the properties for the widening of Bonnie Drive, realignment of Mapes Road at the intersections of Case Road and Bonnie Drive, along with the necessary infrastructure improvements to support the Project. The following table summarizes the property proposed to be declared surplus.

APN	Acres	Location
Portions of 327-210-006 and 327-210-008	0.72	Northeast of Case Road, Southwest Corner of Bonnie Drive and Highways 74 / I-215 in the city of Perris

Process

After being declared surplus by the Commission, staff will follow the Right of Way Policies and Procedures Manual (Manual), state laws and any applicable funding requirements to dispose of the property. Staff will prioritize the order of sale based on market conditions.

Pursuant to the Surplus Land Act (Government Code 54220 et.seq.) (SLA), and the Manual, a Notice of Availability (NOA) (form attached hereto as Exhibit A to the Resolution) will be delivered to public agencies and developers statutorily entitled to notice of the Commission's decision to declare the property surplus. If interested, the public agency(ies) and/or developers shall notify the Commission in writing of its intent to purchase or lease the land within 60 days after receipt of the Commission's NOA. If the Commission receives a notice of interest in response to the NOA, the Commission must negotiate in good faith for at least 90 days. If no public agency timely expresses interest in the parcel or Commission does not come to terms with an entity who responds to the NOA, then the Commission must submit a package of information and documents to the State's Department of Housing and Community Development (HCD) showing that the Commission has complied with the SLA. Within 30 days, the HCD must respond with either a letter of approval or a notice of violation; failure of HCD to timely respond is deemed approval. Upon approval, the parcel may then be offered for sale to the public.

After completing the SLA process, the surplus property will then be advertised for sale, utilizing the Commission's website, online publications as well as signage on the property. An Invitation for Bids will be added to the Commission's website and a defined submittal date will be provided.

Staff will review the offers received based on the following criteria:

- 1) Price; and
- 2) Terms and conditions of sale.

All applicants will be required to complete the Commission's Conflict of Interest form.

Staff will return to the Commission for approval before entering into a purchase and sale agreement for the properties, if necessary.

Staff requests that the Commission declare the following parcels as surplus property and authorize the Executive Director to offer the surplus property for sale pursuant to the SLA and subsequently to the public.

APN(s)	Ownership Type	Vacant/ Improved	Acres
Portions of 310-160-039 and 330-090-023	Fee	Vacant	0.68
Portions of 327-210-006 and 327-210-008	Fee	Vacant	0.72

Adoption of the Resolution does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. When the property is sold, the buyer's proposed use of the property may require a discretionary permit and CEQA review. The future use and project will be analyzed at the appropriate time in accordance with CEQA.

FISCAL IMPACT

There is no financial impact at this time; however, upon sale of the above referenced properties, revenue for the Commission will be generated and deposited in the Property Sale proceeds account.

Attachment: Resolution No. 22-017

RESOLUTION NO. 22-017

RESOLUTION OF THE RIVERSIDE COUNTY TRANSPORTATION COMMISSION DECLARING PURSUANT TO GOVERNMENT CODE SECTION 54221 THAT VARIOUS PORTIONS OF PARCELS OF REAL PROPERTY OWNED BY THE COMMISSION LOCATED AT ASSESSOR PARCEL NUMBERS 310-160-039, 330-090-023, 327-210-006, AND 327-210-008 IN PERRIS, CALIFORNIA, ARE NON-EXEMPT SURPLUS LAND, APPROVING THE FORM OF NOTICE OF AVAILABILITY THEREFOR, AUTHORIZING THE EXECUTIVE DIRECTOR TO COMPLY WITH THE SURPLUS LAND ACT, AND FINDING THE FOREGOING CATEGORICALLY EXEMPT FROM CEQA REVIEW

WHEREAS, the Riverside County Transportation Commission (the “Commission”) is the owner in fee simple of certain portions of parcels of real property identified as Assessor Parcel Numbers 310-160-039, 330-090-023, 327-210-006, and 327-210-008 in Perris, California (together, the “Property”); and

WHEREAS, the Commission no longer has any use for the Property; and

WHEREAS, the Surplus Land Act, Government Code sections 54220 *et seq.* (as amended, the “Act”), applies when a local agency disposes of “surplus land,” as that term is defined in Government Code section 54221; and

WHEREAS, the Property is “surplus land” under the Act, because it is land owned in fee simple by the Commission for which the Commission will take formal action (in the form of adoption of this resolution) in a regular public meeting declaring that the land is surplus and is not necessary for the Commission’s use; and

WHEREAS, the Act requires that prior to the disposal of any surplus land, unless an exemption applies, a local agency must issue a Notice of Availability to, among others, affordable housing developers, and thereafter, if any entity submits a qualified Notice of Interest within sixty (60) days of issuance of the Notice of Availability, the local agency must negotiate in good faith for at least ninety (90) days with any such submitting entities; and

WHEREAS, the Property is not exempt from the Act; and

WHEREAS, a form of Notice of Availability is attached hereto as **Exhibit 1**, and the Property is depicted in **Exhibit A** attached thereto; and

NOW, THEREFORE, BE IT RESOLVED, by the Riverside County Transportation Commission AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are a substantive part of this Resolution.

SECTION 2. The Commission hereby finds and declares that the Property is “surplus land” as used in the Act, because the Property is owned in fee simple by the Commission, and the Property is surplus and is not necessary for the Commission’s use.

SECTION 3. The Commission hereby approves the form of Notice of Availability substantially in the form attached hereto as **Exhibit 1.**

SECTION 4. The Commission hereby authorizes the Executive Director or her designee to take all necessary actions to fully comply with the Act without further need to obtain Board approval.

SECTION 5. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*) (“CEQA”). Commission staff has determined that the designation of this property as non-exempt surplus, approval of the form of NOA, and authorization for the Executive Director to comply with the Act do not have the potential for creating a significant effect on the environment and are therefore exempt from further review under CEQA pursuant to State CEQA Guidelines Section 15060(c)(3), because such actions do not constitute a “project” as defined by the CEQA Guidelines, Section 15378. In the alternative, even if the actions contemplated here constituted a “project” under CEQA, they involve the sale of surplus government property, which is exempt from environmental review under CEQA pursuant to a Class 12 categorical exemption. Specifically, the government property is not located in an area of statewide, regional or areawide concern as defined in CEQA Guidelines section 15206(b)(4). The Property is not located in any of the following: the Lake Tahoe Basin, the Santa Monica Mountains Zone, the California Coastal Zone, an area within ¼ mile of a wild and scenic river, the Sacramento-San Joaquin Delta, the Suisun Marsh, or the jurisdiction of the San Francisco Bay Conservation and Development Commission. Therefore, the Commission’s adoption of this Resolution is exempt from CEQA review. Finally, adoption of the Resolution does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. If and when the Property is sold to a purchaser, and that purchaser proposes a use for the Property that requires a discretionary permit and CEQA review, that future use and project will be analyzed at the appropriate time in accordance with CEQA.

SECTION 6. If any section, subsection, paragraph, sentence, clause, or phrase of this Resolution is declared by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

SECTION 7. The Clerk of the Board shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Commissioners of the Riverside County Transportation Commission on this 14th day of September 2022.

V. Manuel Perez, Chair
Riverside County Transportation Commission

Lisa Mobley, Clerk of the Board
Riverside County Transportation Commission

[RCTC Letterhead]

DATE

To All Interested Parties:

RE: Notice of Availability of Surplus Property

As required by the Surplus Land Act (Government Code Section 54220 et seq.) (the “Act”), the RIVERSIDE COUNTY TRANSPORTATION COMMISSION (the “Commission”) is providing notification that the Commission intends to sell/lease the surplus property listed in the accompanying table (together, the “Property”).

APN	ADDRESS	SIZE (AC)	ZONING	GENERAL PLAN DESIGNATION	CURRENT USE
A portion of 310-160-039	Northeast side of Case Road in Perris, CA	Approx. 0.34 Acres (14,810 Square Feet)	None	BNSF Railway and Metrolink Corridor	Vacant
A portion of 330-090-023	Southeast of East Ellis Avenue in Perris, CA	Approx. 0.34 Acres (14,810 Square Feet)	None	BNSF Railway and Metrolink Corridor	Vacant
A portion of 327-210-006	Southwest Corner of Bonnie Drive in Perris, CA	Approx. 0.33 Acres (14,342 Square Feet)	Light Industrial	Industrial Development	Vacant
A portion of 327-210-008	Northeast of Case Road, Southwest of Bonnie Drive in Perris, CA	Approx. 0.39 Acres (16,952 Square Feet)	None	BNSF Railway and Metrolink Corridor	Vacant

The Property is comprised of a portion of four (4) parcels, together totaling approximately 1.4 acres (60,914 square feet) of vacant land, bounded on the southwest by Case Road and on the northeast by Bonnie Drive and Highways 74 / I-215 On and Off Ramps, in Perris, California, as depicted in the site maps attached hereto as **Exhibit 1**.

In accordance with Government Code Section 54222, you have sixty (60) days from the date this Notice was sent via certified mail or electronic mail to notify the Commission of your interest in acquiring the above property. However, this offer shall not obligate the Commission to sell the property to you. Instead, if your notice of interest is compliant with the Act, the Commission would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no notices of interest are received during the 60-day period or no agreement is reached on sales price and terms, or lease terms, with a submitter of a qualifying notice of interest, the Commission may market the property to the general public.

As required by Government Code Section 54227, if the Commission receives more than one letter of interest during this 60-day period, it will give first priority to entities proposing to develop housing where at least 25 percent of the units will be affordable to lower income households. If more than one such proposal is received, priority will be given to the proposal with the greatest number of affordable units. If more than one proposal specifies the same number of affordable units, priority will be given to the proposal that has the lowest average affordability level.

In the event your agency or company is interested in purchasing or leasing one or more of the properties, you must notify the Commission in writing within sixty (60) days of the date this notice was sent via certified mail or electronic mail. Notice of your interest in acquiring the property should be delivered to:

Riverside County Transportation Commission
Attn: Erick Gutierrez, Senior Management Analyst
4080 Lemon Street, 3rd Floor
P.O. Box 12008
Riverside, CA 92502

You may also direct your questions to egutierrez@rctc.org or by calling (951) 955-8513.

Entities proposing to submit a letter of interest are advised to review the requirements set forth in the Surplus Land Act (Government Code Section 54220-54234) and the Surplus Land Act Guidelines (April 2021) promulgated by the State Department of Housing and Community Development.

EXHIBIT "A"
A.P.N. 310-160-039
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

PARCEL 1

THAT PORTION OF THE ATCHISON TOPEKA AND SANTA FE RAILROAD RIGHT OF WAY (100.00 FEET IN WIDTH) AS SHOWN BY UNITED STATES GOVERNMENT SURVEY, LYING IN THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, IN THE SOUTHWEST QUARTER OF SECTION 32, TOWNSHIP 4 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, SAID PORTION BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD WITH THE NORTHERLY RIGHT OF WAY LINE OF ELLIS AVENUE (30.00 FEET IN NORTHERLY HALF WIDTH) AS SHOWN ON RECORD OF SURVEY ON FILE IN BOOK 88, PAGE 51, OF RECORDS OF SURVEY, RECORDS OF SAID RIVERSIDE COUNTY;

THENCE NORTH 89°35'11" WEST ALONG SAID NORTHERLY RIGHT OF WAY LINE, A DISTANCE OF 170.02 FEET TO THE INTERSECTION WITH THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID RAILROAD RIGHT OF WAY SAID SOUTHWESTERLY RIGHT OF WAY LINE BEING THE NORTHEASTERLY RIGHT OF WAY LINE OF CHASE ROAD (40.00 FEET FULL WIDTH) PER BOOK 147 OF DEEDS, PAGE 1, RECORDED DECEMBER 20, 1900;

THENCE NORTH 53°33'30" WEST ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE, A DISTANCE OF 88.74 FEET TO A POINT THEREON;

THENCE LEAVING SAID RIGHT OF WAY LINE NORTH 36°26'30" EAST, A DISTANCE OF 7.00 FEET TO A POINT ON A LINE PARALLEL WITH AND DISTANT NORTHEASTERLY 7.00 FEET, MEASURED AT A RIGHT ANGLE, TO SAID SOUTHWESTERLY RIGHT OF WAY LINE;

THENCE ALONG SAID PARALLEL LINE SOUTH 53°33'30" EAST, A DISTANCE OF 11.75 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 52.00 FEET;

THENCE SOUTHEASTERLY AND EASTERLY ALONG SAID CURVE, TO THE LEFT, THROUGH A CENTRAL ANGLE OF 36°01'41", AN ARC DISTANCE OF 32.70 FEET;

THENCE SOUTH 89°35'11" EAST, A DISTANCE OF 13.76 FEET;

EXHIBIT "A"
A.P.N. 310-160-039
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

THENCE NORTH 36°22'11" EAST, A DISTANCE OF 74.96 FEET TO THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD;

THENCE SOUTH 53°33'30" EAST ALONG SAID NORTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 172.87 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 0.25 ACRE, MORE OR LESS.

PARCEL 2

THAT PORTION OF THE ATCHISON TOPEKA AND SANTA FE RAILROAD RIGHT OF WAY (100.00 FEET IN WIDTH) AS SHOWN BY UNITED STATES GOVERNMENT SURVEY, LYING IN THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, IN THE SOUTHWEST QUARTER OF SECTION 32, TOWNSHIP 4 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, SAID PORTION BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF BLOCK 6 OF WALKER'S SUBDIVISION, AS SHOWN BY MAP ON FILE IN BOOK 10, AT PAGE 493 OF MAPS, RECORDS OF SAN DIEGO COUNTY, BEING A POINT ON THE SOUTHERLY PROLONGATION OF THE EASTERLY RIGHT OF WAY LINE OF "G" STREET AS SHOWN ON SAID SUBDIVISION;

THENCE SOUTH 53°33'30" EAST ALONG NORTHEASTERLY LINE OF SAID BLOCK 6, A DISTANCE OF 580.88 FEET TO A POINT THEREON;

THENCE NORTH 51°50'24" WEST, A DISTANCE OF 166.74 FEET;

THENCE NORTH 53°33'30" WEST, A DISTANCE OF 50.91 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 3995.00 FEET;

THENCE NORTHWESTERLY ALONG SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 2°37'21", AN ARC DISTANCE OF 182.85 FEET;

THENCE NORTH 50°56'09" WEST, A DISTANCE OF 8.30 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 4531.00 FEET;

EXHIBIT "A"
A.P.N. 310-160-039
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

THENCE NORTHWESTERLY ALONG SAID CURVE, TO THE LEFT, THROUGH A CENTRAL ANGLE OF 2°01'06", AN ARC DISTANCE OF 159.61 FEET;


THENCE NORTH 53°33'30" WEST, A DISTANCE OF 22.93 FEET TO A POINT ON SAID SOUTHERLY PROLONGATION;

THENCE SOUTH 0°21'02" WEST ALONG SAID SOUTHERLY PROLONGATION, A DISTANCE OF 17.40 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 0.09 ACRE, MORE OR LESS.

SEE PLAT ATTACHED HERETO AS EXHIBIT "B" AND MADE A PART HEREOF.

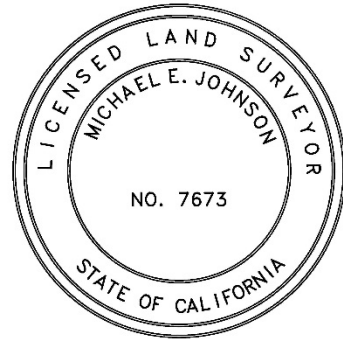
PREPARED UNDER MY SUPERVISION



Michael E. Johnson, L.S. 7673

02/09/22

Date

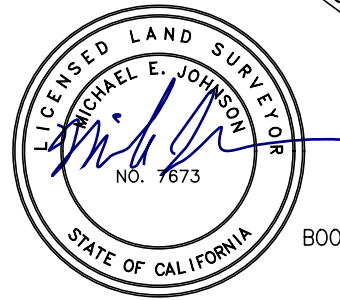
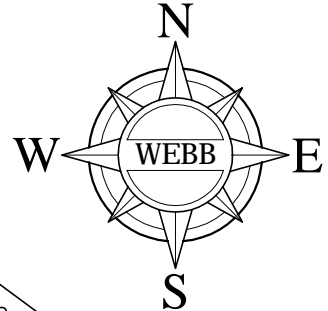
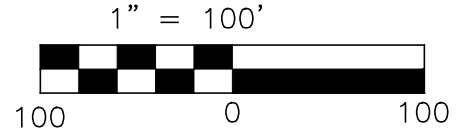


Prepared By: ALR
Checked By: MJ

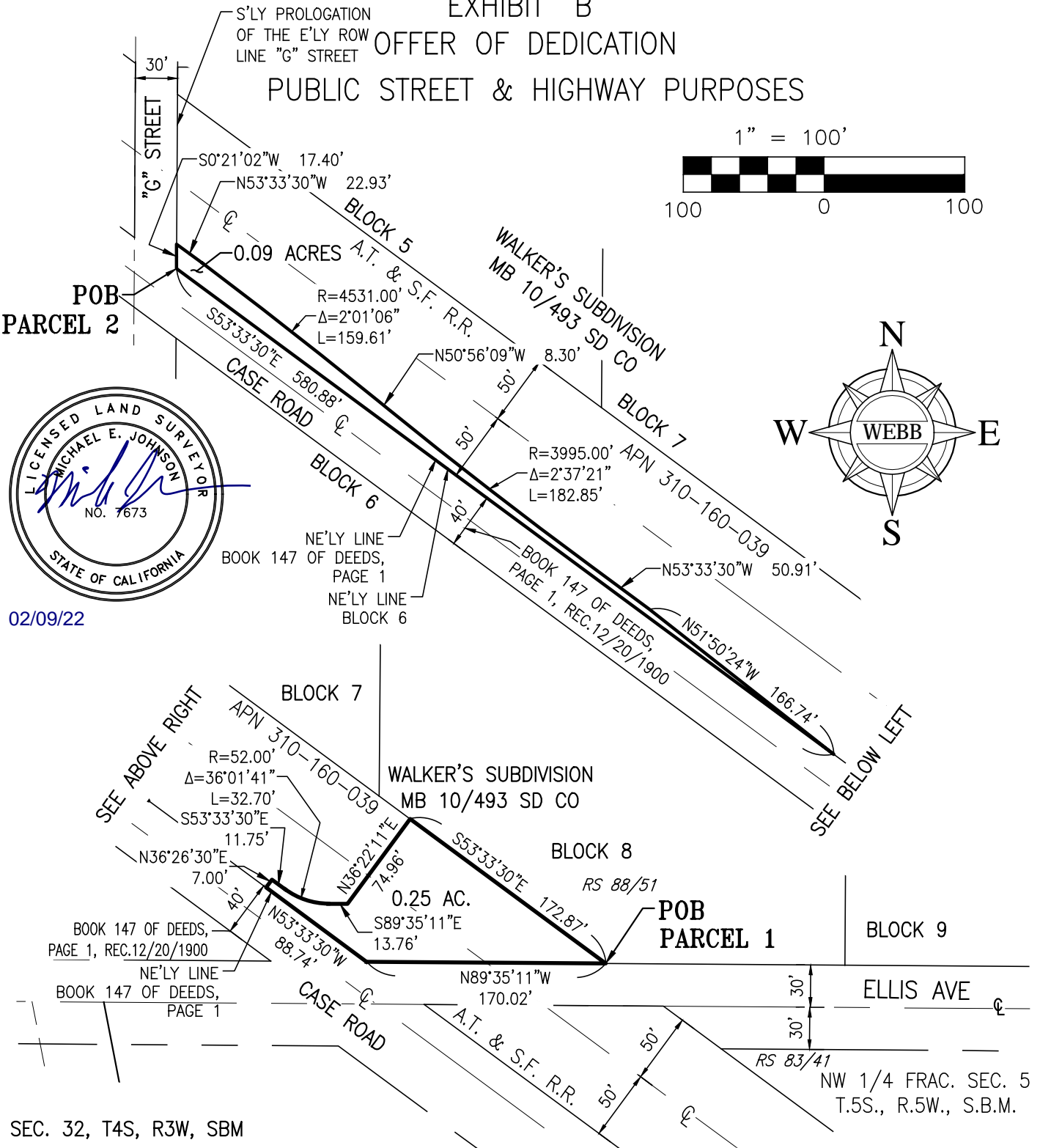
EXHIBIT "B"

OFFER OF DEDICATION

PUBLIC STREET & HIGHWAY PURPOSES



02/09/22



SEC. 32, T4S, R3W, SBM

ALBERT A. WEBB ASSOCIATES

CITY OF PERRIS

H:\2020\20-0182\Drawings\Mapping\Legals & Plats\RW DEDICATION\20-0182 AREA17-RW4_PLAT.dwg 1/31/2022 2:37 PM

THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT. ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 1 OF 1

W.O.
20-0182

SCALE: 1"=100'

DRWN BY ALR
CHKD BY mf

DATE 9/8/21
DATE 02/07/22

SUBJECT: OFFER OF DEDICATION FOR PUBLIC STREET & HIGHWAY PURPOSES

EXHIBIT "A"
A.P.N. 330-090-023
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

THAT PORTION OF THE ATCHISON TOPEKA AND SANTA FE RAILROAD RIGHT OF WAY (100.00 FEET IN WIDTH) LYING WITHIN THE NORTHWEST QUARTER OF FRACTIONAL SECTION 5, TOWNSHIP 5 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY UNITED STATES GOVERNMENT SURVEY, SAID PORTION BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD WITH THE SOUTHERLY RIGHT OF WAY LINE OF ELLIS ROAD (30.00 FEET IN SOUTHERLY HALF WIDTH) AS SHOWN ON RECORD OF SURVEY ON FILE IN BOOK 83, PAGE 41, OF RECORDS OF SURVEY, RECORDS OF SAID RIVERSIDE COUNTY;

THENCE NORTH 53°33'30" WEST ALONG SAID NORTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 51.00 FEET TO THE INTERSECTION WITH THE CENTERLINE OF SAID ELLIS AVENUE;

THENCE NORTH 89°35'11" WEST ALONG SAID CENTERLINE OF ELLIS AVENUE, A DISTANCE OF 170.02 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID RAILROAD RIGHT OF WAY;

THENCE SOUTH 53°33'30" EAST ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE, A DISTANCE OF 708.23 FEET TO A POINT THEREON, SAID POINT BEING THE POINT OF CUSP OF A TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 994.00 FEET, THE RADIAL LINE FROM SAID POINT BEARS NORTH 36°26'30" EAST;

THENCE NORTHWESTERLY ALONG SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 5°42'38" FEET, AN ARC DISTANCE OF 99.07 FEET;

THENCE NORTH 47°50'52" WEST, A DISTANCE OF 20.85 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 1006.00 FEET;

THENCE NORTHWESTERLY ALONG SAID CURVE, TO THE LEFT, THROUGH A CENTRAL ANGLE OF 5°42'38" FEET, AN ARC DISTANCE OF 100.27 FEET TO A POINT ON A LINE PARALLEL WITH AND DISTANT NORTHWESTERLY 12.00 FEET,

Check Print 2
01-04-22
ROW P8-1106D Case
Road - Area 14
APPROVED

A RIGHT ANGLE, FROM SAID SOUTHWESTERLY RIGHT OF WAY
LINE;

THENCE NORTH 53°33'30" WEST ALONG SAID PARALLEL LINE, A DISTANCE
OF 280.81 FEET;

THENCE NORTH 47°50'52" WEST, A DISTANCE OF 27.68 FEET TO THE
BEGINNING OF A TANGENT CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF
34.00 FEET;

THENCE NORTHWESTERLY, NORTHERLY, AND NORTHEASTERLY ALONG
SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 132°33'03", AN ARC
DISTANCE OF 78.66 FEET;

THENCE NORTH 84°42'11" EAST, A DISTANCE OF 38.35 FEET TO A POINT ON
A LINE PARALLEL WITH AND DISTANT 1.00 FOOT SOUTHERLY, MEASURED AT A
RIGHT ANGLE, FROM SAID SOUTHERLY RIGHT OF WAY LINE OF ELLIS AVENUE;

THENCE SOUTH 89°35'11" EAST, A DISTANCE OF 0.87 FEET TO A POINT ON
SAID NORTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD;

THENCE NORTH 53°33'30" WEST ALONG SAID NORTHEASTERLY RIGHT OF
WAY LINE, A DISTANCE OF 1.70 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 0.34 ACRE, MORE OR LESS.

SEE PLAT ATTACHED HERETO AS EXHIBIT "B" AND MADE A PART HEREOF.

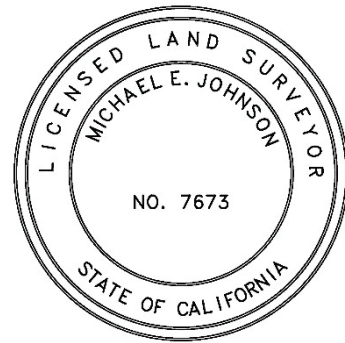
PREPARED UNDER MY SUPERVISION



Michael E. Johnson, L.S. 7673

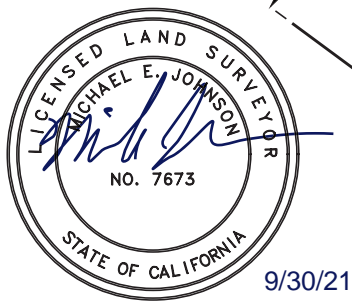
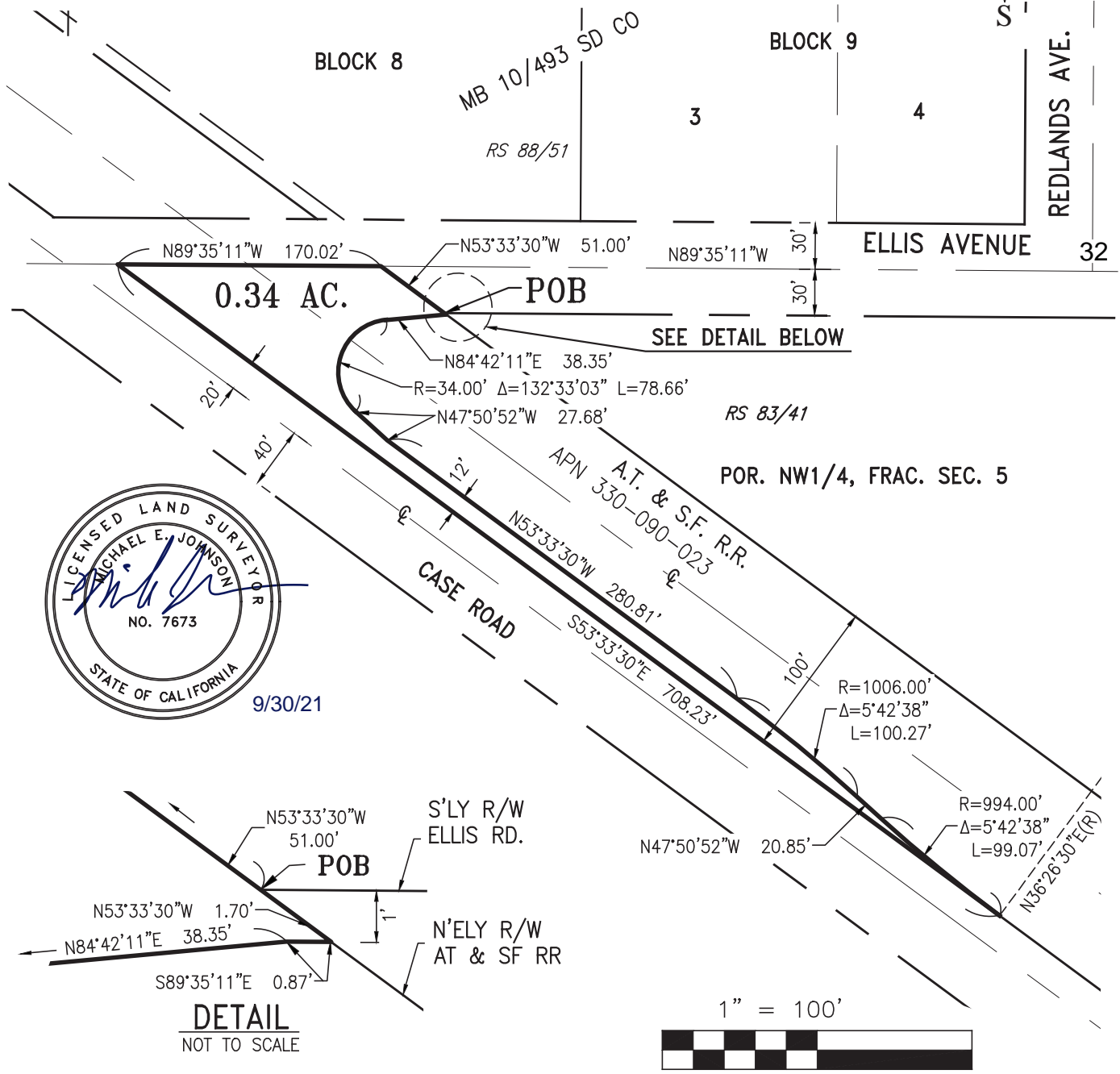
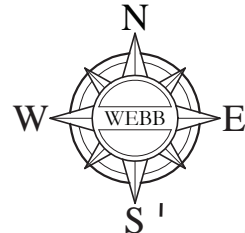
09/30/21

Date



Prepared By: LB
Checked By: MJ

EXHIBIT "B"
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES



FRACTIONAL SEC. 5, T5S, R3W, SBM

ALBERT A.
WEBB
ASSOCIATES

CITY OF PERRIS

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AREA16-RW08_PLAT.dwg 9/30/2021 12:37 PM

THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 1 OF 1

W.O.
20-0182

SCALE: 1"=100'
DRWN BY LB
CHKD BY MJ
DATE 2/20/21
DATE

SUBJECT: OFFER OF DEDICATION FOR PUBLIC STREET
& HIGHWAY PURPOSES

Declaration of Surplus Land

Portions of APN's 310-160-039 and 330-090-023



Portions of 310-160-039 and 330-090-023. Approximately 0.68 acre.

- Surplus Land
- Parcel Boundary
- Centerline

EXHIBIT "A"
A.P.N. 327-210-006
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

THOSE PORTIONS OF LOTS 1529, 1530 AND 1533 OF ROMOLA FARMS NO. 16, IN THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 16, PAGE 12 OF MAPS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, LYING IN SECTION 9, TOWNSHIP 5 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 1529, SAID CORNER BEING ON THE SOUTHERLY RIGHT OF WAY LINE OF MAPES ROAD (60.00 FEET IN FULL-WIDTH) AS SHOWN ON SAID ROMOLA FARMS NO. 16, SAID SOUTHERLY RIGHT OF WAY LINE ALSO BEING SHOWN ON THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP NO. 910073, RECORDED MAY 6, 1959, RECORDS OF SAID STATE;

THENCE SOUTH 89°32'24" EAST ALONG SAID SOUTHERLY RIGHT OF WAY LINE, A DISTANCE OF 106.61 FEET TO A POINT ON THE SOUTHWESTERLY RIGHT OF WAY LINE OF BONNIE DRIVE (ALSO KNOWN AS CASE ROAD) (VARIABLE SOUTHWESTERLY HALF-WIDTH) AS SHOWN ON SAID STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SAID POINT ALSO BEING THE BEGINNING A TANGENT CURVE CONCAVE SOUTHERLY, HAVING A RADIUS OF 370.00 FEET;

THENCE SOUTHERLY AND SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE AND SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 09°01'39", AN ARC DISTANCE OF 58.30 FEET TO THE **TRUE POINT OF BEGINNING**;

THE FOLLOWING FOUR (4) COURSES ARE ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE:

1) CONTINUING ALONG SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 33°01'18", AN ARC DISTANCE OF 213.24 FEET;

2) SOUTH 47°29'27" EAST, A DISTANCE OF 450.71 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 433.00;

3) SOUTHEASTERLY ALONG SAID CURVE, TO THE LEFT, THROUGH CENTRAL ANGLE OF 41°43'00", AN ARC DISTANCE OF 315.26 FEET;

4) SOUTH 89°12'27" EAST, A DISTANCE OF 190.48 FEET TO AN ANGLE POINT THEREON, SAID POINT BEING ON THE WESTERLY RIGHT OF WAY OF LINE OF RT. LANE CASE ROAD (VARIABLE WESTERLY HALF-WIDTH) AS SHOWN ON SAID STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP;

THENCE SOUTH 39°23'46" EAST ALONG SAID WESTERLY RIGHT OF WAY LINE, A DISTANCE OF 3.93 FEET TO A POINT ON A LINE PARALLEL WITH AND DISTANT SOUTHERLY

3.00 FEET, MEASURED AT A RIGHT ANGLE, TO SAID SOUTHWESTERLY RIGHT OF WAY LINE OF BONNIE DRIVE;

THENCE NORTH 89°12'27" WEST ALONG SAID PARALLEL, A DISTANCE OF 193.02 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 436.00 FEET, SAID CURVE BEING CONCENTRIC WITH AND DISTANT SOUTHWESTERLY 3.00 FEET, MEASURED RADially, TO SAID 433.00 FOOT RADIUS CURVE ON SAID SOUTHWESTERLY RIGHT OF WAY LINE OF BONNIE DRIVE;

THENCE NORTHWESTERLY ALONG SAID CURVE, TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 41°43'00" FEET, AN ARC DISTANCE OF 317.45 FEET TO A POINT ON A LINE PARALLEL WITH AND DISTANT SOUTHWESTERLY 3.00 FEET, MEASURED AT A RIGHT ANGLE, TO SAID SOUTHWESTERLY RIGHT OF WAY LINE;

THENCE NORTH 47°29'27" WEST ALONG SAID PARALLEL LINE, A DISTANCE OF 274.05 FEET;

THENCE NORTH 48°45'50" WEST, A DISTANCE OF 205.95 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHERLY, HAVING A RADIUS OF 70.00 FEET;

THENCE NORTHWESTERLY, WESTERLY AND SOUTHWESTERLY ALONG SAID CURVE, TO THE LEFT, THROUGH A CENTRAL ANGLE OF 94°47'34", AN ARC DISTANCE OF 115.81 FEET;

THENCE SOUTH 36°26'37" WEST, A DISTANCE OF 56.96 FEET TO A POINT ON THE NORTHEASTERLY RIGHT OF WAY LINE OF ATCHISON TOPEKA & SANTA FE RAILROAD (100.00 FEET IN FULL-WIDTH) AS SHOWN ON SAID ROMOLA FARMS NO. 16 AND SAID STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP;

THENCE NORTH 53°33'30" WEST ALONG SAID NORTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 95.00 FEET;


THENCE LEAVING SAID NORTHEASTERLY RIGHT OF WAY LINE NORTH 36°26'37" EAST, A DISTANCE OF 32.12 FEET;

THENCE NORTH 30°43'59" EAST, A DISTANCE OF 61.22 FEET TO THE **TRUE POINT OF BEGINNING.**

CONTAINING 0.36 ACRES (15845 SQUARE FEET), MORE OR LESS.

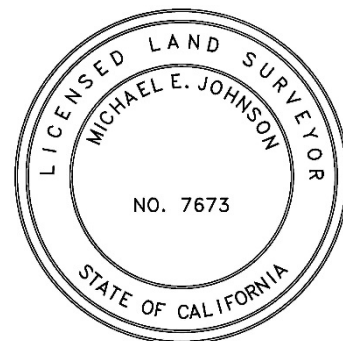
SEE PLAT ATTACHED HERETO AS EXHIBIT "B" AND MADE A PART HEREOF.

PREPARED UNDER MY SUPERVISION



Michael E. Johnson, L.S. 7673
Prepared By: JCR
Checked By: LB

7/15/21
Date



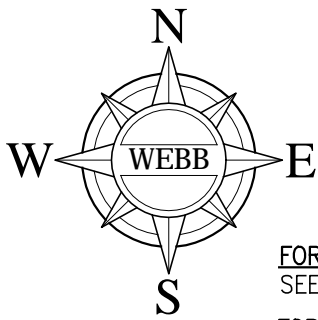


EXHIBIT "B" OFFER OF DEDICATION PUBLIC STREET & HIGHWAY PURPOSES

FOR LINE TABLE
SEE SHEET 2

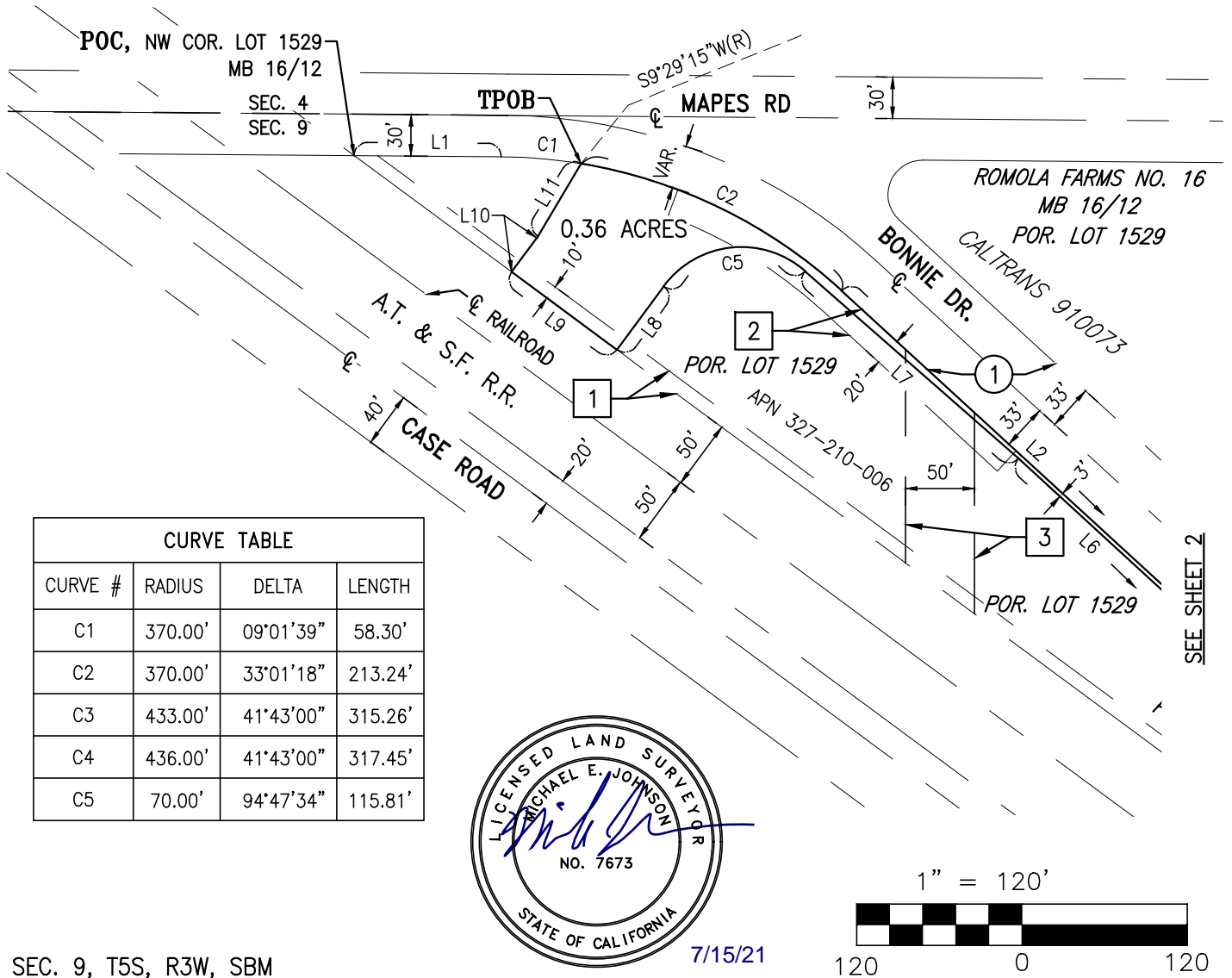
FOR EASEMENT NOTES.
SEE SHEET 3

LEGEND

//// RESTRICTED ACCESS.

①

CONVEYED TO THE STATE OF CALIFORNIA BY DEED
RECORDED JUNE 10, 1960 AS INST. NO. 51677
OF OFFICIAL RECORDS.



ALBERT A.
WEBB
ASSOCIATES

CITY OF PERRIS

H:\2020\20-0182\Drawings\Mapping\Legals & Plats\20-0182 AREA12-RW10_PLAT.dwg 6/22/2021 9:26 AM

THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 1 OF 3

W.O.
20-0182

SCALE: 1"=120'

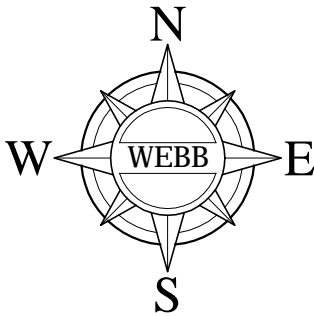
DRWN BY JCR
CHKD BY LB

DATE 01/20/21
DATE 7/15/21

SUBJECT: OFFER OF DEDICATION FOR PUBLIC STREET
& HIGHWAY PURPOSES

EXHIBIT "B"

OFFER OF DEDICATION PUBLIC STREET & HIGHWAY PURPOSES



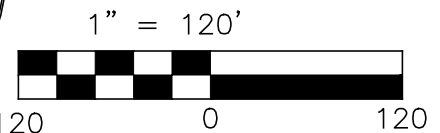
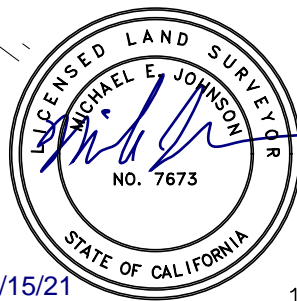
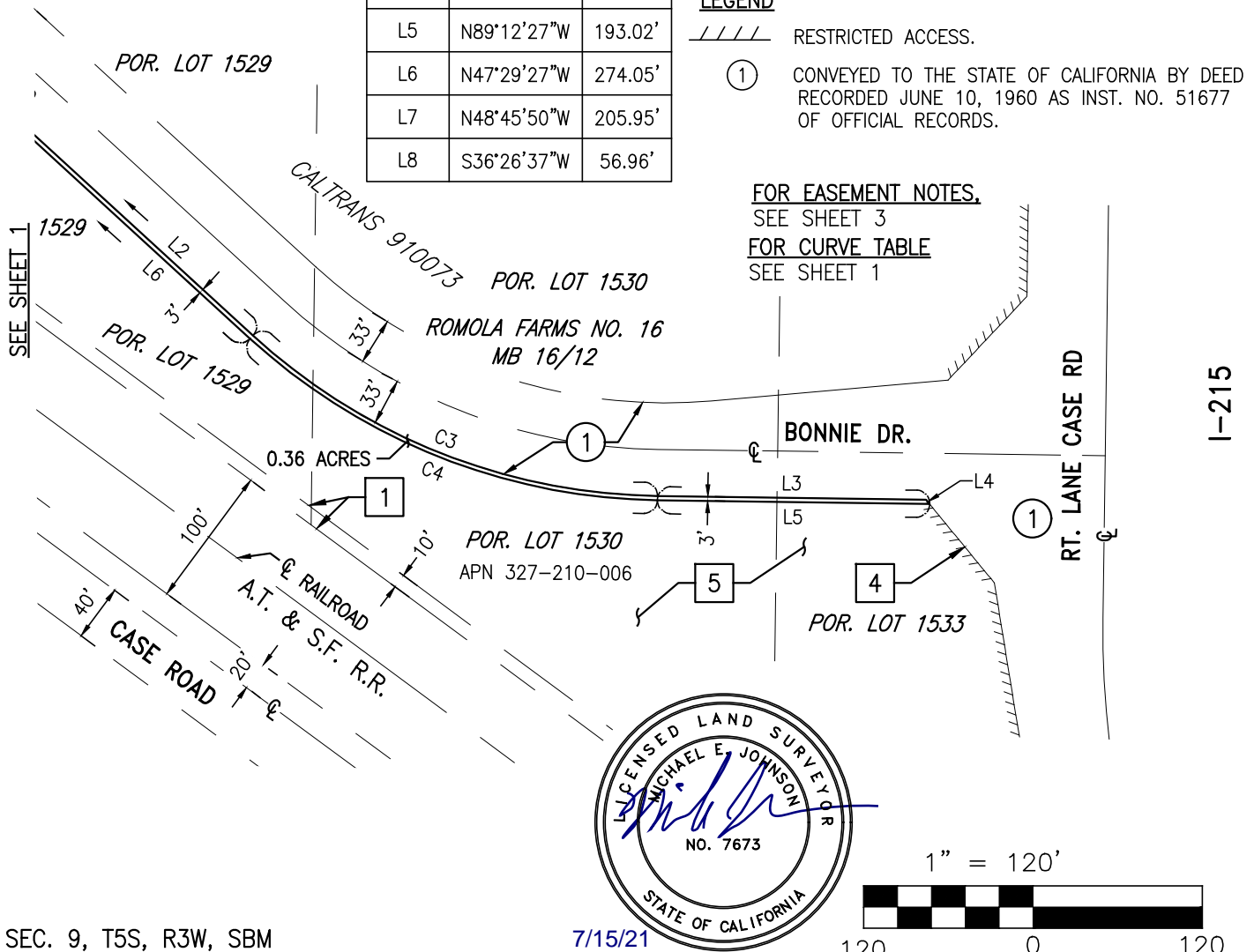
LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S89°32'24"E	106.61'
L2	S47°29'27"E	450.71'
L3	S89°12'27"E	190.48'
L4	S39°23'46"E	3.93'
L5	N89°12'27"W	193.02'
L6	N47°29'27"W	274.05'
L7	N48°45'50"W	205.95'
L8	S36°26'37"W	56.96'

LINE TABLE		
LINE #	DIRECTION	LENGTH
L9	N53°33'30"W	95.00'
L10	N36°26'37"E	32.12'
L11	N30°43'59"E	61.22'

LEGEND

//// RESTRICTED ACCESS.

- ① CONVEYED TO THE STATE OF CALIFORNIA BY DEED
RECORDED JUNE 10, 1960 AS INST. NO. 51677
OF OFFICIAL RECORDS.



SEC. 9, T5S, R3W, SBM

7/15/21

ALBERT A.
WEBB
ASSOCIATES

CITY OF PERRIS

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THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 2 OF 3

W.O.
20-0182

SCALE: 1"=120

DRWN BY JCR
CHKD BY LB

DATE 01/20/21
DATE 7/15/21

SUBJECT: OFFER OF DEDICATION FOR PUBLIC STREET
& HIGHWAY PURPOSES

EXHIBIT "B"

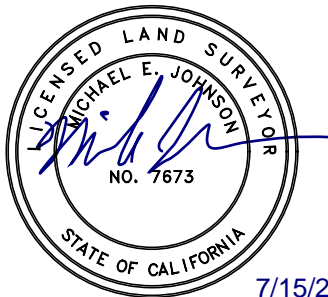
OFFER OF DEDICATION

PUBLIC STREET & HIGHWAY PURPOSES

EASEMENT NOTES

- 1 AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES, RECORDED FEBRUARY 4, 1937 AS BOOK 312, PAGE 67 OF OFFICIAL RECORDS, IN FAVOR OF SOUTHERN CALIFORNIA TELEPHONE COMPANY, A CORPORATION.

A DOCUMENT RECORDED MARCH 2, 1966 AS INSTRUMENT NO. 22434 OF OFFICIAL RECORDS PROVIDES THAT THE INTEREST OF THE EASEMENT HOLDER WAS TRANSFERRED TO CALIFORNIA WATER AND TELEPHONE COMPANY, A CORPORATION.
- 2 AN EASEMENT FOR A HIGHWAY AND INCIDENTAL PURPOSES, RECORDED JUNE 10, 1960 AS INSTRUMENT NO. 51678 OF OFFICIAL RECORDS, IN FAVOR OF THE STATE OF CALIFORNIA.
- 3 AN EASEMENT FOR SEWAGE TRANSMISSION AND COLLECTION FACILITIES AND INCIDENTAL PURPOSES, RECORDED MARCH 31, 1992 AS INSTRUMENT NO. 92-111256 OF OFFICIAL RECORDS, IN FAVOR OF EASTERN MUNICIPAL WATER DISTRICT.
- 4 ABUTTER'S RIGHTS OF INGRESS AND EGRESS TO OR FROM FREEWAY ADJACENT THERETO, AS DESCRIBED THEREIN, HAVE BEEN RELINQUISHED IN THE DOCUMENT RECORDED JUNE 10, 1960 AS INSTRUMENT NO. 51677 OF OFFICIAL RECORDS.
- 5 AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES, RECORDED MAY 18, 1928 IN BOOK 765 OF DEEDS, PAGE 306, IN FAVOR OF THE SOUTHERN SIERRAS POWER COMPANY.



7/15/21

SEC. 9, T5S, R3W, SBM

ALBERT A.
WEBB
ASSOCIATES

CITY OF PERRIS

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THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET **3** OF **3**

W.O.
20-0182

SCALE: N/A
DRWN BY JCR
CHKD BY LB
DATE 01/20/21
DATE 7/15/21

SUBJECT: **OFFER OF DEDICATION FOR PUBLIC STREET
& HIGHWAY PURPOSES**

EXHIBIT "A"
A.P.N. 327-210-008
OFFER OF DEDICATION
PUBLIC STREET & HIGHWAY PURPOSES
LEGAL DESCRIPTION

THAT PORTION OF THAT CERTAIN PARCEL OF LAND GRANTED TO RIVERSIDE COUNTY TRANSPORTATION COMMISSION BY GRANT DEED RECORDED OCTOBER 22, 2012 AS DOCUMENT NO. 2012-0504524, OFFICIAL RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, LYING WITHIN SECTION 9, TOWNSHIP 5 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1529 OF ROMOLA FARMS NO. 16, IN THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 16, PAGE 12 OF MAPS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, SAID POINT BEING AN INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF MAPES ROAD (60.00 FEET IN FULL WIDTH) WITH THE NORTHEASTERLY RIGHT OF WAY LINE OF THE ATCHISON, TOPEKA AND SANTA FE RAILWAY DESCRIBED IN PARCEL 38 OF SAID GRANT DEED;

THENCE SOUTH 53°33'30" EAST ALONG SAID NORTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 142.03 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE CONTINUING SOUTH 53°33'30" EAST ALONG SAID NORTHEASTERLY RIGHT OF WAY LINE, A DISTANCE OF 95.00 FEET TO A POINT THEREON;

THENCE LEAVING SAID RIGHT OF WAY LINE SOUTH 36°26'37" WEST, A DISTANCE OF 5.25 FEET;

THENCE SOUTH 31°17'02" WEST, A DISTANCE OF 19.92 FEET;

THENCE SOUTH 6°57'06" EAST, A DISTANCE OF 103.08 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID RAILWAY;

THENCE NORTH 53°33'30" WEST ALONG SAID SOUTHWESTERLY RIGHT OF WAY LINE, A DISTANCE OF 318.87 FEET;


THENCE LEAVING SAID SOUTHWESTERLY RIGHT OF WAY LINE SOUTH 59°16'08" EAST, A DISTANCE OF 69.06 FEET;

THENCE NORTH 77°59'48" EAST, A DISTANCE OF 124.45 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 16,952 SQUARE FEET, MORE OR LESS.

SEE PLAT ATTACHED HERETO AS EXHIBIT "B" AND MADE A PART HEREOF.

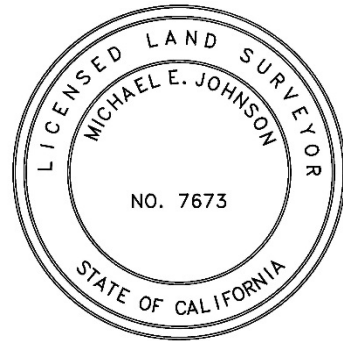
PREPARED UNDER MY SUPERVISION



Michael E. Johnson, L.S. 7673

02/09/22

Date

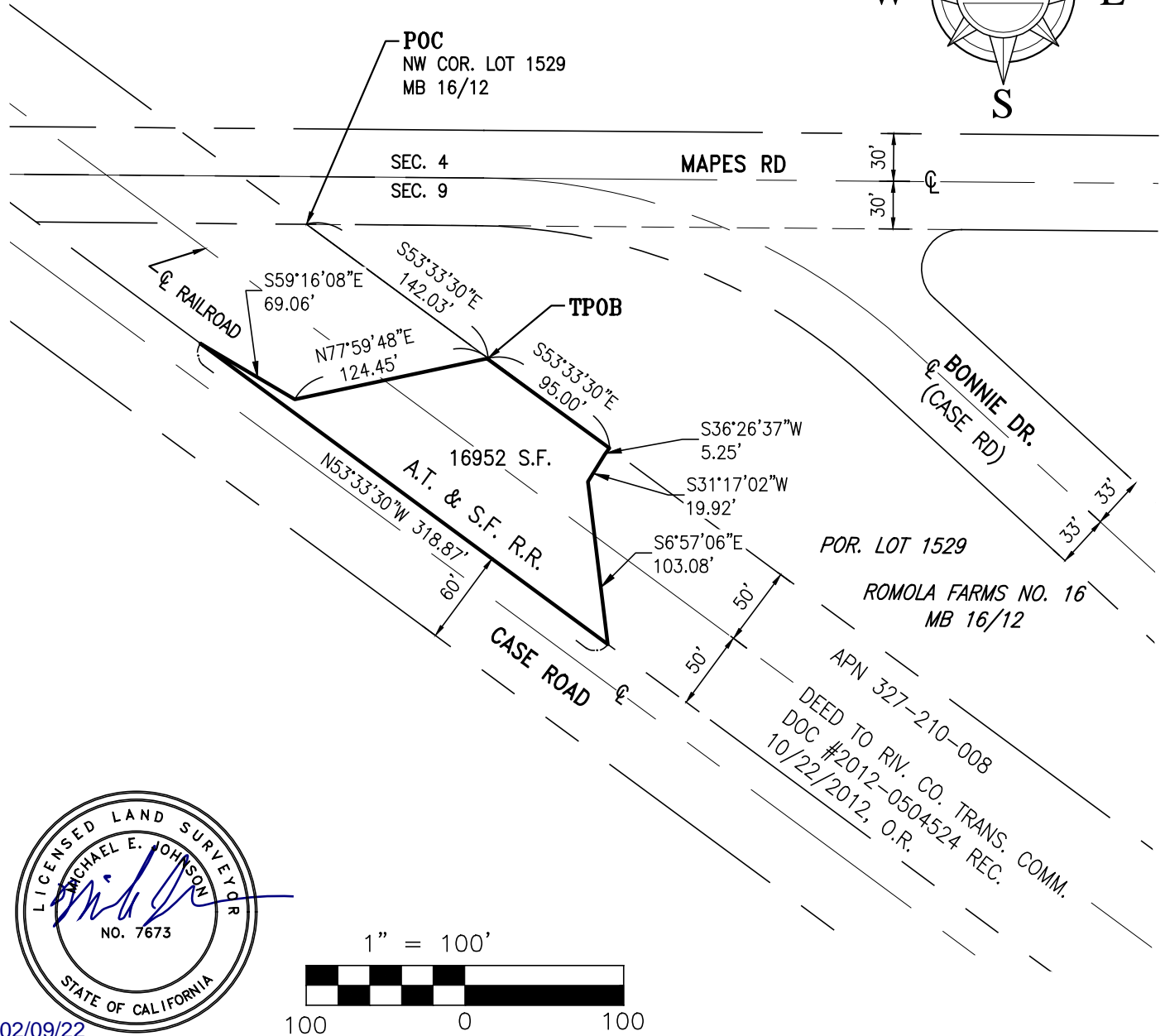
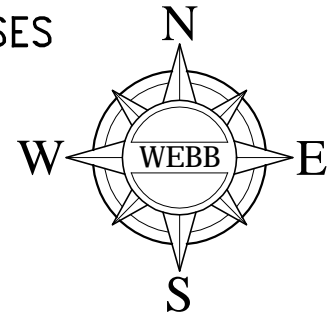


Prepared By: LB
Checked By: MJ

EXHIBIT "B"

OFFER OF DEDICATION

PUBLIC STREET & HIGHWAY PURPOSES



ALBERT A.
WEBB
ASSOCIATES

CITY OF PERRIS

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THIS PLAT IS SOLELY AN AID IN LOCATING THE PARCEL(S) IN THE ATTACHED DOCUMENT.
ALL PRIMARY CALLS ARE LOCATED IN THE WRITTEN DOCUMENT.

SHEET 1 OF 1

W.O.
20-0182

SCALE: 1"=100'

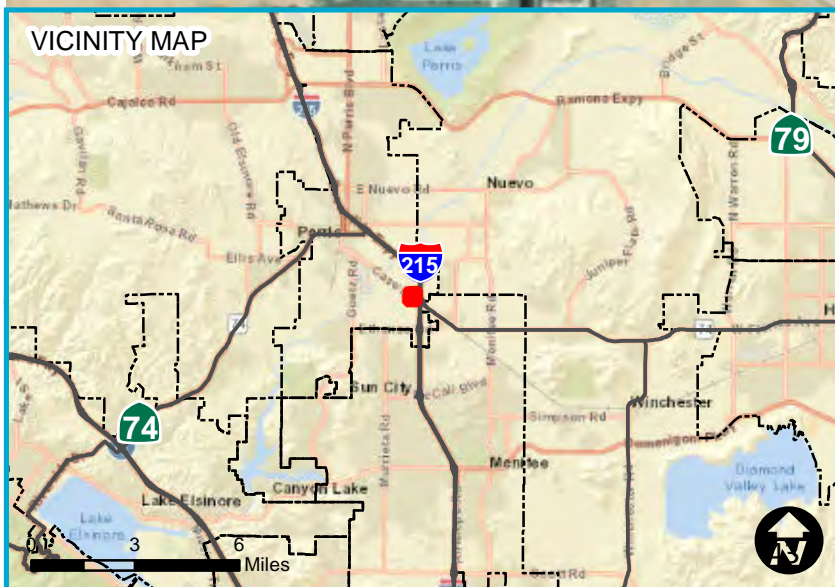
DRWN BY LB
CHKD BY *[Signature]*

DATE 2/17/21
DATE 02/09/22

SUBJECT: OFFER OF DEDICATION FOR PUBLIC STREET
& HIGHWAY PURPOSES

Declaration of Surplus Land

Portions of APN's 327-210-006 and 327-210-008



Portions of 327-210-006 and 327-210-008. Approximately 0.72 acre.

- Surplus Land
- Parcel Boundary
- Centerline

AGENDA ITEM 6E

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Martha Masters, Senior Management Analyst Jenny Chan, Planning and Programming Manager
THROUGH:	Jillian Guizado, Planning and Programming Director
SUBJECT:	Fiscal Year 2022/23 Annual Local Transportation Fund Planning Allocations to Western Riverside Council of Governments and Coachella Valley Association of Governments

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Approve an allocation of Local Transportation Fund (LTF) funds for planning in the amount of \$1,072,500 for Western Riverside Council of Governments (WRCOG) and \$585,000 for Coachella Valley Association of Governments (CVAG) for efforts identified in each agency's FY 2022/23 LTF Program Objectives/Work Plan (Work Plan) that supports transportation planning programs and functions that are consistent with regional and subregional plans, programs, and requirements; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

The LTF established in state law by the Transportation Development Act (TDA) is funded through a quarter of one cent of the state's 7.25 percent sales tax (based on point of sale and returned to source). LTF funds are used to fund transportation planning, operations, and capital projects. The action requested at this time is specifically to allocate the planning funds to the two councils of governments, WRCOG and CVAG. Other LTF allocations, such as those for transit and rail operations and capital projects, were approved by the Commission in June 2022. Bicycle and pedestrian facilities are also funded by LTF and are part of the biennial SB 821 Call for Projects the Commission conducts in the spring of odd-numbered years.

The LTF funding is distributed by the California Department of Tax and Fee Administration to counties on a pro rata basis, pursuant to Section 99233.2 of the TDA, providing up to 3 percent of annual revenues to fund transportation planning and programming efforts. The Commission, as the regional transportation planning agency, is legally responsible for apportioning the LTF funds. Based on the projected FY 2022/23 revenues of \$130 million, 3 percent of the projected revenue, or \$3.9 million, is for planning and programming. By statute, the TDA also requires one half of these LTF funds, or \$1.9 million, be allocated for planning activities within the Western

Riverside County and the Coachella Valley areas, as determined by the Commission. The distribution formula, as confirmed by the Commission in October 2014, is as follows:

Planning Agency	Percentage	Apportionment/Allocation
RCTC	15	\$ 292,500
WRCOG	55	1,072,500
CVAG	30	585,000
Total	100	\$1,950,000

WRCOG and CVAG submitted their respective FY 2022/23 Work Plans in accordance with existing guidelines.


WRCOG's Work Plan is divided into two program areas and includes the following activities:

- 1) Planning Programs – including, but not limited, to:
 - Riverside County Model Maintenance and Updates
 - 2024 Southern California Association of Governments' (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)
 - SB 743 Implementation Assistance
 - Geographic Information System (GIS)/Modeling Services
 - Grant Writing Assistance Program
 - Research on the impact of travel and technology on the transportation system
 - Analysis of Residential Trip Generation
 - Transportation-related climate change and climate adaptation analyses and planning for the WRCOG subregion
 - Smart Cities and Alternative Fuel Vehicle Development and Air Quality Activities
- 2) Regional Transportation Programs
 - Transportation Uniform Mitigation Fee (TUMF) Program
 - Riverside County Transportation Commission Programs

CVAG's Work Plan consists of eight main program and project activities:

- 1) Project Management and Contract Administration;
- 2) Regional Coordination of Programs;
- 3) CV Link;
- 4) CV Sync;
- 5) Planning for Future Transportation Needs;
- 6) TUMF Program;
- 7) Congestion Management/Air Quality Programs; and
- 8) Working toward the Region's Fair Share of Funding.

Staff reviewed the Work Plans and found them to be consistent with the Commission's overall transportation programming and planning objectives and recommends approval. In addition to the program areas and activities, the Work Plans also benefit the respective geographic regions and are consistent with subregional and regional plans, including SCAG's RTP/SCS. WRCOG and CVAG, in conjunction with SCAG, are responsible for subregional planning efforts that implement and are in conformance with the RTP/SCS.

Financial Information					
In Fiscal Year Budget:	Yes	Year:	FY 2022/23	Amount:	\$1,950,000
Source of Funds:	LTF			Budget Adjustment:	No
GL/Project Accounting No.:	106 65 86205				
Fiscal Procedures Approved:				Date:	08/04/2022

Attachments:

- 1) WRCOG FY 2022/23 LTF Program Objectives/Work Plan
- 2) CVAG FY 2022/23 LTF Program Objectives/Work Plan

Western Riverside Council of Governments (WRCOG)

Fiscal Year 2022/2023 Local Transportation Funds Program Objectives

The Work Plan for FY 2022/2023 is divided into two Program areas: 1) Planning Programs and 2) Regional Transportation Programs.

1. Planning Programs

Local Jurisdictions within WRCOG subregion
Southern California Associations of Governments (SCAG)
California Air Resources Board
South Coast Air Quality Management District (SCAQMD)
California Association of Councils of Governments (CALCOG)

Planning:

This program includes staff time to develop and work on 12 main projects/program areas. These are listed below and include a brief description.

A. Maintain and update the Riverside County Transportation Analysis Model (RIVCOM)

RIVCOM is the transportation analysis model completed in June 2021 that provides socio-economic forecasts to reflect SCAG's adopted growth forecasts, updated roadway network and utilizes data from SCAG's most recent Regional Travel Model to ensure consistency. This model is utilized by jurisdictions and consultants to produce roadway forecasts and other units of measurements, such as Vehicle Miles Traveled, needed for analyses. WRCOG will ensure that the model is disseminated to the appropriate parties in a timely fashion. Updates to the model will also be conducted based on new data becoming available and feedback from the users to ensure the model accurately reflects existing and future conditions.

B. Support local jurisdictions on 2024 SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

Staff will provide support to local jurisdictions as the SCAG 2024 RTP/SCS is developed. This will include support to local jurisdictions on socio-economic data (SED) forecasts on an as-needed basis to incorporate into the RTP/SCS. WRCOG anticipates taking a more active role with the development of the SED, as it is a vital component for the RIVCOM, which is heavily utilized by all jurisdictions in Western Riverside County. This active role will include acting as the point-of-contact to schedule meetings with each member agency and its staff to review the SED. WRCOG will also provide resources to the local jurisdictions with assistance in reviewing the preliminary growth forecasts to ensure the forecasts reflect the growth patterns of each local jurisdiction.

The assistance provided will ensure input from the WRCOG subregion is included in the long-range vision plan that aims to balance future mobility and housing needs with economic, environmental and public health goals. The RTP/SCS is vital for the subregion as it allows Riverside County Transportation Commission (RCTC) and its jurisdictions to qualify for federal funding towards transportation projects. The RTP/SCS is supported by a combination of transportation and land use strategies that help the region achieve state greenhouse gas emission reduction goals and federal Clean Air Act requirements, preserve open space areas, improve public health and roadway safety, support our vital goods movement industry and utilize resources more efficiently.

C. Continue to assist jurisdictions with Vehicle Miles Traveled (VMT) Implementation and Mitigation

WRCOG conducted a SB 743 Implementation Study that assisted stakeholders' transition from utilizing level of service methodology for mitigation impacts to vehicle miles traveled. WRCOG will continue to assist jurisdictions, upon request, as VMT implementation progresses in identifying the necessary steps to implement SB 743 and as jurisdictions begin to receive questions from stakeholders and work through the approval process for a development project with VMT as the transportation analysis metric. WRCOG will also continue to conduct due diligence of a regional VMT Mitigation Program to provide options for local jurisdictions to mitigate VMT impacts as a result of project development. This exploration includes a quarterly working group meeting, consisting of RCTC, RTA and local jurisdictions, to discuss options of a potential VMT Mitigation Program. Participation in a potential Program will be on a voluntary basis.

D. GIS/Modeling Services

WRCOG will provide GIS and transportation modeling services to member agencies of WRCOG. This service is meant to provide GIS/modeling capabilities and products to WRCOG member agencies on an as-needed basis, to enhance GIS/Transportation modeling at agencies currently managing their own systems, and to provide quick, inexpensive services to members without need for additional staff, consultants, software licensing, hardware needs. Possible services include: General Plan amendments, traffic volume maps, traffic model scenarios for new development, project mapping, demographics, service area analysis, and SB 743 implementation.

E. Grant Writing Assistance Program

WRCOG established the Grant Writing Assistance Program to assist WRCOG member agencies in grant writing assistance on an as-needed basis. The primary focus of this Program will be two-fold. First, WRCOG will prepare a bi-weekly summary of potential grant opportunities that are distributed to WRCOG member agencies and made available upon request. Second, WRCOG will provide technical assistance to WRCOG member agencies with the development of grant applications. WRCOG will limit the technical assistance to transportation and planning grant applications, such as the Active Transportation Program, Caltrans Sustainable Transportation Planning Grant Program and the SCAG Sustainable Communities Program.

F. Research on travel and technology and the impact on the transportation system

WRCOG will continue to conduct research on-behalf of jurisdictions in Western Riverside County, as requested, to help prepare and provide information on the various challenges faced in the subregion. Changes in demographics will have an effect on travel conditions. WRCOG will continue to conduct research on travel behavior, especially as it relates to the changing economy, travel pattern and automation in order to highlight potential challenges the subregion may face and the opportunities jurisdictions should strategically be in position to leverage. WRCOG will continue to work to ensure this information is disseminated to jurisdictions and stakeholders through its Committee structure and is presented at forums, conferences, and panels where suitable.

G. Assembly Bill 602 Implementation – Analysis of Residential Trip Generation

AB 602 requires a local agency that conducts an impact fee nexus study to either calculate a fee levied or imposed on a housing development project proportionately to the square footage of the proposed units, or make specified findings explaining why square footage is not an appropriate metric to calculate the fees. The TUMF Program currently charges fees on a per unit basis. WRCOG will look into the relationship between development impact fees, travel behavior and residential unit size to analyze whether charging fees on a unit size basis, compared to per unit, will cause an effect on residential uses. WRCOG is proposing to assess the differing factors of the residential TUMF Program fee structure. The TUMF Program and fee structure is based on vehicular trip generation, so the study must assess vehicle trip generation. However, the study will also look at other potential factors that may affect travel behavior from residential land uses, such as price, demographic factors, location.

H. Research, agenda preparation, and staffing for WRCOG Planning Directors Committee

The research, agenda preparation, and staffing for the WRCOG Planning Directors Committee will support WRCOG member agencies to obtain information, access to research, and awareness of applicable grant opportunities, as well as foster discussions between WRCOG member jurisdictions regarding the latest challenges and opportunities facing the WRCOG subregion, in order to achieve more cost effective and efficient solutions to planning-related matters on a monthly basis.

I. Research, agenda preparation, and staffing for WRCOG Public Works Committee

The research, agenda preparation, and staffing for the WRCOG Public Works Committee will support WRCOG member agencies to obtain information, access to research, and awareness of applicable grant opportunities, as well as foster discussions between WRCOG member jurisdictions regarding the latest challenges and opportunities facing the WRCOG subregion, in order to achieve more cost effective and efficient solutions to public works or engineering-related matters on a monthly basis.

J. Outreach for WRCOG Programs and activities and engagement with WRCOG members, partner agencies, and stakeholders

Outreach for WRCOG Programs and activities and partner agencies will include assisting local jurisdictions and education institutions on the various WRCOG Programs

and subregional challenges faced. Housing challenges the subregion faces are topics discussed at the various WRCOG Committees so staff will focus on topics and issues related to housing. This focus will include conducting outreach to the subregion's legislatures and their staff to provide updates on the housing challenges that local jurisdictions and agencies are facing. Outreach will continue for the WRCOG Public Service Fellowship, which encourages students to seek careers in public policy and local government by gaining meaningful, hands-on experience at WRCOG member agencies. In addition, staff will continue to promote and attend member jurisdiction/agency events throughout the year. WRCOG will continue to participate in meetings and working groups with SCAG and coordinate with SCAG on a regular basis. WRCOG will continue to act as a liaison for the subregion and to disseminate relevant information at the appropriate times to local jurisdictions.

K. Assistance to local jurisdictions on climate-related hazards and climate adaptation analyses and planning for the WRCOG subregion.

Continue overseeing studies and planning efforts to identify effects of climate change to the subregion and opportunities to mitigate these effects, particularly as it relates to transportation infrastructure. Grant funding to support climate-related activities is increasing and will become even more prominent as it is more of a focus for state and federal agencies; WRCOG will continue to assist local jurisdictions in attaining grant funding for these activities. Past WRCOG efforts, such as the risk assessments performed on a sample of vulnerable transportation assets in the subregion or identifying the needs of disadvantaged or vulnerable communities can be leveraged to attain the climate adaptation planning and implementation grant funding. The goal is to assist jurisdictions better plan for project prioritization and investment on the transportation system. Staff will also continue to participate in the Inland Southern California Climate Collaborative (ISC3). ISC3 is a diverse, cross-sectoral network of agencies, organizations, companies, and institutions working together to advance equitable solutions to create a resilient and thriving Inland Southern California in the face of climate related events.

L. Smart Cities and Alternative Fuel Vehicle Development, and Air Quality:

Activities include:

- a) Research and implementation of Smart Cities technologies for local transportation infrastructure including the possible development of a regional Intelligent Transportation Systems (ITS) program for Western Riverside County.
- b) Provide outreach to the jurisdictions regarding air quality issues and funding opportunities.
- c) Support WRCOG Clean Cities and Programs that WRCOG has developed to assist jurisdictions in the purchase of alternative fuel vehicles and the development of the supporting infrastructure. Grant funding for alternative fuel vehicles and the development of infrastructure needed to support these vehicles is increasing and is becoming more of a focus for state and federal agencies. The goal is to ensure local jurisdictions are adequately supported to submit applications in order for the subregion to provide the necessary infrastructure for alternative fuel vehicles.

- d) Continued staff participation in SCAQMD activities, rule-making, funding opportunities, and the SCAQMD Air Quality Management Plan Advisory Group that will review and make recommendations regarding the development of the 2022 Air Quality Management Plan (AQMP).

2. Regional Transportation Programs

RCTC
Riverside Transit Agency
Caltrans
SCAG
CALCOG

This program includes staff time to develop and work on two main projects/program areas. These are listed below and include a brief description.

Transportation Uniform Mitigation Fee (TUMF) Program:

This Program includes staff time to administer the TUMF Program, which includes but is not limited to the following:

A. Program contract/agreement administration:

Review, coordinate, and finalize Reimbursement Agreements with member agencies for funding allocations based on five-year Zone Transportation Improvement Program (TIP).

B. Conduct TUMF Nexus Study

California Assembly Bill 1600 requires that all local agencies in California establish a nexus or reasonable relationship between the development impact fee's use and the type of project for which the fee is required. In accordance with this requirement, WRCOG plans to commence an analysis with the TUMF Program to ensure the adequacy of the developer impact fees and the projects included in the TUMF Network beginning in fall 2021.

C. Public outreach/information:

Prepare the TUMF Annual Report detailing collections for fiscal year and projects being funded with collections. Develop Press Releases for the TUMF Program highlighting major milestones, groundbreakings, ribbon cuttings. Filming of groundbreakings and ribbon cuttings for TUMF funded projects. Develop and purchase of signage for TUMF funded projects.

D. TUMF Zone Transportation Improvement Program (TIP):

Preparation and approval of five-year Zone TIPs with programmed funding for delivery of TUMF projects. Convene meetings of the Zone at the request of member agencies for funding additions and adjustments. Review funding requests to ensure that allocations are within limits of the Nexus Study.

E. Preparation of annual adjustment for construction costs:

Per the TUMF Administrative Plan, annual review of the construction cost index adjustment to the TUMF for consideration by the WRCOG Executive Committee. Preparation of the adjustment to the TUMF Network and develop documents for review by the WRCOG Committee structure. If approved by the WRCOG Executive Committee, prepare TUMF Ordinance/Resolution for member agency approval and assist local jurisdictions and stakeholders with fee adjustment implementation.

F. Maintain TUMF payment portal:

WRCOG collects TUMF on behalf of agencies that have approved a TUMF Ordinance Amendment with the option to delegate fee collection responsibility to WRCOG. To provide efficient and effective calculation and collection of TUMF, WRCOG developed a portal for member agency staff to submit calculation requests and for developers to make payments that will require maintenance and revisions.

G. Work with developers on credit and reimbursement agreements:

Coordinate with member agencies Credit Agreements with developers to ensure all policies and procedures are in place prior to execution of agreements. If necessary, convene meetings with applicable stakeholders to memorialize eligible expenses, maximum allocations of the Nexus Study and reconciliation of projects costs.

H. Review available data for requests made by stakeholders regarding TUMF calculations:

At the request of a stakeholder, review available data specific to land uses that may generate trips that do not typically fall within the standard TUMF land uses.

RCTC Programs:

This Program includes staff time to administer and assist RCTC as it relates to transportation planning and air quality programs, which includes but is not limited to the following:

- a) Participation in TUMF Program tasks as needed to assist RCTC in the implementation of the Regional TUMF Program.
- b) Participate in evaluation committees as requested; outreach assistance with RCTC's Programs and goals, and other planning related tasks as determined in consultation with the RCTC Executive Director.

CVAG LTF Work Plan FY2022/23

Big Picture

Improving the Regional Arterial Network

Since 1989, CVAG has been responsible for regional transportation planning in the Coachella Valley and plans for all people of all ages using many modes of transportation. CVAG cooperates with its member jurisdictions to develop and manage progressive regional road and congestion mitigation programs. Some of its notable projects include overhauling six interchanges along the Interstate 10 Improvement Corridor. The priorities are regularly reviewed and encompassed in the Transportation Project Prioritization Study (TPPS) and the associated Regional Arterial Cost Estimate (RACE) and Active Transportation Plan (ATP). In recent months, CVAG has joined member jurisdictions in celebrating several project completions. In the upcoming fiscal year, CVAG's Transportation Department will continue to work with member jurisdictions to advance individual projects, including regional active transportation projects, and support efforts to secure outside funding to reduce the impact on regional and local resources.

Transportation Uniform Mitigation Fee (TUMF) Program

The TUMF program began in Fiscal Year 1989/1990 as a way to generate additional funds required for necessary improvements to the regional transportation system. Local jurisdictions may choose not to collect TUMF. However, jurisdictions not collecting TUMF forfeit their share of local Measure A funds to the regional arterial program. CVAG saw a steady increase in local Measure A funding received by CVAG's member jurisdictions until the Great Recession,

which began in 2008 and resulted in significant downturns in revenues generated. TUMF, like all development impact fees, requires a nexus to be demonstrated between the proposed development and the impacts to be mitigated. In TUMF's case, the assessment is based on the number of vehicle trips new development or site improvements may generate.

CV Link

CVAG has been working on CV Link for the past decade. The project is a major innovation in alternative transportation that will provide a safe route to walk, run, bike, or use low-speed electric vehicles, such as golf carts. CV Link is expected to provide significant environmental, health, and economic benefits to generations of current and future residents and visitors. CV Link will ultimately span more than 40 miles across the Coachella Valley. To date, about seven miles of the project have been built in the cities of Cathedral City, Palm Desert, and Palm Springs. When the current construction is complete, more than half of the project will be built. Construction will continue this year in the cities of Palm Springs, Palm Desert, La Quinta, Indio, and Coachella, as well as unincorporated Riverside County. In addition to bridges, this stage of construction includes undercrossings, which are a vital safety feature that will allow the CV Link users to go under major roadways to avoid traditional vehicular traffic.

CV Sync

Synchronizing the traffic signals across the Coachella Valley has been a longstanding goal at CVAG. The design and engineering of CV Sync started in 2016, and the work was later expanded to encompass upgrading all traffic



controllers to the same standard. Construction of CV Sync's first phase – synchronizing signals on Highway 111, Washington Street, and Ramon Road – is underway and will be completed this coming fiscal year. The second phase, which includes another 21 corridors, is expected to start in Fiscal Year 2022/23. CV Sync will have technology that allows all cities to communicate and coordinate in real-time to manage traffic flow, especially useful during large events that draw hundreds of thousands of tourists to the Coachella Valley. This project will also deploy fiber-optic broadband technology throughout the Coachella Valley, which can help to unlock federal and state funding opportunities. The project spans the Coachella Valley but does not extend into the City of Rancho Mirage, which previously secured funding to do its own signal synchronization project.

Core Program Areas

The Work Plan for Fiscal Year 2022/23 is separated into the following core program areas:

Project Management and Contract Administration

The Transportation Department leads the implementation of the Transportation Project Prioritization Study (TPPS), Regional Arterial Cost Estimate (RACE), and Active Transportation Program (ATP). The department also provides updates to the Capital Improvement Program (CIP) and other transportation plans in partnership with member jurisdictions. This role includes staff time to conduct project oversight (design, environmental, construction, and close-out), preparation of reimbursement agreements for regional arterial, interchange, and bridge projects, review and approval of project billings in accordance with the scope of work, and participation in project development team meetings and associated staff reports. In recent years, the Transportation Department has conducted cash

flow analysis for regional projects and provided recommendations on maximizing opportunities at the state and federal levels.

Regional Coordination of Programs

CVAG works closely with its partners – including the Riverside County Transportation Commission – to support the Riverside County Congestion Management Program, analyze traffic patterns through the traffic count program, and advance regional transportation projects. Additionally, CVAG supports the RCTC Technical Advisory Committee and efforts for County-wide SB 821 and Local Streets & Roads funding. CVAG also has helped advance the Coachella Valley Passenger Rail Service Development Plan. Coordination with RCTC will be further formalized in the coming months when both agencies bring forth an updated memorandum of understanding to their respective governing bodies.

Additionally, staff time is used to support the State Transportation Improvement Program (STIP) and Regional Transportation Improvement Program (RTIP), support the implementation of the CVAG Transportation Project Prioritization Study (TPPS), and monitor and examine the impacts of implementing state policies. TPPS activities support the regional project construction program, including staff time to develop an annual prioritized list of construction projects and required financial resources.

CVAG also supports the Southern California Association of Governments' programs, including providing input to the Federal and Regional Transportation Improvement Plans (FTIP and RTIP) and assisting SCAG with transportation modeling refinements.

CV Link

The largest segment of this 40-plus mile active transportation corridor is now under construction. At the same

time, resources are dedicated to conducting project oversight of services needed for future phases (environmental compliance, right-of-way, and phased construction of later segments).

CV Sync

Phase I of the valley-wide signal synchronization project will be completed this year, improving travel along Highway 111, Washington, and Ramon. Staff time includes conducting project oversight of consultant services (environmental compliance, right-of-way, and phased construction plans), review of project billings, participation in project development team meetings, and preparing associated reports. CVAG is finalizing construction plans, specifications, and cost estimates to launch construction of Phase 2 in this fiscal year.

Planning For Future Transportation Needs

This area involves support to multiple programs focusing on key project areas. These areas include staff time and project management to maintain and provide input for GIS Information Services, the countywide transportation demand model, the regional arterial traffic count program, and transportation legislation review and analysis. CVAG staff also provides regional land use information to CVAG jurisdictions, developers, SCAG, and Caltrans. The countywide transportation model involves support for the RIVCOM transportation model for forecasting projected transportation system needs to the year 2039.

Implementing The TUMF Program

CVAG continues to dedicate staff time to support the TUMF and TUMF/GIS Interface programs. TUMF program activities include staff time to update the program, monitor its implementation in member jurisdictions, perform annual fiscal reviews of building permits and monthly TUMF collections, research, analyze and prepare reports for TUMF appeals, enter TUMF collections in the TUMF database, to meet with developers on request to review potential TUMF assessments, and to perform special TUMF analyses upon request. The TUMF/GIS Interface program requires support for continuing the development of integrating the TUMF collection process with electronic transmission of new development information for land use coverages and coordinating with RCTC on TUMF compliance.

Congestion Management / Air Quality Programs

The Transportation Department provides support for air quality programs, including the regional street sweeping program. CVAG also helps address State Implementation Plan (SIP) conformance to regional projects.

Fighting for the Region's Fair Share of Funding

With costs escalating on projects, major sources of revenue for many of CVAG's traditional transportation projects are drying up. CVAG staff has recently provided committees

with cash flow projections that show declines in Measure A sales tax revenue and TUMF revenues. State and federal resources are simply not keeping up with the demand. For example, the FY 2020 estimates from the State Transportation Improvement Program (STIP) have been reduced by 82 percent and the Highway Bridge Program (HBP) is beyond oversubscribed, having a 20-year backlog of projects waiting to be funded. CVAG has been actively tracking the debated transportation infrastructure funds at the state and federal levels and has recently engaged lobbying firms to help secure the region's fair share of the funding.

Anticipated Milestones for FY 2022/23

- » Construct segments of CV Link in the Cities of Palm Springs, Palm Desert, La Quinta, Indio, and Coachella, and prepare bid packages for the next stretches of the project.
- » Transform travel along major arterials and position the Coachella Valley as a smart region by finishing CV Sync Phase 1 construction along Highway 111, Ramon, and Washington and starting construction on CV Sync Phase 2.
- » Update the Transportation Project Prioritization Study (TPPS) to align with statewide trends and requirements (including vehicle miles traveled as a consideration), with anticipated completion in FY 2023/24.
- » Complete planning and design of low-water crossings identified in the recent Flood and Blowsand Study, which identified more cost-effective alternatives to expensive bridges and overpasses in the western Coachella Valley).
- » Updating formula funding distribution agreements with the Riverside County Transportation Commission (RCTC) to secure the equitable distribution of state and federal funding for the Coachella Valley.
- » Work with member jurisdictions to identify funding for and advance regional roadway, bridge, and interchange projects to improve travel and goods movement across the region.

AGENDA ITEM 6F

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Monica Morales, Senior Management Analyst
THROUGH:	Lorelle Moe-Luna, Multimodal Services Director
SUBJECT:	Federal Fiscal Years 2020 and 2021 Federal Transit Administration's Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Receive and file an update on the Federal Fiscal Years (FFY) 2020 and 2021 Federal Transit Administration's (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

The FTA Section 5310 grant program was established in 1975 and has been administered by Caltrans since its inception. The goal of the 5310 program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. Eligible applicants include private non-profit organizations and public agencies. FTA Section 5310 funds are divided between two types of projects: traditional and expanded. Traditional projects include capital projects such as vehicles and related equipment and must comprise at least 55 percent of the available funding. Expanded projects may include capital and operating expenses that exceed the requirements of the Americans with Disabilities Act, improve access to fixed-route services, provide alternatives to public transportation that assist seniors and individuals with disabilities and comprise up to 45 percent of available funding. Projects may utilize 5310 funds for up to 100 percent of their eligible project costs.

There are three (3) FTA Section 5310 funding categories: rural, small urbanized areas (UZA), and large UZA areas. The UZAs are defined by population and grouped by the United States Census Bureau. Rural areas have a population of less than 50,000 people, a small UZA has a population greater than 50,000 but less than 200,000 people, and anything larger than a population of 200,000 is a large UZA. Caltrans combines the funding for the rural and small urban areas to administer a competitive statewide call for projects. The large UZA category is also competitive, but funds for each large UZA remain in the respective regions. In Riverside County, there are three (3) Census designated large UZAs: Riverside-San Bernardino, Murrieta-Temecula-Menifee,

and Cathedral City-Indio. As the grant program administrator, Caltrans develops a project management plan, which establishes the guidelines, application process, federal and grant administration requirements, and the selection and award of projects.

Although Caltrans administers the program, the Commission is very engaged and plays an important role in the process. The Commission is responsible for developing a Public Transit-Human Services Coordinated Plan (Coordinated Plan) every four years as required by FTA. The Coordinated Plan is used to identify transit needs and strategies, with particular focus on seniors, persons with disabilities, and those that are truly needy. Commission staff provides concurrence that the proposed projects for the 5310 program are consistent with the Coordinated Plan. The Commission also offers technical assistance to applicants by holding workshops, reviewing applications, and preparing recipients for federal grant administration requirements. This not only helps strengthen the applications from the county, but also builds capacity amongst the service providers and leverages other Commission-funded programs such as the Measure A Specialized Transit Program. Lastly, the Commission programs the successful projects into the Federal Transportation Improvement Program.

On January 3, 2022, Caltrans issued a call for projects for the FFYs 2020 and 2021 FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program with applications due to Caltrans on March 2, 2022.

Table 1 below shows the available funding for the small urban and rural competitive call for projects. There was a total amount of \$11,402,172 available for the small urban areas statewide and \$4,593,820 available for rural areas statewide.

Table 1. Available Funding for Small Urban and Rural, FFY 2020 and 2021

SMALL URBAN AND RURAL (STATEWIDE)		
Available Funding by UZA	Statewide Small Urban	Statewide Rural Areas (All Non-Urban Areas Eligible)
FFY 2020 & FFY 2021 Two-Year Funding Available	\$11,402,172	4,593,820

Under the small urban and rural call for projects, one (1) applicant submitted four (4) projects totaling \$256,800 from Riverside County. Unfortunately, the Riverside County agency was unsuccessful in receiving project awards; however, may still have an opportunity to be funded as it was ranked first on the contingency list as shown in Attachment 1. Small urban and rural awards were adopted by the California Transportation Commission on May 18, 2022.

Table 2 below shows the available funding for the large UZA areas in Riverside County. There was a total of \$3,167,537 million available for programming for the FFYs 2020 and 2021 grant cycle.

Table 2. Available Funding for Large UZA Areas, FFY 2020 and 2021

LARGE URBANIZED AREA				
Available Funding by UZA	Western Riverside – San Bernardino UZA	Coachella Valley – Indio – Cathedral City UZA	Murrieta – Temecula – Meniffee UZA	TOTAL FUNDS Available for Riverside County
FFY 2020 & FFY 2021 Two-Year Funding Available	\$1,588,163	\$862,665	\$716,709	\$3,167,537

Eight (8) agencies within Riverside County submitted grant applications requesting \$3,424,338 for 16 projects. This includes 15 replacement vehicles and/or expansion vehicles, five (5) operating projects, and three (3) mobility management projects. A total of 16 projects were awarded. It should be noted one project for Riverside Transit Agency (RTA) was only partially funded. Caltrans provided final awards on July 8, 2022, as highlighted in Attachment 2.

FISCAL IMPACT:

This is a receive and file item to update the Commission on the awarded projects in the program. There is no financial impact to the Commission as Caltrans disburses the Section 5310 funds directly to the recipients.

Attachments:

- 1) FFYs 2020 and 2021 Section 5310 funding recommendations – Small Urban and Rural Awards
- 2) FFYs 2020 and 2021 Section 5310 funding recommendations - Large Urbanized Areas Awards

ATTACHMENT 1

Attachment B - FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities 2021 Program of Projects

June 2, 2022

Small Urbanized and Rural Areas Prioritized List (score priority order)

#	AGENCY	County	Caltrans District	Small Urban or Rural	Project	Type (1)	Vin	Year	Miles	FTA 5310 Share	Local Match (covered by FTA COVID Relief)	Project Total	Cumulative (Federal \$)	Score
TRADITIONAL PROJECTS														
1	Tuolumne County Transit Agency	TUL	10	Small Urban	Mobility Management	MM				\$ 88,219	\$ 22,055	\$ 110,274	\$ 110,274	96
2	Humboldt Senior Resource Center	HUM	1	Small Urban	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 166,274	96
3	Monterey-Salinas Transit	MON	5	Small Urban	Medium Bus	R	57017	2016	229338	\$ 72,000	\$ 18,000	\$ 90,000	\$ 256,274	96
4	United Cerebral Palsy San Luis Obispo - Ride On	SLO	5	Small Urban	Large Bus	R	72772	2013	292949	\$ 74,400	\$ 18,600	\$ 93,000	\$ 349,274	96
5	United Cerebral Palsy San Luis Obispo - Ride On	SLO	5	Small Urban	Large Bus	R	86882	2011	295332	\$ 74,400	\$ 18,600	\$ 93,000	\$ 442,274	96
6	United Cerebral Palsy San Luis Obispo - Ride On	SLO	5	Small Urban	Large Bus	R	86883	2011	317727	\$ 74,400	\$ 18,600	\$ 93,000	\$ 535,274	96
7	United Cerebral Palsy San Luis Obispo - Ride On	SLO	5	Small Urban	Large Bus	R	28513	2011	313669	\$ 74,400	\$ 18,600	\$ 93,000	\$ 628,274	96
8	United Cerebral Palsy Central California	FRSO	6	Rural	Large Bus	SE				\$ 74,400	\$ 18,600	\$ 93,000	\$ 721,274	95
9	Mendocino Transit Authority	MEN	1	Small Urban	Mobility Management	MM				\$ 240,000	\$ 60,000	\$ 300,000	\$ 1,021,274	95
10	Lake Links Inc.	LAK	1	Rural	Mobility Management	MM				\$ 220,396	\$ 55,099	\$ 275,495	\$ 1,296,769	95
11	Community Bridges/Lifeline	SCZ	5	Small Urban	Computers	OE				\$ 5,280	\$ 1,320	\$ 6,600	\$ 1,303,369	95
12	Amador Transit	AMA	10	Rural	Mobility Management	MM				\$ 282,177	\$ 70,544	\$ 352,721	\$ 1,656,090	94
13	Monterey-Salinas Transit	MON	5	Small Urban	Medium Bus	R	57025	2016	203420	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,746,090	91
14	Monterey-Salinas Transit	MON	5	Small Urban	Medium Bus	R	57018	2016	201538	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,836,090	91
15	Monterey-Salinas Transit	MON	5	Small Urban	Medium Bus	R	57023	2016	217963	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,926,090	91
16	Solano Transportation Authority	SOL	4	Small Urban	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 2,301,090	90
17	The ARC of Amador and Calaveras	AMA	10	Rural	Minivan	R	09544	2013	61335	\$ 44,800	\$ 11,200	\$ 56,000	\$ 2,357,090	89
18	Butte County Association of Governments	BUT	3	Small Urban	Medium Bus	R	12719	2013	189740	\$ 72,000	\$ 18,000	\$ 90,000	\$ 2,447,090	88
19	Butte County Association of Governments	BUT	3	Small Urban	Medium Bus	R	95253	2013	188090	\$ 72,000	\$ 18,000	\$ 90,000	\$ 2,537,090	88
20	Butte County Association of Governments	BUT	3	Small Urban	Medium Bus	R	12722	2013	190640	\$ 72,000	\$ 18,000	\$ 90,000	\$ 2,627,090	88
21	Butte County Association of Governments	BUT	3	Small Urban	Medium Bus	R	12723	2013	189609	\$ 72,000	\$ 18,000	\$ 90,000	\$ 2,717,090	88
22	Imperial County Transportation Commission	IMP	11	Small Urban	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 3,092,090	86
23	Help Central Inc	BUT	3	Small Urban	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 3,467,090	86
24	Porterville Sheltered Workshop	TUL	6	Small Urban	Larger Bus	R	09205	2008	166083	\$ 92,000	\$ 23,000	\$ 115,000	\$ 3,582,090	85
25	Porterville Sheltered Workshop	TUL	6	Small Urban	Larger Bus	R	03769	2010	164467	\$ 92,000	\$ 23,000	\$ 115,000	\$ 3,697,090	85
26	San Benito County Local Transportation Authority	SBEN	5	Rural	Standard Van A	R	17477	2013	67017	\$ 48,000	\$ 12,000	\$ 60,000	\$ 3,757,090	84
27	San Benito County Local Transportation Authority	SBEN	5	Rural	Large Bus	R	62867	2013	154273	\$ 74,400	\$ 18,600	\$ 93,000	\$ 3,850,090	84
28	Pace Solano	SOL	4	Small Urban	Small Bus	R	32857	2008	116589	\$ 67,200	\$ 16,800	\$ 84,000	\$ 3,934,090	83
29	Pace Solano	SOL	4	Small Urban	Small Bus	R	26582	2008	117968	\$ 67,200	\$ 16,800	\$ 84,000	\$ 4,018,090	83
30	Pace Solano	SOL	4	Small Urban	Medium Bus	R	09204	2008	141844	\$ 72,000	\$ 18,000	\$ 90,000	\$ 4,108,090	83
31	Pace Solano	SOL	4	Small Urban	Medium Bus	R	05656	2008	156032	\$ 72,000	\$ 18,000	\$ 90,000	\$ 4,198,090	83
32	Full Access & Coordinated Transportation, Inc.	SD	11	Rural	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 4,573,090	82
33	Inyo-Mono Association for the Handicapped	INY	9	Rural	Medium Bus	R	08658	2015	182511	\$ 72,000	\$ 18,000	\$ 90,000	\$ 4,663,090	82

(1) R = Replacement Vehicle MM = Mobility Management

SE = Service Expansion Vehicle

OE = Operating Equipment

O = Operating Assistance

Attachment B - FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities 2021 Program of Projects
Small Urbanized and Rural Areas Prioritized List (score priority order)

June 2, 2022

#	AGENCY	County	Caltrans District	Small Urban or Rural	Project	Type (1)	Vin	Year	Miles	FTA 5310 Share	Local Match (covered by FTA COVID Relief)	Project Total	Cumulative (Federal \$)	Score
34	Inyo-Mono Association for the Handicapped	INY	9	Rural	Standard Van B	R	24574	2006	168743	\$ 51,360	\$ 12,840	\$ 64,200	\$ 4,727,290	82
35	Roderick Hayfork Senior Nutrition Center	TRY	2	Rural	Small Bus	R	12999	2007	95661	\$ 67,200	\$ 16,800	\$ 84,000	\$ 4,811,290	82
36	Kings Rehabilitation Center	KING	6	Rural	Small Bus	SE				\$ 67,200	\$ 16,800	\$ 84,000	\$ 4,895,290	82
37	Kings Rehabilitation Center	KING	6	Rural	Medium Bus	SE				\$ 72,000	\$ 18,000	\$ 90,000	\$ 4,985,290	82
38	Kings Rehabilitation Center	KING	6	Rural	Medium Bus	SE				\$ 72,000	\$ 18,000	\$ 90,000	\$ 5,075,290	82
39	Kings Rehabilitation Center	KING	6	Rural	Medium Bus	SE				\$ 72,000	\$ 18,000	\$ 90,000	\$ 5,165,290	82
40	Easy Lift Transportation, Inc.	SBAR	5	Small Urban	Minivan	R	62900	2018	100854	\$ 44,800	\$ 11,200	\$ 56,000	\$ 5,221,290	81
41	Easy Lift Transportation, Inc.	SBAR	5	Small Urban	Minivan	R	43250	2018	108512	\$ 44,800	\$ 11,200	\$ 56,000	\$ 5,277,290	81
42	Easy Lift Transportation, Inc.	SBAR	5	Small Urban	Minivan	R	62866	2018	104016	\$ 44,800	\$ 11,200	\$ 56,000	\$ 5,333,290	81
43	Easy Lift Transportation, Inc.	SBAR	5	Small Urban	Minivan	R	63116	2018	102347	\$ 44,800	\$ 11,200	\$ 56,000	\$ 5,389,290	81
44	Easy Lift Transportation, Inc.	SBAR	5	Small Urban	Minivan	R	62864	2018	101319	\$ 44,800	\$ 11,200	\$ 56,000	\$ 5,445,290	81
45	El Dorado County Transit Authority	ELD	3	Small Urban	Software	OE				\$ 48,000	\$ 12,000	\$ 60,000	\$ 5,505,290	80
46	San Luis Obispo Council of Governments/SLO Regional Rideshare	SLO	5	Small Urban	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 5,880,290	80
47	Nevada-Sierra Connecting Point Public Authority	NEV	3	Small Urban	Mobility Management	MM				\$ 300,000	\$ 75,000	\$ 375,000	\$ 6,255,290	80
48	Cambria Community Council	SLO	5	Rural	Small Bus	R	50991	2013	114117	\$ 67,200	\$ 16,800	\$ 84,000	\$ 6,339,290	80
49	Outreach & Escort Inc.	SCL	4	Small Urban	Mobility Management	MM				\$ 160,000	\$ 40,000	\$ 200,000	\$ 6,539,290	78
50	Common Ground Senior Services	CAL	10	Rural	Minivan	R	13749	2016	109768	\$ 44,800	\$ 11,200	\$ 56,000	\$ 6,595,290	79
51	Common Ground Senior Services	CAL	10	Rural	Minivan	R	13752	2016	133410	\$ 44,800	\$ 11,200	\$ 56,000	\$ 6,651,290	79
52	Regents of the University of California, Santa Cruz	SCZ	5	Small Urban	Minivan	R	96117	2010	53968	\$ 44,800	\$ 11,200	\$ 56,000	\$ 6,707,290	79
53	Regents of the University of California, Santa Cruz	SCZ	5	Small Urban	Minivan	R	96620	2010	49609	\$ 44,800	\$ 11,200	\$ 56,000	\$ 6,763,290	79
54	Regents of the University of California, Santa Cruz	SCZ	5	Small Urban	Minivan	R	96619	2010	38346	\$ 44,800	\$ 11,200	\$ 56,000	\$ 6,819,290	79
55	Humboldt Transit Authority	HUM	1	Small Urban	Small Bus	R	08592	2015	132223	\$ 67,200	\$ 16,800	\$ 84,000	\$ 6,903,290	77
56	Humboldt Transit Authority	HUM	1	Small Urban	Small Bus	R	08593	2015	143556	\$ 67,200	\$ 16,800	\$ 84,000	\$ 6,987,290	77
57	Humboldt Transit Authority	HUM	1	Small Urban	Small Bus	R	19276	2012	190600	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,071,290	77
58	Humboldt Transit Authority	HUM	1	Small Urban	Small Bus	R	21688	2012	195982	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,155,290	77
59	North Valley Services	TEH	2	Rural	Small Bus	R	44755	2005	256224	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,239,290	77
60	North Valley Services	TEH	2	Rural	Small Bus	R	94011	2003	340080	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,323,290	77
61	North Valley Services	TEH	2	Rural	Large Bus	R	31027	2013	280541	\$ 74,400	\$ 18,600	\$ 93,000	\$ 7,416,290	77
62	Work Training Center	BUT	3	Small Urban	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 7,472,290	77
63	Work Training Center	BUT	3	Small Urban	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 7,528,290	77
64	Work Training Center	BUT	3	Small Urban	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 7,584,290	77
65	Work Training Center	BUT	3	Small Urban	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 7,640,290	77
66	Work Training Center	BUT	3	Small Urban	Standard Van A	SE				\$ 48,000	\$ 12,000	\$ 60,000	\$ 7,700,290	77
67	Work Training Center	BUT	3	Small Urban	Standard Van A	SE				\$ 44,800	\$ 11,200	\$ 60,000	\$ 7,760,290	77
68	Humboldt Senior Resource Center	HUM	1	Small Urban	Small Bus	R	13310	2011	122151	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,844,290	77
69	Humboldt Senior Resource Center	HUM	1	Small Urban	Small Bus	R	16912	2011	137122	\$ 67,200	\$ 16,800	\$ 84,000	\$ 7,928,290	77
70	Redwood Coast Seniors, Inc.	MEN	1	Rural	Small Bus	R	20795	2015	81429	\$ 67,200	\$ 16,800	\$ 84,000	\$ 8,012,290	77
71	Devereux Advanced Behavioral Health California	SBAR	5	Small Urban	Minivan	R	01169	2008	173857	\$ 44,800	\$ 11,200	\$ 56,000	\$ 8,068,290	77
72	Devereux Advanced Behavioral Health California	SBAR	5	Small Urban	Minivan	OE	03703	2012	155687	\$ 44,800	\$ 11,200	\$ 56,000	\$ 8,124,290	77

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Attachment B - FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities 2021 Program of Projects

June 2, 2022

Small Urbanized and Rural Areas Prioritized List (score priority order)

#	AGENCY	County	Caltrans District	Small Urban or Rural	Project	Type (1)	Vin	Year	Miles	FTA 5310 Share	Local Match (covered by FTA COVID Relief)	Project Total	Cumulative (Federal \$)	Score
73	Devereux Advanced Behavioral Health California	SBAR	5	Small Urban	Minivan	SE	52146	2012	126420	\$ 44,800	\$ 11,200	\$ 56,000	\$ 8,180,290	77
74	Devereux Advanced Behavioral Health California	SBAR	5	Small Urban	Minivan	R	60594	2012	107844	\$ 44,800	\$ 11,200	\$ 56,000	\$ 8,236,290	77
75	Devereux Advanced Behavioral Health California	SBAR	5	Small Urban	Minivan	R	68938	2011	113703	\$ 44,800	\$ 11,200	\$ 56,000	\$ 8,292,290	77
76	Lighthouse for the Blind and Visually Impaired	DEL	1	Rural	Mobility Management	MM				\$ 90,945	\$ 22,736	\$ 113,681	\$ 8,405,971	76
77	Redwood Coast Transit Authority	DEL	1	Rural	Equipment	OE				\$ 28,116	\$ 7,029	\$ 35,145	\$ 8,441,116	76
78	Napa Valley Transportation Authority	NAPA	4	Small Urban	Medium Bus	R	61206	2007	169037	\$ 72,000	\$ 18,000	\$ 90,000	\$ 8,531,116	76
79	Napa Valley Transportation Authority	NAPA	4	Small Urban	Medium Bus	R	61209	2007	185235	\$ 72,000	\$ 18,000	\$ 90,000	\$ 8,621,116	76
80	Napa Valley Transportation Authority	NAPA	4	Small Urban	Medium Bus	R	22640	2011	183131	\$ 72,000	\$ 18,000	\$ 90,000	\$ 8,711,116	76
81	Napa Valley Transportation Authority	NAPA	4	Small Urban	Medium Bus	R	22641	2011	209215	\$ 72,000	\$ 18,000	\$ 90,000	\$ 8,801,116	76
100% LINE														
Contingency List if Additional Funding Becomes Available														
1	Valley Resource Center	RIV	8	Small Urban	Standard Van B	SE				\$ 51,360	\$ 12,840	\$ 64,200	\$ 64,200	75
2	Valley Resource Center	RIV	8	Small Urban	Standard Van B	SE				\$ 51,360	\$ 12,840	\$ 64,200	\$ 128,400	75
3	Valley Resource Center	RIV	8	Small Urban	Standard Van B	SE				\$ 51,360	\$ 12,840	\$ 64,200	\$ 192,600	75
4	Valley Resource Center	RIV	8	Small Urban	Standard Van B	SE				\$ 51,360	\$ 12,840	\$ 64,200	\$ 256,800	75
5	Desert Area Resources and Training	KER	6	Rural	Minivan	R	63794	2008	158575	\$ 44,800	\$ 11,200	\$ 56,000	\$ 312,800	75
6	Desert Area Resources and Training	KER	6	Rural	Minivan	R	70022	2011	202114	\$ 44,800	\$ 11,200	\$ 56,000	\$ 368,800	75
8	Redwood Coast Seniors, Inc.	MEN	1	Rural	Radios (3)	OE				\$ 4,782	\$ 1,196	\$ 5,978	\$ 374,778	73
9	Mountain Area Regional Transit Authority	SBO	8	Rural	Standard Van B	SE				\$ 51,200	\$ 12,800	\$ 64,000	\$ 438,778	73
10	Mountain Area Regional Transit Authority	SBO	8	Rural	Standard Van B	SE				\$ 51,200	\$ 12,800	\$ 64,000	\$ 502,778	73
11	Amador Transit	AMA	10	Rural	Minivan	SE				\$ 44,800	\$ 11,200	\$ 56,000	\$ 558,778	72
12	ARC Imperial Valley	IMP	11	Small Urban	Larger Bus	R	19440	2013	208764	\$ 92,000	\$ 23,000	\$ 115,000	\$ 673,778	70
13	Desert Area Resources and Training	KER	6	Rural	Minivan	R	72424	2016	169285	\$ 44,800	\$ 11,200	\$ 56,000	\$ 729,778	70
14	Mental Health Client Action Network (MHCAN)	SCZ	5	Small Urban	Small Bus	R	59198	2007	404691	\$ 67,200	\$ 16,800	\$ 84,000	\$ 813,778	67
15	ARC Imperial Valley	IMP	11	Small Urban	Larger Bus	R	51978	2014	225151	\$ 92,000	\$ 23,000	\$ 115,000	\$ 928,778	65
16	Humboldt Medi-Trans	HUM	1	Small Urban	Computers (2)	OE				\$ 31,702	\$ 7,926	\$ 39,628	\$ 968,406	64
17	Humboldt Medi-Trans	HUM	1	Small Urban	Cameras (3)	OE						\$ 1,500	\$ 969,906	64
18	City of Fairfield	SOL	4	Small Urban	Medium Bus	R	54207	2011	254129	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,059,906	51
19	City of Fairfield	SOL	4	Small Urban	Medium Bus	R	54208	2011	211809	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,149,906	51
20	City of Fairfield	SOL	4	Small Urban	Medium Bus	R	54321	2011	232091	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,239,906	51
21	City of Fairfield	SOL	4	Small Urban	Medium Bus	R	23712	2014	153151	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,329,906	51
22	City of Fairfield	SOL	4	Small Urban	Medium Bus	R	23713	2014	172293	\$ 72,000	\$ 18,000	\$ 90,000	\$ 1,419,906	51

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MM = Mobility Management

Attachment B - FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities 2021 Program of Projects
Small Urbanized and Rural Areas Prioritized List (score priority order)

June 2, 2022

#	AGENCY	County	Caltrans District	Small Urban or Rural	Project	Type (1)	Vin	Year	Miles	FTA 5310 Share	Local Match (covered by FTA COVID Relief)	Project Total	Cumulative (Federal \$)	Score
EXPANDED PROJECTS														
1	Reach Out Morongo Basin	SBO	8	Rural	Operating Assistance	O				\$ 150,000	\$ 150,000	\$ 300,000	\$ 300,000	100
2	Area 1 Agency on Aging	HUM	1	Rural	Operating Assistance	O				\$ 88,943	\$ 88,943	\$ 177,885	\$ 477,885	98
3	Tuolumne County Transit Agency	TUL	10	Rural	Operating Assistance	O				\$ 132,363	\$ 132,363	\$ 264,726	\$ 742,611	96
4	Lake Transit Authority	LAK	1	Small Urban	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 1,117,611	95
5	Lake Links Inc.	LAK	1	Rural	Operating Assistance	O				\$ 49,753	\$ 49,753	\$ 99,505	\$ 1,217,116	93
6	Coastal Seniors, Inc.	MEN	1	Rural	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 1,592,116	92
7	Marin County Transit District	MAR	4	Rural	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 1,967,116	90
8	Common Ground Senior Services	CAL	10	Rural	Operating Assistance	O				\$ 131,500	\$ 131,500	\$ 263,000	\$ 2,230,116	90
9	Community Partners In Caring	SBEN	5	Small Urban	Operating Assistance	O				\$ 178,180	\$ 178,180	\$ 356,359	\$ 2,586,475	90
10	Faith in Action	SOL	4	Small Urban	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 2,961,475	88
11	Consolidated Tribal Health Project, Inc.	MEN	1	Rural	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 3,336,475	88
12	Tehama County Transit Agency	TEH	2	Rural	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 3,711,475	87
13	The Arc of Amador and Calaveras	AMA	10	Small Urban	Operating Assistance	O				\$ 159,500	\$ 159,500	\$ 319,000	\$ 4,030,475	86
14	Town of Truckee	NEV	3	Rural	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 4,405,475	85
15	ARC Imperial Valley	IMP	11	Small Urban	Operating Assistance	O				\$ 85,276	\$ 85,276	\$ 170,551	\$ 4,576,026	85
16	Community Bridges/Lifeline	SCZ	5	Small Urban	Operating Assistance	O				\$ 120,000	\$ 120,000	\$ 240,000	\$ 4,816,026	85
17	NCI Affiliates	SLO	5	Small Urban	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 5,191,026	85
18	Outreach & Escort Inc.	SCL	4	Small Urban	Operating Assistance	O				\$ 62,500	\$ 62,500	\$ 125,000	\$ 5,316,026	83
19	Dignity Health Connected Living	SHA	2	Small Urban	Operating Assistance	O				\$ 87,500	\$ 87,500	\$ 175,000	\$ 5,491,026	80
20	Morongo Basin Transit Authority	SBO	8	Rural	Operating Assistance	O				\$ 114,526	\$ 114,526	\$ 229,051	\$ 5,720,077	80
21	Wilshire Community Services	SLO	5	Small Urban	Operating Assistance	O				\$ 187,500	\$ 187,500	\$ 375,000	\$ 6,095,077	80
22	City of Rio Vista	SOL	4	Rural	Operating Assistance	O				\$ 150,000	\$ 150,000	\$ 300,000	\$ 6,395,077	78
100% LINE														
Contingency List if Additional Funding Becomes Available														
1	Kings County Area Public Transit Agency	KING	6	Rural	Operating Assistance	O				\$ 25,657	\$ 25,657	\$ 51,314	\$ 51,314	73
2	Humboldt Medi-Trans	HUM	1	Small Urban	Mobility Management	MM				\$ 240,000	\$ 60,000	\$300,000	\$ 351,314	72
3	Mountain Area Regional Transit Authority	SBO	8	Rural	Operating Assistance	O				\$ 135,800	\$ 135,800	\$271,600	\$ 622,914	53

(1) R = Replacement Vehicle
SE = Service Expansion Vehicle
OE = Operating Equipment
O = Operating Assistance

MM = Mobility Management

#	Agency	Caltrans District	Large UZA Region	PA/NP (1)	Project Description Vehicles/Equipment (2)	Q	FTA Match	FTA 5310 Share	Total Project \$	Score
1	Choice in Aging	4	Antioch	NP	One R Small Bus	1	\$ 16,800	\$ 67,200	\$ 84,000	73
2	Contra Costa ARC	4	Antioch	NP	One R Standard Van A	1	\$ 12,000	\$ 48,000	\$ 60,000	74
3	Eastern Contra Costa Transit Agency	4	Antioch	PA	Operating Assistance		\$ 40,199	\$ 40,199	\$ 80,397	78
4	Mobility Matters	4	Antioch	NP	Operating Assistance		\$ 62,500	\$ 62,500	\$ 125,000	85
5	Mobility Matters	4	Antioch	NP	Mobility Management		\$ 27,684	\$ 110,737	\$ 138,421	85
6	ARC of Bakersfield	6	Bakersfield	NP	Three (R) Standard Vans A	3	\$ 36,000	\$ 144,000	\$ 180,000	91
7	Delano Association for the Developmentally Disabled, Inc.	6	Bakersfield	NP	Two (R) Larger Buses	2	\$ 46,000	\$ 184,000	\$ 230,000	72
8	New Advances for People with Disabilities	6	Bakersfield	NP	Three (R) Standard Vans B	3	\$ 38,520	\$ 154,080	\$ 192,600	68
9	Valley Achievement Center	6	Bakersfield	NP	One (SE) Medium Bus	1	\$ 18,000	\$ 72,000	\$ 90,000	75
10	Valley Achievement Center	6	Bakersfield	NP	One (SE) Standard Van A	1	\$ 12,000	\$ 48,000	\$ 60,000	73
11	City of Lafayette: Lamorinda Spirit Van	4	Concord	PA	Operating Assistance		\$ 124,660	\$ 124,660	\$ 249,320	94
12	City of Lafayette: Lamorinda Spirit Van	4	Concord	PA	One R Minivan	1	\$ 11,200	\$ 44,800	\$ 56,000	72
13	Contra Costa ARC	4	Concord	NP	One R Small Bus	1	\$ 16,800	\$ 67,200	\$ 84,000	74
14	Contra Costa ARC	4	Concord	NP	Two Standard Vans A	2	\$ 24,000	\$ 96,000	\$ 120,000	74
15	Lighthouse for the Blind and Visually Impaired	4	Concord	NP	Mobility Management		\$ 42,401	\$ 169,603	\$ 212,004	89
16	Mobility Matters	4	Concord	NP	Mobility Management		\$ 38,663	\$ 154,654	\$ 193,317	85
17	Mobility Matters	4	Concord	NP	Operating Assistance		\$ 85,000	\$ 85,000	\$ 170,000	86
18	Angel View, Inc.	8	Indio Cathedral	NP	One SE Medium Bus	1	\$ 18,000	\$ 72,000	\$ 90,000	84
19	Angel View, Inc.	8	Indio Cathedral	NP	Operating Assistance		\$ 100,000	\$ 100,000	\$ 200,000	90
20	Desert ARC	8	Indio Cathedral	NP	Four R Large Buses	4	\$ 74,400	\$ 297,600	\$ 372,000	85
21	Desert Access and Mobility Inc.	8	Indio Cathedral	NP	Operating Assistance		\$ 30,683	\$ 30,683	\$ 61,366	75
22	Independent Living Partnership	8	Indio Cathedral	NP	Operating Assistance		\$ 69,650	\$ 69,650	\$ 139,300	91
23	Catholic Charities of the Diocese of Stockton	10	Modesto	NP	Operating Assistance		\$ 130,254	\$ 130,254	\$ 260,508	80
24	MOVE Stanislaus Transportation	10	Modesto	NP	Mobility Management		\$ 58,800	\$ 235,199	\$ 293,999	100
25	MOVE Stanislaus Transportation	10	Modesto	NP	One SE Standard Van B	1	\$ 12,840	\$ 51,360	\$ 64,200	100
26	Care-A-Van Transit Systems, Inc.	8	Murrieta-Temecula	NP	Mobility Management		\$ 150,886	\$ 150,886	\$ 301,772	90
27	Care-A-Van Transit Systems, Inc.	8	Murrieta-Temecula	NP	One SE Standard Van A	1	\$ 12,000	\$ 48,000	\$ 60,000	84
28	Care-A-Van Transit Systems, Inc.	8	Murrieta-Temecula	NP	One R Minivan	1	\$ 11,200	\$ 44,800	\$ 56,000	77
29	Care-A-Van Transit Systems, Inc.	8	Murrieta-Temecula	NP	One SE Minivan	1	\$ 11,200	\$ 44,800	\$ 56,000	77
30	Riverside Transit Authority	8	Murrieta-Temecula	PA	Mobility Management		\$ 35,747	\$ 142,990	\$ 178,737	89
31	Valley Resource Center	8	Murrieta-Temecula	NP	One SE Standard Van B	1	\$ 12,840	\$ 51,360	\$ 64,200	75
32	CityWay Community Development Corporation	8	Riverside-San Bernardino	NP	Operating Assistance		\$ 144,915	\$ 144,915	\$ 289,830.00	79
33	Friends of Moreno Valley	8	Riverside-San Bernardino	NP	One R Medium Bus	1	\$ 18,000	\$ 72,000	\$ 90,000.00	73
34	Independent Living Partnership	8	Riverside-San Bernardino	NP	Operating Assistance		\$ 241,967	\$ 241,967	\$ 483,933.00	91
35	Omnitrans	8	Riverside-San Bernardino	PA	Mobility Management		\$ 62,682	\$ 250,727	\$ 313,409.00	64
36	OPARC	8	Riverside-San Bernardino	NP	Three R Small Buses	3	\$ 50,400	\$ 201,600	\$ 252,000	82
37	OPARC	8	Riverside-San Bernardino	NP	Two R Standard Vans B	2	\$ 25,680	\$ 102,720	\$ 128,400	82
38	OPARC	8	Riverside-San Bernardino	NP	Two R Standard Vans A	2	\$ 24,000	\$ 96,000	\$ 120,000	82
39	Peppermint Ridge	8	Riverside-San Bernardino	NP	Operating Assistance		\$ 92,384	\$ 92,384	\$ 184,767	64
40	Riverside Transit Agency	8	Riverside-San Bernardino	PA	Mobility Management		\$ 101,693	\$ 406,770	\$ 508,463	89
41	Valley Resource Center	8	Riverside-San Bernardino	NP	Five SE Standard Vans B	5	\$ 64,200	\$ 256,800	\$ 321,000	77

(1) PA = Public Agency NP = Non-Profit

(2) R = Replacement SE = Service Expansion

FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities 2021 Program of Projects - Large Urbanized Areas (LUZAs) - May 5, 2022

#	Agency	Caltrans District	Large UZA Region	PA/NP (1)	Project Description Vehicles/Equipment (2)	Q	FTA Match	FTA 5310 Share	Total Project \$	Score
42	Asian Community Center of Sacramento Valley, Inc.	3	Sacramento	NP	Computers/Monitors (7)	7	\$ 1,559	\$ 6,236	\$ 7,795	90
43	Asian Community Center of Sacramento Valley, Inc.	3	Sacramento	NP	Operating Assistance		\$ 476,521	\$ 476,521	\$ 953,041	80
44	Dignity Community Care	3	Sacramento	NP	2 SE Small Buses	2	\$ 33,600	\$ 134,400	\$ 168,000	70
45	El Dorado County Transit Authority	3	Sacramento	PA	Scheduling Software		\$ 24,000	\$ 96,000	\$ 120,000	80
46	Nevada-Sierra Connecting Point Public Authority	3	Sacramento	PA	Mobility Management		\$ 111,202	\$ 444,808	\$ 556,010	76
47	Paratransit, Inc.	3	Sacramento	NP	Mobility Management		\$ 60,000	\$ 240,000	\$ 300,000	74
48	Shores of Hope	3	Sacramento	NP	Operating Assistance		\$ 156,479	\$ 156,479	\$ 312,958	84
49	United Cerebral Palsy Association of Greater Sacramento, Inc.	3	Sacramento	NP	Five R Large Buses	5	\$ 93,000	\$ 372,000	\$ 465,000	89
50	United Cerebral Palsy Association of Greater Sacramento, Inc.	3	Sacramento	NP	One R Small Bus	1	\$ 16,800	\$ 67,200	\$ 84,000	89
51	United Cerebral Palsy Association of Greater Sacramento, Inc.	3	Sacramento	NP	Video Monitoring System	1	\$ 7,989	\$ 31,955	\$ 39,944	89
52	Casa Allegra Community Services	4	San Francisco-Oakland	NP	One R Minivan	1	\$ 11,200	\$ 44,800	\$ 56,000	83
53	Center for Elders' Independence	4	San Francisco-Oakland	NP	Four R Medium Buses	4	\$ 72,000	\$ 288,000	\$ 360,000	81
54	Eden I&R	4	San Francisco-Oakland	NP	Operating Assistance		\$ 112,500	\$ 112,500	\$ 225,000	91
55	Family Bridges	4	San Francisco-Oakland	NP	One R Standard Van A	1	\$ 12,000	\$ 48,000	\$ 60,000	84
56	Family Bridges	4	San Francisco-Oakland	NP	One R Standard Van B	1	\$ 12,840	\$ 51,360	\$ 64,200	84
57	Family Bridges	4	San Francisco-Oakland	NP	One R Minivan	1	\$ 11,200	\$ 44,800	\$ 56,000	84
58	Friends of Children with Special Needs	4	San Francisco-Oakland	NP	One SE Standard Van A	1	\$ 12,000	\$ 48,000	\$ 60,000	83
59	Friends of Children with Special Needs	4	San Francisco-Oakland	NP	Operating Assistance		\$ 137,500	\$ 137,500	\$ 275,000	95
60	Institute on Aging	4	San Francisco-Oakland	NP	Operating Assistance		\$ 50,194	\$ 50,194	\$ 100,387	89
61	Life Elder Care	4	San Francisco-Oakland	NP	Operating Assistance		\$ 145,000	\$ 145,000	\$ 290,000	96
62	Life Steps Foundation	4	San Francisco-Oakland	NP	One R Small Bus	1	\$ 16,800	\$ 67,200	\$ 84,000	93
63	Life Steps Foundation	4	San Francisco-Oakland	NP	Three R Standard Vans B	3	\$ 38,520	\$ 154,080	\$ 192,600	93
64	Lighthouse for the Blind and Visually Impaired	4	San Francisco-Oakland	NP	Mapping Software	1	\$ 19,290	\$ 77,159	\$ 96,449	90
65	Lighthouse for the Blind and Visually Impaired	4	San Francisco-Oakland	NP	Mobility Management		\$ 54,329	\$ 217,318	\$ 271,647	90
66	Marin County Transit District	4	San Francisco-Oakland	PA	Mobility Management		\$ 35,500	\$ 142,000	\$ 177,500	90
67	Marin County Transit District	4	San Francisco-Oakland	PA	Operating Assistance		\$ 56,250	\$ 56,250	\$ 112,500	90
68	On Lok Senior Health Services	4	San Francisco-Oakland	NP	Nine R Small Buses	9	\$ 151,200	\$ 604,800	\$ 756,000	83
69	On Lok Senior Health Services	4	San Francisco-Oakland	NP	Three R Standard Vans B	3	\$ 38,520	\$ 154,080	\$ 192,600	83
70	Peninsula Family Service	4	San Francisco-Oakland	NP	Operating Assistance		\$ 37,000	\$ 37,000	\$ 74,000	84
71	Peninsula Jewish Community Center	4	San Francisco-Oakland	NP	Operating Assistance		\$ 87,500	\$ 87,500	\$ 175,000	90
72	San Francisco Municipal Transportation Authority	4	San Francisco-Oakland	PA	Mobility Management		\$ 24,800	\$ 99,200	\$ 124,000	84
73	Satellite Affordable Housing Associates (SAHA)	4	San Francisco-Oakland	NP	Operating Assistance		\$ 55,174	\$ 55,174	\$ 110,348	97
74	The Center for Independent Living	4	San Francisco-Oakland	NP	Mobility Management		\$ 58,132	\$ 232,527	\$ 290,659	93

#	Agency	Caltrans District	Large UZA Region	PA/NP (1)	Project Description Vehicles/Equipment (2)	Q	FTA Match	FTA 5310 Share	Total Project \$	Score
75	Vivalon, Inc.	4	San Francisco-Oakland	NP	Operating Assistance		\$ 137,500	\$ 137,500	\$ 275,000	95
76	Vivalon, Inc.	4	San Francisco-Oakland	NP	13 R Standard Vans A	13	\$ 156,000	\$ 624,000	\$ 780,000	82
77	Vivalon, Inc.	4	San Francisco-Oakland	NP	Radios (65)	65	\$ 11,162	\$ 44,647	\$ 55,809	82
78	Vivalon, Inc.	4	San Francisco-Oakland	NP	Tablets (5)	5	\$ 981	\$ 3,926	\$ 4,907	82
79	Vivalon, Inc.	4	San Francisco-Oakland	NP	Cameras (16)	16	\$ 4,228	\$ 16,911	\$ 21,139	82
80	Avenidas	4	San Jose	NP	2 SE Minivans	2	\$ 22,400	\$ 89,600	\$ 112,000	68
81	Avenidas	4	San Jose	NP	Wheelchair Restraints		\$ 122	\$ 488	\$ 610	68
82	Avenidas	4	San Jose	NP	Operating Assistance		\$ 157,416	\$ 157,416	\$ 314,831	90
83	Friends of Children with Special Needs	4	San Jose	NP	Two SE Standard Vans A	2	\$ 24,000	\$ 96,000	\$ 120,000	75
84	Friends of Children with Special Needs	4	San Jose	NP	Laptops (2)	2	\$ 419	\$ 1,674	\$ 2,093	68
85	Friends of Children with Special Needs	4	San Jose	NP	Cameras (4)	4	\$ 106	\$ 423	\$ 529	68
86	Friends of Children with Special Needs	4	San Jose	NP	Software (8)	8	\$ 1,929	\$ 7,716	\$ 9,646	68
87	Friends of Children with Special Needs	4	San Jose	NP	Operating Assistance		\$ 169,916	\$ 169,916	\$ 339,832	95
88	Lighthouse for the Blind and Visually Impaired	4	San Jose	NP	Mapping Software	1	\$ 10,000	\$ 40,000	\$ 50,000	90
89	On Lok	4	San Jose	NP	One R Small Bus	1	\$ 16,800	\$ 67,200	\$ 84,000	83
90	Outreach and Escort	4	San Jose	NP	Mobility Management		\$ 196,335	\$ 785,342	\$ 981,677	78
91	West Valley Community Services	4	San Jose	NP	Operating Assistance		\$ 167,416	\$ 167,416	\$ 334,832	94

#	Agency	Caltrans District	Large UZA Region	PA/NP (1)	Project Description Vehicles/Equipment (2)	Q	FTA Match	FTA 5310 Share	Total Project \$	Score
92	Catholic Charities of Santa Rosa	4	Santa Rosa	NP	Operating Assistance		\$ 88,009	\$ 88,009	\$ 176,017	96
93	City of Santa Rosa	4	Santa Rosa	PA	Three R Medium Buses	3	\$ 42,415	\$ 169,662	\$ 212,077	84
94	LifeLong Medical Care	4	Santa Rosa	PA	Two SE Large Buses	2	\$ 37,200	\$ 148,800	\$ 186,000	91
95	Catholic Charities of the Dioecies of Stockton	10	Stockton	NP	Mobility Management		\$ 73,280	\$ 293,122	\$ 366,402	80
96	Lodi Memorial Hospital Adult Day Services	10	Stockton	NP	Operating Assistance		\$ 133,237	\$ 133,237	\$ 266,474	100
97	Foothill AIDS Project	8	Victorville-Hesperia	NP	Operating Assistance		\$ 40,000	\$ 40,000	\$ 80,000	70
98	Victor Valley Community Services Council	8	Victorville-Hesperia	NP	Mobility Management		\$ 25,870	\$ 103,482	\$ 129,352	96
99	Victor Valley Transit Authority	8	Victorville-Hesperia	PA	Three R Large Buses (CNG)	3	\$ 57,572	\$ 230,286	\$ 287,858	86
100	City of Visalia	6	Visalia	PA	Mobility Management		\$ 12,581	\$ 50,326	\$ 62,907	81
101	City of Visalia	6	Visalia	PA	Mobility Management		\$ 35,342	\$ 141,367	\$ 176,709	81
102	Porterville Shelter Workshop	6	Visalia	NP	One R Larger Buse	1	\$ 23,000	\$ 92,000	\$ 115,000	85

AGENDA ITEM 6G

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Ariel Alcon Tapia, Senior Management Analyst
THROUGH:	David Knudsen, External Affairs Director
SUBJECT:	Quarterly Public Engagement Metrics Report, April – June 2022

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Receive and file Quarterly Public Engagement Metrics Report for April – June 2022; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

The Commission's digital communication efforts continue to expand, allowing residents and other stakeholders to learn about transportation projects, programs, and initiatives affecting Riverside County. The External Affairs staff monitors and measures these efforts to understand how audiences respond to information that is presented. This Quarterly Public Engagement Metrics Report is a data-driven approach to monitoring progress toward public outreach goals, analyzing the effectiveness of these efforts, and providing transparency into how the Commission uses resources to engage with the public. This report covers the second quarter of 2022, from April to June.

This report summarizes public engagement activities and includes a summary graphic. The metrics show significantly increased engagement across platforms and overall positive sentiment. During this quarter, digital advertising increased compared to the previous quarter, which affected engagement, reach, and sentiment. Paid advertisement was focused on advocacy efforts relating to proposed state legislation (AB 2438 and AB 2237), mobility solutions, IE Commuter, and Metrolink marketing.

This quarter's report includes five sets of data:

- 1) Metrics for RCTC's overall public engagement activities including overall public sentiment on social media; social media followers, engagement, and reach; email notifications; website use and access; and website top pages visited.
- 2) Metrics for the Route 60 Truck Lanes Project including email activity, website sessions, and social media. This will be the last metrics report for the Route 60 Truck Lanes Project.

- 3) Metrics for the Interstate 15 Railroad Canyon Interchange Project including email activity, website sessions, text messages, and social media. This will be the last metrics report for the I-15 Railroad Canyon Interchange Project.
- 4) Metrics for the I-215 Placentia Avenue Interchange Project including email activity, website sessions, and social media.
- 5) Metrics for RCTC's 15/91 Express Lanes Connector Project including email activity, text messages, website sessions, and social media.

RCTC Overall Public Engagement

1) Social Media

- a. Overall, public sentiment was positive. There were highs and lows throughout the month related to the opening of the I-15 Railroad Canyon Interchange and the Route 60 Truck Lanes, ridesharing promotions, Route 60 wildlife crossings, and proposed state assembly bills related to transportation funding.
- b. **Facebook:** Followers continue to increase steadily. This quarter, followers grew by 24%, from 10,110 to 12,544. The page had 125,814 forms of engagement, such as likes, comments, and shares, an 883% increase from last quarter's 12,796 forms of engagement. The page reached 1,521,409 unique users for the quarter, an increase of 17% from last quarter's 1,298,810. Several paid reach and engagement campaigns likely led to these large increases combined with high quality posts.
- c. **Twitter:** The page showed a 4% increase in followers, from 1,408 to 1,469. Engagement increased 223%, from 1,912 to 6,176. Impressions increased by 274%, from 69,810 to 260,770.
- d. **Instagram:** Followers grew significantly by 95%, from 1,273 to 2,480. Engagement increased 68%, from 2,200 forms of engagement to 3,702. This quarter's reach was 747,547 unique users, an 8% increase from last quarter's 694,742.

- 2) **The Point E-Newsletter:** RCTC continues to produce content for its online blog, **The Point**, and distributes the publication via email to subscribers. This quarter, **The Point** was reformatted with a modern look and sharper visuals. Subscribers increased 31%, from 4,602 to 6,021. Approximately 38% of the e-newsletter subscribers opened **The Point**, a 1% decrease from the previous quarter, and 6% clicked on links to learn more. Although the open rate decreased slightly, more total subscribers read the newsletter.

3) Website

- a. There were 62,660 website visits this quarter, a 26% increase from last quarter's 49,599 visits. There also were 46,082 unique users, an increase of 30% compared to the previous quarter's 35,428 unique users.
- b. Most visitors (45.9%) reached the website via social media this past quarter. Visitors who accessed the website directly (keying in rctc.org) totaled 19.2%. This reflects a change from past behavior, in which most visitors accessed the website directly. Users who reached the website through a search engine dropped slightly to 28.7%. Others reached the website via other website referrals (3.6%) and email

links (2.6%). The number of users who accessed the website via **The Point** newsletter also increased.

- c. Website access by device changed slightly. Visits were 26% via desktop and 74% via mobile device this quarter, compared to 30% via desktop and 70% via mobile last quarter.
- d. The homepage continues to be the most frequently visited page, followed by the 15/91 Express Lanes Connector Project page, Route 60 Truck Lanes page, and the Meetings and Agendas page. Note that the 15/91 Express Lanes Connector experienced a significant weekend closure in June, and the Route 60 Truck Lanes opened in May.

Route 60 Truck Lanes Public Engagement

- 1) **Emails:** Total email sign-ups grew to 395 since the start of the project. This is a 4% increase over the 379 sign-ups received through the end of last quarter. There also have been a total of 252 email inquiries, a 2.9% increase over the 245 inquiries through the end of last quarter.
- 2) **Webpage:** Total webpage visits grew to 27,725, a 7% increase from the 25,898 visits through the end of March 2022.
- 3) **Social Media:** The project's Facebook, Twitter, and Instagram accounts all showed slight increases. The Facebook page grew by 51 from 1,109 to 1,160 likes, a 4.6% increase. Twitter followers increased from 129 to 136, an increase of 5.4%. Instagram followers grew 17% from 421 to 493.

I-15 Railroad Canyon Road Interchange Public Engagement

- 1) **Emails and Texts:** Total email sign-ups since the project began increased by 5 for a total of 312, an increase of 1.6%. A total of 598 have people registered to receive texts since project inception, a decrease of 7 or 1.2% from the 605 recorded at the end of last quarter. There were 9 email inquiries for a total of 56 since the project started.
- 2) **Webpage:** Webpage visits since project inception grew to 16,521, a 12.2% climb from the 15,401 visits through the end of last quarter.
- 3) **Social Media:** The project is in the closeout phase and the mixed metrics can be attributed less activity. The Facebook page shrunk from 1,267 likes 1,207 to likes last quarter, a 4.7% decrease due to decrease in activity. Twitter followers increased from 51 to 56 followers, a 9.8% increase. Instagram followers increased 3% from 616 to 635.

I-215 Placentia Avenue Interchange Public Engagement

- 1) **Emails:** Total email sign-ups since the start of the project grew to 1,484. This is a 16.6% increase over the 1,273 sign-ups received through the end of last quarter and may related due to increased attention on the full Mid County Project. There also have been a total 41 email inquiries, an increase of 20.6% over the 34 inquiries through the end of last quarter.

- 2) **Webpage:** Visits to the project webpage grew to 4,998, a 12.4% increase from the 4,446 visits through the end of last quarter.
- 3) **Social Media:** This project does not have designated social media accounts. RCTC's social media accounts, @theRCTC, are being used for this project. Total social media post engagements totaled 4,270 for this quarter, a 21.5% increase from the 3,514 engagements through the end of the previous quarter.

15/91 Express Lanes Connector Public Engagement

- 1) **Emails:** Email sign-ups during the last quarter totaled 2,767, an increase of 9%. The project team received 19 email inquiries to date.
- 2) **Texts:** A total of 266 people have registered to receive texts, a 15.7% increase over the 230 sign-ups through the end of last quarter.
- 3) **Webpage:** Visits to the project webpage grew 25.7% during the quarter, from 17,526 visits last quarter to 22,038 visits this quarter.
- 1) **Social Media:** Facebook page likes increased to 3,221 compared to 3,006 last quarter, a 7% increase. Twitter grew by 5.6% from 340 to 359 followers. Instagram followers increased 5.8% from 761 to 805 followers.

FISCAL IMPACT:

This is an informational item. There is no fiscal impact.

Attachments:

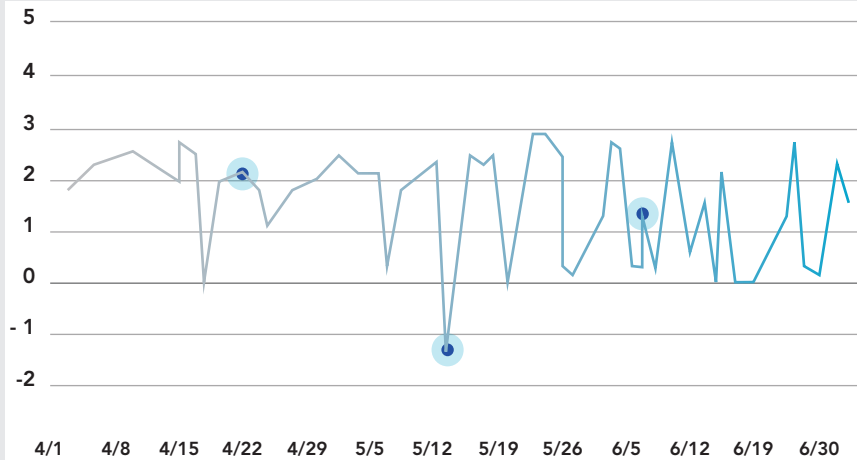
- 1) RCTC Overall Public Engagement Metrics
- 2) Route 60 Truck Lanes Construction Public Engagement Metrics
- 3) I-15 Railroad Canyon Interchange Construction Public Engagement Metrics
- 4) I-215 Placentia Interchange Construction Public Engagement Metrics
- 5) 15/91 Express Lanes Connector Construction Public Engagement Metrics



Public Engagement Metrics: Q2

ATTACHMENT 1
April - June 2022

Overall Social Media Sentiment



4/20 (+) Positive sentiment and engagement due to posts regarding IE Commuter, 60 Wildlife Crossings, and I-15 Railroad Canyon opening and ribbon-cutting
5/14 (-) Negative Facebook comment relating to Mid-County Parkway project
6/6 (+) (-) Mixed sentiment due to posts related to proposed transportation funding assembly bill

Eblasts



Subscribers
6,021

Average
Open
38%

Average
Click
6%

Web

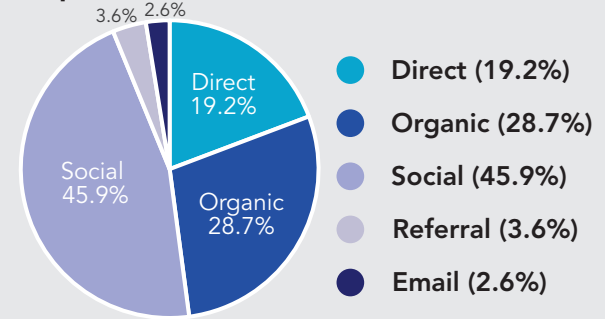
62,660
Number of
Sessions

+26%

46,082
Number of
Unique Users

+30%

Top Channels



Differences

Social media referrals increased significantly, while direct and organic decreased

Social Media



Facebook

Followers
12,544

+24%

Engagement*
125,814

+883%

Reach
1,521,409

+17%



Twitter

Followers
1,469

+4%

Engagement*
6,176

+223%

Impressions
260,779

+274%



Instagram

Followers
2,480

+95%

Engagement
3,702

+68%

Reach
747,547

+8%

Top Pages Visited

Homepage is the most visited page

- 15/91 Express Lanes Connector Project
- Route 60 Truck Lanes
- Meetings and Agendas

Desktop vs Mobile Users



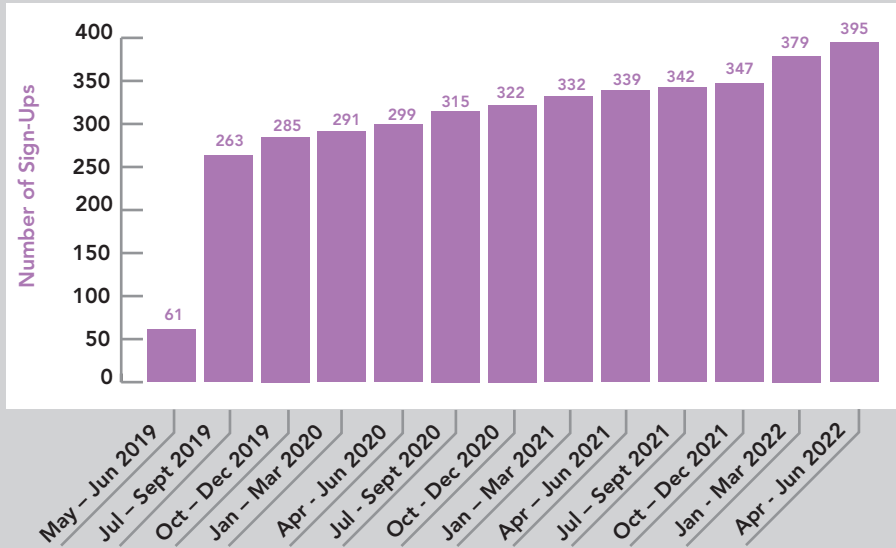
*Significant increase in engagement may be due to paid digital advertisements.



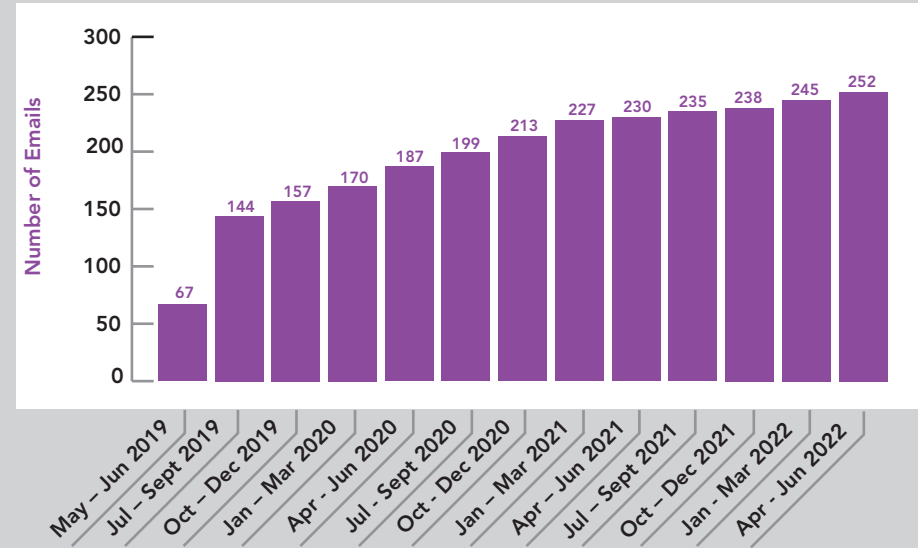
State Route 60 Truck Lanes Project Quarterly "At-a-Glance" Metrics Report

April - June 2022

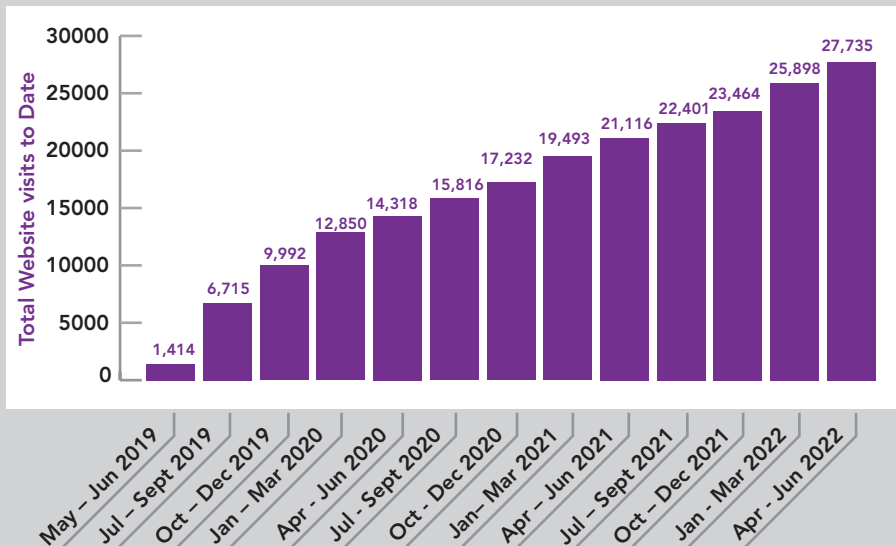
Email & Text Sign-Ups



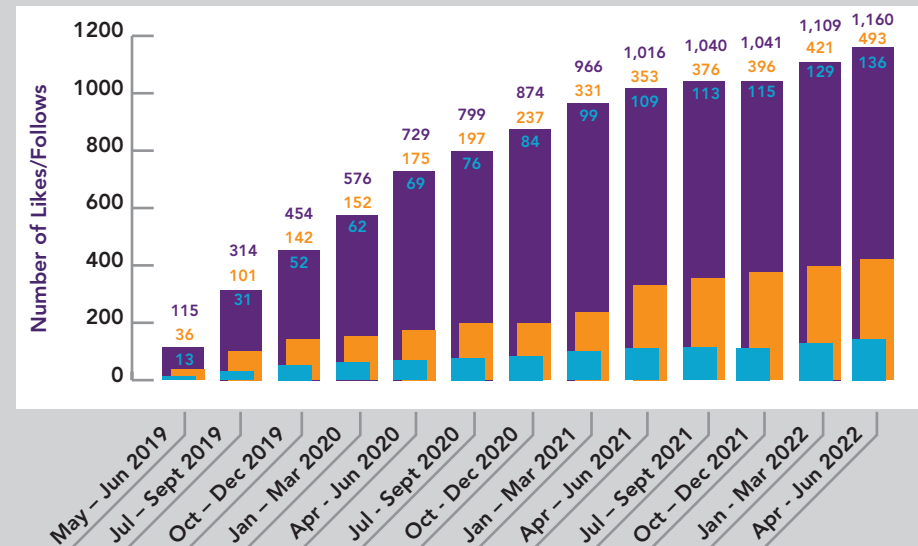
Emails to Project Team



Website Sessions



Social Media Likes/Follows

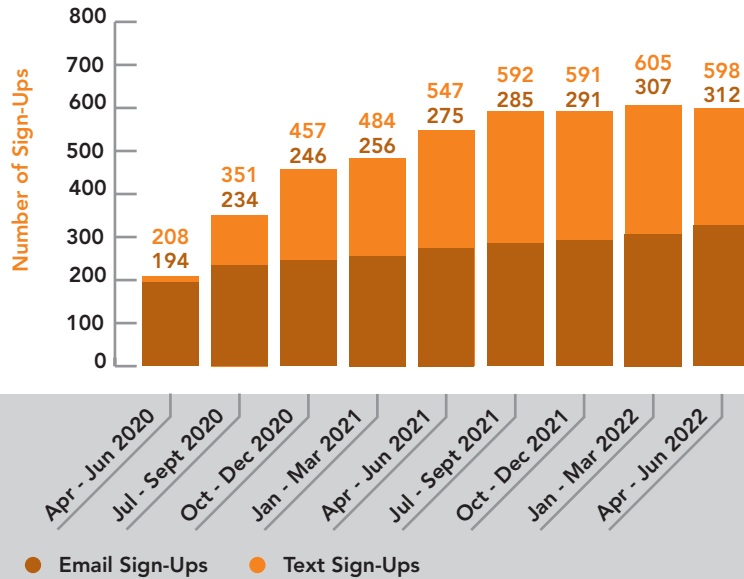


I-15 Railroad Canyon Road Interchange Project

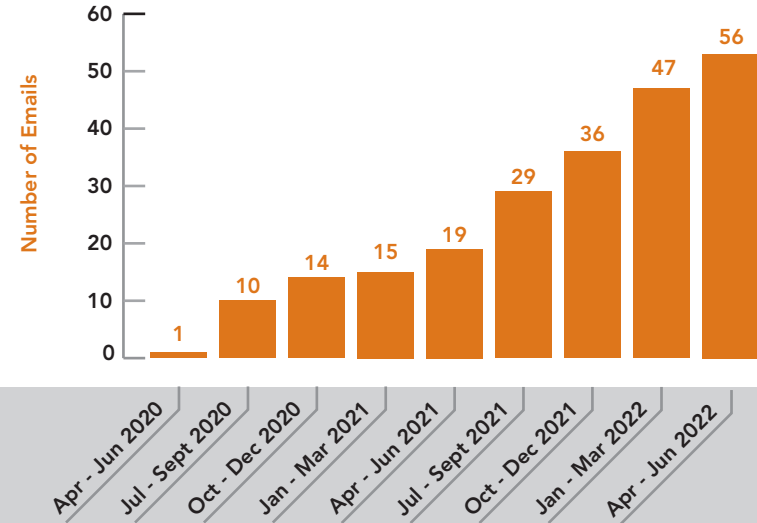
Quarterly "At-a-Glance" Metrics Report

April - June 2022

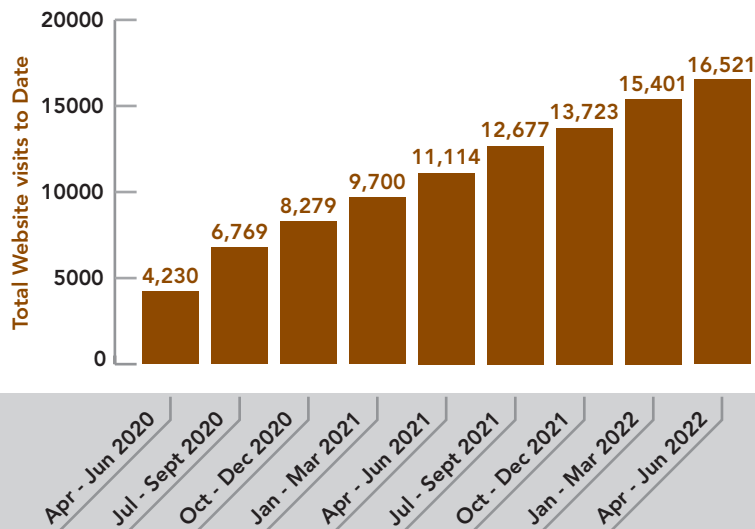
Email & Text Sign-Ups



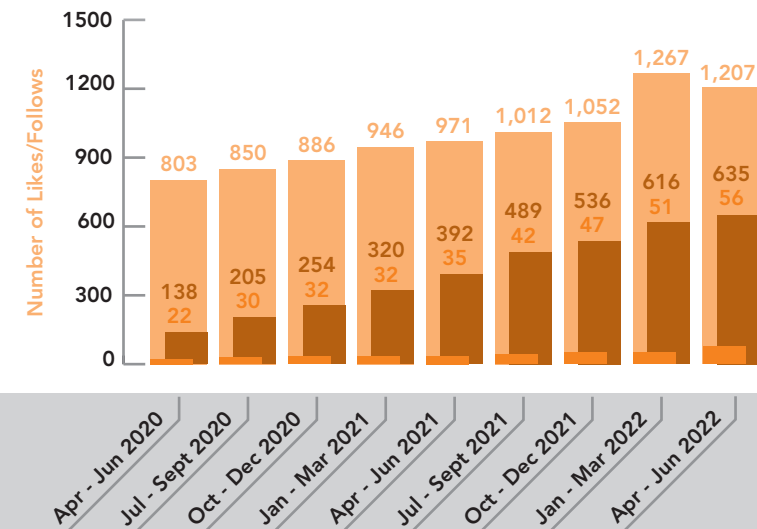
Emails to Project Team



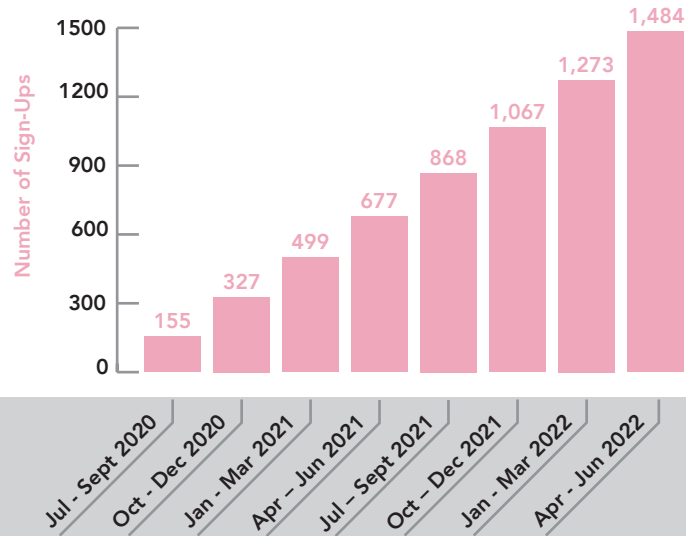
Website Sessions



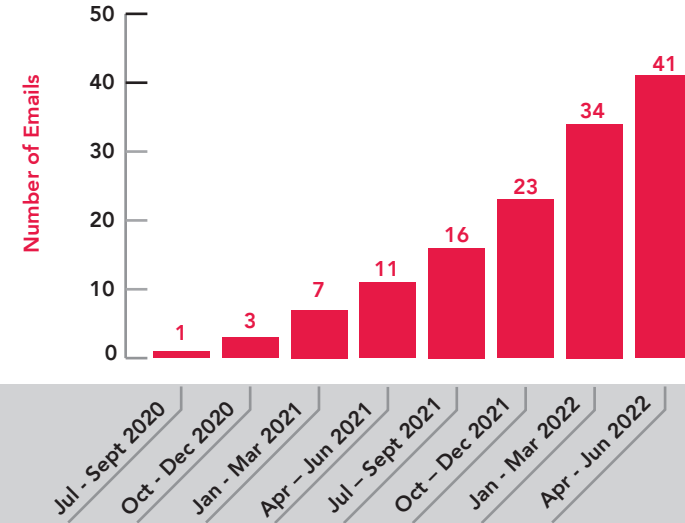
Social Media Likes/Follows



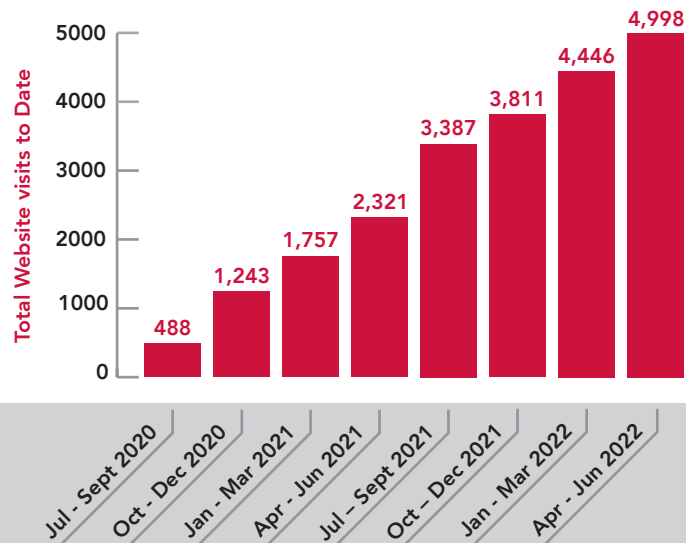
Email Sign-Ups



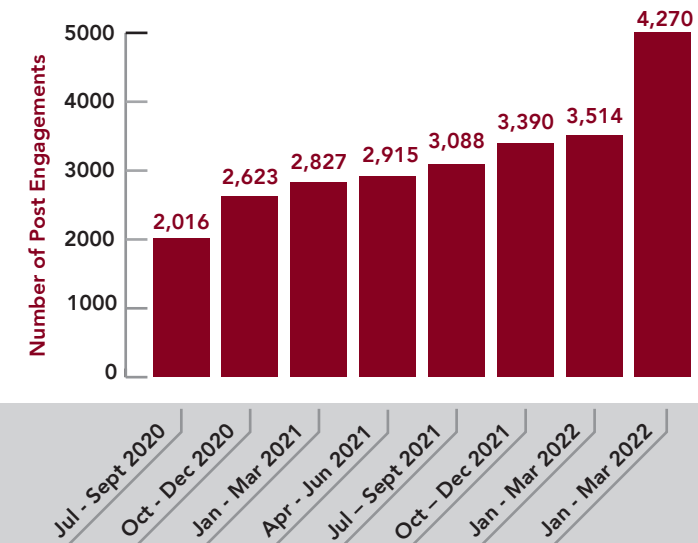
Emails to Project Team



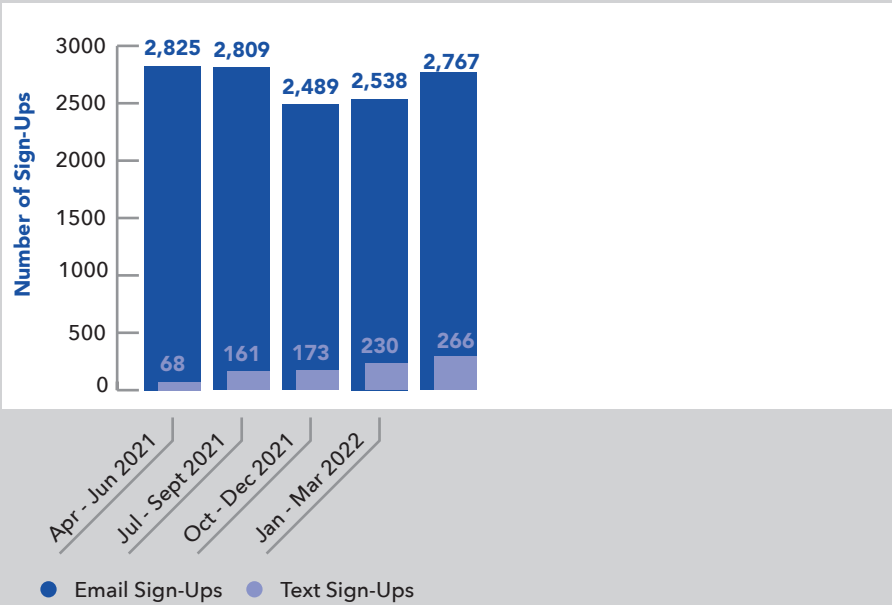
Website Sessions



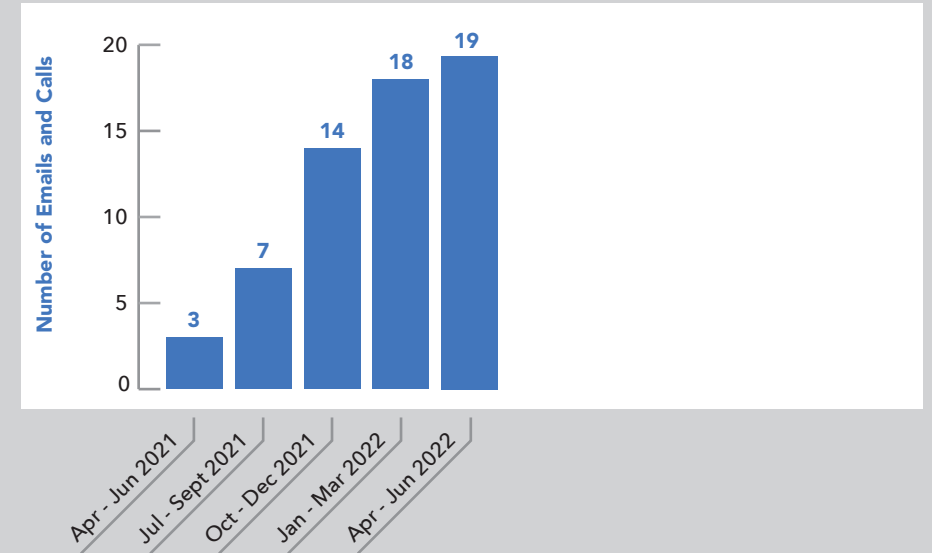
Social Media Post Engagements



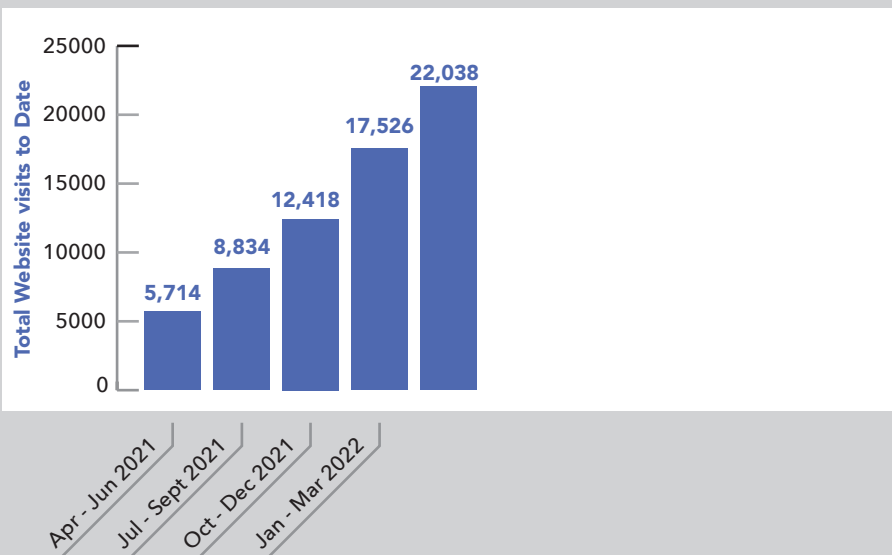
Email & Text Alert Sign-Ups



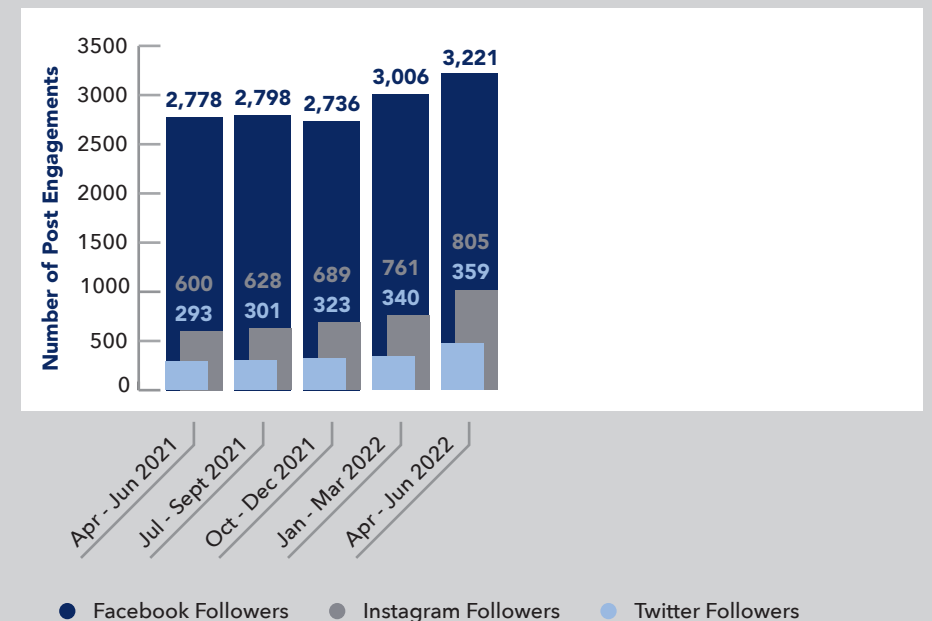
Emails to Project Team



Website Sessions



Social Media Followers



AGENDA ITEM 7

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Aaron Hake, Deputy Executive Director
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	2022 Americans with Disabilities Act Self-Evaluation and Transition Plan

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Direct staff to implement the *2022 ADA Self-Evaluation and Transition Plan*; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION AND DISCUSSION:

The Americans with Disabilities Act (ADA) had its beginnings under Section 504 of the Rehabilitation Act of 1973, which is federal law. On July 26, 1990, ADA was signed and established as a law by then-President George H.W. Bush. The ADA is a comprehensive civil rights law prohibiting discrimination on the basis of disability and protects the rights of individuals with disabilities in employment, access to state and local government services, places of public accommodation, transportation, and other important areas of American life. The purpose of ADA is “to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities” and “to provide clear, strong, and consistent, enforceable standards addressing discrimination against individuals with disabilities.”

The ADA consists of five titles:

1. Title I Employment
2. Title II Public Entities and Public Transportation
3. Title III Public Accommodations and Commercial Facilities
4. Title IV Telecommunications
5. Title V Miscellaneous Provisions

Section 504 of the Rehabilitation Act of 1973 and ADA Title II requires any public entity with 50 or more employees to develop an ADA Self-Evaluation and Transition Plan, regardless of receiving federal financial assistance.

ADA Title II § 35.105 Self-evaluation, requires that:

- (a) *A public entity shall, within one year of the effective date of this part, evaluate its current services, policies, and practices, and the effects thereof, that do not or may not meet the*

- requirements of this part and, to the extent modification of any such services, policies, and practices is required, the public entity shall proceed to make the necessary modifications.*
- (b) A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments.*
 - (c) A public entity that employs 50 or more persons shall, for at least three years following completion of the self-evaluation, maintain on file and make available for public inspection:*
 - (1) A list of the interested persons consulted;*
 - (2) A description of areas examined, and any problems identified; and*
 - (3) A description of any modifications made.*
 - (d) If a public entity has already complied with the self-evaluation requirement of a regulation implementing section 504 of the Rehabilitation Act of 1973, then the requirements of this section shall apply only to those policies and practices that were not included in the previous self-evaluation.*

Public entities, such as RCTC, are subject to Title II of the ADA. Title II of the ADA covers programs, activities, and services of public entities. It is divided into two subtitles; Subtitle A of Title II, is implemented by the Department of Justice's Title II regulation, and Subtitle B, covers public transportation, is implemented by the U.S. Department of Transportation's Title II regulation. The document is an assessment of RCTC's facilities to identify administrative, programmatic, and physical barriers that need to be rectified to meet the requirements of ADA Title II subtitles A and B.

For transportation-related ADA compliance on local public right of way, the Federal Highway Administration (FHWA) delegates oversight authority of ADA Title II to the California Department of Transportation (Caltrans). Furthermore, as subrecipients of United States Department of Transportation funding, public agencies are required to self-certify their compliance with this requirement in order to continue receiving federal funds. RCTC annually submits an ADA self-certification form to Caltrans.

In early 2021, after RCTC met the 50 or more-employee threshold, staff requested Bechtel, its program management consultant, to assemble a team of Licensed Architects, including California licensed, trained in Title II requirements to develop the ADA Self-Evaluation and Transition Plan. The ADA Self-Evaluation and Transition Plan is intended to identify any programmatic and physical barriers that may limit accessibility for persons with disabilities. The ADA self-evaluation included a review of RCTC's facilities, internal policies and procedures, contracting methods, training, and requirements for their consultants, contractors, and service providers.

ADA Self-Evaluation

In compliance with ADA Title II § 35.105 (a), the ADA self-evaluation commenced with the survey of 14 RCTC departments to assess the level of ADA requirement awareness and identification of any physical or programmatic barriers to persons with disabilities. The team also performed field inspections of 16 facilities owned, occupied, or operated by RCTC across Riverside County. These facilities included:

- Nine (9) Commuter Rail Stations
- Perris Valley Line rail corridor
- Offices and buildings supporting the 91 and 15 express lanes
- RCTC administrative offices on Lemon Street and 10th Street in downtown Riverside

The team conducted field measurements and assessments utilizing the following codes and standards to identify if any physical barriers to persons with disabilities existed:

- Department of Justice (DOJ) 2010 ADA Standards
- 1991 ADA Standards for Accessible Design (where applicable)
- Department of Transportation (DOT) 2004 Americans with Disabilities Act Accessibility Guidelines (ADAAG)
- Uniform Federal Accessibility Standards (UFAS)
- Public Right-of-Way Accessibility Guidelines (PROWAG) – Federal Highway Administration (FHWA) design guidelines for pedestrian facilities in public rights of way
- DIB-82-06 – project design per Caltrans Highway Design Manual
- Title 24 California Building Standards Code

Transition Plan

The ADA evaluations produced findings that identified compliance and deficiencies related to programmatic and physical barriers. The team combined the findings from the review of the programmatic and physical barriers and developed the Transition Plan which identifies the structural (physical) changes required to make RCTC's buildings and facilities accessible. In addition, the Transition Plan contains an Action Plan which identifies non-structural solutions to programmatic and physical barriers. The actions include recommendations for modifications to RCTC's policies, procedures, and training to ensure compliance with ADA requirements. The tables below provide a summary of the number of barriers identified during the self-evaluation.

RCTC Process / Procedures Evaluated	Number of Programmatic Barrier Identified
General Nondiscrimination	28
Effective communication	10
Website Accessibility	5
Administrative Requirements	3

Some of the programmatic barriers identified included staff not being aware of all the ADA requirements applicable to their area of responsibility. This can be addressed by focused training on ADA requirements and providing all staff with RCTC's existing policies and procedures that cover ADA requirements.

RCTC Facilities	Physical Barriers
West Corona	20
North Main Corona	17
La Sierra Station	12
Riverside Downtown Station	18
Pedley Station	14
Downtown Perris Station	6
Hunter Park	8
Moreno Valley / March Field	5
South Perris Station	4
RCTC Office – Lemon St.	14
RCTC Office – 10 th St.	9
Regional Operations Center	8
Customer Service Center	7
FAM Warehouse	16
TUB-1	5
TUB-2	5

Some examples of the physical barriers identified include, cracked and uneven (slope exceeds ADA requirements) concrete at the stations, missing ADA compliant signage in the offices, door closures needing to be adjusted as the closure speed is in excess of the standards, placement of furniture, materials, or equipment within the clear zone around an accessible door, placement of counter tops exceeding the ADA compliant standards.

Public Review of the ADA Self-Evaluation and Transition Plan

In compliance with ADA Title II § 35.105 (b), a public review and comment period was conducted. Listed below are organizations representing individuals with disabilities, that were notified by postal mail and email of the release of the self-evaluation and that were invited to participate by submitting comments. The public review and comment period was from April 18, 2022, through May 28, 2022.

Organization	Address	Email /Mailing Address
Commission on Disabilities, City of Riverside, CA.	3900 Main Street, 7th Floor Riverside, CA 92522	city_clerk@riversideca.gov
Community Access Center	6848 Magnolia Ave # 150 Riverside, CA 92506	execdir@ilcac.org
Californians for Disability Rights	1193 17th Street Los Osos, CA 93402	asseenbyme2020@gmail.com barnonhill@icloud.com
California Department of Rehabilitation: Riverside District Office	2010 Iowa Avenue Riverside, CA 92507	P.O. Box 944222 Sacramento, CA 94244-2220

Riverside County Office on Aging	3610 Central Avenue Riverside, CA 92506	Riverside County Office on Aging P.O. Box 2099 Riverside, California 92516
Developmental Disabilities Area Board 12: Information and Advocacy	13800 Heacock Street Moreno Valley, CA 92533	sanbernardino@scdd.ca.gov
Inland Regional Center: Developmentally Disabled Services	1365 S Waterman Avenue San Bernardino, CA 92408	P.O. Box 19037 San Bernardino, CA 92423
Mayor's Commission on Aging	3900 Main Street Riverside, CA 92522	tridley@riversideca.gov
Blindness Support Services Inc	3696 Beatty Dr # A, Riverside, CA 92506	info@blindnesssupport.com
Citizens and Specialized Transit Advisory Committee	4080 Lemon Street, 3 rd Floor Riverside, Ca 92501	specializedtransit@rctc.org
Riverside County Transportation Network Distribution List	Various	Various – over 500 on distribution list

In addition, RCTC promoted and solicited comments through social media and regional and local partners, including cities and transit operators. The document was posted on the RCTC website (RCTC.org) and a physical copy was available at the RCTC main office. A presentation was made to RCTC's Citizens and Specialized Transit Advisory Committee on April 11, 2022.

One comment was received from the Independent Living Partnership. The comment confirmed receipt of the notice and included a link to their news release on a study: "Transportation Bill of Rights Issued for Persons with Disabilities." RCTC received no other comments.

Lastly, in compliance with ADA Title II § 35.105 (c), the 2022 Self-Evaluation and Transition Plan has been updated to reflect the public review and comment period, and the report will be maintained on file for at least three years for public inspection on RCTC's website. In addition, a physical copy will be available at RCTC's office.

ADA Title II § 35.105 (d), noted as a requirement above, is not applicable as this document is the first self-evaluation conducted by the Commission.

Next Steps

Staff recommends the Commission direct staff to implement the 2022 ADA Self-Evaluation and Transition Plan. If directed to do so, staff will address the deficiencies found during the self-evaluation by following the recommendations. The Transition Plan and Action Plan lay out a schedule to implement the corrective actions as funding becomes available and with some of the

physical deficiencies addressed via RCTC's annual facilities maintenance plan recommendations were provided in the Transition Plan to address the physical barriers which also included estimated construction costs. The estimated total construction cost to address the physical barriers is approximately \$2 million dollars.

Fiscal Impact

This item is not anticipated to have a fiscal impact, but any specific improvements associated with the corrective actions that will have fiscal impact will be brought back to the Commission for approval.

Attachment: 2022 ADA Self-Evaluation and Transition Plan



Riverside County Transportation Commission ADA Self-Evaluation and Transition Plan

July, 2022

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6.5	La Sierra Station	34
6.6	Riverside Downtown Station	35
6.7	Pedley Station.....	36
6.8	Downtown Perris Station.....	37
6.9	Riverside Hunter Park Station.....	37
6.10	Moreno Valley/March Field Station	38
6.11	South Perris Station	39
6.12	Regional Operations Center (ROC)	40
6.13	Customer Service Center (CSC).....	40
6.14	Facility and Maintenance (FAM) Warehouse	41
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Attachments

Attachment 1	Departments and Programs
Attachment 2	General Nondiscrimination
Attachment 3	Effective Communication
Attachment 4	Website Accessibility
Attachment 5	Administrative Requirements
Attachment 6A	Evaluation of Physical Barriers - West Corona Station
Attachment 6B	Evaluation of Physical Barriers - North Main Corona Station
Attachment 6C	Evaluation of Physical Barriers - La Sierra Station
Attachment 6D	Evaluation of Physical Barriers - Riverside Downtown Station
Attachment 6E	Evaluation of Physical Barriers - Pedley Station
Attachment 6F	Evaluation of Physical Barriers - Downtown Perris Station
Attachment 6G	Evaluation of Physical Barriers - Hunter Park Station
Attachment 6H	Evaluation of Physical Barriers - Moreno Valley- March Field Station
Attachment 6I	Evaluation of Physical Barriers - South Perris Station
Attachment 6J	Evaluation of Physical Barriers - RCTC Office Building
Attachment 6K	Evaluation of Physical Barriers - RCTC Office Building, Tenth Street
Attachment 6L	Evaluation of Physical Barriers - ROC
Attachment 6M	Evaluation of Physical Barriers - CSC
Attachment 6N	Evaluation of Physical Barriers - FAM
Attachment 6O	Evaluation of Physical Barriers - TUB 1
Attachment 6P	Evaluation of Physical Barriers - TUB 2
Attachment 6X	ADA Checklists for Exterior Pedestrian Circulation Paths
Attachment 6Y	ADA Checklists for Building Elements
Attachment 7	Program Accessibility
Attachment 8	Transition Plan
Attachment 9	Action Plan

Appendices

Appendix A: 28 CFR §35 (https://www.ecfr.gov/current/title-28/chapter-I/part-35)
Appendix B: Requirements to Remember for ADA Compliance in Construction Projects
Appendix C1: Model Contract – Request for Qualification – Consultant Contracts
Appendix C2: Bid and Contract Documents – Construction Contracts
Appendix C3: Bid and Contract Documents - Federal Projects.
Appendix D: RCTC's Personnel Policies and Procedures Manual.
Appendix E1: RCTC's ADA Notice of Compliance

Appendix E2: RCTC's Grievance Procedure
Appendix F: Van Pool Supporting Documents
Appendix G: References and Regulations
Appendix H: Notification Letters
Appendix I: Not Used
Appendix J: Public Review Comment

1 Executive Summary

In compliance with the Americans with Disabilities Act (ADA), the purpose of this effort is to fulfil Riverside County Transportation Commission (RCTC)'s functional goal and meet legal requirements for providing readily accessible facilities to, and useable by, individuals with disabilities. All buildings and facilities that fall under the authority of RCTC are covered as part of this Self-Evaluation, including employee facilities.

The ADA Self-Evaluation and Transition Plan are requirements mandated by Section 504 of the Rehabilitation Act of 1973, which is a federal law, and Americans with Disabilities Act (ADA) Title II for any public entity having 50 or more employees, regardless of receiving federal financial assistance. RCTC is a public entity with over 50 employees and is a recipient of federal funds. Code of Federal Regulations, Title 28, Chapter I, Part 35, also referred to as 28 CFR §35 implements subtitle A of Title II of the Americans with Disabilities Act of 1990 as amended by the ADA Amendments Act of 2008 (ADA Amendments Act). 28 CFR §35 relates to nondiscrimination on the basis of disability in state and local government services. The ADA Self-Evaluation is required by 28 CFR §35.105. The ADA Transition Plan is required by 28 CFR §35.150 (d).

The ADA Self-Evaluation examines services, programs, policies, practices, buildings, and facilities to identify problems or barriers that may limit accessibility by persons with disabilities and describes potential compliance solutions. The self-evaluation of programs and policies is based on a review of RCTC's policies and procedures, model contract documents, response to questionnaires, and input from staff liaisons from various RCTC departments. The necessary nonstructural changes resulting from the self-evaluation are included in an Action Plan attached to this report.

The self-evaluation of buildings and facilities that fall under the authority of RCTC is based upon accessibility surveys that were conducted for each of their 16 facilities. The ADA Transition Plan attached to this report contains a description of structural changes required to make their buildings and facilities accessible by removing architectural barriers to access that were identified during these surveys.

The self-evaluation and action plan, and transition plan process is detailed in Figure 1.

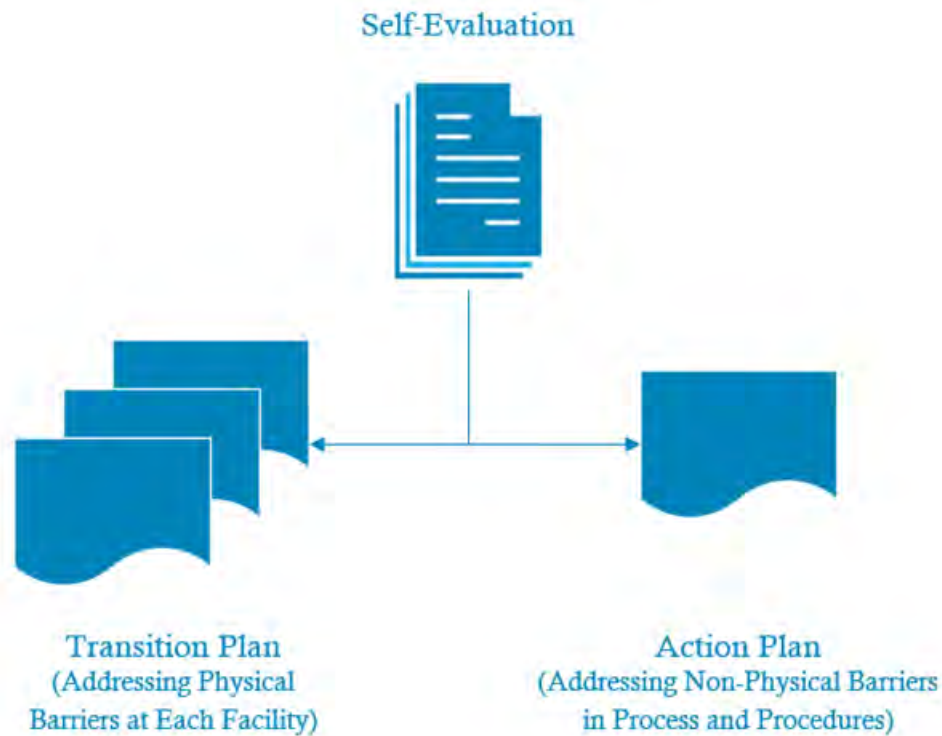


Figure 1 – ADA Self-Evaluation Process

A schedule for completing the modifications, estimated cost of each modification, and record of planned completion dates for the modifications are included as mandated by ADA Title II regulations.

Additionally, ADA Title II mandates that public entities shall provide an opportunity to, and maintain on file a list of, interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the Self-Evaluation and Transition Plan was made available for public review and comment between April 18, 2022 through May 28, 2022. In response, one email was received from Richard Smith, CEO of the Independent Living Partnership. The email confirmed receipt of the notice and it included a link to their news release on a study "Transportation Bill of Rights Issued for Persons with Disabilities." No comments were provided on RCTC's ADA Self-Assessment and Transition Plan.

The ADA Transition Plan is intended to be a living document which needs to be updated to include any of RCTC's future operations and activities affecting compliance with ADA requirements that are not covered in this report.

2 Abbreviations, Acronyms and Definitions

ABA	Architectural Barriers Act
ADA	Americans with Disabilities Act
ADAAA	Americans with Disabilities Act with Amendments Act
ADAAG	Americans with Disabilities Act Accessibility Guidelines
BNSF RR	Burlington Northern Santa Fe Railroad
CALTRANS	California Department of Transportation
CFR	Code of Federal Regulations
DOJ	U.S. Department of Justice
DOJ ADA Standards	2010 ADA Standards for Accessible Design (2004 ADAAG and ADA Title II § 35.151)
DOT	U.S. Department of Transportation
DOT's ADA Standards	(2006) ADA Standards for Transportation Facilities (based on 1991 and 2004 ADAAG)
DSA	Division of the State Architect
DWS	Detectable Warning Surfaces
EEOC	U.S. Equal Employment Opportunity Commission
FHWA	Federal Highway Administration
FRA	Federal Railroad Administration
FSORAG	Forest Service Outdoor Recreation Accessibility Guidelines
FSTAG	Forest Service Trail Accessibility Guidelines
FTA	Federal Transit Authority
PROWAG	Public Right of Way Accessibility Guidelines
PVL	Perris Valley Line
RCA	Regional Conservation Authority
RCTC	Riverside County Transportation Commission
RCTD	Riverside County Transportation Department
SCRRA	Southern California Regional Rail Authority (Metrolink)
UFAS	Uniform Federal Accessibility Standards
UPRR	Union Pacific Railroad

2.1 References

Americans with Disabilities Act Title II Regulations

https://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm

Requirements to Remember for ADA Compliance in Construction Projects

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Tips_for_ADA_Compliance_4-22-14.pdf

The Americans with Disabilities Act Title II Technical Assistance Manual

<https://www.ada.gov/taman2.html#II-5.2000>

ADA Best Practices Tool Kit for State and Local Governments

<https://www.ada.gov/pcatoolkit/toolkitmain.htm>

Final FTA ADA Circular C 4710.1

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_FTA_ADA_Circular_C_4710.1.pdf

Accessibility Guidebook for Outdoor Recreation and Trails produced in cooperation with the US DOT

<https://www.fs.fed.us/t-d/pubs/htmlpubs/htm12232806/toc.htm>

Sacramento County ADA Self-Evaluation Plan

<https://www.saccounty.net/Pages/ADA-Self-Evaluation-Transition-Plan.aspx>

Caltrans Permanent Pedestrian Facilities ADA Compliance Handbook

<https://dot.ca.gov/-/media/dot-media/programs/civil-rights/documents/permanent-pedestrian-facilities-ada-compliance-handbook-a11y.pdf>

3 Introduction

3.1 Introduction to the ADA

The Americans with Disabilities Act, known as the ADA, had its beginnings under Section 504 of the Rehabilitation Act of 1973 which is a federal law. On July 26, 1990, ADA was signed and established as a law by then President George H.W. Bush. The ADA is a comprehensive civil rights law prohibiting discrimination on the basis of disability and it protects the rights of individuals with disabilities in employment, access to State and local government services, places of public accommodation, transportation, and other important areas of American life. The purpose of the ADA is “to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities” and “to provide clear, strong, and consistent, enforceable standards addressing discrimination against individuals with disabilities.”

The ADA consists of five titles:

1. Title I Employment,
2. Title II Public Entities and Public Transportation,
3. Title III Public Accommodations and Commercial Facilities,
4. Title IV Telecommunications, and
5. Title V Miscellaneous Provisions.

Title II of the ADA, Part 35 relates to nondiscrimination on the basis of disability in State and local government services. Public entities, such as RCTC, are subject to Title II of the ADA. This self-evaluation is based on ADA Title II mandates. Title II of the ADA covers programs, activities, and services of public entities. It is divided into two subtitles. Subtitle A of Title II, which is implemented by the Department of Justice's Title II regulation and Subtitle B, covering public transportation, which is implemented by the Department of Transportation's Title II regulation.

This document is an assessment of RCTC's facilities to identify administrative, programmatic, and physical barriers that need to be rectified to meet the requirements of ADA Title II subtitles A and B.

3.2 Introduction to RCTC

The **Riverside County Transportation Commission (RCTC)** provides transportation solutions that connect the lives of Riverside County commuters. RCTC is the fiscally-responsible steward of **Measure A** sales tax dollars, which fund transportation improvements that Riverside County voters have approved by more than a two-thirds vote.

RCTC is governed by a total of 34 elected representatives: one from each city council and all five County Supervisors within Riverside County, plus a Governor's appointee, typically a representative of Caltrans. RCTC is operated by a small team of public servants who are charged with delivering on Measure A's promises to the taxpayers of Riverside County.

RCTC makes major improvements to highway corridors such as: State Routes 60, 79, and 91 and Interstates 10, 15, and 215. RCTC also provides funding assistance to local communities to improve local streets and roads, and for railroad overpasses and underpasses to eliminate frustrating traffic delays, safety hazards, and harmful pollution as trains travel through neighborhoods.

RCTC ADA Self-Evaluation and Transition Plan

RCTC administers state and federal funds to Riverside County communities to improve sidewalks, bike lanes, and accessibility for persons with disabilities. RCTC owns the Perris Valley Line rail corridor and owns and operates the nine commuter rail stations in Riverside County. RCTC funds public bus, rail, and specialized transit services in Riverside County, helping commuters, the elderly, disabled, and veterans, working together with partners at Metrolink, SunLine Transit Agency, Riverside Transit Agency, and municipal and nonprofit transit organizations. RCTC also funds call boxes on state highways in Riverside County to assist motorists in emergency situations.

On January 1, 2021, RCTC became the managing agency of the Western Riverside County Regional Conservation Authority (RCA). The RCA was formed in 2004 to implement the largest multiple species habitat conservation plan (MSHCP) in the nation. For RCTC, effective habitat preservation has been a critical mitigation element for many of its projects. The consolidation of RCTC and RCA forms a direct link between conservation and transportation improvements.

Public roads connect all facilities owned, operated, or used by RCTC. However, RCTC is only responsible for maintenance of the property enclosed within the property boundary limits shown in Chapter 6.

3.3 RCTC's ADA Program

RCTC is committed to providing safe, reliable, courteous, accessible, and user-friendly services. To ensure equality and fairness, RCTC is committed to making reasonable modifications to its policies, practices, and procedures to avoid discrimination and ensure programs and services are accessible to individuals with disabilities.

RCTC follows the five key administrative requirements of ADA Title II, which are:

1. Designate a person responsible for all ADA activities.
2. Conduct and implement a self-evaluation which includes development of the Action Plan.
3. Conduct and implement a Transition Plan.
4. Create and implement a Grievance Procedure.
5. Provide notice to the public about how ADA applies to RCTC'S programs, services, and activities.

The following paragraphs demonstrate how these five requirements are being met.

RCTC's current ADA Coordinator, who is responsible for all ADA activities, is:

Aaron Hake,

4080 Lemon Street, 3rd Floor, Riverside, CA.

Phone: 951-787-7141

Email: ahake@rctc.org

This report presents the Self-Evaluation that was conducted and is being implemented as per Attachment 9, Action Plan. The former ADA Coordinator John Standiford oversaw the self-evaluation and preparation of this report up to June 30, 2022.

Following completion of the Self-Evaluation, the Transition Plan was developed for the structural changes required at RCTC's facilities, and is attached to this report as Attachment 8, Transition Plan.

A Grievance Procedure has been adopted and published by RCTC for prompt and equitable resolution of complaints alleging any action that would be prohibited by the ADA. The procedure dated 06/2022 is included as Appendix E2 and is posted on RCTC's website Grievance Procedure https://www.rctc.org/wp-content/uploads/2022/06/ada-grievance-procedure.original_REV.2022.06.pdf. A discrimination complaint form is available on RCTC's website Discrimination Complaint https://www.rctc.org/wp-content/uploads/2017/03/ada-discrimination-complaint-form.original_REV.May2017.pdf.

Public notice of RCTC's ADA compliance is done through the following: RCTC has published a notice prohibiting discrimination on the basis of disability and has established a Complaint Procedure to meet the requirements of Section 504 of the Rehabilitation Act and ADA. The notice dated 05/2018 is included as Appendix E1 and is posted on RCTC's webpage ADA Notice and Complaint Procedure https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf

3.4 Regulatory Agencies Enforcing the ADA

Title II is enforced by private lawsuit or by filing a complaint with the Department of Justice or one of the designated federal enforcement agencies, such as the Department of Transportation, among others. The various departments or agencies and their responsibilities are defined in this section.

3.4.1. U.S. Department of Justice (DOJ)

The U.S. DOJ is responsible for overall enforcement of Title II and III of the Americans with Disabilities Act. DOJ has designated the Department of Transportation as the federal agency responsible for investigating complaints and conducting compliance reviews "relating to programs, services, and regulatory activities relating to transportation, including highways."

The ADA also requires the DOJ to develop regulations with respect to existing facilities subject to Title II (subtitle A) and Title III.

3.4.2. U.S. Department of Transportation (DOT)

The ADA gives the U.S. DOT responsibility for overseeing state and local governments' compliance with the 1964 Civil Rights Act, Title II of the ADA in transportation systems including highway, railroad, transit, maritime, and aviation. To receive federal funds, Federal Transit Administration (FTA) grantees, such as RCTC, must comply with Section 504; to comply with DOT's Section 504 regulations, grantees must comply with the DOT ADA regulations.

The ADA and the DOT ADA regulations apply broadly to both public and private entities and to almost all types of transportation services.

3.4.3. The Federal Highway Administration (FHWA)

The FHWA, a division of the DOT, is responsible for compliance of pedestrian access requirements in the public right of way. The FHWA Office of Civil Rights oversees compliance with DOT requirements for highways, streets, and traffic management.

3.4.4. The Federal Transit Administration (FTA)

The FTA provides financial and technical assistance to local public transit systems, including buses, subways, light rail, commuter rail, trolleys, and ferries. The FTA Office of Civil Rights is responsible for ensuring public transit providers comply with all nondiscrimination requirements.

3.4.5. California Department of Transportation (Caltrans)

For transportation-related ADA compliance on local public right of way, the FHWA enforces Title II of the ADA through Caltrans. Caltrans is required to perform an annual audit of a few randomly selected local agencies on their compliance with ADA and report to FHWA. RCTC is a partner committed to working with Caltrans to identify and address issues with pedestrian accessibility in its infrastructure.

3.5 ADA Regulations Applicable to RCTC Facilities

3.5.1. DOJ ADA Regulations

The ADA requires that the DOJ write regulations for implementing Titles II and III of the ADA. The regulations for both titles were first published on July 26, 1991. The DOJ revised its regulations implementing the ADA in September 2010, including the 2010 ADA Standards for Accessible Design. On July 15, 2016, Attorney General Loretta Lynch signed a final rule revising the ADA Title II and III regulations to implement the requirements of the ADA Amendments Act of 2008(ADAAA). The final rule was published in the Federal Register on August 11, 2016, and took effect 60 days after publication, on October 11, 2016.

The applicable DOJ ADA regulations are:

- 28 CFR Part 35 ADA Title II (State and Local Governments) current as of October 11, 2016. https://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm
- 28 CFR Part 36 ADA Title III (Public Accommodations and Commercial Facilities) current as of January 17, 2017. https://www.ada.gov/ada_title_III.htm
- 2010 ADA Standards for Accessible Design
https://www.ada.gov/2010ADASTandards_index.htm

28 CFR Part 35 requires that facilities constructed on behalf of, or for the use of, a public entity shall be designed and constructed so that the facility is accessible to and usable by persons with disabilities.

The ADA Self-Evaluation is required by 28 CFR §35.105. State and local governments' ADA obligations for program accessibility are in the DOJ's ADA Title II regulations 28 CFR §35.150. Following the completion of a self-evaluation, public entities with 50 or more employees are required to develop an ADA Transition Plan as required by 28 CFR §35.150 (d).

3.5.2. DOT ADA Regulations

The DOJ recognizes that DOT has its own independent regulatory responsibilities under subtitle B of Title II of the ADA. RCTC is a recipient of FHWA and FTA financial assistance. To comply with transportation-related provisions of the ADA, per FHWA Civil Rights Program and per DOT circular FTA C 4710.1 which is found at this link

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_FTA_ADA_Circular_C_4710.1.pdf, requirements that must be complied with are:

- Americans with Disabilities Act (42 USC 126) ADA <https://www.ada.gov/pubs/ada.htm>
- Title II of the ADA Implementing Regulation (28 CFR PART 35) (current as of October 11, 2016) https://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm
- Section 504 of the Rehabilitation Act of 1973 (29 USC 794, et seq)
<https://www.dol.gov/agencies/oasam/centers-offices/civil-rights-center/statutes/section-504-rehabilitation-act-of-1973>

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- Section 504 of the Rehabilitation Act of 1973 Implementing Regulation (49 CFR Part 27) https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr27_main_02.tpl
- Nondiscrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance <https://www.ecfr.gov/cgi-bin/text-idx?SID=71308b622e6ebbae77f60b129fbed0b6&node=pt49.1.27&rgn=div5>
- Transportation Services for Individuals with Disabilities (ADA) https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr37_main_02.tpl
- Americans with Disabilities Accessibility Specifications for Transportation Vehicles https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr38_main_02.tpl
- Transportation Services for Individuals with Disabilities (Passenger Vessels) https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr39_main_02.tpl
- Federal Transit Laws (49 U.S.C 5301 et seq.) <https://uscode.house.gov/view.xhtml?path=/prelim@title49/subtitle3/chapter53&edition=prelim>
- Americans with Disabilities Act Accessibility Guidelines ADAAG <https://www.access-board.gov/ada/>
- Proposed Accessibility Guidelines for Pedestrian Facilities in Public Rights-of-Way PROWAG <https://www.access-board.gov/prowag/>
- Uniform Federal Accessibility Standards UFAS <https://www.access-board.gov/aba/ufas.html>
- ADA Final Rule 9-28-11 https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/ADA_Final_Rule_one_page_9-28-11.pdf

Public transportation services, programs, and activities of public entities (such as RCTC) are covered by subtitle B of Title II of the ADA and are subject to the DOT regulations in 49 CFR Part 37, Transportation Services for Individuals with Disabilities (ADA) and 49 CFR Part 39, Transportation Services for Individuals with Disabilities (Passenger Vessels).

The ADA regulations of DOT in 49 CFR §37.21(c) state that “entities subject to DOT's ADA regulations may also be subject to the ADA regulations of the Department of Justice, 28 CFR Part 35. In case of apparent inconsistency, the provisions of this part (49 CFR §37.21) shall prevail.” Also, “The DOT rules apply only to the entity's transportation facilities, vehicles, or services; the DOJ rules may cover the entity's activities more broadly.”

The Department of Justice regulation implementing Title II generally, and the DOT regulations specifically implementing subtitle B of Title II, may overlap. If there is overlap in areas covered by subtitle B which DOT regulates, these provisions shall be harmonized in accordance with the DOT regulation in 49 CFR §37.21(c).

Therefore, where there is overlap, evaluation of RCTC's transportation facilities follows 49 CFR §37, Transportation Services for Individuals with Disabilities (ADA).

3.5.3. Caltrans ADA Regulations

As part of the FHWA regulatory requirements under Title II of the ADA, and Section 504 of the Rehabilitation Act of 1973 (504), Caltrans ensures that subrecipients of Federal aid, including state and local entities that are responsible for roadways and pedestrian facilities, do not

discriminate on the basis of disability in any highway transportation program, activity, service, or benefit they provide to the general public. Caltrans ensures that people with disabilities have equitable opportunities to use the public right of way system. The regulations are:

- Section 504 of the Rehabilitation Act of 1973 Implementing Regulation (49 CFR Part 27) https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr27_main_02.tpl
- Title II ADA of 1990 (28 CFR Part 35) (State and Local Governments) https://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm
- 2010 ADA Standards for Accessible Design https://www.ada.gov/2010ADASTandards_index.htm
- Section 9.3: Accessibility, of the Local Assistance Procedures Manual (LAPM): Americans with Disabilities Act (ADA) <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/ch09.pdf>
- RCTC facilities located along the SR-91 and I-15 express lanes corridors are designed in accordance with [Caltrans Highway Design Manual](#) and/or the FHWA-adopted edition of AASHTO, A Policy on Geometric Design of Highways and Streets. Caltrans Design Information Bulletin, DIB 82-06 – Pedestrian Accessibility Guidelines for Highway Projects, applies to the pedestrian facilities on highways. <https://dot.ca.gov/-/media/dot-media/programs/design/documents/dib82-06-a11y.pdf>

3.5.4. Metrolink/ SCRRA Design Criteria Manual and Procedures

The rail system along SR-91 and I-215 is designed to FRA/SCRRA standards. Stations are also required to comply with applicable parts of the State of California general laws, California Public Utilities Commission (CPUC) requirements, FRA safety requirements, FTA requirements, ADA requirements, and specific project requirements.

3.5.5. California Government Codes

In addition to being covered by the ADA Title II, RCTC facilities and buildings are also required to comply with, but not be limited to the following:

- California Government Code 11135, incorporating ADA into State law.
- Under California Government Code 12926, the definition of mental and physical disability was broadened beyond the ADA Amendments Act (ADAAA) https://california.public.law/codes/ca_gov't_code_section_12926.
- Contractual and construction activities are covered under CA Government Code Section 4450.
- California Building Code (California Code of Regulations, Title 24).
- The State of California has also adopted regulations in Section 54 of the California Civil Code that specifies all buildings, structures, sidewalks, curbs, and related facilities constructed in California by the use of state, county, or municipal funds, or the funds of any political subdivision of the state, shall be accessible to and usable by persons with disabilities.

All pedestrian facilities on RCTC property are evaluated against the most stringent applicable ADA requirements based on the age of the facility and date of any alterations affecting ADA compliance. RCTC facilities and buildings are evaluated to make sure that maximum access for people with disabilities is allowed.

3.6 Definition of Mental and Physical Disability

To be viewed as a disability under the ADA, a physical or mental impairment must substantially limit one or more major life activities. An individual having a record of, or being regarded as, having such an impairment is considered a qualified person with a disability.

The ADA also protects a person in recovery who is no longer currently engaging in the illegal use of drugs and who can show that they meet one of the three definitions of disability.

Regardless of whether the addiction to alcohol is current or in the past, addiction to alcohol is generally considered a disability because it is an impairment that affects brain and neurological functions.

Under CA Government Code 12926, "Mental disability" includes, but is not limited to, having any mental or psychological disorder or condition, such as intellectual disability, organic brain syndrome, emotional or mental illness, or specific learning disabilities, that limits a major life activity.

"Physical disability" includes, but is not limited to, having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that does both of the following:

- (A) Affects one or more of the following body systems: neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic, and lymphatic, skin, and endocrine.
- (B) Limits a major life activity.

"Limits" shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.

Major life activities shall be broadly construed and includes physical, mental, and social activities and working.

California State law also provides protection to cancer survivors, people having genetic predisposition to illnesses or disabilities, or people who have received services within a special education program.

4 ADA Standards for Accessible Design

The DOJ and DOT issue the ADA Standards published by the Access Board.

The Access Board is an independent federal agency established by Section 502 of the Rehabilitation Act of 1973. (29 U.S.C. 792). The passage of the ADA expanded the Access Board's responsibilities to ensure that buildings, facilities, rail passenger cars, and vehicles are accessible, in terms of architecture, design, transportation, and communication, to individuals with disabilities.

In 1982, the Board published "Minimum Guidelines and Requirements for Accessible Design" which served as the basis for the Uniform Federal Accessibility Standards (UFAS) adopted by several federal agencies. The UFAS was published in the Federal Register on August 7, 1984 (49 FR 31528) and is one of the standards which state and local governments (except most transit agencies) can use to comply with Title II of the ADA for federal projects.

On July 26, 1991, the Access Board published the Americans with Disabilities Act Accessibility Guidelines (1991 ADAAG) and the revised 2004 ADA/ABA Guidelines (2004 ADAAG) were published on July 23, 2004.

DOT adopted the 2004 ADAAG in 2006 and modified it by retaining certain requirements from the 1991 ADAAG.

DOJ adopted the DOJ 2010 Standards which include the 2004 ADAAG and requirements contained in 28 CFR § 35.151 (New Construction and Alterations).

The U.S. Access Board is currently in the process of finalizing Proposed Accessibility Guidelines for Pedestrian Facilities in Public Rights-of-Way also known as the Public Right-of-Way Accessibility Guidelines or PROWAG. The proposed guidelines are developed specifically for pedestrian facilities in the public right of way and address conditions and constraints that exist in the public right of way.

4.1 Accessible Design Codes and Standards Applicable to RCTC Facilities

All newly constructed or newly altered RCTC facilities are required to comply with Title 24, California Building Standards Code, DOJ 2010 ADA Standards, DOT 2004 ADAAG, and/or local codes, which ever provides the greatest access. PROWAG is recommended to be used by FHWA as best practice design guidelines for pedestrian facilities in public rights of way and DIB-82-06 is a mandatory standard to be used on projects designed per the Caltrans Highway Design Manual.

The age of the facility, and date of any alterations, determines RCTC's obligations to meet compliance to the applicable ADA Standard. Existing transportation buildings and facilities that are not altered after November 29, 2006, and which comply with the 1991 ADAAG, are not required to be retrofitted to comply with the requirements set forth in 2004 ADAAG. Portions of transportation facilities altered after November 29, 2006, are required to comply with DOT's ADA Standards.

Federal regulations for accessibility contain a "safe harbor" provision that allows existing pedestrian elements that were altered on or before March 15, 2012, to not be required to meet the corresponding technical and scoping specifications of the DOJ 2010 ADA Standards (current standards) if the work complied with the past standards in the ADAAG or the UFAS when it was constructed and continues to comply.

Public spaces covered under DOJ ADA standards shall comply with the following:

If constructed or altered before September 15, 2010, applicable standards are 1991 Standards or UFAS

If constructed or altered on or after September 15, 2010, and before March 15, 2012, applicable standards are 1991 Standards, UFAS, or 2010 ADA Standards

If constructed or altered on or after March 15, 2012, applicable standards are 2010 ADA Standards

Evaluation of physical barriers in each RCTC facility is described in detail in Attachments 6A through 6P. The date each facility was constructed or modified, and the applicable ADA standards at the time of construction or modification, are listed in Attachments 6A through 6P and Attachment 7, Program Accessibility.

4.1.1. Title 24, California Building Standards Code

In addition to federal regulations, the State of California government code contains regulations prohibiting discrimination on the basis of disability. The State has established design standards for accessibility under its Title 24, "California Building Standards Code." The State design standards generally match the federal standards, but in certain situations the State standards can be more stringent. All RCTC facilities and buildings are required to comply with the latest edition of Title 24, "California Building Standards Code" applicable at the time design/ modification was initiated.

4.1.2. DOJ 2010 ADA Standards for Accessible Design

The DOJ implementing ADA Title II and Title III regulations has adopted the 2004 ADAAG standards consistent with ADA Chapter 1, ADA Chapter 2, and Chapters 3 through 10 of the 2004 ADA/ABA Guidelines, renaming them as 2010 ADA Standards for Accessible Design. The regulations issued by the DOJ include accessibility standards for the design, construction, and alteration of facilities other than facilities used in the provision of public transportation covered by regulations issued by DOT.

DOJ 2010 ADA Standards will broadly apply to newly constructed or altered RCTC buildings and facilities in addition to Title 24, "California Building Standards Code requirements." DOJ's standards apply to all facilities covered by the ADA, except public transportation facilities, which are subject to DOT's standards.

4.1.3. DOT ADA Standards for Transportation Facilities

DOT has its own independent regulatory responsibilities under subtitle B of Title II of the ADA. DOT's ADA standards, adopted in 2006, apply to facilities used by state and local governments to provide designated public transportation services, including bus stops and stations, as well as rail stations. A noteworthy difference between DOJ and DOT requirements is that DOT's ADA Standards require detectable warnings on curb ramps.

Therefore, detectable warning surfaces on accessible routes, curb ramps, bus boarding and alighting areas, and rail station platforms are expected to comply with and are evaluated against DOT's ADA Standards 2006.

4.1.4. PROWAG

PROWAG specifically applies to pedestrian facilities in the public right of way (New and Existing). For areas not fully addressed by the current ADA standards, FHWA has recommended the PROWAG to be followed as best practices. As such, Caltrans has adopted certain portions of the PROWAG as standards in DIB -82-06. Rail and transit stations are to be reviewed and require an approval from the Division of the State Architect, (DSA) to certify accessibility compliance.

4.1.5. DIB-82-06

Caltrans accessibility design guidance, DIB 82-06 "Pedestrian Accessibility Guidelines for Highway Projects," has been written to provide general design guidance on how to comply with the various Federal laws and State codes on pedestrian accessibility for public use. This Design Information Bulletin (DIB) is considered a mandatory standard for projects as indicated in the Caltrans Highway Design Manual. Every highway project (Capital and Maintenance; including all Encroachment Permit projects) within the State highway right-of-way, that proposes to construct pedestrian facilities must be designed in accordance with the policies and standards of this DIB. The 2010 ADA Standards are not specifically written for public rights-of-way projects, but some of the provisions can apply to the highway environment and are included in DIB-82-06.

On the state highway system, pedestrian facilities are evaluated against DIB 82-06 and the referenced applicable standards to provide the greatest access to people with disabilities based on the age of the facility and date of alterations affecting ADA compliance.

Recommended solutions to remove the physical barriers in RCTC rail station facilities are based on DOJ 2010 standards and DOT's ADA standards (2006).

4.1.6. Safe Harbor

On transportation projects designed or constructed before November 29, 2006, which is the date DOT adopted the new accessibility standards (2004 ADAAG), 49 CFR Part 37.9, paragraph (c)(2) provides that an existing facility that complies with the old standards (1991 ADA standards or UFAS) does not have to be retrofitted to comply with the new standards. Any future alteration to an existing facility does need to comply with the new standards.

49 CFR § 37.9

49 CFR 37.9 (c) (2) Existing buildings and facilities that are not altered after November 29, 2006, and which comply with the former Appendix A to this part, are not required to be retrofitted to comply with the requirements set forth in Appendices B and D to 36 CFR part 1191 and Appendix A to this part.

On non-transportation projects following the DOJ standards, the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies, and those elements are assessed against 1991 ADA standards or UFAS.

28 CFR § 35.151

28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel

5 Scope of Work

To meet ADA Title II mandates, RCTC has engaged Bechtel to develop an ADA Self-Evaluation and Transition Plan for the buildings and facilities owned, operated, or used by RCTC. In addition, as part of this process, the Action Plan was also developed to detail the non-physical barriers in RCTC processes and procedures. This is discussed in detail in Chapter 7 of this report.

The goal of the Self-Evaluation and ADA Transition (and Action) Plan is to provide equivalent access to the maximum extent feasible for individuals with disabilities.

Section 5.1 describes the Self-Evaluation requirements and Section 5.2 describes the Transition Plan requirements of the ADA Title II. Facilities that are excluded from the scope of this self-evaluation and transition plan are detailed in Section 5.3. Section 5.4 depicts the physical locations and addresses of RCTC Facilities. Chapter 6 illustrates the property limits of each RCTC facility that was evaluated, followed by Chapter 7, which describes the method used for evaluation of RCTC facilities to identify physical barriers, and elaborates the method used for evaluation of RCTC policies, practices, and procedures to identify programmatic barriers.

5.1 Self–Evaluation

ADA Title II § 35.105 Self-Evaluation

ADA Title II § 35.105 Self-evaluation, requires that

- (a) A public entity shall, within one year of the effective date of this part, evaluate its current services, policies, and practices, and the effects thereof, that do not or may not meet the requirements of this part and, to the extent modification of any such services, policies, and practices is required, the public entity shall proceed to make the necessary modifications.*
- (b) A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments.*
- (c) A public entity that employs 50 or more persons shall, for at least three years following completion of the self-evaluation, maintain on file and make available for public inspection:*
 - (1) A list of the interested persons consulted;*
 - (2) A description of areas examined and any problems identified; and*
 - (3) A description of any modifications made.*
- (d) If a public entity has already complied with the self-evaluation requirement of a regulation implementing section 504 of the Rehabilitation Act of 1973, then the requirements of this section shall apply only to those policies and practices that were not included in the previous self- evaluation.*

In compliance with the ADA Title II § 35.105 (a), this Self- Evaluation includes:

1. Examination of RCTC’s services, policies, and practices to ensure compliance with ADA Title II requirements, including accessibility of the RCTC website.
2. Examination of buildings and facilities delivered, owned, operated, or used by RCTC.

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In compliance with ADA Title II § 35.105 (b), the following individuals with disabilities, or organizations representing individuals with disabilities listed below, were notified of the release of the self-evaluation and were invited to participate by submitting comments when the document was released for public review and comment.

	Organization	Address	Email /Mailing Address
1.	Commission on Disabilities, City of Riverside, CA.	3900 Main Street, 7th Floor Riverside, CA 92522	city_clerk@riversideca.gov
2.	Community Access Center	6848 Magnolia Ave # 150 Riverside, CA 92506	execdir@ilcac.org
3.	Californians for Disability Rights	1193 17th Street Los Osos, CA 93402	asseenbyme2020@gmail.com barnonhill@icloud.com
4.	California Department of Rehabilitation: Riverside District Office	2010 Iowa Avenue Riverside, CA 92507	P.O. Box 944222 Sacramento, CA 94244-2220
5.	Riverside County Office on Aging	3610 Central Avenue Riverside, CA 92506	Riverside County Office on Aging P.O. Box 2099 Riverside, California 92516
6.	Developmental Disabilities Area Board 12: Information and Advocacy	13800 Heacock Street Moreno Valley, CA 92533	sanbernardino@scdd.ca.gov
7.	Inland Regional Center: Developmentally Disabled Services	1365 S Waterman Avenue San Bernardino, CA 92408	P.O. Box 19037 San Bernardino, CA 92423
8.	Mayor's Commission on Aging	3900 Main Street Riverside, CA 92522	tridley@riversideca.gov
9.	Blindness Support Services Inc	3696 Beatty Dr # A, Riverside, CA 92506	info@blindnesssupport.com
10.	Citizens and Specialized Transit Advisory Committee	Riverside County Transportation Commission 4080 Lemon Street, 3rd Floor, Riverside, CA 92502	specializedtransit@rctc.com
11	Riverside County Transportation Network - Amma Transit Planning Inc	19069 Van Buren Blvd. Suite 114-378 Riverside, CA 92508	Mail@AmmaTransitPlanning.com

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The invitation letter sent to addresses listed above encouraged those organizations to extend the invitation to any other advocacy groups or organizations which are not listed but support the rights of the people with disabilities in Riverside County and beyond. Additionally, in compliance with ADA Title II § 35.105 (c), the Self- Evaluation Report will be maintained on file and will be available for public inspection on RCTC's website, and will include:

- 1) A list of the interested persons consulted,
- 2) A description of areas examined, and any problems identified; and
- 3) A description of any modifications made.

The list of the staff liaisons who were invited to participate in the preparation of this report is included in Attachment 1 – Departments and Programs. The self-evaluation was made available for public review and for review and comment by the organizations listed above on April,18, 2022. The public review period for the RCTC ADA Self-Assessment and Transition Plan closed on May 28, 2022. In response, one email was received from Richard Smith, CEO of the Independent Living Partnership. The email confirmed receipt of the notice and it included a link to their news release on a study "Transportation Bill of Rights Issued for Persons with Disabilities." Refer to Appendix J, Public Review Comment. No other comments were provided on RCTC's ADA Self-Assessment and Transition Plan.

A description of the areas examined for self-evaluation are listed in Table 1 of this chapter. Attachments 2 through 5 detail the results of the examination of RCTC's policies, practices, and procedures which are also summarized in Chapter 7 and detailed in the Action Plan, Attachment 9.

The self-evaluation was conducted by Virajita Dankar (Senior Architect) and Basem Makarem (Field Engineer) under the supervision of Erik Galloway (Project Manager).

A list of the RCTC buildings and facilities that were inspected are included in Table 2, Section 5.4. Physical barriers in each of these facilities have been identified and modifications to resolve the barriers are included in Attachments 6A through 6P, as well as in the Transition Plan, Attachment 8.

ADA Title II § 35.105 (d), noted as a requirement above, is not applicable as this document is the first self-evaluation conducted by RCTC.

5.1.1. Method of Review for Self-Evaluation

As per the DOJ ADA Title II Technical Assistance Manual II-8.2000, a self-evaluation is a public entity's assessment of its current policies and practices. The self-evaluation identifies those policies and practices that are inconsistent with Title II's requirements.

As part of the self-evaluation, the self-evaluation team has completed the following:

1. Identified RCTC's programs, activities, and services (Chapter 7 of this report);
2. Reviewed RCTC's personnel policies and procedures manual (PPPM) included as Appendix D;
3. Reviewed RCTC's Request for Qualification, and Bid and Contract Documents (Appendix C1, C2, and C3);
4. Evaluated RCTC's ADA Title II policies and practices using questionnaires that were sent out to all departments.

Staff liaisons from these departments were consulted for the evaluation of policies, practices, and procedures. The departments are:

01 July, 2022

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| <ul style="list-style-type: none">1. Clerk of the Board<ul style="list-style-type: none">• Records2. External Affairs<ul style="list-style-type: none">• Public Affairs• Commuter & Motor Assistance3. Multimodal Services<ul style="list-style-type: none">• Transit and Rail Management4. Planning and Programming5. Human Resources & Administration | <ul style="list-style-type: none">6. Finance and Accounting<ul style="list-style-type: none">• Finance and Administration7. Procurement8. Capital Projects<ul style="list-style-type: none">• Design• Construction• Right-of-Way• Facilities Management9. Toll Program and Operations10. Regional Conservation Agency<ul style="list-style-type: none">• Reserve Management/Monitoring Manager |
|---|--|

There are 13 program areas recommended by DOJ ADA Title II Technical Assistance Manual II-8.2000 that are to be examined when conducting a self-evaluation. The 13 program areas are tabulated below (Table 1) along with actions that are required. Actions include a review and modification of policies and procedures.

To conduct the self-evaluation of programs and policies, questionnaires related to these 13 program areas were sent to staff liaisons in RCTC's departments, which are listed in:

- Attachment 1, Departments and Programs

Responses to the questionnaires sent to various RCTC departments are included as attachments. These are:

- Attachment 2 – General Nondiscrimination
- Attachment 3 – Effective Communication
- Attachment 4 – Website Accessibility
- Attachment 5 – Administrative Requirements

These attachments are also assigned to their applicable program area in Table 1.

The questions in these attachments are based on templates prepared by the New England ADA Center, a project of the Institute for Human Centered Design, and relevant questions selected from the Sacramento County Self-Evaluation and Transition Plan were also used to conduct the self-evaluation.

As part of the self-evaluation process, an examination of each program must be performed to determine whether any physical barriers to access exist. This examination to identify physical barriers in each facility was conducted by way of accessibility surveys and field inspections of RCTC facilities using measuring tools and the ADA checklists. The ADA checklists that were developed for this assessment were based on the following:

- Checklists used to evaluate permanent pedestrian facilities included in Caltrans' "Permanent Pedestrian Facilities ADA Compliance Handbook" and DIB 82-06 (see Attachment 6X).
- ADA Checklist for Existing Facilities template, which is a product of the New England ADA Center, a project of the Institute for Human Centered Design. Funding for the checklist was from the U.S. Department of Education. The checklist is available at no cost at www.ADAChecklist.org (see Attachment 6Y).

RCTC ADA Self-Evaluation and Transition Plan

When measuring widths and slopes, a measuring tape and smart level were utilized as per the method described in the Caltrans Permanent Pedestrian Facilities ADA Compliance Handbook.

The findings from the assessment of physical barriers are noted in Attachments 6A through 6P for each RCTC facility.

The self-evaluation should identify steps that need to be taken to enable these programs to be made accessible when viewed in their entirety. Attachment 7, Program Accessibility, provides references to both structural and nonstructural solutions to demonstrate that RCTC's services, programs, or activities, when "viewed in their entirety," will be accessible.

Table 1 – Program Areas for Self-Evaluation

No.	Areas of Examination	Actions	Documents Addressing the Areas of Examination
1	Physical barriers to access	Examine each program to determine whether any physical barriers to access exist. Identify steps that need to be taken to enable these programs to be made accessible when viewed in their entirety. If structural changes are necessary, they should be included in the Transition Plan.	Attachments 6A through 6P Attachment 7 Attachment 8
2	Policies that may exclude or limit participation of individuals with disabilities in programs	Review RCTC policies and practices to determine whether any exclude or limit participation of individuals with disabilities. Such policies or practices must be modified, unless they are necessary for the operation or provision of the program, service, or activity. Identify policy modifications to be implemented and include complete justifications for any exclusionary or limiting policies or practices that will not be modified.	Attachment 2 Attachment 5

RCTC ADA Self-Evaluation and Transition Plan

No.	Areas of Examination	Actions	Documents Addressing the Areas of Examination
3	Effective communication with members of the public with disabilities	<p>If RCTC communicates with applicants and beneficiaries by telephone, it should ensure that Telecommunications Devices for the Deaf (TDD) or equally effective telecommunication systems are used to communicate with individuals with impaired hearing or speech.</p> <p>If a public entity provides telephone emergency services, it should review its policies to ensure direct access to individuals who use TDD and computer modems.</p>	Attachment 3 Attachment 9
4	Provisions of auxiliary aids and services for individuals with disabilities	<p>Review RCTC policies to ensure that they include provisions for screen readers for individuals with visual impairments; interpreters or other alternative communication measures, as appropriate, for individuals with hearing impairments; and amanuenses (person who will dictate for another) for individuals with manual impairments.</p> <p>A method for securing these services should be developed, including guidance on when and where these services will be provided.</p> <p>Where equipment is used as part of a public entity's program, activity, or service, an assessment should be made to ensure that the equipment is usable by individuals with disabilities, particularly individuals with hearing, visual, and manual impairments. In addition, a public entity should have policies that ensure that its equipment is maintained in operable working order.</p>	Attachment 2 Attachment 3 Attachment 4

RCTC ADA Self-Evaluation and Transition Plan

No.	Areas of Examination	Actions	Documents Addressing the Areas of Examination
5	Emergency evacuation procedures	<p>Review procedures to evacuate individuals with disabilities during an emergency.</p> <p>Installation of visual and audible warning signals.</p> <p>Special procedures for assisting individuals with disabilities from a facility during an emergency.</p>	<p>Attachment 2</p> <p>Attachment 9</p>
6	Disability awareness	Conduct review of a public entity's written and audio-visual materials to ensure that individuals with disabilities are not portrayed in an offensive or demeaning manner.	Attachment 2
7	Services and activities provided within a registered historic site	For operations in historic preservation programs, review RCTC policies to ensure that it gives priority to methods that provide physical access to individuals with disabilities.	Not Applicable
8	Policies concerning fundamental alterations to a program, activity, or service	Review RCTC policies to ensure that its decisions concerning a fundamental alteration in the nature of a program, activity, or service, or a decision that an undue financial and administrative burden will be imposed by Title II, are made properly and expeditiously.	Attachment 2
9	Access to public meetings	Review policies and procedures to ensure that individuals with mobility impairments are provided access to public meetings.	Attachment 2
10	Human Resources programs and policies related to nondiscrimination	Review employment practices to ensure that they comply with other applicable nondiscrimination requirements, including Section 504 of the Rehabilitation Act and the ADA regulation issued by the Equal Employment Opportunity Commission.	Attachment 2

RCTC ADA Self-Evaluation and Transition Plan

No.	Areas of Examination	Actions	Documents Addressing the Areas of Examination
11	Construction policies	Review building and construction policies to ensure that the construction of each new facility or part of a facility, or the alteration of existing facilities after January 26, 1992, conforms to the standards designated under the Title II regulation.	Attachment 2 Appendix C1, C2, C3
12	Staff training and support	A review should be made to ascertain whether measures have been taken to ensure that employees of a public entity are familiar with the policies and practices for the full participation of individuals with disabilities. If appropriate, training should be provided to employees.	Attachment 2
13	ADA related drug use policy	If a public entity limits or denies participation in its programs, activities, or services based on drug usage, it should make sure that such policies do not discriminate against former drug users, as opposed to individuals who are currently engaged in illegal use of drugs.	Attachment 2

5.2 Transition Plan

As stated previously, the self-evaluation identifies barriers in practices, policies, procedures, and physical barriers at facilities and buildings. The modifications, corrections, or changes that are necessary to address the barriers are discussed in the ADA Transition and Action plans. The ADA Transition plan addresses structural solutions to architectural barriers in RCTC facilities which is summarized in this section with the detailed solutions to each barrier included in Attachment 8. The ADA Action plan identifies the non-structural solutions to address the barriers in practices, policies, and procedures; this includes recommendations to modify or add new processes or procedures which is covered in more detail in Chapter 7 and Attachment 9 of this report.

ADA Title II § 35.150 (d) Transition Plan

ADA Title II § 35.150 (d) Transition plan requires that

- (1) In the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop, within six months of January 26, 1992, a transition plan setting forth the steps necessary to complete such changes. A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan shall be made available for public inspection.*
- (2) If a public entity has responsibility or authority over streets, roads, or walkways, its transition plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act, including State and local government offices and facilities, transportation, places of public accommodation, and employers, followed by walkways serving other areas.*
- (3) The plan shall, at a minimum—*
 - (i) Identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;*
 - (ii) Describe in detail the methods that will be used to make the facilities accessible;*
 - (iii) Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period; and*
 - (iv) Indicate the official responsible for implementation of the plan.*

In compliance with ADA Title II § 35.150 (d) (1), a copy of the transition plan was made available for public review and comment through issuance of this report. Notifications were issued for the public review period and the documents are also posted on RCTC's website. Refer to Appendix H, Notification Letters, and Appendix J, Public Review Comment.

RCTC has responsibility over parking lots and walkways within RCTC's commuter rail stations and RCTC owned office buildings. In compliance with ADA Title II § 35.150 (d) (2), a schedule is prepared for providing/correcting curb ramps or other sloped areas where pedestrians will walk, giving priority to walkways serving entities covered by the ADA.

In compliance with ADA Title II § 35.150 (d) (3), the scope of work for the ADA Transition Plan includes:

- Identification of physical obstacles in RCTC buildings and facilities that limit the accessibility of its programs or activities to individuals with disabilities, also described in Attachments 6A through 6P.
 - Description in detail of the methods that will be used to make the facilities accessible.
 - Schedule for taking the steps necessary to achieve compliance with ADA requirements. Since the time period of the transition plan is longer than one year, items have been scheduled to be addressed for each year of the transition period.
- a) The responsible official for implementation of the ADA Transition Plan is RCTC's ADA Coordinator, Aaron Hake.

5.3 Work Not Included

During the execution of the Self-evaluation, as noted before, inspections were carried out for RCTC facilities to identify the physical barriers to ADA access. Some facilities/properties were not evaluated, and they are detailed within this section.

1. Pedestrian facilities within the public right of way that connect to but are outside the property lines of RCTC's facilities and buildings are not included in this scope of evaluation. These facilities are owned by and are the responsibility of other agencies. Chapter 6 of this report defines the RCTC property limits that were used in the evaluation process.
2. The layover facilities in South Perris and Downtown Riverside stations were not evaluated due to access being strictly restricted to authorized Metrolink personnel only.
3. RCTC owns the Perris Valley Line (PVL) rail line from the Citrus Connection to Hemet/San Jacinto. All the rail stations along Interstate (I) 215 are serviced from the RCTC rail line. The rail corridor is not meant for public access and is excluded from this report.
4. RCTC owns properties along the BNSF Railroad along Commerce Street between Mission Inn Avenue and 3rd Street in Riverside, California. This property is fenced and unoccupied land. The area is not meant for public access and was not evaluated.
5. Mitigation lands that RCTC owns through RCA are areas restored to native habitat; they are not meant to be accessed by public and foot travel is discouraged. Any pre-existing undesignated, undeveloped, and unmaintained pedestrian trails on these lands that have never been altered/constructed were not evaluated. RCTC/RCA works with individuals who use wheelchairs to provide access to specific wilderness areas and provides reasonable accommodation by using a county vehicle to provide access to areas that are reasonably accessible by vehicle upon request of at least 72 hours prior to the visit.
6. RCTC operates and maintains the State Route 91 Express Lanes from the Orange County line to approximately I-15 and the I-15 Express Lanes from the San Bernardino County line south to approximately Weirick Road in Riverside County on a 50-year lease agreement. There are no pedestrian facilities within these lanes and the express lanes were not evaluated for physical barriers.
7. RCTC supports transit operators throughout Riverside County to provide many alternatives to driving by providing funding. Services offered by these transit operators are not included in the scope of this self-evaluation.
8. Passenger vehicles are not included in the scope of this self-evaluation.
9. Commuter rail trains servicing RCTC commuter rail stations are under the jurisdiction of SCRRA and were not included in the scope of this self-evaluation.

5.4 Work Included

This report will assist RCTC with meeting the functional goals and legal requirements mandated by the Rehabilitation Act and ADA Title II for the buildings and facilities listed in Table 2.0. and indicated on Figure 2.0.

RCTC ADA Self-Evaluation and Transition Plan

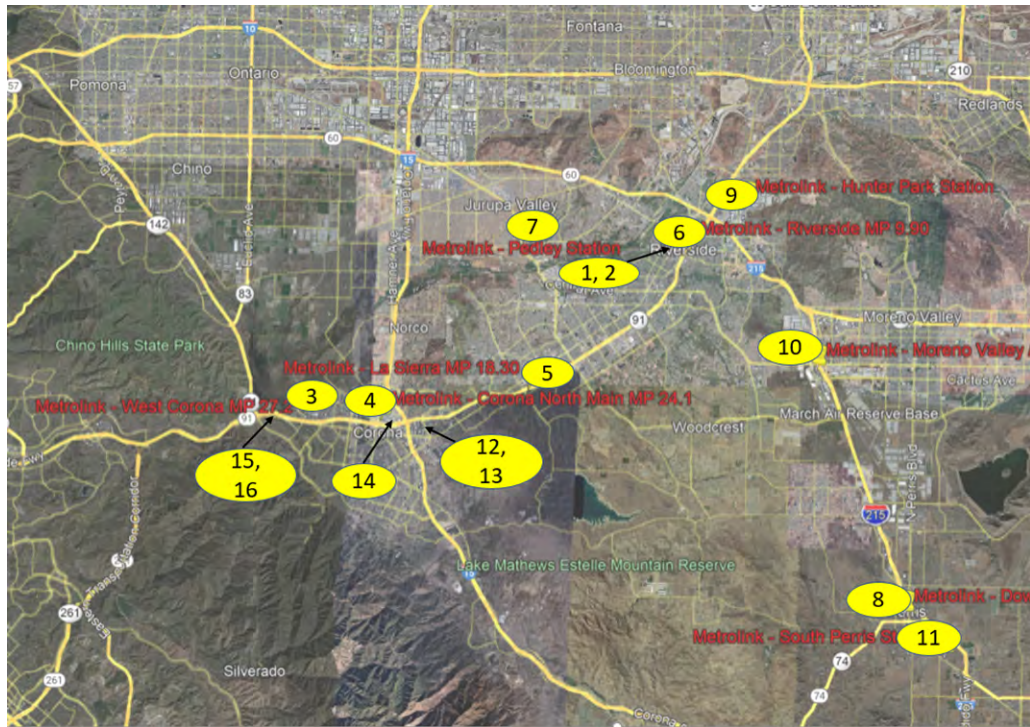


Figure 2.0 – Map showing RCTC Buildings and Facilities

Google earth V 6.2.2.6613. (August 5, 2021).

Riverside County 33° 50' 21.93" N, 117° 23' 03.61" E eye 40.56mi. <http://earth.google.com>
(November 11, 2021)

RCTC ADA Self-Evaluation and Transition Plan

Table 2.0 – RCTC Buildings and Facilities

	Building/Facility Name	Address/ Location	Area	Remarks
1	RCTC Office Space County of Riverside Building	4080 Lemon St., 3rd Floor, Riverside, CA 92501	~ 21,514 sq. ft.	Office space, leased from County of Riverside
2	RCTC/ Regional Conservation Authority Office Space	3403 10th St., Suite 320, Riverside, CA 92501	~ 6299 sq. ft.	Office space, leased from County of Riverside
3	West Corona Metrolink Station	(33°53'6.53"N, 117°36'47.60"W) 155 Auto Center Dr., Corona, CA 92880	5.49 acre	Commuter Rail Station
4	North Main Corona Station	(33°52'59.01"N, 33°52'59.01"N) 250 E Blaine St., Corona, CA 92879	6.72 acre	Commuter Rail Station and parking garage
5	La Sierra Station	(33°53'56.87"N, 117°28'7.38"W) La Sierra Station Riverside, CA 92503	30.29 acre	Commuter Rail Station
6	Riverside Downtown Station & Operations Center	(33°58'32.69"N, 117°22'11.76"W) 4066 Vine St., Riverside, CA 92507	26.5 acre	Commuter Rail Station (Operations Center is a separate building at the Station)
7	Pedley Station	(33°58'44.04"N, 117°28'35.00"W) 6001 Pedley Rd., Riverside, CA 92509	4.5 acre	Commuter Rail Station
8	Downtown Perris Station / Perris Transit Center	(33°47'4.11"N, 117°13'46.84"W) 121 S C St., Perris, CA 92570	5.5 acre	Commuter Rail Station and Bus Transfer Facility

RCTC ADA Self-Evaluation and Transition Plan

	Building/Facility Name	Address/ Location	Area	Remarks
9	Riverside Hunter Park Station	(33°59'51.44"N, 117°20'8.72"W) 1101 Marlborough Ave., Riverside, CA 92507	9.35 acre	Commuter Rail Station (includes shuttle buses to and from UCR)
10	Moreno Valley/March Field Station	(33°54'47.54"N, 117°17'20.23"W) 14160 Meridian Pkwy., Riverside, CA 92518	14.47 acre	Commuter Rail Station
11	South Perris Station and Layover Facility	(33°45'20.52"N, 117°11'32.48"W) 1304 Case Rd., Perris, CA 92570	40.57 acre	Commuter Rail Station (Layover Facility not evaluated)
12	Regional Operations Center (ROC)	(33°52'57.48"N, 117°32'5.63"W) 291 Corporate Terrace Cir., Corona, CA 92879	~ 8,000 sq. ft.	Toll Facility (office building)
13	Customer Service Center (CSC)	(33°52'57.48"N, 117°32'5.29"W) 301 Corporate Terrace Cir., Corona, CA 92879	7350 sq. ft.	Toll Facility (office building)
14	Facility and Maintenance Warehouse (FAM)	(33°52'49.32"N, 117°33'39.60"W) 120, N Joy St., Corona, CA 92879	~ 10,720 sq. ft.	Toll Facility (warehouse)
15	TUB 1 – 91 West Toll Utility Building	Located in the median of State Route 91 freeway	~ 500 sq. ft.	Toll Facility, Utility Building
16	TUB 2 – 91 East Toll Utility Building	Located in the median of State Route 91 freeway	~ 500 sq. ft.	Toll Facility, Utility Building

6 RCTC Site Boundary Limits

RCTC owns the commuter rail stations in Riverside County, their parking lots, Perris Valley Line (PVL) rail line, and the included PVL stations. RCTC leases two office properties in downtown Riverside from the county of Riverside. In addition, RCTC owns three commercial office/warehouse buildings to support the express lanes program. Images below depict the limits of RCTC's property that were extracted from the Riverside County Information Technology (RCIT) Map My County website on August 31, 2021.

https://gis1.countyofriverside.us/Html5Viewer/index.html?viewer=MMC_Public

6.1 RCTC Office - Portion of 3rd Floor, County of Riverside Building, Lemon Street



Figure 2.1, Image of RCTC Office Building Site Boundary

For this office only a portion of the third floor is occupied and used by RCTC.

6.2 RCTC Office - Portion of 3rd Floor, County of Riverside Building. Tenth Street



Figure 2.2, Image of RCTC Tenth Street Office Building Site Boundary
For this office only the third floor is occupied and used by RCA/RCTC.

6.3 West Corona Metrolink Station

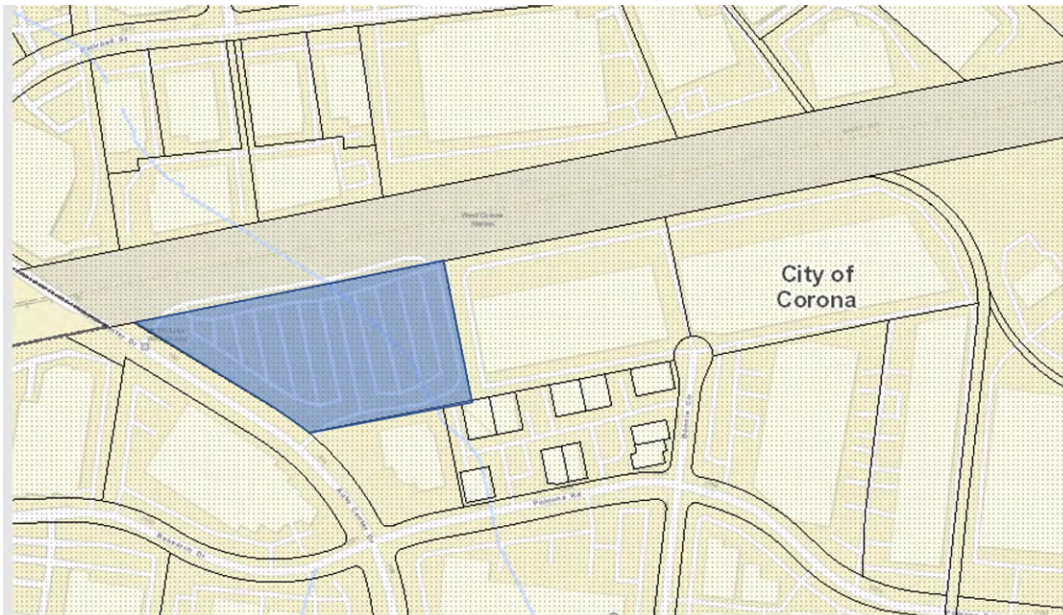


Figure 2.3, Image of West Corona Metrolink Station Site Boundary

The platforms, pedestrian overcrossings, towers, and parking lot are owned and maintained by RCTC; the land for the rail tracks is owned and maintained by BNSF RR.

6.4 North Main Corona Station



Figure 2.4, Image of North Main Corona Station Site Boundary

The platforms, pedestrian overcrossings, towers, and parking lot are owned and maintained by RCTC; the land for the rail tracks is owned and maintained by BNSF RR.

6.5 La Sierra Station

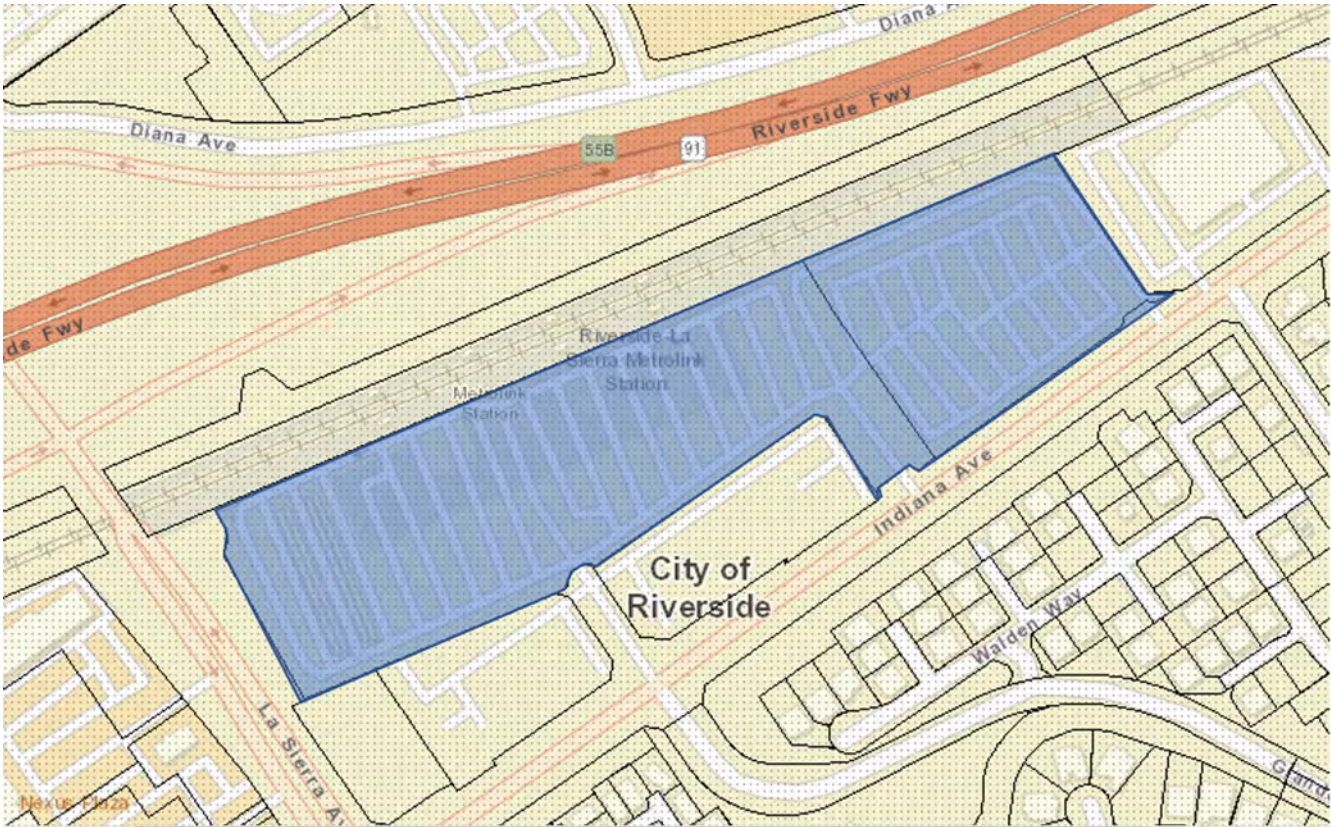


Figure 2.5, Image of La Sierra Station Site Boundary

The platforms, pedestrian overcrossings, towers, and parking lot are owned and maintained by RCTC; the land for the rail tracks is owned and maintained by BNSF RR.

6.7 Pedley Station



Figure 2.7, Image of Pedley Station Site Boundary

The platforms and parking lots are owned and maintained by RCTC; the land for rail tracks is owned and maintained by UPRR.

6.8 Downtown Perris Station



Figure 2.8, Image of Downtown Perris Station Site Boundary

RCTC owns the PVL railroad, but maintenance of the railroad within 20-feet from the centerline of the tracks is the responsibility of SCRRA. The portion of the rail corridor not maintained by SCRRA falls under the maintenance responsibility of RCTC. The railroad right of way was not reviewed as it is not accessed by public, except at rail crossings which were evaluated. The platforms and parking lots are owned and maintained by RCTC.

6.9 Riverside Hunter Park Station

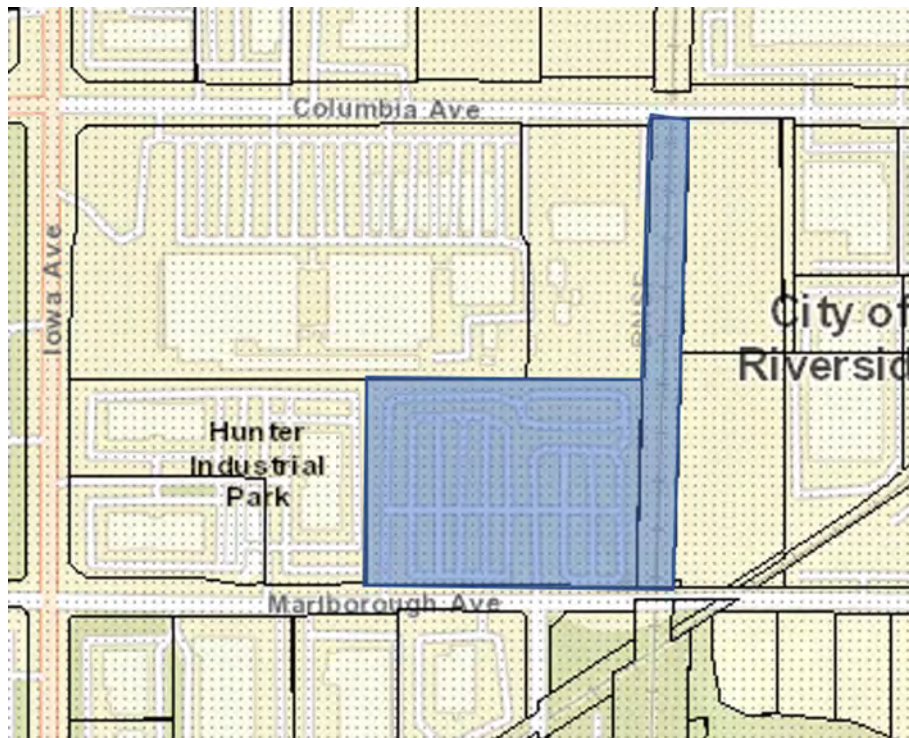


Figure 2.9, Image of Riverside Hunter Park Station Site Boundary

RCTC owns the PVL railroad, but maintenance of the railroad within 20-feet from the centerline of the tracks is the responsibility of SCRRA. The portion of the rail corridor not maintained by SCRRA falls under the maintenance responsibility of RCTC. The railroad right of way was not reviewed as it is not accessed by public, except at rail crossings which were evaluated. The platforms and parking lots are owned and maintained by RCTC.

6.10 Moreno Valley/March Field Station



Figure 2.10, Image of Moreno Valley/March Field Station Site Boundary

RCTC owns the PVL railroad, but maintenance of the railroad within 20-feet from the centerline of the tracks is the responsibility of SCRRA. The portion of the rail corridor not maintained by SCRRA falls under the maintenance responsibility of RCTC. The railroad right of way was not reviewed as it is not accessed by public, except at rail crossings which were evaluated. The platforms and parking lots are owned and maintained by RCTC.

6.11 South Perris Station

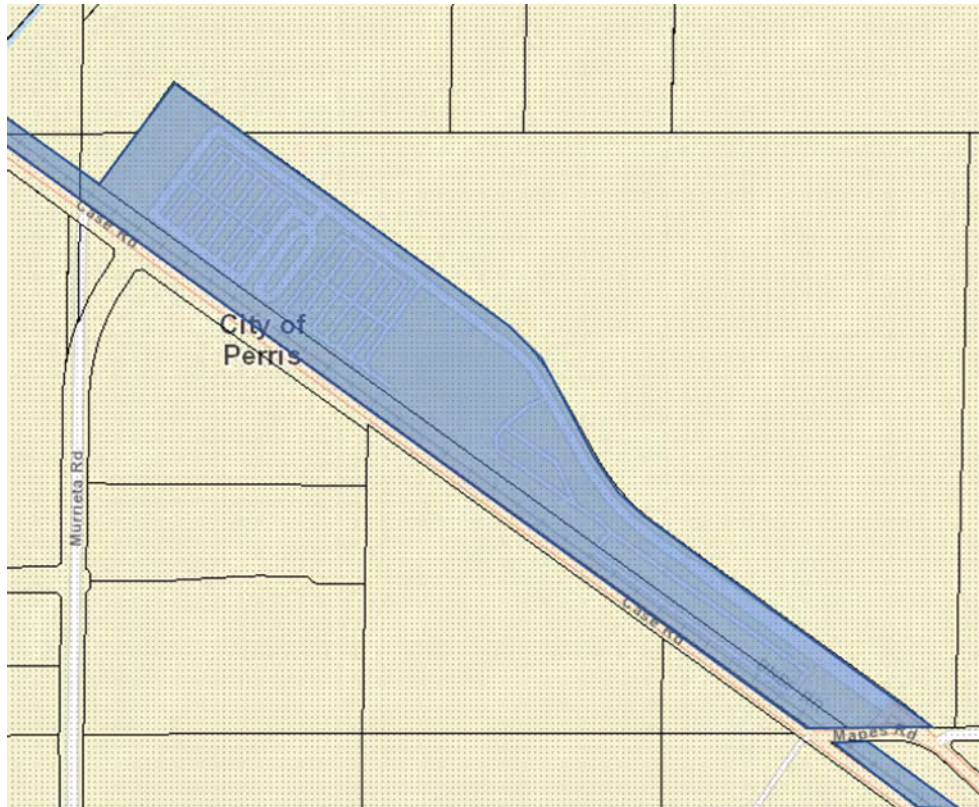


Figure 2.11, Image of South Perris Station Site Boundary

RCTC owns the PVL railroad, but maintenance of the railroad within 20-feet from the centerline of the tracks is the responsibility of SCRRA. The portion of the rail corridor not maintained by SCRRA falls under the maintenance responsibility of RCTC. The railroad right of way was not reviewed as it is not accessed by public, except at rail crossings which were evaluated. The platforms and parking lots are owned and maintained by RCTC. RCTC owns the land that the layover facility is located on but SCRRA maintains the tracks, layover facility, and crew office for Metrolink personnel and controls access to the area to only SCRRA personal.

6.12 Regional Operations Center (ROC)

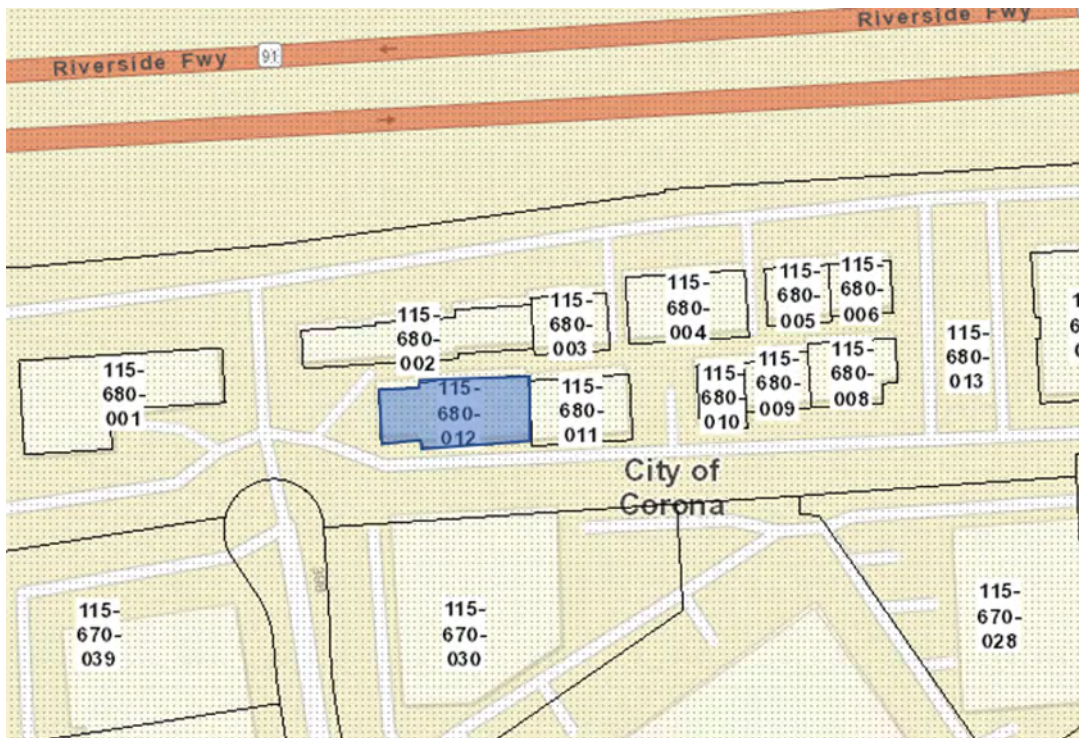


Figure 2.12, Image of ROC Site Boundary

6.13 Customer Service Center (CSC)

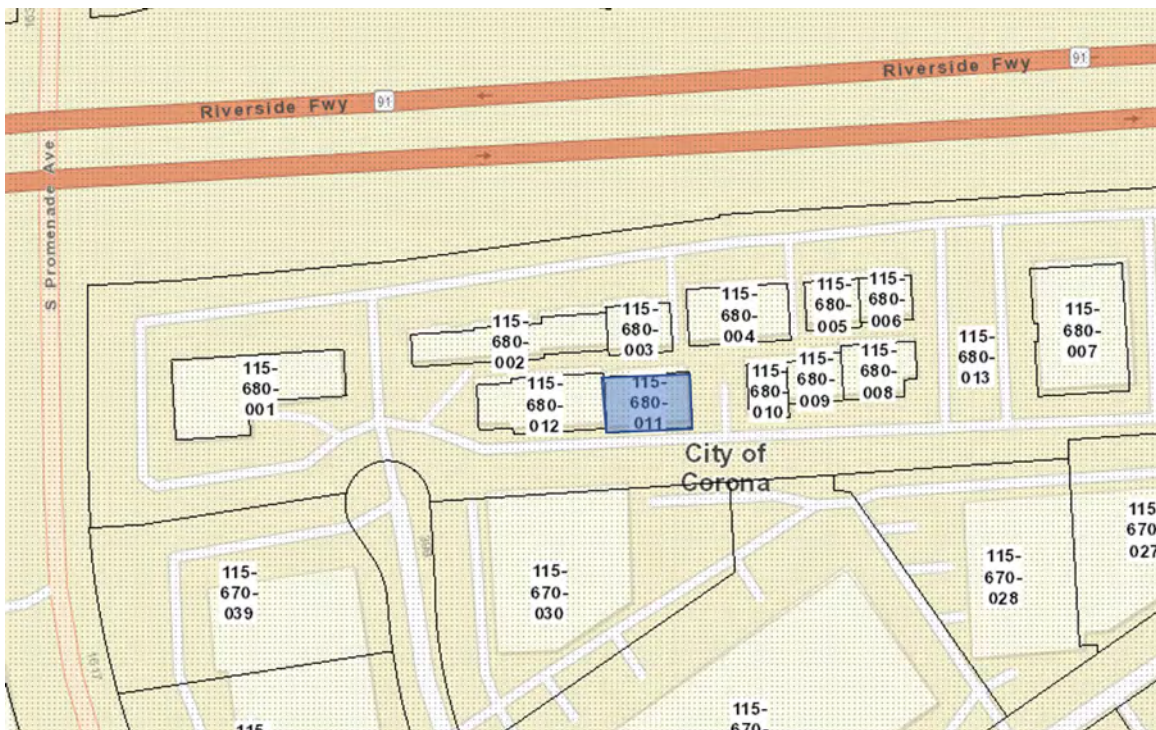


Figure 2.13, Image of CSC Site Boundary

6.14 Facility and Maintenance (FAM) Warehouse

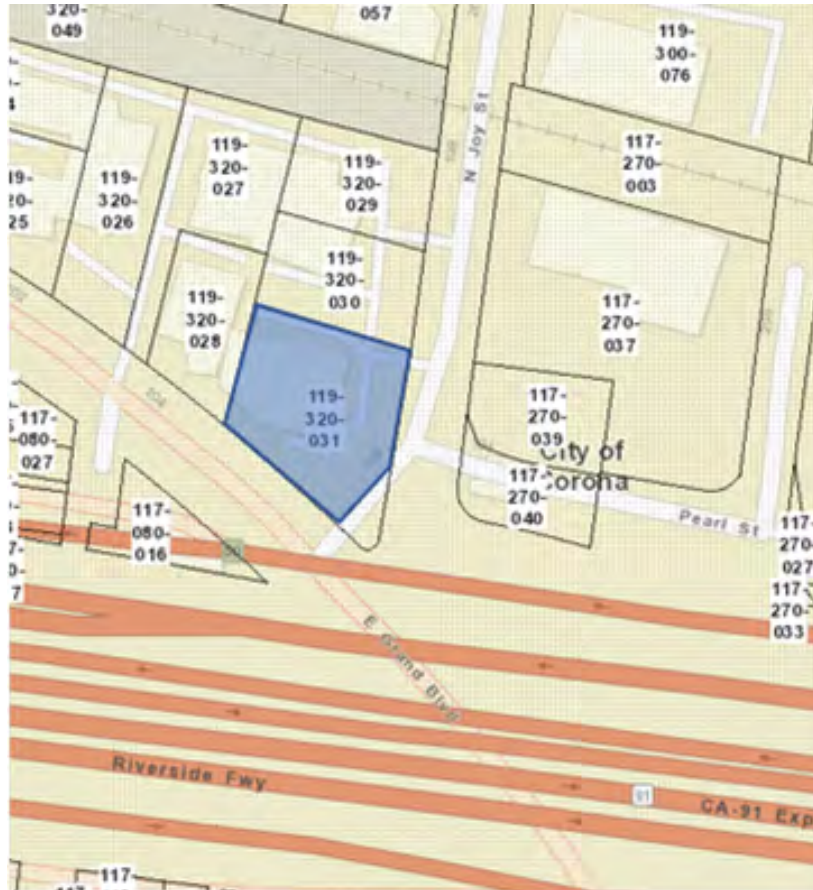


Figure 2.14, Image of FAM Warehouse Site Boundary

6.15 TUB 1 – 91 West Toll Utility Building

See Figure 2.15 for location.

6.16 TUB 2 – 91 East Toll Utility Building

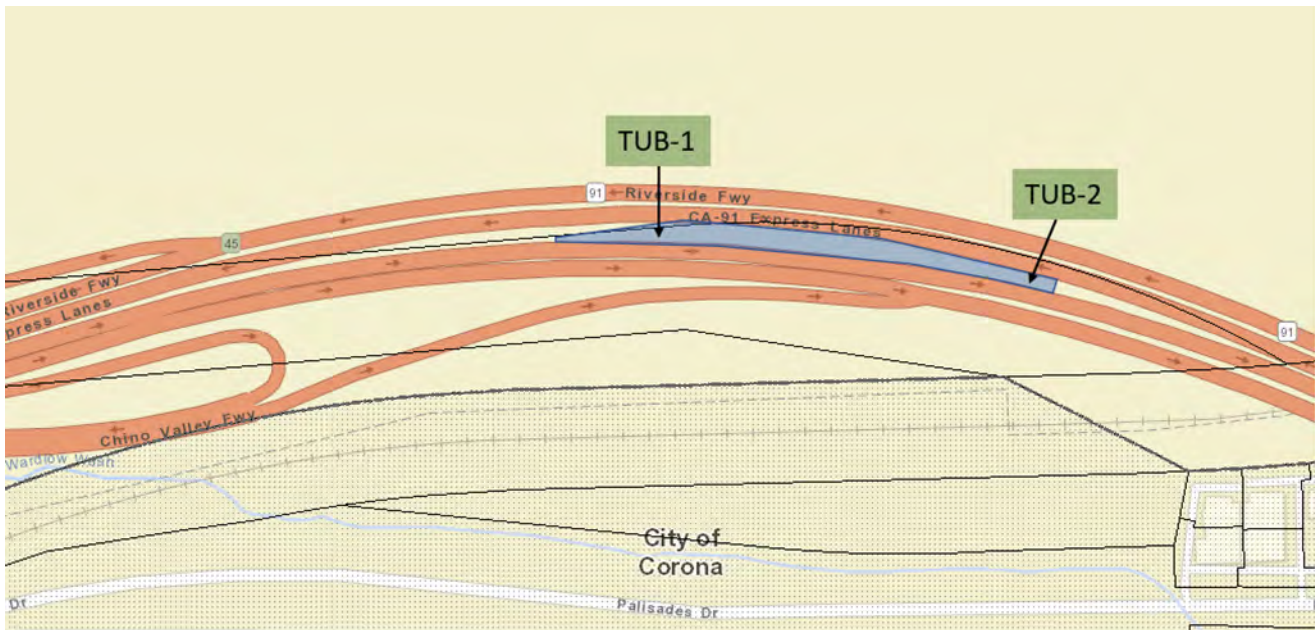


Figure 2.15, Image of TUB-1 and TUB 2 Site Boundary

The Toll Utility Buildings (TUB)s 1 and 2 are located in the median of State Route 91 as shown in the image above. The buildings are not accessible to the general public; however, these are designed for compliance to ADA requirements in accordance with California Building Code.

7 Evaluation of Physical and Programmatic Barriers

7.1 Self-Evaluation of Physical Barriers

Self - Evaluation of Physical Barriers in Stations

Barriers inside buildings and on the pedestrian routes within the boundary lines of buildings and facilities owned, operated, or used by RCTC were assessed by members of the self-evaluation team using a tape measure, a smart phone app, a smart level, and use of the ADA checklists (Attachments 6X and 6Y), described in Chapter 5.

Public rights of way leading from RCTC's commuter rail stations and accessing government offices, medical facilities, downtown core areas, school zones, residential areas, and other significant areas that do not fall within RCTC boundary lines are not evaluated in this report.

Rest areas, parks, or shared use trails are not located within the RCTC boundary lines, thus, were not evaluated.

The elements assessed in the stations include:

1. Curb ramps (includes evaluation of slopes, cross slopes, gutter slope, and detectable warning surfaces)
2. Pedestrian road crossings (includes evaluation of slopes and cross slopes)
 - a. Pedestrian push button signals (access to push buttons and placement height, where applicable within RCTC boundary)
3. Accessible routes
 - a. Walking surfaces (includes evaluation of slopes, cross slopes, trip hazards, protrusions, and minimum required widths)
 - b. Elevators (elevators comply with the accessibility requirements of the California Building Code applicable at the time of permit. Elevators are annually inspected and certified by State Division of Occupational Safety and Health – Elevator Unit. Cab size, location of call controls, in-car buttons and emergency controls, audible and visible signals, illuminated call buttons, hoist-way signs, and tactile signs were evaluated)
 - c. Pedestrian Bridge (includes evaluation of slopes, cross slopes, trip hazards, and handrails)
 - d. Stairs (includes handrails)
 - e. Ramps (includes handrails)
4. Platforms
 - a. Walking surfaces (includes detectable warning surfaces)
 - b. Mini High platforms and ramps (includes handrails)
5. Pedestrian rail crossings (includes evaluation of wheel flange gaps, trip hazards, and detectable warning surfaces)

6. Access to public amenities
 - a. Ticket vending/validation machines (TVM)
 - b. Benches
 - c. Trash cans
 - d. Drinking fountain
 - e. Communication Systems-passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones
 - f. Vending machines
 - g. Rack for flyers (where applicable)
7. Accessible parking spaces and aisles
8. Bus stops
9. Signage (evaluated for clearances and protrusions in accessible route only; signage is based on SCRRRA standards and owned and installed by SCRRRA)
10. Public Address Systems (public address systems are based on SCRRRA standards and are not under RCTC's jurisdiction or announcement control; however, they comply with the requirement to convey audible information to the public, in a visual format)
11. Staff facilities
 - a. Security staff office (where applicable)
 - b. Staff toilet (where applicable)
 - c. Dumpster

Results of these assessments are recorded in Attachments 6A through 6I.

Self-Evaluation of Physical Barriers in Other RCTC Buildings and Facilities

The following elements were assessed inside the RCTC offices and toll buildings:

1. Entry doors (signs and maneuvering clearances)
2. Exits (signs, doors, and maneuvering clearances)
3. Exterior accessible routes (widths, protruding objects, trip hazards)
4. Common use employee areas such as:
 - a. Entry Lobby
 - b. Corridors
 - c. Locker room
 - d. Open office areas
 - e. Controls for lights, thermostats, etc.
5. Restrooms
6. Break room
7. Conference/Meeting rooms
8. Fire Alarm System
9. Signage
10. Employee work areas (access to)

Results of these assessments are recorded in Attachments 6J through 6P.

7.2 Self-Evaluation of Policies, Procedures, and Practices

As part of the self-evaluation, questionnaires were issued to RCTC's departments and programs to identify any programmatic barriers. Responses to these questions revealed that there may be some barriers to accessibility present in the existing policies, programs, and procedures. The responses are included in Attachments 2 through 5. General program accessibility and specific program accessibility issues are summarized below. Results of the assessments are included in Attachments 2, 3, 4, and 5. Actions required to remove the identified barriers are included in Attachment 9, Action Plan.

RCTC services that have direct interface with the public include Toll, Freeway Service Patrol (FSP), and Vanpool. RCTC contractually requires their contractors and approved vendors to comply with ADA requirements. All RCTC Van Club approved vanpool vendors have accessible vehicles available for vanpool groups that comply with the Americans with Disabilities Act (ADA).

7.2.1. Departments and Programs

The staff liaisons from all RCTC departments and programs who were contacted for the self-evaluation of the general nondiscrimination policies and department specific policies for ADA compliance are listed in Attachment 1 – Departments and Programs.

7.2.2. Nondiscrimination

Equal treatment and access are a fundamental purpose of the ADA. People with disabilities must not be treated in a different or inferior manner. Title II regulations cover a wide range of issues which were included in the General Nondiscrimination questionnaire. The evaluation of responses to the General Nondiscrimination survey questions that were sent out to the staff liaisons from all RCTC departments is included in Attachment 2 - Evaluation of General Nondiscrimination Policies. Attachment 2 also lists the corresponding ADA Title II requirements and recommended best practices for each question and response. The following topics address the program areas included in Table 1 of Chapter 5.

1. Nondiscrimination policies, procedures, and practices

RCTC'S policies, practices, and procedures generally provide an equal opportunity for people with disabilities to participate in services, programs, and activities; that is, the policies do not discriminate against people on the basis of disability. See Appendix D – RCTC' s Personnel Policies and Procedures Manual (PPPM) Section 1.4

RCTC's ADA Nondiscrimination Notice (Appendix E1) is posted on RCTC's website.

https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf

The following questions were submitted to RCTC's departments and programs to evaluate awareness of nondiscrimination policies, practices, and procedures:

- 1) *Do policies, practices and procedures provide an equal opportunity for people with disabilities to participate in services, programs, and activities; that is, do policies not discriminate against people on the basis of disability? Please provide policy numbers and copies of these policies, practices, and procedures to identify if any policy modifications need to be implemented.*
- 2) *Are there circumstances in which the participation of a person with a disability would be excluded or restricted?*

- 3) *If yes, are the exclusions or restrictions necessary to the operation of the program or to the safety of other participants?*
- 4) *Are there separate services, programs, or activities for people with disabilities or a class of people with disabilities?*

Based on the responses received, it was found that all departments are aware of RCTC's Human Resources policies addressing nondiscrimination per ADA requirements within the PPPM. Staff rely on contract language and procurement policies for each contract to ensure compliance to ADA requirements for contracted services.

There are no circumstances in which the participation of a person with a disability would be excluded or restricted, except for field positions at construction sites where driving and exposure to live traffic is cited as an example of a restriction imposed on persons having a disability.

DOJ 2010 ADA Standards, Section 203.2 Construction Sites, states that, "Structures and sites directly associated with the actual processes of construction, including but not limited to, scaffolding, bridging, materials hoists, materials storage, and construction trailers shall not be required to comply with these requirements or to be on an accessible route." Therefore, construction sites are not required to include accessible routes where public access is not allowed.

Responses state that all public meetings are held in accessible locations so that the participation of a person with a disability would not be excluded or restricted. Separate services, programs, and activities are provided and include designated ADA parking at all locations, emergency call boxes that are accessible, funding for specialized transit, mobility options to enhance quality of life, and special account type for persons with disabled plates to receive toll discounts. The goal of these programs is the equal participation of individuals with disabilities in the "mainstream" of American society.

Based on a review of documents provided, RCTC's Model Contract – Request for Qualification – Consultant Contracts document (Appendix C1), does not specifically mention compliance with the ADA, although it requires consultants and contractors to comply with all Laws and Regulations. Bid and Contracts Documents – Construction Contracts (Appendix C2), requires contractors to certify that they do not violate federal laws or Executive Orders relating to employment discrimination. Bid and Contract Documents - Federal Projects (Appendix C3) requires ADA compliance as a contract provision. It is recommended that:

- a) RCTC review the uniform contract language for contracting services (consultants and construction contracts) to ensure that it is worded in a nondiscriminatory manner, holding vendors/contractors/ consultants to State and Federal disability civil rights mandates that RCTC is subject to under law, specifically including compliance to the ADA set forth under 28 CFR 35. Because RCTC receives federal financial assistance, a similar provision requiring compliance with Section 504 requirements should be added, as well.
- b) It is recommended that RCTC's legal counsel review job descriptions for construction field positions prior to their posting to ensure ADA compliance and to confirm that the exclusions or restrictions are necessary to the operation of the program or to the safety of all participants.

2. Contracting with External Organizations

Employees who contract with outside agencies, organizations, or businesses are required to know that the public entity's ADA obligations apply whether the public entity provides the service, program, or activity directly or contracts for it.

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The following questions were asked to evaluate awareness of this requirement:

- 5) *Do all employees who contract with outside agencies, organizations or businesses know that the public entity's ADA obligations apply whether the public entity provides the service, program, or activity directly or contracts for it?*
- 6) *Does the public entity notify each contractor of its responsibilities for providing contracted services in a nondiscriminatory manner?*
- 7) *Does the public entity require assurances from contractors of their fulfillment of Title II requirements?*
- 8) *Are there procedures to ensure that contractors provide the services, programs, and activities in a nondiscriminatory manner consistent with the Title II requirements?*

Based on the responses received, some of RCTC's staff are aware of this ADA requirement and some are not. The Procurement Policy Manual does not specifically address this as a Title II requirement, but Chapter 2-10 A of the manual requires that, "All formal contracts entered into by the Agency should contain appropriate clauses prohibiting discrimination by the contractor against any person or group of persons on account of race, color, religion, creed, national origin, ancestry, physical handicap, medical condition, age, marital status, sex or sexual orientation in the performance of the contract."

It is recommended that:

- a) RCTC require assurances from contractors of their fulfillment of Title II requirements.
- b) RCTC update contract provisions and specifications to specifically include that contractors need to provide the services, programs, and activities in a nondiscriminatory manner consistent with ADA Title II requirements.
- c) RCTC provide guidance to staff involved in the purchasing process to ensure that public funds are not being used to create barriers to access. For example, when purchasing new equipment or furniture, RCTC should ensure that any purchased equipment or furniture should be ADA compliant and provide equal access to those with disabilities.
- d) RCTC require accessibility reviews of designs for new construction or renovation projects for compliance to ADA standards.

3. Reasonable Modifications

The ADA requires public entities to make "reasonable modifications" in their usual ways of doing things when 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. A public entity does not have to take any action that it can demonstrate would result in a fundamental alteration in the nature of its program or activity, or in undue financial and administrative burdens. This determination can only be made by the head of the public entity, or his or her designee, and must be accompanied by a written statement of the reasons for reaching that conclusion. The determination that undue burdens would result must be based on all resources available for use in the program.

RCTC's PPPM Section 1.4.3.1 addresses provision of reasonable accommodation in compliance with the ADA and the Fair Employment and Housing Act (FEHA) for their employees and applicants. Section 1.4.3.2 addresses interactive process, as defined by the ADA and FEHA, to determine whether a qualified disabled applicant or employee is able to perform their essential functions.

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The following question was asked to evaluate the provision of reasonable accommodations in services offered by RCTC:

- 9) *Are employees and officials aware that the public entity is obligated to make a reasonable modification in policies, practices, or procedures if the modification is necessary for a person with a disability to participate? Please provide copy of the policy addressing policy modification requests and the determination of undue burden*

Based on the responses received, RCTC departments dealing with the public are generally aware of the requirement to provide reasonable accommodations. Contact information is provided on public meeting agendas and on notices for public hearings to request reasonable accommodations at least 72 hours prior to the meeting. Staff liaisons from most departments are not aware of the written policy addressing policy modification requests. However, the ADA Nondiscrimination Notice on the RCTC website states that, "RCTC will make reasonable accommodations to policies and procedures to ensure that all people have an equal opportunity to enjoy all of its programs, services, and activities."

RCTC does not appear to have a policy for providing statements of reasons for reaching a conclusion that a reasonable accommodation might result in undue financial or administrative burden to RCTC. Based on the responses to the question, it appears RCTC staff is not aware of who from RCTC is responsible for making the determination of undue burden on RCTC and who is required to take action to ensure that, to the maximum extent possible, individuals with disabilities receive the benefits or services provided by RCTC.

It is recommended that:

- a) Staff in all departments be provided with additional training and information regarding RCTC's ADA Nondiscrimination Notice that is posted on the agency's website. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf
- b) RCTC should establish an internal procedure for documenting reasonable modification requests (such as allowing service animals) and determine the person/s responsible for deciding which request would fundamentally alter the nature of the goods, services, facilities, privileges, or accommodations. It would also have to identify who will take action to ensure that, to the maximum extent possible, individuals with disabilities receive the benefits or services provided by RCTC.

4. Service Animals

Allowing service animals in areas where other animals are not allowed is a type of reasonable accommodation. Under the ADA, a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. Miniature horses can be service animals in some circumstances per DOJ. Entities must permit service animals to accompany people with disabilities in all areas where members of the public are allowed to go.

The following questions were asked to evaluate awareness of this requirement to permit service animals:

- 10) *Are employees and officials aware that*
- a. *The public entity must allow service animals to accompany people with disabilities in all areas where people without service animals are allowed to go?*
 - b. *Only two questions may be asked: (1) Is the dog a service animal required because of a disability? and (2) What work or task has the dog been trained to perform?*

- c. *The public entity may not ask about a person's disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task?*
- d. *A person with a disability cannot be asked to remove his service animal from the premises unless: (1) the dog is out of control and the handler does not take effective action to control it or (2) the dog is not housebroken and, in these circumstances, employees must offer the person with the disability the opportunity to obtain goods or services without the animal's presence?*
- e. *The public entity must permit a miniature horse to accompany a person with a disability where reasonable? Assessment factors include, the size and weight, whether the horse is housebroken, and whether its presence compromises safety requirements.*

RCTC's written policies do not specifically address service animals. Some departments are unaware or unsure of the requirements described in the questions above.

It is recommended that:

- a) RCTC provide ADA regulations that address service animals to all staff in all departments .
- b) Staff who interact with the public be provided comprehensive training regarding ADA Title II requirements addressing wheelchairs, service animals, provision of space, and relief areas for service animals in public meetings/events. ADA training and training resources are available online at this link <https://adata.org/ada-training>.

5. Wheelchairs and Other Power-driven Mobility Devices

Public entities must allow people with disabilities who use wheelchairs and power-driven mobility devices into all areas where the public is allowed to go. Power-driven mobility devices may include Segway®, golf carts, and other devices designed to operate in non-pedestrian areas.

The following questions were asked to evaluate awareness of this requirement:

11) Are employees and officials aware that

- a. *People with mobility disabilities may use wheelchairs, scooters, and manually-powered mobility aids, such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use?*
- b. *People with mobility disabilities may use other power-driven mobility devices in any areas open to pedestrian use unless the public entity can demonstrate that the class of other power-driven mobility devices cannot be operated in accordance with legitimate safety requirements?*
- c. *They may not ask about the nature and extent of the individual's disability, but may ask an individual to provide a credible assurance that the mobility device is required because of the person's disability? Credible assurance includes a state-issued, disability parking placard or card, or other state-issued proof of disability or a verbal representation, not contradicted by observable fact, that the other power-driven mobility device is being used for a mobility disability.*

Public entities are encouraged to develop written policies specifying which power-driven mobility devices will be permitted, and where and when they can be used. RCTC departments are generally aware but RCTC's PPM and other policies do not specifically address wheelchairs and other power-driven mobility devices. These requirements have not been formally communicated to the departments.

It is recommended that:

- a) RCTC provide ADA regulations regarding power driven mobility devices to all staff in all departments .

6. Surcharge and Costs

Title II requires that a public entity may not place a surcharge on people with disabilities to cover the costs of measures, such as the provision of auxiliary aids or program accessibility, that are required to provide non-discriminatory treatment.

The following question was asked to evaluate awareness of this requirement:

- 12) *Are employees and officials aware that the public entity may not place a surcharge on people with disabilities to cover the costs of measures, such as the provision of auxiliary aids or program accessibility, that are required to provide nondiscriminatory treatment?*

RCTC's departments are generally aware of this requirement, due to it being posted on board agendas, but RCTC's personnel policies and procedures manual does not specifically address this requirement. These requirements have not been formally communicated to all the departments.

The ADA Nondiscrimination Notice on the RCTC website states that, "Anyone who requires an auxiliary aid or translation service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of RCTC, should contact RCTC at (951) 787-7141. RCTC will take reasonable steps to ensure that all individuals have meaningful access to programs, services, and information free of charge. RCTC will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs."

It is recommended that:

- a) Staff in all departments be provided with the ADA Nondiscrimination Notice that is posted on the RCTC website. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf

7. Ticketing (with seating)

A public entity that sells tickets for a single event or series of events is required to modify its policies, practices, or procedures to ensure that individuals with disabilities have an equal opportunity to purchase tickets for accessible seating.

The following questions were asked to evaluate awareness of this requirement:

- 13) *Are tickets for accessible seats sold during the same hours; through the same methods of purchase (by telephone, on site, through a website, or through third-party vendors); and during the same stages of sales (pre-sales, promotions, general sales, wait lists, or lotteries) as non-accessible seats?*
- 14) *If accessible seating is not available in areas of the venue with lower prices, is lower priced accessible seating available in higher priced locations?*
- 15) *Do venues and third-party sellers provide the same information about accessible seats as provided about non-accessible seats?*
- 16) *Can ticket sellers describe accessible seating in enough detail to permit the purchaser to determine if a seat meets his or her needs?*

- 17) *Do ticket sellers know that people purchasing a ticket for a wheelchair space may purchase up to three additional seats for their companions as close as possible to the wheelchair space and that these companion seats may include wheelchair spaces?*
- 18) *Do ticket sellers know that unsold accessible seats may be released and sold to members of the general public in only one of three circumstances:*
 - *when all non-accessible seats have been sold (excluding luxury boxes, club boxes, suites, and seats the venue holds back when declaring a sell-out); or*
 - *when all non-accessible seats in a particular seating section have been sold; or*
 - *when all non-accessible seats in a particular price category have been sold?*
- 19) *If the venue permits patrons to give or sell their tickets to others, does the venue know that the same right must be extended to patrons with disabilities and that those tickets may be sold to someone who does not have a disability?*
- 20) *Do ticket sellers know that for single event tickets, venues may ask purchasers to state that they require, or are purchasing tickets for someone who requires, the features of an accessible seat?*
- 21) *Do ticket sellers know that for series of events tickets, purchasers may be asked to attest in writing that they require, or are purchasing tickets for someone who requires, the features of an accessible seat?*

Based on the responses received, it is evident that these questions do not apply to RCTC programs, services, and activities because RCTC does not directly sell tickets for any events. However, it is recommended that:

- a) RCTC consider reserving accessible seats in the front at future ribbon cutting and other public events held by RCTC.

8. Access to Public Meetings

A public entity is required to make available to applicants, participants, beneficiaries, and other interested persons information regarding the services, programs, or activities of the public entity, and to ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities.

To ascertain that RCTC staff are aware of this requirement, the following questions were asked to evaluate awareness of this requirement:

- 22) *Is information about the public entity's accessible services, activities, and facilities available to the public and to current and future program participants?*
- 23) *Are all public meetings and events held in accessible and safe locations?*
Note: Are sites evaluated to include site arrival points, signage, meeting room(s), supporting restrooms, drinking fountains, public phones, registration counters, etc.?
- 24) *Is there a notice on all public meeting announcements that auxiliary aids and services are made available as needed for participants with disabilities?*
- 25) *Is there a policy in place regarding maintenance of accessible features?*
- 26) *Who provides auxiliary aids and services to people seeking accommodation under Title II?*

Based on the review of responses, information about accessibility at public meetings is posted on the meeting agenda and there is a brochure on ADA policy which might be outdated. Most of RCTC's employees are aware of the requirement to provide accessible venues for public meetings but also defer to the Clerk of Board and consultants for provision of auxiliary aids and services. There does not seem to be a policy in place for maintenance of accessible features and some public meetings are held in venues maintained by others.

It is recommended that:

- a) RCTC should ensure that staff and consultants responsible for setting off site meetings are aware that ADA requirements need to be complied with such as holding meetings and events on accessible routes, incorporating clear spaces, accessible room set-up and integrated seating. If events are to be coordinated and arranged by external consultants, the consultant's scope of work for the events should clearly include compliance with all ADA requirements.

9. Disability Awareness

Regardless of how they accomplish specific tasks, people with disabilities have the same right as any other person to participate in state and local government and to benefit from the programs and services these government agencies provide. A review of a public entity's written and audio-visual materials is required to be conducted to ensure that individuals with disabilities are not portrayed in an offensive or demeaning manner.

The following questions were asked to evaluate disability awareness among staff who have contact with the public:

- 27) *Are RCTC staff who have public contact trained or provided guidance regarding ADA requirements for full participation of individuals with disabilities including "disability" awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette?*
- 28) *By what means is training provided to RCTC Staff who have public contact regarding ADA requirements for full participation of individuals with disabilities including "disability" awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette?*

A review of RCTC's website at <https://www.rctc.org/about/> reveals that written and visual materials do not portray individuals with disabilities in an offensive manner. RCTC employees are generally aware and sensitive to disability issues of their own accord but they have not yet received formal training regarding disability awareness and first person contact.

It is recommended that:

- a) RCTC staff who interact with the public be trained in "disability" awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette. For example, a free, self-paced online course for discovering the best practices for effectively working and interacting with people who have disabilities is found at this link: <https://adata.org/project/your-service-welcoming-customers-disabilities-your-one-stop-center>.

10. Emergency Evacuation Procedures

To allow full participation of individuals with disabilities in its programs, activities, or services, a public entity should also have procedures to evacuate individuals with disabilities during an emergency. Public entities must also maintain in working order equipment and features of facilities that are required to provide ready access to individuals with disabilities. A public entity may impose legitimate safety requirements necessary for the safe operation of its services, programs, or activities. DOT's ADA regulation 49 CFR 37.161 requires maintenance and prompt repair of accessible features.

To evaluate compliance with maintenance and safety requirements, the following questions were asked:

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- 29) *Are maintenance staff and other staff trained to identify access and safety issues?*
- 30) *Is there a system or plan in place to identify safety and access issues that can be used by maintenance staff to report and correct problems? If yes, please attach the plan.*
- 31) *How is access monitored during planning and construction of RCTC projects?*
- 32) *Are any RCTC programs, services or facilities are operated from a registered historic site?*
- 33) *When purchase of new equipment (including but not limited to communication and transportation equipment) is made, how is it reviewed to ensure that equipment is accessible to people with disabilities?*
- 34) *Does RCTC have an emergency management plan that includes needs of people with disabilities? If yes, please attach the plan. The plan shall include procedures to evacuate individuals with disabilities during an emergency.*
- 35) *Has RCTC used the guidance published by the EEOC regarding lawful means of identifying employees who might need assistance during an emergency due to their disability?*
- 36) *Are visual and audible warning signals installed in RCTC facilities and buildings to notify all members of the public including individuals with disabilities?*
- 37) *Has emergency management staff in all facilities been trained regarding variety of events that might occur and impact people with disabilities?*
- 38) *Does RCTC use the US Department of Justice guidance regarding disaster management? This can be located at ADA.gov.*
- 39) *Is the RCTC ADA coordinator involved in the emergency plan creation, drills, and debriefings?*
- 40) *Please share all accessibility policies, procedures and guidelines, verbal or written that you have in place. Please attach a copy.*

Written emergency evacuation procedures for stations or other facilities were not available for review at the time of this evaluation. 'Evacuation Map' and 'Safety Team Listing - Evacuation Team Responsibilities' were provided for the 3rd floor of RCTC's Lemon Street office. There appears to be no universal written emergency management plan and the documents provided do not specifically include evacuation of individuals with disabilities during an emergency.

As RCTC does not operate any programs, services, or activities on historic properties, ADA requirements for access to, and emergency evacuation from, altered historic properties are not applicable.

It is recommended that:

- a) RCTC develop guidance and special procedures on assisting individuals with disabilities during emergencies and address emergency evacuation of individuals with disabilities covering a variety of emergency situations.
- b) RCTC use the guidance published by the Equal Employment Opportunity Commission (EEOC) regarding lawful means of identifying employees who might need assistance during an emergency due to their disability:
<https://www.eeoc.gov/laws/guidance/obtaining-and-using-employee-medical-information-part-emergency-evacuation-procedures>.
- c) RCTC use DOJ guidance regarding disaster management:
<https://www.ada.gov/emergencyprep.htm>.
- d) The RCTC ADA Coordinator be involved in the emergency plan creation, drills, and debriefings.

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- e) RCTC should update all accessibility policies, procedures, and guidelines to include recommendations made in this report.
- f) If other entities are contracted to provide emergency preparedness or emergency management services, RCTC should formalize in agreements with those organizations their commitment to compliance with the requirements of Title II of the ADA and information provided at this link:
<https://www.ada.gov/pcatoolkit/chap7emergencymgmtadd1.htm>.
- g) RCTC provide comprehensive training to staff involved in emergency planning and preparedness, addressing effective communications, evacuating from a place of danger, sheltering, evacuating people to a place of safety and adaptive evacuation equipment (if or when used), and evacuation of service animals.

The Pacific ADA Center is a resource for webinars, tip sheets, and podcasts on emergency preparedness to help shed light on disability and ADA issues in emergency preparedness and management. National, regional, and local resources and publications related to disability and emergency preparedness are available at this link: <https://www.adapacific.org/emergency-preparedness-webinars>.

11. Employment Practices

ADA Title II regulations, Section 504 of the Rehabilitation Act, and the ADA regulation issued by the Equal Employment Opportunity Commission require that 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. For public entities at the state and local levels, Title II adopts the standards of Title I.

Public entities must ensure that their employment practices and policies do not discriminate on the basis of disability against qualified individuals with disabilities in every aspect of employment, including recruitment, hiring, promotion, demotion, layoff and return from layoff, compensation, job assignments, job classifications, paid or unpaid leave, fringe benefits, training, and employer-sponsored activities, including recreational or social programs.

The following questions related to employment practices were asked to evaluate RCTC's Human Resources policies:

- 41) *Do employment practices comply with all applicable nondiscrimination requirements, including Section 504 of the Rehabilitation Act and the ADA regulation issued by the Equal Employment Opportunity Commission?*
- 42) *Are the interview/selection panel members trained regarding disability awareness and interactions with people with disabilities?*
- 43) *Is reasonable accommodation offered, as needed for people with disabilities during interview/selection?*
- 44) *Who provides reasonable accommodations to applicants and employees under ADA Title I and II regulations and CA Government Code 12926? Please include Name, Position, Contact information.*
- 45) *Please share all accessibility policies, procedures and guidelines, verbal or written that you have in place. Please attach a copy.*
- 46) *Is there an anti-disability harassment policy? If yes, provide copy of the policy.*

Section 1.4.3 of the RCTC PPPM states that, "It is the policy of RCTC not to discriminate on the basis of disability for employment. It is the intent of RCTC to provide qualified disabled employees with a bias free work environment. RCTC will provide reasonable accommodation in

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compliance with the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA). Reasonable effort will be made to provide an accessible work environment.”

This statement is posted on RCTC’s website, <https://www.rctc.org/employment/>, “It is the policy of RCTC to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sexual orientation, gender identity and/or expression, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, RCTC will provide reasonable accommodations for qualified individuals with disabilities.”

ADA Nondiscrimination Notice (Appendix E1) posted on RCTC’s website https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf states that, “RCTC does not discriminate in its hiring or employment practices and complies with all applicable laws and regulations, including but not limited to, Title VII of the Civil Rights Act, Title II of the ADA, and the California Fair Employment and Housing Act.”

Section 1.4.2.1 of the RCTC PPPM states that, “RCTC’s EEO policy applies to all areas of employment including recruitment, selection, promotion, termination, transfer, layoff, compensation, benefits, training, performance evaluations, and other personnel actions, procedures and examinations.”

Section 11.2 Harassment Free Environment policy of the RCTC PPPM includes a written response policy and action for anti-disability harassment.

Based on a review of these statements and responses received from the Human Resources Department, RCTC’s employment practices are not deemed discriminatory against people with disabilities. However, a legal review of postings prior to opening is not conducted. Job descriptions are from a template style format. Interview/selection panel members follow the RCTC Interviewing Guide which addresses disability but does not include details regarding disability awareness and interactions with people having disabilities.

It is recommended that:

- a) The RCTC Interviewing Guide be updated to include details regarding disability awareness and interactions with people having disabilities to assure that job applicants with disabilities are treated in a nondiscriminatory manner.
- b) Advertised position classifications and job application forms should be reviewed by RCTC HR director and / or RCTC legal counsel to determine if:
 - Positions are available to qualified persons with disabilities;
 - The announcement identifies the essential functions of the job to attract qualified people with disabilities to apply;
 - Information about job openings is accessible to people with different disabilities;
 - If only permissible questions are being asked on application forms (questions that identify the presence of a disability may not be asked);
 - Modifications and accommodations are required for position classifications to qualified persons with disabilities; and

Local certified vocational rehabilitation counselors in Riverside, CA (if needed) can be found at this link: <https://riverside.networkofcare.org/mh/services/subcategory.aspx?tax=ND-9000>.

ADA Training on Title I–Employment can be requested from the Pacific ADA center at this link: https://www.adapacific.org/request_pacific-ada-center-training. The training covers the following topics:

- Employment requirements overview
- Definition of disability
- Drafting job descriptions
- Interviewing people with disabilities
- Post-offer/Pre-employment dos and don'ts
- Disclosing a disability
- Reasonable accommodation: the process, examples, and “Undue Hardship”

12. Construction Policies

RCTC’s Model Contract - Request for Qualification - Consultant Contracts document (Appendix C1), Bid and Contract Documents – Construction Contracts (Appendix C2), and Bid and Contract Documents - Federal Projects (Appendix C3) were reviewed to evaluate RCTC’s construction policies. Specifically, Exhibit B, Section 18, Laws and Regulations in Appendix C1 states that, “Consultant shall keep itself fully informed of, and in compliance with, all local, state, and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law.”

Page 5 of the Notice for Qualification in Appendix C1 states that, “RCTC does not discriminate against, or provide preferential treatment to any individual or group on the basis of race, color, ethnicity, age over 40, religion, gender, national origin, ancestry, physical disability, disability including AIDS, mental condition, cancer-related medical condition, political affiliation, sexual orientation, or marital status in its contracting activities.”

Bidder Information Form in Appendix C2, page CBF 36, requires bidders to provide information regarding violation of laws and Executive Orders relating to employment discrimination.

Part G-2, Form FHWA-1273 of the “Federal Requirements for Federal Aid Contracts” in Appendix C3, includes the provisions of the ADA set forth under 28 CFR 35 and 29 CFR 1630 as a contract requirement. The form also requires the operating policy of the contractors to accept the statement, “It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training.”

DOT ADA regulation 49 CFR 37.41 requires that, “A public entity shall construct any new facility to be used in providing designated public transportation services so that the facility is readily accessible to and usable by individuals with disabilities, including individuals who use wheelchairs.”

Per DOJ ADA standards, construction of each new facility or part of a facility, or the alteration of existing facilities after January 26, 1992, is required to conform to the standards designated under the Title II regulation. While it is recognized that the responsible licensed architect or engineer for any RCTC project assumes full responsibility for compliance with all accessibility and building

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code requirements, there is no mention in Appendix C1, RCTC's Model Contract language, about conducting accessibility inspections during construction. An evaluation of physical barriers in existing RCTC facilities identified compliance issues with respect to meeting the requirements of the ADA standards applicable at the time of construction/alterations in some locations. Attachments 6A through 6P identify these issues and Attachment 8 - Transition Plan identifies the solutions.

General nondiscrimination questions discussed earlier were sent to the staff liaisons responsible for construction of Capital Projects and responses were reviewed.

Based on a review of Appendices C1, C2, and C3 and the responses received to general nondiscrimination questions, it is recommended that:

- a) Accessibility construction inspections be conducted on all projects under construction by RCTC consultants. Progress inspections (on-site inspections of accessibility features and construction elements affecting accessibility compliance) help to verify that all elements will be able to meet the minimum accessibility requirements of the California Building Code at the time of final inspection.
- b) For guidance on conducting accessibility construction inspections, RCTC should recommend their consultants use the "Accessibility Construction Inspection Checklist" provided by the California Commission on Disability Access free of charge on their website at: <https://forms.dgs.ca.gov/content/forms/af/dgs/ccda/ccda-accessibility/public/ccda-accessibility-construction-inspection-checklist-2020-edition.html?>.
- c) RCTC ensure that construction specifications include construction tolerances [to specify a dimension less than the required maximum (or more than the required minimum) by the amount of the expected field or manufacturing tolerance, and not to state any tolerance in conjunction with the specified dimension]. This will ensure that facilities and elements accomplish the level of accessibility intended by accessibility requirements.
- d) RCTC ensure that construction management consultant contracts include using local Certified Access Specialist (CASP) services within future construction projects to ensure that appropriate compliance is in place. A list of certified Access Specialists is found at this link: https://www.apps2.dgs.ca.gov/DSA/casp/casp_certified_list.aspx.

13. Staff Training and Support

Questions were asked to determine if employees of RCTC are familiar with the policies and practices for the full participation of individuals with disabilities. Based on the responses received to various questions related to staff training, it is recommended that:

- a) RCTC staff be provided general and program specific training on state and federal disability civil rights laws and disability awareness starting with the introductory ADA Basic Building Blocks course <https://www.adabasics.org/> to help increase knowledge and understanding of the basic principles and core concepts in the ADA and the ADAAA.

ADA Training on various other topics can also be requested from the Pacific ADA center and Mid-Atlantic ADA center at these links:

https://www.adapacific.org/request_pacific-ada-center-training

<https://www.adainfo.org/training/serving-customers-disabilities>

14. ADA Related Drug Use Policy

Title II requires that a public entity shall not discriminate on the basis of illegal use of drugs against an individual who is not engaging in current illegal use of drugs.

RCTC's PPPM addresses drug use policies and is attached as Appendix D (see pages 65-68). The PPPM does not specifically address ADA related drug use and does not mention nondiscrimination against people who formerly used drugs illegally. The following question was asked to ascertain nondiscrimination against former drug users as opposed to individuals who are currently engaged in illegal use of drugs:

47) Does RCTC have a policy in place that prohibits discrimination against people who formerly used drugs illegally as opposed to individuals who are currently engaged in illegal use of drugs? If yes, provide copy of the policy.

Based on the response received that "the policy does not clearly state nondiscrimination against people involved in former use of illegal drugs," it is recommended that:

- a) RCTC create a policy that prohibits discrimination against former users of drugs that complies with 28 CFR 35.131 (2) <https://www.ecfr.gov/current/title-28/chapter-I/part-35/subpart-B/section-35.131>.

7.2.3. Effective Communication

Communicating successfully is an essential part of providing service to the public. The ADA requires public entities to take the steps necessary to communicate effectively with people who have disabilities. Many people who are blind or have low vision, who are deaf or hard of hearing, or who have other communication disabilities are prevented from participating fully in programs, activities, and services because of communication issues. To address this, Title II requires that communication with people with disabilities be "as effective" as communication with others. Often good communication practices will suffice, such as not turning away when speaking with a person who is hard of hearing or taking the time to listen to a person who has a speech impairment. Other times a public entity needs to provide "auxiliary aids and services" to ensure that communication is effective.

Attachment 3, Effective Communication Questionnaire, includes responses by the department of the Clerk of the Board which is primarily responsible for communication with the public.

The following questions were asked and the responses are included in Attachment 3:

- 1) *Auxiliary Aids and Services Does the public entity know how to provide the following for people who are deaf or hard of hearing*
 - a. *Sign language, oral, and cued speech interpreters*
 - b. *Video remote interpreting (VRI) services*
 - c. *Computer-assisted real-time transcription (CART) services*
 - d. *Assistive listening devices*
 - e. *Open and closed captioning of videos*
 - f. *Real time captioning of television programs*
 - g. *Other:*
- 2) *Does the public entity know how to provide documents in the following formats for people who are blind or visually impaired and others with print disabilities?*
 - a. *Braille*

- b. large print
 - c. Audio recordings
 - d. Accessible electronic formats that that can be accessed by screen reading software, for example, documents in plain text or HTML
 - e. Screen reader software installed on a computer that is used by the public, for example in a library
 - f. Magnification software installed on a computer that is used by the public, for example in a computer lab
 - g. Optical readers
 - h. Other
- 3) Does the public entity have a policy or procedure to handle requests for auxiliary aids and services?
 - 4) Are employees and officials aware of the public entity's obligation to provide auxiliary aids and services?
 - 5) Do employees and officials know how to arrange for auxiliary aids and services?
Arrangements could be made directly or through the ADA coordinator or another staff person.
 - 6) Does the public entity give primary consideration to the person with a disability when determining what type of auxiliary aid or service to provide?
 - 7) Are employees and officials aware that it is inappropriate to request that family members and friends of people who are deaf serve as sign language interpreters, except in emergencies or if the individual wants the family member or friend to interpret and it's appropriate to do so?
 - 8) Are employees and officials aware that a companion of a program participant has a right to auxiliary aids and services if the companion has a communication disability and is an appropriate person with whom the public entity should or would communicate?
Example: A deaf family member of a hospital patient might need a sign language interpreter to communicate with the doctor.
 - 9) Are captions and audio description provided on videos and television programs the public entity produces and videos on its website?
 - 10) Does the public entity have a policy or procedure for determining if an auxiliary aid or service would be an undue financial and administrative burden?
The decision of undue hardship must be made by the head of the public entity or his or her designee. There must be a written statement explaining the reasons for reaching that decision.
 - 11) Do employees and officials know how to respond to telephone calls made through Video Relay Services and Telecommunication Relay Services so that the calls are responded to in the same manner as other telephone calls?
 - 12) Where telephones are available to the public for making outgoing calls, such as in hospital waiting rooms, are TTYs available for people with hearing and speech disabilities?
A TTY is an electronic device for text communication over a telephone line that is designed for use by people with hearing or speech disabilities.
 - 13) Do telephone emergency services, including 911, provide direct access to people who use TTYs and computer modems?
 - 14) Does RCTC list "711 the California Relay" on business cards and letter heads also?
 - 15) Have local resources been identified which can provide auxiliary aids for communication, as needed, by people with disabilities.
 - 16) If critical information is released to the press, is an American sign language interpreter visible and within the screenshot, if television cameras are in use?

17) *When announcements are distributed electronically, are they sent out in accessible PDF and Word documents simultaneously?*

ADA Nondiscrimination Notice (Appendix E1) posted on RCTC's website https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf states that, "RCTC will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in RCTC's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing or vision impairments."

The contact information on RCTC's website also includes instructions for transit riders with hearing or speech impairments to use the **California Relay Service**, 711, and the number after that.

Based on the responses received, it appears that staff may not be familiar with some auxiliary aids and services such as Video Remote Interpreting (VRI), computer-assisted real-time transcription (CART), and open captioning, implying that these may not become readily available to people who are deaf or hard of hearing. RCTC's documents are not available in Braille format due to unavailability of vendors providing the service and optical readers are not provided either.

Electronic announcements are sent by email to people who have signed up to receive the email blasts, but accessible PDF and Word documents are not sent out. RCTC is occasionally invited to participate in various news interviews, but they depend on the news cast company to provide sign language interpreters.

Policies and procedures state that auxiliary aids and services will be provided. However, there is no policy or procedure to determine if the requested auxiliary aid or service would be an undue financial and administrative burden. It is recommended that:

- a) As a reasonable accommodation, RCTC identify resources that can readily respond to requests for "auxiliary aids and services" to include but not be limited to:
 - qualified reader; a "qualified" reader is someone who is able to read effectively, accurately, and impartially, using any necessary specialized vocabulary;
 - print documents to be placed into alternate formats, such as braille, large print, or audio recording;
 - video/audio description production services;
 - qualified notetaker;
 - qualified interpreter; a "qualified" interpreter is someone who is able to interpret effectively, accurately, and impartially, both receptively (i.e., understanding what the person with the disability is saying) and expressively (i.e., having the skill needed to convey information back to that person) using any necessary specialized vocabulary;
 - VRI services is a video telecommunication service that uses devices such as web cameras or videophones to provide spoken language or sign language interpreting services;
 - real-time captioning (also known as CART) is a service similar to court reporting in which a transcriber types what is being said at a meeting or event into a computer that projects the words onto a screen; this service, which can be provided on-site or remotely, is particularly useful for people who are deaf or have hearing loss but do not use sign language;

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- printed scripts;
 - captioning production services; and
 - qualified speech-to-speech transliterator (a person trained to recognize unclear speech and repeat it clearly).
- b) RCTC prepare a procedure for determining if the requested auxiliary aid or service would be an undue financial and administrative burden and if so, what other action will be taken to ensure that individuals with disabilities will receive the benefits or services provided by RCTC. When choosing an aid or service, Title II entities are required to give primary consideration to the choice of aid or service requested by the person who has a communication disability. RCTC must honor the person's choice, unless it can demonstrate that another equally effective means of communication is available, or that the use of the means chosen would result in a fundamental alteration or in an undue burden. If the choice expressed by the person with a disability would result in an undue burden or a fundamental alteration, the public entity still has an obligation to provide an alternative aid or service that provides effective communication if one is available. RCTC should train employees so they know the policies and the appropriate procedures to follow when they receive a request for an interpreter.
- c) RCTC provide staff who have contact with the public, create publications, or correspond with members of the public comprehensive training on disability etiquette, effective communication, and pertinent Civil Rights mandates. ADA training on various topics can be requested from the Pacific ADA center at this link: https://www.adapacific.org/request_pacific-ada-center-training. Many local disability organizations, including Centers for Independent Living, conduct ADA trainings in their communities. The DOJ's ADA Information Line can provide local contact information for these organizations <https://www.ada.gov/infoline.htm>.
- d) RCTC consider adding "711 the California Relay" on business cards and letter heads. Provide additional training to staff on the use of "711, California Relay" as to why this is one effective option for communicating with people who are deaf, hard of hearing, or have speech disabilities.
- Note: The free nationwide telecommunications relay service (TRS), reached by calling 7-1-1, uses communications assistants (also called CAs or relay operators) who serve as intermediaries between people who have hearing or speech disabilities who use a text telephone (TTY) or text messaging and people who use standard voice telephones. The communications assistant tells the telephone user what the other party is typing and types to tell the other party what the telephone user is saying. TRS also provides speech-to-speech transliteration for callers who have speech disabilities.
- e) RCTC examine voicemail systems and telephone information lines to ensure they are accessible for people who are deaf or hard of hearing.
- f) When RCTC announcements are distributed electronically, they should be sent out in accessible PDF and Word documents simultaneously.

It was also found that RCTC does not have written procedures in place for testing the communication instruments installed at the stations to ensure direct and equal access. Some of the phones connect directly to the Police/911/Sheriff while others connect to the Security Control Center at Riverside Downtown Station.

It is recommended that:

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- g) RCTC ensure that all instruments maintained by RCTC are regularly tested to determine whether TTY equipment functions properly and ensure that responding personnel have been adequately trained to handle TTY calls correctly. An internal testing program should be implemented.
- h) RCTC should:
 - Prepare a written description of equipment used for emergency communications and how that equipment handles TTY calls;
 - Prepare policies or procedures regarding how the emergency communications services handle silent, open line calls;
 - Prepare materials used in training emergency communications call takers about TTYs and the handling of TTY calls and information about the frequency of such training. Both primary and secondary public safety answering points have the same responsibilities under the ADA;
 - Prepare a policy regarding maintenance and back-up of TTY equipment and the policy regarding maintenance and back-up of equipment for handling standard voice telephone calls;
 - Prepare a policy regarding testing of TTY equipment and the handling of TTY calls and policy regarding testing of standard voice call-taking equipment and the handling of standard voice calls; TTY equipment must be maintained and tested as often as voice equipment to ensure that it is working properly;
 - Review and record the results of unannounced test calls made to emergency communications services telephone number with a TTY;
 - Record statistics for response time to standard voice calls as compared to TTY calls received by the service (if one cannot identify which emergency calls were TTY calls, use the response time for unannounced TTY test calls); and
 - Include, at a minimum, the date and time of each test call; the identification of the call taker and the call-taking position; whether each call was silent or transmitted tones; whether the caller received a TTY response and the content of the TTY response.
- i) Meet with hearing impaired individuals to find out their experiences in contacting 9-1-1 and emergency communications services.
- j) Train their call takers to effectively recognize and process TTY calls. Training should be mandatory for all personnel who may have contact with individuals from the public who have hearing or speech disabilities. RCTC should offer a refresher training at least as often as they require, but at a minimum, every six months.
- k) Stay informed about emerging communication technologies as well as the technical abilities of telecommunications equipment and service providers.
- l) Utilize information in the following link to determine if emergency communications service is providing effective communication as required by Title II of the ADA:
<https://www.ada.gov/pccatoolkit/chap4chklist.htm>.

7.2.4. Website Accessibility

Many people with disabilities use assistive technology such as screen readers, text enlargement software, and programs that enable people to control the computer with their voice, eyes, or nose. Access problems occur when website designers assume that everyone sees and accesses a webpage in the same way. Accessible website design recognizes these differences and does not require people to see, hear, or use a standard mouse to access the information and services

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provided. Attachment 4, Website Accessibility, includes questions and responses by RCTC personnel who are responsible for the policy for website accessibility. To evaluate the website accessibility, the following questions were asked:

- 1) *Is there a policy that the public entity's webpages will be accessible, that is, in compliance with the W3C Web Content Accessibility Guidelines (WCAG) 2.0 or Section 508 Standards?*
- 2) *Are the staff and contractors who are responsible for webpage and content development aware of the policy?*
- 3) *Are the staff and contractors who are responsible for webpage and content development knowledgeable about these standards?*
- 4) *Has the website been tested for compliance with either of these standards?*
- 5) *If yes, have people with disabilities who use screen reading software and other assistive technology participated in the evaluation?*
- 6) *Is there a plan for making the existing web content accessible?*
- 7) *Is there a plan for making future web content accessible?*

The DOJ considers websites to be an integral aspect of how Title II entities interact with their citizens and the public and therefore they need to be accessible. Until there are ADA Standards for accessible information technology, the Department recommends compliance with the W3C Web Content Accessibility Guidelines 2.0.

Based on the review of responses, RCTC does not currently have a policy requiring compliance with DOJ recommended guidelines. RCTC reviews/scans the website on a monthly basis to check for accessibility compliance but people with disabilities who use screen reading software and other assistive technology have not participated in the evaluation. Responses regarding plans for making existing and future web content accessible are inconclusive.

The WAVE website evaluation tool available at <https://wave.webaim.org> was used to evaluate RCTC's website <https://www.rctc.org/>. The tool identified errors, contrast errors, alerts, instances of missing alternative texts in images and linked images, missed or unordered heading lists, and errors with page functionality when using a keyboard.

RCTC's website states that RCTC is continually seeking to improve its website experience for visitors. RCTC is working to make its web content more accessible to users in general and to people with disabilities. The RCTC website is in process of making updates including accommodations for blindness and low vision, deafness and hearing loss, limited movement, speech disabilities, photosensitivity, and combinations of these, and some accommodation for learning disabilities and cognitive limitations.

It is recommended that:

- a) A website accessibility policy be created and distributed to the staff responsible for developing the website, requiring the web content to be accessible in compliance with ADA Title II and Section 508. The policy must ensure that content is not added to the website until it has been made accessible.
- b) RCTC instruct their web developer team to utilize the WAVE tool and remove the identified barriers to improve accessibility of its web content. Also, refer to the checklist available on <https://www.ada.gov/pcatoolkit/chap5chklist.htm> for conducting a preliminary assessment.
- c) RCTC engage users to check the accessibility features and/or hire an independent external web and internet access consultant team for evaluating the accessibility of the website, webpages, and assisting in the implementation of the access improvements

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which are needed for making the content accessible to people with disabilities. A list of website accessibility consultants is available from <https://wimgo.com/s/usa/accessibility-consultants/> and <https://www.dor.ca.gov/Home/Vendors>.

- d) The RCTC website development team also be provided comprehensive training on making website, webpages, and documents accessible to people with disabilities in compliance with the DOJ recommended standards.

The Great Plains ADA center is a resource that provides training on various topics, including website accessibility, which is available at this link: <https://gpadacenter.org/training-tailored-your-needs>.

WebAIM is another resource recommended by Great Plains ADA Center for website accessibility knowledge, consultation, and training, which is available at this link: <https://webaim.org/services/>.

7.2.5. Administrative Requirements

Title II requires that public entities undertake five administrative steps to promote implementation of the ADA. These are mentioned in Chapter 3, Section 3.1, and are also addressed in Attachment 5, Administrative Requirements.

- 1) Self-evaluation
- 2) Public Notice (found at https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf)
- 3) Grievance Procedures (found at https://www.rctc.org/wp-content/uploads/2022/06/ada-grievance-procedure.original_REV.2022.06.pdf)
- 4) ADA Coordinator:

Aaron Hake, Deputy Executive Director, Phone: (951) 787-7141

Address: 4080 Lemon Street, Third Floor, P. O. Box 12008, Riverside, CA 92502-2208

- 5) Transition Plan to address barriers in facilities

To assess compliance with five key administrative requirements of Title II, the following questions were asked:

- 1) *Has a self-evaluation been conducted?*
- 2) *Is public notice that the public entity does not discriminate on the basis of disability provided in print and audio formats?*
- 3) *Has a grievance procedure been adopted to resolve disability-related complaints? (Required if 50 or more employees.)*
- 4) *Has at least one employee been appointed to coordinate the public entity's ADA obligations - ADA Coordinator? (Required if 50 or more employees.)*
- 5) *Has a transition plan been developed to address barriers in facilities that affect equal participation of people with disabilities in the public entity's programs, activities, and services? (Required if 50 or more employees.)*

RCTC has completed all five requirements through the issuance of this report. The Public ADA Notice of compliance is posted on the website in print format but is not available in audio. It is recommended that:

- a) The Nondiscrimination Statement (Appendix E1) be disseminated to all staff on an annual basis.

- b) RCTC provide the Nondiscrimination Statement in print and audio format on the RCTC website, social media such as Twitter and Facebook, print notices at facilities, and in local newspapers, program announcements, and when making public service announcements on local radio and television stations.

7.2.6. Facilities Assessment

As described in Chapter 5, the checklists in the following attachments were used for assessing the ADA compliance of RCTC's facilities:

- Attachment 6X, ADA Checklists for Permanent Pedestrian Circulation Paths
- Attachment 6Y, ADA Checklists for Building Elements

Results of the evaluation are detailed in Attachments 6A through 6P.

7.2.7. Program Accessibility

Program Accessibility allows recipients to make their federally assisted programs and activities available to individuals with disabilities without extensive retrofitting of their existing buildings and facilities by offering those programs through alternative methods since the cost of retrofitting existing facilities is often prohibitive. Facilities built before January 26, 1992, are referred to as "pre-ADA" facilities. If there is an architectural barrier to accessibility in a pre-ADA facility, one may remove the barrier using the ADA Standards for Accessible Design or UFAS as a guide, or one may choose to make the program, service, or activity located in the building accessible by providing "program access."

RCTC facilities and stations are not "pre-ADA." For RCTC's stations used by the public, structural solutions are required to remove any physical barriers. These are listed in Attachments 6A through 6I and work will be prioritized as shown in Section 7.3.8.

For RCTC employee facilities, some structural solutions are required to remove the identified physical barriers. These are listed in Attachments 6J through 6P and work will be prioritized as shown in Section 7.3.8.

Nonstructural solutions to identified physical barriers are listed in Attachment 7, Program Accessibility, and also detailed in Attachment 9, Action Plan.

7.2.8. Transition Plan (Structural Solutions)

The Transition Plan (Attachment 8) includes the following:

- a) Identification of physical barriers to access in each of RCTC's buildings and facilities as described in Attachments 6A through 6P.
- b) Description in detail of the methods that will be used to make the facilities accessible by removing the physical barriers.
- c) Schedule for taking the steps necessary to achieve compliance with ADA requirements. Since the time period of the transition plan is expected to be longer than one year, the steps have been distributed over each year of the transition period for each facility.

RCTC has set a series of progress dates for curb ramp compliance in each facility based on priorities and reasonable time frames. The actual number of curb ramps installed in any given year may be limited by fiscal constraints.

A schedule for modification of other elements to provide access, in descending order of priority, as explained below, is also included in the transition plan.

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Accessible elements which will provide the greatest access are given priority in the following order:

Priority 1: Approach and Entrance (accessible routes from site entry points to an accessible entrance)

- Curb ramps
- Pedestrian road crossings
- Sidewalks, including those from bus stops and parking areas
- Bus stops
- Entry/exit doors in RCTC employee facilities

Priority 2: Accessible routes to critical program function areas

- Walking surfaces, including pedestrian bridge and platforms
- Elevators
- Ramps including mini high platform ramps
- Stairs
- Pedestrian rail crossings
- Assembly and common public areas (waiting shelters and TVMs)
- Meeting/conference rooms in RCTC employee facilities

Priority 3: Access to areas that support program functions

- Telephones
- Drinking fountains
- Trash cans
- Benches
- Parking
- Storage
- Alarms
- Restrooms and breakrooms open to the public in RCTC employee facilities

Priority 4: Access to “Staff Only” areas not expected to be accessed by the public

- Employee work areas and employee common use areas
- Trash dumpster enclosures at stations
- Staff toilets

The priority order generally follows the order defined in Title II and 28CFR 35.151(b) 4 (iv). However, importance of the program function, frequency of use, program location, and its relation to other programmatic functions are used as criteria to prioritize modification of any chosen element in a facility over another.

28 CFR § 35.151 (b) (4) (iv)

In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access, in the following order -

- (1) An accessible entrance;*
- (2) An accessible route to the altered area;*
- (3) At least one accessible restroom for each sex or a single unisex restroom;*
- (4) Accessible telephones;*
- (5) Accessible drinking fountains; and*
- (6) When possible, additional accessible elements such as parking, storage, and alarms.*

7.2.9. Action Plan (Non-Structural Solutions)

Nonstructural solutions, such as written procedures for providing access to programs in inaccessible facilities, are included in Attachment 9, Action Plan. The Action Plan includes a list of issues, findings, solutions, and recommendations identified (see Attachments 2, 3, 4, 5, and 7). Dates for implementing the solutions and recommendations are also included. The ADA Coordinator is responsible for fulfilling RCTC's ADA obligations. RCTC's ADA Coordinator, Aaron Hake, is the responsible official for implementation of the ADA Transition Plan and ADA Action Plan.

8 Conclusion

This report and its attachments conclude the self-evaluation of RCTC's services, programs, policies, and practices as required by ADA Title II part 28 CFR §35.105.

To identify all RCTC's programs, services, and activities, staff liaisons from the departments listed in Attachment 1, Departments and Programs, were contacted to provide information. RCTC's Personnel Policies and Procedures Manual (Appendix D) and model contract documents (Appendices C1, C2, and C3) were provided to the self-evaluation team for review. RCTC also provided information that complies with the administrative requirements of the ADA Title II part 28 CFR §35.106 and part 28 CFR §35.107 and includes a Notice of Compliance and a Grievance Procedure (Appendices E1 and E2) which are posted to their website.

To determine whether RCTC employees and officials are familiar with RCTC's ADA obligations, questionnaires were distributed to staff from all RCTC departments listed in Attachment 1. The questionnaires sought to assess RCTC's familiarity with ADA Title II regulations related to general nondiscrimination, effective communication, website accessibility, and administrative requirements with respect to RCTC's aim of assuring equal access to its programs, services, and activities for persons having disabilities. An examination of RCTC's policies, procedures, programs, website, responses to questionnaires, and a review of model contract documents has identified some programmatic barriers that may limit accessibility by persons having disabilities. Results of the examination, findings, and potential compliance solutions are also presented in:

Attachment 2 - General Nondiscrimination

Attachment 3 - Effective Communication

Attachment 4 - Website Accessibility

Attachment 5 - Administrative Requirements

To determine whether there are physical barriers to access RCTC's programs, 16 facilities (seven buildings/office spaces and nine rail stations) under RCTC's authority were surveyed for accessibility issues. Physical barriers that may limit accessibility by persons with disabilities were identified during the accessibility surveys. Attachments 6A through 6P documents these problems and provides potential solutions. Attachments 6X and 6Y are the checklist forms that were used to assess the facilities. The checklists are based on the various applicable ADA standards - DOJ 2010 ADA Standards, DOT ADA Standards (2006), 1991 Standards (when applicable), Caltrans' "Permanent Pedestrian Facilities ADA Compliance Handbook," and DIB 82-06.

Attachment 7, Program Accessibility, provides references to structural and nonstructural solutions to demonstrate that RCTC's services, programs, or activities, when "viewed in their entirety," will be accessible.

Attachment 8, Transition Plan, is required by ADA Title II part 28 CFR §35.150 (d). The transition plan was developed from the self-evaluation and facilities accessibility surveys to assure equal opportunity and program accessibility.

Finally, Attachment 9, Action Plan, lists a plan for actions that focus on non-structural changes. Assessing and improving website accessibility, policies that need to change to provide reasonable accommodations, updated emergency evacuation procedures, need for comprehensive staff training, improved techniques for effective communication, and specific

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updates to nondiscrimination policies are the nonstructural solutions identified to achieving barrier free services, policies, and practices.

Members of RCTC's self-evaluation team included staff and consultants with expertise in finance, budgeting, capital planning, facilities management, employment, contracts, purchasing, communications, public works, and accessibility.

ADA regulation part 28 CFR §35.105 requires that public entities provide an opportunity for people with disabilities and other interested individuals or organizations to review and comment on the self-evaluation and transition plan. A draft of this report and its attachments was made available for public inspection by RCTC. We received one email from Richard Smith, CEO of the Independent Living Partnership. The email confirmed receipt of the notice and it included a link to their news release on a study "Transportation Bill of Rights Issued for Persons with Disabilities." No comments were provided on RCTC's ADA Self-Assessment and Transition Plan and a final version of this report is being issued. Entities that employ 50 or more persons are required to maintain the self-evaluation on file and make it available for public inspection for three years. The report will be available for public inspection for three years.

RCTC also recognizes that the ADA Transition Plan is intended to be a living document which will be updated to include future operations and activities affecting compliance with ADA requirements that are not covered in this report.

RCTC's ADA Coordinator, Aaron Hake, is responsible to ensure that RCTC will proceed with making the necessary nonstructural modifications in accordance with the target dates indicated in the Action Plan. Structural modifications indicated in the Transition Plan depend on fiscal constraints, but accessible elements which will provide the greatest access will be given priority with respect to importance of the program function, frequency of use, program location, and its relation to other programmatic functions.

Requests for copies of the ADA Transition Plan and public comments should be directed to RCTC's ADA Coordinator, Aaron Hake.

Attachment 1 - Departments and Programs

Departments and Programs

Public Entity Riverside County Transportation Commission

Date 07-01-2022

Contact Person Aaron Hake

Email ahake@rctc.org

Phone 951.787.7141

To begin the self-evaluation, staff liaisons from RCTC's departments and programs who were contacted for the self-evaluation of the general nondiscrimination policies and department specific policies for ADA compliance are listed below:

Departments and Programs	Staff Liaison	Evaluation Date	Comments
Clerk of Board	Lisa Mobley	06-21-2021	
External Affairs – Public Affairs	David Knudsen	06-23-2021	
Multimodal Services - Transit and Rail Management	Lorelle Moe Luna	07-01-2021	RCTC services that have a direct interface with the public include Toll, FSP, and Vanpool.
External Affairs – Commuter and Motor Assistance	Brian Cunanan	06-22-2021	
Planning and Programming	Jillian Guizado	06-08-2021	
Human Resources and Administration	Pamela Velez	06-21-2021	
Finance and Accounting	Michele Cisneros	06-11-2021	RCTC is a funding agency and provides sales tax and other funding to public & specialized transit operators to provide mobility options to meet senior, persons with disabilities, and persons of limited means to enhance quality of life.

Departments and Programs	Staff Liaison	Evaluation Date	Comments
Financial Administration	Matt Wallace	06-17-2021	
Procurement	Jose Mendoza	08-25-2021	
Capital Projects - Design	David Lewis	06-25-2021	
Capital Projects - Construction	Bryce Johnston	06-21-2021	
Capital Projects – Right of Way	Hector Casillas	09-01-2021	
Capital Projects – Facilities Management	Gary Ratliff	07-22-2021	
Toll Operations	Jennifer Crosson	06-22-2021	
Regional Conservation Agency	Aaron Hake	07-19-2021	
Regional Conservation Agency – Reserve Management/Monitoring Manager	Tricia Campbell	06-22-2021	RCA manages natural lands and any existing trails that are not open to public.

Attachment 2 – General Nondiscrimination

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
1	Do policies, practices and procedures provide an equal opportunity for people with disabilities to participate in services, programs and activities; that is, do policies not discriminate against people on the basis of disability? Please provide policy numbers and copies of these policies, practices, and procedures to identify if any policy modifications need to be implemented.	§35.130 (a) <i>(a) 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.</i>	Clerk of the Board	Lisa Mobley	Yes	Policies provided by HR	All departments are aware of RCTC's HR policies addressing nondiscrimination per ADA requirements within the PPPM. Staff rely on contract language and procurement policies for each contract to ensure compliance to ADA requirements for contracted services. The current contract language provided for review does not specifically mention compliance with the ADA even as it requires consultants and contractors to comply with all Laws and Regulations.	RCTC should review the uniform contract language for contracting services (consultants and construction contracts) to ensure that it is worded in a nondiscriminatory manner, holding vendors/contractors/ consultants to State and Federal disability civil rights mandates that RCTC is subject to under law, specifically including compliance to the ADA set forth under 28 CFR 35.
			External Affairs - Public Affairs	David Knudsen	Yes	www.rctc.org/about		
						Link includes our ADA policy and grievance procedure and our Title VI policy and complaint process. Documents are provided in English and in Spanish		
			Regional Conservation Agency	Aaron Hake	Yes	Public meetings and public records: RCA adheres to the practices and procedures of RCTC in administering public meetings and public records. They are managed by the same staff. If the Clerk of the Board's operations are ADA compliant for RCTC then they are therefore compliant for RCA.		
			RCA Reserve Management / Monitoring Manager	Tricia Campbell	Yes	In terms of working at the RCTC/RCA, I do not see anything that would discriminate against someone with a disability. We manage natural lands and any trails that are present at the time we acquire the land remain, but they are not regional or recognized trails and they are not advertised as recreational opportunities. They may or may not be ADA compliant. Our mandate is that we can keep any existing "trails" but we are not allowed as a Permittee of the MSHCP to upgrade trails.		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes	As an oversight agency, our primary role is in regional programs is to provide funding to local agencies. RCTC services that have a direct interface with the public include Toll, FSP, and Vanpool. Other activities may include public and community meetings.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	Yes	Posted on web but will attach. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf		
			Finance and Accounting	Michele Cisneros	Yes	To best of my knowledge. See section 1.4 of the RCTC Personnel Policies & Procedures Manual		
			Finance Administration	Matt Wallace	Yes	See RCTC Personnel Policies and Procedures Manual Section 1.4.3.1 Non-Discrimination.		
			Procurement	Jose Mendoza	Yes	Each procurement and contract includes language that RCTC does not discriminate against, or provide preferential treatment to any individual or group on the basis of race, color, ethnicity, age over 40, religion, gender, national origin, ancestry, physical disability including AIDS, mental condition, cancer-related medical condition, political affiliation, sexual orientation, or marital status in its contracting activities.		
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes	In our construction projects ADA is a contract requirement		
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes	Contract language		
			Toll Programs and Operations	Jennifer Crosson	n/a	Rely on RCTC procurement to ensure requirements are included in contracts.		

General Nondiscrimination

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2	Are there circumstances in which the participation of a person with a disability would be excluded or restricted?	§35.130 (b) 1 (i) (ii)(iii) (b) <i>(1) A public entity, in providing any aid, benefit, or service, may not, directly or through contractual, licensing, or other arrangements, on the basis of disability—</i> <i>(i) Deny a qualified individual with a disability the opportunity to participate in or benefit from the aid, benefit, or service;</i> <i>(ii) Afford a qualified individual with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;</i> <i>(iii) Provide a qualified individual with a disability with an aid, benefit, or service that is not as effective in affording equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement as that provided to others;</i> <i>(iv) Provide different or separate aids, benefits, or services to individuals with disabilities or to any class of individuals with disabilities than is provided to others unless such action is necessary to provide qualified individuals with disabilities with aids, benefits, or services that are as effective as those provided to others;</i> <i>(v) Aid or perpetuate discrimination against a qualified individual with a disability by providing significant assistance to an agency, organization, or person that discriminates on the basis of disability in providing any aid, benefit, or service to beneficiaries of the public entity's program;</i> <i>(vi) Deny a qualified individual with a disability the opportunity to participate as a member of planning or advisory boards;</i> <i>(vii) Otherwise limit a qualified individual with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving the aid, benefit, or service.</i>	Clerk of the Board	Lisa Mobley	No	Not that I am aware of	RCTC services that have direct interface with the public include Toll, Freeway Service Patrol (FSP), and Vanpool. RCTC contractually requires the contractors and approved vendors to comply with ADA requirements. All RCTC Van Club approved vanpool vendors have accessible vehicles available for vanpool groups that comply with the Americans with Disabilities Act (ADA). On construction sites, there are exclusions/ restrictions cited for field construction positions with regard to safety.	It is recommended that RCTC's legal counsel review job descriptions for construction field positions prior to posting them to ensure ADA compliance and to confirm that the exclusions or restrictions are necessary to the operation of the program or to the safety of other participants
			External Affairs - Public Affairs	David Knudsen	No			
			Regional Conservation Agency	Aaron Hake	No	See response to #1		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No	No. We do not have planned activities with the public. Any field visits made to our lands for project review, we would be sure to accommodate the person.		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	not sure	Activities such as public meetings will always be located in an ADA accessible site. Check with Vanpool regarding vehicle accessibility for ADA.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	No			
			Planning and Programming	Jillian Guizado	No			
			HR and Administration	Pamela Velez	No			
			Finance and Accounting	Michele Cisneros	No			
			Finance Administration	Matt Wallace	No	I am unaware of any exclusions or restrictions.		
			Procurement	Jose Mendoza	No			
			Capital Projects- Design	David Lewis	No			
			Capital Projects- Construction		Yes	A little complicated as some field construction positions require driving vehicles and exposure to live traffic – one example.		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	No			
			Toll Programs and Operations	Jennifer Crosson	n/a	Do not know		
3	If Yes, are the exclusions or restrictions necessary to the operation of the program or to the safety of other participants?	§35.130 (h) <i>h) A public entity may impose legitimate safety requirements necessary for the safe operation of its services, programs, or activities. However, the public entity must ensure that its safety requirements are based on actual risks, not on mere speculation, stereotypes, or generalizations about individuals with disabilities.</i>	Clerk of the Board	Lisa Mobley	No	Not that I am aware of	On construction sites, driving and exposure to live traffic is cited as an example of restriction imposed on persons having a disability. Based on a review of documents provided, RCTC's Model Contract-Request for Qualification -Consultant Contracts document (Appendix C1), does not specifically mention compliance with the ADA although it requires consultants and contractors to comply with all Laws and Regulations. Bid and Contracts Documents – Construction Contracts (Appendix C2) requires contractors to certify that they do not violate federal laws or Executive Orders relating to employment discrimination and, Bid and Contract Documents- Federal projects (Appendix C3) includes ADA compliance as a contract provision	Same as item 2 above.
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna		Depends on above.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	n/a			
			HR and Administration	Pamela Velez	n/a			
			Finance and Accounting	Michele Cisneros	n/a			
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	n/a			
			Capital Projects- Construction	Bryce Johnston	Yes			
			Capital Projects- Right of Way	Hector Casillas	n/a			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
4	Are there separate services, programs or activities for people with disabilities or a class of people with disabilities?	§35.130 (b) 2 <i>(2) A public entity may not deny a qualified individual with a disability the opportunity to participate in services, programs, or activities that are not separate or different, despite the existence of permissibly separate or different programs or activities</i>	Clerk of the Board	Lisa Mobley	No	Not that I am aware of	Separate services, programs, and activities are only provided to include designated ADA parking at all locations, emergency call boxes that are accessible, funding for specialized transit, mobility options to enhance quality of life, and special account type for persons with disabled plates to receive toll discounts. The goal of these programs is the equal participation of individuals with disabilities in the "mainstream" of American society.	Same as item 2 above.
			External Affairs - Public Affairs	David Knudsen	No			
			Regional Conservation Agency	Aaron Hake	No			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	There are specific ADA spaces within Park & Ride facilities leased by RCTC. Additionally, there are text telephone/telecommunication device capabilities available at all emergency highway call boxes.		
			Planning and Programming	Jillian Guizado	No			
			HR and Administration	Pamela Velez	No	Not that I am aware		
			Finance and Accounting	Michele Cisneros	Yes	RCTC is a funding agency and provides sales tax and other funding to public & specialized transit operators to provide mobility options to meet senior, persons with disabilities, and persons of limited means to enhance quality of life.		
			Finance Administration	Matt Wallace	No	I am not aware of any separate services, programs or activities for people with disabilities at RCTC.		
			Procurement	Jose Mendoza	No			
			Capital Projects- Design	David Lewis	No			
			Capital Projects- Construction	Bryce Johnston	Yes	Contractors and consultants do have potential for positions that are not field related.		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	No			
			Toll Programs and Operations	Jennifer Crosson	Yes	91 Express Lanes has a special account type for persons with disabled plates to receive toll discounts.		
	Contracting with External Organizations							
5	Do all employees who contract with outside agencies, organizations or businesses know that the public entity's ADA obligations apply whether the public entity provides the service, program or activity directly or contracts for it?	§35.130 (b)3 <i>A public entity may not, directly or through contractual or other arrangements, utilize criteria or methods of administration— (i) That have the effect of subjecting qualified individuals with disabilities to discrimination on the basis of disability; (ii) That have the purpose or effect of defeating or substantially impairing accomplishment of the objectives of the public entity's program with respect to individuals with disabilities; or (iii) That perpetuate the discrimination of another public entity if both public entities are subject to common administrative control or are agencies of the same State.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown if all employees are aware of this	Some of RCTC's staff are aware of this ADA requirement and some are not. The Procurement Policy Manual does not specifically address this as a title II requirement but Chapter 2-10 A of the manual requires that "All formal contracts entered into by the Agency should contain appropriate clauses prohibiting discrimination by the contractor against any person or group of persons on account of race, color, religion, creed, national origin, ancestry, physical handicap, medical condition, age, marital status, sex or sexual orientation in the performance of the contract	RCTC should update contract provisions and specifications to ensure that contractors will provide the services, programs, and activities in a nondiscriminatory manner consistent with the Title II requirements, Provide guidance to staff involved in the purchasing process to ensure that public funds are not being used to create barriers to access. For example, when purchasing new equipment or furniture, RCTC should ensure that people with disabilities will receive the same level of service or the same opportunities as those without disabilities. RCTC should require accessibility reviews of designs for new construction or renovation projects for compliance to ADA Standards
			External Affairs - Public Affairs	David Knudsen	n/a	Not sure this applies to us.		
			Regional Conservation Agency	Aaron Hake	Not sure	I do not know if there is awareness of this requirement. RCA has few contracts, and those consultants do not provide services directly to the public.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	RCTC's agreements include a 'Laws and Regulations' and an 'Equal Opportunity Employment' clause.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes	This is handled by procurement office of our agency.		
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	n/a	Do not know		

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
6	Does the public entity notify each contractor of its responsibilities for providing contracted services in a nondiscriminatory manner?	§35.130 (b)3 <i>A public entity may not, directly or through contractual or other arrangements, utilize criteria or methods of administration—</i> <i>(i) That have the effect of subjecting qualified individuals with disabilities to discrimination on the basis of disability;</i> <i>(ii) That have the purpose or effect of defeating or substantially impairing accomplishment of the objectives of the public entity's program with respect to individuals with disabilities; or</i> <i>(iii) That perpetuate the discrimination of another public entity if both public entities are subject to common administrative control or are agencies of the same State.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown – may be in the procurement policy	See item 5 above	RCTC should require assurances from contractors of their fulfillment of Title II requirements
			External Affairs - Public Affairs	David Knudsen	No	External Affairs - Public Affairs does not provide this notification. It may come from another Department.		
			Regional Conservation Agency	Aaron Hake	Yes	RCA now follows all RCTC procurement practices, which I presume and expect to be compliant with ADA.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No	I don't think so		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	No	Commuter/Motorist Assistance Dept. does not provide this notification.		
			Planning and Programming	Jillian Guizado	Yes	Contracts require compliance with all local, state, federal laws.		
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable. Finance Administration Department - maybe in contract language		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	RCTC's agreements include a 'Laws and Regulations' and an 'Equal Opportunity Employment' clause.		
			Procurement	Jose Mendoza	Yes	Language included in the procurement solicitation document and each agreement.		
			Capital Projects- Design	David Lewis	Yes	The contract has this language.		
			Capital Projects- Construction	Bryce Johnston	Yes	Included in Bid docs and RFQs		
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
7	Does the public entity require assurances from contractors of their fulfillment of Title II requirements?	Best Practice	Toll Programs and Operations	Jennifer Crosson	n/a	Do not know	See item 5 above	See item 6 above
			Clerk of the Board	Lisa Mobley	Unknown	Unknown – may be in procurement manual		
			External Affairs - Public Affairs	David Knudsen	No	External Affairs - Public affairs does not provide this notification. It may come from another Department.		
			Regional Conservation Agency	Aaron Hake	not sure	I do not know what this is. However, as stated above, RCA follows all RCTC procurement practices, which I presume and expect to be ADA compliant.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No	I don't think so		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes	I would recommend checking with Procurement as these conditions are probably included in agreements.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	No	Commuter/Motorist Assistance Dept. does not require/request this assurance from contractors directly.		
			Planning and Programming	Jillian Guizado	No	Planning & Programming dept doesn't deal with these contractors.		
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	RCTC's non-federally funded contracts require compliance with all applicable laws and regulations; however, they do not include specific Title II requirements.		
			Procurement	Jose Mendoza	Yes	Yes by submitting a proposal or signing an contract, contractor agrees to those terms.		
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Not sure	Ask Procurement		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
8	Are there procedures to ensure that contractors provide the services, programs and activities in a nondiscriminatory manner consistent with the Title II requirements?	Best Practice	Clerk of the Board	Lisa Mobley	Unknown	Unknown	See item 5 above	See item 6 above
			External Affairs - Public Affairs	David Knudsen	Yes	ADA compliance is a standard procurement and contract requirement.		
			Regional Conservation Agency	Aaron Hake	not sure	I do not know what this is. However, as stated above, RCA follows all RCTC procurement practices, which I presume and expect to be ADA compliant.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	No	I don't think so		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	ADA compliance is a standard procurement and contract requirement.		
			Planning and Programming	Jillian Guizado	No	Planning & Programming dept doesn't deal with these contractors.		
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	I'm not familiar with such procedures.		
			Finance Administration	Matt Wallace	Yes	RCTC's agreements include a 'Laws and Regulations' and an 'Equal Opportunity Employment' clause.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Not sure	Ask Procurement		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
9	Are employees and officials aware that the public entity is obligated to make a reasonable modification in policies, practices, or procedures if the modification is necessary for a person with a disability to participate?	§35.130 (b)(7) <i>(i) 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.</i>	Clerk of the Board	Lisa Mobley	Yes	This information is posted on our website and also on our meeting agendas	RCTC departments dealing with public are generally aware of this requirement to provide reasonable accommodations and contact information is provided on meeting agendas for public meetings and on notices for public hearings, to request reasonable accommodations at least 72 hours before the meeting.	It is recommended that, a. Staff in all departments should be provided with the ADA Nondiscrimination Notice that is posted on the RCTC website. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf
			External Affairs - Public Affairs	David Knudsen	Yes	Notices for public hearings and public meetings provide contact information to request reasonable modifications 72 hours before the meeting.		
			Regional Conservation Agency	Aaron Hake	No	In my 6.5 months of management of the RCA, I have not seen such a notice provided to new RCTC employees assigned to RCA functions. There has been no specific communication on this matter.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes	There is an ADA clause on the agenda of Brown Act meetings.		
	Are employees and officials aware that the public entity is obligated to make a reasonable modification in policies, practices, or procedures if the modification is necessary for a person with a disability to participate?	§35.130 (b)(7) <i>(i) 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.</i>	External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this obligation.	There appears to be no policy for providing written statements of reasons for reaching a conclusion that a reasonable accommodation might result in undue financial or administrative burden in providing reasonable accommodations.	b. RCTC should establish internal processes for documenting reasonable modification requests and determine the person/s responsible for deciding which request would fundamentally alter the nature of the good, services, facilities, privileges, or accommodations.
			Planning and Programming	Jillian Guizado	Yes	Don't have documentation of this, just culturally known.		

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			HR and Administration	Pamela Velez	Yes	Posted on web but will attach. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge. I am not familiar with a policy addressing policy modification requests and determination of undue burden.		
			Finance Administration	Matt Wallace	Yes	I am aware; however, I cannot speak to the awareness of other employees and/or officials.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	No	Unaware		
	Service Animals							
10	Are employees and officials aware that: a. The public entity must allow service animals to accompany people with disabilities in all areas where people without service animals are allowed to go?	§ 35.136 Service animals <i>(a) General. Generally, a public entity shall modify its policies, practices, or procedures to permit the use of a service animal by an individual with a disability</i> <i>(g) Access to areas of a public entity. Individuals with disabilities shall be permitted to be accompanied by their service animals in all areas of a public entity's facilities where members of the public, participants in services, programs or activities, or invitees, as relevant, are allowed to go.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC's written policies do not specifically address service animals. Some departments are unaware or unsure of the requirements described in questions related to service animals	RCTC should provide ADA regulations that address service animals to all staff in all departments
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	No	While there has been no specific communication on this matter, I observe that our employees would follow this requirement without knowledge that it is a requirement.		
			RCA Reserve Mgmt/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes	I think employees are generally aware but formal training on the specifics such as those questions listed in this section ADA has not been conducted.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	I am aware.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
			Clerk of the Board	Lisa Mobley	Yes	Unknown		
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Mgmt/ Monitoring Manager	Tricia Campbell	Yes			
10	Are employees and officials aware that: b. Only two questions may be asked: (1) Is the dog a service animal required because of a disability? and (2) What work or task has the dog been trained to perform?	§ 35.136 <i>(f) Inquiries. A public entity shall not ask about the nature or extent of a person's disability, but may make two inquiries to determine whether an animal qualifies as a service animal. A public entity may ask if the animal is required because of a disability and what work or task the animal has been trained to perform. A public entity shall not require documentation, such as proof that the animal has been certified, trained, or licensed as a service animal. Generally, a public entity may not make these inquiries about a service animal when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability).</i>	Multimodal Services -Transit and Rail	Lorelle Moe Luna	No		Same as item 10a above	Staff involved in dealing with the public should be provided comprehensive training regarding ADA title II requirements addressing wheelchairs, service animals, provision of space and relief areas for service animals in public meetings/events. ADA training and training resources are available online at this link ADA Training ADA National Network (adata.org) It is recommended that guidance for handling service animals in emergency situations and evacuation of service animals should also be developed.
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	No	I was not aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	No	I was unaware that only these two questions may be asked.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	No	Unaware		

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
10	Are employees and officials aware that: c. The public entity may not ask about a person's disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task?	§ 35.136(f) <i>(f) Inquiries. A public entity shall not ask about the nature or extent of a person's disability, but may make two inquiries to determine whether an animal qualifies as a service animal. A public entity may ask if the animal is required because of a disability and what work or task the animal has been trained to perform. A public entity shall not require documentation, such as proof that the animal has been certified, trained, or licensed as a service animal. Generally, a public entity may not make these inquiries about a service animal when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability).</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	Same as item 10a above	Same as item 10b above
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	No	I would not ask about a person's disability. I am not aware that the public entity may not require the other items included in the question.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff				
			Toll Programs and Operations	Jennifer Crosson	Yes			
10	Are employees and officials aware that: d. A person with a disability cannot be asked to remove his service animal from the premises unless: (1) the dog is out of control and the handler does not take effective action to control it or (2) the dog is not housebroken and, in these circumstances employees must offer the person with the disability the opportunity to obtain goods or services without the animal's presence?	§ 35.136(b) <i>(b) Exceptions. A public entity may ask an individual with a disability to remove a service animal from the premises if— (1) The animal is out of control and the animal's handler does not take effective action to control it; or (2) The animal is not housebroken (c) If an animal is properly excluded. If a public entity properly excludes a service animal under § 35.136(b), it shall give the individual with a disability the opportunity to participate in the service, program, or activity without having the service animal on the premises</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	Same as item 10a above	Same as item 10b above
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	I was unaware of the two exceptions.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	I'm unaware if other employees know this requirement.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
10	Are employees and officials aware that: e. The public entity must permit a miniature horse to accompany a person with a disability where reasonable? Assessment factors include, the size and weight, whether the horse is housebroken, and whether its presence compromises safety requirements.	§ 35.136(b) <i>(i) Miniature horses. (1) Reasonable modifications. A public entity shall make reasonable modifications in policies, practices, or procedures to permit the use of a miniature horse by an individual with a disability if the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. (2) Assessment factors. In determining whether reasonable modifications in policies, practices, or procedures can be made to allow a miniature horse into a specific facility, a public entity shall consider— (i) The type, size, and weight of the miniature horse and whether the facility can accommodate these features; (ii) Whether the handler has sufficient control of the miniature horse; (iii) Whether the miniature horse is housebroken; and (iv) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	Same as item 10a above	Same as item 10b above
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Unknown			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	I'm unaware if other employees know this requirement.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	No	Not aware		

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
	Wheelchairs and Other Power-Driven Mobility Devices							
11	11. Are employees and officials aware that: a. People with mobility disabilities may use wheelchairs, scooters and manually-powered mobility aids, such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use?	§ 35.137 Mobility devices. <i>(a) Use of wheelchairs and manually-powered mobility aids. A public entity shall permit individuals with mobility disabilities to use wheelchairs and manually-powered mobility aids, such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC departments are generally aware but RCTC's PPPM and other policies do not specifically address wheelchairs and other power-driven mobility devices, and these requirements have not been formally communicated to departments	RCTC provide ADA regulations regarding power driven mobility devices to all staff in all departments
			External Affairs - Public Affairs	David Knudsen	Yes			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No	Similar to above. I think my dept is generally aware. We work with the senior/disabled population more than others and have encountered times when the public need to attend meetings in our facilities with such devices.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
			Clerk of the Board	Lisa Mobley	Unknown	Unknown		
			External Affairs - Public Affairs	David Knudsen	Yes			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
11	11. Are employees and officials aware that: b. People with mobility disabilities may use other power-driven mobility device in any areas open to pedestrian use unless the public entity can demonstrate that the class of other power-driven mobility devices cannot be operated in accordance with legitimate safety requirements? Other power-driven mobility device means any mobility device powered by batteries, fuel, or other engines—whether or not designed primarily for use by individuals with mobility disabilities—that is used by individuals with mobility disabilities for the purpose of locomotion, including golf cars, electronic personal assistance mobility devices, such as the Segway® PT, or any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair within the meaning of Title II. Some of the factors that go into determining "legitimate safety requirements" include: size and speed of the device, the facility's design and characteristics (outdoor, indoor), and risk of harm to the immediate environment.	§ 35.137 (b) <i>(1) Use of other power-driven mobility devices. A public entity shall make reasonable modifications in its policies, practices, or procedures to permit the use of other power-driven mobility devices by individuals with mobility disabilities, unless the public entity can demonstrate that the class of other power-driven mobility devices cannot be operated in accordance with legitimate safety requirements that the public entity has adopted pursuant to § 35.130(h).</i> <i>(2) Assessment factors. In determining whether a particular other power-driven mobility device can be allowed in a specific facility as a reasonable modification under paragraph (b)(1) of this section, a public entity shall consider—</i> <i>(i) The type, size, weight, dimensions, and speed of the device;</i> <i>(ii) The facility's volume of pedestrian traffic (which may vary at different times of the day, week, month, or year);</i> <i>(iii) The facility's design and operational characteristics (e.g., whether its service, program, or activity is conducted indoors, its square footage, the density and placement of stationary devices, and the availability of storage for the device, if requested by the user);</i> <i>(iv) Whether legitimate safety requirements can be established to permit the safe operation of the other power-driven mobility device in the specific facility; and</i> <i>(v) Whether the use of the other power-driven mobility device creates a substantial risk of serious harm to the immediate environment or natural or cultural resources, or poses a conflict with Federal land management laws and regulations</i>	Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No		Same as Item 11a above	Same as Item 11a above
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware of this.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
11	c. They may not ask about the nature and extent of the individual's disability, but may ask an individual to provide a credible assurance that the mobility device is required because of the person's disability? Credible assurance includes a state-issued, disability parking placard or card, or other state-issued proof of disability or a verbal representation, not contradicted by observable fact, that the other power-driven mobility device is being used for a mobility disability.	§ 35.137 (c) (1) Inquiry about disability. A public entity shall not ask an individual using a wheelchair or other power-driven mobility device questions about the nature and extent of the individual's disability. (2) Inquiry into use of other power-driven mobility device. A public entity may ask a person using an other power-driven mobility device to provide a credible assurance that the mobility device is required because of the person's disability. A public entity that permits the use of an other power-driven mobility device by an individual with a mobility disability shall accept the presentation of a valid, State-issued, disability parking placard or card, or other State-issued proof of disability as a credible assurance that the use of the other power-driven mobility device is for the individual's mobility disability. In lieu of a valid, State-issued disability parking placard or card, or State-issued proof of disability, a public entity shall accept as a credible assurance a verbal representation, not contradicted by observable fact, that the other power-driven mobility device is being used for a mobility disability. A "valid" disability placard or card is one that is presented by the individual to whom it was issued and is otherwise in compliance with the State of issuance's requirements for disability placards or cards.	Clerk of the Board	Lisa Mobley	Unknown	Unknown	Same as Item 11a above	Same as Item 11a above
			External Affairs - Public Affairs	David Knudsen	Yes			
			Regional Conservation Agency	Aaron Hake	No	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell				
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No	Something specific like this has never come up while I've been at RCTC.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	No	I was aware of the first part of the statement, but not the second.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	I'm unaware if other employees know this requirement.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
Surcharges and Costs -								
12	Are employees and officials aware that the public entity may not place a surcharge on people with disabilities to cover the costs of measures, such as the provision of auxiliary aids or program accessibility, that are required to provide nondiscriminatory treatment?	§ 35.130 (7) (f) A public entity may not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the costs of measures, such as the provision of auxiliary aids or program accessibility, that are required to provide that individual or group with the nondiscriminatory treatment required by the Act or this part.	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC departments are generally aware of this requirement due to it being posted on board agendas but RCTC's personnel policies and procedures manual does not specifically address this requirement, and these requirements have not been formally communicated to all the departments	It is recommended that, a. Staff in all departments should be provided with the ADA Nondiscrimination Notice that is posted on the RCTC website. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	no	This has not been formally communicated. I was not aware.		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Yes	It is posted on board agendas and in our policy. But I am not sure how many of the staff who encounter the public		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes	Commuter/Motorist Assistance Dept. employees are aware.		
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge.		
			Finance Administration	Matt Wallace	Yes	I am aware. Unaware if other employees are aware of this requirement.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
Ticketing								
13	Are tickets for accessible seats sold during the same hours; through the same methods of purchase (by telephone, on site, through a website, or through third-party vendors); and during the same stages of sales (pre-sales, promotions, general sales, wait lists, or lotteries) as non-accessible seats?	§ 35.138 Ticketing (a) (1) For the purposes of this section, "accessible seating" is defined as wheelchair spaces and companion seats that comply with sections 221 and 802 of the 2010 Standards along with any other seats required to be offered for sale to the individual with a disability pursuant to paragraph (d) of this section. (2) Ticket sales. A public entity that sells tickets for a single event or series of events shall modify its policies, practices, or procedures to ensure that individuals with disabilities have an equal opportunity to purchase tickets for accessible seating— (i) During the same hours; (ii) During the same stages of ticket sales, including, but not limited to, pre-sales, promotions, lotteries, wait-lists, and general sales; (iii) Through the same methods of distribution; (iv) In the same types and numbers of ticketing sales outlets, including telephone service, in-person ticket sales at the facility, or third-party ticketing services, as other patrons; and (v) Under the same terms and conditions as other tickets sold for the same event or series of events.	Clerk of the Board	Lisa Mobley	Unknown	Unknown	It is evident that questions related to ticketing do not apply to RCTC' programs, services, and activities because RCTC does not directly sell tickets for any events.	RCTC should consider reserving accessible seats in the front at future ribbon cutting and other public events
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a	We might want to consider that when we have ribbon cutting events in the future to reserve seats in the front for ADA		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
14	If accessible seating is not available in areas of the venue with lower prices, is lower priced accessible seating available in higher priced locations?	§ 35.138 Ticketing <i>(b) Identification of available accessible seating. A public entity that sells or distributes tickets for a single event or series of events shall, upon inquiry—</i> <i>(1) Inform individuals with disabilities, their companions, and third parties purchasing tickets for accessible seating on behalf of individuals with disabilities of the locations of all unsold or otherwise available accessible seating for any ticketed event or events at the facility;</i> <i>(c) Ticket prices. The price of tickets for accessible seating for a single event or series of events shall not be set higher than the price for other tickets in the same seating section for the same event or series of events. Tickets for accessible seating must be made available at all price levels for every event or series of events. If tickets for accessible seating at a particular price level are not available because of inaccessible features, then the percentage of tickets for accessible seating that should have been available at that price level (determined by the ratio of the total number of tickets at that price level to the total number of tickets in the assembly area) shall be offered for purchase, at that price level, in a nearby or similar accessible location</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC does not interact, disburse, or monitor ticketing.	None
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
15	Do venues and third-party sellers provide the same information about accessible seats as provided about non-accessible seats?	§ 35.138 Ticketing <i>(b)(3) Provide materials, such as seating maps, plans, brochures, pricing charts, or other information, that identify accessible seating and information relevant thereto with the same text or visual representations as other seats, if such materials are provided to the general public</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC does not interact with, disburse, or monitor ticketing.	None
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros				
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
16	Can ticket sellers describe accessible seating in enough detail to permit the purchaser to determine if a seat meets his or her needs?	§ 35.138 Ticketing <i>Ticketing(b) (2) Identify and describe the features of available accessible seating in enough detail to reasonably permit an individual with a disability to assess independently whether a given accessible seating location meets his or her accessibility needs; and</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC does not interact, disburse, or monitor ticketing.	None
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
17	Do ticket sellers know that people purchasing a ticket for a wheelchair space may purchase up to three additional seats for their companions as close as possible to the wheelchair space and that these companion seats may include wheelchair spaces?	§ 35.138 Ticketing <i>(d) Purchasing multiple tickets.</i> <i>(1) General. For each ticket for a wheelchair space purchased by an individual with a disability or a third-party purchasing such a ticket at his or her request, a public entity shall make available for purchase three additional tickets for seats in the same row that are contiguous with the wheelchair space, provided that at the time of purchase there are three such seats available. A public entity is not required to provide more than three contiguous seats for each wheelchair space. Such seats may include wheelchair spaces.</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown	RCTC does not interact, disburse, or monitor ticketing.	None
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
18	Do ticket sellers know that unsold accessible seats may be released and sold to members of the general public in only one of three circumstances: · when all non-accessible seats have been sold (excluding luxury boxes, club boxes, suites, and seats the venue holds back when declaring a sell-out); or	§ 35.138 Ticketing <i>(e) Hold-and-release of tickets for accessible seating.</i> <i>(1) Tickets for accessible seating may be released for sale in certain limited circumstances. A public entity may release unsold tickets for accessible seating for sale to individuals without disabilities for their own use for a single event or series of events only under the following circumstances—</i> <i>(i) When all non-accessible tickets (excluding luxury boxes, club boxes, or suites) have been sold;</i> <i>(ii) When all non-accessible tickets in a designated seating area have been sold and the tickets for accessible seating are being released in the same designated area; or</i> <i>(iii) When all non-accessible tickets in a designated price category have been sold and the tickets for accessible seating are being released within the same designated price category.</i>					RCTC does not interact, disburse, or monitor ticketing.	None
			Clerk of the Board	Lisa Mobley	Unknown	Unknown		
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston				
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
18	· when all non-accessible seats in a particular seating section have been sold; or	See above	Clerk of the Board	Lisa Mobley	Unknown	Unknown	n/a	n/a
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
18	when all non-accessible seats in a particular price category have been sold?	See above	Clerk of the Board	Lisa Mobley	Unknown	Unknown	n/a	n/a
			External Affairs - Public Affairs	David Knudsen	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff				
			Toll Programs and Operations	Jennifer Crosson	n/a			
19	If the venue permits patrons to give or sell their tickets to others, does the venue know that the same right must be extended to patrons with disabilities and that those tickets may be sold to someone who does not have a disability?	§ 35.138 Ticketing (f) Ticket transfer. Individuals with disabilities who hold tickets for accessible seating shall be permitted to transfer tickets to third parties under the same terms and conditions and to the same extent as other spectators holding the same type of tickets, whether they are for a single event or series of events	Clerk of the Board	Lisa Mobley	Unknown	Unknown	n/a	n/a
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
20	Do ticket sellers know that for single event tickets, venues may ask purchasers to state that they require, or are purchasing tickets for someone who requires, the features of an accessible seat?	§ 35.138 Ticketing (h) Prevention of fraud in purchase of tickets for accessible seating. A public entity may not require proof of disability, including, for example, a doctor's note, before selling tickets for accessible seating. (1) Single-event tickets. For the sale of single-event tickets, it is permissible to inquire whether the individual purchasing the tickets for accessible seating has a mobility disability or a disability that requires the use of the accessible features that are provided in accessible seating, or is purchasing the tickets for an individual who has a mobility disability or a disability that requires the use of the accessible features that are provided in the accessible seating	Clerk of the Board	Lisa Mobley	Unknown	Unknown	n/a	n/a
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
21	Do ticket sellers know that for series of events tickets, purchasers may be asked to attest in writing that they require, or are purchasing tickets for someone who requires, the features of an accessible seat?	(2) Series-of-events tickets. For series-of-events tickets, it is permissible to ask the individual purchasing the tickets for accessible seating to attest in writing that the accessible seating is for a person who has a mobility disability or a disability that requires the use of the accessible features that are provided in the accessible seating.	Clerk of the Board	Lisa Mobley	Unknown	Unknown	n/a	n/a
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	n/a			
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	n/a	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	N/A – RCTC does not interact, disburse, or monitor ticketing.		
			Finance Administration	Matt Wallace	n/a			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	n/a			
			Toll Programs and Operations	Jennifer Crosson	n/a			
	Other							
22	Is information about the public entity's accessible services, activities and facilities available to the public and to current and future program participants?	§ 35.106 Notice <i>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</i> § 35.163 Information and signage <i>(a) A public entity shall ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities</i>	Clerk of the Board	Lisa Mobley	Unknown	Unknown/I can only speak to meetings which the agenda has information included about accessibility	information about accessibility at public meetings is posted on the meeting agenda and there is a brochure on ADA policy which might be outdated. Most RCTC's employees are aware of the requirement to provide accessible venues for public meetings but also defer to the Clerk of Board and other consultants for provision of auxiliary aids and services. There does not seem to be a policy in place for maintenance of accessible features and some public meetings are held in venues maintained by others	RCTC should ensure that staff and consultants responsible for setting off site meetings are aware that ADA requirements need to be complied with such as holding meetings and events on accessible routes, incorporating clear spaces, accessible room set-up and integrated seating. If events are to be coordinated and arranged by external consultants, the consultant's scope of work for the events should clearly include compliance with all ADA requirements.
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	n/a			
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	Not sure	There is a brochure at the front on the ADA policy. As far as it being comprehensive and covering stations and other programs, it probably needs to be redone.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes			
			Planning and Programming	Jillian Guizado	Yes			
			HR and Administration	Pamela Velez	Not sure	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge		
			Finance Administration	Matt Wallace				
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	n/a			
			Capital Projects- Right of Way	Hector Casillas	Yes			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Not sure	Unaware		
23	Are all public meetings and events held in accessible and safe locations? Note: Are sites evaluated to include site arrival points, signage, meeting room(s), supporting restrooms, drinking fountains, public phones, registration counters, etc. ?	§ 35.130 <i>(4) A public entity may not, in determining the site or location of a facility, make selections— (i) That have the effect of excluding individuals with disabilities from, denying them the benefits of, or otherwise subjecting them to discrimination; or (ii) That have the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the service, program, or activity with respect to individuals with disabilities.</i>	Clerk of the Board	Lisa Mobley	Yes		Same as item 22 above	Same as item 22 above
			External Affairs - Public Affairs	David Knudsen	Yes	Venues for public hearings, public meetings, and other events are inspected to ensure they meet ADA and safety standards.		
			Regional Conservation Agency	Aaron Hake	Yes	See response to #1		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna				
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes			
			Planning and Programming	Jillian Guizado	Yes	May need to consider if remote meetings continue, offering accessibility enhancements.		
			HR and Administration	Pamela Velez	Not sure	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge		
			Finance Administration	Matt Wallace	Yes			
			Procurement	Jose Mendoza	Yes			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Yes	For construction we use field offices mostly		
			Capital Projects- Right of Way	Hector Casillas	Yes			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Yes			
24	Is there a notice on all public meeting announcements that auxiliary aids and services are made available as needed for participants with disabilities?	§ 35.160 (b) (1) <i>A public entity shall furnish appropriate 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.</i> (2) <i>The type of auxiliary aid or service necessary to ensure effective communication will vary in accordance with the method of communication used by the individual; the nature, length, and complexity of the communication involved; and the context in which the communication is taking place. In determining what types of auxiliary aids and services are necessary, a public entity shall give primary consideration to the requests of individuals with disabilities. In order to be effective, auxiliary aids and services must be provided in accessible formats, in a timely manner, and in such a way as to protect the privacy and independence of the individual with a disability</i>	Clerk of the Board	Lisa Mobley	Yes		Same as item 22 above	Same as item 22 above
			External Affairs - Public Affairs	David Knudsen	No	Not issued by External Affairs		
			Regional Conservation Agency	Aaron Hake	Yes	See answer to #1		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No	For MM meetings, I don't believe we have provided this notice.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Yes			
			Planning and Programming	Jillian Guizado	Yes	Our wording is not this explicit.		
			HR and Administration	Pamela Velez	Not sure	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge		
			Finance Administration	Matt Wallace	Yes			
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction		No	Not sure how we would addressed hearing impaired or other potential disabilities. We can handle access.		
			Capital Projects- Right of Way	Bryce Johnston	Yes			
			Capital Projects- Facilities Management	Hector Casillas	Yes			
			Toll Programs and Operations	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Not sure			
25	Is there a policy in place regarding maintenance of accessible features?	§ 35.133 Maintenance of Accessible Features (a) <i>A public entity shall maintain in operable working condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities by the Act or this part</i>	Clerk of the Board	Lisa Mobley	No	If you are referring to the maintenance of auxiliary aides, those are maintained by RCIT as we use their boardroom.	Same as item 22 above	Adopt procedures to ensure maintenance of accessible routes leading to the accessible venues for public meetings.
			External Affairs - Public Affairs	David Knudsen	n/a			
			Regional Conservation Agency	Aaron Hake	Not Sure	I do not know		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	n/a			
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No	Not that I'm aware of. Maybe a John question?		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	Not Sure			
			Planning and Programming	Jillian Guizado	Not Sure			
			HR and Administration	Pamela Velez	Not sure	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	Not sure	I'm not aware of such policy		
			Finance Administration	Matt Wallace	Not sure	I'm unaware of such a policy.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	No	Most of field offices are rented office space maintained by landlord.		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	No			
			Toll Programs and Operations	Jennifer Crosson	Not sure			
			Toll Programs and Operations	Jennifer Crosson	Not sure			
26	Who provides auxiliary aids and services to people seeking accommodation under Title II?	§ 35.160 Subpart E Communications-General (b) (1) <i>A public entity shall furnish appropriate 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.</i>	Clerk of the Board	Lisa Mobley		RCIT if in the boardroom	Same as item 22 above	Same as item 22 above
			External Affairs - Public Affairs	David Knudsen	Not sure			
			Regional Conservation Agency	Aaron Hake	Not Sure	I do not know		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Not sure	I am not certain but I would think it would be Kristin Davis.		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna		The Clerk of Board since the notice is on the agenda.		
			External Affairs - Commuter and Motor Assistance	Brian Cunanan	n/a	Clerk of Board and Public Affairs		
			Planning and Programming	Jillian Guizado	n/a	Clerk of Board		
			HR and Administration	Pamela Velez	Not sure	Unknown/ Not applicable.		
			Finance and Accounting	Michele Cisneros	n/a	I'm not aware of who is responsible		
			Finance Administration	Matt Wallace		RCTC has a consultant that can be used to provide these services.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	Not sure	I do not know		
			Capital Projects- Right of Way	Hector Casillas	No			
			Capital Projects- Facilities Management	Gary Ratliff	Yes			
			Toll Programs and Operations	Jennifer Crosson	Not sure			
			Toll Programs and Operations	Jennifer Crosson	Not sure			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
27	Are RCTC Staff who have public contact trained or provided guidance regarding ADA requirements for full participation of individuals with disabilities including “disability” awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette?	Best Practice	Clerk of the Board	Lisa Mobley	Yes	Staff is provided guidance, there is no formal training.	RCTC employees are generally aware and sensitive to disability issues of their own accord but they have not yet received formal training regarding disability awareness and first person contact.	Staff having public contact should be trained in “disability” awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette. A free, self-paced web course for discovering the best practices for effectively working and interacting with people who have disabilities is found at this link: https://adata.org/project/your-service-welcoming-customers-disabilities-your-one-stop-center
			External Affairs - Public Affairs	David Knudsen	No			
			Regional Conservation Agency	Aaron Hake	Not Sure	I do not know		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Yes	We went through training in 2020. It was through the County of Riverside.		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna	No	Not that I am aware of		
			External Affairs - Commuter and Motor Assistance		No	Commuter/Motorist Assistance Dept. generally does not have public contact and has not participated in any form of ADA requirements training.		
				Brian Cunanan				
			Planning and Programming	Jillian Guizado	No			
			HR and Administration	Pamela Velez	No			
			Finance and Accounting	Michele Cisneros	Yes	To the best of my knowledge. However, for myself I do not have public contact.		
			Finance Administration	Matt Wallace	Yes	I believe our Public Affairs department is trained in this area.		
			Procurement	Jose Mendoza	n/a			
			Capital Projects- Design	David Lewis	Yes			
			Capital Projects- Construction	Bryce Johnston	No	Not that I am aware of.		
			Capital Projects- Right of Way	Hector Casillas	Yes			
28	By what means is training provided to RCTC Staff who have public contact regarding ADA requirements for full participation of individuals with disabilities including “disability” awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette?	Best Practice	Capital Projects- Facilities Management	Gary Ratliff	Yes		Same as item 27 above	Same as item 27 above
			Toll Programs and Operations	Jennifer Crosson	Not sure			
			Clerk of the Board			There is no training. Guidance is provided in the way of an overview of aids and services provided to the public.		
				Lisa Mobley				
			External Affairs - Public Affairs	David Knudsen		External Affairs - Public Affairs staff should be provided with ADA training		
			Regional Conservation Agency	Aaron Hake	Not Sure	I do not know		
			RCA Reserve Management/ Monitoring Manager	Tricia Campbell	Not Sure	Now coming to RCTC, I do not know the training that is available.		
			Multimodal Services -Transit and Rail Management	Lorelle Moe Luna		My staff and I haven't been provided training since I have been here (7 years)		
			External Affairs - Commuter and Motor Assistance		n/a	Commuter/Motorist Assistance Dept. generally does not have public contact and has not participated in any form of ADA requirements training.		
				Brian Cunanan				
			Planning and Programming	Jillian Guizado		Common knowledge		
			HR and Administration	Pamela Velez		No training has been provided that I know of.		
			Finance and Accounting	Michele Cisneros	n/a	I do not have public contact and have not received such training. I'm not knowledgeable on those that do have public contact, what training is provided.		
			Procurement	Jose Mendoza	n/a			
			Finance Administration	Matt Wallace	n/a			
			Capital Projects- Design	David Lewis		Staff Training exercises.		
			Capital Projects- Construction	Bryce Johnston	n/a	Not that I am aware of.		
			Capital Projects- Right of Way	Hector Casillas		Policy Guidelines		
			Capital Projects- Facilities Management	Gary Ratliff	HR			
			Toll Programs and Operations	Jennifer Crosson	Not sure			

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
29	Are maintenance staff and other staff trained to identify access and safety issues?	§ 35.133 Maintenance of Accessible Features <i>(a) A public entity shall maintain in operable working condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities by the Act or this part</i>	Capital Projects- Facilities Management	Gary Ratliff	Yes		Written emergency evacuation procedures for stations or other facilities were not available for review at the time of this evaluation. 'Evacuation Map' and 'Safety Team Listing- Evacuation Team Responsibilities' were provided for the 3rd floor of RCTC's Lemon Street office. There appears to be no universal written emergency management plan and the documents provided do not specifically include evacuation of individuals with disabilities during an emergency.	a.RCTC develop guidance and special procedures on assisting individuals with disabilities during emergencies and address emergency evacuation of individuals with disabilities covering a variety of emergency situations. b.Use the guidance published by the EEOC regarding lawful means of identifying employees who might need assistance during an emergency due to their disability. https://www.eeoc.gov/laws/guidance/obtaining-and-using-employee-medical-information-part-emergency-evacuation-procedures . c.Use US Department of Justice guidance regarding disaster management. https://www.ada.gov/emergencyprep.htm d.RCTC ADA coordinator should be involved in the emergency plan creation, drills, and debriefings. Update all accessibility policies, procedures, and guidelines to include recommendations made in this report. e.If other entities are contracted to provide emergency preparedness or emergency management services, formalize in agreements with those organizations their commitment to compliance with the requirements of Title II of the ADA and information provided at this link. https://www.ada.gov/pcatoolkit/chap7emergencygmtadd1.htm
30	Is there a system or plan in place to identify safety and access issues that can be used by maintenance staff to report and correct problems? If yes, please attach the plan.		Capital Projects- Facilities Management	Gary Ratliff	Yes	Station reports from oversight agency Metrolink		
31	How is access monitored during planning and construction of RCTC projects?		Capital Projects- Facilities Management	Gary Ratliff	Don't know			
32	Are any RCTC programs, services or facilities are operated from a registered historic site?	§ 35.133 Maintenance of Accessible Features <i>(a) A public entity shall maintain in operable working condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities by the Act or this part</i>	Clerk of the Board	Lisa Mobley	NO		n/a	n/a
			Capital Projects- Facilities Management	Gary Ratliff	Don't know		n/a	n/a
33	When purchase of new equipment (including but not limited to communication and transportation equipment) is made, how is it reviewed to ensure that equipment is accessible to people with disabilities?	Best Practice	Capital Projects- Facilities Management	Gary Ratliff	Yes	Management approves the purchase	The Procurement Policy Manual does not specifically address this .	When purchasing new equipment or furniture, RCTC should ensure that people with disabilities will receive the same level of service or the same opportunities as those without disabilities.

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
34	6.Does RCTC have an emergency management plan that includes needs of people with disabilities? If yes, please attach the plan. The plan shall include procedures to evacuate individuals with disabilities during an emergency.	§ 35.130(b)(1) <i>(1) A public entity, in providing any aid, benefit, or service, may not, directly or through contractual, licensing, or other arrangements, on the basis of disability - (i) Deny a qualified individual with a disability the opportunity to participate in or benefit from the aid, benefit, or service; (ii) Afford a qualified individual with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others; (iii) Provide a qualified individual with a disability with an aid, benefit, or service that is not as effective in affording equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement as that provided to others; (iv) Provide different or separate aids, benefits, or services to individuals with disabilities or to any class of individuals with disabilities than is provided to others unless such action is necessary to provide qualified individuals with disabilities with aids, benefits, or services that are as effective as those provided to others; (v) Aid or perpetuate discrimination against a qualified individual with a disability by providing significant assistance to an agency, organization, or person that discriminates on the basis of disability in providing any aid, benefit, or service to beneficiaries of the public entity's program; (vi) Deny a qualified individual with a disability the opportunity to participate as a member of planning or advisory boards; (vii) Otherwise limit a qualified individual with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving the aid, benefit, or service</i>	Capital Projects- Facilities Management	Gary Ratliff	Yes	HR	Emergency evacuation plans for stations and facilities were not available for review, so it cannot be definitively stated that RCTC's emergency management program is fully accessible to people with disabilities.	See item 29 above.
35	Has RCTC used the guidance published by the EEOC regarding lawful means of identifying employees who might need assistance during an emergency due to their disability?	Best Practice	HR and Administration	Pamela Velez	Not sure	Unsure about this practice.	See item 29 above.	See item 29 above.
36	Are visual and audible warning signals installed in RCTC facilities and buildings to notify all members of the public including individuals with disabilities?	§ 35.130(d) <i>A public entity shall administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities</i>	Capital Projects- Facilities Management	Gary Ratliff	Yes			
37	Has emergency management staff in all facilities been trained regarding variety of events that might occur and impact people with disabilities?	Best Practice	Capital Projects- Facilities Management	Gary Ratliff	Yes			
38	Does RCTC use the US Department of Justice guidance regarding disaster management? This can be located at ADA.gov.	Best Practice	Capital Projects- Facilities Management	Gary Ratliff	Don't know			
39	Is the RCTC ADA coordinator involved in the emergency plan creation, drills, and debriefings?	Best Practice	Capital Projects- Facilities Management	Gary Ratliff	Don't know			
40	Please share all accessibility policies, procedures and guidelines, verbal or written that you have in place. Please attach a copy.						Received.	
41	Do employment practices comply with all applicable nondiscrimination requirements, including section 504 of the Rehabilitation Act and the ADA regulation issued by the Equal Employment Opportunity Commission?	§ 35.140 Employment discrimination prohibited. <i>(a) 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. (b) (1) For purposes of this part, the requirements of title I of the Act, 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 title I. (2) For the purposes of this part, the requirements of section 504 of the Rehabilitation Act of 1973, as established by the regulations of the Department of Justice in 28 CFR part 41, as those requirements pertain to employment, apply to employment in any service, program, or activity conducted by a public entity if that public entity is not also subject to the jurisdiction of title I.</i>	HR and Administration	Pamela Velez	Yes		RCTC's employment practices are not deemed discriminatory against people with disabilities. Interview/selection panel members follow the RCTC Interviewing Guide which addresses disability but does not include details regarding disability awareness and interactions with people having disabilities.	none

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
42	Are the interview/selection panel members trained regarding disability awareness and interactions with people with disabilities?	Best Practice	HR and Administration	Pamela Velez	No	Informally but formally we have an interviewing guide for panel members but does not include details on such topic. Could add if required.	RCTC's employment practices are not deemed discriminatory against people with disabilities. Interview/selection panel members follow the RCTC Interviewing Guide which addresses disability but does not include details regarding disability awareness and interactions with people having disabilities.	RCTC Interviewing Guide should be updated to include details regarding disability awareness and interactions with people having disabilities
43	Is reasonable accommodation offered, as needed for people with disabilities during interview/selection?	§ 35.130(b)(7) <i>(i) 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.</i> <i>(ii) A public entity is not required to provide a reasonable modification to an individual who meets the definition of "disability" solely under the "regarded as" prong of the definition of "disability" at § 35.108(a)(1)(iii)</i>	HR and Administration	Pamela Velez	Yes	Yes it would but disclaimer is also posted on our website. https://www.rctc.org/employment/		
44	Who provides reasonable accommodations to applicants and employees under ADA Title I and II regulations and CA Government Code 12926? Please include Name, Position, Contact information.	§ 35.130(b)(7) <i>(i) 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.</i> <i>(ii) A public entity is not required to provide a reasonable modification to an individual who meets the definition of "disability" solely under the "regarded as" prong of the definition of "disability" at § 35.108(a)(1)(iii)</i>	HR and Administration	Pamela Velez		I believe myself in HR Pamela Velez Human Resources Administrator along with review/supervision of our EEO office John Standiford.		none
45	Please share all accessibility policies, procedures and guidelines, verbal or written that you have in place. Please attach a copy.		HR and Administration	Pamela Velez		Attached and screenshot of employment page on our website.		n/a

General Nondiscrimination

	QUESTIONS	Title II Clause-28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services	DEPARTMENT	STAFF LIAISON	Yes/ NO	RESPONSE/ COMMENTS	FINDING	RECOMMENDATION
46	Is there an anti-disability harassment policy? If yes, provide copy of the policy.	<p>§ 35.101</p> <p>(a) Purpose. The purpose of this part is to implement subtitle A of title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12131-12134), as amended by the ADA Amendments Act of 2008 (ADA Amendments Act) (Pub. L. 110-325, 122 Stat. 3553 (2008)), which prohibits discrimination on the basis of disability by public entities.</p> <p>(b) Broad coverage. The primary purpose of the ADA Amendments Act is to make it easier for people with disabilities to obtain protection under the ADA. Consistent with the ADA Amendments Act's purpose of reinstating a broad scope of protection under the ADA, the definition of "disability" in this part shall be construed broadly in favor of expansive coverage to the maximum extent permitted by the terms of the ADA. The primary object of attention in cases brought under the ADA should be whether entities covered under the ADA have complied with their obligations and whether discrimination has occurred, not whether the individual meets the definition of "disability." The question of whether an individual meets the definition of "disability" under this part should not demand extensive analysis</p>	HR and Administration	Pamela Velez	Yes	Page 57 and 58 of attached manual.		none
47	Does RCTC have a policy in place that prohibits discrimination against people who <u>formerly</u> used drugs illegally as opposed to individuals who are currently engaged in illegal use of drugs? If yes, provide copy of the policy.	<p>§ 35.131 Illegal use of drugs</p> <p>(a) General.</p> <p>(1) Except as provided in paragraph (b) of this section, this part does not prohibit discrimination against an individual based on that individual's current illegal use of drugs.</p> <p>(2) A public entity shall not discriminate on the basis of illegal use of drugs against an individual who is not engaging in current illegal use of drugs and who—</p> <p>(i) Has successfully completed a supervised drug rehabilitation program or has otherwise been rehabilitated successfully;</p> <p>(ii) Is participating in a supervised rehabilitation program; or</p> <p>(iii) Is erroneously regarded as engaging in such use.</p> <p>(b) Health and drug rehabilitation services.</p> <p>(1) A public entity shall not deny health services, or services provided in connection with drug rehabilitation, to an individual on the basis of that individual's current illegal use of drugs, if the individual is otherwise entitled to such services.</p> <p>(2) A drug rehabilitation or treatment program may deny participation to individuals who engage in illegal use of drugs while they are in the program.</p> <p>(c) Drug testing.</p> <p>(1) This part does not prohibit a public entity from adopting or administering reasonable policies or procedures, including but not limited to drug testing, designed to ensure that an individual who formerly engaged in the illegal use of drugs is not now engaging in current illegal use of drugs.</p> <p>(2) Nothing in paragraph (c) of this section shall be construed to encourage, prohibit, restrict, or authorize the conduct of testing for the illegal use of drugs</p>	HR and Administration	Pamela Velez	No	Our policy does not clearly state former use of illegal drugs. Pages 65-68 of attached manual.	The policy does not clearly state nondiscrimination against people involved in former use of illegal drugs.	RCTC should create a policy that prohibits discrimination against former users of drugs that complies with 28 CFR 35.131 (2). https://www.ecfr.gov/current/title-28/chapter-I/part-35/subpart-B/section-35.131

Attachment 3 – Effective Communication

Effective Communication

Public Entity Riverside County Transportation Commission Date July 01, 2022

Contact Person Lisa Mobley – Clerk of the Board Email lmobley@rctc.org Phone (951)787-7960

Many people who are blind or have low vision, who are deaf or hard of hearing or who have other communication disabilities are prevented from participating fully in programs, activities, and services because of communication issues. To address this, Title II requires that communication with people with disabilities be “as effective” as communication with others. Often good communication practices will suffice, such as not turning away when speaking with a person who is hard of hearing or taking the time to listen to a person who has a speech impairment. Other times a public entity needs to provide “auxiliary aids and services” to ensure that communication is effective.

Questions	Yes, or no?	Comments	Next Steps
Auxiliary Aids and Services			RCTC needs to identify local resources which can provide auxiliary aids for communication, as needed, by people with disabilities.
1. Does the public entity know how to provide the following for people who are deaf or hard of hearing?			
a. Sign language, oral, and cued speech interpreters	Yes		
b. Video remote interpreting (VRI) services	No	Unsure of what this is.	Employees who interact with the public should be trained to know what to do when they receive a request for an auxiliary aid or service. Enroll staff in ADA Training on effective communication which can be requested from the Pacific ADA center at this link: https://www.adapacific.org/request_pacific-ada-center-training .

Questions	Yes, or no?	Comments	Next Steps
c. Computer-assisted real-time transcription (CART) services. Computer Aided Real-Time Transcription (CART) refers to the instant translation of the spoken word into English text using a stenotype machine, notebook computer and real-time software.	No	Unsure of what this is. If it is referring to captioning during a meeting then the Board room does not have that.	Same as above
d. Assistive listening devices	Yes		
e. Open and closed captioning of videos	Yes, and no	Closed captioning yes.	
f. Real time captioning of television programs	No	Handled by the county when they stream.	
g. Other:	n/a	n/a	
2. Does the public entity know how to provide documents in the following formats for people who are blind or visually impaired and others with print disabilities?			
a. Braille	No	Unknown if we currently have a vendor	RCTC should identify local resources which can provide auxiliary aids for communication, as needed, by people with disabilities.
b. Large print	Yes		
c. Audio recordings	Yes		
d. Accessible electronic formats that that can be accessed by screen reading software, for example, documents in plain text or HTML	Yes		
e. Screen reader software installed on a computer that is used by the public, for example in a library	n/a		
f. Magnification software installed on a computer that is used by the public, for example in a computer lab	No		

Questions	Yes, or no?	Comments	Next Steps
g. Optical readers	No		Purchase equipment or make arrangements with vendors so that documents can be provided in alternative formats when requested.
h. Other	n/a		
Policies and Procedures			
3. Does the public entity have a policy or procedure to handle requests for auxiliary aids and services?	Yes		
4. Are employees and officials aware of the public entity's obligation to provide auxiliary aids and services?	Yes		
5. Do employees and officials know how to arrange for auxiliary aids and services? Arrangements could be made directly or through the ADA coordinator or another staff person.	Yes		
6. Does the public entity give primary consideration to the person with a disability when determining what type of auxiliary aid or service to provide?	Yes		
7. Are employees and officials aware that it is inappropriate to request that family members and friends of people who are deaf serve as sign language interpreters, except in emergencies or if the individual wants the family member or friend to interpret and it's appropriate to do so?	Yes		
8. Are employees and officials aware that a companion of a program participant has a right to auxiliary aids and services if the companion has a communication disability and is an appropriate person with whom the public entity should or would communicate?	Yes		

Questions	Yes, or no?	Comments	Next Steps
Example: A deaf family member of a hospital patient might need a sign language interpreter to communicate with the doctor.			
9. Are captions and audio description provided on videos and television programs the public entity produces and videos on its website?	Yes	Closed captioning is provided by YouTube	
10. Does the public entity have a policy or procedure for determining if an auxiliary aid or service would be an undue financial and administrative burden? <i>The decision of undue hardship must be made by the head of the public entity or his or her designee. There must be a written statement explaining the reasons for reaching that decision.</i>	No		Prepare a procedure for determining if the requested auxiliary aid or service would be an undue financial and administrative burden and if so, what other action should be taken in to ensure that individuals with disabilities will receive the benefits or services provided by RCTC.
11. Have local resources been identified which can provide auxiliary aids for communication, as needed, by people with disabilities	n/a	No response received. Not sure	RCTC should identify local resources which can provide auxiliary aids for communication, as needed, by people with disabilities.
12. If critical information is released to the press, is an American sign language interpreter visible and within the screenshot, if television cameras are in use?	n/a	Not applicable. RCTC is invited to participate in various news interviews, so it is up to the news cast company to provide any services.	

Questions	Yes, or no?	Comments	Next Steps
13. When announcements are distributed electronically, are they sent out in accessible PDF and Word documents simultaneously?	No	Emails are sent to people who have signed up to receive the email blasts.	When announcements are distributed electronically, they should be sent out in accessible PDF and Word documents simultaneously.
Telecommunications			
14. Do employees and officials know how to respond to telephone calls made through Video Relay Services and Telecommunication Relay Services so that the calls are responded to in the same manner as other telephone calls?	Yes		
15. Where telephones are available to the public for making outgoing calls, such as in hospital waiting rooms, are TTYs available for people with hearing and speech disabilities? <i>A TTY is an electronic device for text communication over a telephone line that is designed for use by people with hearing or speech disabilities.</i>	Yes	Not applicable. TTYs are available on call boxes provided on the highways managed by RCTC, but they are maintained by the county.	
16. Do telephone emergency services, including 911, provide direct access to people who use TTYs and computer modems?	Yes	TTYs are available on call boxes provided on the highways managed by RCTC, but equipment and services are maintained by the county.	Ensure that all instruments are regularly tested to determine whether TTY equipment functions properly and ensure that responding personnel have been adequately trained to handle TTY calls correctly.

Questions	Yes, or no?	Comments	Next Steps
17.Does RCTC list “711 the California Relay” on business cards and letter heads also?	No	CRS 711 is listed on the website. General public can access RCTC departments offices via the main number 951.787.7141 listed on the website.	Consider adding “711 the California Relay” on business cards and letter heads also. Provide additional training to staff on the use of ” 711, California Relay” as to why this is one effective option for communicating with people who are deaf, hard of hearing, or have speech disabilities.

Attachment 4 – Website Accessibility

Website Accessibility

Public Entity Riverside County Transportation Commission Date July 01, 2022

Contact Person Cheryl Donahue / Marla Dye Email cdonahue@rctc.org / mdye@rctc.org Phone (951) 787-4018 / (951) 787-7927

Many people with disabilities use assistive technology such as screen readers, text enlargement software, and programs that enable people to control the computer with their voice, eyes, or nose. Access problems occur when website designers assume that everyone sees and accesses a webpage in the same way. Accessible website design recognizes these differences and does not require people to see, hear, or use a standard mouse in order to access the information and services provided.

Questions	Yes, or no?	Comments	Next Steps
1. Is there a policy that the public entity's webpages will be accessible, that is, in compliance with the W3C Web Content Accessibility Guidelines (WCAG) 2.0 or Section 508 Standards?	No		A policy needs to be created and distributed to the staff responsible for developing the website, requiring the web content to be accessible in compliance with ADA Title II, and Section 508 of the Rehabilitation Act of 1973.
2. Are the staff and contractors who are responsible for webpage and content development aware of the policy?		N/A	Same as above.

Questions	Yes, or no?	Comments	Next Steps
3. Are the staff and contractors who are responsible for webpage and content development knowledgeable about these standards?		N/A – it is understood that the W3C only apply to State Agencies	The WCAG Standards recommended by the DOJ apply to Title II and Title III entities. It is recommended that RCTC website development team should be provided comprehensive training on making website, webpages, and documents accessible to people with disabilities in compliance with the DOJ recommended standards.
4. Has the website been tested for compliance with either of these standards?	No	RCTC has service to review/scan the website monthly to check for accessibility compliance.	Utilize the WAVE tool and remove the identified barriers to improve accessibility of RCTC's web content. It is recommended that RCTC should use guidelines developed by the Web Accessibility Initiative (WAI) of the World Wide Web Consortium(W3C) at https://www.w3.org/WAI/ to make improvements to their website.
5. If yes, have people with disabilities who use screen reading software and other assistive technology participated in the evaluation?	No		It is recommended that RCTC should conduct user checks of their website, in addition to using guidelines developed by the Web Accessibility Initiative (WAI) of the World Wide Web Consortium(W3C)

Questions	Yes, or no?	Comments	Next Steps
6. Is there a plan for making the existing web content accessible?		N/A	It is recommended that RCTC should hire an independent external web and internet access consultant to evaluate the website and implement access improvements to make the web content accessible. A list of website accessibility consultants is available from https://wimgo.com/s/usa/accessibility-consultants/ and https://www.dor.ca.gov/Home/Vendors
7. Is there a plan for making future web content accessible?		N/A	Same as above.

Attachment 5 – Administrative Requirements

Administrative Requirements

Public Entity Riverside County Transportation Commission Date July 01, 2022

Contact Person Pamela Velez – HR Email pvelez@rctc.org Phone 951.787.7966

Title II requires that public entities undertake five administrative steps to promote implementation of the ADA.

Questions	Yes, or no?	Comments	Next Steps
1. Has a self-evaluation been conducted? (Required no matter the number of employees.)	No	RCTC is currently performing the self-evaluation.	Complete the self-evaluation and transition plan.
2. Is public notice that the public entity does not discriminate on the basis of disability provided in print and audio formats? (Required no matter the number of employees.) <i>Methods may include the website, social media such as Twitter and Facebook, print notices at facilities and in local newspapers, program announcements, public service announcements on local radio and television stations.</i>	No	RCTC currently has notice printed on website page but not in an audio format that I am aware of. Link: https://www.rctc.org/about/	Provide the Nondiscrimination Statement in print and audio format on the RCTC website, social media such as Twitter and Facebook, print notices at facilities and in local newspapers, program announcements, and include the statement when making public service announcements on local radio and television stations.

Questions	Yes, or no?	Comments	Next Steps
3. Has a grievance procedure been adopted to resolve disability-related complaints? (Required if 50 or more employees.)	Yes	Notice, procedure, and complaint form listed on RCTC website: https://www.rctc.org/about/	
4. Has at least one employee been appointed to coordinate the public entity's ADA obligations - ADA Coordinator? (Required if 50 or more employees.)	Yes	Aaron Hake has been assigned the role.	
5. Has a transition plan been developed to address barriers in facilities that affect equal participation of people with disabilities in the public entity's programs, activities, and services? (Required if 50 or more employees.)	No	Plan is in development and anticipated to be completed in 2022.	Complete transition plan and obtain approvals.

Attachments 6A through 6P – Evaluation of Physical Barriers in RCTC’s Facilities

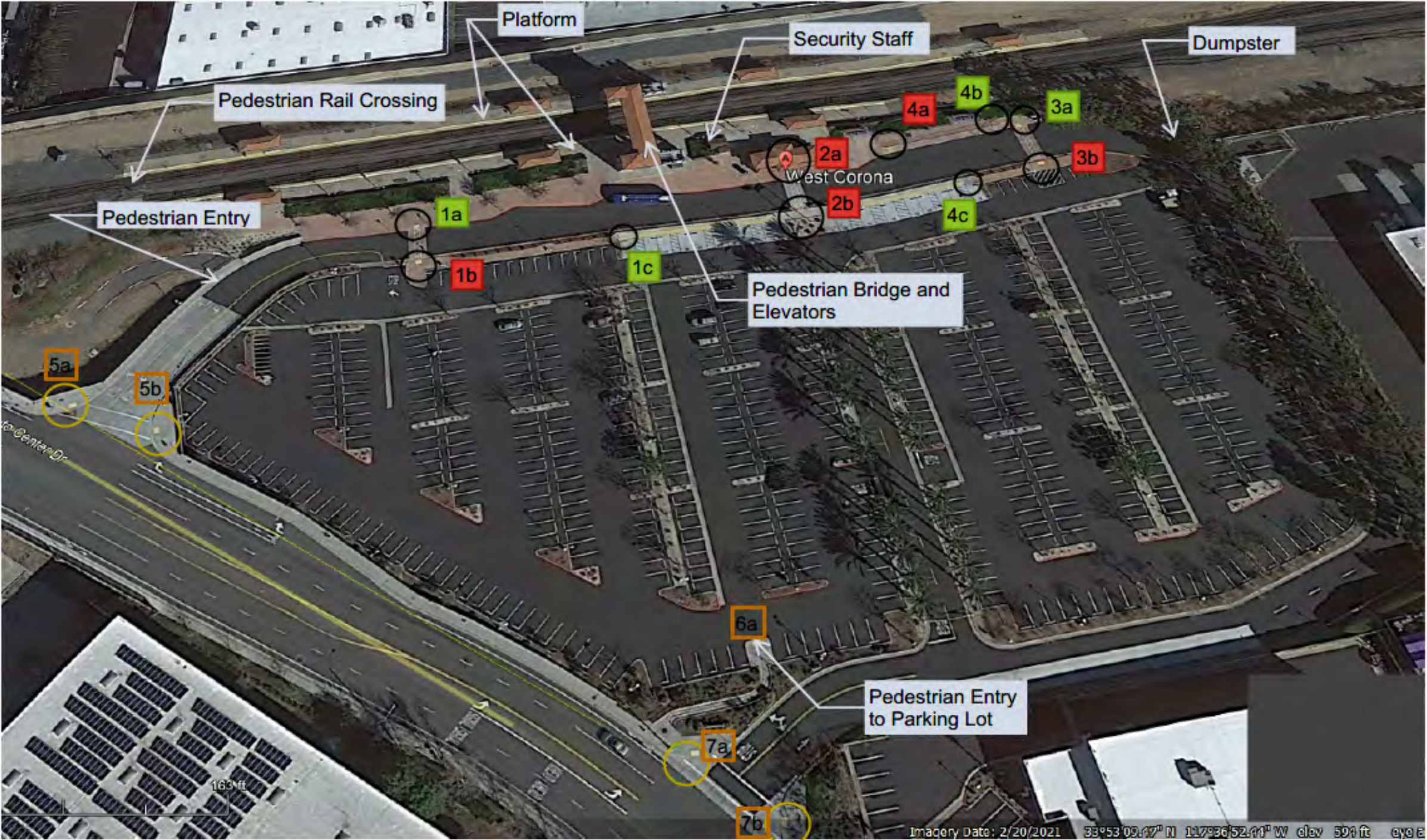
Attachment 6A:	Evaluation of Physical Barriers in West Corona Station
Attachment 6B:	Evaluation of Physical Barriers in North Main Corona Station
Attachment 6C:	Evaluation of Physical Barriers in La Sierra Station
Attachment 6D:	Evaluation of Physical Barriers in Riverside Downtown Station
Attachment 6E:	Evaluation of Physical Barriers in Pedley Station
Attachment 6F:	Evaluation of Physical Barriers in Downtown Perris Station
Attachment 6G:	Evaluation of Physical Barriers in Hunter Park Station
Attachment 6H:	Evaluation of Physical Barriers in Moreno Valley - March Field Station
Attachment 6I:	Evaluation of Physical Barriers in South Perris Station
Attachment 6J:	Evaluation of Physical Barriers in RCTC Office
Attachment 6K:	Evaluation of Physical Barriers in RCTC Tenth Street Office
Attachment 6L:	Evaluation of Physical Barriers in ROC
Attachment 6M:	Evaluation of Physical Barriers in CSC
Attachment 6N:	Evaluation of Physical Barriers in FAM
Attachment 6O:	Evaluation of Physical Barriers in TUB-1
Attachment 6P:	Evaluation of Physical Barriers in TUB-2

Note: Attachments 6X and 6Y are copies of tools that were used by the team for conducting the field surveys, and findings are detailed in the report. Attachments 6X and 6Y are not included.

Evaluation of Physical Barriers – West Corona Station

Address: 155 Auto Center Dr, Corona, CA 92880

Evaluation Date: 07-27-2021



These elements were assessed to identify any physical barriers:

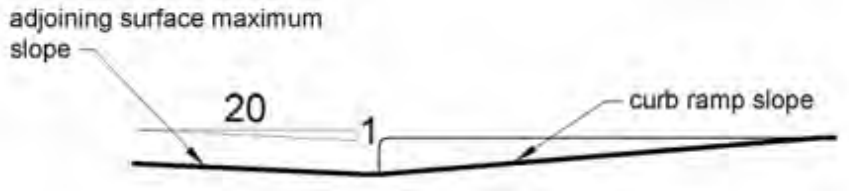
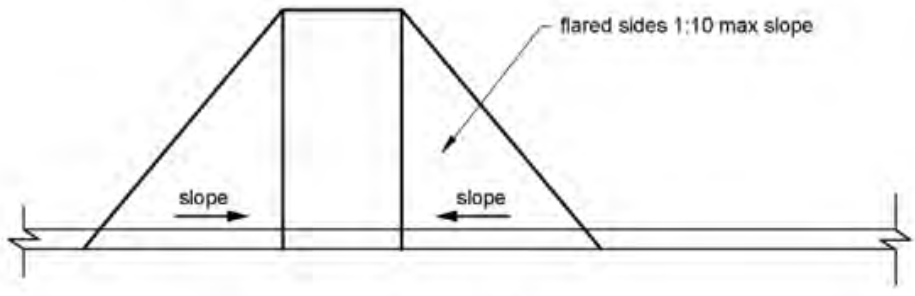
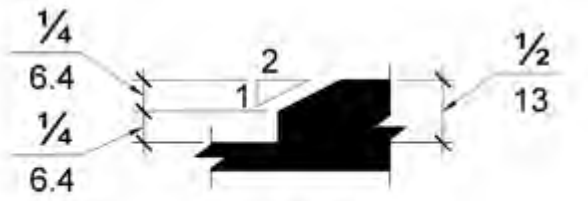
1. Curb ramps (1a-1b, 1c, 2a-2b, 3a-3b, 4a-4b, 4c, 5a, 5b, 6a, 7a, 7b)
2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
3. Accessible routes
 - a. Walking surfaces
 - b. Elevators
 - c. Pedestrian Bridge
 - d. Stairs
 - e. Ramps
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossings
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Benches,
 - c. Trash cans,
 - d. Drinking fountain
 - e. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - f. Vending machines
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster

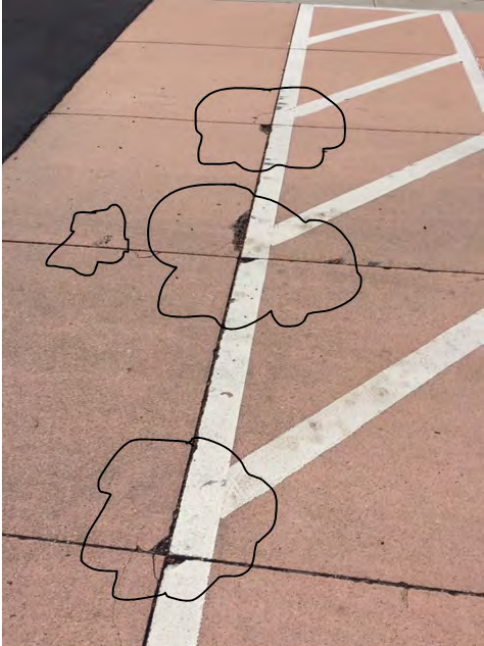
Year of Construction: Station- 9/27/1995; Alterations and Additions: Pedestrian Crossing: 6/21/2001

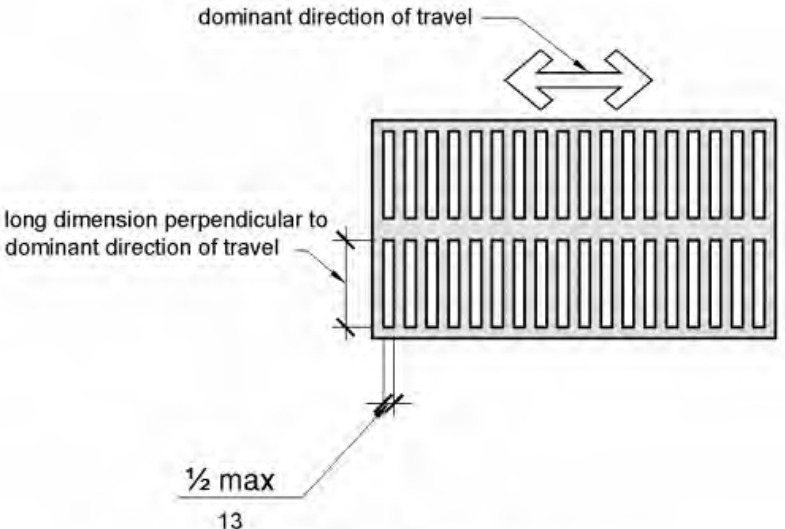
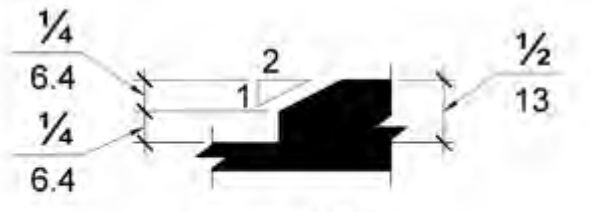
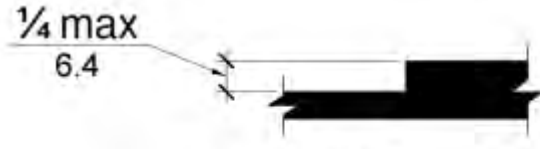


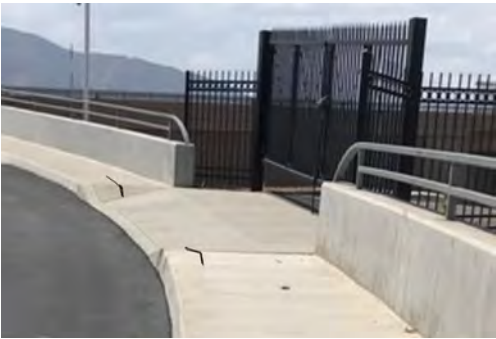
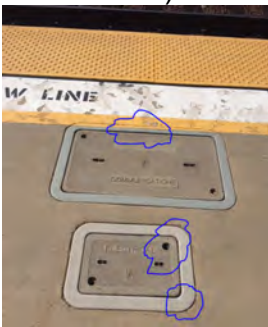
Applicable ADA Standards: 1991 Standards or UFAS, or DOT's ADA standards (2006), and/or DOJ 2010 ADA Standards.

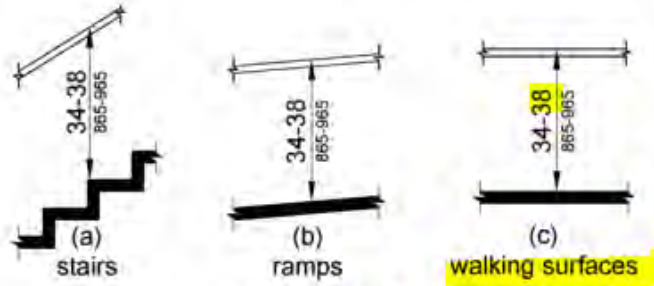
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG. Elements where the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies are assessed against 1991 standards


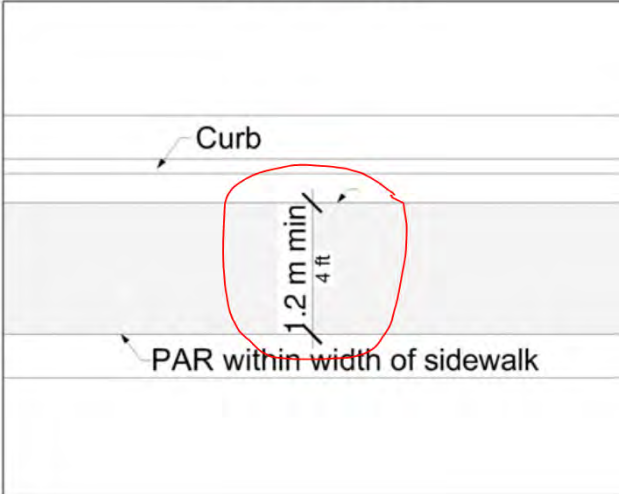
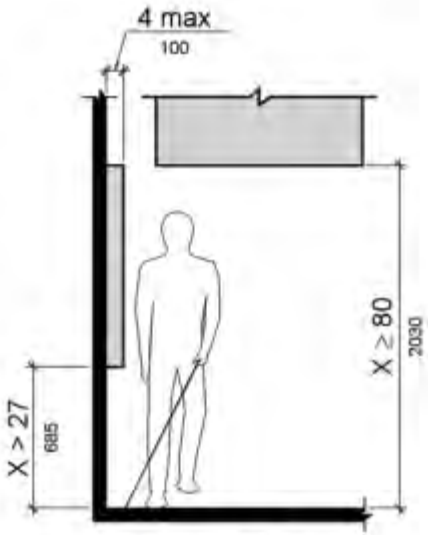
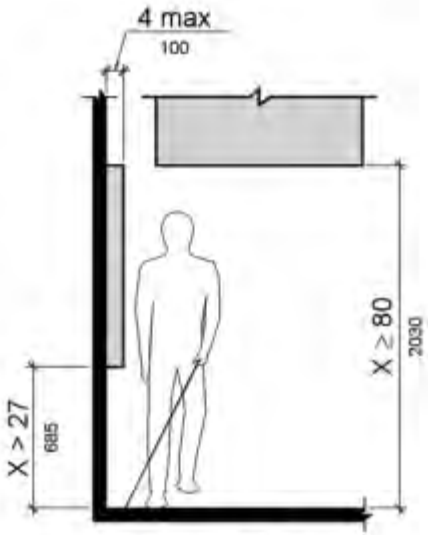
28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel.



Issues/Barriers Identified	Recommendations	Comments
<p>1. Curb Ramps</p> <p>1a, OK 1b- Flared side exceeds 1:10 slope (11.6%) 2a- Sloped ramp takes up the entire sidewalk in front of the main entrance. Landing is under the station canopy 2b- Gutter slope exceeds 1:20 (9.1%). Flared side exceeds 1:10 slope (12.2%). uneven level changes and trip hazard. 3a - OK 3b- Gutter slope exceeds 1:20, uneven level changes and trip hazards. 4a- Trip hazard at DWS 4b –Ok 4c – Ok 5a, 5b- (Not under RCTC's authority), 6A -OK 7a, 7b- (Not under RCTC's authority)</p> <div> <div>1b</div> <div>2a</div> <div>2b</div> <div>3b</div> </div>	<p>1b, 2b Repair flared sides of curb ramps to comply with 406.3</p> <p>2a Provide signage for the accessible route along the sidewalk leading to level walking route under the canopy.</p> <p>2b, 3b Remove and replace curb ramp and gutter with compliant curb ramps.</p> <p>4a Examine all Detectable Warning Surfaces (DWS) and repair/replace DWS to eliminate trip hazards. Provide beveled transitions as required</p>	<p>Curb ramps are labeled on the aerial view on page 1</p> <div>  <p>Figure 406.2 Counter Slope of Surfaces Adjacent to Curb Ramps</p> </div> <p>406.3 Sides of Curb Ramps. Where provided, <i>curb ramp flares</i> shall not be steeper than 1:10.</p> <div>  <p>Figure 406.3 Sides of Curb Ramps</p> </div> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</p> <div>  <p>Figure 303.3 Beveled Change in Level</p> </div>



Issues/Barriers Identified	Recommendations	Comments
2. Pedestrian Road crossings Pedestrian crossing at 3a, 3b has multiple cracks and gaps in excess of ½” wide and ¼” deep. 	<p>Examine all pedestrian crossings and repair all cracks.</p> <p>Every joint in concrete deeper than ¼” and wider than ½” shall be filled.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	See item 3a
a) Pedestrian Push Button- Not Applicable	No action by RCTC	



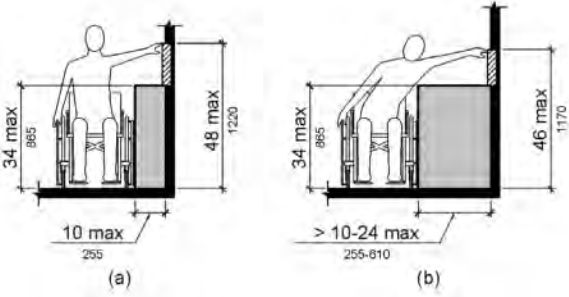
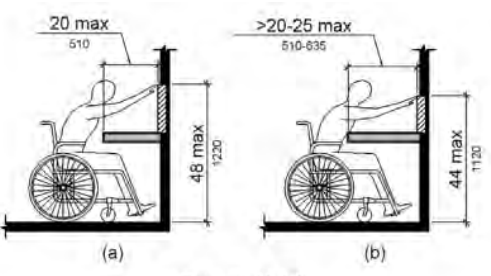
Issues/Barriers Identified	Recommendations	Comments
3. Accessible Routes		
a) Walking surface		
<p>i. From curb ramp 5a, a sidewalk entering the facility is provided. The slope of the sidewalk is measured as 9.6% which matches the grade of the road but exceeds the maximum allowed slope for accessible ramps.</p> <p>ii. A vehicular ramp into the gated areas is perpendicular to the sidewalk described above . This causes a steep drop and excessive cross slope for the already steeply sloping sidewalk.</p> <p>iii. General: There are uneven joints and cracks observed in the concrete on the platforms and along accessible route. Sealant/filler in some deep joints is missing. This causes trip hazards and creates openings deeper than ¼” and wider than ½ inch that do not comply with 302.3 and 303.3. (Figure on previous page)</p> <p>iv. Manhole covers create trip hazards and have gaps/openings wider than ½ inch.</p> <p>v. Signage designating the accessible route is missing at main entry.</p>	<p>i) The grade of the sidewalk along the road complies with the requirements of City of Corona, DIB-82-06 and PROWAG if the ramp is considered a public street. If the ramp is considered to be an entry to private property, then these requirements are not applicable, and this ramp is considered out of compliance.</p> <p>RCTC being a public agency, it can be assumed that the commuter rail stations owned by RCTC would be public property. It is recommended prior to initiating any repairs on the ramp, that this issue be reviewed by an ADA legal expert to determine final resolution.</p> <p>ii) Same as above. An alternate accessible route is required.</p> <p>iii) and iv) Repair all level changes. Close gaps and openings wider than ½” and deeper than ¼”, and remove trip hazards in the accessible route.</p> <p>v) Provide signage designating the accessible route.</p>	<div>  <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p> </div> <div>  <p>Figure 303.3 Beveled Change in Level</p> </div> <div>  <p>Figure 303.2 Vertical Change in Level</p> </div> <p>402.2 Components. Accessible routes shall consist of one or more of the following components: walking surfaces with a running slope not steeper than 1:20, doorways, ramps, curb ramps excluding the flared sides, elevators, and platform lifts. All components of an accessible route shall comply with the applicable requirements of Chapter 4.</p> <p>405.2 Slope. Ramp runs shall have a running slope not steeper than 1:12.</p> <p>405.8 Handrails. Ramp runs with a rise greater than 6 inches (150 mm) shall have handrails complying with 505.</p>
 <p>i) and ii)</p>  <p>iii)</p>	 <p>ii)</p>  <p>iv)</p>	


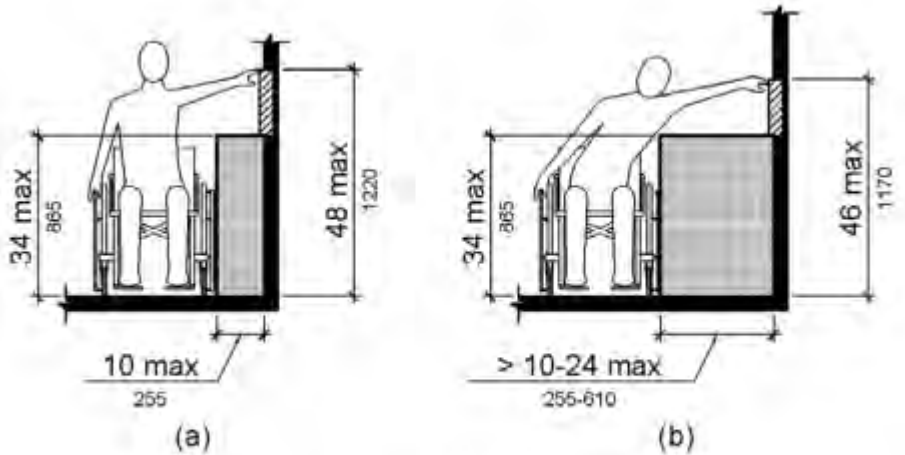
Issues/Barriers Identified	Recommendations	Comments
<p>b) Elevator</p> <p>Audible signals which sound as the car passes or is about to stop at a floor are rather low and missed especially when a train passes the station [407.4.8]</p>	<p>Check the annual elevator certification for compliance with all code and ADA requirements.</p> <p>Measure sound to verify that the audible signal and verbal annunciator is 10 dB minimum above ambient, but does not exceed 80 dB, measured at the hall call button per current 2010 ADA standards.</p>	<p>For elevators in facilities constructed or altered before November 29, 2006, 1991 ADAAG applies and the volume of the audible signals is permitted to be no less than 20 decibels with a frequency no higher than 1500 Hz.</p>
<p>c) Pedestrian Bridge</p> <p>i. Handrails on the pedestrian bridge are mounted at 41 inches (higher than the required 38 inches)</p>	<p>Relocate handrails to comply with the height requirement per 505.4.</p>	<p>505 Handrails</p> <p>505.1 General. Handrails provided along walking surfaces complying with 403, required at <i>ramps</i> complying with 405, and required at stairs complying with 504 shall comply with 505.</p> <div> <p>Advisory 505.1 General. Handrails are required on ramp runs with a rise greater than 6 inches (150 mm) (see 405.8) and on certain stairways (see 504). Handrails are not required on walking surfaces with running slopes less than 1:20. However, handrails are required to comply with 505 when they are provided on walking surfaces with running slopes less than 1:20 (see 403.6). Sections 505.2, 505.3, and 505.10 do not apply to handrails provided on walking surfaces with running slopes less than 1:20 as these sections only reference requirements for ramps and stairs.</p> </div> <div>  <p>Figure 505.4 Handrail Height</p> </div>
<p>d) Stairs</p> <p>No issues found</p>	<p>No action by RCTC</p>	
<p>e) Ramps</p>		

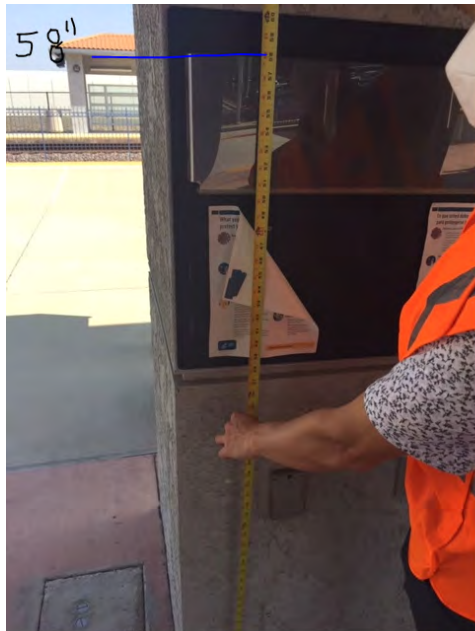
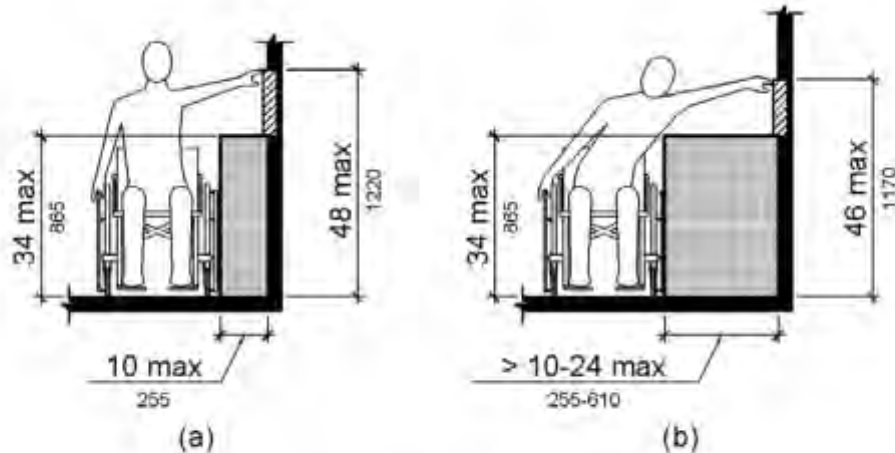
Issues/Barriers Identified	Recommendations	Comments
No ramps. No issues found	No action by RCTC	
4. Platforms		
a) Walking Surfaces		
<div><div>i. On both sides, the route from the elevator lobby slopes 2.5 % or 3% towards the platform. So, the cross slope of the platform exceeds 2% in this portion creating a barrier for people having disabilities traveling along this route.</div><div></div></div>	<div><div>An accessible route (at least 36 inches wide, but preferably 48 inches wide) with compliant cross slopes should be provided and marked. If a path cannot be demarcated, cross slopes need to be repaired.</div><div></div></div> <div>The continuous clear width requirements in PROWAG R302.3 apply to sidewalks and other pedestrian circulation paths.</div> <div>403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48 (2%)</div> <div>302.1 General. Floor and ground surfaces shall be stable, firm, and slip resistant and shall comply with 302</div>	
<div><div>ii. Downspouts protrudes in the accessible circulation path</div><div></div></div>	<div><div>Provide 48 inches wide accessible path with a compliant cross slope, clear of the downspout.</div><div></div></div> <div>Figure 307.2 Limits of Protruding Objects</div> <div>307.5 Required Clear Width. Protruding objects shall not reduce the clear width required for accessible routes.</div>	


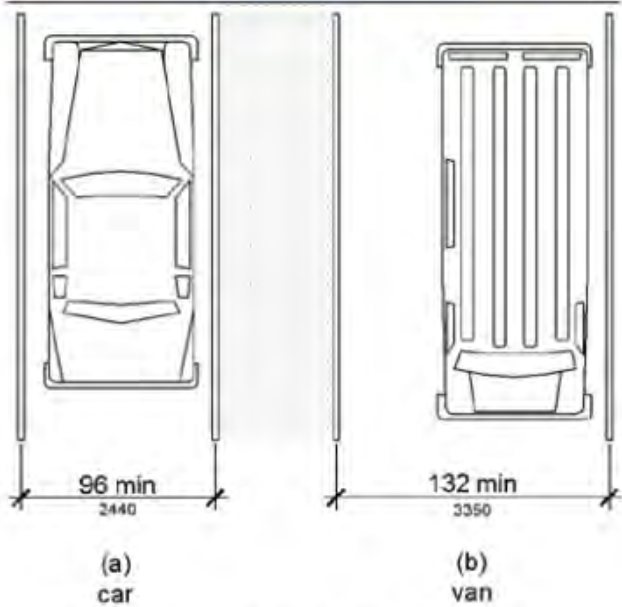
Issues/Barriers Identified	Recommendations	Comments
<p>iii. Downspouts will discharge water onto the accessible route.</p>	<p>Ensure that the rainwater will drain away and will not pond. Eliminate any low spots or uneven pavement. To ensure compliance with 405.10, Wet Conditions, Landings subject to wet conditions shall be designed to prevent the accumulation of water, ensure that the area is in compliance with 403.3 Slope.</p>	<p>405.10 Wet Conditions. Landings subject to wet conditions shall be designed to prevent the accumulation of water.</p>
<p>iv. A trip hazard is created due to a diamond plate cover behind the west mini high platform on track 2</p> 	<p>Remove and replace with a recessed cover</p>	
<p>v. Cross slope on Track 1 platform near the west mini high platform exceeds 2%</p> 	<p>Cross slope needs to be repaired to comply with 403.3 to be no more than 2%. Examine cross slopes throughout the accessible route and repair where needed.</p>	


Issues/Barriers Identified		Recommendations	Comments
b) Mini High Platforms			
No issues found.			
5. Pedestrian Rail Crossings			
		No action by RCTC	Rail crossing at this station is not on an accessible route and is not meant for public use during normal conditions
6. Amenities			
a) TVM's			
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 		Adequate clear space is provided at TVM's. No action.	



Issues/Barriers Identified	Recommendations	Comments
<p>b) Drinking Fountains</p> <p>Drinking Fountain: Water flow to be tested</p> 	Adjust water flow.	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
<p>i. Passenger Information Phone:</p> 		<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  <p>Figure 308.3.2 Obstructed High Side Reach</p> </div> <div style="text-align: center;">  <p>Figure 308.2.2 Obstructed High Forward Reach</p> </div> </div>
ii. Blue Emergency Phone. Not applicable at this station.		
iii. Yellow call boxes: In the parking area these phones are not on an accessible route.	Provide accessible emergency phones on the accessible route also.	

Issues/Barriers Identified	Recommendations	Comments
<p>d) Trash cans</p> <p>Trash cans are not accessible due to being 36 inches tall where the opening is located more than 10 inches from the edge.</p> 	<p>Provide 34 inches high accessible trash cans allowing reach ranges per 308.3.2</p>	 <p>Figure 308.3.2 Obstructed High Side Reach</p>
<p>e) Vending Machines</p> <p>Not under RCTC's authority. No issues found with heights of operable components.</p>	<p>No action by RCTC</p>	<p>The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15" and 48" up from the floor.</p>
<p>f) Benches</p> <p>No issues found with benches. Benches have back support and clear space is provided under shelters.</p>	<p>No action by RCTC</p>	

Issues/Barriers Identified	Recommendations	Comments																																																				
<div>g) Rack for Flyers</div> <div>The rack for flyers and brochures is mounted too high at 58 inches.</div> <div></div>	<div>Relocate the holder no more than 48 inches high.</div>	<div></div> <div>Figure 308.3.2 Obstructed High Side Reach</div>																																																				
7. Parking																																																						
<div><div>Parking Inventory</div><table><tr><th>Item</th><th>Quantity</th></tr><tr><td>Parking Spaces</td><td>540</td></tr><tr><td>ADA Spaces</td><td>14</td></tr><tr><td>Rideshare Spaces</td><td>2</td></tr><tr><td>Electric Vehicle Spaces</td><td>1</td></tr><tr><td>R.V./Bus Spaces</td><td>7</td></tr><tr><td>Total Available Spaces</td><td>564</td></tr><tr><td>Motorcycle Spaces</td><td>15</td></tr><tr><td>Passenger Drop Off</td><td>9</td></tr><tr><td>Parking Lots</td><td>1</td></tr><tr><td>Parking Capacity</td><td></td></tr><tr><td>Parking Utilization</td><td></td></tr><tr><td>Future Plans</td><td></td></tr><tr><td>None</td><td></td></tr></table></div>	Item	Quantity	Parking Spaces	540	ADA Spaces	14	Rideshare Spaces	2	Electric Vehicle Spaces	1	R.V./Bus Spaces	7	Total Available Spaces	564	Motorcycle Spaces	15	Passenger Drop Off	9	Parking Lots	1	Parking Capacity		Parking Utilization		Future Plans		None		<div>No action by RCTC. Number of ADA spaces is compliant</div>	<div>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</div> <div>Table 208.2 Parking Spaces</div> <table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
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Issues/Barriers Identified	Recommendations	Comments
<p>i. Size of van accessible parking aisles does not comply with the 96" (8 ft) minimum requirement per 502.2 and DIB 82-06. The parking stall is 9 feet wide. The parking aisle is non compliant with 2010 standards for van accessible spaces.</p> 	<p>Restripe as required to provide the required sizes and required number of accessible parking.</p>	<p>parking space or access aisle.</p> <p>502.2 Vehicle Spaces. Car parking spaces shall be 96 inches (2440 mm) wide minimum and van parking spaces shall be 132 inches (3350 mm) wide minimum, shall be marked to define the width, and shall have an adjacent access aisle complying with 502.3.</p> <p>EXCEPTION: Van parking spaces shall be permitted to be 96 inches (2440 mm) wide minimum where the access aisle is 96 inches (2440 mm) wide minimum.</p>  <p>Figure 502.2 Vehicle Parking Spaces</p> <p>1991 Standards 4.6.3 Parking Spaces. Accessible parking spaces shall be at least 96 in (2440 mm) wide. Parking access aisles shall be part of an accessible route to the building or facility entrance and shall comply with 4.3. Two accessible parking spaces may share a common access aisle.</p>
<p>ii. Bottom of accessible parking sign is lower than the required 60 inches. This complied with 1991 standards but needs to be modified when parking striping is modified.</p>	<p>Provide post mounted signs to comply with 2010 ADA Standards.</p>	<p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches (1525 mm) minimum above the finish floor or ground surface measured to the bottom of the sign</p> <p>1991 Standards 4.6.4 Signage. Accessible parking spaces shall be designated as reserved by a sign showing the symbol of accessibility (see 4.30.7). Spaces complying with 4.1.2(5)(b) shall have an additional sign "Van Accessible" mounted below the symbol of accessibility. Such signs shall be located so they cannot be obscured by a vehicle parked in the space.</p>

Issues/Barriers Identified	Recommendations	Comments
<p>iii. White colored “NO PARKING” letters on the light concrete surface of access aisles do not offer a visual contrast</p> 	<p>It is a recommendation to rectify the visual contrast at text descriptors in parking aisles.</p>	<p>503.3.3 Marking. Access aisles shall be marked so as to discourage parking in them.</p> <p>703.5.1 Finish and Contrast. Characters and their background shall have a non-glare finish. Characters shall contrast with their background with either light characters on a dark background or dark characters on a light background.</p> <p>Advisory 703.5.1 Finish and Contrast. Signs are more legible for persons with low vision when characters contrast as much as possible with their background. Additional factors affecting the ease with which the text can be distinguished from its background include shadows cast by lighting sources, surface glare, and the uniformity of the text and its background colors and textures</p>
<p>8. Bus Stop</p>		
<p>The bus stops do not connect to Auto Center Dr. with an accessible route. The vehicular route and its sidewalk connecting to Auto Center Drive has an excessive slope (+/-9.6%) The level pedestrian entry into the parking lot does not continue as a marked accessible route to the bus stops</p>	<p>Provide and maintain accessible routes to permit safe ambulation to all bus stops.</p>	<p>810.2.3 Connection. <i>Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</i></p> <p>PROWAG</p> <p>R302.5.1 Within Street or Highway Right-of-Way. Except as provided in R302.5.3, where pedestrian access routes are contained within a street or highway right-of-way, the grade of pedestrian access routes shall not exceed the general grade established for the adjacent street or highway.</p> <p>R302.5.2 Not Within Street or Highway Right-of-Way. Where pedestrian access routes are not contained within a street or highway right-of-way, the grade of pedestrian access routes shall be 5 percent maximum.</p> <p>R302.5.3 Within Pedestrian Street Crossings. Where pedestrian access routes are contained within a pedestrian street crossing, the grade of pedestrian access routes shall be 5 percent maximum.</p> <p>R302.5.4 Physical Constraints. Where compliance with R302.5.1 or R302.5.2 is not practicable due to existing terrain or infrastructure, right-of-way availability, a notable natural feature, or similar existing physical constraints, compliance is required to the extent practicable.</p>
<p>9. Signage</p>		
<p>a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf</p>	<p>No action by RCTC. Signage is by SCRRA/Metrolink</p>	<p>810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated.</p> <p>SCRRA/Mertolink is responsible for the signage.</p>
<p>10. Public Address</p>		
<p>There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRA. These are not under RCTC's authority.</p>	<p>No action by RCTC</p>	<p>810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.</p>

Issues/Barriers Identified	Recommendations	Comments
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	Inform all contractors of their ADA obligations	Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.
b) <u>Trash / Dumpster Enclosure</u>		
<p>The trash dumpster is not on an ADA compliant route and gate does not appear to be accessible.</p> 	Provide accessible dumpster enclosure on an accessible route or provide reasonable accommodation for employees having disabilities.	<p>203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p> <p>1991 Standards. 4.1.1 (3) (3)* Areas Used Only by Employees as Work Areas. Areas that are used only as work areas shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the areas. These guidelines do not require that any areas used only as work areas be constructed to permit maneuvering within the work area or be constructed or equipped (i.e., with racks or shelves) to be accessible</p>

Evaluation of Physical Barriers – North Main Corona

Address: East Blaine St, Corona, CA 92880

Evaluation Date: 07-21-2021



These elements were assessed to identify any physical barriers:


1. Curb ramps (1a-1b, 2a-2b, 2c, 3a-3b, 4a-4b, 5a- 5b, 5c, 6a-6b, 7a-7b, 8a)
2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
3. Accessible routes
 - a. Walking surfaces
 - b. Elevators
 - c. Pedestrian Bridge
 - d. Stairs
 - e. Ramps
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossings
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster.

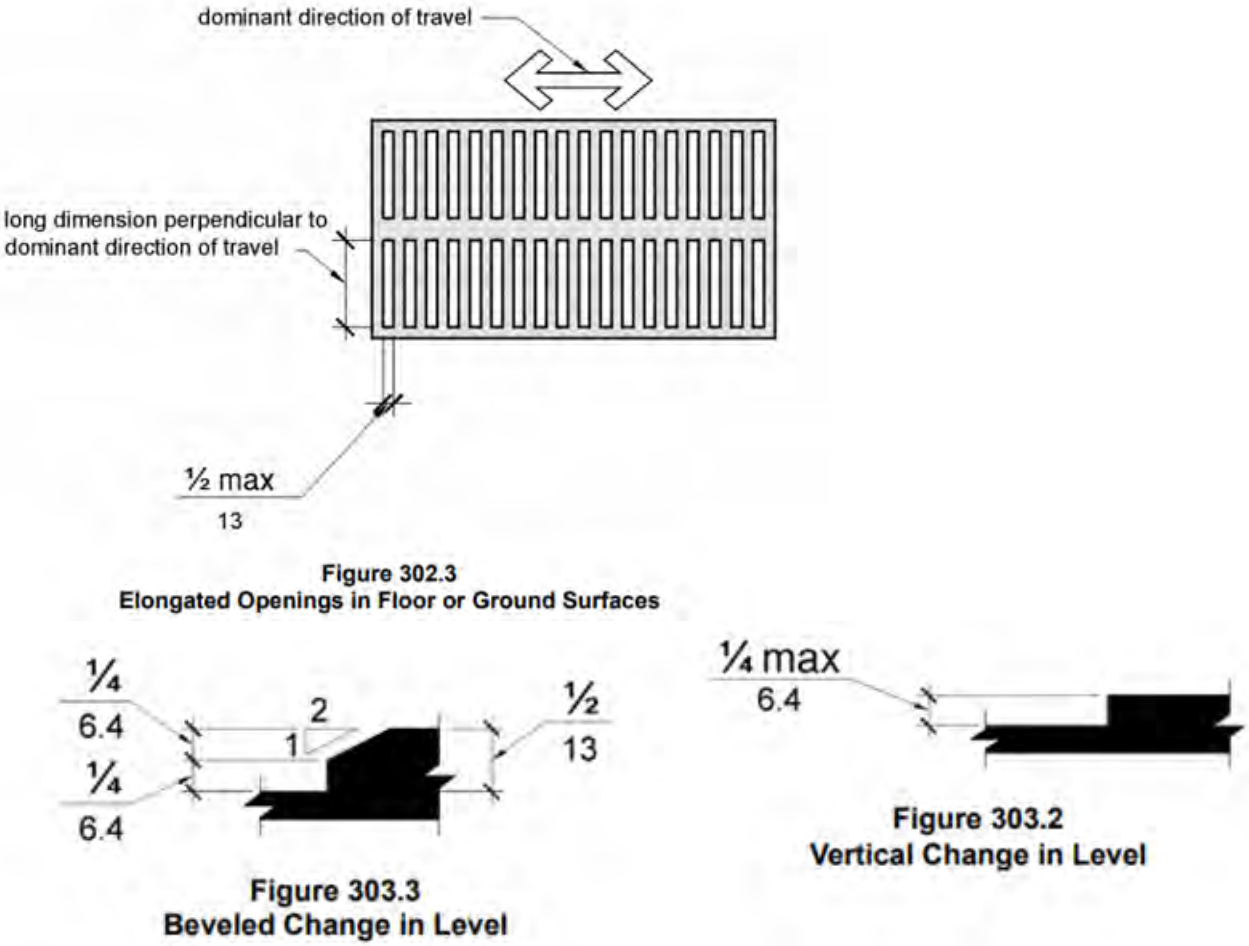
Year of Construction: Station- 8/25/2003; Alterations and Additions: Parking Garage: 1/1/2009


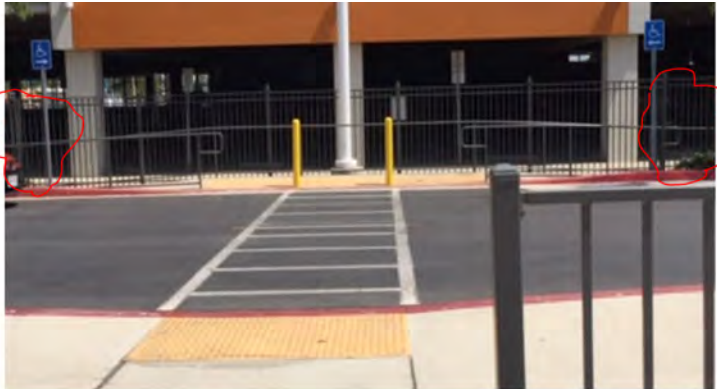
Applicable ADA Standards: 1991 Standards or UFAS, DOT's ADA standards (2006), and DOJ 2010 ADA Standards.


Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG. Elements where the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies are assessed against 1991 standards.


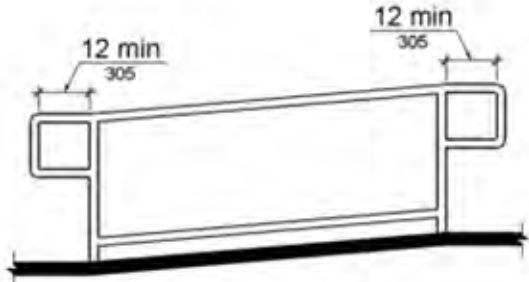
28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. *If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel.*


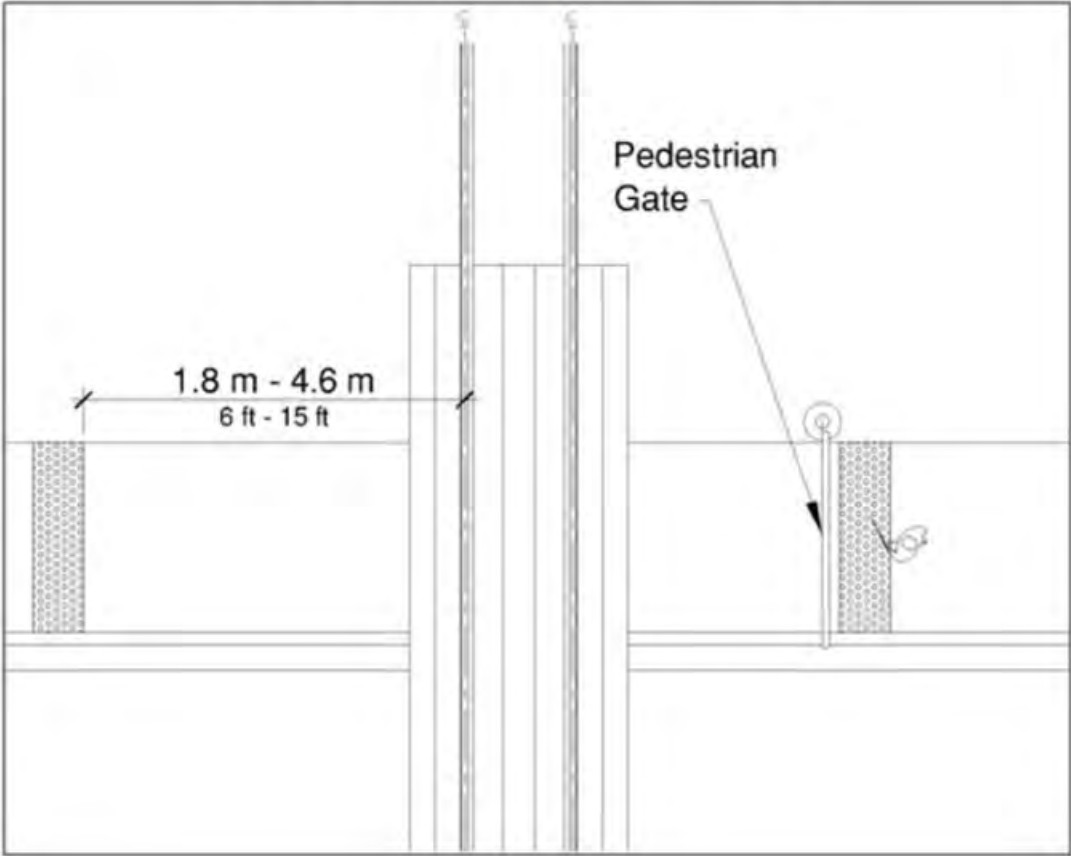
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
1. Curb Ramps		
1a, 1b- OK 2a - OK 2b, 2c- Not an accessible route due to curved ramps. Gate remains closed. 3a, 3b Not a required accessible route. 3a Landing is less than 36 inches. 4a, 4b- Cross slope of ramps exceeds 2 % 5a, 5c- Not a required accessible route. 5b - OK 6a Not an accessible route due to barrier arm in closed position blocking access to/from the city sidewalk. 6b- Ramp is not compliant due to uneven pavement, level changes in excess of ¼” and excessive slope. 7a, 7b- OK, but not a required accessible route. 8a – Slope of flared side of the curb ramp is more than 1:10. Curb ramp is not in RCTC’s scope.	3a- When used for providing access in the future, the landing shall be increased to be at least 48 inches deep and it shall join an accessible route. 4a, 4b. Repair cross slope. 6b. Remove the trip hazard and provide flush transitions adjacent to curb ramps if this is a designated marked crossing. See item 2. Provide signage designating the accessible pedestrian entry.	This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary. When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%) Use smart level instruments, calibrated in accordance with manufacturer’s instructions before taking measurements.
2. Pedestrian Road crossings		
a) Marked crossing at 6a, 6b is blocked due to the gate barrier. 	Remove marking if the pedestrian route is now closed to public and other pedestrians. Provide signage for the alternate accessible route.	



Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
b) Crossing from 1a to 5c is not on the accessible route and is marked. Sign identifying 1a, 1b as the accessible route is missing.	Provide sign identifying 1a, 1b as the accessible route	
a) Pedestrian Push Button- Not Applicable	No action by RCTC	
3. Accessible Routes		
a) Walking surface		
i. General: Repair accessible route where there are uneven joints and cracks observed in old and new concrete along the accessible route, and sealant/filler in some deep joints is missing. This causes trip hazards and creates openings deeper than ¼” and wider than ½ inch.	<p>Every joint in concrete deeper than ¼” and wider than ½” shall be filled.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p> <p>Figure 303.2 Vertical Change in Level</p> <p>Figure 303.3 Beveled Change in Level</p>
ii. Cross slope of sidewalks and pedestrian crossings on the accessible routes exceeds 2% in some instances	Measure cross slopes along the accessible route and repair excessive deviations.	403.3 Slope: The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.


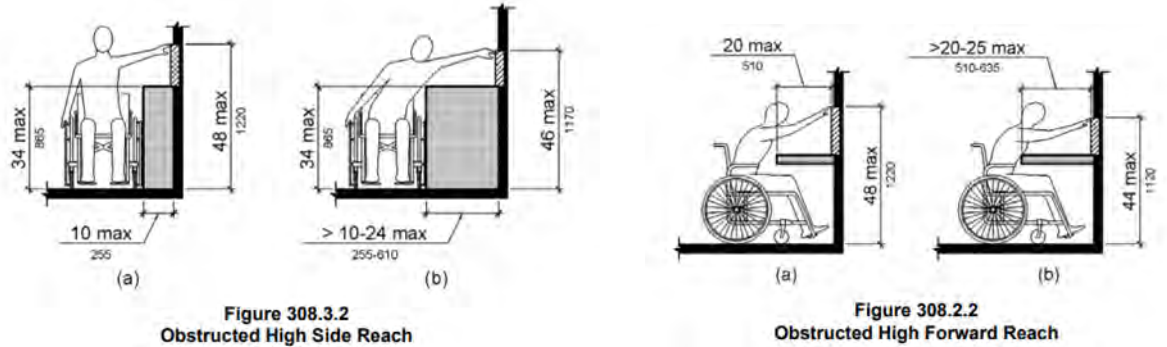

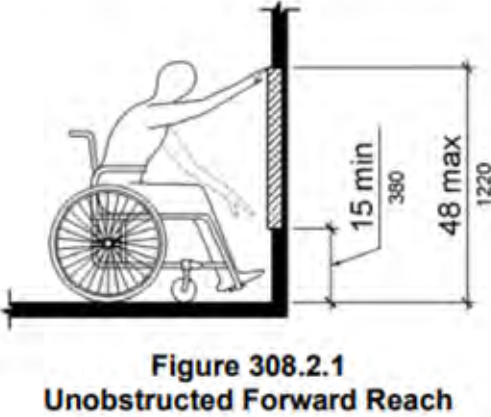
Issues/ Barriers Identified		Recommendations	Comments/ ADA Requirements
<p>iii. Width of accessible route on the ground level (sidewalk) from the garage exit gate going towards the elevators/pedestrian crossing narrows down to 28 inches along the structural columns and bollards. This sidewalk does not meet accessibility requirements for minimum width of 48 inches.</p> <div></div>		Provide signage at the gate identifying the alternate accessible route.	
<p>iv. Curved ramps leading to the garage at 2b are not accessible due to the cross slope exceeding ADA requirements of minimum 2%</p> <div></div>		Provide signage pointing to the accessible route. Remove signage identifying the curved ramps as accessible routes.	Advisory 405.7 Landings. Ramps that do not have level landings at changes in direction can create a compound slope that will not meet the requirements of this document. Circular or curved ramps continually change direction. Curvilinear ramps with small radii also can create compound cross slopes and cannot, by their nature, meet the requirements for accessible routes.
b) Elevator			
<p>Audible signals which sound as the car passes or is about to stop at a floor are rather low and missed especially when a train passes the station [407.4.8]</p>		Check the annual elevator certification for compliance with all code and ADA requirements.	For new elevators, the audible signal and verbal annunciator shall be 10 dB minimum above ambient, but shall not exceed 80 dB, measured at the hall call button.



Issues/ Barriers Identified		Recommendations	Comments/ ADA Requirements
c) Pedestrian Bridge			
v. Cross slope of the pedestrian bridge in one half of the bridge longitudinally, exceeds 2 %.		Repair the cross slope to be less than 2%. In the interim, provide signage for accessible route in the half where cross slope does not exceed 2%.	403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.
			
d) Stairs			
No issues found		No action by RCTC	
e) Ramps			
No issues found		No action by RCTC	
4. Platforms			
a. Walking Surfaces			
General: Examine and repair accessible routes where there are uneven joints and cracks observed in concrete along the accessible route, and where sealant/filler in deep joints is missing. Remove trip hazards and fill any openings deeper than ¼” and wider than ½ inch.			See item 3


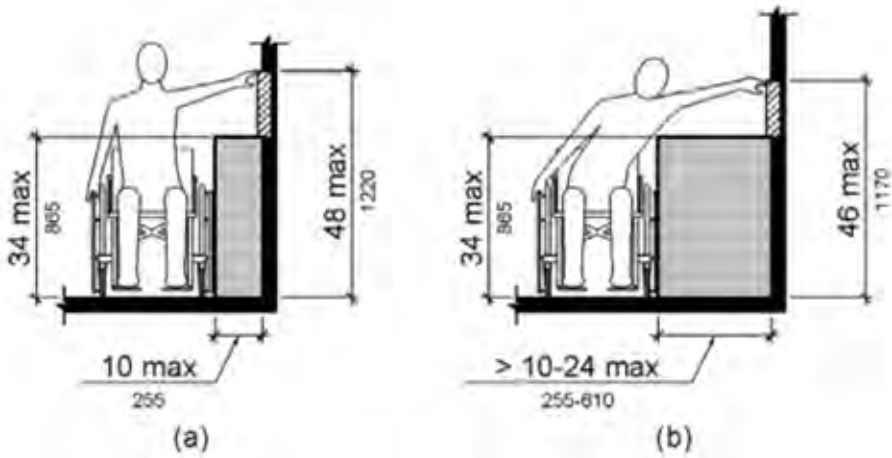

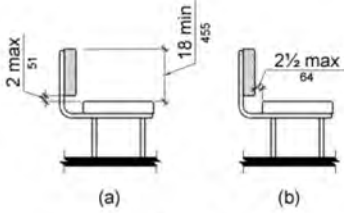
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>b. Mini High Platforms and Ramps</p> <p>i. Top handrail extension of the mini high platform ramps are not 12 inches long as required by 505.10.1.</p> 	<p>Provide compliant handrail extensions.</p>	 <p>Figure 505.10.1 Top and Bottom Handrail Extension at Ramps</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>5. Pedestrian Rail Crossings</p> <p>Even though pedestrian rail crossing is used for emergencies only , the surface does not appear to be accessible. Detectable warning surface (DWS) is missing. Trip hazards may exist in the asphalt and concrete interface.</p> 	<p>Remove trip hazards and provide detectable warning surface as required.</p>	<p>Rail crossing at this station is not on an accessible route and is not meant for public use during normal conditions</p> <p>PROWAG</p> <p>R305.2.5 Pedestrian At-Grade Rail Crossings Link</p> <p>At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Figure R305.2.5 Pedestrian At-Grade Rail Crossings</p> 

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
6. Amenities		
a) TVM's		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	<p>Adequate clear space is provided at TVM's. No action.</p>	
b) Drinking Fountains		
<p>Drinking Fountain: Water flow to be tested</p> 	<p>Adjust water flow.</p>	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>



Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
i. Passenger Information Phone: 	No action by RCTC	<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p> <div data-bbox="1578 419 2688 749">  </div>
ii. Blue Emergency Phones: Control button for emergency telephones in the parking structure is higher than 48 inches. 	Provide ADA compliant emergency phones.	<p>308.2 Forward Reach.</p> <p>308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.</p> <div data-bbox="1951 1024 2418 1421">  </div>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>iii. Yellow call boxes: The yellow call box is not on an accessible route. Emergency phone is provided near the garage on an accessible path.</p> 	<p>No action</p>	
<p>iv. Emergency Phone: No physical access issues found.</p> 		

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>d) Trash cans</p> <p>Trash cans are not accessible due to height being taller than 34"and where the opening is located more than 10 inches away from the edge.</p> 	<p>Provide 34 inches high accessible trash cans allowing reach ranges per 308.3.2</p>	 <p>Figure 308.3.2 Obstructed High Side Reach</p>
<p>e) Vending Machines</p> <p>Not under RCTC's authority. No issues found with heights of operable components.</p>	<p>No action by RCTC</p>	<p>The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15" and 48" up from the floor.</p>
<p>f) Benches</p> <p>Benches: Concrete benches do not comply with ADA Section 903 as there are no back supports. This is technically not a violation as Section 903 applies to indoor benches only.</p> 	<p>It is a recommendation to apply Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.</p>	 <p>Figure 903.4 Bench Back Support</p> <p>903.5 Height. The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</p> <p>903.2 Clear Floor or Ground Space. Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</p> <p>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</p> <p>Advisory R212.6 Benches. Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements																																																																																
<div>7. Parking</div> <div><div><div><div><div><div>Parking Inventory</div><table><tr><th>Item</th><th>Quantity</th></tr><tr><td>Parking Lots</td><td>1</td></tr><tr><td>Parking Spaces</td><td>536</td></tr><tr><td>ADA Spaces</td><td>12</td></tr><tr><td>Rideshare Spaces</td><td>15</td></tr><tr><td>Motorcycle Parking Area</td><td>1</td></tr><tr><td>Passenger Drop Off</td><td>16</td></tr><tr><td>Total Current Spaces</td><td>579</td></tr><tr><td>Parking Capacity</td><td></td></tr><tr><td>Parking Utilization</td><td></td></tr><tr><td>Future Plans</td><td></td></tr><tr><td>1000 Space Parking Structure</td><td>2009</td></tr></table></div></div><div><div>CAR COUNT</div><table><tr><th>LEVEL</th><th>STD.</th><th>ACC.</th><th>TOTAL</th></tr><tr><td>FIRST FLOOR</td><td>123</td><td>21</td><td>144</td></tr><tr><td>SECOND FLOOR</td><td>187</td><td></td><td>187</td></tr><tr><td>THIRD FLOOR</td><td>187</td><td></td><td>187</td></tr><tr><td>FOURTH FLOOR</td><td>187</td><td></td><td>187</td></tr><tr><td>FIFTH FLOOR</td><td>187</td><td></td><td>187</td></tr><tr><td>ROOF</td><td>173</td><td></td><td>173</td></tr><tr><td>TOTAL</td><td>1044</td><td>21</td><td>1065</td></tr></table></div><div>Garage</div></div></div></div>	Item	Quantity	Parking Lots	1	Parking Spaces	536	ADA Spaces	12	Rideshare Spaces	15	Motorcycle Parking Area	1	Passenger Drop Off	16	Total Current Spaces	579	Parking Capacity		Parking Utilization		Future Plans		1000 Space Parking Structure	2009	LEVEL	STD.	ACC.	TOTAL	FIRST FLOOR	123	21	144	SECOND FLOOR	187		187	THIRD FLOOR	187		187	FOURTH FLOOR	187		187	FIFTH FLOOR	187		187	ROOF	173		173	TOTAL	1044	21	1065	<div>No action by RCTC. Number of ADA and van accessible spaces (4) is compliant with 1991 ADA standards applicable at the time of construction of the station parking lot.</div>	<div><div>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</div><div>Table 208.2 Parking Spaces</div><table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table></div>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
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Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
8. Bus Stop		
The RTA Bus Transit Center is not under RCTC scope.	Maintain accessible routes between the station and bus stops.	810.2.3 Connection. <i>Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</i>
9. Signage		
a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf	No action BY RCTC. Signage is by SCRRRA/Metrolink	810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated. SCRRRA/Mertolink is responsible for the signage.
10. Public Address		
There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	<p>Inform all contractors of their ADA obligations</p>	<p>Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.</p>
b) <u>Trash / Dumpster Enclosure</u>		
<p>The gate at trash dumpster is on an ADA compliant route but the gate does not appear to be accessible.</p> 	<p>Provide accessible gate to dumpster</p>	<p>203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p> <p>1991 Standards. 4.1.1 (3) (3)* Areas Used Only by Employees as Work Areas. Areas that are used only as work areas shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the areas. These guidelines do not require that any areas used only as work areas be constructed to permit maneuvering within the work area or be constructed or equipped (i.e., with racks or shelves) to be accessible</p>

Evaluation of Physical Barriers- La Sierra Station

Address: 10901 Indiana Avenue, Riverside, CA 92503

Evaluation Date: 07-20-2021



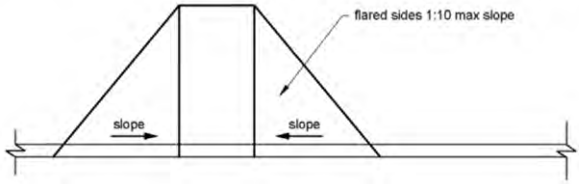
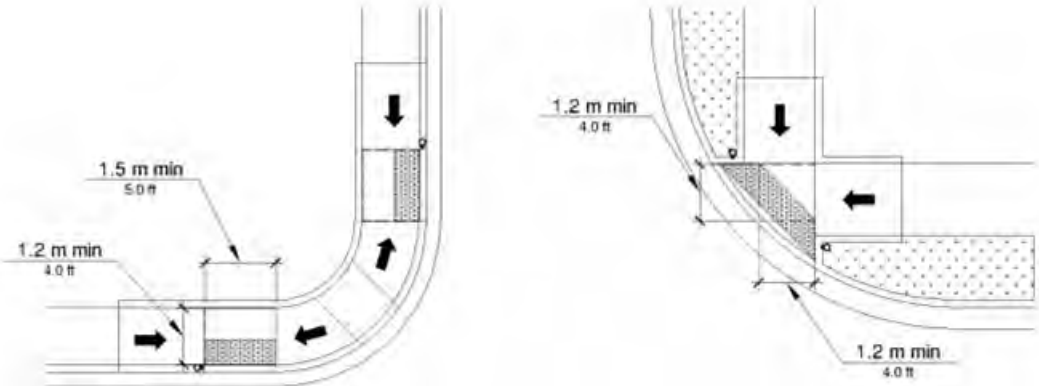
- These elements were assessed to identify any physical barriers:
- 1) Curb ramps (1a-1b, 2a-2b, 3a-3b, 4a-4b, 5a-5b, 6a-6b, 7a)
 - 2) Pedestrian road crossings
 - a) Pedestrian push button signals (where applicable)
 - 3) Accessible routes
 - a) Walking surfaces
 - b) Pedestrian Bridge
 - c) Stairs
 - d) Ramps
 - 4) Platforms
 - a) Walking surfaces
 - b) Mini High platforms and ramps
 - 5) Pedestrian rail crossings
 - 6) Access to public amenities
 - a) Ticket Vending/validation machines (TVM),
 - b) Drinking fountain
 - c) Communication Systems-passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d) Trash cans,
 - e) Vending machines
 - f) Benches
 - 7) Accessible parking spaces
 - 8) Bus stops
 - 9) Signage
 - 10) Public Address Systems
 - 11) Staff facilities
 - a) Security Staff Facility
 - b) Dumpster
 - c) Staff Toilet.

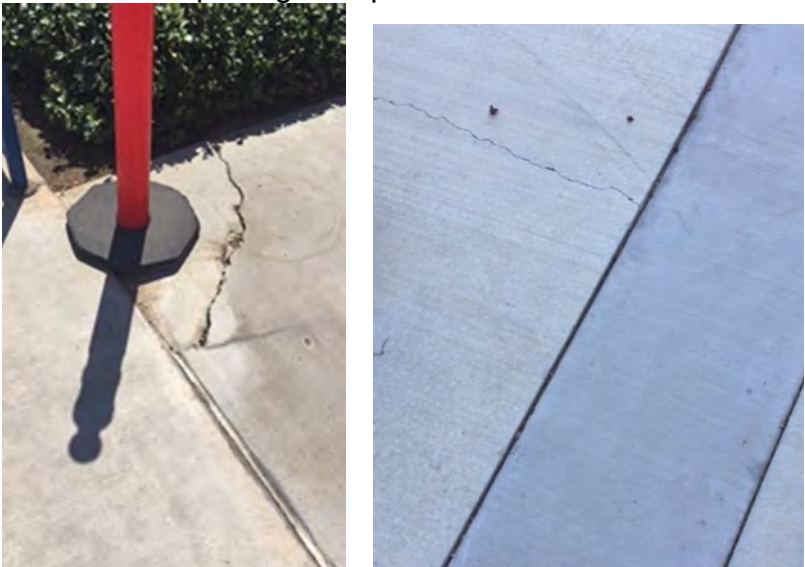
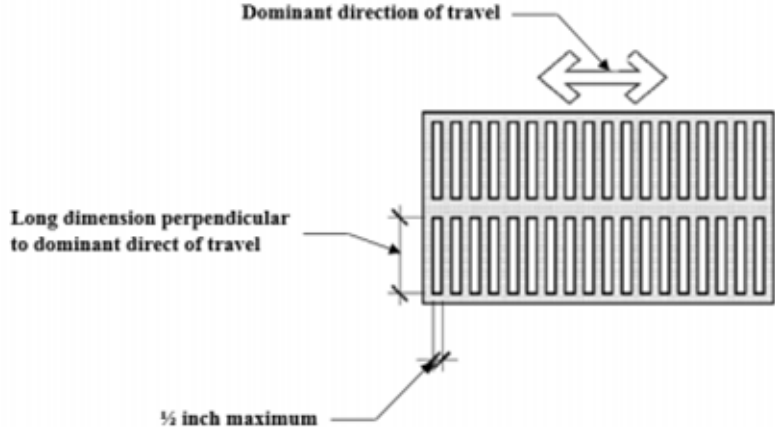
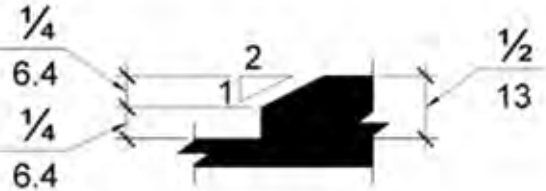

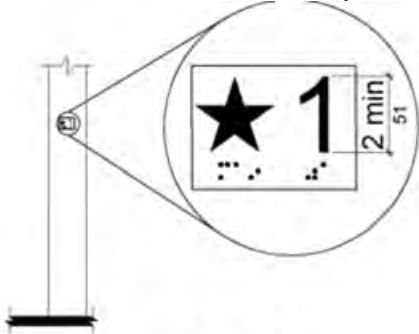
Year of Construction: 11/8/1995; Alterations and Additions: Pedestrian Crossing: 1/21/2003, Parking lot expansion and covered parking: 3/20/2003, parking lot expansion phase II: 12/31/2019


Applicable ADA Standards: 1991 Standards or UFAS, DOT's ADA standards (2006), and DOJ 2010 ADA Standards.


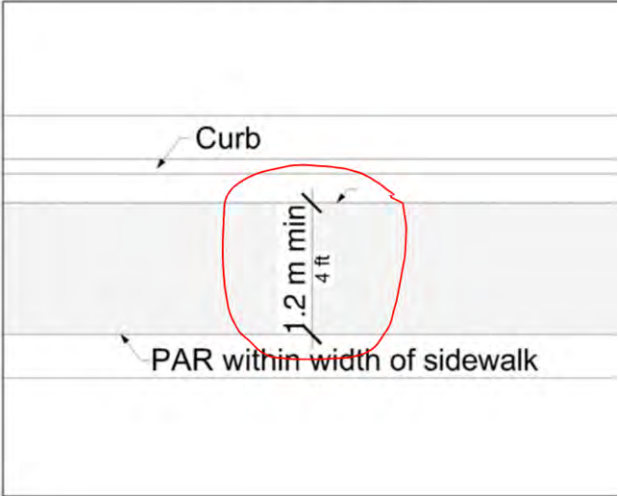
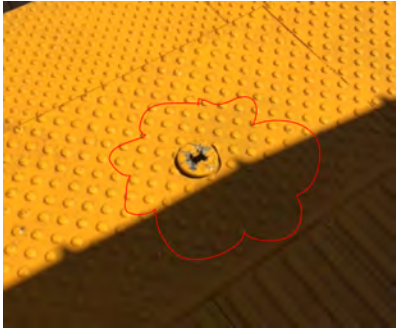
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG. Elements where the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies are assessed against 1991 standards.



28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel.




Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
<p>1. Curb Ramps</p> <p>1a, 1b- (Not in RCTC's scope)</p> <p>2a- Flared side slope exceeds 1:10 (11.1%)</p> <p>2b OK</p> <p>3a, 3b- OK</p> <p>4a- Ok</p> <p>4b –Trip hazard = +1/4" joint</p> <p>5a, 5b- (Not in RCTC's scope)</p> <p>6a- Gutter slope appears to be more than 5%. Extent of DWS along the curved segment does not match Case CM of CA standard plan A88B.</p> <p>6b- (Not in RCTC's scope)</p> <p>7a- Missing Detectable Warning Surface (DWS). Turning space at bottom of ramp is not 48 in wide at the back.</p>	<p>2a Repair flared sides of curb ramps to comply with 406.3</p> <p>4b Remove the trip hazard. Provide flush transitions adjacent to curb ramps.</p> <p>6a Repair gutter slope and reapply DWS in dominant direction of travel in entirety as shown for Case CM of CA Standard plan A 88B</p> <p>7a – Provide DWS in landing and modify sidewalk per PROWAG R 304.3.1</p>	<p>Figure 406.3 Sides of Curb Ramps. Where provided, curb ramp flares shall not be steeper than 1:10.</p>  <p>Figure 406.3 Sides of Curb Ramps</p> <p>Figure R304.3.1 Turning Space</p>  <p>Figure R304.3.1 Turning Space</p> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</p>



Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
2. Pedestrian Road crossings		
No Issues found.		Maintain all accessible routes per item 3.
a) Pedestrian Push Button- Not Applicable	No action by RCTC	
3. Accessible Routes		
a) Walking surface		
i. General: Repair accessible route where there are uneven joints and where cracks are observed in concrete along the accessible route. Sealant/filler in some deep joints is missing. This causes trip hazards and creates openings deeper than ¼” and wider than ½ inch. 	Every joint in concrete deeper than ¼” and wider than ½” shall be filled. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired. Every level change greater than ½” needs to have a ramped surface (1:12) slope.	  Figure 303.3 Beveled Change in Level  Figure 303.2 Vertical Change in Level 303 Changes in Level
b) Elevator		
i. Floor designation is missing from one jamb on the North tower elevator	Replace missing designator.	407.2.3.1 Floor Designation. Floor designations complying with 703.2 and 703.4.1 shall be provided on <u>both jambs</u> of elevator hoistway entrances.  Figure 407.2.3.1 Floor Designations on Jambs of Elevator Hoistway Entrances


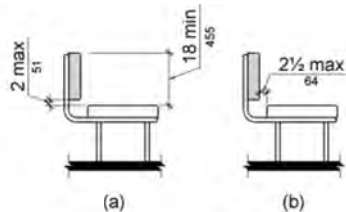
Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
ii. Audible signals which sound as the car passes or is about to stop at a floor are rather low and missed especially when a train passes the station [407.4.8]	Check the annual elevator certification for compliance with all code and ADA requirements.	For new elevators, the audible signal and verbal annunciator shall be 10 dB minimum above ambient, but shall not exceed 80 dB, measured at the hall call button.
iii. Two way communication system: Confirm compliance with ASME A17.1 for the communication system. The use of a handset by the communications system is prohibited. 		Advisory 105.2.2 ASME. The communication system must be push button activated. The activation button must be permanently identified with the word "HELP." A visual indication acknowledging the establishment of a communications link to authorized personnel must be provided. The visual indication must remain on until the call is terminated by authorized personnel. The building location, the elevator car number, and the need for assistance must be provided to authorized personnel answering the emergency call. The use of a handset by the communications system is prohibited. Only the authorized personnel answering the call can terminate the call. Operating instructions for the communications system must be provided in the elevator car
c) Pedestrian Bridge		
No issues found		
d) Stairs		
No issues found	No action by RCTC	
e) Ramps		
Not applicable	No action by RCTC	


Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
4. Platforms		
a. Walking Surfaces		
<div><div>i. The wheel of rolling gate in open position on the North platform protrudes into the already narrow width, reducing it to 40 inches from the DWS. This is compliant with the 36 inches required by 2010 ADA standards, but it is less than 48 inches required by PROWAG for pedestrian circulation paths.</div><div></div></div>	<div>Replace gate with accordion gates or replace gate hardware with one that allows at least 48 inches circulation width in compliance with PROWAG R302.3.</div>	<div><div><div>Figure R302.3 Continuous Width</div><div></div></div><div>The continuous clear width requirements in PROWAG R302.3 apply to sidewalks and other pedestrian circulation paths.</div></div>
b. Mini High Platforms and Ramps		
<div><div>i. Escutcheon plate for the rail post in the center of the tactile warning strip is damaged and causes a trip hazard. This occurs at South platform, mini high platform at the west end.</div><div></div></div>	<div>Repair and remove trip hazard</div>	



Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
5. Pedestrian Rail Crossings		
<p>Pedestrian rail crossing within the station is used for emergency access only.</p> 	No action by RCTC	Rail crossing at this station is not on an accessible route and is not meant for public use during normal conditions
6. Amenities		
a) TVM's		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	Adequate clear space is provided at TVM's. No action.	


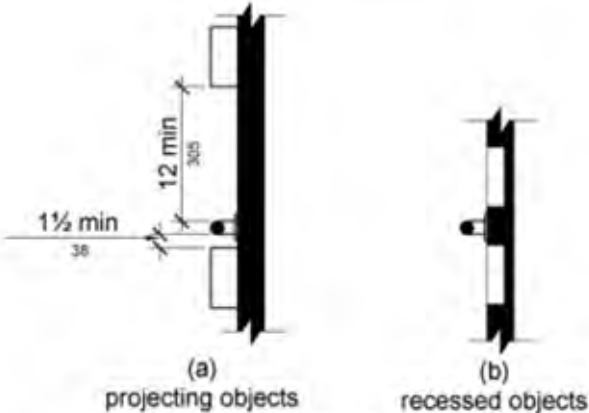
Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
b) Drinking Fountains		
Drinking Fountain: Water flow to be tested 	Adjust water flow.	602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
i. Passenger Information Phone: 	No action by RCTC	704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats. 704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.
ii. Blue Emergency Phones: 	No action	

Issues/ Barriers Identified		Recommendations	Comments/ADA Requirements
iii.	<div>Yellow call boxes: Yellow call boxes are not on an accessible route</div> <div></div>	Provide yellow call boxes or equivalent facility on the accessible route.	
iv.	<div>Service Phone: Call from this speaker phone goes directly to RTA dispatch. It is not confirmed if equal accessibility for individuals who are deaf, hard of hearing, or have a speech impairment is available.</div> <div></div>	Provide equal accessibility for individuals who are deaf, hard of hearing, or have a speech impairment.	
d) Trash cans			
No issues found.			

Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements																																																
e) Vending Machines																																																		
Not under RCTC's authority. No issues found with heights of operable components.	No action by RCTC	The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15” and 48” up from the floor.																																																
f) Benches																																																		
<div>Benches: Concrete benches are higher than 19 inches and do not comply with ADA Section 903 and there are no back supports. This is technically not a violation as Section 903 applies to indoor benches only.</div> <div></div>	Provide ADA compliant benches with back supports. It is a recommendation to apply Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.	<div><p>Figure 903.4 Bench Back Support</p><p>903.5 Height. The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</p><p>903.2 Clear Floor or Ground Space. Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</p><p>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</p><p>Advisory R212.6 Benches. Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</p></div>																																																
7. Parking																																																		
<div>Parking Inventory</div> <table><tr><th>Item</th><th>Quantity</th></tr><tr><td>Parking Lots</td><td>1</td></tr><tr><td>Parking Spaces</td><td>1031</td></tr><tr><td>ADA Spaces</td><td>25</td></tr><tr><td>Rideshare Spaces</td><td>9</td></tr><tr><td>Motorcycle Spaces</td><td>5</td></tr><tr><td>Electric Vehicle Spaces</td><td>None</td></tr><tr><td>Total Current Spaces</td><td>1065</td></tr><tr><td>Parking Capacity</td><td></td></tr><tr><td>Parking Utilization</td><td></td></tr><tr><td>Future Plans</td><td></td></tr><tr><td>None</td><td></td></tr></table> <div>i. Additionally, 429 parking spaces and 12 ADA spaces in parking lot extension.</div>	Item	Quantity	Parking Lots	1	Parking Spaces	1031	ADA Spaces	25	Rideshare Spaces	9	Motorcycle Spaces	5	Electric Vehicle Spaces	None	Total Current Spaces	1065	Parking Capacity		Parking Utilization		Future Plans		None		No action by RCTC. Number of ADA and van accessible spaces is compliant with 1991 ADA standards applicable at the time of construction of the station.	<div><p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p><p>Table 208.2 Parking Spaces</p><table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table></div>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
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Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
<p>ii. White colored “NO PARKING” letters on the light concrete surface of access aisles do not offer a visual contrast</p> 	It is a recommendation to rectify the visual contrast at text descriptors in parking aisles.	<p>503.3.3 Marking. Access aisles shall be marked so as to discourage parking in them.</p> <p>703.5.1 Finish and Contrast. Characters and their background shall have a non-glare finish. Characters shall contrast with their background with either light characters on a dark background or dark characters on a light background.</p> <p>Advisory 703.5.1 Finish and Contrast. Signs are more legible for persons with low vision when characters contrast as much as possible with their background. Additional factors affecting the ease with which the text can be distinguished from its background include shadows cast by lighting sources, surface glare, and the uniformity of the text and its background colors and textures</p>
8. Bus Stops		
No issues found with bus stops within the RCTC boundary	Maintain accessible route to bus stops	810.2.3 Connection. <i>Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</i>
9. Signage		
<p>a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf</p>	No action by RCTC. Signage is by SCRRRA/Metrolink	<p>810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated.</p> <p>SCRRRA/Mertolink is responsible for the signage.</p>
10. Public Address		
<p>i. There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRRA. These are not under RCTC's authority.</p>	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
<p>ii. Written Emergency Evacuation procedures were not available</p>	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.

Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	<p>Inform all contractors of their ADA obligations</p>	<p>Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.</p>
b) <u>Trash / Dumpster Enclosure</u>		
<p>The trash dumpster is on an ADA compliant route but the gate is not accessible.</p> 	<p>Provide accessible gate to dumpster</p>	<p>203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p>

Issues/ Barriers Identified	Recommendations	Comments/ADA Requirements
c) Staff Toilet		
i. The restrooms are not for public use but are accessible. Identification sign and ISA symbol is missing.	If signs are provided, provide ADA compliant wall sign with the accessibility symbol in addition to the Unisex symbol sign. Or remove all signs if toilets are restricted to employees only.	Since general public may be allowed to use the staff toilets in stations, upon requesting the security staff, RCTC should have a written policy of providing guidance/ assistance to users with disabilities if they make a request to use the ADA compliant staff toilets.
ii. Seat cover dispenser location does not comply with 609.3 	If the seat cover dispenser is not fully recessed, it needs to move 12 inches above the grab bar to comply with 609.3	 <p>Figure 609.3 Spacing of Grab Bars</p>

Evaluation of Physical Barriers – Riverside Downtown Station

Address: 4066 Vine St, Riverside, CA 92507

Evaluation Date: 07-26-2021



These elements were assessed to identify any physical barriers:



- 1) Curb ramps (1a-1b, 2a-2b, 2c-2d, 3a-3b, 5a, 4a-4b)
- 2) Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
- 3) Accessible routes
 - a. Walking surfaces
 - b. Elevators
 - c. Pedestrian Bridge
 - d. Stairs
 - e. Ramps
- 4) Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
- 5) Pedestrian rail crossings
- 6) Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems-passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
- 7) Accessible parking spaces
- 8) Bus stops
- 9) Signage
- 10) Public Address Systems
- 11) Staff facilities
 - a. (SOC)
 - b. Dumpster.


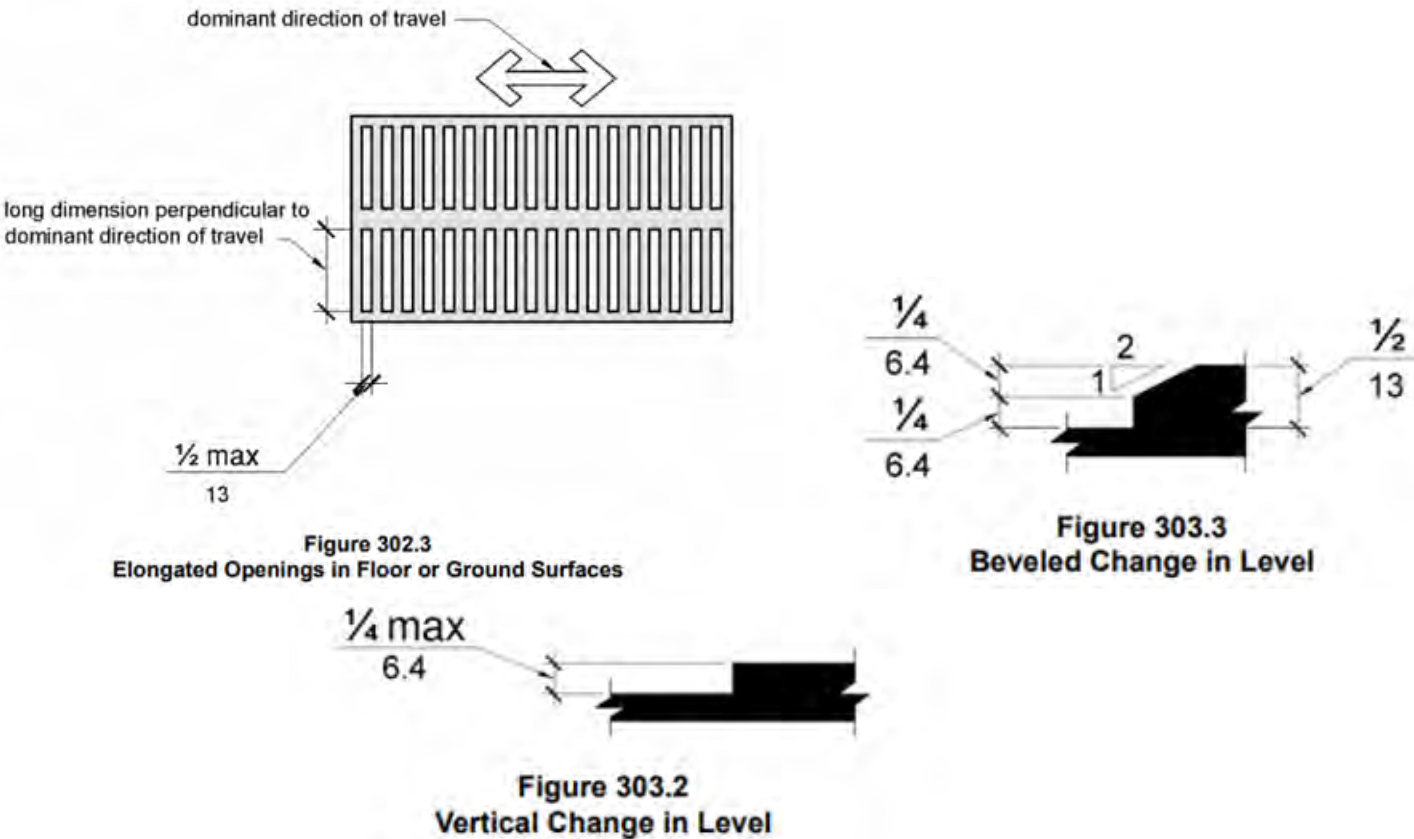

Year of Construction: Riverside Downtown Station- 11/15/1995; Alterations and Additions: South Platform and Pedestrian Crossing Addition- 12/16/1999; Parking Lot Upgrades- 1/4/2007, SOC- 12/4/2015.


Applicable ADA Standards: Station, South Platform and Pedestrian Crossing, and Parking Lots:1991 Standards or UFAS, DOT's ADA Standards (2006) and, SOC: DOJ 2010 ADA Standards.

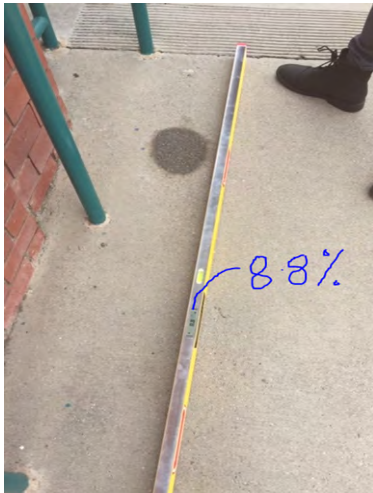


Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG. Elements where the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies are assessed against 1991 standards.

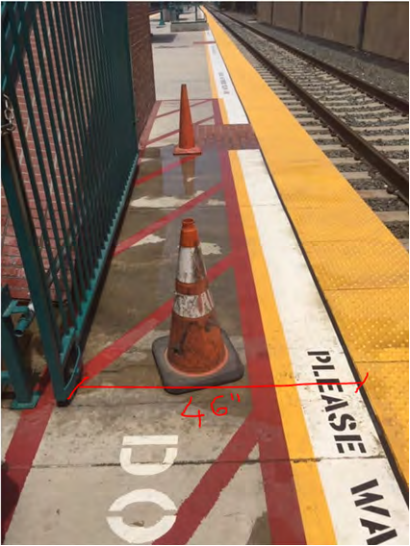
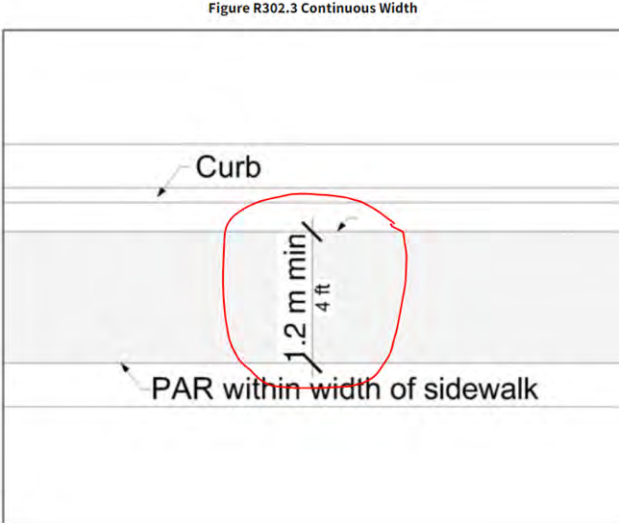

28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. *If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel.*



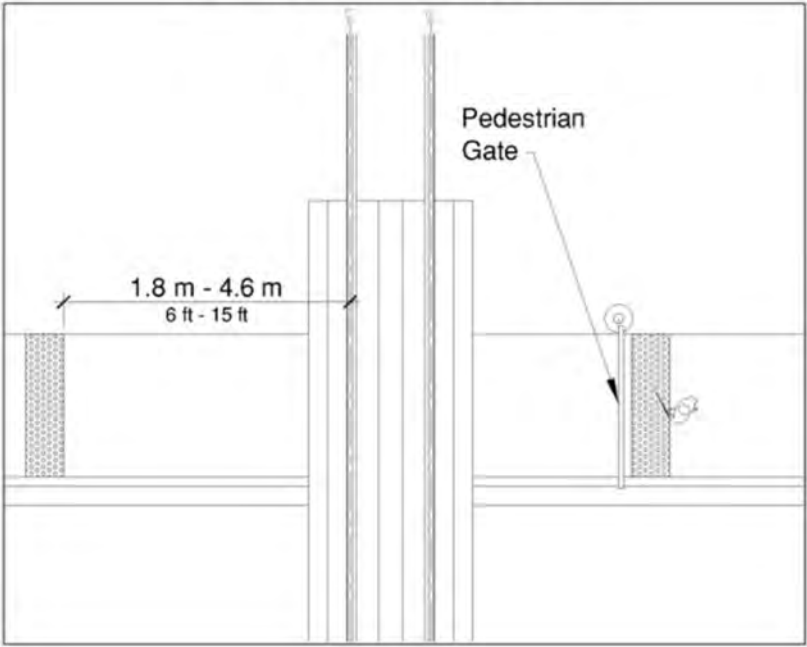
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
1. Curb Ramps 1a, 1b- Not on the accessible route 2a, 2b, 2d- OK 2c – trip hazard due to chipped concrete and open gaps between Detectable Warning Surface (DWS) and concrete 3a, 3b- OK 4a, 4b – Not on the accessible route 5a- Portion of ramp at the loading zone has a slope exceeding 8.33%. The remaining portion of the ramp is accessible. 	Repair trip hazards and fill open gaps between DWS and concrete at 2c. Repair slope of the inaccessible portion of ramp	Curb ramps are labeled on the aerial view on page 1 See item 3 for ADA requirements This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary. When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%) Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.
2. Pedestrian Road crossings No issues found at the main accessible pedestrian crossing 2a-2b, 2c 2d 	No action by RCTC	
a) Pedestrian Push Button- No pedestrian pushbuttons are located within RCTC Boundary	No action by RCTC	




Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
3. Accessible Routes		
a) Walking surface		
<p>i. General: At all walking surfaces including but not limited to ramps for mini high platforms and landing near the pedestrian bridge tower, there are uneven joints and cracks observed in the concrete walkway along the accessible route. Sealant/filler in some deep joints is missing. This causes trip hazards and creates openings deeper than ¼” and wider than ½ inch.</p> 	<p>Examine all joints, cracks and level changes along the accessible route.</p> <p>Every joint in concrete deeper than ¼” and wider than ½” shall be filled.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p> <p>Figure 303.2 Vertical Change in Level</p> <p>Figure 303.3 Beveled Change in Level</p>
<p>ii. Diamond plate utility cover is unevenly installed and causes a trip hazard.</p> 	<p>Reinstall all diamond plate covers with edges flush or no higher than ¼” and gaps no wider than ½”</p>	

Issues/Barriers Identified		Recommendations	Comments /ADA Requirements
iii.	On all three visits to the station, out of the two accessible routes, one route remained temporarily closed. The ramps on either side of the pedestrian rail crossing at this main entrance (closed route) are inaccessible. See Item e), Ramps, below.	Take prompt action to effect repairs, if the accessible route was closed for repairs.	206.4.1 Public Entrances. In addition to entrances required by 206.4.2 through 206.4.9, at least 60 percent of all public entrances shall comply with 404.
iv.	Curved portion of the ramp near SOC may (or may not) have a cross slope exceeding 2% as it curves and continuously changes direction. 	Measure to confirm that the cross slope is less than 2% using proper instruments. If cross slope is less than 2%, no action required. If cross slope exceeds, 2% repair the ramp to provide a level landing in the curved portion with a cross slope less than 2%.	Advisory 405.7 Landings. Ramps that do not have level landings at changes in direction can create a compound slope that will not meet the requirements of this document. Circular or curved ramps continually change direction. Curvilinear ramps with small radii also can create compound cross slopes and cannot, by their nature, meet the requirements for accessible routes. Note: Both the routes designated with ISA signage for “Accessible Route” do not seem to comply with accessibility requirements. Prompt repairs are needed to ensure accessibility.
b) Elevator			
i.	Audible signals which sound as the car passes or is about to stop at a floor are rather low and missed especially when a train passes the station [407.4.8]	Check the annual elevator certification for compliance with all code and ADA requirements.	For new elevators, the audible signal and verbal annunciator shall be 10 dB minimum above ambient, but shall not exceed 80 dB, measured at the hall call button.
c) Pedestrian Bridge			
	No issues found with the slope and cross slope of the pedestrian bridge.	No action by RCTC	
d) Stairs			
	No issues found with stairs	No action by RCTC	
e) Ramps			



Issues/Barriers Identified	Recommendations	Comments /ADA Requirements						
<p>i. At pedestrian rail crossing in the middle of North loading platform, the ramp slope exceeds 1:12 (8.33%). Slope measured as 8.8 % on one side and 9.6% on the other side. The route was kept closed on the day of evaluation. The ramp is 36 inches wide (not including DWS) with handrails only on one side. The rise is greater than 6 inches.</p> <p>Existing ramps do not comply with the then applicable 1991 standards nor with current DOT or 2010 ADA standards for ramps.</p> <div></div>	<p>Remove handrails and replace the ramps with walkways no more than 1:20 slope.</p> <p>Note: Safe Harbor <u>does not</u> apply as the ramp slope requirements in 1991 and 2010 ADA standards are the same</p>	<p>DOT and 2010 ADA Standards: 405.2 Slope. Ramp runs shall have a running slope not steeper than 1:12. EXCEPTION: In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations.</p> <p>Table 405.2 Maximum Ramp Slope and Rise for Existing Sites, Buildings, and Facilities</p> <table><tr><th>Slope¹</th><th>Maximum Rise</th></tr><tr><td>Steeper than 1:10 but not steeper than 1:8</td><td>3 inches (75 mm)</td></tr><tr><td>Steeper than 1:12 but not steeper than 1:10</td><td>6 inches (150 mm)</td></tr></table> <p>1. A slope steeper than 1:8 is prohibited.</p> <p>1991 Standards</p> <div><p>4.8.2* Slope and Rise. The least possible slope shall be used for any ramp. The maximum slope of a ramp in new construction shall be 1:12. The maximum rise for any run shall be 30 in (760 mm) (see Fig. 16). Curb ramps and</p><p>ramps to be constructed on existing sites or in existing buildings or facilities may have slopes and rises as <i>allowed in 4.1.6(3)(a)</i> if space limitations prohibit the use of a 1:12 slope or less.</p></div> <div><p>(3) Special Technical Provisions for Alterations to Existing Buildings and Facilities:</p><p>(a) Ramps: Curb ramps and interior or exterior ramps to be constructed on sites or in existing buildings or facilities where space limitations prohibit the use of a 1:12 slope or less may have slopes and rises as follows:</p><p>(i) A slope between 1:10 and 1:12 is allowed for a maximum rise of 6 inches.</p></div>	Slope ¹	Maximum Rise	Steeper than 1:10 but not steeper than 1:8	3 inches (75 mm)	Steeper than 1:12 but not steeper than 1:10	6 inches (150 mm)
Slope ¹	Maximum Rise							
Steeper than 1:10 but not steeper than 1:8	3 inches (75 mm)							
Steeper than 1:12 but not steeper than 1:10	6 inches (150 mm)							
4. Platforms								
a. Walking Surfaces								
<p>i. The cross slope towards the center portion of the platform exceeds 2%, (at brick paving features)</p> <div></div>	<p>Repair cross slopes at paving features on accessible walking route or provide barriers at the inaccessible portions of the platform while ensuring alternate accessible routes</p>	<p>403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48 (2%)</p>						


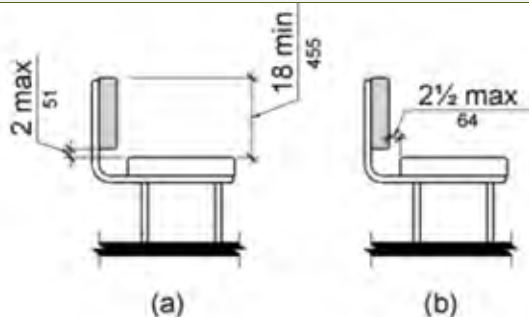
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>ii. The wheel of rolling gate in open position on the platform protrudes into the circulation width, reducing it to 46 inches from the DWS. This is more than the 36 inches required by the 1991, DOT and 2010 ADA Standards. However, ponding water was observed due to rains.</p> 	<p>Replace gate or gate hardware with one that allows at least 48 inches circulation width in compliance with PROWAG R302.3</p> <p>Maintain accessible routes to permit safe ambulation.</p>	 <p>The continuous clear width requirements in PROWAG R302.3 apply to sidewalks and other pedestrian circulation paths.</p> <p>405.10 Wet Conditions. Landings subject to wet conditions shall be designed to prevent the accumulation of water.</p> <p>302.1 General. Floor and ground surfaces shall be stable, firm, and slip resistant and shall comply with 302</p>
<p>b. Mini High Platforms</p>		
<p>i. The wide ramp at rail crossing (towards SOC) has a cross slope exceeding 2% (3.3%)</p> 	<p>Repair cross slope.</p>	<p>403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48 (2%)</p>


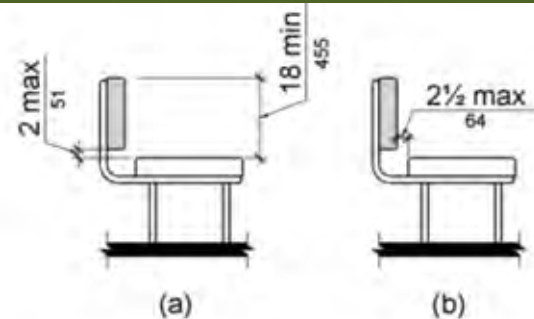
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>ii. Ponding rainwater was observed on the platforms in several locations and also on mini high platforms.</p> 	<p>Repair slopes and where required, provide scuppers to allow water to drain away.</p>	<p>405.10 Wet Conditions. Landings subject to wet conditions shall be designed to prevent the accumulation of water.</p>
<p>5. Pedestrian Rail Crossings</p>		
<p>a) Detectable Warning Surface (DWS) is missing at all rail crossings.</p> 	<p>Apply DWS per PROWAG R305.2.5 Detectable warnings at track crossings shall be 36 inches in the direction of pedestrian travel and extend the full width of the circulation path.</p>	<p>R305.2.5 Pedestrian At-Grade Rail Crossings 🔗</p> <p>At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Figure R305.2.5 Pedestrian At-Grade Rail Crossings</p> 

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>b) Flange gap is slightly higher than 2 1/2"</p> 	<p>Flangeway filler needs to be replaced/maintained</p>	 <p>Figure 810.10 (Exception) Track Crossings</p>
<p>6. Amenities</p>		
<p>a) TVM's</p>		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	<p>Adequate clear space is provided at TVM's. No action.</p>	

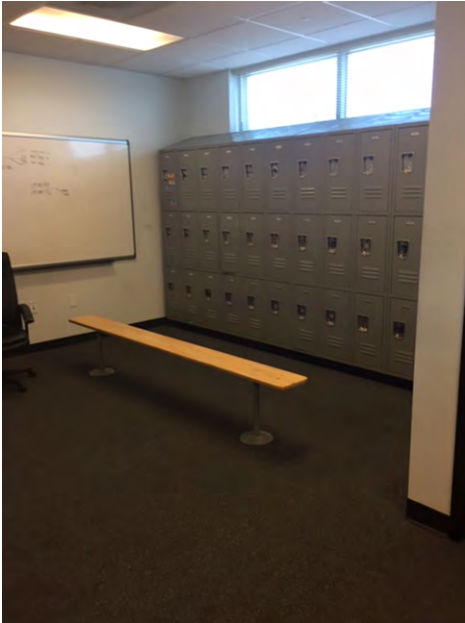
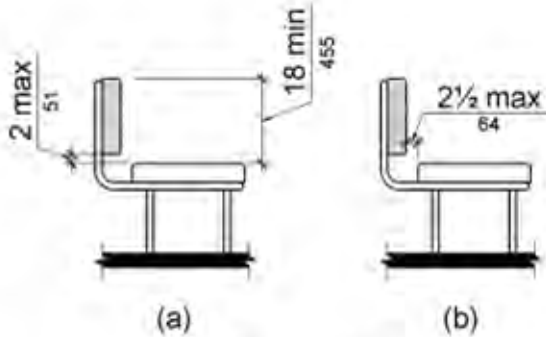
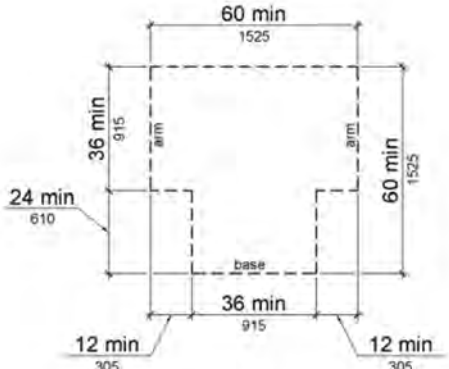
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>b) Drinking Fountains</p> <p>i. Water flow in drinking fountain needs to be adjusted.</p> <p>ii. Near the main entrance, clear space for an existing fountain is blocked by a trash can.</p> <div data-bbox="121 338 491 639"></div> <div data-bbox="515 322 888 639"></div>	<p>Adjust waterflow and Relocate trash can.</p>	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>
<p>c) Telephones/ Communication Systems</p> <p>i. Passenger Information Phone: Clear space and reach ranges are found to be compliant.</p> <div data-bbox="285 830 683 1348"></div> <p>ii. Blue Emergency Phone. Not applicable at this station.</p>	<p>See Attachment 9, Action Plan for recommendations</p>	<p>Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.</p>


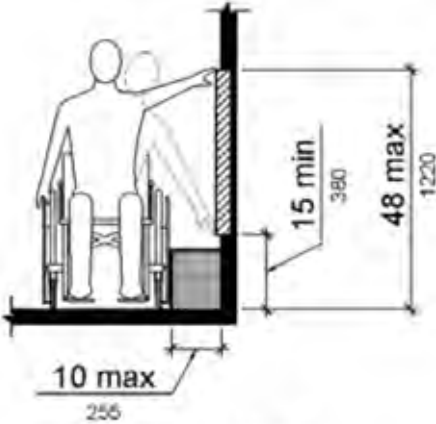
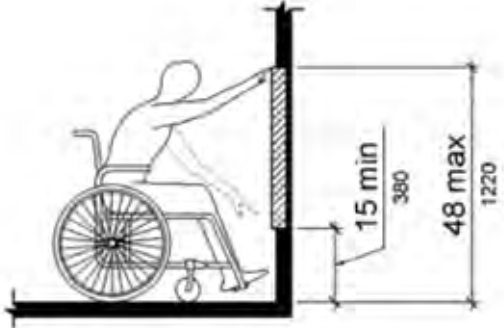
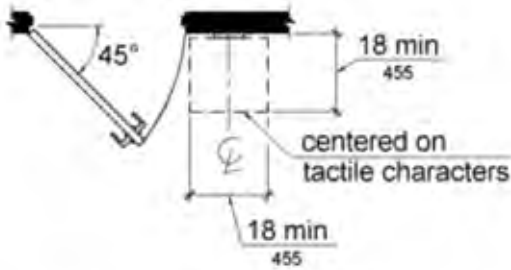
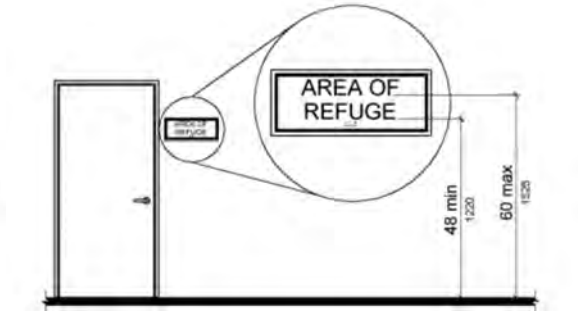
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>iii. Yellow call box. Clear space and reach ranges are found to be compliant.</p> 		
<p>d) Trash cans</p>		
<p>No issues found with the height of trash can</p> 	<p>No action by RCTC</p>	
<p>e) Vending Machines</p>		<p>Not under RCTC's authority.</p>
<p>No issues found with heights of operable components.</p> 	<p>No action by RCTC</p>	<p>The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15” and 48” up from the floor.</p>



Issues/Barriers Identified		Recommendations	Comments /ADA Requirements
f) Benches			
<div><div>i. Back less benches do not comply with ADA Section 903 as there are no back supports. However, Section 903 applies to indoor benches only.</div><div></div></div>	<div><div>It is a recommendation to apply Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.</div></div>	<div><div></div><div><div>Figure 903.4 Bench Back Support</div><div>903.5 Height. The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</div></div><div><div>903.2 Clear Floor or Ground Space. Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</div><div>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</div><div>Advisory R212.6 Benches. Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</div></div></div>	
<div><div>ii. There is no clear space provided for wheelchairs in the platform shelters.</div></div>	<div><div>Remove/ relocate and replace benches to provide clear space at all shelters per PROWAG R212.6</div></div>		

Issues/Barriers Identified		Recommendations	Comments /ADA Requirements																																																	
<div><div>iii.</div><div>Back less benches do not comply with ADA Section 903 as there are no back supports. However, Section 903 applies to indoor benches only.</div><div></div></div> <div><div>iv.</div><div>There is no clear space provided for wheelchairs in the platform shelters.</div></div>	<div><div>It is a recommendation to apply Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.</div><div>Remove/ relocate and replace benches to provide clear space at all shelters per PROWAG R212.6</div></div>	<div><div></div><div><div>Figure 903.4</div><div>Bench Back Support</div></div><div><div>903.5 Height.</div><div>The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</div></div><div><div>903.2 Clear Floor or Ground Space.</div><div>Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</div></div><div><div>R212.6 Benches.</div><div>At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</div></div><div><div>Advisory R212.6 Benches.</div><div>Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</div></div></div>																																																		
7. Parking																																																				
<div><div>i.</div><div><div>Parking Inventory</div><table><tr><th>Item</th><th>Quantity</th></tr><tr><td>Parking Lots</td><td>4</td></tr><tr><td>Parking Spaces</td><td>771</td></tr><tr><td>ADA Spaces</td><td>25</td></tr><tr><td>Rideshare Spaces</td><td>11</td></tr><tr><td>Reserved Spaces</td><td>5</td></tr><tr><td>Electric Vehicle Spaces</td><td>3</td></tr><tr><td>Total Current Spaces</td><td>815</td></tr><tr><td colspan="2">Parking Capacity</td></tr><tr><td>Parking Utilization</td><td></td></tr><tr><td colspan="2">Future Plans</td></tr><tr><td>Eastside Parking Lot</td><td>325</td></tr><tr><td>Vine St. Triangle Lot - 2010</td><td>-120</td></tr></table></div></div>	Item	Quantity	Parking Lots	4	Parking Spaces	771	ADA Spaces	25	Rideshare Spaces	11	Reserved Spaces	5	Electric Vehicle Spaces	3	Total Current Spaces	815	Parking Capacity		Parking Utilization		Future Plans		Eastside Parking Lot	325	Vine St. Triangle Lot - 2010	-120	<div><div>No action by RCTC.</div><div>Number of ADA spaces is compliant</div></div>	<div><div>208.2 Minimum Number.</div><div>Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</div><div><div>Table 208.2 Parking Spaces</div><table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table></div></div>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
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Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>ii. Four Van Accessible spaces are provided which complied with 1991 ADA standards. 5 van spaces are required for 25 ADA spaces provided per 2010 ADA standards and DOT's ADA Standards (2006).</p> <p>Note: The 1991 Standards required one van-accessible space for every eight accessible spaces. The DOT and 2010 Standards require one van-accessible space for every six accessible spaces</p>	<p>Provide sign and striping for one more van accessible space to comply with DOT ADA Standards, section 208.2.4. as the parking lots were upgraded in 2007</p>	<p>208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.</p> <p>216.5 Parking. Parking spaces complying with 502 shall be identified by signs complying with 502.6.</p> <p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches (1525 mm) minimum above the finish floor or ground surface measured to the bottom of the sign</p>
<p>8. Bus Stop</p>		
<p>No issues found</p> 		<p>Maintain accessible routes to permit safe ambulation to all stops.</p>
<p>9. Signage</p>		
<p>a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf</p>	<p>No action BY RCTC. Signage is by SCRRRA/Metrolink</p>	<p>810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated.</p> <p>SCRRRA/Mertolink is responsible for the signage.</p>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
10. Public Address		Not under RCTC's authority. Assessed for general compliance to ADA standards
i. There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
ii. Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) <u>SOC</u>		SOC is a restricted entry building, designed for ADA compliance except for the items noted below.
i. <u>Bench in SOC</u> : The long bench in locker area does not comply with 903 and does not allow turning space in front of lockers. 	Provide an ADA compliant bench and provide turning space for wheelchairs.	803 Dressing, Fitting, and Locker Rooms 803.4 Benches. A bench complying with 903 shall be provided within the room. 803.2 Turning Space. Turning space complying with 304 shall be provided within the room. 903.3 Size. Benches shall have seats that are 42 inches (1065 mm) long minimum and 20 inches (510 mm) deep minimum and 24 inches (610 mm) deep maximum. 903.4 Back Support. The bench shall provide for back support or shall be affixed to a wall. Back support shall be 42 inches (1065 mm) long minimum and shall extend from a point 2 inches (51 mm) maximum above the seat surface to a point 18 inches (455 mm) minimum above the seat surface. Back support shall be 2½ inches (64 mm) maximum from the rear edge of the seat measured horizontally.  <p style="text-align: center;">Figure 903.4 Bench Back Support</p>  <p style="text-align: center;">Figure 304.3.2 T-Shaped Turning Space</p>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>ii. SOC Entrance Call Button for Telephone is higher than 48 inches and is not compliant with the reach range requirement.</p> 	<p>Replace with a compliant system with operable parts no higher than 48 inches per 308.3.1 and/ or 308.2.1.</p> <p>Confirm that two-way communication System complies with 708.</p>	<p>230.1 General. Where a two-way communication system is provided to gain admittance to a building or facility or to restricted areas within a building or facility, the system shall comply with 708.</p> <p>708 Two-Way Communication Systems</p> <p>708.1 General. Two-way communication systems shall comply with 708.</p> <div data-bbox="1613 364 2772 451" style="border: 1px solid black; padding: 5px;"> <p>Advisory 708.1 General. Devices that do not require handsets are easier to use by people who have a limited reach.</p> </div> <p>708.2 Audible and Visual Indicators. The system shall provide both audible and visual signals.</p> <div data-bbox="1613 526 2772 647" style="border: 1px solid black; padding: 5px;"> <p>Advisory 708.2 Audible and Visual Indicators. A light can be used to indicate visually that assistance is on the way. Signs indicating the meaning of visual signals should be provided.</p> </div> <div data-bbox="1547 667 1961 1070">  <p>Figure 308.3.1 Unobstructed Side Reach</p> </div> <div data-bbox="2125 758 2604 1070">  <p>Figure 308.2.1 Unobstructed Forward Reach</p> </div>
<p>iii. SOC: Room identification signs are missing.</p> <p>iv. Signs on SOC restroom doors do not comply with 703.4.2.</p>	<p>Provide ADA compliant signage for all permanent spaces.</p>	<p>216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5.</p> <div data-bbox="1591 1292 2076 1548">  <p>Figure 703.4.2 Location of Tactile Signs at Doors</p> </div> <div data-bbox="2094 1282 2644 1578">  <p>Figure 703.4.1 Height of Tactile Characters Above Finish Floor or Ground</p> </div>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p data-bbox="195 177 621 211">b) <u>Trash / Dumpster Enclosure</u></p> <p data-bbox="133 231 1081 298">i. The gate at trash dumpster is not on an ADA compliant route and gate does not appear to be accessible.</p> 	<p data-bbox="1140 231 1439 366">Provide an accessible gate to the dumpster enclosure on an accessible route.</p>	<p data-bbox="1532 231 2971 332">203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p> <p data-bbox="1532 372 2986 544">1991 Standards. 4.1.1 (3) (3)* Areas Used Only by Employees as Work Areas. Areas that are used only as work areas shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the areas. These guidelines do not require that any areas used only as work areas be constructed to permit maneuvering within the work area or be constructed or equipped (i.e., with racks or shelves) to be accessible</p>
<p data-bbox="195 790 550 824">c) <u>Security Staff Facilities</u></p> <p data-bbox="105 844 1038 945">The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	<p data-bbox="1140 844 1463 911">Inform all contractors of their ADA obligations</p>	<p data-bbox="1532 844 2961 945">Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.</p>

Evaluation of Physical Barriers – Pedley Station

Address: 6001 Pedley Rd, Riverside, CA 92509

Evaluation Date: 08-05-2021




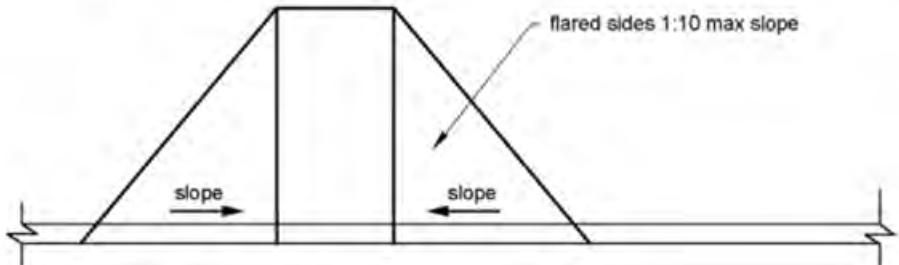



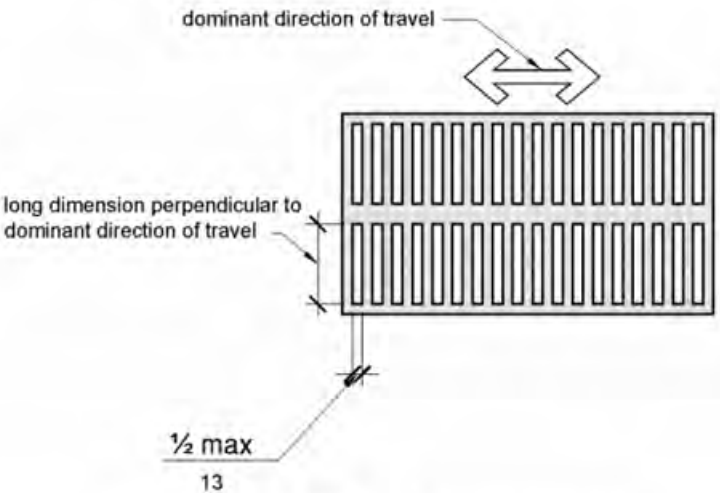
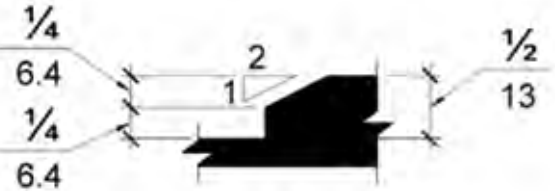


These elements were assessed to identify any physical barriers:


- 1. Curb ramps (1a-1b, 2a-2b,3a-3b, 3c-3d, 4a-4b,5a, 5b 6a-6b,7a-7b)
- 2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
- 3. Accessible routes
 - a. Walking surfaces
- 4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
- 5. Pedestrian rail crossings
- 6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
- 7. Accessible parking spaces
- 8. Bus stops
- 9. Signage
- 10. Public Address Systems
- 11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster.



Year of Construction: Station- 10/14/1993; Alterations and Additions: Emergency Platform Extension: 6/24/2003, Parking Lot Re-surfacing: 4/17/2005
Applicable ADA Standards: 1991 Standards or UFAS, DOT’s ADA standards (2006), and/or DOJ 2010 ADA Standards.
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT’s ADA standards (2006), DIB 82-06, and PROWAG. Elements where the safe harbor clause per 28 CFR 35.151 (b) (4) (ii) (C) applies are assessed against 1991 standards.



28 CFR 35.151 (b) (4) (ii) (C) Safe harbor. If a public entity has constructed or altered required elements of a path of travel in accordance with the specifications in either the 1991 Standards or the Uniform Federal Accessibility Standards before March 15, 2012, the public entity is not required to retrofit such elements to reflect incremental changes in the 2010 Standards solely because of an alteration to a primary function area served by that path of travel.



Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
<p>1. Curb Ramps</p> <p>1a, 1b - OK 2a- OK 2b- Gutter Slope exceeds 1:20 3a, 3b, 3c, 4a, 4b, 5a, 5b: Slope of ramp exceeds 8.33% and slope of flared sides exceed 1:10. Detectable Warning Surface (DWS) is missing. 6a, 6b, 7a, 7b: Level changes exceed ¼" without bevel, DWS is missing.</p> <div>   </div> <p>Typical 6a thru 7b Typical 3a thru 5b</p>	<p>2B: Confirm the slope of the gutter with appropriate instrument and repair as required.</p> <p>Curb ramps 3a through 5b need to be replaced to comply with applicable ADA requirements by City of Riverside.</p> <p>Repair curb ramp 4a which is the main accessible entry route.</p> <p>Curb ramps 6a thru 7b – Examine and repair to eliminate level changes and apply DWS.</p>	<p>Curb ramps are labeled on the aerial view on page 1</p> <p>See item 3a also for other ADA requirements</p> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</p> <div>  <p>Figure 406.2 Counter Slope of Surfaces Adjacent to Curb Ramps</p> <p>406.3 Sides of Curb Ramps. Where provided, curb ramp flares shall not be steeper than 1:10.</p>  </div>
<p>2. Pedestrian Road crossings</p>		
<p>No issues found with pedestrian crossing on the accessible route 1a, 1b</p>	<p>No action by RCTC</p>	
<p>a) Pedestrian Push Button- Not Applicable</p>	<p>No action by RCTC</p>	




Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
3. Accessible Routes		
a) Walking surface		
<div><div>i. General: There are uneven joints and cracks observed in the concrete walkway along the accessible route. Sealant/filler in some deep joints is missing. This causes trip hazards and creates openings deeper than ¼” and wider than ½ inch.</div><div></div></div>	<div><div>Examine all joints, cracks, and level changes along the accessible route.</div><div>Every joint in concrete deeper than ¼” and wider than ½” shall be filled.</div><div>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired.</div><div>Every level change greater than ½” needs to have a ramped surface with (1:12) slope.</div></div>	<div><div><p>dominant direction of travel</p><p>long dimension perpendicular to dominant direction of travel</p><p>1/2 max 13</p><p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p></div><div><p>1/4 6.4 1/4 6.4</p><p>2 1</p><p>1/2 13</p><p>Figure 303.3 Beveled Change in Level</p></div><div><p>1/4 max 6.4</p><p>Figure 303.2 Vertical Change in Level</p></div></div>
<div><div>Trails in the landscaped areas at the bus stops are not accessible. No accessible route leads to them and the walking path surface is not firm.</div><div></div></div>	<div><div>If the park is not open for public use either, add signage prohibiting public access.</div></div>	


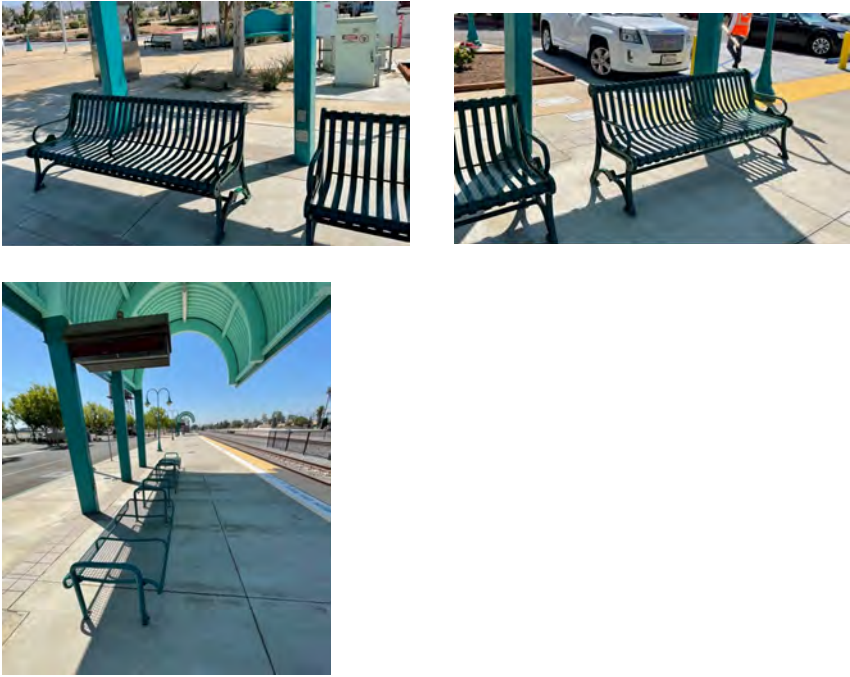
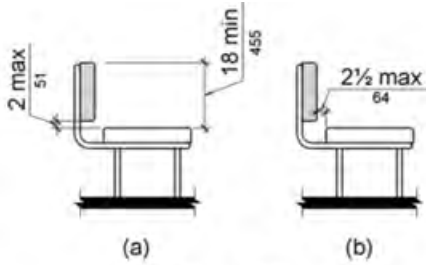
Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
b) Elevator		
Not Applicable		
c) Pedestrian Bridge		
Not Applicable	No action by RCTC	
d) Stairs		
Not Applicable	No action by RCTC	
e) Ramps		
Not Applicable	No action by RCTC	
4. Platforms		
a. Walking Surfaces		
i. General: Joints. Level changes and gaps in concrete and closure plates to be repaired or maintained for compliance with 302.3, 303.2, and 303.3.	Examine all pedestrian routes and repair all cracks and open joints Every joint in concrete deeper than ¼” and wider than ½” shall be filled. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired. Every level change greater than ½” needs to have a ramped surface (1:12) slope.	Same as Item 3a
<div></div>		


Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
<p>i. Utility covers are not ADA compliant due to missing filler pieces in lifting holes.</p> 	<p>Add filler pieces in all holes exceeding ½” diameter.</p>	
<p>b. Mini High Platforms</p>		
<p>No issues found.</p>		
<p>5. Pedestrian Rail Crossings</p>		
<p>i. Detectable Warning Surface (DWS) is missing at the pedestrian rail crossing which is the only accessible route to get to the other platform.</p> 	<p>Provide DWS</p>	<p>PROWAG</p> <p>R208 Detectable Warning Surfaces</p> <p>R208.1 Where Required. Detectable warning surfaces complying with R305 shall be provided at the following locations on pedestrian access routes and at transit stops:</p> <ol style="list-style-type: none">1. Curb ramps and blended transitions at pedestrian street crossings;2. Pedestrian refuge islands;3. Pedestrian at-grade rail crossings not located within a street or highway;4. Boarding platforms at transit stops for buses and rail vehicles where the edges of the boarding platform are not protected by screens or guards; and5. Boarding and alighting areas at sidewalk or street level transit stops for rail vehicles where the side of the boarding and alighting areas facing the rail vehicles is not protected by screens or guards. <p>R305.2.5 Pedestrian At-Grade Rail Crossings. At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Per DIB-82—06 4.3.14: Detectable Warning Surface - Detectable warning surfaces shall extend 3 feet in the direction of pedestrian travel. 24 inches wide DWS is acceptable per PROWAG R305.1.4 Size, Detectable warning surfaces shall extend 610 mm (2.0 ft) minimum in the direction of pedestrian travel.</p>



Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
<p>ii. Drop off at the edges of pedestrian crossing landing exceeds 4 inches. This is not only a CA building code violation, but also and a fall hazard.</p> 	<p>Provide required correction (6 inch high curb) or a preventive barrier per DIB 82-06 4.3.11 and Title 24 11B-303.5</p>	<p>DIB 82-06 4.3.11: (1) Abrupt changes in level exceeding 4 inches in a vertical dimension between walks, sidewalks or other pedestrian ways and adjacent surfaces or features shall be identified by warning curbs at least 6 inches in height above the walk or sidewalk surface. Exception: a warning curb is not required between a walk or sidewalk and an adjacent street or driveway. [Title 24 11B-303.5 including Exception #1]</p>
<p>iii. Trip hazards exist at asphalt and concrete interface at the track crossing.</p> 	<p>Remove trip hazards. See item 3a.</p>	

Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
6. Amenities		
a) TVM's		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	<p>Adequate clear space is provided at TVM's. No action.</p>	
b) Drinking Fountains		
<p>Drinking Fountain: Water flow to be tested</p> 	<p>Adjust water flow.</p>	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>

Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
<div>i. Passenger Information Phone: Clear space and reach ranges are found to be compliant</div> <div></div>		
<div>ii. Blue Emergency Phone. Not applicable at this station.</div>		
<div>iii. Yellow call boxes: No issues found. One of the two phones is on an accessible route.</div> <div></div>		

Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
d) Trash cans		
<p>No issues found with the height of trash cans</p> 	No action by RCTC	
e) Vending Machines		
Not under RCTC's authority. No issues found with heights of operable components.	No action by RCTC	The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15" and 48" up from the floor.
f) Benches		
<p>Benches</p>  <p>Sheltered waiting area at entrance does not have clear space adjacent to the 50% of benches (with back support) under the shelter.</p>	<p>Relocate bench to provide clear space adjacent to that bench.</p> <p>Recommend providing some benches with back support on platforms</p>	 <p>Figure 903.4 Bench Back Support</p> <p>903.5 Height. The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</p> <p>903.2 Clear Floor or Ground Space. Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</p> <p>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</p> <p>Advisory R212.6 Benches. Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</p>

Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
8. Bus Stop		
<p>No issues found. Movement/weathering of concrete pavement may cause trip hazards and requires routine inspection and maintenance.</p> 	<p>Maintain accessible routes to permit safe ambulation to all stops.</p>	
9. Signage		
<p>a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf</p>	<p>No action BY RCTC. Signage is by SCRRRA/Metrolink</p>	<p>810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated.</p> <p>SCRRRA/Mertolink is responsible for the signage.</p>
10. Public Address		
<p>i. There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRRA. These are not under RCTC's authority.</p>	<p>No action by RCTC</p>	<p>810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.</p>
<p>ii. Written Emergency Evacuation procedures were not available</p>	<p>Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.</p>	<p>Special procedures are required for assisting individuals with disabilities from a facility during an emergency.</p>

Issues/ Barrier Identified	Recommendations	Comments/ ADA Requirements
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	<p>Inform all contractors of their ADA obligations</p>	<p>Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.</p>
b) <u>Trash / Dumpster Enclosure</u>		
<p>The trash dumpster is not on an ADA compliant route and gate does not appear to be accessible.</p> 	<p>Provide accessible dumpster enclosure on an accessible route.</p>	<p>203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p>

Evaluation of Physical Barriers – Downtown Perris Station

Address: 121 S C street St, Perris, CA 92570

Evaluation Date: 08-10-2021

These elements were assessed to identify any physical barriers:


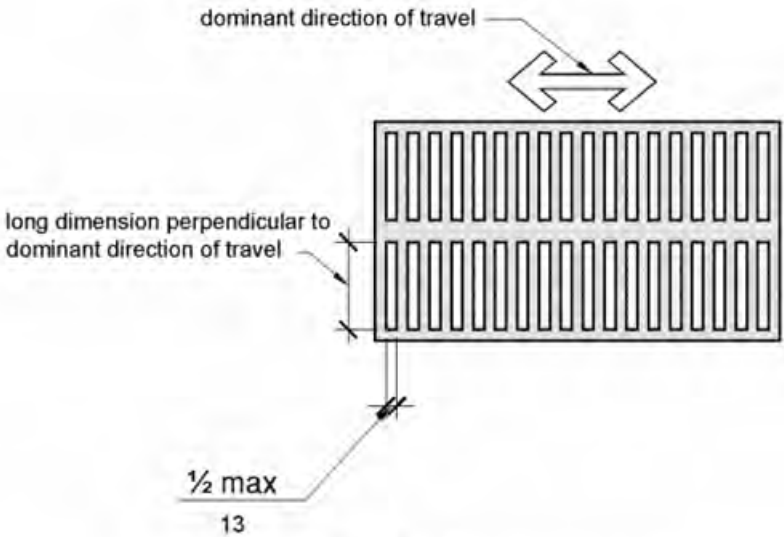


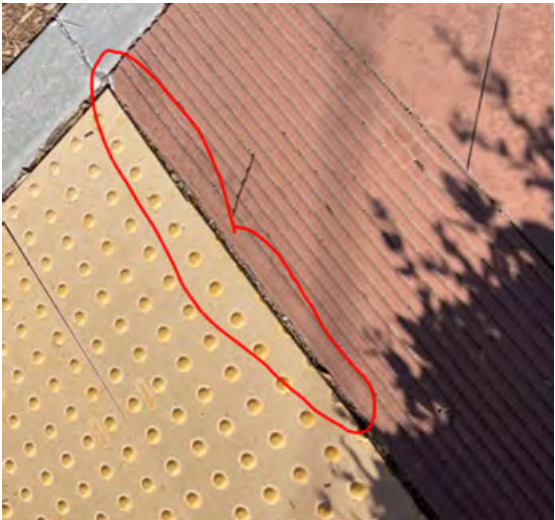

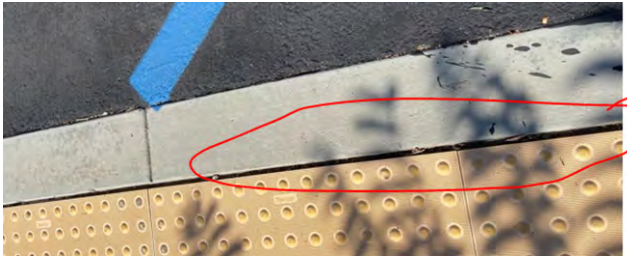
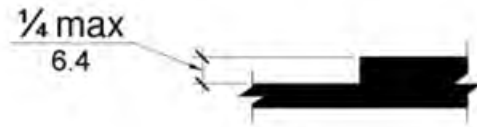
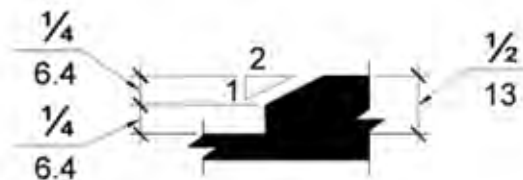
1. Curb ramps (1a-1b, 2a-2b, 2c-2d, 3a-3b, 5a, 4a-4b)
2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
3. Accessible routes
 - a. Walking surfaces
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossings
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
 - g. Rack of flyers
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Staff Toilet
 - c. Dumpster.



Year of Construction: 2013

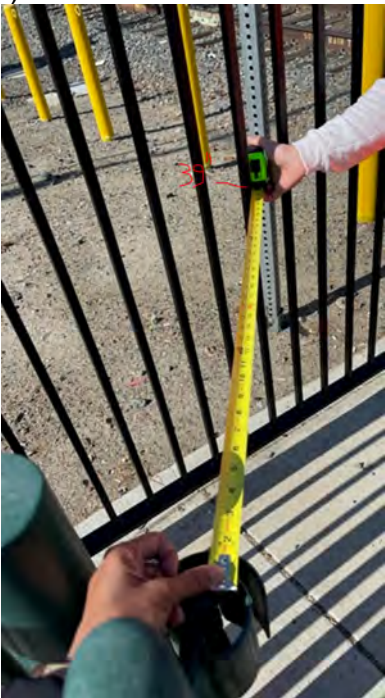
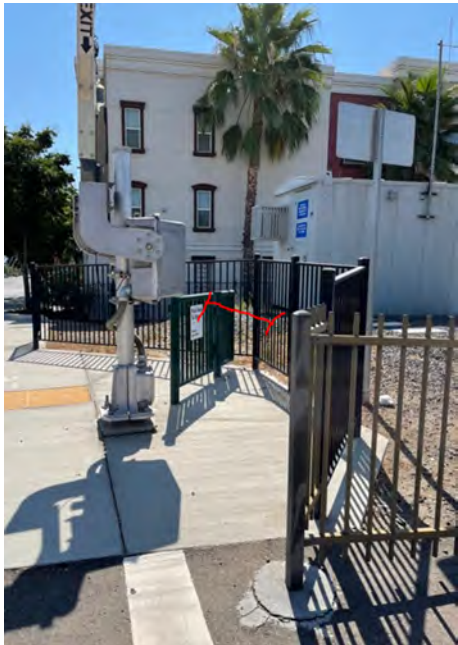
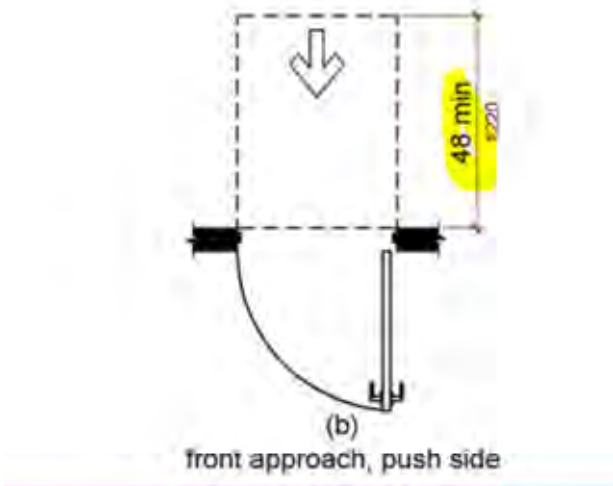
Applicable ADA Standards: DOT's ADA standards (2006), and DOJ 2010 ADA Standards.




Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG.



Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
1. Curb Ramps		Curb ramps are labeled on the aerial view on page 1
<p>All sidewalk curb ramp slopes are found to be OK. Detectable Warning Surface (DWS) tiles have developed level changes at some locations which currently do not exceed ¼" but they need to be maintained to eliminate any trip hazards.</p> <p>Curb ramps along the C and D streets are not evaluated as these are not under RCTC's authority.</p>	<p>Examine and repair DWS to eliminate level changes.</p>	<p>See item 3 for ADA requirements</p> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</p>
2. Pedestrian Road crossings		
No issues found with pedestrian road crossing on the accessible route within RCTC boundary	No action by RCTC	
a) Pedestrian Push Button- Not Applicable	No action by RCTC	
3. Accessible Routes		
a) Walking surface		
<p>i. Gaps and joints in concrete sidewalks on the accessible route are more than ¼" deep and ½" wide, and</p> 	<p>Examine accessible routes in entirety.</p> <p>Every joint deeper than ¼" and wider than ½" shall be filled.</p> <p>Every level change along the accessible route greater than ¼" and less than ½" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½" needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>


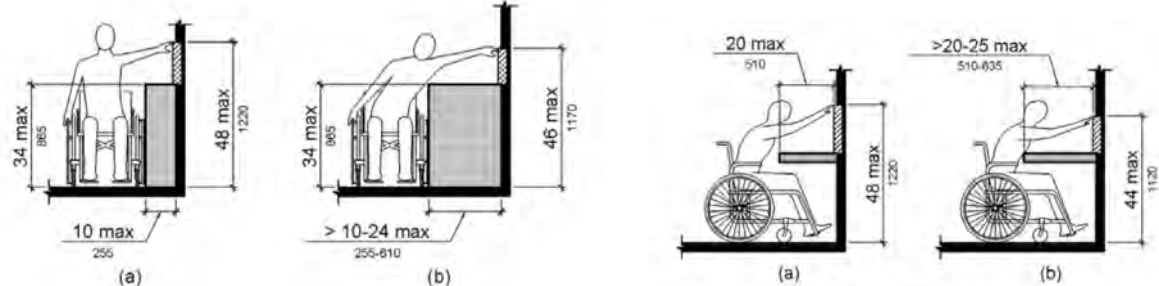

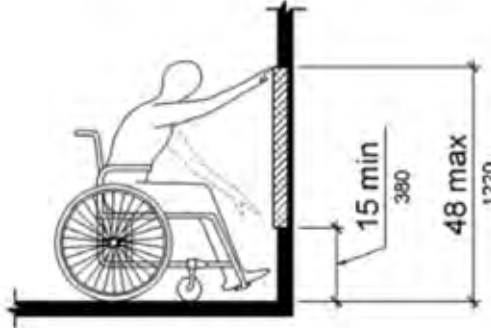
Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
<p>ii. Sealant/filler strips are missing.</p>  <p>Image at Pedestrian entry route from rear parking lot</p>		
<p>iii. Trip hazards on the accessible route</p>  <p>Image of change in level at main pedestrian entry (central)</p> <p>iv. At the DWS along the accessible route, open gaps create a trip hazard. Some DWS tiles have risen and create level changes.</p> 	<p>Eliminate all trip hazards at level changes higher than 1/4"</p>	<div data-bbox="1516 828 1970 1030">  <p>Figure 303.2 Vertical Change in Level</p> </div> <div data-bbox="2281 828 2778 1090">  <p>Figure 303.3 Beveled Change in Level</p> </div>



Issues/Barriers Identified		Recommendations	Comments/ADA Requirements
<p>v. Aisles at the ADA parking spots have level changes where asphalt is higher than the concrete which creates trip hazards</p> 			
<p>Image of change in level at concrete and asphalt interface</p>			
4. Platforms			
a. Walking Surfaces			
<p>i. General: Joints. Level changes and gaps in pavements, and closure plates to be repaired or maintained for compliance with ADA Standard figures 302.3, 303.2, and 303.3. See item 3a</p> <p>ii. Utility covers are not ADA complaint due to open holes larger than ½" diameter. ADA compliant flooring cannot allow the passage of a sphere greater than 1/2" in diameter (i.e. not bigger than the diameter of a cane)</p> 		<p>Examine all pedestrian routes and repair all cracks and open joints</p> <p>Every joint in concrete deeper than ¼" and wider than ½" shall be filled.</p> <p>Every level change along the accessible route greater than ¼" and less than ½" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½" needs to have a ramped surface (1:12) slope.</p> <p>Every hole larger than ½" diameter shall be filled.</p>	<p>Same as item 3a</p>
b. Mini High Platforms and Ramps			
No Issues found			


Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
5. Pedestrian Rail Crossings		
<p>i. Detectable Warning Surface (DWS) is 24 inches wide, which complies with ADA Standards and PROWAG, but not with DIB-82—06 4.3.14</p>	<p>Provide DWS as required to comply with applicable standards.</p>	<p>PROWAG</p> <p>R208 Detectable Warning Surfaces</p> <p>R208.1 Where Required. Detectable warning surfaces complying with R305 shall be provided at the following locations on pedestrian access routes and at transit stops:</p> <ol style="list-style-type: none">1. Curb ramps and blended transitions at pedestrian street crossings;2. Pedestrian refuge islands;3. Pedestrian at-grade rail crossings not located within a street or highway;4. Boarding platforms at transit stops for buses and rail vehicles where the edges of the boarding platform are not protected by screens or guards; and5. Boarding and alighting areas at sidewalk or street level transit stops for rail vehicles where the side of the boarding and alighting areas facing the rail vehicles is not protected by screens or guards. <p>R305.1.4 Size. Detectable warning surfaces shall extend 610 mm (2.0 ft) minimum in the direction of pedestrian travel.</p> <p>R305.2.5 Pedestrian At-Grade Rail Crossings. At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Per DIB-82—06 4.3.14: Detectable Warning Surface - Detectable warning surfaces shall extend 3 feet in the direction of pedestrian travel. 24 inches wide DWS is acceptable per PROWAG R305.1.4 Size, Detectable warning surfaces shall extend 610 mm (2.0 ft) minimum in the direction of pedestrian travel.</p>
<p>ii. Clear space at gates on push side (North crossing- at all gates, South crossing- at one gate) is less than 48 inches.</p> <div></div>	<p>Clear space to be provided to allow ADA compliant access to gates when the arm is down.</p>	<div></div>

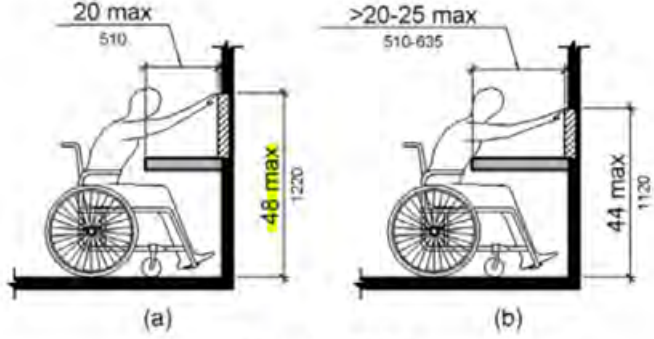
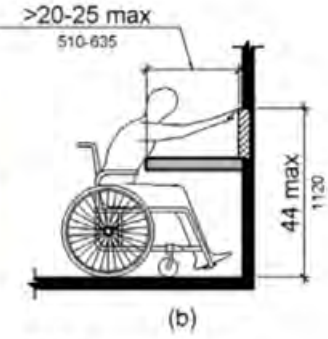
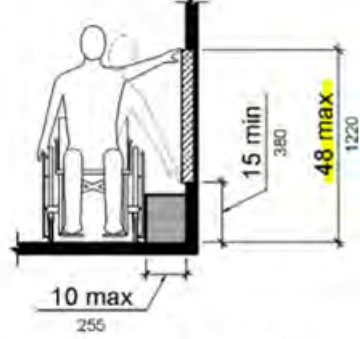
Issues/Barriers Identified		Recommendations	Comments/ADA Requirements
iii. Trip hazards exist at asphalt and concrete interface at the track crossings (all locations).		Remove trip hazards. See item 3.	810.10 Track Crossings. Where a circulation path serving boarding platforms crosses tracks, it shall comply with 402.
			
iv. Flange filler strip needs to be replaced. The wheel flange gap is slightly higher than 2 1/2"		Flange filler strip needs to be replaced to maintain 2 1/2" maximum gap for wheel flanges.	<p>EXCEPTION: Openings for wheel flanges shall be permitted to be 2½ inches (64 mm) maximum.</p>  <p>Figure 810.10 (Exception) Track Crossings</p>
			
6. Amenities			
a) TVM's			


Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	<p>Adequate clear space is provided at TVM's. No action.</p>	
<p>b) Drinking Fountains</p>		
<p>Water flow in drinking fountain near staff facility needs to be checked and adjusted There are no drinking fountains at station entrance.</p> 	<p>Adjust as required.</p>	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>

Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
i. Passenger Information Phone: 	No action by RCTC	<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p> <div data-bbox="1538 453 2641 786">  <p>Figure 308.3.2 Obstructed High Side Reach</p> <p>Figure 308.2.2 Obstructed High Forward Reach</p> </div>
ii. Blue Emergency Phones: 		<p>308.2 Forward Reach.</p> <p>308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.</p> <div data-bbox="1911 1179 2377 1572">  <p>Figure 308.2.1 Unobstructed Forward Reach</p> </div>

Issues/Barriers Identified		Recommendations	Comments/ADA Requirements
<div>iii. Yellow call boxes: Yellow call box in the parking lot is not on an accessible route</div> <div></div>		Provide call box on the accessible route also.	
d) Trash cans			
<div>No issues found.</div> <div></div>		No action by RCTC	
e) Vending Machines			
Not under RCTC's authority. No issues found with heights of operable components.		No action by RCTC	The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15" and 48" up from the floor.

Issues/Barriers Identified	Recommendations	Comments/ADA Requirements																								
f) Benches																										
<div>Benches: No issues found</div> <div></div>	No action by RCTC	R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.																								
7. Parking																										
<div>Total number of parking space count including 46 accessible spaces = 434</div>	No action by RCTC. Number of ADA and van accessible spaces is compliant.	<div>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a Site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</div> <div>Table 208.2 Parking Spaces</div> <table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces																									
1 to 25	1																									
26 to 50	2																									
51 to 75	3																									
76 to 100	4																									
101 to 150	5																									
151 to 200	6																									
201 to 300	7																									
301 to 400	8																									
401 to 500	9																									
501 to 1000	2 percent of total																									
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000																									
8. Bus Stops																										
<div>No issues found with bus stops within the RCTC boundary.</div>	Examine regularly and maintain accessible routes to permit safe ambulation.	810.2.3 Connection. Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.																								

Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
9. Signage		
a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf	No action by RCTC. Signage is by SCRRRA/Metrolink	810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated. SCRRRA/Mertolink is responsible for the signage.
10. Public Address		
There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) Security Staff Facilities		
The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.	Inform all contractors of their ADA obligations	Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.
b) <u>Staff toilet</u>		
i. Room identification sign is not provided ii. The paper towel dispenser appears to be higher than 48 A.F.F.	Provide compliant signs as per 216.2 or see Attachment 9, Action Plan for a non-structural solution. Relocate paper towel dispenser at 48" max. to comply with 308.2.2 and 308.3.1	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5. Where pictograms are provided as designations of permanent interior    Figure 308.2.2 Obstructed High Forward Reach Figure 308.3.1 Unobstructed Side Reach

Issues/Barriers Identified	Recommendations	Comments/ADA Requirements
<p>c) <u>Trash / Dumpster Enclosure</u></p> <p>The trash dumpster is on an ADA compliant route and provided with accessible gate.</p> 	<p>Door to be inspected for compliance to accessible hardware requirements and maneuvering clearances at door/gate.</p>	<p>203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.</p>

Evaluation of Physical Barriers- Hunter Park Station

Address: Hunter Park Metrolink Station, CA 92507

Evaluation Date: 08-03-2021

These elements were assessed to identify any physical barriers:


1. Curb ramps (2a-2b, 3a-3b, 4a-4b, 5a- 5b, 5c)
2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
3. Accessible routes
 - a. Walking surfaces
 - b. Elevators
 - c. Pedestrian Bridge
 - d. Stairs
 - e. Ramps
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossings(1a-1b, 1c-1d, 6a-6b, 6c-6d)
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems-passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster.



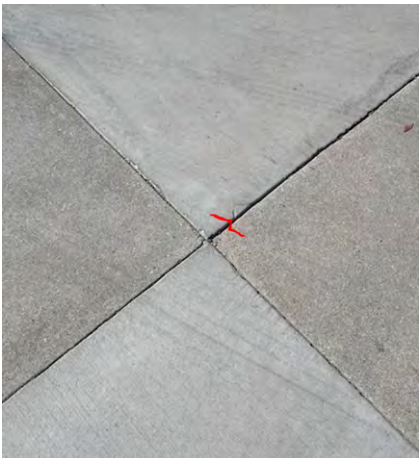
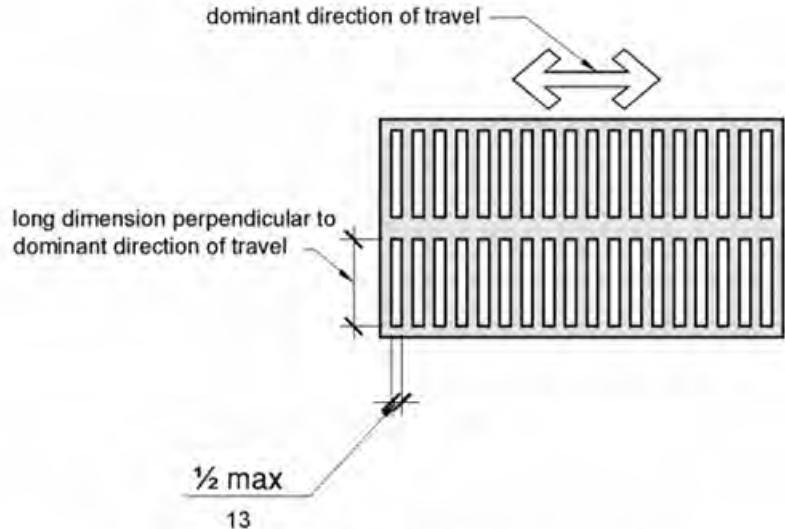
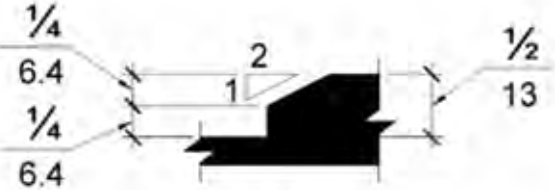
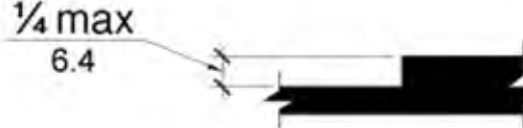



Year of Construction: Station- 03/12/2010


Applicable ADA Standards: DOT’s ADA standards (2006), and DOJ 2010 ADA Standards.






Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT’s ADA standards (2006), DIB 82-06, and PROWAG


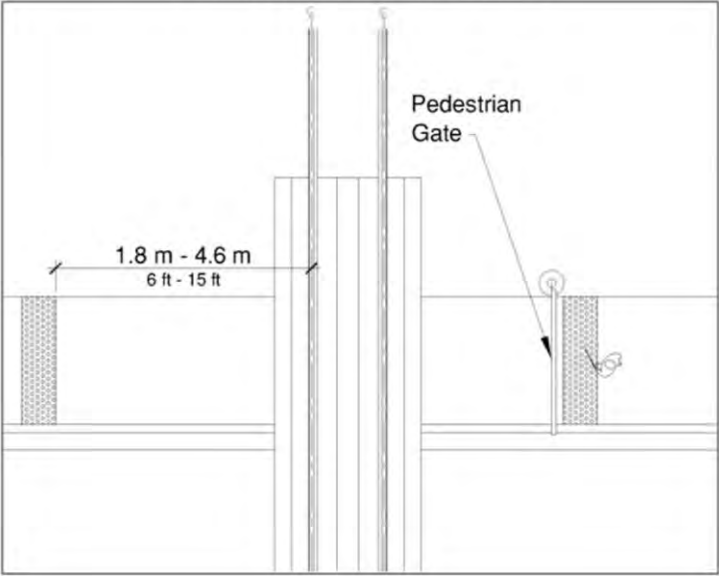
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<div>1. Curb Ramps</div> <div>1a, 1b OK 1c, 1d -OK 2a, 2b- OK 3a, 3b, 4a, 4b- (Not in RCTC's scope. Detectable Warning Surface (DWS) is missing. 5a, 5b, 5c- OK (Handrail on one side only at 5b) 6a, 6b- OK 6c 6d OK</div> <div><div>3a,3b</div><div>5b</div><div></div></div>	<div>No action.</div> <div>At 3a, 3b, 4a and 4b, City to apply missing Detectable Warning Surfaces as per applicable DOT/ FHWA/Caltrans requirements and R208, PROWAG</div> <div>5b – No action.</div>	<div>Ramps at 5a and 5c have a rise more than 6 inches. No handrails are provided. Ramp at 5b is 198 inches wide with a 6% slope. The railing is provided only on one side. This is still compliant with PROWAG R409 for exterior pedestrian circulation paths.</div> <div>R208 Detectable Warning Surfaces (DWS) R208.1 Where Required Detectable warning surfaces complying with R305 shall be provided at the following locations on pedestrian access routes and at transit stops: Curb ramps and blended transitions at pedestrian street crossings; Pedestrian refuge islands; Pedestrian at-grade rail crossings not located within a street or highway; Boarding platforms at transit stops for buses and rail vehicles where the edges of the boarding platform are not protected by screens or guards; and Boarding and alighting areas at sidewalk or street level transit stops for rail vehicles where the side of the boarding and alighting areas facing the rail vehicles is not protected by screens or guards</div> <div>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</div> <div>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</div> <div>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</div>



Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>2. Pedestrian Road crossings</p> <p>Pedestrian crossing at 2a, 2b has cracks, level changes more than ¼" high, and gaps in excess of ½" wide and ¼" deep.</p>   	<p>Examine all pedestrian crossings and repair all cracks.</p> <p>Every joint in concrete deeper than ¼" and wider than ½" shall be filled.</p> <p>Every level change along the accessible route greater than ¼" and less than ½" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½" needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>  <p>Figure 303.3 Beveled Change in Level</p>  <p>Figure 303.2 Vertical Change in Level</p>
a) Pedestrian Push Button- Not Applicable	No action by RCTC	


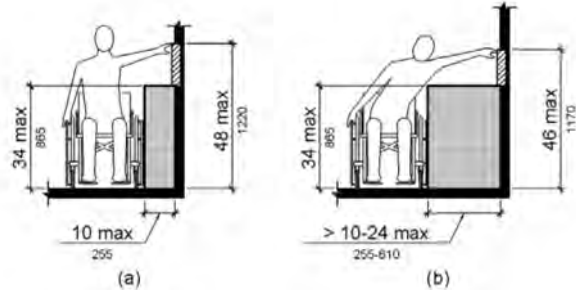
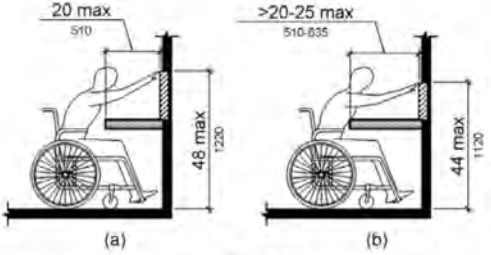
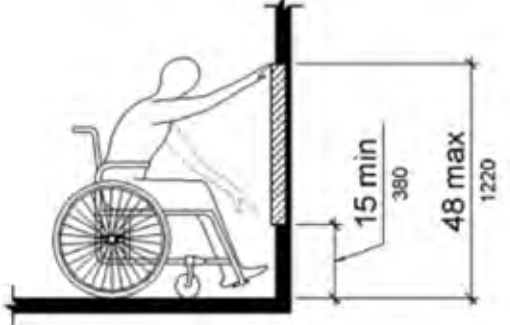
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
3. Accessible Routes		
a) Walking surface		
<div>i. Access aisles at parking stalls have cracks and level changes more than ¼” high and gaps in excess of ½” wide and ¼” deep.</div> <div></div>	Same as item 2 above	Same as item 2 above

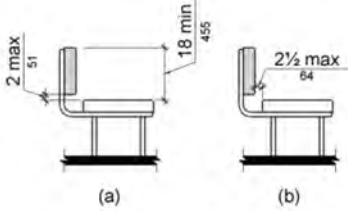
Issues/ Barriers Identified		Recommendations	Comments/ ADA Requirements
ii. Utility covers have gaps/openings wider than 1/2" and deeper than 1/4" 		Close gaps and openings wider than 1/2" and deeper than 1/4", and, remove trip hazards in the accessible route or replace with ADA complaint covers.	Same as item 2 above
4. Platforms			
a. Walking Surfaces			
i. General: Joints and gaps in concrete to be maintained for compliance with 302.3, 303.2, and 303.3.		<p>Examine all pedestrian crossings and repair all cracks.</p> <p>Every joint in concrete deeper than 1/4" and wider than 1/2" shall be filled.</p> <p>Every level change along the accessible route greater than 1/4" and less than 1/2" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than 1/2" needs to have a ramped surface (1:12) slope.</p>	Same as item 2 above

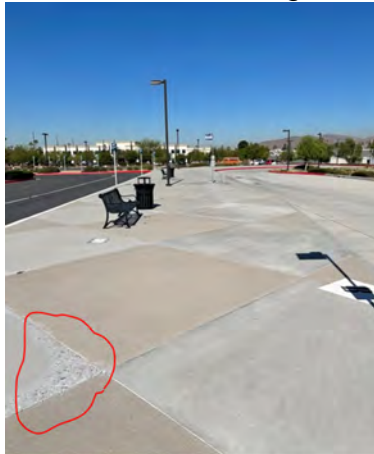
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
b. Mini High Platforms and Ramps	No Issues found	
5. Pedestrian Rail Crossings		
<div>a. Wheel Flange gap</div> <div></div> <div>1a/1b At 1a/1b the wheel flangeway filler is placed outside of the marked crossing. The flange gap in the marked crossing exceeds 2 ½”</div>	<div>Clarify that the accessible route is within the marked crossing directly in front of the DWS.</div> <div>Examine and repair gaps at all track crossings.</div> <div>Replace flangeway fillers to allow the wheel flange gap to be no greater than 2½” wide within the marked crossing.</div>	<div></div> <div>Figure 810.10 (Exception) Track Crossings</div>
<div></div> <div>6a/6b 6c/6d</div>	<div>Examine and repair gaps at all track crossings.</div> <div>Flangeway filler needs to be replaced/maintained regularly to make sure that gap measures no greater than 2½”.</div>	<div>Cross slope is less than 2% at all crossings, which is compliant.</div>


Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>b. Placement of the DWS exceeds the allowed 15 feet maximum and does not comply with PROWAG R305.2.5</p> 	<p>Add additional DWS to comply with requirements.</p> <p>Examine the distance of the DWS at all track crossings and provide compliant placement, depth, and width.</p>	<p>R305.2.5 Pedestrian At-Grade Rail Crossings ↗</p> <p>At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Figure R305.2.5 Pedestrian At-Grade Rail Crossings</p> 
<p>c. DWS appears to not extend 36 inches in the direction of travel. 24 inches is allowed per 2010 ADA Standards</p>	<p>Examine DWS at all track crossing locations and provide 36 inches wide DWS, located no more than 15 feet from center of nearest track in accordance with DIB-82-06 per Caltrans</p>	<p>DIB-82—06 4.3.14: Detectable warning surfaces shall extend 3 feet in the direction of pedestrian travel.</p>
<p>d. Level changes in excess of ¼” were observed in the asphalt adjacent to the crossing, creating a trip hazard.</p>	<p>Remove trip hazards on all accessible routes.</p>	

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
6. Amenities		
a) TVM's		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	<p>Adequate clear space is provided at TVM's. No action.</p>	
b) Drinking Fountains		
<p>Drinking Fountain: Water flow to be tested</p> 	<p>Adjust water flow.</p>	<p>602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.</p>

Issues/ Barriers Identified		Recommendations	Comments/ ADA Requirements
c) Telephones/ Communication Systems		See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
i. Passenger Information Phone:		No action by RCTC	<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p>
		No action by RCTC	 <p>Figure 308.3.2 Obstructed High Side Reach</p>  <p>Figure 308.2.2 Obstructed High Forward Reach</p>
ii. Blue Emergency Phones:		No action by RCTC	<p>308.2 Forward Reach.</p> <p>308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.</p>  <p>Figure 308.2.1 Unobstructed Forward Reach</p>
d) Trash cans			
No issues found.			

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
e) Vending Machines		
Not under RCTC’s authority. No issues found with heights of operable components.	No action by RCTC	The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15” and 48” up from the floor.
f) Benches		
Benches: Concrete benches are higher than 19 inches and do not comply with ADA Section 903 and there are no back supports. This is technically not a violation as Section 903 applies to indoor benches only.	It is a recommendation to apply Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.	 <p>Figure 903.4 Bench Back Support</p> <p>903.5 Height. The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.</p> <p>903.2 Clear Floor or Ground Space. Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.</p> <p>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</p> <p>Advisory R212.6 Benches. Benches that provide full back support and armrests to assist in sitting and standing are more usable by pedestrians with disabilities.</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements																								
7. Parking																										
<p>Total number of parking space count including 25 accessible spaces = 528</p>	<p>No action by RCTC. Number of ADA and van accessible spaces is compliant</p>	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>Table 208.2 Parking Spaces</p> <table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces																									
1 to 25	1																									
26 to 50	2																									
51 to 75	3																									
76 to 100	4																									
101 to 150	5																									
151 to 200	6																									
201 to 300	7																									
301 to 400	8																									
401 to 500	9																									
501 to 1000	2 percent of total																									
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000																									
8. Bus Stops																										
<p>No issues found with bus stops within the RCTC boundary. Concrete has been ground to eliminate level changes</p> 	<p>Examine regularly and maintain accessible routes to permit safe ambulation.</p>	<p>810.2.3 Connection. Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</p>																								
9. Signage																										
<p>a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf</p>	<p>No action by RCTC. Signage is by SCRRRA/Metrolink</p>	<p>810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated.</p> <p>SCRRRA/Mertolink is responsible for the signage.</p>																								

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
10. Public Address		
There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	Inform all contractors of their ADA obligations	Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.
b) <u>Trash / Dumpster Enclosure</u>		
The trash dumpster is on an ADA compliant route and provided with accessible gate	No Action	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.

Evaluation of Physical Barriers- Moreno Valley / March Field Station

Address: 14160 Meridian Pkwy, Riverside, CA 92518

Evaluation Date: 08-05-2021






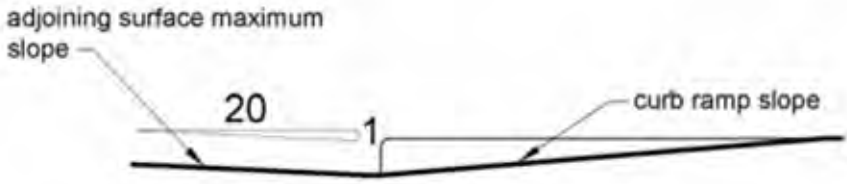
These elements were assessed to identify any physical barriers:

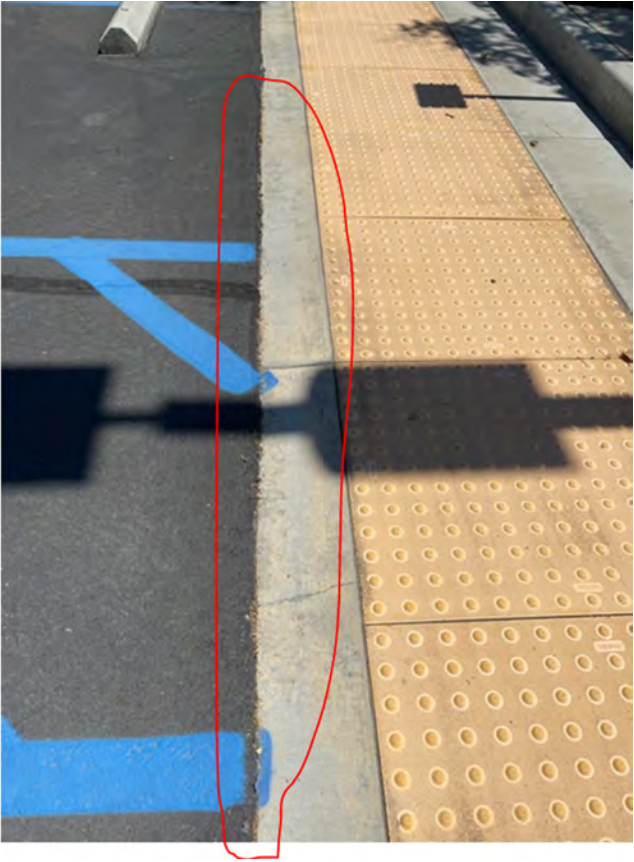
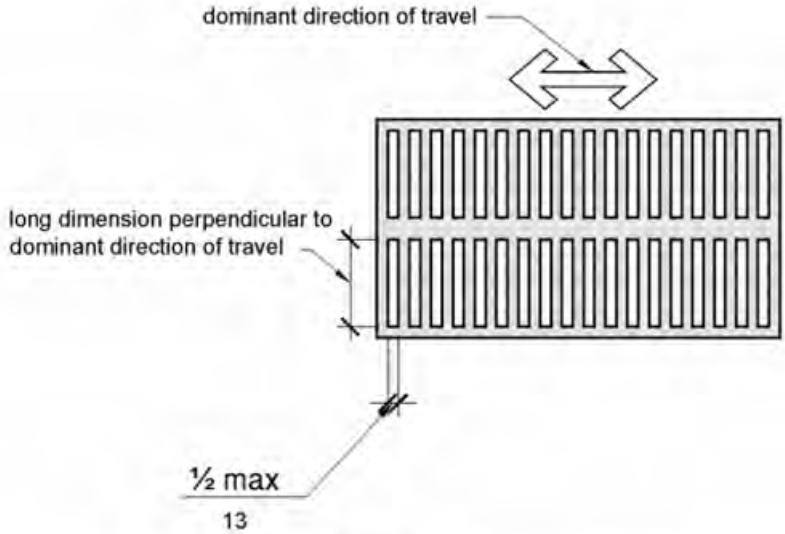
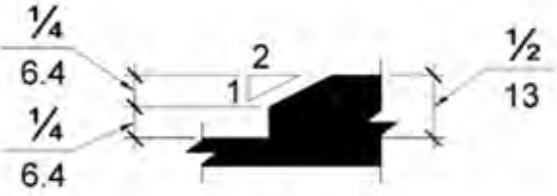

1. Curb ramps (1a, 1b, 2a, 2b, 3a-3b, 4a-4b, 5a- 5b)
2. Pedestrian road crossings
 - a. Pedestrian push button signals (where applicable)
3. Accessible routes
 - a. Walking surfaces
 - b. Elevators
 - c. Pedestrian Bridge
 - d. Stairs
 - e. Ramps
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossings
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes, service phones, emergency phones.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster
 - c. Storage and Maintenance Building
 - d. Staff Toilet

Year of Construction: Station- 03/12/2010


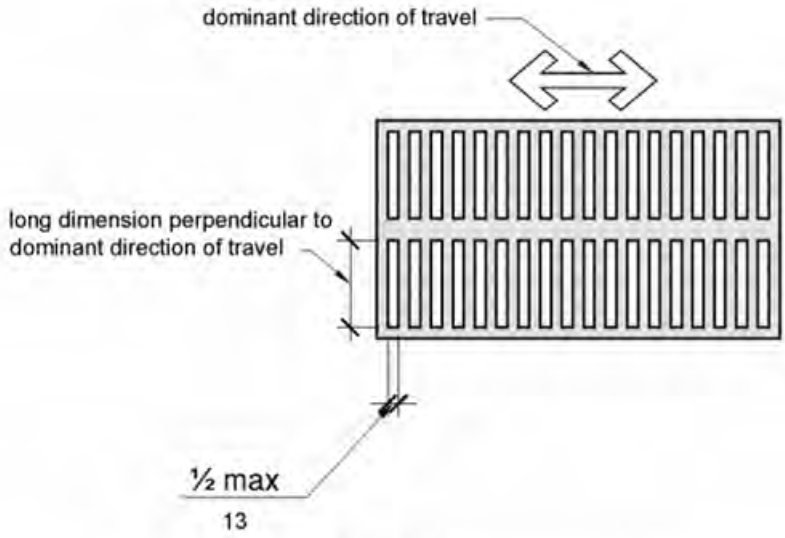
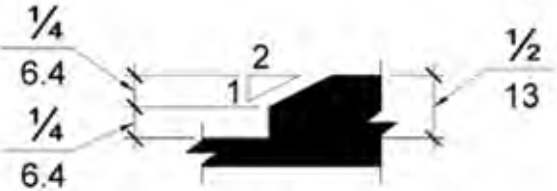
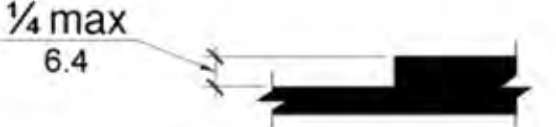
Applicable ADA Standards: DOT's ADA standards (2006), and DOJ 2010 ADA Standards.


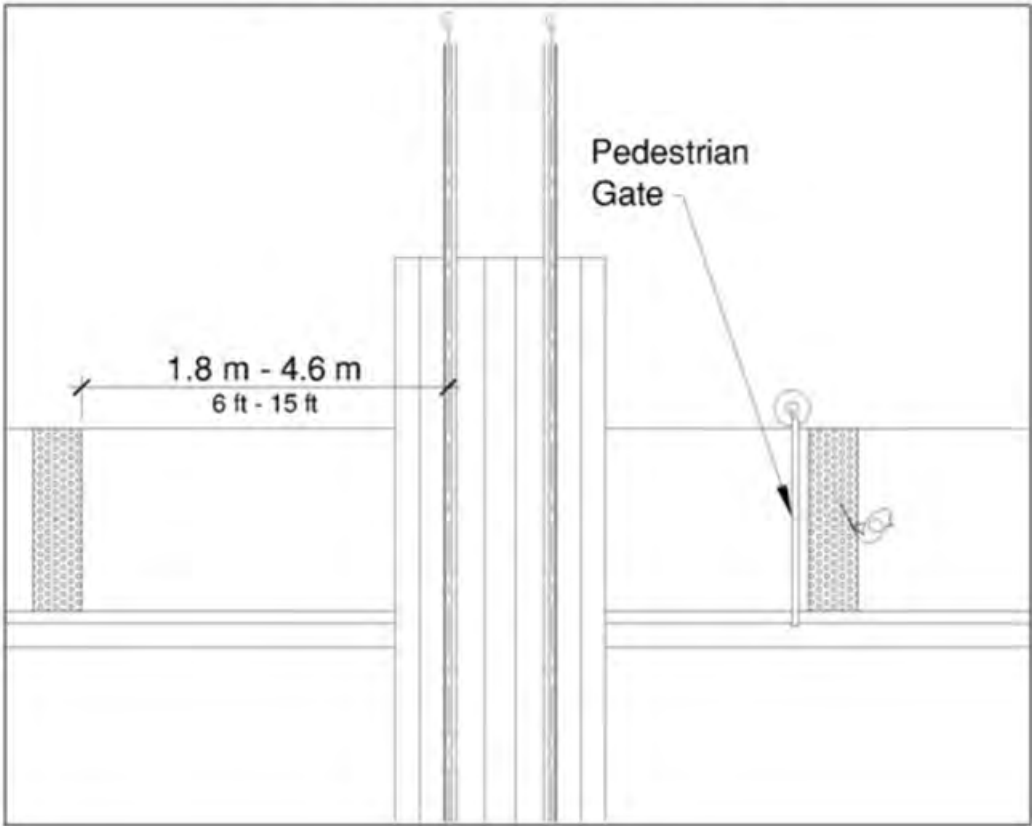
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB 82-06, and PROWAG



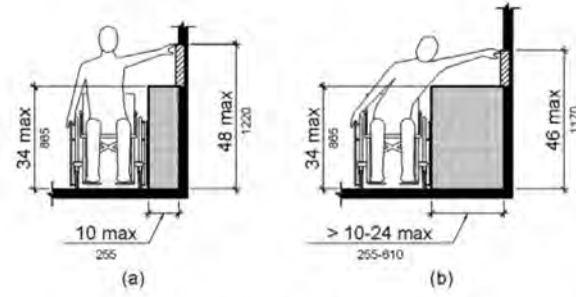
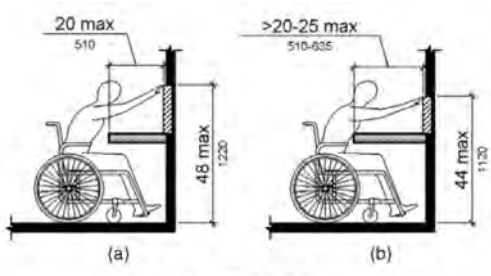
Issues	Recommendations	Comments
<p>1. Curb Ramps</p> <p>1a, 1c - OK 1b -Trip hazard due to level change in Detectable Warning Surface (DWS) tile 2a- Trip hazard due to level change in DWS. 2b, 2c – OK 3a - Trip hazards due to level change in DWS. Level change at the concrete base needs maintenance. Cross slope of curved ramp may exceed 2%. 4a, 4b-OK 5a, 5B – Not on an accessible route yet. No issues found.</p> <p>Need to verify slope of the gutters at all curb ramps adjoining gutters with properly sized instrument</p> <div>   </div> <div>  </div>	<p>See Item 3 below</p>	<div>  <p>Figure 406.2 Counter Slope of Surfaces Adjacent to Curb Ramps</p> </div> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer’s instructions before taking measurements.</p>


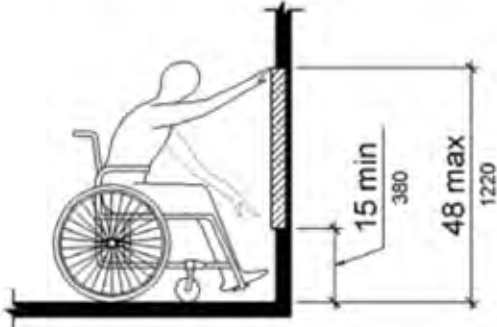
Issues	Recommendations	Comments
2. Pedestrian Road crossings		
No issues found with pedestrian crossings on the accessible routes 3a-3b and 4a-4b.		
a) Pedestrian Push Button- Not Applicable	No action by RCTC	
3. Accessible Routes		
a) Walking surface		
<p>Aisles at the ADA parking spots have level changes where asphalt is higher than the concrete</p> 	<p>Examine all parking aisles, accessible routes, and curb ramps.</p> <p>Every joint deeper than $\frac{1}{4}$" and wider than $\frac{1}{2}$" shall be filled.</p> <p>Every level change along the accessible route greater than $\frac{1}{4}$" and less than $\frac{1}{2}$" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than $\frac{1}{2}$" needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>  <p>Figure 303.3 Beveled Change in Level</p>  <p>Figure 303.2 Vertical Change in Level</p>

Issues	Recommendations	Comments
b) Elevator		
Not Applicable		
c) Pedestrian Bridge		
Not Applicable		
d) Stairs		
No issues found		
e) Ramps		
No issues found		


Issues	Recommendations	Comments
<p>4. Platforms</p> <p>a. Walking Surfaces</p> <p>General: Joints and gaps in concrete to be repaired or maintained for compliance with 302.3, 303.2, and 303.3.</p> 	<p>Examine all pedestrian routes and repair all cracks.</p> <p>Every joint in concrete deeper than ¼” and wider than ½” shall be filled.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>  <p>Figure 303.3 Beveled Change in Level</p>  <p>Figure 303.2 Vertical Change in Level</p>



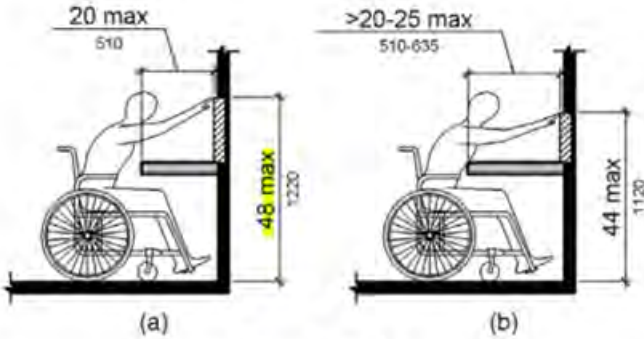
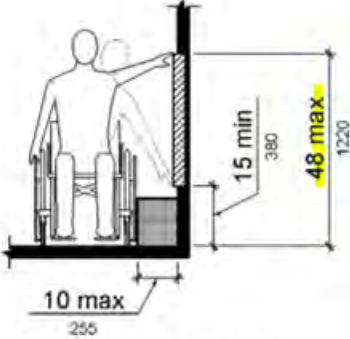
Issues	Recommendations	Comments
b. Mini High Platforms and Ramps		
No Issues found		
5. Pedestrian Rail Crossings		
<p>DWS does not extend 36 inches in the direction of travel as required by DIB-82-06 4.3.14 Detectable Warning Surface. DWS complies per 2010 ADA standards and PROWAG R305.1.4</p> 	<p>Provide 36 inches wide DWS to comply with DIB 82-06</p>	<p>R305.2.5 Pedestrian At-Grade Rail Crossings Link</p> <p>At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 1.8 m (6.0 ft) minimum and 4.6 m (15.0 ft) maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail.</p> <p>Figure R305.2.5 Pedestrian At-Grade Rail Crossings</p>  <p>PROWAG R305.1.4 Size, Detectable warning surfaces shall extend 610 mm (2.0 ft) minimum in the direction of pedestrian travel.</p> <p>DIB-82—06 4.3.14: Detectable Warning Surface - Detectable warning surfaces shall extend 3 feet in the direction of pedestrian travel.</p>

Issues	Recommendations	Comments
6. Amenities		
a) TVM's		
<p>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</p> 	Adequate clear space is provided at TVM's. No action.	
b) Drinking Fountains		
Drinking Fountain is not provided at this station.	No action by RCTC	
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
<p>i. Passenger Information Phone: OK</p> 	No action by RCTC	<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  <p>Figure 308.3.2 Obstructed High Side Reach</p> </div> <div style="text-align: center;">  <p>Figure 308.2.2 Obstructed High Forward Reach</p> </div> </div>

Issues	Recommendations	Comments
<p>ii. Blue Emergency Phones: OK</p> 		<p>308.2 Forward Reach.</p> <p>308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.</p>  <p>Figure 308.2.1 Unobstructed Forward Reach</p>
<p>iii. Yellow call boxes: Not Applicable</p>	<p>No action by RCTC</p>	
<p>d) Trash cans</p>		
<p>No issues found.</p>		
<p>e) Vending Machines</p>		
<p>Not under RCTC's authority. No issues found with heights of operable components.</p>	<p>No action by RCTC</p>	<p>The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15" and 48" up from the floor.</p>
<p>f) Benches</p>		
<p>Benches: No issues found</p>		<p>R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.</p>

Issues	Recommendations	Comments																								
7. Parking																										
Total number of parking space count including 24 accessible spaces = 482	No action by RCTC. Number of ADA and van accessible spaces is compliant.	<p>208.2 Minimum Number. Parking <i>spaces</i> complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking <i>facility</i> is provided on a <i>site</i>, the number of <i>accessible spaces</i> provided on the <i>site</i> shall be calculated according to the number of <i>spaces</i> required for each parking <i>facility</i>.</p> <p>Table 208.2 Parking Spaces</p> <table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces																									
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301 to 400	8																									
401 to 500	9																									
501 to 1000	2 percent of total																									
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000																									
8. Bus Stops																										
No issues found with bus stops within the RCTC boundary.	Examine regularly and maintain accessible routes to permit safe ambulation.	810.2.3 Connection. <i>Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</i>																								
9. Signage																										
a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf	No action by RCTC. Signage is by SCRRA/Metrolink	810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated. SCRRA/Mertolink is responsible for the signage.																								

Issues	Recommendations	Comments
10. Public Address		
There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) Security Staff Facilities		
<p>The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.</p> 	Inform all contractors of their ADA obligations	Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.
b) <u>Trash / Dumpster Enclosure</u>		
The trash dumpster is on an ADA compliant route and provided with accessible gate	No Action	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.

Issues	Recommendations	Comments
c) Storage and Maintenace Building		
<p>No issues found. Accessible route and doors are provided.</p> 		Same as item 11b above.
d) Staff toilet		
 <p>i. Sign is not provided ii. The paper tower dispenser appears to be installed higher than 48 A.F.F.</p>	<p>Provide compliant signs as per 216.2.</p> <p>Relocate paper towel dispenser at 48” max. to comply with 308.2.2 and 308.3.1</p>	<p>216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5.</p> <div>  <p>(a) (b)</p> <p>Figure 308.2.2 Obstructed High Forward Reach</p> </div> <div>  <p>Figure 308.3.1 Unobstructed Side Reach</p> </div>

Evaluation of Physical Barriers - South Perris Station

Address: South Perris Blvd, Perris, CA 92570

Evaluation Date: 08-06-2021





These elements were assessed to identify any physical barriers:



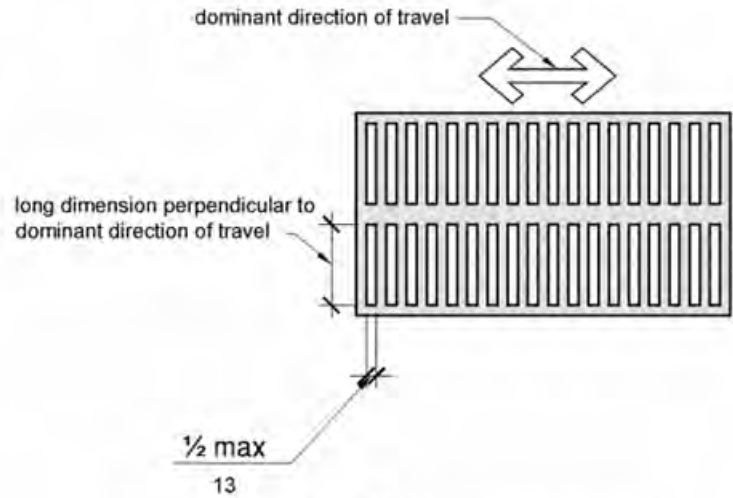
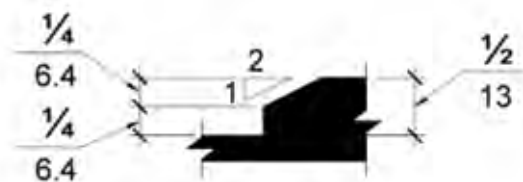
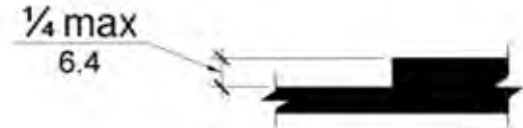

1. Curb ramps (1a, 1b, 1c, 2a, 2b, 2c)
2. Pedestrian road crossings (not applicable)
 - a. Pedestrian push button signals (not applicable)
3. Accessible routes
 - a. Walking surfaces
4. Platforms
 - a. Walking surfaces
 - b. Mini High platforms and ramps
5. Pedestrian rail crossing
6. Access to public amenities
 - a. Ticket Vending/validation machines (TVM),
 - b. Drinking fountain
 - c. Communication Systems- passenger information phones, blue emergency phones, yellow call boxes.
 - d. Trash cans,
 - e. Vending machines
 - f. Benches
7. Accessible parking spaces
8. Bus stops
9. Signage
10. Public Address Systems
11. Staff facilities
 - a. Security Staff Facility
 - b. Dumpster
 - c. Layover Facility (Restricted entry- not able to assess)


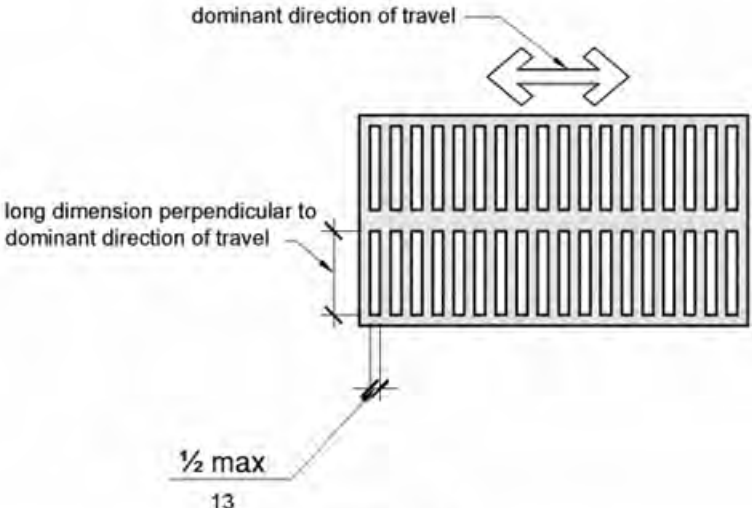

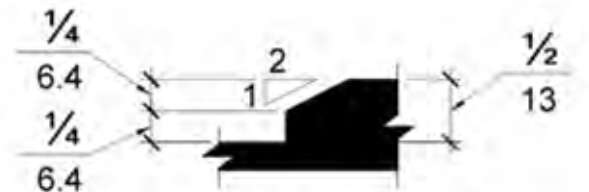
Year of Construction: Station- 08/19/2011

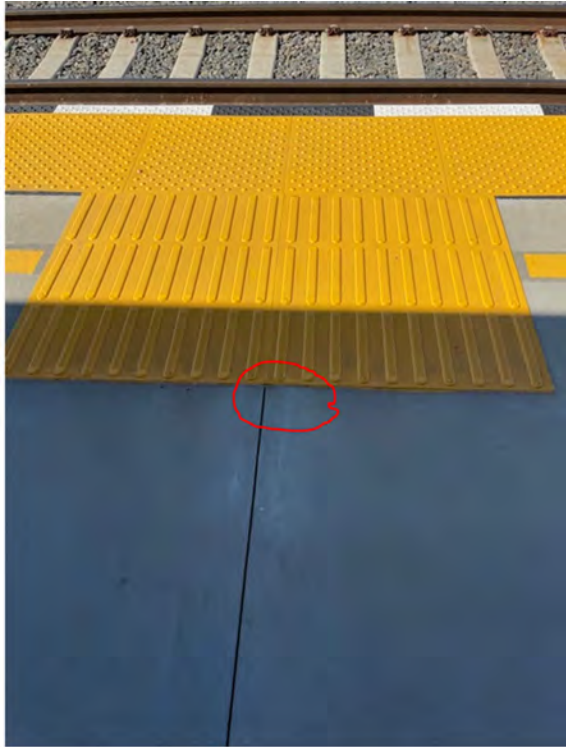

Applicable ADA Standards: DOT's ADA standards (2006), and DOJ 2010 ADA Standards.


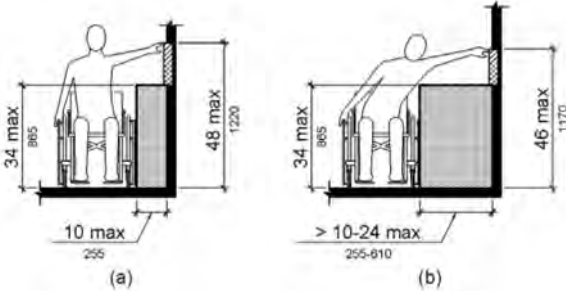
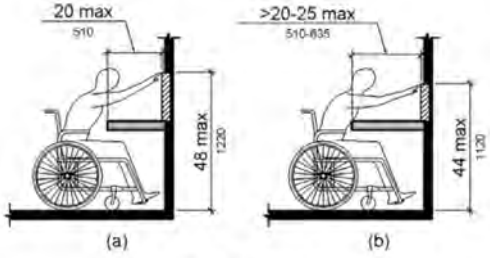

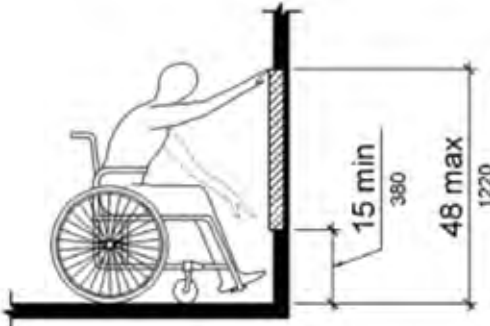
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006), DIB-82-06, and PROWAG.

Issues	Recommendations	Comments
<p>1. Curb Ramps</p> <p>1a, 1b, 1c - OK 2a, 2c – OK 2b- Trip hazard due to level change in Detectable Warning Surface (DWS) tile.</p> 	<p>See Item 3 below</p>	<p>Curb ramps are labeled on page 1</p>  <p>Figure 406.2 Counter Slope of Surfaces Adjacent to Curb Ramps</p> <p>This evaluation does not include curb ramps outside the RCTC boundary. RCTC is not responsible for maintaining the accessible routes outside of RCTC boundary.</p> <p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes at all curb ramps (all stations). The long slope of ramp shall not exceed 1:12 (8.33%). Slope of flared sides shall not exceed 1:10 (10%), the gutter slope shall not exceed 1:20 (5%). Cross slope of the ramp and landing shall not exceed 1:50 (2%)</p> <p>Use smart level instruments, calibrated in accordance with manufacturer’s instructions before taking measurements.</p>

Issues	Recommendations	Comments
2. Pedestrian Road crossings		
There are no pedestrian crossings on the accessible route in RCTC boundary. There are no sidewalks leading to the station site adjacent to the right of way S. Perris station road.	No action by RCTC	
a) Pedestrian Push Button- Not Applicable	No action by RCTC	
3. Accessible Routes		
a) Walking surface		
<p>Aisles at the ADA parking spots have major cracks, level changes, and gaps. The asphalt has separated from the concrete causing gaps wider than an inch. The parking spaces are not accessible due to these issues.</p>  	<p>Examine all parking aisles, accessible routes and repair all cracks.</p> <p>Every joint deeper than ¼" and wider than ½" shall be filled.</p> <p>Every level change along the accessible route greater than ¼" and less than ½" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½" needs to have a ramped surface (1:12) slope.</p>	 <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>  <p>Figure 303.3 Beveled Change in Level</p>  <p>Figure 303.2 Vertical Change in Level</p>
<p>Cracked concrete at drop off zone.</p> 	Same as above	


Issues	Recommendations	Comments
b) Elevator		
Not Applicable		
c) Pedestrian Bridge		
Not Applicable		
d) Stairs		
Not Applicable		
e) Ramps		
Not Applicable		
4. Platforms		
a. Walking Surfaces		
<p>I. General: Joints and gaps in concrete to be repaired or maintained for compliance with 302.3, 303.2, and 303.3.</p> 	<p>Examine all pedestrian routes and repair all cracks.</p> <p>Every joint in concrete deeper than ¼" and wider than ½" shall be filled.</p> <p>Every level change along the accessible route greater than ¼" and less than ½" height needs to be beveled (1:2) slope or repaired.</p> <p>Every level change greater than ½" needs to have a ramped surface (1:12) slope.</p>	 <p>dominant direction of travel</p> <p>long dimension perpendicular to dominant direction of travel</p> <p>1/2 max</p> <p>13</p> <p>Figure 302.3 Elongated Openings in Floor or Ground Surfaces</p>  <p>1/4 max</p> <p>6.4</p> <p>Figure 303.2 Vertical Change in Level</p>  <p>1/4</p> <p>6.4</p> <p>1/4</p> <p>6.4</p> <p>2</p> <p>1</p> <p>1/2</p> <p>13</p> <p>Figure 303.3 Beveled Change in Level</p>

Issues	Recommendations	Comments
<div>II. Level change in DWS</div> <div></div>		
b. Mini High Platforms and Ramps		
No Issues found		
5. Pedestrian Rail Crossings		
The rail crossing is not meant for pedestrian use. This was not evaluated		
6. Amenities		
a) TVM's		
<div>TVM's are not in RCTC's scope. However, they are considered as being compliant to ADA requirements per information found on website https://metrolinktrains.com/ticketsOverview/where-to-buy/ticket-machines/</div> <div></div>	<div>Adequate clear space is provided at TVM's.</div> <div>No action.</div>	

Issues	Recommendations	Comments
b) Drinking Fountains		
Water flow in drinking fountain needs to be adjusted	Adjust as required.	602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.
c) Telephones/ Communication Systems	See Attachment 9, Action Plan for recommendations	Clear space and reach ranges are found to be compliant. All instruments are to be tested regularly for compliance by the responsible authorities.
i. Passenger Information Phone: 	No action by RCTC	<p>704.2.1 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. The clear floor or ground space shall not be obstructed by bases, enclosures, or seats.</p> <p>704.2.2 Operable Parts. Operable parts shall comply with 309. Telephones shall have push-button controls where such service is available.</p> <div>  <p>Figure 308.3.2 Obstructed High Side Reach</p> </div> <div>  <p>Figure 308.2.2 Obstructed High Forward Reach</p> </div>
ii. Blue Emergency Phones: OK 		<p>308.2 Forward Reach.</p> <p>308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.</p> <div>  <p>Figure 308.2.1 Unobstructed Forward Reach</p> </div>

Issues	Recommendations	Comments																								
iii. Yellow call boxes: Not Applicable																										
d) Trash cans																										
No issues found.																										
e) Vending Machines																										
Not under RCTC’s authority. No issues found with heights of operable components.	No action by RCTC	The Americans with Disabilities Act (ADA) requires all operable components of the vending machine to be between 15” and 48” up from the floor.																								
f) Benches																										
Benches: No issues found		R212.6 Benches. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with R404 adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 460 mm (1.5 ft) from the front edge of the bench. Benches at tables are not required to comply.																								
7. Parking																										
a. Total number of parking space count including 40 accessible spaces = 855	No action by RCTC. Number of ADA and van accessible spaces is compliant.	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>Table 208.2 Parking Spaces</p> <table><tr><th>Total Number of Parking Spaces Provided in Parking Facility</th><th>Minimum Number of Required Accessible Parking Spaces</th></tr><tr><td>1 to 25</td><td>1</td></tr><tr><td>26 to 50</td><td>2</td></tr><tr><td>51 to 75</td><td>3</td></tr><tr><td>76 to 100</td><td>4</td></tr><tr><td>101 to 150</td><td>5</td></tr><tr><td>151 to 200</td><td>6</td></tr><tr><td>201 to 300</td><td>7</td></tr><tr><td>301 to 400</td><td>8</td></tr><tr><td>401 to 500</td><td>9</td></tr><tr><td>501 to 1000</td><td>2 percent of total</td></tr><tr><td>1001 and over</td><td>20, plus 1 for each 100, or fraction thereof, over 1000</td></tr></table>	Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces	1 to 25	1	26 to 50	2	51 to 75	3	76 to 100	4	101 to 150	5	151 to 200	6	201 to 300	7	301 to 400	8	401 to 500	9	501 to 1000	2 percent of total	1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
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301 to 400	8																									
401 to 500	9																									
501 to 1000	2 percent of total																									
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000																									
b. Slope of the ADA parking spaces and adjacent parking aisles is 4.6% because of heaving up of the expansive soils below. Parking does not comply with ADA standards requirement 502.4 and is inaccessible.		502.4 Parking spaces and access aisles serving them shall comply with 302. Access aisles shall be at the same level as the parking spaces they serve. Changes in level are not permitted. EXCEPTION: Slopes <u>not</u> steeper than 1:48 shall be permitted.																								

Issues	Recommendations	Comments
8. Bus Stops		
There are no sidewalks on South Perris Blvd which is the adjacent street outside of RCTC boundary.	Provide sidewalk inside the RCTC boundary, connecting to the (future) street sidewalk outside the RCTC boundary (by others) on the public Right of Way.	810.2.3 Connection. <i>Bus stop boarding and alighting areas shall be connected to streets, sidewalks, or pedestrian paths by an accessible route complying with 402.</i>
9. Signage		
a) Post mounted signs in the accessible route were evaluated to confirm minimum/ maximum projections and minimum clearances from the finished floor. Standard station signage is required to comply with SCRRRA /Metrolink standard details (ES 3000) found at this link. https://metrolinktrains.com/globalassets/about/engineering/3000-stations.pdf	No action by RCTC. Signage is by SCRRRA/Metrolink	810.6 Rail Station Signs. Rail station signs shall comply with 810.6. EXCEPTION. Signs shall not be required to comply with 810.6.1 and 810.6.2 where audible signs are remotely transmitted to hand-held receivers, or are user- or proximity-actuated. SCRRRA/Mertolink is responsible for the signage.
10. Public Address		
There are LCD/LED Message screens at the stations that will show information that is conveyed on the public address system, both of which are controlled by SCRRRA. These are not under RCTC's authority.	No action by RCTC	810.7 Public Address Systems. Where public address systems convey audible information to the public, the same or equivalent information shall be provided in a visual format.
Written Emergency Evacuation procedures were not available	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency.	Special procedures are required for assisting individuals with disabilities from a facility during an emergency.
11. Staff Facilities		
a) Security Staff Facilities		
The guard booth is provided as a shelter against weather and for use during breaks by security staff, who are expected to walk around the station site and physically address emergency situations.	Inform all contractors of their ADA obligations	Station Security services are contracted out and an ADA evaluation of the facilities used by the station security was not conducted as it is not Public Accessible and the Security Contractor requirements require the guards to be able to walk around the station site and physically address emergency situations.

Issues	Recommendations	Comments
b) <u>Trash / Dumpster Enclosure</u>		
<p>The trash dumpster is on an ADA compliant route and provided with accessible gate</p> 	No Action	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.
c) Layover Facility		
Not evaluated due to not having access to this restricted facility used by Metrolink.	Metrolink to allow RCTC access for an ADA evaluation. Or conduct an ADA evaluation.	

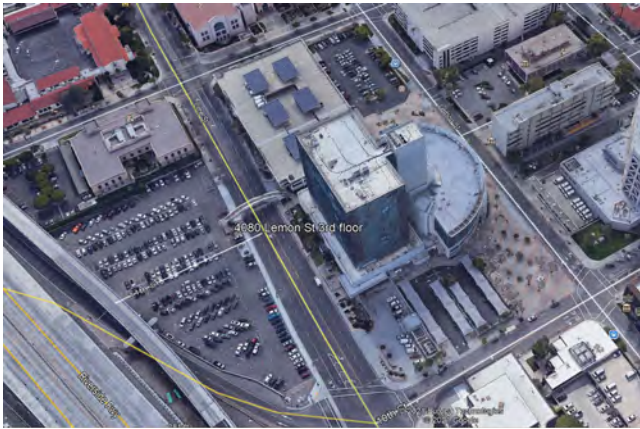
Evaluation of Physical Barriers – RCTC Office

Address: 4080 Lemon Street, Riverside, 92501

Evaluation Date: 07-23-2021



FLOOR PLAN OF RCTC OFFICE- 3rd Floor




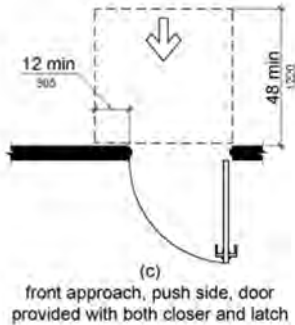

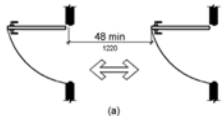
These elements were assessed to identify any physical barriers:


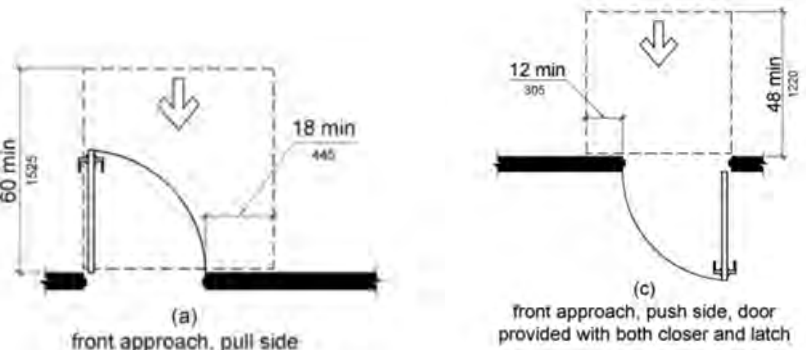

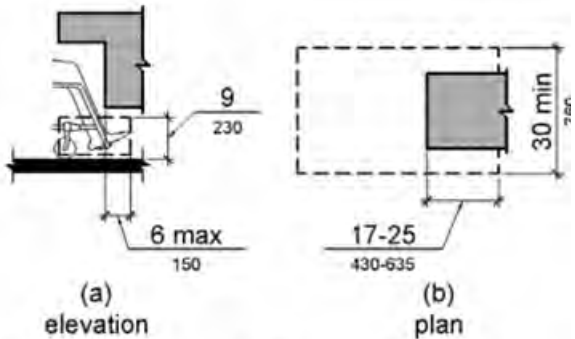
1. Entry doors
2. Exit doors
3. Exterior Accessible route (not shown)
4. Common Use Areas
 - a. Entry Lobby
 - b. Corridors
 - c. Print room
 - d. Access to open office area and cubicles
 - e. Controls for light, thermostat, etc.
5. Restrooms
6. Break room
7. Conference Room/Meeting room
8. Fire Alarm (not shown)
9. Signage (not shown)
10. Private Offices


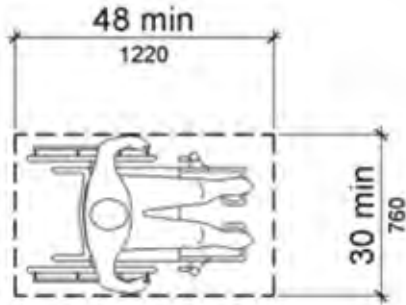

Year Leased: 2007



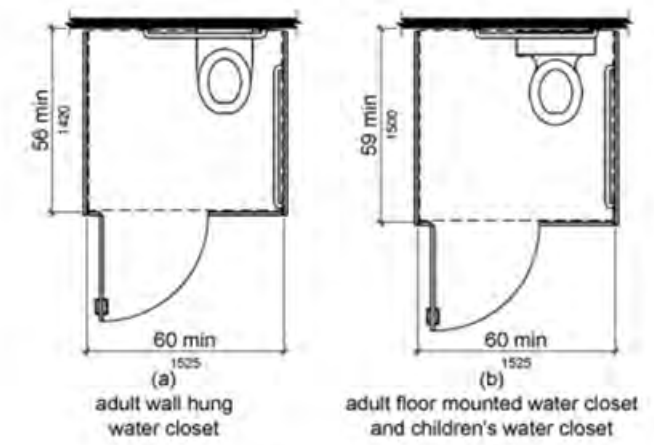
Applicable ADA Standards: DOT's ADA Standards (2006) and, SOC: DOJ 2010 ADA Standards.


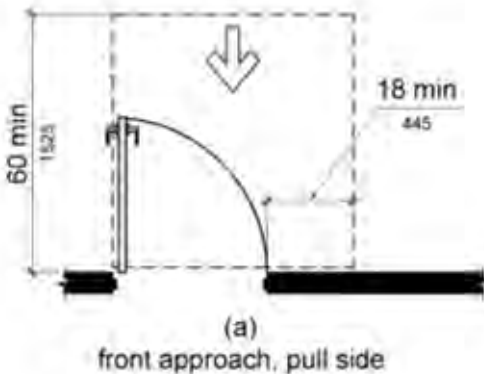
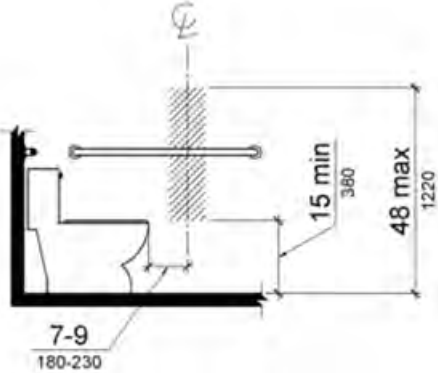
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).


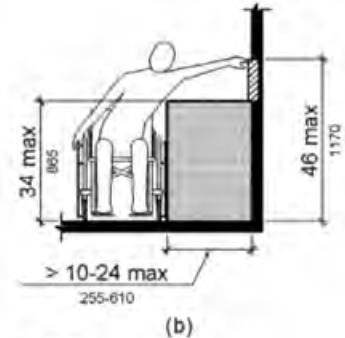

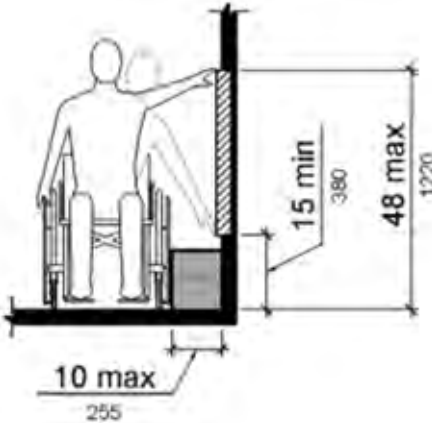
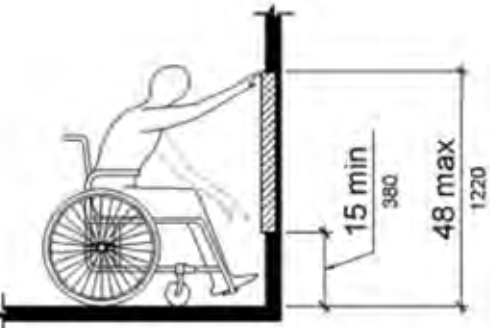
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
1. Entry Doors		
I. There are no identification signs but main entry doors on the third floor are fully open to public during office hours.	Accessible route identification signage is to be provided.	
2. Exit Doors		
I. Some doors with closers on accessible routes, close too fast	Adjust door closers on all doors on the accessible route.	404.2.8 Closing Speed. Door and gate closing speed shall comply with 404.2.8. Door closers and gate closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum
II. Maneuvering clearance at the exit door behind reception counter is not compliant with minimum requirements. 12 inches is required for a front approach, push side door. 	Provide directional sign pointing to the alternate accessible exit route. 	216.4.3 Directional Signs. Signs required by section 1003.2.13.6 of the International Building Code (2000 edition) or section 1007.7 of the International Building Code (2003 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1) to provide directions to accessible means of egress shall comply with 703.5.
III. Exit door near the restroom leading to the exit stair is not compliant with requirements of "doors in series" per 404.2.6. 	Provide directional sign pointing to the alternate accessible exit route. Or Move the office side door and partitions to the inside to allow 48 inches clearance per figure 404.2.6.	 Figure 404.2.6 Doors in Series and Gates in Series 404.2.6 Doors in Series and Gates in Series: The distance between two hinged or pivoted doors in series and gates in series shall be 48 inches (1220 mm) minimum plus the width of doors or gates swinging into the space. This is also a current building code requirement. 1010.1.8 Door Arrangement Space between two doors in a series shall be 48 inches (1219 mm) minimum plus the width of a door swinging into the space. Doors in a series shall swing either in the same direction or away from the space between the doors.


Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>IV. Required maneuvering clearances at some doors are blocked by moveable furniture such as filing cabinets, trash cans etc.</p> 	<p>Review all doors on accessible routes, in common use areas, and all exit doors. Relocate furniture to allow maneuvering clearances per 404.2.4.1</p>	 <p>Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates</p>
<p>3. Exterior Accessible route</p>		<p>No Issues found. Maintenance of exterior route to the building is the responsibility of County of Riverside who lease the third floor to RCTC.</p>
<p>4. Common Use Areas</p>		
<p>a. Entry Lobby</p>		
<p>i. Knee and toe clearances are not adequate at the reception desk</p> 	<p>Provide accessible writing/working surface at the reception counter that is available to general public.</p>	 <p>Figure 306.2 Toe Clearance</p> <p>226.1: Where work surfaces are provided for use by other than employees, at least 5 percent shall comply with 902</p>
<p>b. Corridors</p>		<p>No issues found</p>
<p>c. Print Room</p>		<p>See item 5a. The printers and other electronic equipment were not assessed. The printers are standard models purchased from name brand manufacturers and assumed compliant with universal design requirements. RCTC has moved away from print documents and more towards electronic copies, for example all agreements are done in PDF and electronically signed.</p>

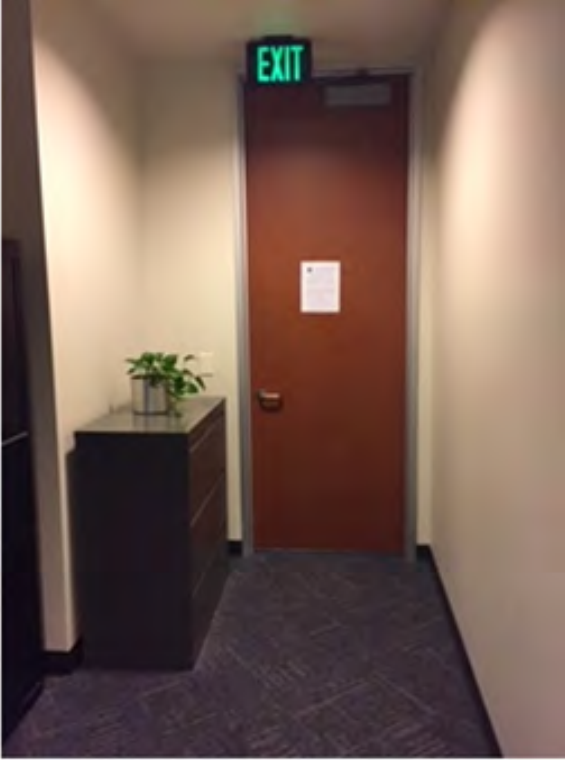

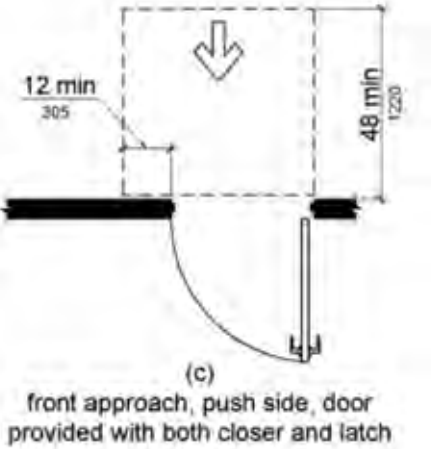
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
d. Open office area -cubicles		No issues found . Work areas must be accessible for "approach, entry, and exit,"
e. Controls for lighting and thermostats etc.		
i. Clear space to operate light switches in some conference rooms are blocked by chairs or tables. 	Relocate furniture to provide clear space at all operable parts.	 <p>Figure 305.3 Clear Floor or Ground Space</p> <p>309.2 Clear Floor Space. A clear floor or ground space complying with 305 shall be provided.</p>
5. Restrooms		
i. Mirrors over the lavatory are half inch higher than the allowed 40 inches in both men and women restrooms. 	Replace the mirror/bottom channel of mirror with clips that will allow the reflective surface to be at 40 inches max.	603.3 Mirrors. Mirrors located above lavatories or countertops shall be installed with the bottom edge of the reflecting surface 40 inches (1015 mm) maximum above the finish floor or ground.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>ii. Clear space in front of lavatories in both restrooms is hampered by the combination paper towel dispenser/trash receptacle on one side and paper towel dispenser on the other side</p> <div data-bbox="208 292 951 780"></div>	<p>Relocate or replace the accessory to provide clear space in front of at least one lavatory</p>	<p>606.2 Clear Floor Space. A clear floor space complying with 305, positioned for a forward approach, and knee and toe clearance complying with 306 shall be provided.</p>
<p>iii. ADA toilet stall is not 60 inches wide. It is less than 59 inches wide. The stall does not appear to meet the minimum size requirements for an ADA complaint stall</p> <div data-bbox="214 921 783 1626"></div>	<p>Relocate toilet partitions to provide an ADA compliant stall</p>	<div data-bbox="1942 876 2564 1300"></div> <p>Figure 604.8.1.1 Size of Wheelchair Accessible Toilet Compartment</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>iv. Maneuvering clearance to the ADA stall is not 18 inches as required for front approach on pull side. It is less than 12 inches</p> 	<p>Relocate toilet partitions to provide an ADA compliant stall in the men's room.</p> <p>In the women's room, reversing the swing of the stall door to open inside could resolve the issue when the minimum size of ADA compliant stall is provided</p>	
<p>v. The toilet paper roll is located more than 12 inches from the front edge of toilet in both restrooms.</p>	<p>Move the dispenser to be within 7 to 9 inches</p>	 <p>Figure 604.7 Dispenser Outlet Location</p>
<p>vi. In the ADA stall, the center line of the seat cover dispensers is only 11 inches away from the side wall. It should be at least 15 inches away to provide 30 inches x 48 inches clear space.</p>	<p>Move the seat cover dispenser to provide the clearance space in front of it.</p>	

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>6. Break Room</p>		
<p>i. Break Room and Print Room Counters: More than 34 + inch high and 24.75 inch deep counters do not comply with 308.3.2 to reach operable parts at the back of counter.</p> 	<p>Modify break room and print room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters .</p> <p>Alternately, provide a raised floor with beveled edges at thresholds.</p>	<p>308.3.2 Obstructed High Reach. Where a clear floor or ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34 inches (865 mm) maximum and the depth of the obstruction shall be 24 inches (610 mm) maximum.</p>  <p>308.3.2</p>
<p>ii. The ice and drinking water dispenser unit is not centered within a 30 in. x 48 in. clear space and reaching the faucet may be difficult for a person using a wheelchair.</p> 	<p>Recommend relocating the dispenser to provide easy access to the faucet.</p>	 <p>Figure 308.3.1 Unobstructed Side Reach</p>  <p>Figure 308.2.1 Unobstructed Forward Reach</p>
<p>iii. A 36 inches wide accessible route to the break room counter is not available due to chairs and tables.</p>	<p>Relocate furniture to provide an accessible route.</p>	
<p>7. Conference Meeting Rooms</p>		<p>No issues found</p>

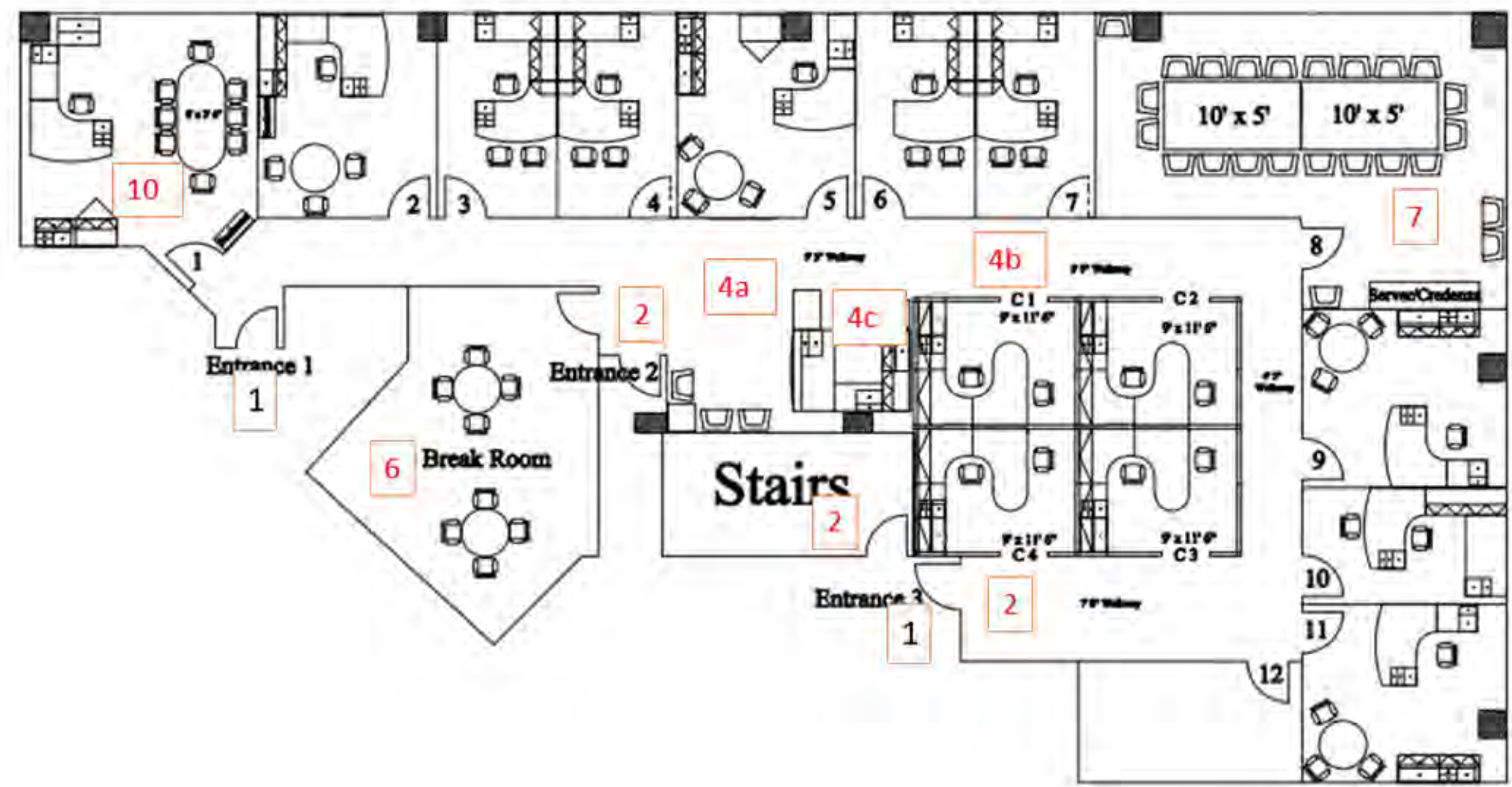
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
8. Fire Alarm		
Fire alarm devices shall be tested for compliance to ADA standard 702.1		<p>It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system.</p> <p>ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.</p>
9. Signage		
<p>I. ADA compliant identification sign is missing at the main entry door.</p> 	Provide ADA Compliant identification sign with visual and tactile characters	<p>216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5.</p> <p>216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.</p>
II. Interior signs on permanent rooms do not comply with 216	Provide new ADA compliant room indicator signs with visual and tactile characters at all permanent common use spaces	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5. Where pictograms are provided as designations of permanent interior, the pictograms shall comply with 703.6 and shall have text descriptors complying with 703.2 and 703.5.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>III. ADA compliant signs identifying accessible means of egress doors are missing.</p> 	<p>Provide ADA compliant exit signs at all accessible exit doors.</p>	<p>216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.</p>
<p>10. Employee Work Areas – Private offices</p>		<p>Work areas must be accessible for "approach, entry, and exit,"</p>
<p>I. Access to and exit from the Clerk of Board's office appears to be restricted due to furniture and boxes</p> 	<p>Relocate furniture to provide maneuvering clearances</p>	

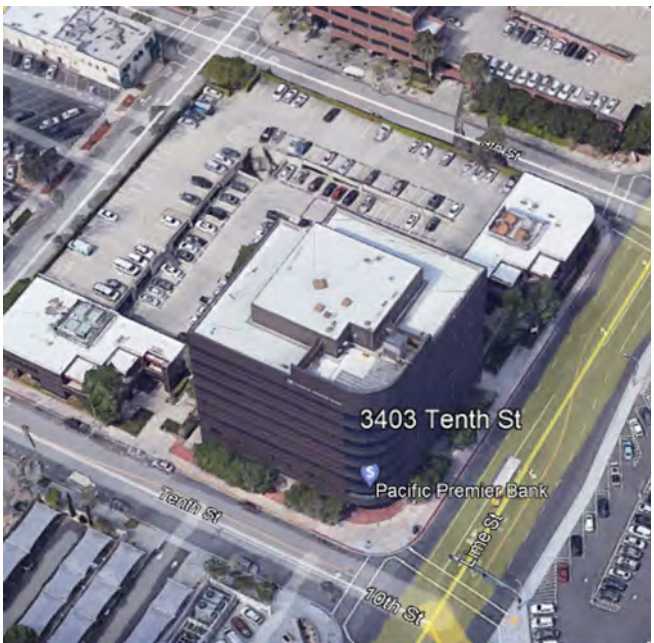
Evaluation of Physical Barriers – RCTC Office

Address: 3403 Tenth Street, Suite 320, Riverside, 92501

Evaluation Date: 07-19-2021



FLOOR PLAN OF RCTC TENTH STREET OFFICE- 3rd Floor




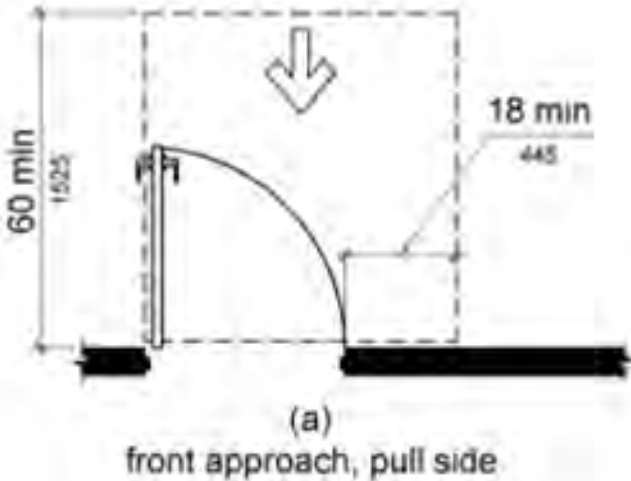
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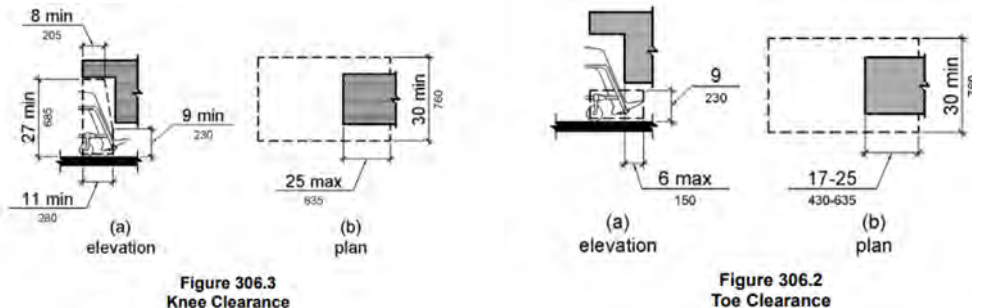

1. Entry doors
2. Exit doors
3. Exterior Accessible route (not shown)
4. Common Use Areas
 - a. Entry Lobby
 - b. Corridors
 - c. Print room
 - d. Controls for light, thermostat, etc.
5. Restrooms (Not applicable)
6. Break room
7. Conference Room/Meeting room
8. Fire Alarm (not shown)
9. Signage (not shown)
10. Private Offices

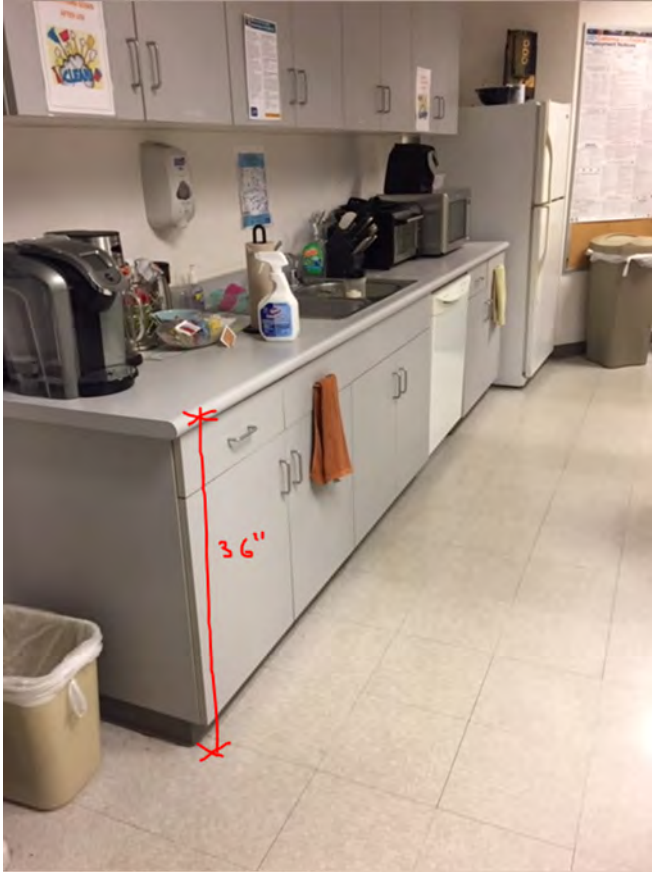
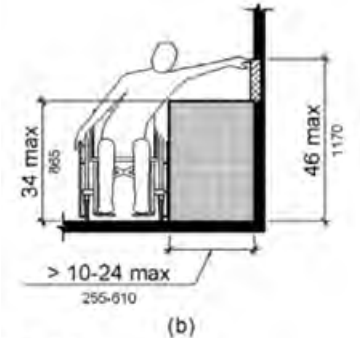
Year Leased: 2007

Applicable ADA Standards: DOT's ADA Standards (2006) and, SOC: DOJ 2010 ADA Standards.

Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
1. Entry Doors		
I. ISA sign is missing at accessible entry doors. Directional sign pointing to accessible route is missing at the inaccessible main door	Provide ADA compliant signage at accessible entry doors, exit doors, and provide directional signage at all inaccessible doors	216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404. 216.4.3 Directional Signs. Signs required by section 1003.2.13.6 of the International Building Code (2000 edition) or section 1007.7 of the International Building Code (2003 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1) to provide directions to accessible means of egress shall comply with 703.5.
2. Exit Doors		
I. The accessible door with closer (near the stairs) closes too fast	Adjust door closers on all doors on the accessible route.	404.2.8 Closing Speed. Door and gate closing speed shall comply with 404.2.8. Door closers and gate closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum
II. Maneuvering clearance to the breakroom door from inside is blocked by the water dispenser. Access to the paper towel dispenser is also blocked. 	Relocate water dispenser to provide 18 inches on latch side per 404.2.4 for times when a closed door needs to be opened from inside.	
3. Exterior Accessible route		No issues found. Maintenance of exterior route to the building is the responsibility of County of Riverside who lease the third floor to RCA

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
4. Common Use Areas		
a. Entry Lobby		
i. Knee and toe clearances are not adequate at the reception desk 	Provide accessible writing/working surface at the reception counter that is available to general public.	 <p>226.1: Where work surfaces are provided for use by other than employees, at least 5 percent shall comply with 902</p>
ii. Wheelchair space is not provided in the lobby 	Relocate furniture to allow space for at least one wheelchair or (5% of the total number of chairs , whichever is higher)	
b. Corridors		No issues found
c. Print Room		The printers and other electronic equipment were not assessed. The printers are standard models purchased from name brand manufacturers and assumed compliant with universal design requirements. RCA has moved away from print documents and more towards electronic copies, for example all agreements are done in PDF and electronically signed.
d. Controls for lighting and thermostats etc.		Access to thermostat is blocked by the printer
5. Restrooms		Not Applicable in this facility. Restrooms are maintained by the County of Riverside

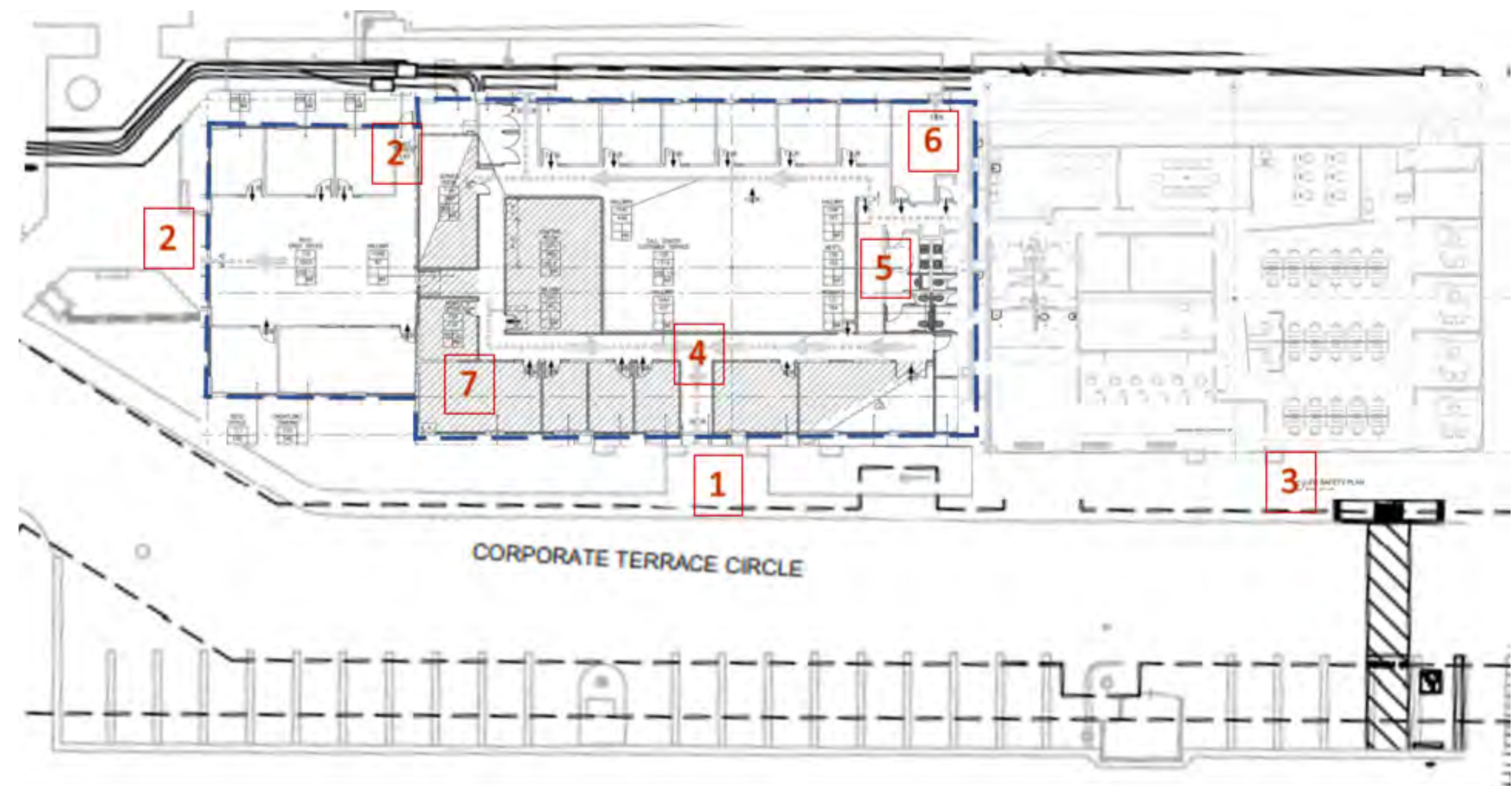
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<p>6. Break Room</p> <p>i. Break Room Counters: Obstructed high side reach over 36 inch high and 25.5 inch deep break room counter does not comply with 308.3.2.</p> 	<p>Modify break room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters</p>	<p>308.3.2 Obstructed High Reach. Where a clear floor or ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34 inches (865 mm) maximum and the depth of the obstruction shall be 24 inches (610 mm) maximum.</p>  <p>308.3.2</p>
<p>ii. A 36 inches wide accessible route to the break room counter is not available due to chairs and tables.</p>	<p>Relocate furniture to provide an accessible route.</p>	
<p>7. Conference Meeting Rooms</p>		<p>No issues found</p>
<p>8. Fire Alarm</p>		
<p>Fire alarm devices shall be tested for compliance to ADA standard 702.1</p>		<p>It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system.</p> <p>ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
9. Signage		
i. ADA compliant exterior identification sign and ISA sign is missing at the main accessible entry door.	Provide ADA Compliant identification sign and International Symbol of Accessibility (ISA) sign at accessible entry doors with visual and tactile characters	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5. 216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.
ii. Interior signs on permanent rooms do not comply with 216	Provide new ADA compliant room indicator signs with visual and tactile characters at all permanent common use spaces	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5. Where pictograms are provided as designations of permanent interior, the pictograms shall comply with 703.6 and shall have text descriptors complying with 703.2 and 703.5.
iii. ADA compliant signs identifying accessible means of egress doors are missing.	Provide ADA compliant exit signs at all accessible exit doors.	216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.
10. Employee Work Areas – Private offices.		No issues found. Work areas are accessible for "approach, entry, and exit,"

Evaluation of Physical Barriers – Regional Operations Center

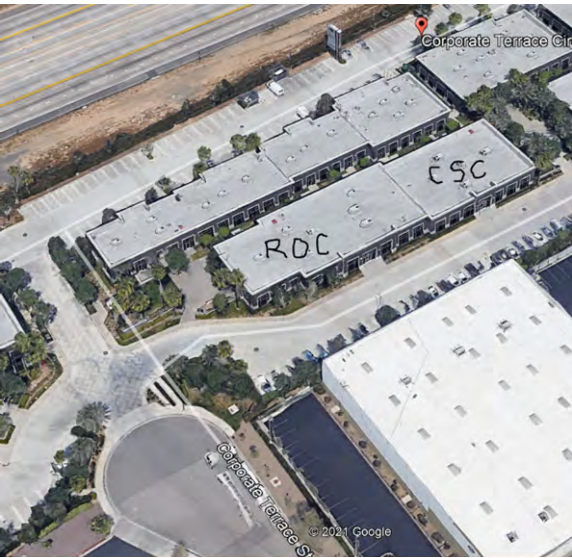
Address: 291 Corporate Terrace Circle, Corona, 92879

Evaluation Date: 07-13-2021



FLOOR PLAN OF ROC and CSC

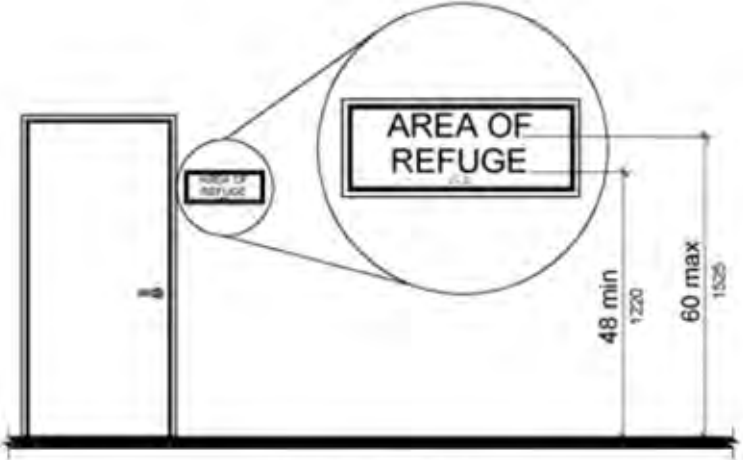
Year Leased: 2007
Applicable ADA Standards: DOT’s ADA Standards (2006) and, SOC: DOJ 2010 ADA Standards.
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT’s ADA standards (2006).


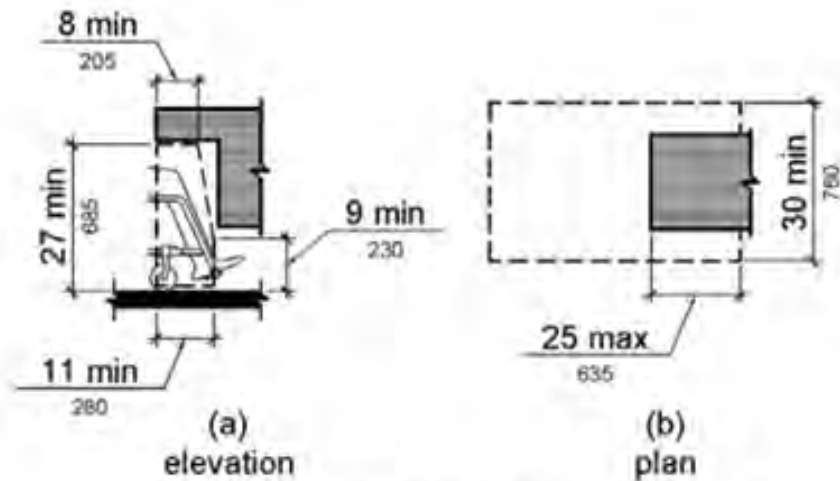


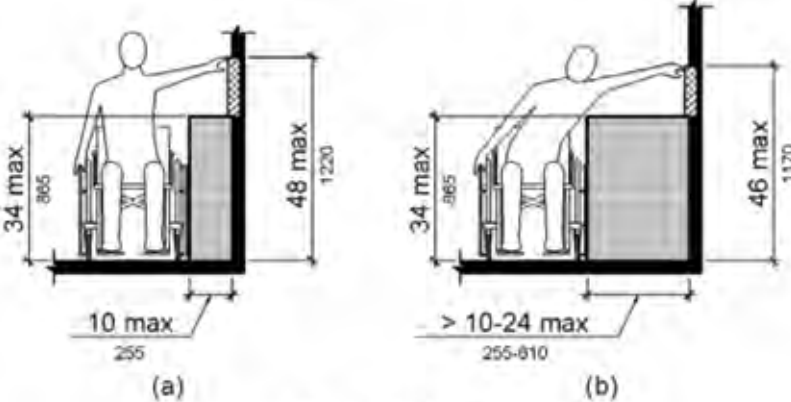
These elements were assessed to identify any physical barriers:

1. Entry doors
2. Exit doors
3. Exterior Accessible route
4. Common Use Areas
 - a. Entry Lobby
 - b. Corridors
 - c. Locker room
 - d. Open Office area
 - e. Controls for light, thermostat, etc.
5. Restrooms
6. Break room
7. Conference Room/Meeting room
8. Fire Alarm
9. Signage
10. Employee Work Areas

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements																																								
1. Entry Door																																										
a) ROC is a restricted building. No International Symbol of Accessibility (ISA) signage is provided on entry door to ROC. The only accessible main public entry door is at the adjacent CSC building which connects to the ROC.	ISA sign to be provided at ROC entry double doors.	206.4.7 Restricted Entrances. Where restricted entrances are provided to a building or facility, at least one restricted entrance to the building or facility shall comply with 404. 216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.																																								
b) General: Most of the doors on the accessible route close too fast.	Adjust closing mechanism to comply with closing speed per 404.2.8.1. and 408.2.8.2 Testing for the opening force shall be part of routine maintenance practice.	404.2.8.1 , Door closers and gate closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum. 404.2.8.2 Spring Hinges. Door and gate spring hinges shall be adjusted so that from the open position of 70 degrees, the door or gate shall move to the closed position in 1.5 seconds minimum 404.2.9 Door and Gate Opening Force. Fire doors shall have a minimum opening force allowable by the appropriate administrative authority. The force for pushing or pulling open a door or gate other than fire doors shall be as follows: 1. Interior hinged doors and gates: 5 pounds (22.2 N) maximum.																																								
c) The ROC main entry door is not currently accessible due to fast closing speed and obstacles due to furniture in the maneuvering clearance space.	See items 1a and 1b. Provide maneuvering clearances and signage identifying it as an accessible entry door.	<table><tr><th colspan="4">Table 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates</th></tr><tr><th colspan="2">Type of Use</th><th colspan="2">Minimum Maneuvering Clearance</th></tr><tr><th>Approach Direction</th><th>Door or Gate Side</th><th>Perpendicular to Doorway</th><th>Parallel to Doorway (beyond latch side unless noted)</th></tr><tr><td>From front</td><td>Pull</td><td>60 inches (1525 mm)</td><td>18 inches (455 mm)</td></tr><tr><td>From front</td><td>Push</td><td>48 inches (1220 mm)</td><td>0 inches (0 mm)¹</td></tr><tr><td>From hinge side</td><td>Pull</td><td>60 inches (1525 mm)</td><td>36 inches (915 mm)</td></tr><tr><td>From hinge side</td><td>Pull</td><td>54 inches (1370 mm)</td><td>42 inches (1065 mm)</td></tr><tr><td>From hinge side</td><td>Push</td><td>42 inches (1065 mm)²</td><td>22 inches (560 mm)³</td></tr><tr><td>From latch side</td><td>Pull</td><td>48 inches (1220 mm)⁴</td><td>24 inches (610 mm)</td></tr><tr><td>From latch side</td><td>Push</td><td>42 inches (1065 mm)⁴</td><td>24 inches (610 mm)</td></tr></table> <p>1. Add 12 inches (305 mm) if closer and latch are provided. 2. Add 6 inches (150 mm) if closer and latch are provided. 3. Beyond hinge side. 4. Add 6 inches (150 mm) if closer is provided.</p>	Table 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates				Type of Use		Minimum Maneuvering Clearance		Approach Direction	Door or Gate Side	Perpendicular to Doorway	Parallel to Doorway (beyond latch side unless noted)	From front	Pull	60 inches (1525 mm)	18 inches (455 mm)	From front	Push	48 inches (1220 mm)	0 inches (0 mm) ¹	From hinge side	Pull	60 inches (1525 mm)	36 inches (915 mm)	From hinge side	Pull	54 inches (1370 mm)	42 inches (1065 mm)	From hinge side	Push	42 inches (1065 mm) ²	22 inches (560 mm) ³	From latch side	Pull	48 inches (1220 mm) ⁴	24 inches (610 mm)	From latch side	Push	42 inches (1065 mm) ⁴	24 inches (610 mm)
Table 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates																																										
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Approach Direction	Door or Gate Side	Perpendicular to Doorway	Parallel to Doorway (beyond latch side unless noted)																																							
From front	Pull	60 inches (1525 mm)	18 inches (455 mm)																																							
From front	Push	48 inches (1220 mm)	0 inches (0 mm) ¹																																							
From hinge side	Pull	60 inches (1525 mm)	36 inches (915 mm)																																							
From hinge side	Pull	54 inches (1370 mm)	42 inches (1065 mm)																																							
From hinge side	Push	42 inches (1065 mm) ²	22 inches (560 mm) ³																																							
From latch side	Pull	48 inches (1220 mm) ⁴	24 inches (610 mm)																																							
From latch side	Push	42 inches (1065 mm) ⁴	24 inches (610 mm)																																							
2. Exit Doors																																										
a) Door D112 at hallway is not a designated exit per code analysis drawing, A-2.02. However, a manual fire alarm pull is provided, making this a usable exit door. Maneuvering clearance for the push side is not 12 inches per ADA Standards Table 404.2.4.1. Even though, this is acceptable for a door that does not have a closer and latch per the ADA guidelines, it is recommended that the 12 inch maneuvering clearance be provided on push side of all doors. This exit is not considered an accessible exit.	Provide directional signage for the accessible exit door.																																									

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
b) Tactile signs are missing at all exit doors.	Provide signs in accordance with ADA requirements at exit doors.	<p>216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.</p> <p>703.1 General. Signs shall comply with 703. Where both visual and tactile characters are required, either one sign with both visual and tactile characters, or two separate signs, one with visual, and one with tactile characters, shall be provided.</p> <p>703.2 Raised Characters. Raised characters shall comply with 703.2 and shall be duplicated in braille complying with 703.3. Raised characters shall be installed in accordance with 703.4.</p>  <p>Figure 703.4.1 Height of Tactile Characters Above Finish Floor or Ground</p>
3. Exterior Accessible Routes		
No issues were found at the exterior accessible route from accessible parking to ROC entry door.	No action by RCTC	Maintenance of sidewalks outside the building are not under RCTC's scope.
4. Common Use Areas		
a) Entry Lobby - No issues found	No action by RCTC	
b) Corridor - No issues found	No action by RCTC	
c) Locker Area		
54 inch wide clear space is provided in front of lockers. To make the locker ADA compliant at least 60 inches space is required to be able to swing open the door and maintain the 30 inch x 48 inch clear space for a wheelchair.	Provide ADA compliant lockers where 60 inches diameter turning space can be accommodated in front of the locker.	<p>225.2.1 Lockers. Where lockers are provided, at least 5 percent, but no fewer than one of each type, shall comply with 811.</p> <p>811 Storage</p> <p>811.1 General. Storage shall comply with 811.</p> <p>811.2 Clear Floor or Ground Space. A clear floor or ground space complying with 305 shall be provided. (30 inch x 48 inch)</p> <p>811.3 Height. Storage elements shall comply with at least one of the reach ranges specified in 308.</p> <p>811.4 Operable Parts. Operable parts shall comply with 309.</p>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
<p>d) Open Office Area:</p> <p>A trip hazard exists on the accessible route due to exposed conduits on the floor.</p> 	<p>Relocate cable to eliminate trip hazard or Provide ADA compliant cable covers</p>	
<p>Open Office Area: Low table does not have the knee clearance per 306. High table is higher than 34 inches and does not comply with 902.3.</p>	<p>Provide ADA compliant work surfaces as required to accommodate employees using mobility devices.</p>	<p>902.3: The tops of dining surfaces and work surfaces shall be 28 inches (710 mm) minimum and 34 inches (865 mm) maximum above the finish floor or ground.</p>  <p>Figure 306.3 Knee Clearance</p>
<p>e) Controls for lights and thermostat - No issues found.</p>		

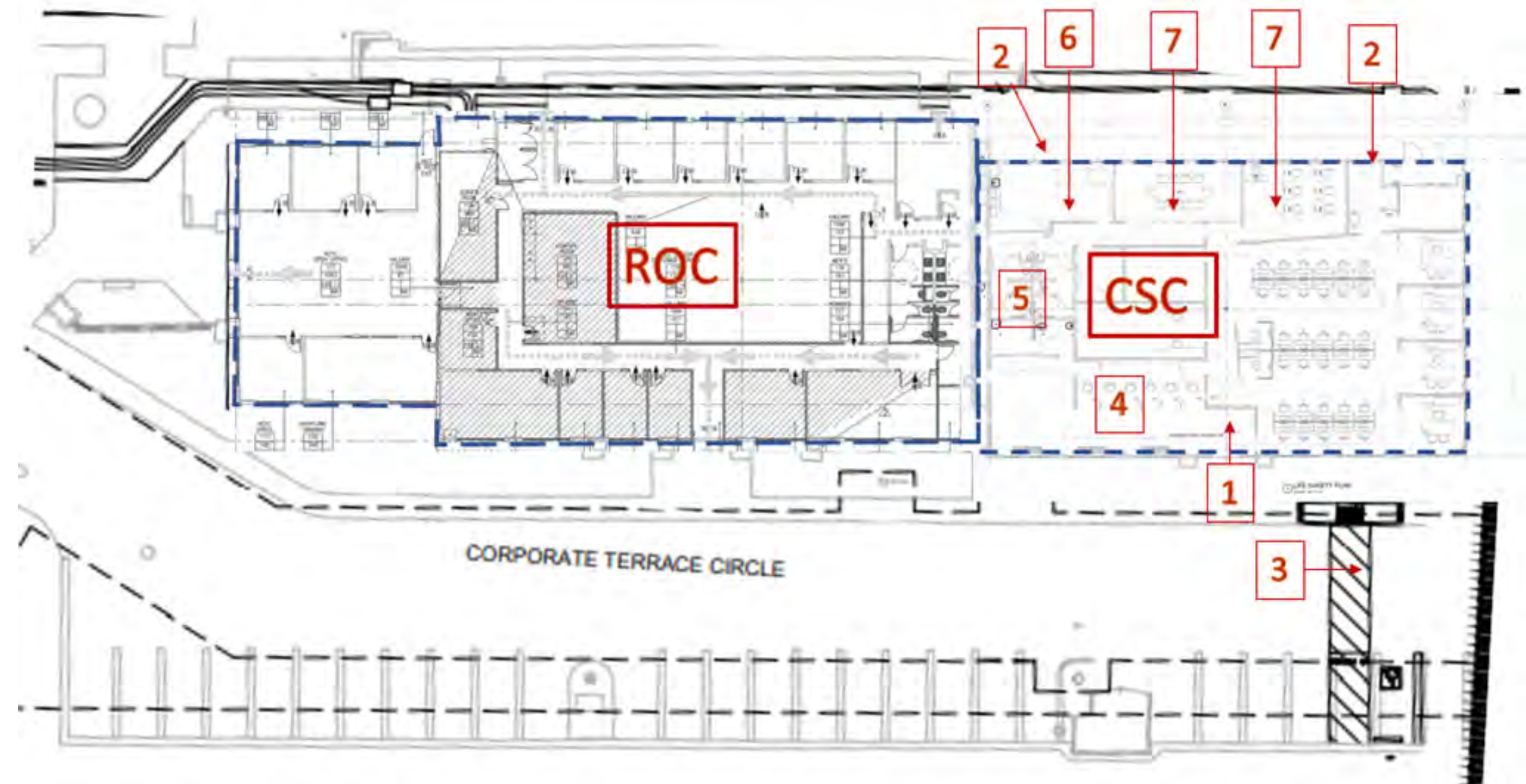
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
5. Restrooms		
Coat hook in women's WC is installed in a corner but is compliant with Figure 308.2.1 Unobstructed Forward Reach	Relocating coat hook to center of ADA stall door is still recommended due to this odd placement of coat hook.	308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.
6. Breakroom		
Break room counter is 35 inches high and non-compliant with 902.3. Operable parts at the back of counters are not accessible.	Modify break room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters	902.3: The tops of dining surfaces and work surfaces shall be 28 inches (710 mm) minimum and 34 inches (865 mm) maximum above the finish floor or ground
Sink faucet and switches have an obstructed high side reach over the 35 inch high and 25 inch deep break room counter which does not comply with 308.3.2	Provide ADA compliant sink, faucet, and controls.	<p>308.3.2 Obstructed High Reach. Where a clear floor or ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34 inches (865 mm) maximum and the depth of the obstruction shall be 24 inches (610 mm) maximum</p>  <p>Figure 308.3.2 Obstructed High Side Reach</p>
7. Meeting Room		
No issues found		
8. Fire Alarm		
At the double exit door from Open office space, the manual pull is blocked by the refrigerator.	Relocate refrigerator to provide clear space	<p>309.2 Clear Floor Space. A clear floor or ground space complying with 305 shall be provided at operable parts.</p> <p>305.3 Size. The clear floor or ground space shall be 30 inches (760 mm) minimum by 48 inches (1220 mm) minimum</p>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
Fire alarm devices shall be tested for compliance to ADA standard 702.1		<p>It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system.</p> <p>ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.</p>
9. Signage		
Missing signage at entry and exit doors.	See items 1 and 2	See items 1 and 2
10. Employee Work Areas		
In compliance with ADA Standards requirement 203.9, approach, entry, and exit from other employee work areas such as private offices were evaluated but non-required turning space within these rooms was not checked.	No action.	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.
Server room and transponder room were not evaluated due to strictly restricted access.	Qualified personnel with authority to access these spaces need to review any restricted rooms for ADA compliance	Equal Employment Opportunity Commission (EEOC) implements title I of the ADA which requires non-discrimination in the workplace. EEOC provides guidance regarding employers' obligations to provide reasonable accommodations for employees with disabilities.

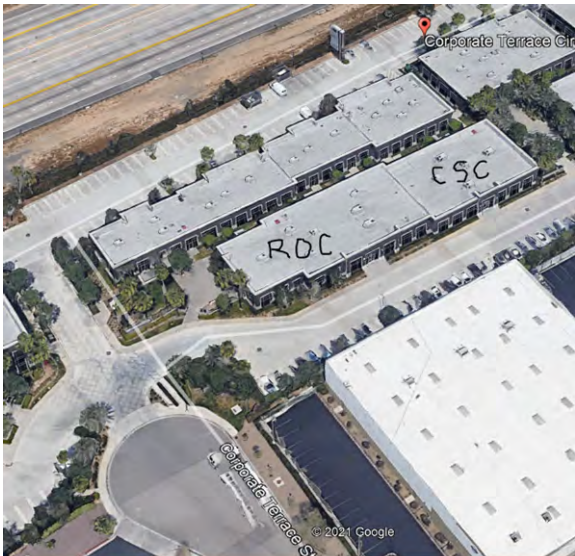
Evaluation of Physical Barriers – Customer Service Center

Address: 301 Corporate Terrace Circle, Corona, 92879

Evaluation Date: 07-14-2021



FLOOR PLAN OF CSC and ROC



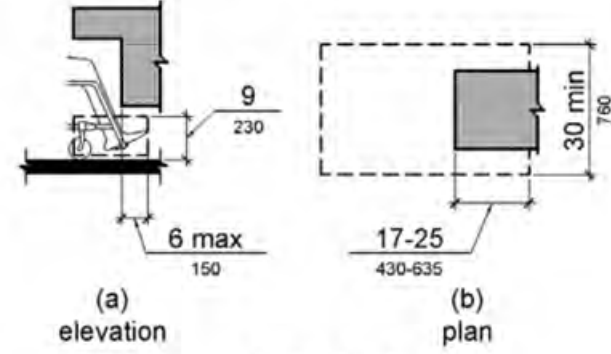
- AERIAL VIEW OF ROC AND CSC

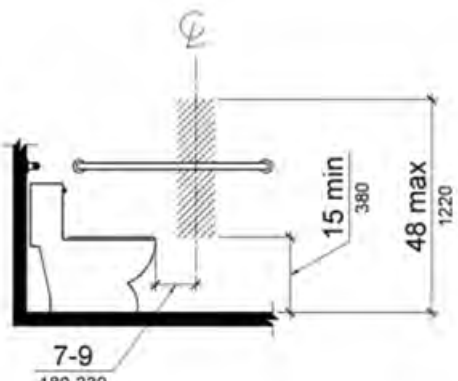
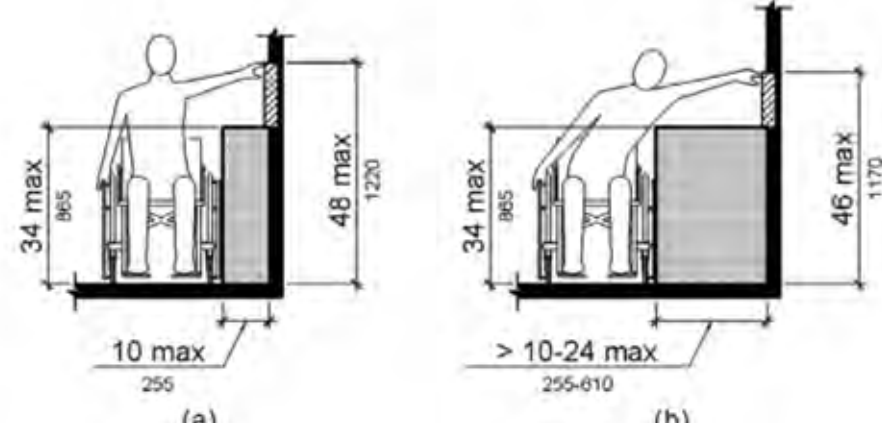
These elements were assessed to identify any physical barriers:

1. Entry doors
2. Exit doors
3. Exterior Accessible route
4. Common Use Areas
 - a. Entry Lobby
 - b. Corridors
 - c. Locker room
 - d. Open Office area
 - e. Controls for light, thermostat, etc.
5. Restrooms
6. Break room
7. Conference Room/Meeting room
8. Fire Alarm
9. Signage
10. Employee Work Areas

Year Leased: 2007
Applicable ADA Standards: DOT's ADA Standards (2006) and, SOC: DOJ 2010 ADA Standards.
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
1. Entry Door		
a) No issues found		
b) General: Most of the doors on the accessible route close too fast.	<p>Adjust closing mechanism to comply with closing speed per 404.2.8.1. and 408.2.8.2</p> <p>Testing for the opening force shall be part of routine maintenance practice.</p>	<p>404.2.8.1, Door closers and gate closers shall be adjusted so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.</p> <p>404.2.8.2 Spring Hinges. Door and gate spring hinges shall be adjusted so that from the open position of 70 degrees, the door or gate shall move to the closed position in 1.5 seconds minimum</p> <p>404.2.9 Door and Gate Opening Force. Fire doors shall have a minimum opening force allowable by the appropriate administrative authority. The force for pushing or pulling open a door or gate other than fire doors shall be as follows: 1. Interior hinged doors and gates: 5 pounds (22.2 N) maximum.</p>
2. Exit Doors		
a) No International Symbol of Accessibility signage is provided on CSC EXIT doors which are also restricted rear entry doors	Directional signage to the accessible door should be provided at one of the exit doors. And, International Symbol of Accessibility signage should be provided at restricted accessible entry/exit door also.	206.4.7 Restricted Entrances. Where restricted entrances are provided to a building or facility, at least one restricted entrance to the building or facility shall comply with 404. 216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.
b) Tactile signs are missing at all exit doors.	Provide signs in accordance with ADA requirements at exit doors.	<p>216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.</p> <p>703.1 General. Signs shall comply with 703. Where both visual and tactile characters are required, either one sign with both visual and tactile characters, or two separate signs, one with visual, and one with tactile characters, shall be provided.</p> <p>703.2 Raised Characters. Raised characters shall comply with 703.2 and shall be duplicated in braille complying with 703.3. Raised characters shall be installed in accordance with 703.4.</p> <div data-bbox="1656 1326 2362 1770"> </div> <p>Figure 703.4.1 Height of Tactile Characters Above Finish Floor or Ground</p>

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
3. Exterior Accessible Routes		
No issues were found at the exterior accessible route from accessible parking to CSC entry door.	No action by RCTC	Maintenance of sidewalks outside the building are not under RCTC's scope.
4. Common Use Areas		
a) Entry Lobby		
I. Reception Area: Low counters do not have the toe clearance per 306.2.	Replace or modify furniture to provide at least one ADA compliant reception counter with the required toe clearance	<p>306.2.1 General: Space under an element between the finish floor or ground and 9 inches (230 mm) above the finish floor or ground shall be considered toe clearance and shall comply with 306.2.</p> <p>306.2.5 Width. Toe clearance shall be 30 inches (760 mm) wide minimum.</p>  <p style="text-align: center;">Figure 306.2 Toe Clearance</p>
II. International Symbol of Accessibility (ISA) sign is missing at the accessible height counters	Provide ISA sign at low counter modified per above.	
b) Corridor - No issues found	No action by RCTC	
c) Locker Area – not applicable		
d) Open Office Area - No issues found		
e) Controls for lights and thermostat		
In the conference room, access to light switch is blocked by the door in open position	Provide occupancy sensor to switch on the light automatically.	309 Operable Parts 309.1 General. Operable parts shall comply with 309. 309.2 Clear Floor Space. A clear floor or ground space complying with 305 shall be provided.
5. Restrooms		
i. Clear space in front of the soap dispenser in the accessible unisex toilet room is blocked due to the additional trash can but reach range complies with 308.2.2 Obstructed High Reach	Remove additional trash can to provide convenient access to soap dispenser	Advisory 606.1 General. If soap and towel dispensers are provided, they must be located within the reach ranges specified in 308. Locate soap and towel dispensers so that they are conveniently usable by a person at the accessible lavatory

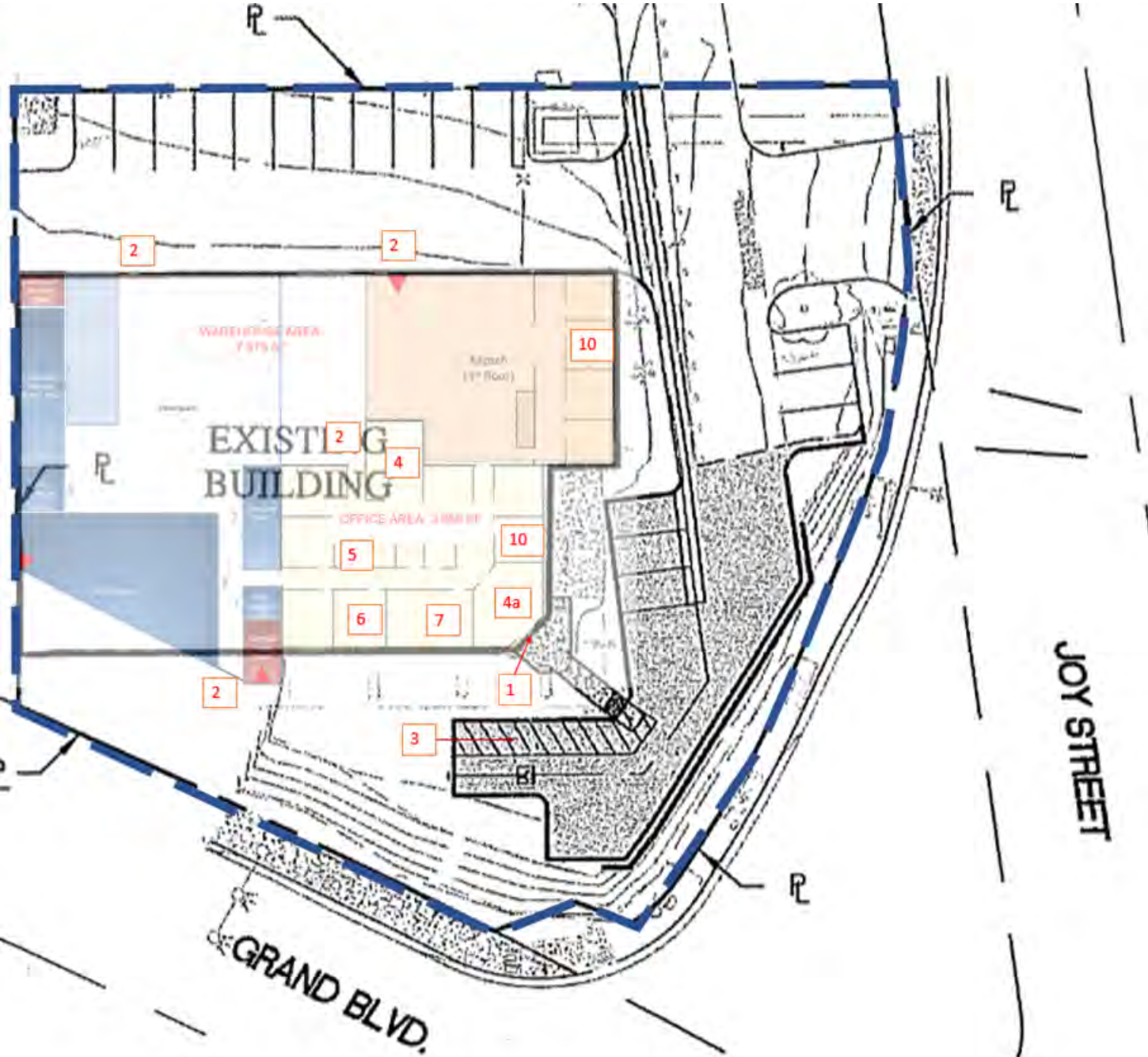
Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
ii. Toilet paper dispenser in the ADA stall in women’s room is an inch too far from the edge of seat and does not comply with 604.7	Relocate toilet paper dispenser to be maximum 9 inches away from front of seat. Verify toilet paper dispenser location in the Men’s room and relocate as required.	 <p>Figure 604.7 Dispenser Outlet Location</p>
6. Breakroom		
i. Break room counter is 35 inches high and non-compliant with 902.3	Modify counter or provide alternate means to reduce height of counter.	902.3: The tops of dining surfaces and work surfaces shall be 28 inches (710 mm) minimum and 34 inches (865 mm) maximum above the finish floor or ground
ii. Sink faucet and switches have an obstructed high side reach over the 35 inch high and 25 inch deep break room counter which does not comply with 308.3.2	Provide ADA compliant sink, faucet, and controls.	308.3.2 Obstructed High Reach. Where a clear floor or ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34 inches (865 mm) maximum and the depth of the obstruction shall be 24 inches (610 mm) maximum  <p>Figure 308.3.2 Obstructed High Side Reach</p>
7. Meeting Rooms		
i. No issues found		
8. Fire Alarm		
i. Fire alarm devices to be tested.	Fire alarm devices shall be tested for compliance to ADA standard 702.1.	It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system. ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.

Issues/Barriers Identified	Recommendations	Comments /ADA Requirements
9. Signage		
Missing signage at exit doors.	See item 2	See item 2
10. Employee Work Areas		
i. In compliance with ADA Standards requirement 203.9, approach, entry, and exit from other employee work areas such as private offices were evaluated but non-required turning space within these rooms was not checked.		203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.
ii. Server room and transponder room were not evaluated due to strictly restricted access.	Qualified personnel with authority to access these spaces need to review any restricted rooms for ADA compliance	Equal Employment Opportunity Commission (EEOC) implements title I of the ADA which requires non-discrimination in the workplace. EEOC provides guidance regarding employers' obligations to provide reasonable accommodations for employees with disabilities.

Evaluation of Physical Barriers – FAM Warehouse

Address: 120, N Joy Street, Corona, CA 92879

Evaluation Date: 07-13-2021



FLOOR PLAN OF FAM Warehouse



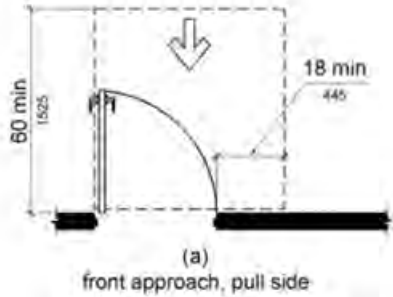
These elements were assessed to identify any physical barriers:


1. Entry doors
2. Exit doors
3. Exterior Accessible route
4. Common Use Areas
 - a. Entry Lobby
 - b. Corridors
 - c. Controls for light, thermostat, etc.
5. Restrooms
6. Break room
7. Conference Room/Meeting room
8. Fire Alarm (not shown)
9. Signage (not shown)
10. Employee Work Area


Year Renovated/Constructed: 2018

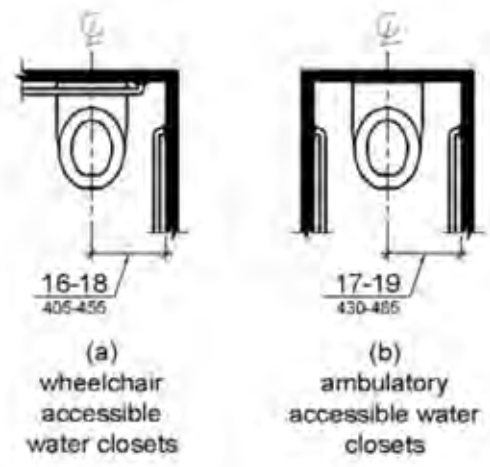
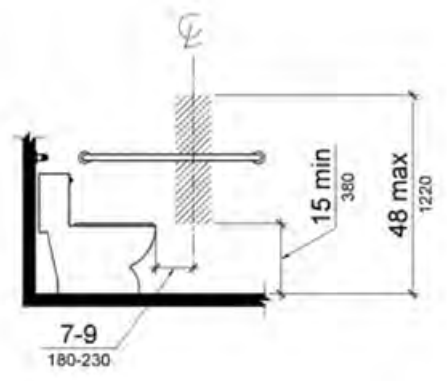
Applicable ADA Standards: DOT's ADA Standards (2006) and DOJ 2010 ADA Standards.


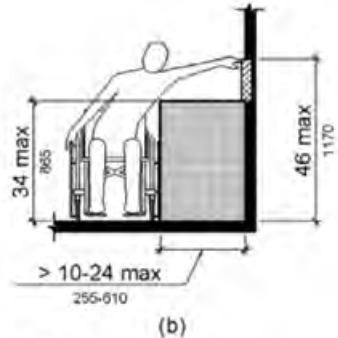
Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).


Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
1. Entry Doors		
i. Directional signage pointing to the main accessible entry door is missing on rear restricted entry doors.	Provide directional signage pointing to the accessible entry at all inaccessible doors	216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404. 216.4.3 Directional Signs. Signs required by section 1003.2.13.6 of the International Building Code (2000 edition) or section 1007.7 of the International Building Code (2003 edition) (incorporated by reference, see "Referenced Standards" in Chapter 1) to provide directions to accessible means of egress shall comply with 703.5.
ii. Exterior rear entry door (restricted entry) to Kapsch area is not an accessible door.	Provide ADA compliant hardware, landings, and clearances at the door. Provide directional signage pointing to the accessible door at all other inaccessible doors. Directional signage to the main accessible door should be provided outside and International Symbol of Accessibility signage should be provided at restricted entry/exit door when it is made accessible.	206.4.7 Restricted Entrances. Where restricted entrances are provided to a building or facility, at least one restricted entrance to the building or facility shall comply with 404.
2. Exit Doors		
i. Fire extinguisher is mounted in the maneuvering clearance of exit door from corridor to main lobby.	Relocate the fire extinguisher to provide 18 inches on latch side of the door	 <p>(a) front approach, pull side</p>
ii. Secondary exit door from office area to Kapsch area is not accessible due to incorrect hardware that needs twisting and pulling of the doorknob.	Replace current hardware with ADA compliant hardware.	Advisory 404.2.7 Door and Gate Hardware. Door hardware that can be operated with a closed fist or a loose grip accommodates the greatest range of users. Hardware that requires simultaneous hand and finger movements require greater dexterity and coordination and is not recommended.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
iii. Office area doors leading to the warehouse are not accessible and they also serve as the second means of egress doors. Level difference on the threshold of the doors exceeds 1/2".	Make door hardware, including thresholds accessible and then provide ADA compliant exit signage at designated exit routes.	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.
iv. Emergency evacuation of occupants with disabilities is not considered if there is an unfortunate event and the only accessible exit becomes unavailable.	Provide an accessible secondary means of egress. See item 2-iii above. See Attachment 9, Action Plan.	Advisory 105.2.4 ICC/IBC. International Building Code (IBC)-2000 (including 2001 Supplement to the International Codes) and IBC-2003 are referenced for means of egress, areas of refuge, and railings provided on fishing piers and platforms. At least one accessible means of egress is required for every accessible space and at least two accessible means of egress are required where more than one means of egress is required.
3. Exterior Accessible route		
i. The security gate is on the accessible entry ramp which has a gentle slope less than five percent. There is no flat landing provided to operate the sliding security gate. 	If the security gate is to be opened by security personnel only, then there is no action. If other employees are allowed to operate the gate, then the gate needs to be moved to a location where there is a flat landing area on each side of the door.	404.1 General. Doors, doorways, and gates that are part of an accessible route shall comply with 404. EXCEPTION: Doors, doorways, and gates designed to be operated only by security personnel shall not be required to comply with 404.2.7, 404.2.8, 404.2.9, 404.3.2 and 404.3.4 through 404.3.7. Advisory 404.1 General Exception. Security personnel must have sole control of doors that are eligible for the Exception at 404.1. It would not be acceptable for security personnel to operate the doors for people with disabilities while allowing others to have independent access.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
4. Common Use Areas		
a. Entry Lobby		No issues found
b. Corridors		No issues found
c. Print Room		No print room
d. Controls for lighting and thermostats etc.		No issues found.
5. Restrooms		
i. International Symbol of Accessibility (ISA) sign is missing at the Restrooms which are not currently accessible, but toilet rooms for men and women are sized to accommodate accessibility requirements	Provide a tactile sign containing raised characters and Braille lettering signs.	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5
ii. Paper Towel dispenser in restrooms is located at 55 inches height which is not compliant with ADA requirements.	Lower the unit to 48 inch height which is the maximum allowed for accessible equipment.	Advisory 606.1 General. If soap and towel dispensers are provided, they must be located within the reach ranges specified in 308. Locate soap and towel dispensers so that they are conveniently usable by a person at the accessible lavatory.
iii. There is no grab bar on the rear wall of the restrooms 	Provide grab bars on the rear walls of both restrooms.	604.8.1.5 Grab Bars. Grab bars shall comply with 609. A side-wall grab bar complying with 604.5.1 shall be provided and shall be located on the wall closest to the water closet. In addition, a rear-wall grab bar complying with 604.5.2 shall be provided.
iv. Flush control is not on the open side in the women's restroom	Modify flush control to be on the open side.	604.6 Flush Controls. Flush controls shall be hand operated or automatic. Hand operated flush controls shall comply with 309. Flush controls shall be located on the open side of the water closet except in ambulatory accessible compartments complying with 604.8.2.

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
v. Centerline of water closet is at 20.5 inches from the side wall. It needs to be a maximum of 18 inches and a minimum of 16 inches to comply with 2010 ADA standards, Figure 604.2	Reduce the distance of WC from the side wall by building out the wall and relocating the grab bar.	 <p>Figure 604.2 Water Closet Location</p>
vi. The unisex toilet is not accessible and directional signage to accessible toilets are missing	Directional sign for accessible toilets should be provided.	The unisex toilet services the warehouse which is not designed for accessibility. Employee work areas within the warehouse are required to be on the accessible route, and accessible toilets are required.
vii. Toilet paper dispenser in the women's room is too close from the edge of seat (less than 6 inches) and does not comply with requirements of 2010 ADA standards, Figure 604.7.	Relocate toilet paper dispenser.	 <p>Figure 604.7 Dispenser Outlet Location</p>

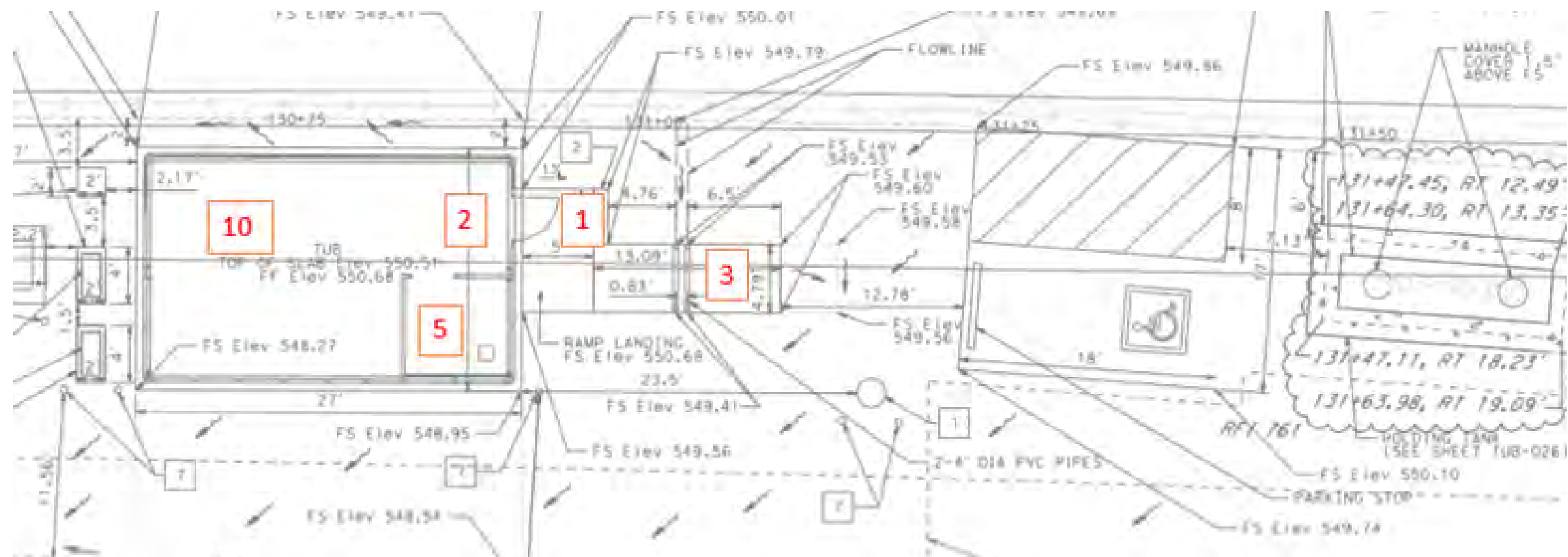
Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
6. Break Room\		
<p>i. Break Room Counters: Obstructed high side reach over 36 inch high and 25.5 inch deep break room counter does not comply with 308.3.2.</p> 	<p>Modify break room counter to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters</p>	<p>308.3.2 Obstructed High Reach. Where a clear floor or ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34 inches (865 mm) maximum and the depth of the obstruction shall be 24 inches (610 mm) maximum.</p>  <p>308.3.2</p>
<p>ii. A 36 inches wide accessible route to the break room counter is not available due to sofa reducing the width to 30 inches</p>	<p>Relocate furniture to provide a 36 inch wide accessible route.</p>	
7. Conference Meeting Rooms		<p>No issues found</p>
8. Fire Alarm		
<p>No visual fire alarm is provided.</p>	<p>When alarm systems are installed, upgraded, or replaced systems must have both audible and visible notification devices. The flash rate must be between one and two flashes per second. The color must be either clear or white</p>	<p>215.3 If an employee work area has audible alarm coverage, the wiring of the alarm system should be designed to easily support the installation of visible alarms if needed by an employee with a disability</p>
9. Signage		
<p>i. Accessibility signage is not provided on the exit door through the Kapsch area on the outside (nor on the inside). However, the door is currently inaccessible.</p>	<p>Provide tactile sign containing raised characters and Braille lettering at designated exit doors and restricted accessible entry doors when the door is made accessible.</p>	<p>216.6 Entrances. Where not all entrances comply with 404, entrances complying with 404 shall be identified by the International Symbol of Accessibility complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.</p>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
ii. ADA compliant signs identifying accessible means of egress doors are missing at all interior doors leading through the restricted entry warehouse which is currently inaccessible.	Provide ADA compliant exit signs at all designated accessible exit doors. Provide tactile sign containing raised characters and Braille lettering at the designated exit door.	216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.
10. Employee Work Areas		
i. Kapsch area offices are not on an accessible route.	Provide accessible route	203.9 Employee Work Areas. Spaces and elements within employee work areas shall only be required to comply with 206.2.8, 207.1, and 215.3 and shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the employee work area.
ii. The unoccupied upper floor is not accessible. 	Access to other work areas should be provided. See Attachment 9, Action Plan for recommended action.	Advisory 203.9 Employee Work Areas. Although areas used exclusively by employees for work are not required to be fully accessible, consider designing such areas to include non-required turning spaces, and provide accessible elements whenever possible. Under the ADA, employees with disabilities are entitled to reasonable accommodations in the workplace; accommodations can include alterations to spaces within the facility. Designing employee work areas to be more accessible at the outset will avoid more costly retrofits when current employees become temporarily or permanently disabled, or when new employees with disabilities are hired. Contact the Equal Employment Opportunity Commission (EEOC) at www.eeoc.gov for information about title I of the ADA prohibiting discrimination against people with disabilities in the workplace.

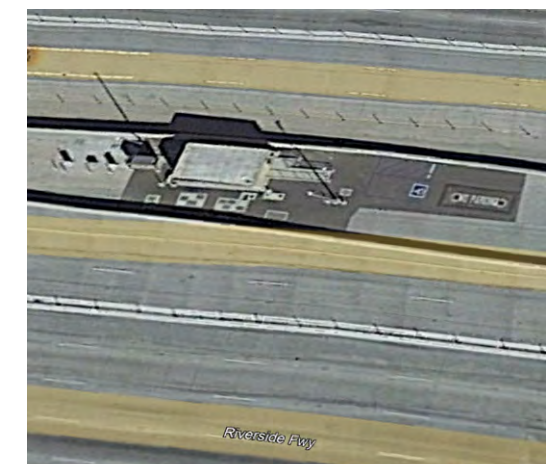
Evaluation of Physical Barriers – TUB-1

Address: Located in the median of State Route 91 freeway	Evaluation Date: 07-19-2021
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Evaluation Date: 07-19-2021



FLOOR PLAN OF TUB-1




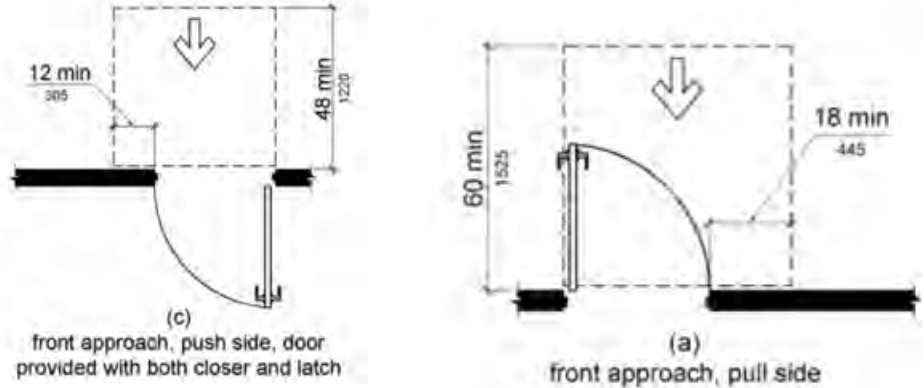
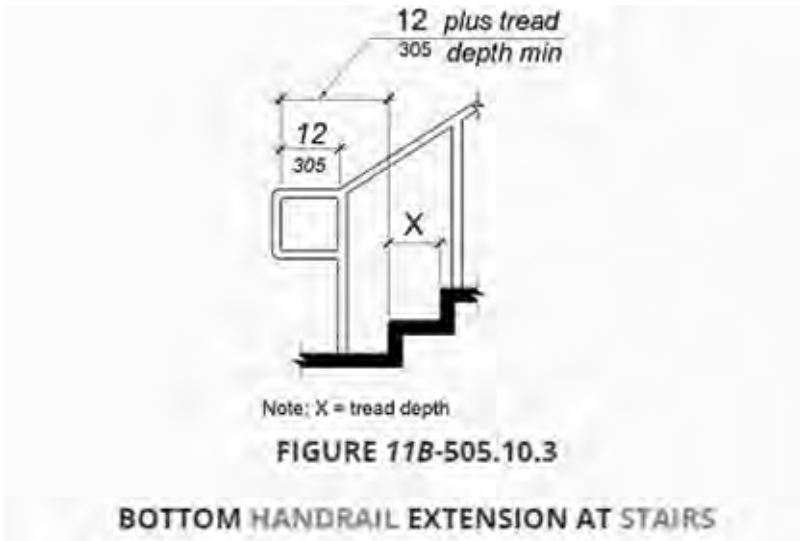
These elements were assessed to identify any physical barriers:


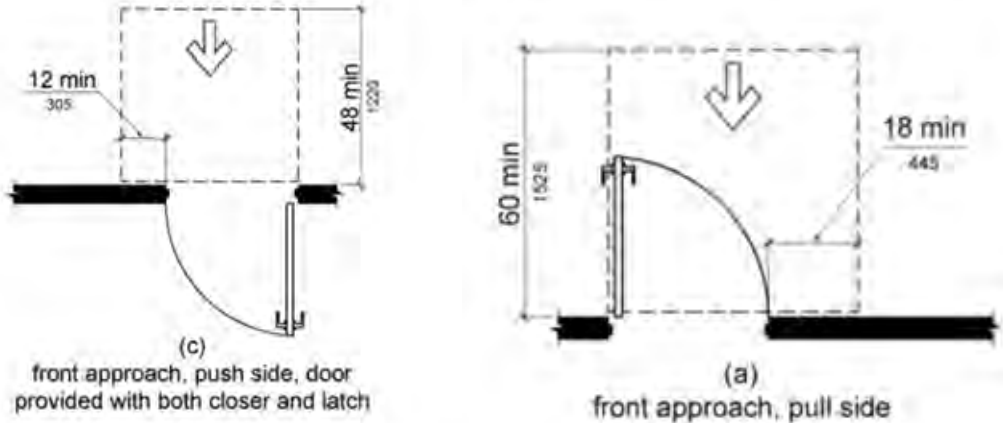
1. Entry door
2. Exit door (Same as above)
3. Exterior Accessible route
4. Common Use Areas (not shown)
5. Restrooms
6. Break room (Not applicable)
7. Conference Room/Meeting room
(Not applicable)
8. Fire Alarm (not shown)
9. Signage (not shown)
10. Employee Work Area

Year Constructed: 2017

Applicable ADA Standards: DOT's ADA Standards (2006) and DOJ 2010 ADA Standards.

Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).

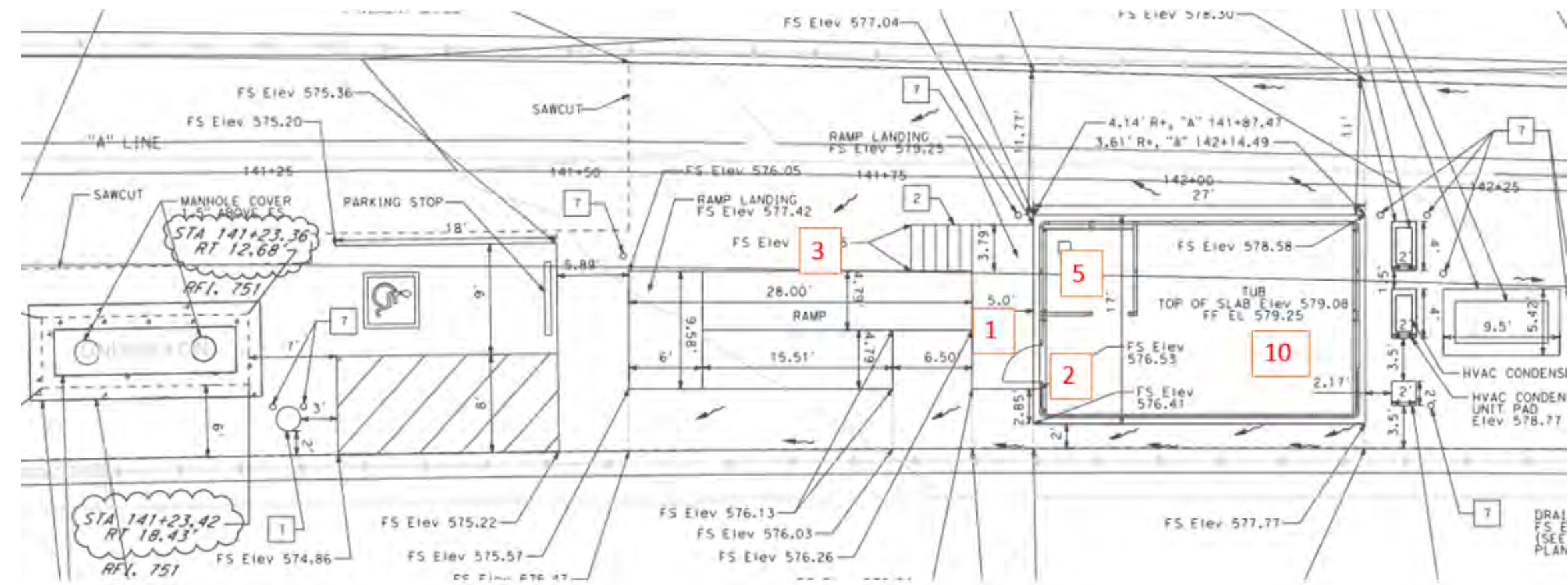
Issues/ Barriers Identified	Solutions	Comments/ ADA Requirements
<p>1. Entry Doors</p> <p>Maneuvering clearance for the main entry/exit door from inside is reduced by the fire extinguishing apparatus to 9 inches instead of the required 12 inches. Maneuvering clearance for the restroom door is also impeded.</p> <div data-bbox="211 431 1103 1016">  </div>	<p>Relocate apparatus to provide maneuvering clearances required for exiting the space and for entering the toilet room. Or,</p> <p>Provide automatic push button that can allow the doors to remain open in the power-off condition. Or,</p> <p>A Personal Assistance Service (PAS) can be provided as a reasonable accommodation to enable an employee to perform the essential functions of their job.</p>	<p>404.3.2 Maneuvering Clearance. Clearances at power-assisted doors and gates shall comply with 404.2.4. Clearances at automatic doors and gates without standby power and serving an accessible means of egress shall comply with 404.2.4. EXCEPTION: Where automatic doors and gates remain open in the power-off condition, compliance with 404.2.4 shall not be required.</p> <div data-bbox="1641 459 2520 828">  </div> <p>Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates</p>
<p>2. Exit Doors</p>		<p>Single entry/exit door. See above.</p>
<p>3. Exterior Accessible route</p>		
<p>The bottom sloped extension of the handrail at exterior stairs is reduced to 10 inches due to the post, instead of being equal to tread depth</p>	<p>Compliant bottom rail extensions shall be provided</p>	<div data-bbox="1597 1205 2358 1721">  </div> <p>FIGURE 11B-505.10.3 BOTTOM HANDRAIL EXTENSION AT STAIRS</p>

Issues/ Barriers Identified	Solutions	Comments/ ADA Requirements
4. Common Use Areas		
a. Controls for lighting and thermostats etc.		No issues found
b. Restrooms		
i. Identification Signage is missing at the restroom.	Provide a tactile and visual sign containing raised characters and Braille lettering signs. The unisex toilet room is sized to accommodate accessibility requirements	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5
ii. Maneuvering clearance to the restroom door from inside is blocked by the storage unit 	Relocate storage unit to provide at least 12 inches clearance on the latch side.	 <p>Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates</p>
c. Break Room		Not applicable
d. Conference Meeting Rooms		Not applicable
e. Fire Alarm		No issues found
Fire alarm devices shall be tested for compliance to ADA standard 702.1		It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system. ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.
f. Signage		
Accessibility signage is not provided on the exit door.	Provide tactile sign containing raised characters and Braille lettering at designated exit doors	216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.
g. Employee Work Areas		No issues found

Evaluation of Physical Barriers – TUB-2

Address: Located in the median of State Route 91 freeway

Evaluation Date: 07-19-2021



FLOOR PLAN OF TUB-2




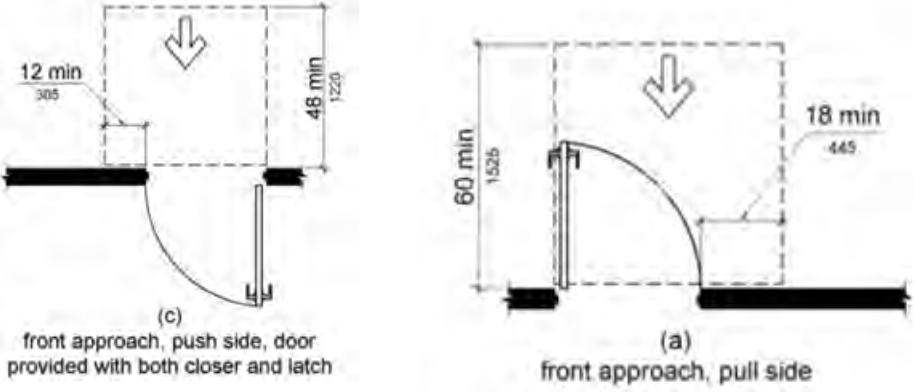


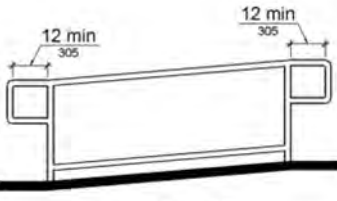
These elements were assessed to identify any physical barriers:


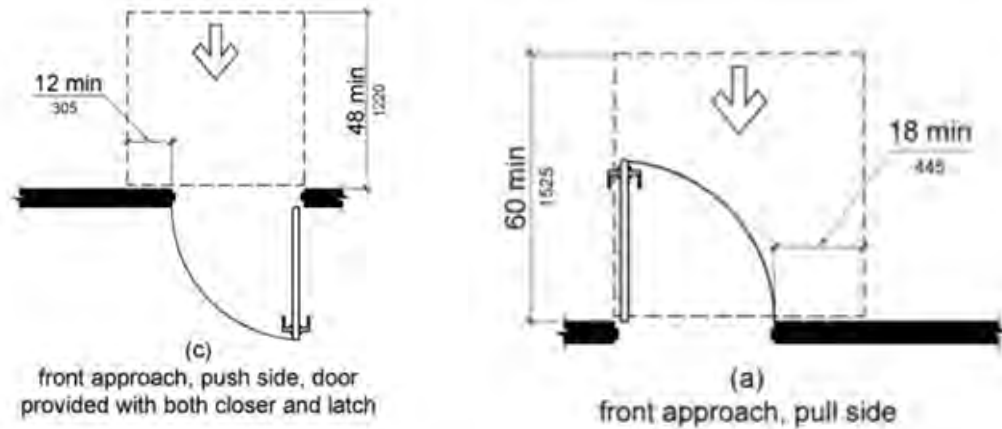
- 1. Entry door
- 2. Exit door (Same as above)
- 3. Exterior Accessible route
- 4. Common Use Areas (not shown)
- 5. Restrooms
- 6. Break room (Not applicable)
- 7. Conference Room/Meeting room (Not applicable)
- 8. Fire Alarm (not shown)
- 9. Signage (not shown)
- 10. Employee Work Area

Year Constructed: 2017

Applicable ADA Standards: DOT's ADA Standards (2006) and DOJ 2010 ADA Standards.

Note: Criteria used to assess the elements were based on DOJ 2010 standards, DOT's ADA standards (2006).

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
<div data-bbox="164 143 385 177">1. Entry Doors</div> <div data-bbox="149 197 1143 479"><div data-bbox="149 197 1143 268">i. International Symbol of Accessibility (ISA) sign is missing at the accessible entry door.</div><div data-bbox="149 338 1143 479">ii. Maneuvering clearance for the main entry/exit door from inside is reduced by the fire extinguishing apparatus to 9 inches instead of the required 12 inches. Maneuvering clearance for the restroom door is also impeded.</div></div> <div data-bbox="211 510 1103 1094"></div>	<div data-bbox="1196 197 1566 338">Provide a tactile and visual sign containing raised characters and Braille lettering signs.</div> <div data-bbox="1196 338 1566 580">Relocate apparatus to provide maneuvering clearances required for exiting the space and for entering the toilet room/ or provide automatic door openers</div>	<div data-bbox="1603 197 3002 268">216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5.</div> <div data-bbox="1603 338 3002 510">404.3.2 Maneuvering Clearance. Clearances at power-assisted doors and gates shall comply with 404.2.4. Clearances at automatic doors and gates without standby power and serving an accessible means of egress shall comply with 404.2.4. EXCEPTION: Where automatic doors and gates remain open in the power-off condition, compliance with 404.2.4 shall not be required.</div> <div data-bbox="1650 540 2520 913"></div> <div data-bbox="1603 953 2685 987">Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates</div>
<div data-bbox="164 1141 360 1175">2. Exit Doors</div>		Single entry/exit door. See above.
<div data-bbox="164 1191 578 1225">3. Exterior Accessible route</div>		
<div data-bbox="149 1262 1143 1356">i. Handrail extension at top of ramp and stair does not comply with the minimum 12 inch extension requirement on either side. Bottom rail extension is OK.</div> <div data-bbox="226 1356 761 1780"></div>	<div data-bbox="1196 1262 1566 1322">Provide compliant handrail extensions.</div>	<div data-bbox="1687 1306 1998 1639"><div data-bbox="1687 1588 1998 1639">Figure 505.10.2 Top Handrail Extension at Stairs</div></div> <div data-bbox="2262 1387 2644 1639"><div data-bbox="2262 1588 2644 1639">Figure 505.10.1 Top and Bottom Handrail Extension at Ramps</div></div>

Issues/ Barriers Identified	Recommendations	Comments/ ADA Requirements
4. Common Use Areas		
a. Controls for lighting and thermostats etc.		No issues found
5. Restrooms		
i. International Symbol of Accessibility (ISA) sign is missing at the restroom.	Provide a tactile and visual sign containing raised characters and Braille lettering signs. The unisex toilet room is sized to accommodate accessibility requirements	216.2 Designations. Interior and exterior signs identifying permanent rooms and spaces shall comply with 703.1, 703.2, and 703.5
ii. Maneuvering clearance to the restroom door from inside is blocked by the storage unit 	Relocate storage unit to provide at least 12 inches clearance on the latch side.	 Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates
6. Break Room		Not applicable
7. Conference Meeting Rooms		Not applicable
8. Fire Alarm		No issues found
i. Fire alarm devices shall be tested for compliance to ADA standard 702.1		<p>It is assumed that permanently installed audible and visible alarms comply with NFPA 72 and California building code requirements, and that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the system.</p> <p>ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.</p>
9. Signage		
i. Accessibility signage is not provided on the exit door.	Provide tactile sign containing raised characters and Braille lettering at designated exit doors	216.4.1 Exit Doors. Doors at exit passageways, exit discharge, and exit stairways shall be identified by tactile signs complying with 703.1, 703.2, and 703.5.
10. Employee Work Areas		No issues found

Attachment 7 – Program Accessibility

Program Accessibility

Public Entity Riverside County Transportation Commission Date July 01, 2022
Contact Person Aaron Hake Email ahake@rctc.org Phone (951) 787-7141

Public entities must ensure that people with disabilities are not excluded from programs, activities, and services because of inaccessible facilities. A public entity's services, programs, or activities, when "viewed in their entirety," must be accessible, this means each facility is not necessarily required to be accessible. This standard is known as "program accessibility" and is a key requirement under Title II.

Structural changes are not required where there are other feasible solutions such as moving a public event to an accessible location. However, structural changes lead to increased integration and accessibility, therefore they should be considered where feasible. Facilities built before January 26, 1992, are referred to as "pre-ADA" facilities. If there is an architectural barrier to accessibility in a pre-ADA facility, one may remove the barrier using the ADA Standards for Accessible Design or UFAS as a guide, or one may choose to make the program, service, or activity located in the building accessible by providing "program access."

RCTC facilities and stations are not "pre-ADA". For RCTC stations used by the public, structural solutions are required to remove all the identified physical barriers. These barriers are identified in Attachments 6A through 6I and prioritized in Attachment 8, Transition Plan.

For RCTC employee facilities, some structural solutions are required to remove the identified physical barriers. These are included in Attachments 6J through 6P and prioritized in Attachment 8, Transition Plan. Nonstructural solutions to make programs accessible in inaccessible facilities are listed here, and are detailed in Attachment 9, Action plan. RCTC's employee facilities are strictly restricted facilities meant for use by authorized personnel only. The entrance lobby and conference rooms of the RCTC office, RCTC Tenth Street office, and portions of the CSC are open to public.

Accessibility issues related to general nondiscrimination, emergency management, effective communication, website, and administrative requirements such as public Notice of ADA compliance, and Grievance Procedure are identified in Attachments 2,3, 4, and 5. Nonstructural solutions are listed here and also further detailed in Attachment 9, Action Plan.

Programs, Activities, and Services in Stations	Nonstructural Solutions	Structural Solutions
A. West Corona Station		
1. All physical barriers in West Corona Station are identified and listed in Attachment 6A	none	See Attachment 6A and Attachment 8
B. North Main Corona Station		
2. All physical barriers in North Main Corona Station are identified and listed in Attachment 6B	none	See Attachment 6B and Attachment 8
C. La Sierra Station		
3. All physical barriers in La Sierra Station are identified and listed in Attachment 6C	none	See Attachment 6C and Attachment 8
D. Riverside Downtown Station		
4. All physical barriers in Riverside Downtown Station are identified and listed in Attachment 6D	none	See Attachment 6D and Attachment 8
E. Pedley Station		
5. All physical barriers in Pedley Station are identified and listed in Attachment 6E	none	See Attachment 6E and Attachment 8
F. Downtown Perris Station/Perris Transit Center		
6. All physical barriers in Downtown Perris Station are identified and listed in Attachment 6F	none	See Attachment 6F and Attachment 8
G. Riverside Hunter Park Station		
7. All physical barriers in Riverside Hunter Park Station are identified and listed in Attachment 6G	none	See Attachment 6G and Attachment 8
H. Moreno Valley/March Field Station		
8. All physical barriers are identified and listed in Attachment 6H	none	See Attachment 6H and Attachment 8
I. South Perris Station and Layover Facility.		
9. All physical barriers in Moreno Valley/March Field Station are identified and listed in Attachment 6I	none	See Attachment 6I and Attachment 8

Programs, Activities, and Services in RCTC Facilities	Nonstructural Solutions	Structural Solutions
J. RCTC Office, Lemon Street		
10.All physical barriers in the RCTC Office are identified and listed in Attachment 6J	none	See Attachment 6J and Attachment 8
K. RCTC Office Tenth Street		
11. All physical barriers in the RCTC Tenth Street office are identified and listed in Attachment 6K	none	See Attachment 6K and Attachment 8
L. ROC Building		
12.All physical barriers in the ROC Building are identified and listed in Attachment 6L	none	See Attachment 6L and Attachment 8
M. CSC Building		
13.All physical barriers in the CSC Building are identified and listed in Attachment 6M	none	See Attachment 6M and Attachment 8
N. FAM Building		
14.All physical barriers in the FAM Building are identified and listed in Attachment 6N	none	See Attachment 6N and Attachment 8
15.FAM building currently has a single ADA compliant means of egress and no emergency evacuation procedures were provided for review. So, it cannot be definitively concluded that special procedures are included for assisting individuals with disabilities from this facility during an emergency, in the event that the single accessible means of egress is compromised.	Until the facility is made accessible to comply with the ADA, update any existing emergency evacuation procedures to include evacuation of individuals with disabilities who may be present in the building during an emergency event that compromises the single accessible means of egress.	
16.The warehouse and the unoccupied upper floor in the FAM building are inaccessible	Designate responsible staff to obtain any items stored in inaccessible spaces when a request is made by a person/employee who is unable access those areas.	Modify the warehouse to allow approach, entry, and exit of people having disabilities, as required by the ADA. See Attachment 6N and Attachment 8

Programs, Activities, and Services in RCTC Facilities	Nonstructural Solutions	Structural Solutions
O. TUB-1		
17.All physical barriers in TUB -1 are identified and listed in Attachment 6O	A Personal Assistance Service (PAS) can be provided as a reasonable accommodation to enable an employee with disabilities to perform the essential functions of a job.	See Attachment 6O and Attachment 8
P. TUB-2		
18.All physical barriers in TUB-2 are identified and listed in Attachment 6P	A Personal Assistance Service (PAS) can be provided as a reasonable accommodation to enable an employee with disabilities to perform the essential functions of a job.	See Attachment 6P and Attachment 8
Nondiscrimination Policies and Procedures		
19.General nondiscrimination issues	See Attachment 2 and Attachment 9	
Emergency Management		
20. Emergency evacuation plans for stations were not available for review, so it cannot be definitively stated that special procedures are included for assisting individuals with disabilities from these facilities during an emergency.	Update any existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency. See Attachment 9.	
Effective Communication		
21.Barriers to Effective Communication	See Attachment 3 and Attachment 9	
Website Accessibility		
22.Website Accessibility Barriers	See Attachment 4 and Attachment 9	
Administrative Requirements – Public Notice, Grievance Procedure, ADA Coordinator		
23.Accessible formats for Public Notice of ADA compliance and Grievance Procedure are not available	See Attachment 5 and Attachment 9	

Existing RCTC facilities were designed and approved to comply with the local accessibility standards applicable at the time of building permit. The table below lists the applicable federal ADA standards that were used to evaluate each RCTC facility, depending on the age of the facility and dates of alterations. Recommendations in Attachments 6A through 6P are based on the 2010 ADA standards which will apply to all new constructions and alterations.

	Building/Facility Name	End Date of Construction	Date and Type of Alteration	Applicable Federal ADA Standards at the time of Construction/Alteration	Comments
1	RCTC Office Space County of Riverside Building	n/a	n/a Tenant Renovations	1991 Standards or UFAS	Leased from Riverside County in 2007
2	Regional Conservation Authority Office Space	n/a	n/a Tenant Renovations	1991 Standards or UFAS	Leased from Riverside County in 2007
3	West Corona Metrolink Station	9/27/1995	6/21/2001 Overcrossing 1/21/2003 CCTV, etc.	1991 Standards or UFAS	
4	North Main Corona Station	8/25/2003	1/1/2009 Parking Garage	1991 Standards or UFAS	Station opened on 11/22/02
5	La Sierra Station	11/8/1995	6/21/2001 Overcrossing 1/21/2003 CCTV, etc. 3/20/2003 Parking lot exp. Ph-I 12/31/2019 Parking lot exp. Ph-II	1991 Standards or UFAS for station and overcrossing DOT ADA Standards 2006 and/or 2010 ADA Standards for Parking lot	Accessible routes from the altered areas are evaluated against DOT ADA Standards 2006 and/or 2010 ADA Standards.

	Building/Facility Name	End Date of Construction	Date and Type of Alteration	Applicable Federal ADA Standards at the time of Construction/Alteration	Comments
6	Riverside Downtown Station & Operations Center	6/14/1993	12/16/1999 Overcrossing, CCTV, etc. 3/19/2003 Parking lot expansion 9/8/2005 Parking lot upgrade 1/4/2007 E. Parking lot expansion 12/4/2015 Security Ops Ctrl Center 10/9/2020 Layover Facility 7/17/2019 TVM Project	1991 Standards or UFAS for station and overcrossing DOT ADA Standards 2006 for parking 2010 ADA Standards for SOC and TVM	Layover facility was not evaluated. Accessible routes from the altered areas are evaluated against DOT ADA Standards 2006 and/or 2010 ADA Standards.
7	Pedley Station	10/14/1993	6/24/2003 Emergency Platform 10/7/2003 Ext CCTV Installation	1991 Standards or UFAS	
8	Downtown Perris Station / Perris Transit Center	10/20/2017	11/30/2009 Temp Bus Depot	DOT ADA Standards 2006 and/or 2010 ADA Standards	
9	Riverside Hunter Park Station	10/20/2017	12/31/2019 Canopies	DOT ADA Standards 2006 and/or 2010 ADA Standards	
10	Moreno Valley/March Field Station	10/20/2017	12/31/2019 Canopies	DOT ADA Standards 2006 and/or 2010 ADA Standards	
11	South Perris Station and Layover Facility.	10/20/2017	12/31/2019 Canopies	DOT ADA Standards 2006 and/or 2010 ADA Standards	
12	Regional Operations Center (ROC)	2007	2018 Tenant Renovations	DOT ADA Standards 2006 and/or 2010 ADA Standards	
13	Customer Service Center (CSC)	2007	2018 Tenant Renovations	DOT ADA Standards 2006 and/or 2010 ADA Standards	

	Building/Facility Name	End Date of Construction	Date and Type of Alteration	Applicable Federal ADA Standards at the time of Construction/Alteration	Comments
14	Facility and Maintenance Warehouse (FAM)	2018	n/a none	DOT ADA Standards 2006 and/or 2010 ADA Standards	
15	TUB 1 – 91 West Toll Utility Building	2017	n/a none	DOT ADA Standards 2006 and/or 2010 ADA Standards	
16	TUB 2 – 91 East Toll Utility Building	2017	n/a none	DOT ADA Standards 2006 and/or 2010 ADA Standards	

Attachment 8 – Transition Plan

ADA Transition Plan

Facility	All RCTC Facilities	Date	07-01-2022
Contact Person	ADA Coordinator, Aaron Hake, RCTC	Address	4080 Lemon Street, Third Floor, P. O. Box 12008, Riverside, CA 92502-2208
Email	ahake@rctc.org	Phone	(951) 787-7141

In compliance with the ADA Title II § 35.150 (d) (3), the ADA Transition Plan includes:

- 1. Identification of physical obstacles in RCTC buildings and facilities that limit the accessibility of its programs or activities to individuals with disabilities.
- 2. Description of the methods that will be used to make the facilities accessible.
- 3. Schedule (target dates) for taking the steps necessary to achieve compliance with ADA requirements in order of priority. Since the time period of the transition plan is longer than one year, steps that will be taken during each year of the transition period.
- 4. Name of RCTC's ADA Coordinator, Aaron Hake, as the official responsible for implementation of the ADA Transition Plan.

Notes:

- a) The priority order assigned to schedule repairs of identified barriers generally follows the order defined in Title II and 28CFR 35.151(b) 4 (iv). Highest priority is assigned to providing an accessible entry (curb ramps) to the facilities (1), followed by ensuring accessible routes to program areas (2), followed by providing access to amenities (3), and providing access to staff areas (4). Importance of the program function, frequency of use, program location and its relation to other programmatic functions are used as criteria to prioritize modification of one chosen element over another.
- b) See Attachments 6A through 6P for aerial views, images of identified physical barriers, and details of the evaluation using latest ADA standards as recommended criteria.
- c) See Attachment 7, Program accessibility for applicable federal ADA standards that were used to evaluate each RCTC facility based on the age of facility and dates of alterations. See Attachment 9, Action Plan for nonstructural solutions to make RCTC facilities, services, and programs accessible in entirety.
- d) The unit costs and quantities noted in this document are based on rough estimates only. Actual costs for the work will be based on actual quantities measured in the field and multiplied by the unit costs of construction when actual work begins.

Quantities noted in this plan are based on field observations, information shown on as-built drawings or on rough measurements taken from Google Earth images. The historic bid data for Caltrans construction cost is used a basis to calculate the estimated costs using this link <https://sv08data.dot.ca.gov/contractcost/>.

For repairing curb ramps, curb and gutter, sidewalks, and cross walks an average cost of \$750 per cubic yard (CY) concrete was used. Asphalt repair cost is estimated at \$150 per square yard (SY)

For items such as repairing cracks on concrete surfaces, cost is based on the assumption that one cubic yard concrete will be used to complete all minor repairs.

For removing pavement markings and/or adding pavement markings an average cost of \$20 per square feet (SF) was used.

Average cost of pipe rails/ fences is estimated at \$335 per linear foot (LF)

Cost of exterior post mounted signs is estimated at \$300 each (EA) and Interior signs at \$50 each.

Installation of detectable warning surface (DWS) tiles are estimated at \$50 per square feet (SF)

Filler pieces/plugs to close lifting holes in manhole covers are estimated at \$20 each. Repairing joints with compressible filler and sealant is estimated at \$20 per linear foot. Flangeway fillers are also estimated at \$20 per linear foot.

Trash cans are estimated at \$500 each, Benches at \$1,000 each, and new dumpster/gates at \$1,500 each. Any modifications associated with moving or reinstalling phones or communication systems are estimated at \$200 or \$500 each.

In employee facilities, costs are estimated for individual units of casework/millwork/furniture in breakrooms, restroom, print rooms and entry lobbies. Lumpsum costs are assumed for routine maintenance items such as adjusting door closers.

- e) Repairs and modifications will be addressed as part of RCTC's regularly scheduled maintenance and improvement projects from adoption of the ADA Self-Evaluation and Transition Plan, using the priority order assigned to each item. RCTC's maintenance and improvement projects are identified on an annual basis and funding is sought and budgeted to implement the projects.

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
West Corona Station				1 = highest 4 = lowest	See Attachment 6A for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
1. Pedestrian Entry	The slope of the sidewalk at the pedestrian entry is measured at 9.6% which makes it an inaccessible route.	a. Provide an alternate accessible pedestrian entry route including five feet wide concrete sidewalk and marked road crossings b. Provide signage for the designated accessible route.	See note e)	1	An alternate route through the parking area is possible and should be considered.	\$750/CY \$/20 SF \$300/EA	250 LF Sidewalk (23.15 CY) 100 SF Marked crossing 1 EA Sign	\$20,000
2. Curb ramp 1b	Flared side exceeds 1:10 slope (11.6%)	Repair flared sides of curb ramps to comply with 1:10 slope requirement or replace entire curb ramp. This will include placement of DWS.	See note e)	1	When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width, and the adjacent gutter to measure ramp slopes, cross slopes, and counter slopes. Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.	\$750/CY \$50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
3. Curb ramp 2a	Sloped portion of ramp takes up the entire sidewalk in front of the main entrance.	Provide signage for the accessible route along the sidewalk leading to level walking route under the canopy	See note e)	1	The landing for the curb ramp is under the station canopy is compliant. So, no structural changes are needed to this curb ramp or landing.	\$300/EA	1 EA	\$300

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
West Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6A for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
4. Curb ramp 2b	Gutter slope exceeds 1:20 (9.1%). Flared side exceeds 1:10 slope (12.2%). uneven level changes and trip hazard.	Remove and replace flared sides of the curb ramp, portions of the gutter to make slopes compliant Replace entire curb ramp. Repair uneven level changes and trip hazards. This will include placement of DWS.	See note e)	1	See comment for item 2.	\$750/CY \$50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
5. Curb ramp 3b	Gutter slope exceeds 1:20 (9.1%). There are uneven level changes and trip hazards.	Remove and replace portions of the gutter to make slopes compliant Replace entire curb ramp. Repair uneven level changes and trip hazards. This will include placement of DWS.	See note e)	1	See comment for item 2.	\$750/CY \$50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
6. Curb ramp 4a	Trip hazard at DWS	Repair uneven level changes and trip hazards. Remove and reapply DWS. Provide beveled transition at DWS and adjacent concrete as required	See note e)	1		\$50/SF \$750/CY	8 SF DWS Tile 0.2 CY Concrete	\$600
7. Pedestrian road crossing 3a-3b	Multiple cracks and gaps in excess of ½” wide and ¼” deep.	Repair cracks, gaps, uneven level changes and trip hazards within the marked pedestrian crossing. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required.	See note e)	1		\$750/CY	27 SF (1 CY)	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
West Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6A for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
8. General Accessible Paths	There are uneven joints and cracks observed in the concrete on the platforms and along accessible route. Sealant/filler in some deep joints is missing.	Repair cracks, gaps, uneven level changes and trip hazards within the accessible route. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds. Every level change greater than ½” needs to have a ramped surface (1:12) slope.	See note e)	1	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	27 SF (1 CY)	\$800
9. Manhole covers	Holes in the manhole covers create trip hazards and have gaps/openings wider than ½ inch.	Close gaps and openings wider than ½” and deeper than ¼”. Plug all open holes on manhole covers in the accessible path.	See note e)	1		\$20/EA	10 EA Plastic plugs	\$200
10. Pedestrian Bridge	Handrails on the pedestrian bridge are mounted at 41 inches. (higher than 38 inches allowed by ADA)	Relocate handrails to comply with the height requirement of 38 inches maximum.	See note e)	2		\$335/LF	65 LF	\$22,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
West Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6A for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
11. Platform	The cross slope of the platform, just outside the elevator lobby exceeds 2% on both sides.	Demarcate an accessible route to access both ends of the platforms from the elevator lobby. If a 48-inch wide compliant accessible path cannot be demarcated adjacent to these non-complaint areas, the cross slopes need to be repaired.	See note e)	2		\$750/CY	100 LF Marking or 5 CY	\$4,000
12. Platform	Current configuration of downspouts will discharge water onto the accessible route	Ensure that rainwater will drain away from the route and will not pond. Repair slopes as required using grinding tools and/or levelling compounds.	See note e)	2		\$750/CY	1.5 CY	\$1,200
13. Platform	The cross slope of the platform, just outside the West mini-high platform exceeds 2% .	Repair cross slopes on accessible routes using grinding tools and/or levelling compounds.	See note e)	2		\$750/CY	+1 CY	\$800
14. Amenities	At the parking area, yellow emergency phones are not on an accessible route	Provide accessible emergency phones on the accessible route also.	See note e)	3		\$500/EA	1 EA	\$500
15. Amenities	Trash cans are not accessible due to being 36 inches tall.	Provide 34 inches high accessible trash cans	See note e)	3		\$500/EA	10 EA	\$5000
16. Amenities	The rack for flyers and brochures is mounted too high at 58 inches.	Relocate the holder no more than 48 inches high.	See note e)	3		\$100/EA	1EA	\$100
17. Parking	Width of a van accessible parking aisle is non compliant with 2010 ADA standards for van accessible spaces.	Restripe to provide 96 inches wide aisle making the van accessible space also 96 inches.		n/a	Aisle complies with 1991 standards.	\$20/SF	36 SF	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
West Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6A for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
18. Parking	Bottom of accessible parking sign is lower than the required 60 inches.	Provide post mounted signs to comply with 2010 ADA requirements.		n/a	Signs comply with the 1991 standards and need to be modified if any changes are made to the parking area.	\$300 EA	12 EA	\$4,000
19. Parking	White colored “NO PARKING” letters on the light concrete surface of access aisles do not offer a visual contrast	It is a recommendation to rectify the visual contrast at text descriptors in parking aisles.	See note e)	3		\$20/SF	10 SF or 9 letters	\$200
20. Trash Enclosure	The trash dumpster is not on an ADA compliant route and gate does not appear to be accessible.	Provide an accessible dumpster enclosure on an accessible route. Provide striping as required.	See note e)	4	As an alternate, See Attachment 9, Action Plan, for requirement to provide reasonable accommodations for employees having known disabilities.	\$20/SF \$ 1,500/EA	100 SF Striping 1 EA Gate	\$4,000
Total cost West Corona								\$74,900

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
North Main Corona Station				1 = highest 4 = lowest	See Attachment 6B for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
21. Pedestrian Entry	Marked crossing 6A-6B is not accessible and is also blocked by the arm barrier gate in the closed position.	Remove the crosswalk markings if the pedestrian route is now closed to public and other pedestrians. Provide signage for the alternate accessible route if this route is closed to the public.	See note e)	1		\$10 SF \$300/EA	50 SF 1 EA Sign	\$800
22. Curb ramp 4a	Cross slope of the ramp exceeds 2 %	Repair cross slope or replace entire curb ramp. This will include placement of DWS.	See note e)	1	When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width, and the adjacent gutters to measure ramp slopes, cross slopes, and counter slopes. Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
23. Curb ramp 4b	Cross slope of the ramp exceeds 2 %	Repair cross slope or replace entire curb ramp. This will include placement of DWS.	See note e)	1	Same as above	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
24. Curb ramp 6b	Ramp is not compliant due to uneven pavement, level changes in excess of ¼" and excessive slope.	Remove the trip hazard and provide flush transitions adjacent to curb ramps if this is a designated marked crossing. See item 21. This will include placement of DWS.	See note e)	2		\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
North Main Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6B for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
25. Pedestrian road crossing 1a-1b and 1a-5c	Signage identifying 1a-1b as the accessible route is missing. Crossing from 1a to 5c is not on the accessible route and is marked.	Provide sign identifying 1a, 1b as the accessible route. Remove markings from inaccessible route	See note e)	1		\$300/EA \$10/SF	1 Sign Remove cross walk marking 50 SF	\$800
26. Sidewalk from garage to elevators	Width of accessible route on the ground level (sidewalk) from the garage exit gate going towards the elevators/pedestrian crossing narrows down to 28 inches along the structural columns and bollards. This sidewalk does not meet accessibility requirements for minimum width of 48 inches.	Provide signage at the exit gate identifying the alternate accessible route.	See note e)	1		\$300/EA	1 EA	\$300
27. Sidewalk/Path from garage to the station	Curved ramps leading to the garage at 2b are not accessible due to the cross slope exceeding ADA requirements of minimum 2%	Provide signage pointing to the accessible route. Remove signage identifying the curved ramps as accessible routes.	See note e)	1	Circular or curved ramps continually change direction. Curvilinear ramps with small radii also can create compound cross slopes and cannot, by their nature, meet the requirements for accessible routes.	\$300/EA	1 EA	\$300
28. General Accessible Paths	Cross slope exceeds 2% on the sidewalks adjacent to the garage entry/exit	Repair cross slopes on the accessible route.	See note e)	1	Update and create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
North Main Corona Station				1 = highest 4 = lowest	See Attachment 6B for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
29. Pedestrian Bridge	Cross slope of the pedestrian bridge in one half of the bridge (longitudinally), exceeds 2 %.	Repair the cross slope to be less than 2% using leveling compounds. In the interim, provide signage for accessible route in the half where cross slope does not exceed 2%.	See note e)	2		\$300 SY (Leveling compound) \$300	57 LF (or 35 SY) 1 EA	\$11,000
30. Platform	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	Remove trip hazards and fill any openings deeper than ¼” and wider than ½ inch with concrete and crack fillers. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds. Every level change greater than ½” needs to have a ramped surface (1:12) slope .	See note e)	2	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800
31. Mini High Platforms	Top handrail extension of the mini high platform ramps are not 12 inches long as required.	Provide compliant handrail extensions.	See note e)	2		\$335/LF	10 LF	\$3,400

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
North Main Corona Station				1 = highest 4 = lowest	See Attachment 6B for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
32. Pedestrian Rail Crossing	Detectable warning surface (DWS) is missing. Trip hazards may exist in the asphalt and concrete interface.	Remove trip hazards , replace damaged asphalt, and provide DWS when the pedestrian rail crossings are repaired.		n/a	This pedestrian rail crossing is used for emergencies only.	\$50/SF \$150/SY	40 SF DWS 5 SY (Asphalt)	\$2,800
33. Amenities	Control button for emergency telephones in the parking structure is higher than 48 inches.	Provide ADA compliant emergency phones. Remove and reinstall phones for operable parts to comply with 48 inch maximum height requirement.	See note e)	3	See Attachment 9, Action Plan	\$200/EA	10 EA	\$2,000
34. Amenities	Trash cans are not accessible due to height being taller than 34".	Provide 34 inches high accessible trash cans	See note e)	3		\$500/EA	16 EA	\$8,000
35. Amenities	Concrete benches do not comply with ADA Section 903 as there are no back supports.	Provide ADA compliant benches with back supports. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with 30in x 48in size, adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 18 in from the front edge of the bench.	See note e)	3	It is a recommendation to apply ADA Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.	\$1,000/EA	15 EA	\$15,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
North Main Corona Station				<i>1 = highest 4 = lowest</i>	See Attachment 6B for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
36. Trash Enclosure	The trash dumpster is on an ADA compliant route but the gate does not appear to be accessible.	Provide an accessible gate to dumpster or provide a new accessible dumpster	See note e)	4	As an alternate, See Attachment 9, Action Plan, for the requirement to provide reasonable accommodations for employees having disabilities when they require access.	\$1,500/EA	1 EA New accessible dumpster	\$1,500
Total Cost North Main Corona								\$57,100

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
La Sierra Station				<i>1 = highest 4 = lowest</i>	See Attachment 6C for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
37. Curb ramp 2a	Slope of the flared sides exceeds 10%	Repair slope of the flared sides or Replace entire curb ramp. This will include placement of DWS.	See note e)	1	When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width, and the adjacent gutters to measure ramp slopes, cross slopes, and counter slopes. Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
38. Curb ramp 4b	Trip hazards due to level changes exceeding ¼ inch.	Remove the trip hazard and provide flush transitions adjacent to curb ramps. This will include placement of DWS.	See note e)	1	Same as above	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
39. Curb ramp 6a	Gutter slope appears to be more than 5%. Extent of DWS along the curved segment does not match Case CM of CA standard plan A88B.	Repair gutter slope. Reapply DWS in dominant direction of travel in entirety as shown for Case CM of CA Standard plan A 88B.	See note e)	1	Same as above	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
40. Curb ramp 7A	Detectable Warning Surface (DWS) is missing. Turning space at bottom of ramp is not 48 in wide at the back of curb.	Provide DWS in the landing and modify sidewalk to provide 48 inches minimum.	See note e)	1		\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
La Sierra Station				<i>1 = highest 4 = lowest</i>	See Attachment 6C for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
41. General Accessible Paths	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	Examine and repair accessible routes where there are uneven joints and cracks observed in concrete along the accessible route, and where sealant/filler in deep joints is missing. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds. Every level change greater than ½” needs to have a ramped surface (1:12) slope .	See note e)	1	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	++1 CY	\$800
42. Elevator	Floor designation is missing from one jamb on the North tower elevator	Replace missing designator.	See note e)	2		\$100/EA	1 EA	\$100
43. Platform	The wheel of rolling gate in open position on the North platform protrudes into the already narrow width, reducing it to 40 inches from the DWS.	Replace gate or gate hardware with one that allows at least 48 inches circulation width		n/a see comments	Available width is more than the 36 inches allowed by 2010 ADA standards, but less than the recommended 48 inches allowed by PROWAG for pedestrian circulation paths.	\$1500/EA	1 EA	\$1500

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
La Sierra Station				1 = highest 4 = lowest	See Attachment 6C for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
44.Platform	Escutcheon plate for the rail post in the center of the tactile warning strip is damaged and causes a trip hazard. This occurs at South platform, mini high platform at the west end	Remove trip hazards	See note e)	2		\$100/EA	1 EA	\$100
45.Amenities	Yellow call boxes are not on an accessible route	Provide yellow call boxes or equivalent facility on the accessible route.	See note e)	3		\$500/EA	2 EA	\$1,000
46.Amenities	Calls from the emergency speaker phone on the platform goes directly to RTA dispatch. It is not confirmed if equal accessibility for individuals who are deaf, hard of hearing, or have a speech impairment is available.	Responsible entity should provide equal accessibility for individuals who are deaf, hard of hearing, or have a speech impairment.	See note e)	3	This speaker phone is not under RCTC authority.	\$500/EA	1 EA	\$500
47.Amenities	Concrete benches are higher than 19 inches and there are no back supports.	Provide ADA compliant benches with back supports. At least 50 percent, but no less than one, of benches at each location shall provide clear space complying with 30in x 48in size, adjacent to the bench. The clear space shall be located either at one end of the bench or shall not overlap the area within 18 in from the front edge of the bench.	See note e)	3	It is a recommendation to apply ADA Section 903 standards to benches in outdoor public environments, in order to ensure seating opportunities for people of all mobility.	\$1000/EA	7 EA	\$7,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
La Sierra Station				<i>1 = highest 4 = lowest</i>	See Attachment 6C for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
48.	White colored “NO PARKING” letters on the light concrete surface of access aisles do not offer a visual contrast	It is a recommendation to rectify the visual contrast at text descriptors in parking aisles.		n/a		\$20/SF	10 SF or 9 letters	\$200
Total Cost La Sierra								\$24,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Riverside Downtown Station				1 = highest 4 = lowest	See Attachment 6D for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
49. Curb ramp 2c	Trip hazard due to chipped concrete and open gaps between DWS and concrete	Repair trip hazards and fill open gaps between DWS and concrete with filler and sealant	See note e)	1		\$20/LF	10 LF Sealant	\$200
50. Curb ramp 5a	Portion of ramp at the loading zone has a slope exceeding 8.33%. The remaining portion of the ramp is accessible.	Repair slope of the inaccessible portion of ramp. This will include placement of DWS.	See note e)	1	<p>When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width, and the adjacent gutters to measure ramp slopes, cross slopes, and counter slopes.</p> <p>Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.</p>	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Riverside Downtown Station				1 = highest 4 = lowest	See Attachment 6D for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
51. General Accessible Paths	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	<p>Examine and repair accessible routes where there are uneven joints and cracks observed in concrete along the accessible route, and where sealant/filler in deep joints is missing.</p> <p>Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope .</p>	See note e)	1	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800
52. Platform	Diamond plate utility cover is unevenly installed and causes a trip hazard.	Reinstall all diamond plate covers with edges flush or no higher than ¼” and gaps no wider than ½”	See note e)	2		\$50/EA	1 EA	\$50

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Riverside Downtown Station				1 = highest 4 = lowest	See Attachment 6D for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
53. Platform	At the pedestrian rail crossing in the middle of North loading platform, the ramp slope exceeds 1:12 (8.33%). Slope is measured as 8.8 % on one side and 9.6% on the other side. The route was kept closed on the day of evaluation. The ramp is 36 inches wide (not including DWS) with handrails only on one side. The rise is greater than 6 inches.	Remove ramps and handrails. Install new ramps not to exceed 1:20 slope, as it is not possible to install handrails on both sides. This will include placement of DWS.	See note e)	2		\$750/CY 50/SF	2 EA (100 CF = 3.72CY) 16 SF DWS	\$6,400
54. Platform	The cross slope towards the center portion of the platform exceeds 2%, (at brick paving features)	Repair cross slopes at paving features on accessible walking route	See note e)	2	As an option provide barriers at the inaccessible portions of the platform while ensuring alternate accessible routes.	\$750/CY	+1 CY	\$800
55. Platform	Ponding water was observed due to rains near the rolling gate. The gate in open position on the platform protrudes into the circulation width, reducing it to 46 inches from the DWS instead of 48 inches as required by PROWAG.	Replace gate or gate hardware with one that allows the recommended 48 inches circulation width Maintain accessible routes to permit safe ambulation. Repair slopes and where required, provide scuppers to allow water to drain away.	See note e)	2		\$1500/EA	2 EA	\$3,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Riverside Downtown Station				<i>1 = highest 4 = lowest</i>	See Attachment 6D for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
56. Platform	The wide ramp at rail crossing (towards SOC) has a cross slope exceeding 2% (3.3%)	Repair cross slope or provide new ramp if required. Apply DWS.	See note e)	2		\$750/CY 50/SF	3 CY 24 SF	\$3,500
57. Pedestrian rail crossing	Detectable Warning Surface (DWS) is missing at all rail crossings.	Apply DWS	See note e)	2		\$50/SF	40 SF DWS	\$2,000
58. Pedestrian rail crossing	The wheel flange gap is slightly higher than 2 1/2"	Flangeway filler needs to be replaced and maintained	See note e)	2		\$20 /LF	20 LF	\$400
59. Amenities	There is no clear space provided for wheelchairs in the platform shelters.	Remove/ relocate and replace benches with those having backs supports and provide clear space at the end of bench seat parallel to the short axis of the bench at all shelters.	See note e)	3		\$1000/EA	15 EA	\$15,000
60. Amenities	Benches without back supports do not comply with ADA advisory and recommendations to ensure seating opportunities for people of all mobility.	Same as above	See note e)	3		n/a	Same as above	
61. Parking	Four Van Accessible spaces are provided which complied with 1991 ADA standards. 5 van spaces are required for 25 ADA spaces provided per 2010 ADA standards and DOT's ADA Standards (2006).	Provide sign and striping for one more van accessible space to comply with DOT ADA Standards, section 208.2.4. as the parking lots were upgraded in 2007. Provide identification signs.	See note e)	3		\$20/SF \$300	50 SF Striping 1 sign	\$1,300

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Riverside Downtown Station				1 = highest 4 = lowest	See Attachment 6D for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
62. Staff Facility-SOC	<u>Bench in SOC</u> : The long bench in locker area does not comply with 903 and does not allow turning space in front of lockers.	Provide an ADA compliant bench and provide turning space for wheelchairs.	See note e)	4		\$1000/EA	1 EA	\$1,000
63. Staff Facility-SOC	Entrance Call Button for Telephone is higher than 48 inches and not compliant with the reach range requirements.	Replace with a compliant system with operable parts no higher than 48 inches	See note e)	4		\$500/EA	1 EA	\$500
64. Staff Facility-SOC	Room identification signs are missing.	Provide ADA compliant signage for all permanent spaces.		4		\$50/EA	5 EA	\$250
65. Staff Facility-SOC	Signs on SOC restroom doors do not comply with 703.4.2.	Provide ADA compliant signage for all permanent spaces.	See note e)	4		\$50/EA	2 EA	\$100
66. Trash Enclosure	The trash dumpster gate is not on an ADA compliant route and the gate does not appear to be accessible.	Provide an accessible gate to the dumpster enclosure on an accessible route.	See note e)	4	As an alternate, See Attachment 9, Action Plan, for the requirement to provide reasonable accommodations for employees having disabilities when they require access	\$1500/EA	1 EA New accessible dumpster	\$1,500
Total Cost Riverside Downtown								\$40,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Pedley Station				1 = highest 4 = lowest	See Attachment 6E for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
67. Pedestrian Entry	Curb ramps 3a through 5b on the pedestrian entry routes are not ADA compliant	Curb ramps 3a through 5b need to be replaced to comply with applicable ADA requirements. This will include placement of DWS.	See note e)	1		\$750/CY 50/SF	7 X (3.72CY) =26 CY 7 X 8 =56 SF DWS	\$22,300
68. Curb ramp 2b	Gutter Slope exceeds 1:20	Repair gutter slope. This will include placement of DWS.	See note e)	1	When repairs begin, use proper and precise instruments (4-foot smart level and 2-foot smart level) to fit within the curb ramp width, and the adjacent gutters to measure ramp slopes, cross slopes, and counter slopes. Use smart level instruments, calibrated in accordance with manufacturer's instructions before taking measurements.	\$750/CY 50/SF	1 EA (100 CF = 3.72CY) 8 SF DWS	\$3,200
69. Curb ramps 6a, 6b, 7a, 7b	Level changes exceed ¼" without bevel, DWS is missing.	Grind concrete to eliminate level changes and apply DWS.	See note e)	1	Same as above	\$750/CY	50 SF or 0.25 CY 4 X8 =32 SF DWS Tiles	\$1,800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Pedley Station				1 = highest 4 = lowest	See Attachment 6E for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
70. General Accessible Paths	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	Examine and repair accessible routes where there are uneven joints and cracks observed in concrete along the accessible route, and where sealant/filler in deep joints is missing. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds. Every level change greater than ½” needs to have a ramped surface (1:12) slope .	See note e)	1	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800
71. Platform	Diamond plate utility cover is unevenly installed and causes a trip hazard.	Reinstall all diamond plate covers with edges flush or no higher than ¼” and gaps no wider than ½”	See note e)	2		\$50/EA	1 EA	\$100
72. Platform	Utility covers are not ADA compliant due to missing filler pieces in lifting holes.	Add filler pieces in all holes exceeding ½” diameter.	See note e)	2		\$20/EA	16 EA	\$400

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
<i>Pedley Station</i>				<i>1 = highest 4 = lowest</i>	See Attachment 6E for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
73. Pedestrian rail crossing	Detectable Warning Surface (DWS) is missing at the pedestrian rail crossing which is the only accessible route to get to the other platform.	Apply DWS.	See note e)	2		\$50/SF	40 SF DWS	\$2000
74. Pedestrian rail crossing	The drop off at the edges of pedestrian crossing landing exceeds 4 inches. This is not only a CA building code violation, but also and a fall hazard.	Provide required correction (6 inch high curb) or a preventive barrier	See note e)	2		\$750/CY	+1 CY	\$800
75. Pedestrian rail crossing	Level changes and trip hazards exist at asphalt and concrete interface at the track crossing.	Even out level changes and remove trip hazards. Remove and replace asphalt as required.	See note e)	2		150/SY	5 SY (Asphalt)	\$800
76. Amenities	There is no clear space provided for wheelchairs in the waiting shelter.	Remove and relocate bench to provide clear space at the end of bench seat parallel to the short axis of the bench at all shelters.	See note e)	3		\$100/EA	1 EA	\$100
77. Amenities	Trails in the landscaped areas at the bus stops are not accessible. No accessible route leads to them and the walking path surface is not firm.	Provide signage deterring public use of trails because the use of trails is denied to individuals with disabilities.		n/a		\$300/EA	1 EA	\$300

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
<i>Pedley Station</i>				<i>1 = highest 4 = lowest</i>	See Attachment 6E for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
78. Amenities	Benches without back supports do not comply with ADA advisory and recommendations to ensure seating opportunities for people of all mobility on platform shelters	Replace 50 % of the benches with compliant benches having back supports and provide clear space at the end of bench seat parallel to the short axis of the bench.	See note e)	3		\$1000/EA	10 EA	\$10,000
79. Parking	Van Accessible parking sign is missing at one of the two van accessible spots.	Provide sign	See note e)	3		\$300/EA	1 EA	\$300
80. Trash Enclosure	The trash dumpster is not on an ADA compliant route and gate does not appear to be accessible.	Provide an accessible dumpster enclosure on an accessible route.	See note e)	4	As an alternate, See Attachment 9, Action Plan, for the requirement to provide reasonable accommodations for employees having disabilities when they require access.	\$1500/EA	1 EA New accessible dumpster	\$1,500
							Total Cost Pedley Station	\$44,400

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Downtown Perris Station				1 = highest 4 = lowest	See Attachment 6F for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
81. General Accessible Paths	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	Examine and repair accessible routes where there are uneven joints and cracks observed in concrete along the accessible route, and where sealant/filler in deep joints is missing. Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required. Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds. Every level change greater than ½” needs to have a ramped surface (1:12) slope .	See note e)	1	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800
82. Platform	Utility covers are not ADA compliant due to missing filler pieces in lifting holes.	Add filler pieces/plugs in all holes exceeding ½” diameter.	See note e)	2		\$20 EA	10 EA	\$200
83. Pedestrian rail crossings	Clear space to operate gates on the push side (North crossing- at all gates, South crossing- at one gate) are less than the required 48 inches.	Remove and reinstall fence to allow ADA compliant access to gates when the arms are down.	See note e)	2		\$335/LF	50 LF	\$16,800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Downtown Perris Station				<i>1 = highest 4 = lowest</i>	See Attachment 6F for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
84. Pedestrian rail crossings	Level changes and trip hazards exist at asphalt and concrete interface at the track crossings.	Even out level changes and remove trip hazards. Remove and replace asphalt as required.	See note e)	2		150/SY	5x8 =40 SY (Asphalt)	\$6,000
85. Pedestrian rail crossings	The wheel flange gap is slightly higher than 2 1/2"	Flangeway filler needs to be examined, replaced, and regularly maintained.	See note e)	2	This occurs at all crossings	\$20/LF	250 LF	\$5,000
86. Staff Toilet	The paper tower dispenser appears to be higher than 48 A.F.F.	Relocate paper towel dispenser at 48" max. to comply with	See note e)	4		\$50 EA	1 EA	\$100
Total Cost Downtown Perris Station								\$28,900

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Hunter Park Station				1 = highest 4 = lowest	See Attachment 6G for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
87. Pedestrian Crossing 2a-2b	Pedestrian crossing at 2a, 2b has cracks, level changes more than ¼” high, and gaps in excess of ½” wide and ¼” deep	<p>Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope</p>	See note e)	1		\$750/CY	+1 CY	\$800
88. General Accessible Paths	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	Same as above.	See note e)	1	Update the maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	Same as above	Same as above	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Hunter Park Station				1 = highest 4 = lowest	See Attachment 6G for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
89. Parking aisles	Access aisles at parking stalls have cracks and level changes more than ¼” high and gaps in excess of ½” wide and ¼” deep.	Every joint deeper than ¼” and wider than ½” shall be filled with elastomeric fillers and sealed Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools, filler and sealer. Every level change greater than ½” needs to have a ramped surface (1:12) slope.	See note e)	1		\$150/SY	10 SY	\$1,500
90. Platform	Utility covers are not ADA compliant due to missing filler pieces in lifting holes.	Add filler pieces in all holes exceeding ½” diameter.	See note e)	2		\$20 EA	10 EA	\$200
91. Pedestrian rail crossings	Level changes and trip hazards exist at asphalt and concrete interface at the track crossings.	Even out level changes and remove trip hazards.	See note e)	2		\$150/SY (Asphalt)	5 SY	\$800
92. Pedestrian rail crossings	The wheel flange gap is higher than 2 1/2” where the flangeway filler is missing in the marked crossing.	Flangeway filler needs to be examined, replaced, and regularly maintained.	See note e)	2		\$20/LF	20 LF	\$400
93. Pedestrian rail crossings	Placement of the DWS exceeds the allowed 15 feet maximum from centerline of nearest rail at curved tracks	Apply additional DWS to comply with the requirements	See note e)	2		\$50/SF	40 SF	\$2,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Hunter Park Station				<i>1 = highest 4 = lowest</i>	See Attachment 6G for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
94.Amenities	Concrete benches are higher than 19 inches and do not comply as there are no back supports.	Replace 50 % of the benches with compliant benches having back supports and provide clear space at the end of bench seat parallel to the short axis of the bench.	See note e)	3		\$1,000	4 EA	\$ 4,000
Total Cost Hunter Park Station								\$ 10,500

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Moreno Valley/ March Field Station				<i>1 = highest 4 = lowest</i>	See Attachment 6H for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
95. Curb ramp 1a, 2a, 3a	Trip hazard due to level change in Detectable Warning Surface tiles and level changes at concrete interface.	Remove and reapply Detectable Warning Surface tiles. Grind down concrete substrate as required.	See note e)	1		\$ 50/SF	3X8=24 SF	\$2,400
96. General Accessible Paths and Platforms	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	<p>Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	See note e)	2	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
Moreno Valley/ March Field Station				<i>1 = highest 4 = lowest</i>	See Attachment 6H for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
97. Parking aisles	Access aisles at parking stalls have level changes at concrete/asphalt interface	Every joint deeper than ¼” and wider than ½” shall be filled with elastomeric fillers and sealed Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools, filler and sealer. Every level change greater than ½” needs to have a ramped surface (1:12) slope.	See note e)	2		\$150/SY	10 SY	\$1,500
98. Pedestrian rail crossings	The wheel flange gap is higher than 2 1/2” where the flangeway filler is missing in the marked crossing.	Flangeway filler needs to be examined, replaced, and regularly maintained.	See note e)	2		\$20/LF	20 LF	\$400
99. Staff Toilet	The paper towel dispenser appears to be installed higher than 48 inch	Relocate paper towel dispenser to be at 48 inches maximum height.	See note e)	4		\$100 EA	1 EA	\$100
Total Cost Moreno Valley/March Field								\$5,200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
South Perris Station				<i>1 = highest 4 = lowest</i>	See Attachment 6l for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
100. Pedestrian Entry	There is no sidewalk within the RCTC boundary nor is there a sidewalk provided outside the boundary, for pedestrians to access this station	RCTC to provide sidewalks connecting to the future sidewalks on the public right of way.	See note e)	1	See Attachment 9, Action Plan for recommendations to ensure pedestrian connection to public right of way roads.	\$750/CY	500 CY	\$375,000
101. Curb ramp 2b	Trip hazard due to level change in Detectable Warning Surface tiles(DWS) and level changes at concrete interface.	Repair and replace DWS tiles to remove level changes. Grind down concrete substrate as required.	See note e)	1		\$50/SF	8 SF	\$400
102. General Accessible Paths and Platforms	There are uneven joints and cracks observed in concrete along the accessible route, and sealant/filler in deep joints is missing.	<p>Every joint deeper than ¼” and wider than ½” shall be filled with concrete and crack fillers as required.</p> <p>Every level change along the accessible route greater than ¼” and less than ½” height needs to be beveled (1:2 slope) or repaired using grinding tools and/or levelling compounds.</p> <p>Every level change greater than ½” needs to have a ramped surface (1:12) slope.</p>	See note e)	2	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$750/CY	+1 CY	\$800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
South Perris Station				<i>1 = highest 4 = lowest</i>	See Attachment 6I for curb ramp locations, images of barriers, recommendations, and ADA requirements.			
103. Parking aisles	Access aisles at parking stalls have excessive slopes, wide cracks, open joints, and excessive level changes at concrete/asphalt interface	Remove and replace the western parking lot.	See note e)	2	The issues are likely because of heaving up of the expansive soils in this area which needs to be addressed to make sure that cracks and level changes will not reappear.	Lump Sum	25,000 SY	\$1,500,000
Total South Perris Station								\$1,876,200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
RCTC Office, Lemon Street				<i>1 = highest 4 = lowest</i>	See Attachment 6J for images of the identified physical barriers, recommendations, and ADA requirements.			
104. Entrance	ADA compliant identification sign is missing at the main entry door.	Provide ADA Compliant identification sign with visual and tactile characters	See note e)	3		\$50/EA	1 EA	\$100
105. Doors	Some doors close too fast.	Adjust door closers on all doors on the accessible route so that from an open position of 90 degrees, the time required to move to an open position of 12 degrees is 5 seconds. minimum. The maximum operating force shall not exceed 5 LBS for interior hinged doors.	See note e)	4	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$300 Lump Sum	n/a	\$300
106. Doors	Maneuvering clearance at the exit door behind the reception counter is not compliant with minimum requirements. 12 inches is required for a front approach, push side door.	Provide directional sign pointing to the alternate accessible exit route	See note e)	4		\$50/EA	1 EA	\$100
107. Doors	Exit door near the restroom leading to the exit stair is not compliant with requirements of “doors in series”	Provide directional sign pointing to the alternate accessible exit route	See note e)	4	As an alternate permanent solution, the door and partition may be moved by the responsible entity.	\$50/EA	1 EA	\$100
108. Reception	Knee and toe clearances are not adequate at the reception desk	Provide accessible writing/working surface at the reception counter.	See note e)	3		\$500/EA	1EA	\$500

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
<i>RCTC Office, Lemon Street</i>				<i>1 = highest 4 = lowest</i>	See Attachment 6J for images of the identified physical barriers, recommendations, and ADA requirements.			
109. Restroom	Mirrors over the lavatory are half inch higher than the allowed 40 inches in both men and women restrooms	Replace the mirror or bottom channel of mirror with clips that will allow the reflective surface to be at 40 inches max.	See note e)	4		\$500 Lumpsum	N/A	\$500
110. Restroom	Clear space in front of lavatories in both restrooms is hampered by the combination paper towel dispenser/trash receptacle on one side and additional paper towel dispenser on the other side	Relocate or replace the accessory to provide clear space in front of at least one lavatory	See note e)	4		\$50/EA	2 EA	\$100
111. Restroom	Maneuvering clearance to the ADA stall is not 18 inches as required for front approach on pull side. It is less than 12 inches	Relocate toilet partitions to provide an ADA compliant stall in the men's room. In the women's room, reversing the swing of the stall door to open inside could resolve the issue.	See note e)	4		\$1200/EA	2	\$2,400
112. Restroom	The toilet paper roll is located more than 12 inches from the front edge of toilet in both restrooms	Move the dispenser to be within 7 to 9 inches	See note e)	4		n/a	n/a	

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
RCTC Office, Lemon Street				<i>1 = highest 4 = lowest</i>	See Attachment 6J for images of the identified physical barriers, recommendations, and ADA requirements.			
113. Break Room	Counters are more than 34 inches high and more than 24 inches wide. Operable parts at the back of counters are not accessible.	Modify break room and print room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters OR Raise the floor and provide compliant thresholds	See note e)	4		\$50 /SF	15 ft x 30 ft = 200SF	\$30,000
114. Break Room	The ice and drinking water dispenser unit is not centered within a 30 in. x 48 in. clear space and reaching the faucet may be difficult for a person using a wheelchair.	Recommend relocating the dispenser to provide easy access to the faucet.	See note e)	4		n/a	n/a	
115. Interior	Interior signs on permanent rooms do not comply with ADA requirements	Provide new ADA compliant room indicator signs with visual and tactile characters at all permanent common use spaces	See note e)	4		\$50/EA	25 EA	\$1,300
116. Interior	ADA compliant signs identifying accessible means of egress doors are missing.	Provide ADA compliant exit signs at all accessible exit doors.	See note e)	4		\$50/EA	10 EA	\$500
117. Interior	Access to and exit from the Clerk of Board's office appears to be restricted due to furniture and boxes	Relocate furniture to provide maneuvering clearances	See note e)	4		n/a	n/a	
							Total Cost RCTC Office Space	\$36,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
RCTC Office, Tenth Street				1 = highest 4 = lowest	See Attachment 6K for images of the identified physical barriers, recommendations, and ADA requirements.			
118. Entrance	ISA sign is missing at accessible entry doors. Directional sign pointing to accessible route is missing at the inaccessible main door	Provide ADA compliant signage at accessible entry doors, exit doors, and provide directional signage at all inaccessible doors	See note e)	3		\$50/EA	1	\$100
119. Doors	Some doors close too fast.	Adjust door closers on all doors on the accessible route so that from an open position of 90 degrees, the time required to move to an open position of 12 degrees is 5 seconds. minimum. The maximum operating force shall not exceed 5 LBS for interior hinged doors.	See note e)	4	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$300 Lumpsum	n/a	\$300
120. Doors	Maneuvering clearance to the breakroom door from inside is blocked by the water dispenser. Access to the paper towel dispenser is also blocked.	Relocate water dispenser to provide 18 inches on latch side	See note e)	4		n/a	n/a	
121. Reception	Knee and toe clearances are not adequate at the reception desk	Provide accessible writing/working surface at the reception counter.	See note e)	3		\$500/EA	1 EA	\$500

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
RCTC Office, Tenth Street				<i>1 = highest 4 = lowest</i>	See Attachment 6K for images of the identified physical barriers, recommendations, and ADA requirements.			
122. Reception	Wheelchair space is not provided in the lobby	Relocate furniture to allow space for at least one wheelchair or (5% of the total number of chairs , whichever is higher)	See note e)	4		n/a	n/a	
123. Break Room	Counters are more than 34 inches high and more than 24 inches wide. Operable parts at the back of counters are not accessible.	Modify break room and print room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters	See note e)	4		\$10,000/EA	2 EA	\$20,000
124. Break Room	The ice and drinking water dispenser unit is not centered within a 30 in. x 48 in. clear space and reaching the faucet may be difficult for a person using a wheelchair.	Recommend relocating the dispenser to provide easy access to the faucet.	See note e)	4		n/a	n/a	
125. Interior	Interior signs on permanent rooms do not comply with ADA requirements	Provide new ADA compliant room indicator signs with visual and tactile characters at all permanent common use spaces	See note e)	4		\$50/EA	10 EA	\$500
126. Interior	ADA compliant signs identifying accessible means of egress doors are missing.	Provide ADA compliant exit signs at all accessible exit doors.	See note e)	4		\$50/EA	3 EA	\$200
							Total Cost RCA Office Space	\$21,600

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
ROC				<i>1 = highest 4 = lowest</i>	See Attachment 6L for images of the identified physical barriers, recommendations, and ADA requirements.			
127. Entrance	ROC is a restricted building. No International Symbol of Accessibility signage is provided on the entry door to ROC. The only accessible main public entry door is at the adjacent CSC building which connects to the ROC.	“Accessible Entry” sign to be provided at ROC entry double doors.	See note e)	3		\$300/EA	1 EA	\$300
128. Doors	Some doors close too fast.	Adjust door closers on all doors on the accessible route so that from an open position of 90 degrees, the time required to move to an open position of 12 degrees is 5 seconds minimum. The maximum operating force shall not exceed 5 LBS for interior hinged doors.	See note e)	4	Update or create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$300 Lumpsum	n/a	\$300
129. Doors	Door D112 at hallway is not a designated exit per code analysis drawing, A-2.02.	Provide directional signage for the accessible exit door.	See note e)	4	A manual fire alarm pull is provided, making this a usable exit door. Maneuvering clearance for the push side is not 12 inches per ADA Standards. This exit is not considered an accessible exit.	\$50/ EA	1 EA	\$100
130. Doors	Tactile signs are missing at all exit doors.	Provide signs in accordance with ADA requirements at exit doors.	See note e)	4		\$50/ EA	5 EA	\$300

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
ROC				<i>1 = highest 4 = lowest</i>	See Attachment 6L for images of the identified physical barriers, recommendations, and ADA requirements.			
131. Lockers	54 inch wide clear space is provided in front of lockers. To make the locker ADA compliant at least 60 inches space is required to be able to swing open the door and maintain the 30 inch x 48 inch clear space for a wheelchair.	Provide ADA compliant lockers where 60 inches diameter turning space can be accommodated in front of the locker. At least 5% of the lockers shall comply.	See note e)	4	Verify that the lockers located in the corridor allow a code compliant means of egress. Relocate lockers as required.	n/a	n/a	n/a
132. Open Office	A trip hazard exists on the accessible route due to exposed conduits on the floor.	Relocate cable to eliminate trip hazard or Provide ADA compliant cable covers	See note e)	4		\$300 Lumpsum	n/a	\$300
133. Open Office	Both the low and high tables are not ADA compliant due to low knee clearance issues or due to being higher than 34 inches	Provide ADA compliant work surfaces as required to accommodate employees using mobility devices.	See note e)	4		\$500 /EA	1 EA	\$500
134. Break Room	Counters are more than 34 inches high and more than 24 inches wide. Operable parts at the back of counters are not accessible.	Modify break room counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters	See note e)	4		\$10,000/ EA	1 EA	\$10,000
Total Cost ROC								\$11,800

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
CSC				<i>1 = highest 4 = lowest</i>	See Attachment 6M for images of the identified physical barriers, recommendations, and ADA requirements.			
135. Doors	Some doors on the accessible route close too fast.	Adjust door closers on all doors on the accessible route so that from an open position of 90 degrees, the time required to move to an open position of 12 degrees is 5 seconds minimum. The maximum operating force shall not exceed 5 LBS for interior hinged doors.	See note e)	4	Create a maintenance plan for ongoing routine inspections and repairs of all components of the accessible route.	\$300 Lumpsum	n/a	\$300
136. Doors	No International Symbol of Accessibility signage is provided on CSC EXIT doors which are also restricted rear entry doors	Directional signage to the accessible door should be provided at one of the exit doors. And International Symbol of Accessibility signage should be provided at restricted accessible entry/exit door also.	See note e)	4		\$50/EA	2 EA	\$100
137. Doors	Tactile signs are missing at all exit doors.	Provide signs in accordance with ADA requirements at exit doors.	See note e)	4		\$50/EA	5 EA	\$300
138. Lobby	Reception Area: Low counters do not have the toe clearance as required.	Replace or modify furniture to provide at least one ADA compliant reception counter with the required toe clearance	See note e)	3		\$500/EA	1 EA	\$500
139. Lobby	International Symbol of Accessibility (ISA) sign is missing at the accessible height counters	Provide ISA sign at low counters, as modified per above.	See note e)	3		\$50/EA	2	\$100

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
CSC				1 = highest 4 = lowest	See Attachment 6M for images of the identified physical barriers, recommendations, and ADA requirements.			
140. Conference Room	Access to light switch is blocked by the door in open position	Provide occupancy sensor to switch on the light automatically.	See note e)	4		\$300 lumpsum	n/a	\$300
141. Break Room	Counters are more than 34 inches high and more than 24 inches wide. Operable parts at the back of counters are not accessible.	Modify break room and counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters	See note e)	4		\$10,000/EA	1 EA	\$10,000
Total Cost CSC								\$11,600

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
FAM				1 = highest 4 = lowest	See Attachment 6N for images of the identified physical barriers, recommendations, and ADA requirements.			
142. Doors	Directional signage pointing to the main accessible entry door is missing on the rear, inaccessible restricted entry doors.	Provide directional signage pointing to the accessible entry at all inaccessible doors	See note e)	4		\$50/EA	3 EA	\$200
143. Doors	Exterior rear entry door (restricted entry) to Kapsch area is not an accessible door.	<ul style="list-style-type: none"> Provide ADA compliant hardware, landings, and clearances at the door. Provide directional signage pointing to the accessible door at all other inaccessible doors. International Symbol of Accessibility signage should be provided at restricted entry/exit door when it is made accessible. 	See note e)	4		\$1,000/EA \$50/EA	1 EA 1EA	\$1,000 \$100
144. Doors	Tactile signs are missing at all exit doors.	Provide signs in accordance with ADA requirements at exit doors.	See note e)	4		\$50/EA	4 EA	\$200
145. Doors	Fire extinguisher is mounted in the maneuvering clearance of exit door from corridor to main lobby.	Relocate the fire extinguisher to provide 18 inches on latch side of the door	See note e)	4		n/a	n/a	
146. Doors	Secondary exit door from office area to Kapsch area is not accessible due to incorrect hardware that needs twisting and pulling of the doorknob.	Replace current hardware with ADA compliant hardware.	See note e)	4	Emergency evacuation of occupants with disabilities is not considered if there is an unfortunate event and the only accessible exit becomes unavailable.	\$1,000/EA	1	\$1,000

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
FAM				1 = highest 4 = lowest	See Attachment 6N for images of the identified physical barriers, recommendations, and ADA requirements.			
147. Doors	Office area doors leading to the warehouse are not accessible. Level difference on the threshold of the doors exceeds 1/2".	Make door hardware, including thresholds accessible and Provide ADA compliant exit signage at designated exit routes	See note e)	4		\$250 EA	2 EA	\$500
148. Gate	The security gate is on the accessible entry ramp which has a gentle slope less than five percent. There is no flat landing provided to operate the sliding security gate.	If other employees are allowed to operate the gate, then the gate needs to be moved to a location where there is a flat landing area on each side of the door.	See note e)	4	If the security gate is to be opened by security personnel only, then there is no action.	n/a	n/a	n/a
149. Break Room	Counters are more than 34 inches high and more than 24 inches wide. Operable parts at the back of counters are not accessible.	Modify break room and counters to allow compliant access to the sink faucet and operable parts/ controls that are at the back of counters	See note e)	4		10,000/EA	1 EA	10,000
150. Restroom	(ISA) sign is missing at the Restrooms which are not currently fully accessible, but toilet rooms for men and women are sized to accommodate accessibility requirements	Provide a tactile sign containing raised characters and Braille lettering signs.	See note e)	4		\$50/EA	2 EA	\$100
151. Restroom	Paper Towel dispenser in restrooms is located at 55 inches height which is not compliant with ADA requirements.	Lower the unit to 48 inch height which is the maximum allowed for accessible equipment.	See note e)	4		n/a	n/a	n/a
152. Restroom	There is no grab bar on the rear wall of the restrooms	Provide grab bars on the rear walls of both restrooms.	See note e)	4		\$200 Lumpsum	n/a	\$200

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
FAM				<i>1 = highest 4 = lowest</i>	See Attachment 6N for images of the identified physical barriers, recommendations, and ADA requirements.			
153. Restroom	Flush control is not on the open side in the women's restroom	Modify flush control to be on the open side.	See note e)	4		\$200 Lumpsum	n/a	\$200
154. Restroom	Centerline of water closet is at 20.5 inches from the side wall. It needs to be a maximum of 18 inches and a minimum of 16 inches to comply with 2010 ADA standards.	Reduce the distance of WC from the side wall by building out the wall and relocating the grab bar.	See note e)	4		\$1,000 Lumpsum	n/a	\$1,000
155. Restroom	Toilet paper dispenser in the women's room is too close from the edge of seat (less than 6 inches	Relocate toilet paper dispenser to be between 7 to 9 inches from the front of the water closet	See note e)	4		n/a	n/a	n/a
156. Unisex Toilet	The unisex toilet is not accessible and directional signage to accessible toilets are missing	Directional sign for accessible toilets should be provided.	See note e)	4		\$50/EA	1 EA	\$100
157. Fire Alarm	Visual fire alarm is not provided	When alarm systems are installed, upgraded, or replaced systems must have both audible and visible notification devices	See note e)	4	The wiring of the alarm system should be designed to easily support the installation of visible alarms if needed by an employee with a disability	n/a	n/a	n/a
							Total Cost FAM	\$14,600

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
TUB 1				<i>1 = highest 4 = lowest</i>	See Attachment 6'O' for images of the identified physical barriers, recommendations, and ADA requirements.			
158. Doors	Maneuvering clearance for the main entry/exit door from inside is reduced by the fire extinguishing apparatus to 9 inches instead of the required 12 inches. Maneuvering clearance for the restroom door is also impeded.	Relocate apparatus to provide maneuvering clearances required for exiting the space and for entering the toilet room. Or, Provide automatic push button that can allow the doors to remain open in the power-off condition.	See note e)	4	See Attachment 9, Action Plan, for non-structural solutions.	\$2,000 Lumpsum	n/a	\$2,000
159. Doors	Accessibility signage is not provided on the exit door.	Provide tactile sign containing raised characters and Braille lettering at the designated exit door.	See note e)	4	See Attachment 9, Action Plan, for non-structural solutions.	\$50/EA	1 EA	\$100
160. Ramp	The bottom sloped extension of the handrail at exterior stairs is reduced to 10 inches due to the post, instead of being equal to tread depth	Compliant bottom rail extensions shall be provided	See note e)	4		335/LF	4 LF	\$1,400
161. Restroom	Identification Signage is missing at the restroom.	Provide a tactile sign containing raised characters and Braille lettering signs.	See note e)	4	See Attachment 9, Action Plan, for non-structural solutions.	\$50/EA	1 EA	\$100
162. Restroom	Maneuvering clearance to the restroom door from inside is blocked by the storage unit	Relocate storage unit to provide at least 12 inches clearance on the latch side.	See note e)	4		n/a	n/a	n/a
Total Cost TUB 1								\$3,600

Facility/Area	Access Issue	Solution	Target Date	Priority Order	Comments	Unit Cost	Estimated Quantity	Total Estimated Cost (rounded)
TUB 2				<i>1 = highest 4 = lowest</i>	See Attachment 6P for images of the identified physical barriers, recommendations, and ADA requirements.			
163. Doors	Maneuvering clearance for the main entry/exit door from inside is reduced by the fire extinguishing apparatus to 9 inches instead of the required 12 inches. Maneuvering clearance for the restroom door is also impeded.	Relocate apparatus to provide maneuvering clearances required for exiting the space and for entering the toilet room. Or, Provide automatic push button that can allow the doors to remain open in the power-off condition.	See note e)	4	See Attachment 9, Action Plan for non-structural solutions.	\$2,000 Lumpsum	n/a	\$2,000
164. Doors	Accessibility signage is not provided on the exit door.	Provide tactile sign containing raised characters and Braille lettering at the designated exit door.	See note e)	4	See Attachment 9, Action Plan for non-structural solutions.	\$50/EA	1 EA	\$100
165. Ramp and Stair	Handrail extension at top of ramp and stair does not comply with the minimum 12 inch extension requirement on either side. Bottom rail extension is OK.	Compliant handrail extensions shall be provided	See note e)	4		335 /LF	4 LF	\$1,400
166. Restroom	Identification Signage is missing at the restroom.	Provide a tactile sign containing raised characters and Braille lettering signs.	See note e)	4	See Attachment 9, Action Plan for non-structural solutions.	\$50/EA	1 EA	\$100
167. Restroom	Maneuvering clearance to the restroom door from inside is blocked by the storage unit	Relocate storage unit to provide at least 12 inches clearance on the latch side.	See note e)	4		n/a	n/a	n/a
Total Cost TUB 2								\$3,600

Summary of Estimated Costs for Each RCTC Facility		
Facility Designator	Facility Name	Total Cost
A.	West Corona Station	\$74,900
B.	North Main Corona Station	\$57,100
C.	La Sierra Station	\$24,000
D.	Riverside Downtown Station	\$40,000
E.	Pedley Station	\$44,400
F.	Downtown Perris Station	\$28,900
G.	Hunter Park Station	\$10,500
H.	Moreno Valley - March Field Station	\$5,200
I.	South Perris Station	\$1,876,200
J.	RCTC Office	\$36,000
K.	RCTC Tenth Steet Office	\$21,600
L.	ROC	\$11,800
M.	CSC	\$11,600
N.	FAM	\$14,600
O.	TUB-1	\$3,600
P.	TUB-2	\$3,600
Total Estimated Cost		\$2,264,000

Summary Estimated Costs for Priority 1 Items		
Facility Designator	Facility Name	Cost of Priority 1 Items
A.	West Corona Station	\$32,300
B.	North Main Corona Station	\$9,400
C.	La Sierra Station	\$13,600
D.	Riverside Downtown Station	\$4,200
E.	Pedley Station	\$28,100
F.	Downtown Perris Station	\$800
G.	Hunter Park Station	\$3,100
H.	Moreno Valley - March Field Station	\$2,400
I.	South Perris Station	\$375,400
Total Estimated Cost of Priority 1 Items		\$469,300
Summary Estimated Costs for Priority 2 Items		
Facility Designator	Facility Name	Cost of Priority 2 Items
A.	West Corona Station	\$28,000
B.	North Main Corona Station	\$18,400
C.	La Sierra Station	\$200
D.	Riverside Downtown Station	\$16,200
E.	Pedley Station	\$4100
F.	Downtown Perris Station	\$28,000
G.	Hunter Park Station	\$3,400
H.	Moreno Valley - March Field Station	\$2,700
I.	South Perris Station	\$1,500,800
Total Estimated Cost of Priority 2 Items		\$1,601,800
Total Estimated Cost of Priority 1 and Priority 2 Items		\$2,071,100

Attachment 9 – Action Plan

Action Plan

Public Entity Riverside County Transportation Commission **Date** 07-01-2022

Contact Person Aaron Hake **Title** RCTC ADA Coordinator

Email ahake@rctc.org **Phone** (951) 787-7141

The Action Plan includes non-structural solutions to programmatic and physical barriers that have been identified during this self-evaluation. The non-structural solutions consist of development of process or procedures to address the barriers. This may also include staff training or revisions to existing documents (contract, procedure, procurement manual, or employment procedures). RCTC's programmatic barriers are identified through an evaluation of responses to questions documented in Attachments 2, 3, 4 and 5. The assessment of physical barriers to access are identified in Attachments 6A through 6P through accessibility surveys of each of their sixteen facilities. Nonstructural solutions to a few of those identified physical barriers are included here, as alternates to structural solutions. Structural solutions that are required to remove all physical barriers are listed in Attachment 8, Transition Plan.

RCTC's ADA Coordinator, Aaron Hake is responsible for implementation of the Action Plan as per the target dates identified below.

Issues	Nonstructural Solutions	Target Date	Comments
General Nondiscrimination			
1. RCTC's Model Contracts were provided to the self-evaluation team for review. The current contract language for non-federally funded projects provided for review does not specifically mention compliance with the ADA Title II, although it requires consultants and contractors to comply with all Laws and Regulations.	<ul style="list-style-type: none"> RCTC should review the uniform contract language for contracting services (for all consultants and construction contracts) to ensure that it is worded in a nondiscriminatory manner, holding vendors/contractors/ consultants to State and Federal disability civil rights mandates that RCTC is subject to under law, specifically including compliance to the ADA set forth under 28 CFR 35 (and the ADA Standards). Because RCTC receives federal financial assistance, a similar provision requiring compliance with Section 504 of the 1973 Rehabilitation Act should be added as well. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
2. There appear to be exclusions/ restrictions preventing persons with disabilities from employment in field construction positions where driving and exposure to live traffic are cited as examples of safety concern.	<ul style="list-style-type: none"> It is recommended that RCTC's legal counsel review job descriptions for construction field positions prior to their posting to ensure ADA compliance, and to confirm that the exclusions or restrictions are necessary to the operation of the program and/or for the safety of all participants. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
Contracting with External Organizations			
<p>3. Some of RCTC's staff responsible for contracting with external agencies are not fully familiar that RCTC's ADA obligations apply whether the RCTC provides the service, program, or activity directly or contracts for it.</p> <p>4. RCTC does not specifically require assurances from contractors of their fulfillment of ADA title II requirements for non-federally funded projects</p>	<ul style="list-style-type: none"> As a best practice, RCTC should require assurances from contractors of their fulfillment of Title II requirements. RCTC should update contract provisions and specifications to specifically include that contractors need to provide the services, programs, and activities in a nondiscriminatory manner consistent with ADA Title II requirements. RCTC should provide guidance to staff involved in the purchasing process to ensure that public funds are not being used to create barriers to access. For example, when purchasing new equipment or furniture, RCTC should ensure that any purchased equipment or furniture should be ADA compliant and provide equal access to those with disabilities RCTC should require accessibility reviews of designs for new construction or renovation projects for compliance to ADA standards. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
Reasonable Accommodations			Service animals, mobility devices, etc.
5. The ADA Nondiscrimination Notice on the RCTC website states that “RCTC will make reasonable accommodations to policies and procedures to ensure that all people have an equal opportunity to enjoy all of its programs, services, and activities”. However, some departments were not aware of this notice.	<ul style="list-style-type: none"> On an annual basis, staff in all departments should be provided with the ADA Nondiscrimination Notice that is posted on the RCTC website. https://www.rctc.org/wp-content/uploads/2018/05/RCTC-ADA_Section-504-Notice-and-Complaint-Procedure-c2_2018.05-w_BBK-Revisions-c2.pdf 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
<p>6. There appears to be no policy for providing statements of reasons for reaching a conclusion that a reasonable accommodation might result in undue financial or administrative burden in providing reasonable accommodations.</p> <p>7. RCTC staff is not aware of the person responsible for determination of undue burden who is also required to take other action to ensure that, to the maximum extent possible, individuals with disabilities receive the benefits or services provided by RCTC.</p>	<ul style="list-style-type: none"> RCTC should establish an internal procedure for documenting reasonable modification requests (such as allowing service animals) and identify the person/s responsible for deciding which request would fundamentally alter the nature of the goods, services, facilities, privileges, or accommodations. And if so, will take other action to ensure that, to the maximum extent possible, individuals with disabilities receive the benefits or services provided by RCTC. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	
<p>8. RCTC's written policies do not specifically address service animals. Some departments are unaware or unsure of the requirements related to allowing service animals as a type of a reasonable accommodation.</p>	<ul style="list-style-type: none"> RCTC should provide ADA regulations that address service animals to all staff in all departments. Staff involved in dealing with the public should be provided comprehensive training regarding ADA title II requirements addressing wheelchairs, service animals, provision of adequate space, and relief areas for service animals in public meetings/events. ADA training and training resources are available online at this link https://adata.org/ada-training 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
<p>9. RCTC departments are generally aware but RCTC's PPPM and other policies do not specifically address wheelchairs and other power-driven mobility devices; which power-driven mobility devices will be permitted, and where and when they can be used. These requirements have not been formally communicated to departments either.</p>	<p>RCTC provide ADA regulations regarding power driven mobility devices to all staff in all departments</p>	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	
Ticketing			
<p>10. RCTC does not directly sell tickets for any events. So, there are no policies to ensure that individuals with disabilities have an equal opportunity to purchase tickets for accessible seating.</p>	<ul style="list-style-type: none"> Although requirements for the sale of tickets are not applicable to RCTC, RCTC should consider reserving accessible seats in the front at future ribbon cutting and other public events held by RCTC. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
Maintenance of Accessible Routes			
11. There does not seem to be a policy in place for maintenance of accessible features, especially where public meetings are held.	<ul style="list-style-type: none"> RCTC should ensure that staff and consultants responsible for setting off site meetings are aware that ADA requirements need to be complied with such as holding meetings and events on accessible routes, incorporating clear spaces, accessible room set-up and integrated seating. If events are to be coordinated and arranged by external consultants, the consultant's scope of work for the events should clearly include compliance with all ADA requirements. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	Some public meetings are held in venues maintained by others.
Staff Training and Support			
<p>12. RCTC employees are generally aware and sensitive to disability issues of their own accord, but they have not yet received formal training regarding ADA, disability awareness and first person contact.</p> <p>Note: Training on other ADA related topics is also noted as an action item against other identified issues.</p>	<ul style="list-style-type: none"> Staff having public contact should be trained in "disability" awareness, interactions with people with disabilities, disability civil rights laws, and disability etiquette. A free, self-paced web course for discovering the best practices for effectively working and interacting with people who have disabilities is found at this link: https://adata.org/project/your-service-welcoming-customers-disabilities-your-one-stop-center RCTC staff should be provided general and program specific training on State and Federal disability civil rights laws and disability awareness starting with the introductory, ADA Basic Building Blocks course https://www.adabasics.org/ to help increase knowledge and understanding of the basic principles and core concepts in the ADA and the ADA Amendments Act of 2008 (ADAAA). ADA Training on various other topics can also be requested from the Pacific ADA center and Mid-Atlantic ADA center at these links: https://www.adapacific.org/request_pacific-ada-center-training. https://www.adainfo.org/training/serving-customers-disabilities 		

Issues	Nonstructural Solutions	Target Date	Comments
	<ul style="list-style-type: none"> The National ADA Symposium is another resource. It is held annually and is an initiative of the ADA National Network found at this link http://www.adasymposium.org/ The ADA National Network made up of the ten ADA Centers and their state affiliates provide training on every aspect of the ADA. See http://adata.org/ 		
Emergency Evacuation Procedures			
<p>13. Emergency evacuation plans or procedures for stations and some facilities were not available for review. It is unclear if RCTC's ADA coordinator is involved in the emergency plan creation, drills, and debriefings.</p>	<ul style="list-style-type: none"> The ADA coordinator should utilize resources available at this link to become involved in the preparation of emergency evacuation procedures. https://www.ada.gov/pcatoolkit/chap7emergencymgmt.htm RCTC should provide comprehensive training to staff involved in emergency planning and preparedness, addressing effective communications, evacuating from a place of danger, sheltering, evacuating people to a place of safety, adaptive evacuation equipment (if or when used), and evacuation of service animals. <p>The Pacific ADA Center is a resource for webinars, tip sheets, and podcasts on emergency preparedness to help shed light on disability and ADA issues in emergency preparedness and management. National, regional, and local resources and publications related to disability and emergency preparedness are available at this link: https://www.adapacific.org/emergency-preparedness-webinars</p>	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
<p>14. Emergency evacuation plans or procedures for stations and facilities were not available for review, so it cannot be definitively stated that RCTC's emergency management program is fully accessible to people with disabilities.</p>	<ul style="list-style-type: none"> • Update existing emergency evacuation procedures to include evacuation of individuals with disabilities during an emergency. Include use of pedestrian rail crossings in the procedure, where applicable. • Use the guidance published by the EEOC regarding lawful means of identifying employees who might need assistance during an emergency due to their disability. https://www.eeoc.gov/laws/guidance/obtaining-and-using-employee-medical-information-part-emergency-evacuation-procedures. • Use US Department of Justice guidance regarding disaster management. https://www.ada.gov/emergencyprep.htm • On an ongoing basis, seek and use input from people with different types of disabilities (i.e., mobility, vision, hearing, cognitive, psychiatric, and other disabilities) and organizations with expertise on disability issues regarding all phases of RCTC's emergency management plan • Although not a specific ADA requirement, it is recommended that guidance for handling service animals in emergency situations and evacuation of service animals should also be developed. • If other entities are contracted to provide emergency preparedness or emergency management services, formalize in agreements with those organizations their commitment to compliance with the requirements of Title II of the ADA and use information provided at this link. https://www.ada.gov/pcatoolkit/chap7emergencymgmtadd1.htm 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
Employment Practices			
15. RCTC's employment practices are not deemed discriminatory against people with disabilities. However, a legal review of postings prior to opening is not conducted. Job descriptions are a template style format.	<p>Advertised position classifications and job application forms should be reviewed by RCTC HR director and / or RCTC legal counsel to determine if</p> <ul style="list-style-type: none"> • Positions are available to qualified persons with disabilities • Does the announcement identify the essential functions of the job to attract qualified people with disabilities to apply? • Is information about job openings accessible to people with different disabilities? • Only permissible questions are being asked on application forms. Questions that identify the presence of a disability may not be asked. • Modifications and accommodations are required for position classifications to qualified persons with disabilities • Local certified vocational rehabilitation counselors in Riverside, CA (if needed) can be found at this link https://riverside.networkofcare.org/mh/services/subcategory.aspx?tax=ND-9000 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
<p>16. Interview/selection panel members follow the RCTC Interviewing Guide which addresses disability but does not include details regarding disability awareness and interactions with people having disabilities.</p>	<ul style="list-style-type: none"> • The RCTC Interviewing Guide be updated to include details regarding disability awareness and interactions with people having disabilities to assure that job applicants with disabilities are treated in a nondiscriminatory manner. <p>ADA Training on Title I–Employment can be requested from the Pacific ADA center at this link: https://www.adapacific.org/request_pacific-ada-center-training.</p> <p>The training covers the following topics:</p> <ul style="list-style-type: none"> • Employment requirements overview • Definition of Disability • Drafting job descriptions • Interviewing people with disabilities • Post-offer/Pre-employment dos and don'ts • Disclosing a disability • Reasonable accommodation: the process, examples, and “Undue Hardship” 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
Construction Policies			
17. A review of construction policies, revealed that there is no mention in RCTC's Model Contract language about specifically conducting accessibility inspections during construction.	<ul style="list-style-type: none"> Accessibility construction inspections should be conducted on all projects under construction by RCTC consultants. Progress inspections (on-site inspections of accessibility features and construction elements affecting accessibility compliance) help to verify that all elements will be able to meet the minimum accessibility requirements of the California Building Code at the time of final inspection. For guidance on conducting accessibility construction inspections, RCTC should recommend their consultants to use the checklist provided by California Commission on Disability Access web site at https://forms.dgs.ca.gov/content/forms/af/dgs/ccda/ccda-accessibility/public/ccda-accessibility-construction-inspection-checklist-2020-edition.html? for the "Accessibility Construction Inspection Checklist", which is free of charge and is also used by the building code officials. RCTC should ensure that construction specifications include construction tolerances [to specify a dimension less than the required maximum (or more than the required minimum) by the amount of the expected field or manufacturing tolerance and not to state any tolerance in conjunction with the specified dimension] This will ensure that facilities and elements accomplish the level of accessibility intended by accessibility requirements. RCTC should ensure that CM consultant contracts include using local Certified Access Specialist (CASP) services within future construction projects to ensure that appropriate compliance is in place. A list of certified Access Specialists is found at this link. https://www.apps2.dgs.ca.gov/DSA/casp/casp_certified_list.aspx 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
ADA Related Policy for Former Illegal Drug Use			
18. RCTC's personnel policies and procedures manual does not clearly state nondiscrimination against people involved in former use of illegal drugs.	<ul style="list-style-type: none"> RCTC should create a policy that prohibits discrimination against former users of drugs that complies with 28 CFR 35.131 (2). https://www.ecfr.gov/current/title-28/chapter-I/part-35/subpart-B/section-35.131 		

Issues	Nonstructural Solutions	Target Date	Comments
Effective Communication			
<p>19. Some RCTC staff responsible for providing auxiliary aids and services are not familiar with some auxiliary aids and services such as VRI, CART, and open captioning, implying that these may not become available to people who are deaf or hard of hearing.</p> <p>20. RCTC's documents are not available in Braille format due to unavailability of vendors providing the service, and optical readers are not provided either.</p>	<p>As a reasonable accommodation, RCTC should identify resources, and contract with vendors that can readily respond to requests for "auxiliary aids and services" to include but not be limited to:</p> <ul style="list-style-type: none"> a) qualified reader; A "qualified" reader means someone who is able to read effectively, accurately, and impartially, using any necessary specialized vocabulary. b) print documents to be placed into alternate formats; such as braille or audio recording c) video/audio description production services; d) qualified notetaker; e) qualified interpreter; A "qualified" interpreter means someone who is able to interpret effectively, accurately, and impartially, both receptively (i.e., understanding what the person with the disability is saying) and expressively (i.e., having the skill needed to convey information back to that person) using any necessary specialized vocabulary f) Video Remote Interpreting (VRI) services; VRI, is a video telecommunication service that uses devices such as web cameras or videophones to provide spoken language or sign language interpreting services. g) real-time captioning; (also known as computer-assisted real-time transcription, or CART) is a service similar to court reporting in which a transcriber types what is being said at a meeting or event into a computer that projects the words onto a screen. This service, which can be provided on-site or remotely, is particularly useful for people who are deaf or have hearing loss but do not use sign language. h) printed scripts; i) captioning production services; and j) qualified speech-to-speech transliterator. (a person trained to recognize unclear speech and repeat it clearly) 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
<p>21. There is no policy or procedure which requires decision makers to give primary consideration to the auxiliary aid or service requested by the person with a disability when deciding which auxiliary aid or service to provide and, if the requested auxiliary aid or service would be an undue financial and administrative burden.</p>	<ul style="list-style-type: none"> • Prepare a procedure for determining if the requested auxiliary aid or service would be an undue financial and administrative burden and if so, what other action will be taken in to ensure that individuals with disabilities will receive the benefits or services provided by RCTC. When choosing an aid or service, title II entities are required to give primary consideration to the choice of aid or service requested by the person who has a communication disability. RCTC must honor the person's choice, unless it can demonstrate that another equally effective means of communication is available, or that the use of the means chosen would result in a fundamental alteration or in an undue burden. If the choice expressed by the person with a disability would result in an undue burden or a fundamental alteration, the public entity still has an obligation to provide an alternative aid or service that provides effective communication if one is available • Train employees so they know the policies and the appropriate procedures to follow when they receive a request for an interpreter or other auxiliary aid or service • Responsible staff should enroll in ADA Training on effective communication which can be requested from the Pacific ADA center at this link: https://www.adapacific.org/request_pacific-ada-center-training. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	
<p>22. RCTC's website includes instructions for riders with hearing or speech impairments to use the California Relay Service, 711, but business cards and letter heads do not list this.</p>	<ul style="list-style-type: none"> • Examine voice mail systems and telephone information lines to ensure they are accessible for people who are deaf or hard of hearing. • Provide additional training to staff on the use of "711, California Relay" as to why this is one effective option for communicating with people who are deaf, hard of hearing, or have speech disabilities. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	<p>Consider adding "711 the California Relay" on business cards and letter heads also</p>

Issues	Nonstructural Solutions	Target Date	Comments
<p>23. Electronic announcements are sent by email to people who have signed up to receive the email blasts, but accessible PDF and Word documents are not sent out.</p>	<ul style="list-style-type: none"> When announcements are distributed electronically, they should be sent out in accessible PDF and Word documents simultaneously. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
Website Accessibility			
<p>24. RCTC does not currently have a policy requiring compliance with DOJ recommended guidelines for website accessibility. RCTC reviews/scans the website on a monthly basis to check for accessibility compliance but people with disabilities who use screen reading software and other assistive technology have not participated in the evaluation. Responses regarding plans for making existing and future web content accessible, are inconclusive.</p>	<ul style="list-style-type: none"> • A website accessibility policy should be created and distributed to the staff responsible for developing the website, requiring the web content to be accessible in compliance with ADA Title II and Section 508 of the Rehabilitation Act of 1973. Policy must ensure that content is not added to the website until it has been made accessible. • RCTC should instruct their web developer team to utilize the WAVE tool (or other online tools) and remove the identified barriers to improve accessibility of its web content. Also refer to the checklist available on https://www.ada.gov/pcatoolkit/chap5chklist.htm for conducting a preliminary assessment. • RCTC should engage users to check the accessibility features and/or hire an independent external web and internet access consultant team for evaluating the accessibility of the website, webpages, and assisting in the implementation of the access improvements which are needed for making the content accessible to people with disabilities. A list of website accessibility consultants is available from https://wimgo.com/s/usa/accessibility-consultants/ and https://www.dor.ca.gov/Home/Vendors • The RCTC website development team should also be provided comprehensive training on making website, webpages, and documents accessible to people with disabilities in compliance with the DOJ recommended standards (WCAG). 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	<p>The Great Plains ADA center is a resource that provides training on various topics including website accessibility, which is available at this link, https://gpadacenter.org/training-tailored-your-needs. WebAIM is another resource recommended by Great Plains ADA Center for website accessibility knowledge, consultation, and training, which is available at this link, https://webaim.org/services/.</p>

Issues	Nonstructural Solutions	Target Date	Comments
Administrative Requirements			
25. The Public ADA Notice of compliance is posted on the website in print format but is not available in audio format.	<ul style="list-style-type: none"> Provide the Nondiscrimination Statement in print and audio format on the RCTC website, social media such as Twitter and Facebook, print notices at facilities and in local newspapers, program announcements, and include the statement when making public service announcements on local radio and television stations. The Nondiscrimination Statement should be disseminated to all staff on an annual basis. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
RCTC Facilities			Also See Attachment 8, Transition Plan.
26. Some curb ramps outside of the RCTC owned station property limits that will be used to access RCTC stations were found to be non-compliant to ADA standards.	<ul style="list-style-type: none"> RCTC needs to coordinate with other entities responsible for maintaining sidewalks, and roads outside of RCTC properties, and inform them of their obligations to comply with the accessibility requirements including compliance with Title II of the ADA, compliance with the ADA standards, and applicable local accessibility standards. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
27. At South Perris Station, there is no sidewalk or pedestrian route outside the RCTC property limits, for pedestrians to access this station.	<ul style="list-style-type: none"> RCTC needs to coordinate provision of pedestrian access on the public Right of Way with the City or the responsible entity, to make South Perris Station accessible. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan.	

Issues	Nonstructural Solutions	Target Date	Comments
28. The layover facility at South Perris was not evaluated due to not having access to this restricted facility used and maintained by Metrolink.	<ul style="list-style-type: none"> RCTC needs to inform Metrolink, of their obligation to conduct a self-evaluation to identify any physical barriers in this facility. OR provide access to RCTC staff/consultants to complete the self-evaluation. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
29. In almost all the stations that were evaluated, uneven joints and cracks were observed in the accessible route. Sealant/filler in some deep joints was missing.	<ul style="list-style-type: none"> Once the physical barriers are removed as required by the transition plan, update and implement the maintenance plan for ongoing routine inspections and repairs of all components of the accessible routes in accordance with ADA standards and applicable local accessibility standards. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
30. Moveable furniture pieces blocking the maneuvering clearances at doors are identified barriers in RCTC facilities in Attachments 6J through 6P. These are considered issues requiring non-structural solutions and are noted here.	<ul style="list-style-type: none"> Once the physical barriers are removed as required by the transition plan, create, and implement a maintenance plan for ongoing routine inspections, and maintenance of all components of the accessible route. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
<p>31. In most elevators, audible signals which sound as the car passes or is about to stop at a floor are rather low and missed especially when a train passes the station.</p>	<ul style="list-style-type: none"> • Check the annual elevator certification for compliance with all code and ADA requirements. • Perform a test of the audible levels to confirm compliance with ADA requirements, “For new elevators, the audible signal and verbal annunciator shall be 10 dB minimum above ambient, but shall not exceed 80 dB, measured at the hall call button” Also, “For elevators in facilities constructed or altered before November 29, 2006, 1991 ADAAG applies and the volume of the audible signals is permitted to be no less than 20 decibels with a frequency no higher than 1500 Hz” 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	
<p>32. Clear space and reach ranges at telephones and emergency phones are found to be compliant, however, there is no procedure in place for testing the instruments to ensure direct, equal access. Some of the phones connect directly to the Police/911/Sheriff while others connect to the Security Control Center at Riverside Downtown Station.</p>	<ul style="list-style-type: none"> • RCTC should ensure that all instruments maintained by RCTC are regularly tested to determine whether TTY equipment functions properly and ensure that responding personnel have been adequately trained to handle TTY calls correctly. An internal testing program should be implemented. • RCTC should: <ol style="list-style-type: none"> 1. Prepare a written description of equipment used for emergency communications and how that equipment handles TTY calls; 2. Prepare policies or procedures regarding how the emergency communications services handle silent, open line calls; 3. Prepare materials used in training emergency communications call takers about TTYs and the handling of TTY calls and information about the frequency of such training. Both primary and secondary public safety answering points have the same responsibilities under the ADA. 4. Prepare a policy regarding maintenance and back-up of TTY equipment and the policy regarding maintenance and back-up of equipment for handling standard voice telephone calls; 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	

Issues	Nonstructural Solutions	Target Date	Comments
32 continued	<p>5. Prepare a policy regarding testing of TTY equipment and the handling of TTY calls and, policy regarding testing of standard voice call-taking equipment and the handling of standard voice calls; TTY equipment must be maintained and tested as often as voice equipment to ensure that it is working properly</p> <p>6. Review and record the results of unannounced test calls made to emergency communications services telephone number with a TTY;</p> <p>7. Record statistics for response time to standard voice calls as compared to TTY calls received by the service (if one cannot identify which emergency calls were TTY calls, use the response time for unannounced TTY test calls);</p> <p>Include, at a minimum, the date and time of each test call; the identification of the call taker and the call-taking position; whether each call was silent or transmitted tones; whether the caller received a TTY response and the content of the TTY response</p> <ul style="list-style-type: none"> • RCTC should meet with hearing impaired people to find out their experiences in contacting 9-1-1 and emergency communications services • RCTC should train their call takers to effectively recognize and process TTY calls. Training should be mandatory for all personnel who may have contact with individuals from the public who have hearing or speech disabilities. RCTC should offer a refresher training as often as they require, but at a minimum, once every six months. • Stay informed about emerging communication technologies as well as the technical abilities of telecommunications equipment and service providers. • Utilize information in the link below to determine if emergency communications service is providing effective communication as required by Title II of the ADA at this link, https://www.ada.gov/pcatoolkit/chap4chklist.htm 		

Issues	Nonstructural Solutions	Target Date	Comments
33. Drinking fountains in some stations did not appear to have adequate water flow.	<ul style="list-style-type: none"> • Test and adjust waterflow to comply with these ADA Water Flow requirements, "The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. • Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum." 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
34. Security staff booths are not accessible. The guard booth is provided as a shelter against weather and for use during breaks by security staff who are expected to walk around the station site and physically address emergency situations.	<ul style="list-style-type: none"> • Inform all contractors of their ADA obligations and require assurances from contractors of their fulfillment of Title II requirements, including providing reasonable accommodation to the known disability of a qualified employee. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	In order to be protected by the ADA, an individual with a disability must be able to perform the essential functions of the job, with or without a reasonable accommodation. Employer is required to make an accommodation to the known disability of a qualified employee.

Issues	Nonstructural Solutions	Target Date	Comments
35. Trash dumpsters in some older stations are not accessible.	<ul style="list-style-type: none"> • RCTC needs to make reasonable accommodations to provide access to employee work areas for known disabilities of a qualified employee. • Inform all contractors of their ADA obligations and require assurances from contractors of their fulfillment of Title II requirements, including providing reasonable accommodation to the known disability of a qualified employee. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
36. Room Identification signs are not provided at ADA compliant staff toilets in stations. Identification signs are removed to deter misuse.	<ul style="list-style-type: none"> • Since general public may be allowed to use the staff toilets in stations, upon requesting the security staff, RCTC should have a written policy of providing guidance/ assistance to users with disabilities if they make a request to use the ADA compliant staff toilets. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	
37. Within RCTC staff facilities, some accessible doors with closers close too fast and do not comply with 2010 ADA standards for closing speeds	<ul style="list-style-type: none"> • Once the doors are adjusted to comply with closing speed requirements per the latest ADA Standards, create and implement a maintenance plan for ongoing routine inspections, and repairs of all components of the accessible route. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
38. In all RCTC facilities, fire alarms test results were not available at the time of evaluation to verify compliance to ADA standards.	<ul style="list-style-type: none"> RCTC should have written policies to ensure that maintenance and testing are performed by trained persons to ensure safe and reliable operations of the systems in all facilities, also complying with ADA standards. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	ADA Standards require that the maximum allowable sound level of audible notification appliances complying with section 4-3.2.1 of NFPA 72 (1999 edition) shall have a sound level no more than 110 dB at the minimum hearing distance from the audible appliance.
39. In the CSC, Server room and Transponder room were not evaluated due to access being strictly restricted to authorized personnel only.	<ul style="list-style-type: none"> Qualified personnel with authority to access these spaces need to review all restricted rooms for ADA compliance to ensure that that individuals with disabilities can approach, enter, and exit the employee work area as required by ADA. 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	

Issues	Nonstructural Solutions	Target Date	Comments
40. The unoccupied upper floor in the warehouse portion of the FAM building and the warehouse itself are inaccessible.	<ul style="list-style-type: none"> • Designate responsible staff to obtain any items stored in the warehouse or on the upper inaccessible floor when a request is made by a person/employee unable to access the warehouse or climb the stairs due to a disability. • Secondary means of egress doors passing through the warehouse are currently inaccessible. Until this building is modified to allow approach, entry, and exit of people having disabilities in all employee areas, RCTC should arrange meetings in other accessible RCTC facilities and/or make reasonable accommodations for employees having disabilities. A Personal Assistance Service (PAS) can be provided as a reasonable accommodation to enable an employee to perform the essential functions of a job. See https://www.transportation.gov/drc/personal-assistance-as-reasonable-accommodation 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	See Attachment 6N and Attachment 8, Transition plan for details
41. In the Toll Utility Buildings, barriers to physical access are identified in Attachments 6O and 6P. These facilities are not fully accessible.	<ul style="list-style-type: none"> • Until this building is modified to allow approach, entry, and exit of people having disabilities, RCTC should make reasonable accommodations for any employees using wheelchairs to be able to use the TUB -1 or TUB -2 facilities, to conduct essential functions of their jobs. A Personal Assistance Service (PAS) can be provided as a reasonable accommodation to enable an employee to perform the essential functions of a job. See https://www.transportation.gov/drc/personal-assistance-as-reasonable-accommodation 	Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan	See Attachments 6O, 6P, and Attachment 8, Transition plan for details

Issues	Nonstructural Solutions	Target Date	Comments
<p>42. RCA has many public lands where there are unmaintained, unintentional passive recreation trails. The lands are for conservation and the trails are not maintained to be accessible. General public is not invited to view the natural beauty or wild-flower blossoming events, but nor are they prevented from accessing these trails</p>	<ul style="list-style-type: none"> • RCTC/RCA should continue working with individuals who use wheelchairs to provide access to specific wilderness areas, and to provide reasonable accommodation by using a county vehicle to provide access to areas that are reasonably accessible by vehicle, upon request at least 72 hours prior to the visit. • Take action to prevent general public access to the conservation lands and trails. 	<p>Within 0-2 years from adoption of the ADA Self-Evaluation and Transition Plan</p>	<p>If action is not taken to prevent access to the trails, RCTC does have obligation to provide access to people with disabilities also.</p>

Appendix A– 28 CFR §35

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs appended to the report have not been updated for pdf accessibility compliance as the referenced documents are available on external websites with links provided within the report.

Appendix B: Requirements to Remember for ADA Compliance in Construction Projects

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs appended to the report have not been updated for pdf accessibility compliance as the referenced documents are available on external websites with links provided within the report.

Appendix C1: Model Contract – Request for Qualification – Consultant Contracts

Appendix C2: Bid and Contract Documents – Construction Contracts

Appendix C3: Bid and Contract Documents - Federal Projects.

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs of model contract documents appended to the report as received have not been updated for pdf accessibility compliance.

Appendix D: RCTC's Personnel Policies and Procedures Manual.

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs of internal documents appended as received to the report have not been updated for pdf accessibility compliance.

Appendix E1: RCTC's ADA Notice of Compliance

Appendix E2: RCTC's Grievance Procedure

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs appended to the report have not been updated for pdf accessibility compliance as the referenced documents are available on the RCTC website with links provided within the report.

Appendix F: Van Pool Supporting Documents

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs of internal documents appended to the report as received have not been updated for pdf accessibility compliance.

Appendix G: References and Regulations

NOTE: Documents that were reviewed and utilized to prepare the ADA Self-evaluation report are included as appendices and findings are summarized within the report. Pdfs appended to the report have not been updated for accessibility as the referenced documents are available on external websites with links provided within the report.

Appendix H: Notification Letters

Appendix J: Public Review Comment

AGENDA ITEM 8

RIVERSIDE COUNTY TRANSPORTATION COMMISSION	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Eric DeHate, Transit Manager
THROUGH:	Lorelle Moe-Luna, Multimodal Services Director
SUBJECT:	Fiscal Year 2022/23 State of Good Repair Program Allocations

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Approve Resolution No. 22-016, *“Resolution of the Riverside County Transportation Commission Approving the FY 2022/23 Project List for the California State of Good Repair Program”*;
- 2) Approve an allocation of \$4,376,624 related to Fiscal Year (FY) 2022/23 State of Good Repair (SGR) program funds to eligible Riverside County transit operators;
- 3) Authorize the Executive Director, or designee, to review, approve and submit projects to Caltrans which are consistent with SGR program guidelines and to execute and submit required documents for the SGR program, including the Authorized Agent Form;
- 4) Authorize the Executive Director, or designee, to approve administrative amendments to the FY 2022/23 Short Range Transit Plans (SRTPs) for incorporation of the SGR funds, as necessary; and
- 5) Forward to the Commission for final action.

BACKGROUND INFORMATION:

The SGR program was established through Senate Bill (SB) 1 in April 2017 and is funded from a portion of the new Transportation Improvement Fee on vehicle registrations. SGR provides approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation, and capital projects. Funds are apportioned similar to the State Transit Assistance program formula, utilizing two categories for funding: population and transit operator revenues. Apportionments by population are discretionary and fall under Public Utilities Code (PUC) 99313, and apportionments based on transit operator revenues are non-discretionary and fall under PUC 99314. Apportionments for both PUC 99313 and 99314 are determined by the State Controller’s Office (SCO).

The total estimated amount of SGR funds available to Riverside County for FY 2022/23 is \$4,376,624. Of this amount, \$3,760,695 is apportioned by population under PUC 99313, and will be sub-allocated by the Commission. PUC 99314 provides \$615,929 directly to the transit operators as determined by the SCO.

As the Regional Transportation Planning Agency for Riverside County, the Commission has the following responsibilities:

- Receive and allocate SGR funds to transit operators based on local needs (PUC 99313) and based on formula amounts published by the SCO (PUC 99314);
- Via board resolution, approve the annual list of SGR projects submitted by the public transit operators and ensure funds are expended on SGR-eligible activities;
- Complete an updated authorized agent form; and
- Comply with all relevant federal and state laws, regulations, and policies for funding.

In order to receive funding for FY 2022/23, by September 1, the Commission is required to submit to Caltrans a resolution, which confirms the Commission is an eligible project sponsor and may receive, distribute, concur and approve the list of projects, which are to be funded under the SGR program. Revised SGR funding amounts were released on August 1, 2022. Due to the board meeting schedule, Caltrans approved the Commission's request to submit an approved resolution and project list by September 30.


Staff recommends approval of Resolution No. 22-016, which is included as Attachment 1 to the report. Sub-allocations for PUC 99313 are apportioned by the Commission based on need and the amounts allocated to each operator is presented in Attachment 2. Staff expects that transit operators will program these funds in their FY 2023/24 SRTP, but they may request an amendment to the current SRTP if needed.

It is important to note that the funding allocation is an estimate provided by the SCO. Actual funds received are based on the Transportation Improvement Fee collected on vehicle registrations. Most funding sources the Commission oversees have a fund balance, which provides stability in changes to economic conditions and allows projects and programs to move forward even during economic uncertainty. Caltrans requires all SGR funds to be programmed and operators are encouraged to use these funds as expeditiously as possible. While Caltrans prefers this type of programming, it can leave little to no fund balance, which can affect project estimates.

Staff included the January 2022 estimates provided by the SCO for SGR funding allocations concurrently with the annual SRTP allocation process approved by the Commission in June. Staff did not include the resolution during that process anticipating a revised estimate in August from the SCO and subsequent board authorization. The August 2022 estimate provided by the SCO, shows a decrease of .05 percent or \$2,213 below the January 2022 estimate that is included in the budget for FY 2022/23. Any decreases in funding allocations will be within the approved amount the Commission authorizes and can be amended administratively. Any increases in funding allocations to the transit operators beyond this amount will be brought back to the Commission for approval during the mid-year staff report.

FISCAL IMPACT:

Funds are distributed to the Commission quarterly from the SCO with the final payment expected in September 2023. The current estimated funds from the revised August estimate are included in the FY 2022/23 budget.

Financial Information					
In Fiscal Year Budget:	Yes	Year:	FY 2022/23	Amount:	\$ 4,376,624
Source of Funds:	SB1 State of Good Repair			Budget Adjustment:	No
GL/Project Accounting No.:	00222X 401 4230X 0000 242 62 4230X (SGR revenues by various geographic area/project numbers)				
Fiscal Procedures Approved:				Date:	08/08/2022

Attachments:

- 1) Resolution No. 22-016
- 2) SGR FY 2022/23 Allocations by Operator

RESOLUTION NO. 22-016
RESOLUTION OF THE
RIVERSIDE COUNTY TRANSPORTATION COMMISSION
APPROVING THE FY 2022/23 PROJECT LIST
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act 2017, established the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, the Riverside County Transportation Commission is an eligible project sponsor and may receive and distribute State Transit Assistance – SGR funds to eligible project sponsors (local agencies) for eligible transit capital projects;

WHEREAS, the Riverside County Transportation Commission distributes SGR funds to eligible project sponsors (local agencies) under its regional jurisdiction; and

WHEREAS, the Riverside County Transportation Commission concurs with and approves the attached project list for the SGR Program funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Riverside County Transportation Commission hereby approves the SB 1 SGR Project List for FY 2022/23; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Riverside County Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director or designee is hereby authorized to submit a request for Scheduled Allocation of the SB 1 SGR funds and to execute the related grant applications, forms and agreements, including the Authorized Agent Form.

APPROVED AND ADOPTED this 14th day of September, 2022.

V. Manuel Perez, Chair
Riverside County Transportation Commission

ATTEST:

Lisa Mobley, Clerk of the Board
Riverside County Transportation Commission

FY 2022/23 State of Good Repair (SGR) Funding Allocation

State Controller's Office

Transmittal Letter of August 1, 2022 (Revised Estimate)


RCTC

	Western Riverside		Coachella Valley		Palo Verde Valley	Total
	Bus	Rail	Bus	Rail		
PUC 99313 Discretionary	2,155,777	769,000	777,785	0	58,133	3,760,695

City of Banning	47,787
City of Beaumont	56,616
City of Corona	145,469
City of Riverside	44,757
Riverside Transit Agency	1,861,148

PUC 99314 Non-Discretionary	210,062	281,785	122,215	0	1,867	615,929
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City of Banning	2,213
City of Beaumont	3,384
City of Corona	4,531
City of Riverside	5,243
Riverside Transit Agency	194,691

Total FY 22/23 SGR Funding	2,365,839	1,050,785	900,000	0	60,000	4,376,624
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Rev. 8/5/22

FY 22/23 SGR PROPOSED PROJECT LISTING					
Agency	PUC 99313	PUC 99314	Total SGR Allocation	Project Number	Proposed Project Description
City of Banning	47,787	2,213	\$50,000	24-TBD	Capitalized Preventative Maintenance
City of Beaumont	56,616	3,384	\$60,000	24-TBD	Bus Stop Improvements and Amenities
City of Corona	145,469	4,531	\$150,000	24-TBD	Bus Stop Improvements and Amenities
City of Riverside	44,757	5,243	\$50,000	24-TBD	Capitalized Preventative Maintenance
Palo Verde Valley Transit Agency	58,133	1,867	\$60,000	24-TBD	Maintenance Infrastructure: SGR Equipment and Facility Upgrades.
RCTC	769,000	281,785	\$1,050,785	24-TBD	Rail Stations - Capital Rehabilitation
Riverside Transit Agency	1,861,148	194,691	\$2,055,839	24-TBD	Facility, Maintenance, Safety and Revenue/Support Vehicle Replacements, Enhancements and Upgrades
SunLine Transit Agency	777,785	122,215	\$900,000	24-TBD	Fuel Cell Electric Bus (1)
Grand Totals	3,760,695	615,929	\$4,376,624		

AGENDA ITEM 9

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	Monica Morales, Senior Management Analyst
THROUGH:	Lorelle Moe-Luna, Multimodal Services Director
SUBJECT:	Agreement for Transit Funding Handbook

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Award Agreement No. 22-62-089-00 to AMMA Transit Planning to develop the Transit Funding Handbook for a one-year term, in the amount of \$189,985, plus a contingency amount of \$9,500, for a total amount not to exceed \$199,485;
- 2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement, on behalf of the Commission;
- 3) Authorize the Executive Director, or designee, to approve contingency work up to the total not to exceed amount as required for these services; and
- 4) Forward to the Commission for final action.

BACKGROUND INFORMATION:

The Commission is responsible for approving all federal, state, and local formula funding to the public transit operators in the County through the annual Short Range Transit Plan (SRTP) process. The Commission is also responsible for providing financial oversight as the regional transportation planning agency through implementation of policies and procedures regarding performance monitoring, financial auditing, and reporting of the transit operators as required by the Transportation Development Act (TDA).

Public transit operators must submit an updated SRTP annually to be eligible for federal, state, and local funds. The SRTP is a budgeting and planning document that includes a three to five-year planning horizon. The SRTP describes each transit operator's current transit network, how that network is performing, future changes to that network, and a financially constrained plan on how to pay for future operating and capital needs. An approved SRTP by the Commission is required for a transit operator to receive its annual allocation of federal, state, and local funds. The Commission awards funds every three years to eligible social service agencies and nonprofit agencies for discretionary programs such as the Measure A Specialized Transit Program.

Currently, transit policies and procedures are found in various staff reports and outdated documents such as the RCTC Transit and Specialized Transit Desk Procedures, Measure A Specialized Transit Program Guidelines, and other various legacy guidance documents. These guides are typically separated from each other and not consolidated into a formalized document.

DISCUSSION:

Commission staff would like to improve its resources for transit operators by creating a user-friendly “how to” reference guide and policy manual for the transit-related formula and discretionary funds under the Commission's purview such as:

- Federal Transit Administration Section 5307, 5337 5339, 5311 and 5311(f) Programs
- TDA Local Transportation Funds
- TDA State Transit Assistance
- Senate Bill 1 State of Good Repair
- State Low Carbon Transit Operations Program
- Measure A Specialized Transit

Commission staff seeks to develop a multi-volume Transit Funding Handbook to include policies and procedures on the distribution and allocation of funds to transit operators within the County. The scope of the project consists of three key documents:

1. Transit Funding Policies Manual;
2. Transit Funding Procedures Manual; and
3. Transit Operator Funding Guide

The overall goal of this project is to identify, update and combine all Commission approved transit and specialized transit policies and procedures into a living manual; as well as create an operator funding guide that will detail the roles and responsibilities of both RCTC and transit agencies.

Procurement Process

Staff determined the weighted factor method of source selection to be the most appropriate for this procurement, as it allows the Commission to identify the most advantageous proposal with price and other factors considered. Non-price factors include elements such as qualifications of firm and personnel and understanding and approach for a Transit Funding Handbook as set forth under the terms of Request for Proposals (RFP) No. 22-62-089-00.

RFP No. 22-62-089-00 for the Transit Funding Handbook was released by staff on May 26, 2022. The RFP was posted on the Commission's PlanetBids website, which is accessible through the Commission's website. Utilizing PlanetBids, emails were sent to 795 firms, 1 of which is in Riverside County. Through the PlanetBids site, 20 firms downloaded the RFP, 1 of which is in Riverside County. Staff responded to all questions submitted by potential proposers by June 16, 2022. Four firms – AMMA Transit Planning (Riverside), Capital Partnership, Inc. (San Francisco),

Michael Baker International, Inc. (San Diego), and Zilo International Group, LLC. (Centennial, CO) - submitted responsive proposals prior to the 2:00 p.m. submittal deadline on June 30, 2022. Utilizing the evaluation criteria set forth in the RFP, all firms were evaluated and scored by an evaluation committee comprised of Commission, San Bernardino County Transportation Authority, and Riverside Transit Agency staff.

Based on the evaluation committee's assessment of the written proposals and pursuant to the terms of the RFP, the evaluation committee shortlisted and invited two firms to the interview phase of the evaluation and selection process. Interviews of the shortlisted firms – AMMA Transit Planning, and Michael Baker International were conducted on July 19, 2022.

As a result of the completion of the evaluation process, the evaluation committee recommends contract award to AMMA Transit Planning to develop the Transit Funding Handbook for a 12-month base period, as this firm earned the highest total evaluation score. A summary of the proposed costs submitted with the written proposals and the total evaluation score rankings following the final evaluation are summarized below:

Firm	Price	Overall Ranking
AMMA Transit Planning	\$189,984	1
Michael Baker International	\$194,047	2
Capital Partnership, Inc.	\$176,600	3
Zilo International Group	\$185,310	4


Accordingly, staff recommends the award of Agreement No. 22-62-089-00 for the Transit Funding Handbook for a 12-month base period to AMMA Transit Planning in the amount of \$189,985, plus a contingency amount of \$9,500, for a total amount not to exceed \$199,485 (Attachment 1). The Commission's standard form professional services agreement will be entered into with AMMA Transit Planning subject to any changes approved by the Executive Director, pursuant to legal counsel review. Staff also recommends authorization for the Chair or Executive Director to finalize and execute the agreement and authorization of the Executive Director, or designee, to approve contingency work up to the total not to exceed amount as required for Transit Funding Handbook.

Next Steps

Upon completion of the Transit Funding Handbook, Commission staff may return to the Commission with a presentation of any necessary policy changes that the Commission would need to consider and adopt.

FISCAL IMPACT:

Anticipated project costs for FY 2022/23 are included in the budget and remaining costs will be included in the FY 2023/24 budget. Funding for this project is comprised of Local Transportation Funds.

Financial Information					
In Fiscal Year Budget:	Yes N/A	Year:	FY 2022/23 FY 2023/24	Amount:	\$195,000 \$ 4,485
Source of Funds:	Local Transportation Funds			Budget Adjustment:	No N/A
GL/Project Accounting No.:		106 62 65520			
Fiscal Procedures Approved:				Date:	08/12/2022

Attachment: Draft Agreement No. 22-62-089-00 with AMMA Transit Planning

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
AGREEMENT FOR [___ DESCRIPTION OF SERVICES ___] SERVICES
WITH AMMA TRANSIT PLANNING**

1. PARTIES AND DATE.

This Agreement is made and entered into this ___ day of _____, 2022, by and between the RIVERSIDE COUNTY TRANSPORTATION COMMISSION ("the Commission") and **AMMA TRANSIT PLANNING** ("Consultant"), a **CORPORAT**.

2. RECITALS.

2.1 Consultant desires to perform and assume responsibility for the provision of certain professional consulting services required by Commission on the terms and conditions set forth in this Agreement. Consultant represents that it is a professional consultant, experienced in providing professional services of a written user handbook services to public clients, is licensed in the State of California, and is familiar with the plans of Commission.

2.2 Commission desires to engage Consultant to render certain consulting services for the Transit Funding Handbook Project ("Project") as set forth herein.

3. TERMS.

3.1 General Scope of Services. Consultant promises and agrees to furnish to Commission all labor materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately provide professional consulting services and advice on various issues affecting the decisions of Commission regarding the Project and on other programs and matters affecting Commission, hereinafter referred to as "Services". The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state, and federal laws, rules and regulations.

3.2 Term. The term of this Agreement shall be from the date first specified above to 12 month base period, unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement and shall meet any other established schedules and deadlines.

3.3 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, the Commission shall respond to Consultant's submittals in a timely manner. Upon request of the Commission, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.4 Independent Contractor; Control and Payment of Subordinates. The Services shall be performed by Consultant under its supervision. Consultant will determine the means, method and details of performing the Services subject to the requirements of this Agreement. Commission retains Consultant on an independent contractor basis and Consultant is not an employee of Commission. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall not be employees of Commission and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

3.5 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of Commission.

3.6 Substitution of Key Personnel. Consultant has represented to Commission that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence and experience upon written approval of Commission. In the event that Commission and Consultant cannot agree as to the substitution of key personnel, Commission shall be entitled to terminate this Agreement for cause, pursuant to provisions of Section 3.16 of this Agreement. The key personnel for performance of this Agreement are as follows: _____.

3.7 Commission's Representative. Commission hereby designates [**__INSERT NAME OR TITLE__**], or his or her designee, to act as its representative for the performance of this Agreement ("Commission's Representative"). Commission's representative shall have the power to act on behalf of Commission for all purposes under this Agreement. Consultant shall not accept direction from any person other than Commission's Representative or his or her designee.

3.8 Consultant's Representative. Consultant hereby designates **Dennis Brooks, Vice President**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his or her best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.9 Coordination of Services. Consultant agrees to work closely with Commission staff in the performance of Services and shall be available to Commission's staff, consultants and other staff at all reasonable times.

3.10 Standard of Care; Licenses. Consultant shall perform the Services under this Agreement in a skillful and competent manner, consistent with the standard generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services and that such licenses and approvals shall be maintained throughout the term of this Agreement. Consultant shall perform, at its own cost and expense and without reimbursement from Commission, any Services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein, and shall be fully responsible to the Commission for all damages and other liabilities provided for in the indemnification provisions of this Agreement arising from the Consultant's errors and omissions.

3.11 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to Commission, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold Commission, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.12 Insurance.

3.12.1 Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to the Commission that it has secured all insurance required under this section, in a form and with insurance companies acceptable to the Commission. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

3.12.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001 or exact equivalent); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage (form CA 0001, code 1 (any auto) or exact equivalent); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (3) *if Consultant has an employees, Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Practices Liability limits of \$1,000,000 per accident.

3.12.3 Professional Liability. Consultant shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$1,000,000 per claim. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

3.12.4 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the Commission to add the following provisions to the insurance policies:

(A) General Liability.

(i) Commercial General Liability Insurance must include coverage for (1) bodily Injury and property damage; (2) personal Injury/advertising Injury; (3) premises/operations liability; (4) products/completed operations liability; (5) aggregate limits that apply per Project; (6) explosion, collapse and underground (UCX) exclusion deleted; (7) contractual liability with respect to this Agreement; (8) broad form property damage; and (9) independent consultants coverage.

(ii) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to this Agreement.

(iii) The policy shall give the Commission, its directors, officials, officers, employees, and agents insured status using ISO endorsement forms 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(iv) The additional insured coverage under the policy shall be “primary and non-contributory” and will not seek contribution from the Commission’s insurance or self-insurance and shall be at least as broad as CG 20 01 04 13, or endorsements providing the exact same coverage.

(B) Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the Commission, its directors, officials, officers, employees and agents shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the Commission, its directors, officials, officers, employees and agents, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant’s scheduled underlying coverage. Any insurance or self-insurance maintained by the Commission, its directors, officials, officers, employees and agents shall be excess of the Consultant’s insurance and shall not be called upon to contribute with it in any way.

(C) Workers' Compensation and Employers Liability

Coverage.

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) The insurer shall agree to waive all rights of subrogation against the Commission, its directors, officials, officers, employees and agents for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

(D) All Coverages.

(i) Defense costs shall be payable in addition to the limits set forth hereunder.

(ii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits set forth herein shall be available to the Commission, its directors, officials, officers, employees and agents as additional insureds under said policies. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.

(iii) The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the Commission (if agreed to in a written contract or agreement) before the Commission's own insurance or self-insurance shall be called upon to protect it as a named insured. The umbrella/excess policy shall be provided on a "following form" basis with coverage at least as broad as provided on the underlying policy(ies).

(iv) Consultant shall provide the Commission at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the Commission at least ten (10) days prior to the effective date of cancellation or expiration.

(v) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(vi) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the Commission, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(vii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, Commission has the right but not the duty to obtain the insurance it deems necessary and any premium paid by Commission will be promptly reimbursed by Consultant or Commission will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, Commission may cancel this Agreement. The Commission may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(viii) Neither the Commission nor any of its directors, officials, officers, employees or agents shall be personally responsible for any liability arising under or by virtue of this Agreement.

Each insurance policy required by this Agreement shall be endorsed to state that:

3.12.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the Commission. If the Commission does not approve the deductibles or self-insured retentions as presented, Consultant shall guarantee that, at the option of the Commission, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Commission, its directors, officials, officers, employees and agents; or, (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

3.12.6 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the Commission.

3.12.7 Verification of Coverage. Consultant shall furnish Commission with original certificates of insurance and endorsements effecting coverage required by this

Agreement on forms satisfactory to the Commission. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the Commission before work commences. The Commission reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.12.8 Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the Commission that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the Commission as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, the Commission may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

3.13 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.14 Fees and Payment.

3.14.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto. The overhead rates included in the attached Exhibit "C" shall be fixed for the term of the Master Agreement, and shall not be subject to adjustment, unless required by the applicable funding source. The total compensation shall not exceed **One hundred eighty-nine thousand, nine hundred eighty-four and twenty six cents (\$189,984.26)** without written approval of Commission's Executive Director ("Total Compensation"). Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.14.2 Payment of Compensation. Consultant shall submit to Commission a monthly statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. Commission shall, within 45

days of receiving such statement, review the statement and pay all approved charges thereon.

3.14.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by Commission.

3.14.4 Extra Work. At any time during the term of this Agreement, Commission may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by Commission to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from Commission's Executive Director.

3.15 Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred and fees charged under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of Commission during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.16 Termination of Agreement.

3.16.1 Grounds for Termination. Commission may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof. Upon termination, Consultant shall be compensated only for those services which have been fully and adequately rendered to Commission through the effective date of the termination, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.16.2 Effect of Termination. If this Agreement is terminated as provided herein, Commission may require Consultant to provide all finished or unfinished Documents and Data, as defined below, and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.16.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, Commission may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.17 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

CONSULTANT:

AMMA Transit Planning
19069 Van Buren Blvd.
Ste. 114-378
Riverside, CA 92508
Attn: Dennis Brooks, Vice President

COMMISSION:

Riverside County
Transportation Commission
4080 Lemon Street, 3rd Floor
Riverside, CA 92501
Attn: Executive Director

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.18 Ownership of Materials/Confidentiality.

3.18.1 Documents & Data. This Agreement creates an exclusive and perpetual license for Commission to copy, use, modify, reuse, or sub-license any and all copyrights and designs embodied in plans, specifications, studies, drawings, estimates, materials, data and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data").

Consultant shall require all subcontractors to agree in writing that Commission is granted an exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement.

Consultant represents and warrants that Consultant has the legal right to grant the exclusive and perpetual license for all such Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the Commission.

Commission shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at Commission's sole risk.

3.18.2 Intellectual Property. In addition, Commission shall have and retain all right, title and interest (including copyright, patent, trade secret and other proprietary rights) in all plans, specifications, studies, drawings, estimates, materials, data, computer programs or software and source code, enhancements, documents, and any and all works of authorship fixed in any tangible medium or expression, including but not limited

to, physical drawings or other data magnetically or otherwise recorded on computer media ("Intellectual Property") prepared or developed by or on behalf of Consultant under this Agreement as well as any other such Intellectual Property prepared or developed by or on behalf of Consultant under this Agreement.

The Commission shall have and retain all right, title and interest in Intellectual Property developed or modified under this Agreement whether or not paid for wholly or in part by Commission, whether or not developed in conjunction with Consultant, and whether or not developed by Consultant. Consultant will execute separate written assignments of any and all rights to the above referenced Intellectual Property upon request of Commission.

Consultant shall also be responsible to obtain in writing separate written assignments from any subcontractors or agents of Consultant of any and all right to the above referenced Intellectual Property. Should Consultant, either during or following termination of this Agreement, desire to use any of the above-referenced Intellectual Property, it shall first obtain the written approval of the Commission.

All materials and documents which were developed or prepared by the Consultant for general use prior to the execution of this Agreement and which are not the copyright of any other party or publicly available and any other computer applications, shall continue to be the property of the Consultant. However, unless otherwise identified and stated prior to execution of this Agreement, Consultant represents and warrants that it has the right to grant the exclusive and perpetual license for all such Intellectual Property as provided herein.

Commission further is granted by Consultant a non-exclusive and perpetual license to copy, use, modify or sub-license any and all Intellectual Property otherwise owned by Consultant which is the basis or foundation for any derivative, collective, insurrectional, or supplemental work created under this Agreement.

3.18.3 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of Commission, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use Commission's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of Commission.

3.18.4 Infringement Indemnification. Consultant shall defend, indemnify and hold the Commission, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by Commission of the Documents & Data, including any method, process, product, or concept specified or depicted.

3.19 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.20 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and costs of such actions.

3.21 Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of Commission's choosing), indemnify and hold Commission, its directors, officials, officers, employees, consultants, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to alleged negligent acts, omissions, or willful misconduct of Consultant, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of consequential damages, expert witness fees, and attorneys fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against Commission, its directors, officials, officers, employees, consultants, agents, or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against Commission or its directors, officials, officers, employees, consultants, agents, or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse Commission and its directors, officials, officers, employees, consultants, agents, and/or volunteers, for any and all legal expenses and costs, including reasonable attorney's fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Commission, its directors, officials officers, employees, consultants, agents, or volunteers.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by

a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

Consultant's obligations as set forth in this Section shall survive expiration or termination of this Agreement.

3.22 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be supplemented, amended, or modified by a writing signed by both parties.

3.23 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Riverside County.

3.24 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.25 Commission's Right to Employ Other Consultants. The Commission reserves the right to employ other consultants in connection with this Project.

3.26 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties, and shall not be assigned by Consultant without the prior written consent of Commission.

3.27 Prohibited Interests and Conflicts.

3.27.1 Solicitation. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, Commission shall have the right to rescind this Agreement without liability.

3.27.2 Conflict of Interest. For the term of this Agreement, no member, officer or employee of Commission, during the term of his or her service with Commission, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.27.3 Conflict of Employment. Employment by the Consultant of personnel currently on the payroll of the Commission shall not be permitted in the performance of this Agreement, even though such employment may occur outside of the employee's regular working hours or on weekends, holidays or vacation time. Further, the employment by the Consultant of personnel who have been on the Commission payroll within one year prior to the date of execution of this Agreement, where this employment is

caused by and or dependent upon the Consultant securing this or related Agreements with the Commission, is prohibited.

3.27.4 Employment Adverse to the Commission. Consultant shall notify the Commission, and shall obtain the Commission's written consent, prior to accepting work to assist with or participate in a third-party lawsuit or other legal or administrative proceeding against the Commission during the term of this Agreement.

3.28 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of Commission's Disadvantaged Business Enterprise program, Affirmative Action Plan or other related Commission programs or guidelines currently in effect or hereinafter enacted.

3.29 Subcontracting. Consultant shall not subcontract any portion of the work or Services required by this Agreement, except as expressly stated herein, without prior written approval of the Commission. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

3.30 Prevailing Wages. By its execution of this Agreement, Consultant certified that it is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. The Commission shall provide Consultant with a copy of the prevailing rate of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the Commission, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.30.1 DIR Registration. If the Services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants must be registered with the Department of Industrial Relations. If applicable, Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants. This Project may also be subject to compliance monitoring and enforcement by the Department of

Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements.

3.31 Employment of Apprentices. This Agreement shall not prevent the employment of properly indentured apprentices in accordance with the California Labor Code, and no employer or labor union shall refuse to accept otherwise qualified employees as indentured apprentices on the work performed hereunder solely on the ground of race, creed, national origin, ancestry, color or sex. Every qualified apprentice shall be paid the standard wage paid to apprentices under the regulations of the craft or trade in which he or she is employed and shall be employed only in the craft or trade to which he or she is registered.

If California Labor Code Section 1777.5 applies to the Services, Consultant and any subcontractor hereunder who employs workers in any apprenticeable craft or trade shall apply to the joint apprenticeship council administering applicable standards for a certificate approving Consultant or any sub-consultant for the employment and training of apprentices. Upon issuance of this certificate, Consultant and any sub-consultant shall employ the number of apprentices provided for therein, as well as contribute to the fund to administer the apprenticeship program in each craft or trade in the area of the work hereunder.

The parties expressly understand that the responsibility for compliance with provisions of this Section and with Sections 1777.5, 1777.6 and 1777.7 of the California Labor Code in regard to all apprenticeable occupations lies with Consultant.

3.32 No Waiver. Failure of Commission to insist on any one occasion upon strict compliance with any of the terms, covenants or conditions hereof shall not be deemed a waiver of such term, covenant or condition, nor shall any waiver or relinquishment of any rights or powers hereunder at any one time or more times be deemed a waiver or relinquishment of such other right or power at any other time or times.

3.33 Eight-Hour Law. Pursuant to the provisions of the California Labor Code, eight hours of labor shall constitute a legal day's work, and the time of service of any worker employed on the work shall be limited and restricted to eight hours during any one calendar day, and forty hours in any one calendar week, except when payment for overtime is made at not less than one and one-half the basic rate for all hours worked in excess of eight hours per day ("Eight-Hour Law"), unless Consultant or the Services are not subject to the Eight-Hour Law. Consultant shall forfeit to Commission as a penalty, \$50.00 for each worker employed in the execution of this Agreement by him, or by any sub-consultant under him, for each calendar day during which such workman is required or permitted to work more than eight hours in any calendar day and forty hours in any one calendar week without such compensation for overtime violation of the provisions of the California Labor Code, unless Consultant or the Services are not subject to the Eight-Hour Law.

3.34 Subpoenas or Court Orders. Should Consultant receive a subpoena or court order related to this Agreement, the Services or the Project, Consultant shall

immediately provide written notice of the subpoena or court order to the Commission. Consultant shall not respond to any such subpoena or court order until notice to the Commission is provided as required herein, and shall cooperate with the Commission in responding to the subpoena or court order.

3.35 Survival. All rights and obligations hereunder that by their nature are to continue after any expiration or termination of this Agreement, including, but not limited to, the indemnification and confidentiality obligations, and the obligations related to receipt of subpoenas or court orders, shall survive any such expiration or termination.

3.36 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.37 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.38 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.39 Incorporation of Recitals. The recitals set forth above are true and correct and are incorporated into this Agreement as though fully set forth herein.

3.40 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.41 Conflicting Provisions. In the event that provisions of any attached exhibits conflict in any way with the provisions set forth in this Agreement, the language, terms and conditions contained in this Agreement shall control the actions and obligations of the Parties and the interpretation of the Parties' understanding concerning the performance of the Services.

3.42 Headings. Article and Section Headings, paragraph captions or marginal headings contained in this Agreement are for convenience only and shall have no effect in the construction or interpretation of any provision herein.

3.43 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein, without the prior written consent of the Commission. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.44 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.45 Electronically Transmitted Signatures. A manually signed copy of this Agreement which is transmitted by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement for all purposes. This Agreement may be signed using an electronic signature.

[Signatures on following page]

**SIGNATURE PAGE
TO
RIVERSIDE COUNTY TRANSPORTATION COMMISSION
AGREEMENT FOR [___DESCRIPTION OF SERVICES___] SERVICES
WITH AMMA TRANSIT PLANNING**

IN WITNESS WHEREOF, this Agreement was executed on the date first written above.

**RIVERSIDE COUNTY
TRANSPORTATION COMMISSION**

AMMA TRANSIT PLANNING

By: _____
[INSERT NAME]
[INSERT RCTC SIGNATOR]

By: _____
Signature

Name

Title

Approved as to Form:

Attest:

By: _____
Best Best & Krieger LLP
General Counsel

By: _____
Its: _____

* A corporation requires the signatures of two corporate officers.

One signature shall be that of the chairman of board, the president or any vice president and the second signature (on the attest line) shall be that of the secretary, any assistant secretary, the chief financial officer or any assistant treasurer of such corporation.

If the above persons are not the intended signators, evidence of signature authority shall be provided to RCTC.

EXHIBIT "A"

SCOPE OF SERVICES

Statement of Services

Riverside County Transportation Commission Transit Funding Handbook

INTRODUCTION AND BACKGROUND

The Riverside County Transportation Commission (hereinafter referred to as "Commission" or "RCTC") was created pursuant to California state law in 1976 to oversee the funding and coordinating of all public transportation services within Riverside County (County) and is designated as the Regional Transportation Planning Agency (RTPA) and County Transportation Commission (CTC). The Commission's governing body consists of all five members of the County Board of Supervisors; one elected official from each County's 28 cities; and one non-voting member appointed by the Governor of California.

The Commission is responsible for setting policies, establishing priorities, and coordinating activities among the County's various transit operators and other agencies. The Commission also programs and/or reviews the allocation of federal, state, and local funds for highway, transit, rail, non-motorized travel (bicycle and pedestrian), and other transportation activities. The Commission is legally responsible for allocating Transportation Development Act (TDA) funds, the major source of funds for transit in the County. TDA provides two sources of funding: Local Transportation Fund (LTF), derived from a one quarter of one-cent sales tax, and State Transit Assistance (STA), derived from the statewide sales tax on diesel fuel. In addition to TDA, transit operators are also able to receive Low Carbon Transit Operations Program (LCTOP) funding from the Cap-and-Trade Program, and State of Good Repair (SGR) Program funding from the Road Repair and Accountability Act of 2017. Both programs are allocated according to the Public Utilities Code (PUC) governing the State Transit Assistance funds.

The Commission serves as the tax authority and implementing agency for the voter approved Measure A Transportation Improvement Program. The County's electorate renewed Measure A in 2002 to impose a one-half of one cent sales tax to fund specific transportation programs that commenced in July 2009 and is in effect through June 2039.

The Commission oversees and allocates Federal Transit Administration (FTA) funds to public transit operators and works cooperatively with the Southern California Associated Governments (SCAG) and the California Department of Transportation (Caltrans). SCAG is the designated recipient of formula FTA Sections 5307, 5337, and 5339 funds in large, urbanized areas (UZA) within its jurisdiction and Caltrans is the designated recipient for FTA Section's 5307, 5311, and 5339 for small and rural UZAs. Through a Memorandum of Understanding, the Commission is responsible for awarding formula FTA funds to transit operators within the county through the annual Short-Range Transit Plan (SRTP) process and programs funds into the Federal Transportation Improvement Program (FTIP).

The Commission administers the western Riverside County vanpool program known as VanClub, owns and operates all nine (9) commuter rail stations in the county, and is a member agency of the Southern California Regional Rail Authority, known as Metrolink.

The Commission's Multimodal Services Department is responsible for approving all federal and state formula funding to the public transit operators in the County through the annual SRTP process. The Department is also responsible for providing financial oversight as the RTPA through implementation of policies and procedures regarding performance monitoring, financial auditing, and reporting of the transit operators as required by TDA.

Transit operators must submit an updated SRTP annually to be eligible for federal, state, and local funds. The SRTP is a budgeting and planning document that includes a three to five-year planning horizon. The SRTP describes each transit operator's current transit network, how that network is performing, future changes to that network, and a financially constrained plan on how to pay for future operating and capital needs. An approved SRTP by the Commission is required for a transit operator to receive its annual allocation of federal, state, and local funds.

PURPOSE AND NEED

Currently, transit policies and procedures are found in various staff reports and outdated documents such as the RCTC Transit and Specialized Transit Desk Procedures, Measure A Specialized Transit Program Guidelines, and other various legacy guidance documents. These guides are typically separated from each other and not consolidated into a formalized document. Many of the transit operators rely on RCTC staff for information to complete required documents for funding. A user-friendly "how to" guide and policy manual is needed to document procedures and policies in a centralized location and serve as a reference guide.

RCTC seeks to create a multi-volume Transit Funding Handbook to include policies and procedures on the distribution and allocation of funds to transit operators within the County. The multi-volume handbook shall consist of three key documents:

1. Transit Funding Policies Manual;
2. Transit Funding Procedures Manual; and
3. Transit Operator Funding Guide

The objectives of this project are to:

1. Identify, update, and combine all Commission-approved transit and specialized transit policies into one single document;
2. Identify, update, and combine all existing transit funding and allocation-related desk procedures and/or develop procedures into one document working with internal staff;
3. Develop relevant narrative explanation and evaluate efforts for streamlining processes and procedures internally;
4. Develop a comprehensive user guide for transit operators;
5. Facilitate meaningful discussions and seek feedback from transit operators in the development of the user guide for transit operators;
6. Evaluate current processes and procedures and provide recommendations to improve effectiveness and efficiency;
7. Prepare the final multi-volume Transit Funding Handbook including any revised policy recommendations and updated processes and procedures; and
8. Provide training and technical sessions for staff and transit operators as necessary.

SUMMARY OF PROJECT TASKS

Task 1: Project Administration

The selected Consultant shall perform general contract project management activities throughout

the term of the contract. This includes general project administration, monthly invoicing and reporting, and coordination with RCTC staff.

Successful completion of this project requires advanced knowledge of federal and state (California) public transportation funding laws and regulations. RCTC staff estimates that completion of this project may take six (6) to twelve (12) months, depending on the Consultant's proposed work plan, approach, and level of expertise. The Consultant shall initiate a kick-off meeting, provide an overview of its work plan, and project timeline and schedule.

Deliverables
<ul style="list-style-type: none"> • Kick-off meeting • Agenda and meeting minutes • Project timeline and schedule • Monthly invoices

Task 2: Develop Transit Funding Policies Manual

The selected Consultant shall review and survey the existing policies including any relevant sources that may informally be considered to be policies. The current Commission approved transit policies are listed in the table below:

Table 1: Commission Approved Transit Policies

No.	Policy Name	Approval Date
1	Justification Requirements for Capital Projects	February 13, 2002
2	Outline of Legal Description Between RCTC and Transit Operators	February 13, 2002
3	Short Range Transit Plan Guidelines, Amendments, and Contents	February 13, 2002
4	Short Range Transit Plan Service Change Evaluation and Approval Procedure	February 13, 2002
5	Measure A Ordinance Expenditure Plan	May 08, 2002
6	Quarterly Milestone Reports	October 13, 2004
7	Funding Disbursement Policy	January 12, 2005
8	Protocol to Review Substantive Transit Policy Agenda Items	May 11, 2005
9	Augmentation to the Farebox Recovery Policy	March 12, 2008
10	Allocation of Transit Development Act Funds for Bus and Commuter Rail	June 11, 2008
11	STA Set Aside for Coachella Valley Rail	October 9, 2013
12	Productivity Improvement Program Revision	June 23, 2014
13	Policy Update for STA Uses	June 9, 2021

Using best practices from other RTPAs throughout the state, the Consultant shall review and evaluate existing policies and identify new policies that are needed and/or policies that may be revised to improve the overall administration of the Transit Program; however, it is not expected that the Consultant provide in-depth policy analyses for the purposes of this project.

Consultant shall propose a meeting schedule or workshops with RCTC staff for discussions on any fact-finding concerns, recommended approach, and identification of any policy changes. The

Consultant shall provide a draft Transit Funding Policies Manual that is organized in a user-friendly format and provide to staff for review with a final version to be submitted incorporating all comments.

Deliverables
<ul style="list-style-type: none"> • Scheduled meeting(s) and/or workshop(s) • Agenda and meeting minutes • Memorandum identifying new policies and/or recommended policy revisions • Draft and Final Transit Funding Policies Manual

Task 3: Develop Transit Funding Procedures Manual

The selected Consultant shall identify, review, and update existing procedures and combine them into one document to be utilized for internal purposes. This shall include but is not limited to:

- SRTP funding approvals and allocation process for:
 - Measure A
 - LTF
 - STA
 - SGR
 - LCTOP
 - Federal Sections 5307, 5337, 5339, 5311
- LTF/STA/SGR Claims, Invoicing, and Monthly Reconciliation
- LTF/STA/SGR Annual Audit Reconciliation
- Capital Projects Monitoring
- CSTAC Membership
- CSTAC Agenda Development Procedures, including Annual Transit Needs Hearing
- Measure A Specialized Transit Claims, Invoicing, and Reconciliation
- Measure A Western Bus and Coachella Bus Claims, Invoicing, and Reconciliation
- FTA Section 5310 Call for Projects Procedures
- TDA Triennial Performance Review Procedures
- Federal Funding Reconciliation Review

Using best practices from other RTPAs throughout the state, the Consultant shall provide recommendations as applicable to improve the overall administration of transit funding. The Consultant shall provide a draft Transit Funding Procedures Manual for staff to review, and a final version shall be submitted incorporating all comments.

Deliverables
<ul style="list-style-type: none"> • Scheduled meeting(s) • Agenda and meeting minutes • Draft and Final Transit Funding Procedures Manual

Task 4: Develop Transit Operator Funding Guide

The selected Consultant shall develop a user guide for transit operators throughout the county. It should include, but is not limited to, the following:

- Roles and responsibilities of RCTC, transit operators, and other key stakeholders such as the California Department of Transportation, the Southern California Association of Governments, and Federal Transit Administration;
- Goals, objectives, and funding overview of different fund types (i.e., federal, state, and local) and programs, requirements, and reporting by geographical area (i.e., Western Riverside County, Coachella Valley, and Palo Verde Valley);
- Clear and easy to follow instructions for new transit agency staff to coordinate and submit needed information to RCTC;
- Specific section on TDA requirements, including checklists, forms, and audit procedures; and
- Frequently asked questions section and help desk information for TransTrack, the Commission's transit funding database.

Using best practices from other RTPAs throughout the state, the Consultant shall develop the guide and include forms, checklists, and procedures. The Consultant shall propose an engagement plan that includes meetings and/or workshops with transit operators to seek feedback on the overall administration of transit funding and the draft Transit Operator Funding Guide. The Consultant shall provide a draft Transit Operator Funding Guide to RCTC staff and transit operators for review and a final version shall be submitted incorporating all comments.

Deliverables
<ul style="list-style-type: none"> • Scheduled meeting(s) • Agenda and Minutes • Transit Operator Engagement Plan • Draft and Final RCTC Transit Operator Funding Guide

Task 5: Board Review/Approval (Optional)

Consultant shall provide support to RCTC staff in presenting potential recommended policy changes to the Commission as needed.

Deliverable
<ul style="list-style-type: none"> • Attendance at Commission meeting(s)

Task 6: Additional Training Workshops for RCTC Staff and Transit Operators (Optional)

Consultant shall provide up to four (4) one-day training workshops to RCTC staff and/or transit operators as needed. Depending on the Consultant's findings and review of the existing policies and procedures, and in consultation with RCTC staff, the Consultant may recommend workshops during the draft development phase of the Transit Funding Guide, upon completion, or both as needed.

Deliverables for Workshops

- Up to four (4) scheduled Training Workshops
- Agenda and PowerPoint Slides and Presentation

Task 7: Grant Administration Reporting Procedures (Optional)

The Rail Division within the Multimodal Services Department provides oversight and administration of rail capital and station operations and maintenance grants. Staff oversees state and federal grant reporting including providing status updates on a quarterly, semiannual, and annual basis. Grant reporting requires coordination with internal and external partners including Finance, Capital, and Planning and Programming Departments, as well as the Finance Department at Metrolink.

The selected Consultant shall update and develop Grant Administration Reporting Procedures for both state and federal grants. The Consultant shall review and evaluate existing reporting documents and procedures and make recommendations for procedural changes. Award Management and Reporting Procedures currently exist for federal grants. No procedures exist for state grants. The procedures document is intended for internal use and shall include the following:

- FTA Quarterly Federal Financial Reports and Milestone Progress Report
- TrAMS grant submittal
- Prop 1B (PTIMSEA) Semi-Annual Report
- LCTOP Annual Report

Consultant shall propose a meeting schedule or workshops with RCTC staff for discussions on any fact-finding concerns, recommended approach, and identification of any policy changes.

Deliverables

- Scheduled meeting(s)
- Agenda and meeting minutes
- Draft and Final Grant Administration Reporting Procedures

SCHEDULE OF SERVICES

[illegible]

March				April				May					June				June					August			
6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28
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[__INSERT__]

EXHIBIT "C"

COMPENSATION

COMPENSATION SUMMARY

FISCAL YEAR	PROJECT	COST
2022-2023	Transit Funding Handbook	\$ 189,984.26
TOTAL COSTS		\$ 189,984.26

AGENDA ITEM 10

<i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i>	
DATE:	August 22, 2022
TO:	Budget and Implementation Committee
FROM:	David Knudsen, External Affairs Director
THROUGH:	Aaron Hake, Deputy Executive Director
SUBJECT:	State and Federal Legislative Update

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Receive and file an update on state and federal legislation; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

State Update

On June 30, Governor Newsom signed the revised state budget and several trailer bills, which were a result of extensive negotiations between the Legislature and the Administration. This revised budget follows the budget framework, which was passed on June 13, 2022, in order to meet the constitutionally prescribed deadline of June 15, 2022. As with previous budget cycles, legislators continue to negotiate outstanding budget details past the June 15 deadline, to be incorporated into budget trailer bills that implement the topline spending programs per agency, or a “budget bill junior,” to revise the Budget Act of 2022-23.

Throughout the budget process, staff continued work to support the Inland Empire Caucus’ budget request for \$2.2 billion for transportation projects in Riverside and San Bernardino Counties. As the budget process concluded, of the \$2.2 billion dollar request, the San Bernardino County Transportation Authority did receive \$1 million to conduct a State Route 247/62 emergency bypass lane study to consider an alternative route to Interstate 15 in the event of a natural disaster in San Bernardino County. It is unclear if any other projects listed in the Inland Empire Caucus’ budget request will be funded via the state budget process.

State Transportation Funding

The enacted state budget includes significant new resources for transportation programs, particularly those focused on transit and rail capital improvements and active transportation, including:

- \$4.2 billion of remaining Proposition 1A (2008) funding for the California High-Speed Rail project;
- \$4 billion over the next two years for priority capital transit and rail purposes;
- \$3.65 billion for transit capital projects to be allocated via the Transit and Intercity Rail Capital Program (TIRCP), a competitive program administered by CalSTA. Of this amount, \$1.8 billion is to be dedicated to projects in Southern California, including the counties of Orange, Imperial, Los Angeles, Riverside, San Bernardino, San Diego, and Ventura;
- \$1.2 billion to be administered by CalSTA for port-specific high priority projects that increase goods movement capacity on rail and roadways serving ports and at port terminals. 70 percent of allocated funds are to be used for infrastructure projects at the Port of Los Angeles and the Port of Long Beach, with the remaining 30 percent of funds to be used for other high-priority projects supporting ports and goods movement infrastructure in the rest of the State, including inland ports;
- \$1 billion for the Active Transportation Program; and
- \$350 million for high-priority grade crossing improvement and separation projects that maximize safety benefits and reduce or eliminate conflicts between road users and railroads.

The budget also provided millions of dollars in funding for zero-emission vehicle deployment and charging and refueling infrastructure; local climate adaptation projects; and the establishment of the Highways to Boulevards Program for planning or implementing the conversion or transformation of underutilized state highways into multimodal corridors that serve residents of underserved communities by developing complete streets, creating open space or parks, supporting affordable housing development, or other community-oriented infrastructure.

Continued Legislative Advocacy

The Legislature reconvened on August 1 from the July summer recess working quickly to meet the August 31 deadline for each house to pass bills. Staff continue to work with members of Riverside County's State delegation on Assembly Bill 2438 (Friedman). Unfortunately, staff was informed that Assemblymember Friedman would not accept RCTC's proposed amendments to her other bill AB 2344, regarding wildlife connectivity, to ensure consistency with Habitat Conservation Plans and Natural Community Conservation Plans and limit the duplication of analysis and mitigation. As of the writing of this report, AB 2344 has been placed on the Suspense File by the Senate Appropriations Committee and is pending a hearing on August 11.

The other highly impactful bills will not receive a final Senate floor vote this session. AB 1778 (Cristina Garcia) did not pass out of Senate Transportation Committee and AB 2237 (Friedman) as not given a hearing at all.

Staff will continue to be active throughout the remainder of the legislative session and keep commissioners apprised of opportunities to advocate.

Federal Update

The FY2023 Transportation, Housing and Urban Development (THUD) Appropriations bills are moving through the legislative process in Congress. The House passed its version of the THUD legislation on July 20. Included in the legislation is \$3 million in funding for the I-15 Express Lanes Southern Extension, secured by Representative Calvert, and \$3 million in funding for the Third Street Grade Separation in Riverside, secured by Representative Takano. The House THUD Appropriations bill is now awaiting action by the Senate.

The Senate Appropriations Committee has yet to finalize their FY 2023 Appropriations bill – a bipartisan budget agreement detailing defense and non-defense discretionary spending is necessary before the Senate will proceed. The Senate THUD Appropriations bill unfortunately does not include the \$5 million in funding for the Coachella Valley-San Geronimo Pass Rail Corridor Service Project Tier II Environmental Review requested by Senator Padilla.

Once the House and Senate have a budget agreement, work will continue on the THUD legislation to reconcile any differences between the chambers. With the federal fiscal year ending on September 30, it is unlikely that final legislation will be enacted by that date. Therefore, it is anticipated a Continuing Resolution will fund federal agencies and programs at FY2022 levels until after the November elections.

The Senate is also expected to pass the Inflation Reduction Act or reconciliation legislation. There are several climate change related provisions and staff are currently working to assess the impacts of these provisions and any future funding opportunities for RCTC initiatives.

FISCAL IMPACT:

This is a policy and information item. There is no fiscal impact.

Attachment: State and Federal Update Legislative Matrix – August 2022

RIVERSIDE COUNTY TRANSPORTATION COMMISSION - POSITIONS ON STATE AND FEDERAL LEGISLATION – AUGUST 2022

Legislation/ Author	Description	Bill Status	Position	Date of Board Adoption
SB 1121 (Gonzalez)	This bill would require the California Transportation Commission (CTC) to biennially develop a needs assessment of the cost to operate, maintain, and provide for the future growth and resiliency of the state and local transportation system. In developing the needs assessment, the CTC would be required to consult with relevant stakeholders, including, but not limited to, metropolitan planning organizations, county transportation commissions, regional transportation planning agencies, local governments, and transit operators. In addition, the bill requires the CTC to estimate the cost to provide for future growth of the state and local transportation system in the needs assessment and must include the cost to address climate change impacts.	Referred to Assembly Appropriations Committee June 20, 2022	<i>SUPPORT</i> <i>Staff action based on platform</i>	June 15, 2022
AB 2344 (Friedman)	If enacted as written, AB 2344 would require Caltrans, in consultation with the Department of Fish and Wildlife (DFW), to establish a wildlife connectivity project list of wildlife passage projects. The bill would require the list to be included in the wildlife connectivity action plan and require Caltrans and DFW to prioritize the implementation of projects on the list based on specified factors, including, among others, the project's ability to enhance connectivity and permeability within a connectivity area or natural landscape area identified in the wildlife connectivity action plan.	Referred to Senate Appropriations Committee August 2, 2022	<i>OPPOSE Unless Amended</i> <i>Staff action based on platform</i>	June 3, 2022
SB 1410 (Caballero)	This bill would require, by January 1, 2025, to conduct and submit to the Legislature a study on the impacts and implementation of the guidelines described above relating to transportation impacts. The bill would require the office, upon appropriation, to establish a grant program to provide financial assistance to local jurisdictions for implementing those guidelines.	Referred to Assembly Appropriations Committee August 2, 2022	<i>Support</i>	May 11, 2022
AB 2237 (Friedman)	AB 2237 would limit use of State Transportation Improvement Program funding and reframe the administration of such, while also seeking a redefinition of the roles and responsibilities for metropolitan planning organizations	Referred to Senate, Transportation Committee June 16, 2022	<i>OPPOSE</i>	May 11, 2022

Legislation/ Author	Description	Bill Status	Position	Date of Board Adoption
AB 2438 (Friedman)	<p>This bill would require the agencies that administer those programs to revise the guidelines or plans applicable to those programs to ensure that projects included in the applicable program align with the California Transportation Plan, the Climate Action Plan for Transportation Infrastructure adopted by the Transportation Agency, and specified greenhouse gas emissions reduction standards.</p> <p>The bill would require the Transportation Agency, the Department of Transportation, and the California Transportation Commission, in consultation with the State Air Resources Board and the Strategic Growth Council, to jointly prepare and submit a report to the Legislature on or before January 1, 2025, that comprehensively reevaluates transportation program funding levels, projects, and eligibility criteria with the objective of aligning the largest funding programs with the goals set forth in the above-described plans and away from projects that increase vehicle capacity.</p>	<p>Referred to Senate Appropriations Committee</p> <p>August 8, 2022</p>	<i>OPPOSE</i> <i>Staff action based on platform</i>	March 24, 2022
AB 1778 (Cristina Garcia)	This bill would prohibit any state funds or personnel time from being used to fund or permit freeway widening projects in areas with high rates of pollution and poverty.	<p>Failed passage to pass Senate Committee on Transportation</p> <p>June 29, 2022</p>	<i>OPPOSE</i>	March 9, 2022
AB 1499 (Daly)	Removes the January 1, 2024 sunset date for Department of Transportation and regional transportation agencies to use the design-build procurement method for transportation projects in California.	<p>Signed by the Governor</p> <p>September 22, 2021</p>	<i>SUPPORT</i>	April 14, 2021
SB 623 (Newman)	Clarifies existing law to ensure toll operators statewide can improve service to customers and enforce toll policies while increasing privacy protections for the use of personally identifiable information (PII).	<p>Failed to Pass House of Origin by January 31, 2022 deadline.</p> <p>February 1, 2022</p>	<i>SUPPORT</i> <i>Staff action based on platform</i>	April 5, 2021
SB 261 (Allen)	This bill would require that the sustainable communities strategy be developed to additionally achieve greenhouse gas emission reduction targets for the automobile and light truck sector for 2045 and 2050 and vehicle miles traveled reduction targets for 2035, 2045, and 2050 established by the board. The bill would make various conforming changes to integrate those additional targets into regional transportation plans.	<p>Failed to Pass House of Origin by January 31, 2022 deadline.</p> <p>February 1, 2022</p>	<i>OPPOSE</i>	May 12, 2021

Legislation/ Author	Description	Bill Status	Position	Date of Board Adoption
Federal				
HR 972 (Calvert)	This bill establishes the Western Riverside County Wildlife Refuge which would provide certainty for development of the transportation infrastructure required to meet the future needs of southern California.	Ordered Reported by the House Committee on Natural Resources July 14, 2021	<i>SUPPORT</i> <i>Staff action based on platform</i>	June 11, 2021