



SALLY SWANSON
ARCHITECTS, INC.

Proposal to the City of Emeryville Self-Evaluation and ADA Transition Plan Update



June 7, 2017

SSA Project # 17021.30

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SCOPE OF WORK

Approach

The City of Emeryville's proposed Scope of Work is quite clear and Sally Swanson Architects, Inc. (SSA) will meet or exceed all requirements of the contract.

Critical Elements

Following are the elements and benefits of the City's manageable and living ADA Transition Plan document. The Access Compliance Survey will provide the City with:

- A list of existing accessibility barriers describing each barrier and recommendation of a removal solution
- A preliminary cost estimate for removal of each barrier
- A priority assigned to each barrier
- A schedule for barrier removal
- Designation of a person responsible for barrier removal
- The ability to "check-off" mitigated barriers
- The ability to easily demonstrate steps taken toward removal of all barriers to access

Task 1. Project Coordination

Kick-off Meeting to Discuss Scope, Strategy and Timeline

Upon award of the contract, SSA will begin the process of reviewing background information and documents as well as planning, coordinating and scheduling a Project kick-off. Many project components discussed here regarding contacts, project schedule and communications will be agreed upon prior to an official project kick-off via email and phone conversations.

The kick-off meeting is the opportunity for the City of Emeryville staff and SSA staff to review and refine the scope of work, survey and completion schedules, as well as project communications, final deliverables and overall project strategies and goals. SSA will record and distribute Meeting Minutes to ensure project-wide understanding and accord of any and all decisions taken at the kick-off meeting.

Management, Coordination & Meet with City Staff

The SSA Project Team will arrange to meet with the City staff and other appropriate stakeholders to review, refine, and finalize the scope of work, programmatic evaluations, field surveys and completion schedules, as well as project communications, final deliverables and overall project strategies and goals. These meetings at major project milestones will encompass programmatic evaluation, understanding conceptually and procedurally, as well as field survey logistics. SSA will record and distribute minutes of these meetings to ensure project-wide understanding and agreement with any and all decisions taken during the meetings.

SSA will obtain as-built (or schematic) drawings from the City for facilities, interiors, exteriors, parks, parking lots, and general site conditions as these drawings represent a basic component of both the survey and the reports that SSA will produce and deliver. SSA will also gather information about policies, programs, services, and activities. We have extensive experience in identifying documents that describe programs with the related services and activities. Developing overall awareness of City policies, programs, services, and activities offered and conducted at each site will afford our survey team the opportunity to consider barriers to access both programmatically and architecturally.

SSA will review and evaluate City policies, programs, facilities, public right-of-ways, parks and activities to identify issues which may be discriminatory to people with disabilities. Policy documents for review will include City policy documents that affect the public. SSA's review will evaluate current level of program accessibility, including eligibility requirements, participation requirements, facilities used, staffing transportation, communications and emergency procedures.

Task 2.1 City-Wide Public Right-of-Way (PRow) and Facilities Survey

Task 2.2 Public Right-of-Way (PRow) and Facilities Survey within Marina District

Prior to starting the City-wide data collection for the Public rights-of-way(PRow), SSA will provide a one day pilot survey and submit the GIS data to City of Emeryville Staff for review and approval to ensure data accuracy and formatting. Once approved and any feedback or changes are noted, SSA will proceed to surveying the remainder of the City PRow.

City Facilities, Parks, Parking lots, Trails, Marinas, Sidewalks

Field surveys of Facilities, Parks, Parking lots, Trails (including interiors, accessible parking, passenger drop-off and loading zones, pedestrian pathways, restrooms, etc.) shall include the collection and precise documentation of field data for accessibility elements at each site identified in the scope of work. Field survey assessments will be done in the most unobtrusive manner possible to afford the least disruption to the City's business. SSA field survey staff will use the applicable current code standards; the updated 2010 regulations of Title II of the ADA, the Americans with Disabilities Act Accessibility Guidelines (ADAAG), and the 2013 edition of the California Code of Regulations/Title 24 and as applicable, the California Building Code (CBC). Elements required to be accessible and covered by the surveys will include the following:

Site Exterior: Survey will include exterior path of travel from/to the nearest site entrance point from/to the public right-of-way; accessible parking spaces; passenger drop-off and loading zones; walks and sidewalks; curb ramps; other ramps; way-finding signage; exterior elevators, lifts and where paths of travel from public transit or public parking serve the facility.

Interior: Survey will include all interior areas accessible to and by the general public (and select employee areas where there may be an opportunity to develop program alternatives and options for value engineering); entrances and exits; interior paths of travel; lobbies; public counters; seated waiting areas; public telephones (including TTY); drinking fountains; elevators; platform lifts; doors and gates; access to and through all rooms and spaces; corridors, hallways and vestibules; restrooms; room identification signs; areas of rescue assistance; assembly areas; assistive listening systems; and alarms.

City Sidewalk, Curb Ramps and Pedestrian Push Button Survey

Field Data Collection of the City's Public Rights-of-Way sidewalks, curb ramps and pedestrian push buttons.

City Sidewalks

For the pedestrian infrastructure inventory of the Public Rights-of-Way, SSA proposes to use a unique but proven proprietary technology to document barriers and prioritize improvements where they are most needed. Similar technology, originally developed through a pilot program with the Federal Highway Administration (FHWA), has been implemented for the field inventory of pedestrian facilities in many other cities.

The device is designed to measure the sidewalk surface at a rate of thousands of records per second capturing highly accurate information about slope and small surface variations identifying deviations from required ADA standards and other applicable technical requirements codes. A notebook computer on the surface profiler offers an interactive, real-time display during data collection. Any barriers that fall outside the range of the profiler will be manually inputted by the surveyor, including items such as heavings, protruding objects and other hazards.

For sidewalk cross-slopes, running slopes, vertical changes in level and obstructions, the measuring equipment provides a location and precise measurement of the barriers. Since most of the operation of this equipment is automated, the data collection will be consistent throughout the project area. This methodology has been used successfully on previous projects, saving immeasurable time and money while providing a superior deliverable for our clients. The data collected will be stored in a geodatabase which will form a deliverable for this project.

City Intersections – Curb Ramps and Pedestrian Push Buttons

SSA's Accessibility Surveyors will collect the required information for the curb ramps throughout the City owned streets. A data collection checklist, based on ADA and DOT requirements as well as PROWAG recommendations, will be pre-programmed into handheld data collectors. Using traditional measuring and smart-level equipment, Accessibility Surveyors will enter data directly into the data collectors.

SSA will use handheld computers to input measurements in the field and identify the precise geographic location of the pedestrian features. Data collection, data validation, and linking to location and digital photo files will happen automatically as the Accessibility Surveyors enter data and move from point to point. The Accessibility Surveyors will access the data entry and validation forms and aerial photography along with right-of-way, utility, topographic, or other feature data sets pre-loaded on the data collectors for easy reference in the field. This is very important as the logistics for the day's work will be identified on the map to keep the project on schedule and to minimize the possibility of missing an important feature in the field. The data collected will be stored in a geodatabase which will form a deliverable for this project.

Schematic Key Drawings

SSA's site and facility reports will include schematic site and floor plans (provided to SSA by the City) on 8.5" x 11" sheets to facilitate locating barriers identified in the ADA Transition Plan. These key drawings correspond to items in the ADA Transition Plan.

Quality Control and Quality Assurance

QC/QA routines actually begin before the mission. It is the first management activity to ensure that a process, item, or service is of the quality expected by the user, as well as to create management controls that address planning, implementation and review of data collection activities. Subsequent QC/QA activities provide routines and consistency checks to ensure data integrity, correctness, and completeness.

Accurate field data is the foundation for providing a complete, comprehensive, understanding of circumstances for analysis and decision processes. The SSA Team has developed measuring procedures and technologies based on disabled access code requirements that afford rapid assessment of access barriers. The process includes detailed checklists integrated into the field data collectors for both the sidewalk measurements and the curb ramps, ensuring that all relevant features or associated dimensional characteristics are recorded, photos are properly linked to features, and an accurate location is entered and stored in the database.

However, quality assurance on this project does not start at data collection and processing. It must be coupled with quality control. The entire design, research and development process, from hardware to software, from the theoretical models to the process design, is subjected to verifications, validation, and evaluation tests. These checks and balances are often automated, and embedded in the software and field procedures.

SSA understands that the City of Emeryville *“would like to see a percentage of the data selected randomly for a manual walk-through survey to verify data falls within an acceptable equivalency to original dataset.”*

SSA will randomly select 10% of data for field data collection.

Quality Controls for Measurement Tools

- 24” Smart Level: Smart Levels are calibrated twice a day to ensure accuracy (Start of the day and Mid-Day). SSA uses the calibration steps provided on the smart level website.
- Sidewalk Profiler: The sidewalk profiler has manual calibration tests that ensure accuracy. The distance calibration is performed at the start of every day. There is also a height calibration which is performed twice a day (Start of the Day and Mid-Day). There are also built-in elements that allow the data collection team to monitor if the data is collecting properly during the run.

Quality Assurance

- Curb ramps and pedestrian push buttons: For each feature assessed, the SSA survey team fills in a checklist of measurements. This ensures that all aspects of these features are assessed. Two digital photographs are taken of each item to provide background references.
- Sidewalks: Data collected in the field is sent to the project office where it is examined by technical staff to ensure that the information is being properly collected. The field team has the opportunity to add notes or comments to the data throughout the run.

Safety

- Safety is the number one priority for this project. The SSA team has implemented a number of safety measures while working on field data collection. For the field data collection portion of the project, SSA will work facing oncoming traffic and wear appropriate safety clothing and accessories.

Task 2.3 Evaluation of City Policies, Programs and Procedures (P.P.P.)

Create Self-Evaluation Questionnaire to Evaluate Policies, Programs, Facilities, Public Rights-of-Way, and Activities

SSA will evaluate the current level of program accessibility at the City departments by preparing and administering a Self-Evaluation questionnaire. SSA has developed a time-tested questionnaire, based on the U.S. Department of Justice’s thirteen points of evaluation addressing key policies, procedures and practices. The Self-Evaluation questionnaire will assist in evaluating the City’s current compliance status regarding ADA requirements including eligibility requirements, participation requirements, facilities used, staff training, tours, communications, notifications, public meetings, the use of contracted services, purchasing, maintenance of accessible features and emergency procedures.

SSA will conduct a Self-Evaluation training workshop and provide City staff with instructions on how to complete and submit the questionnaire.

Once completed, SSA will compile, analyze and identify deficiencies vis-à-vis disabled access in City-wide and/or departmental policies, procedures and practices. Follow-up interviews will be conducted as required. SSA will summarize the results into a Self-Evaluation report of findings and recommendations to determine where modifications are required and where model policies and guidance documents need to be developed.

Self-Evaluation of City Policies, Programs & Procedures

Programmatic Assessments & Surveys

In the initial phase of the project, two types of assessments will occur. One set of assessments will focus on program accessibility while the other on physical or architectural accessibility. The end of this phase will produce two analyses by SSA that will be integrated into one comprehensive Draft ADA Self-Evaluation & Transition Plan. This two-part approach — to physical and program access assessments — allows a more comprehensive understanding of access compliance issues for the City and affords identifying the most cost-effective programmatic solutions for physical or architectural barriers.

Program Access Assessments Review

Following the review of background information provided by the City, the Program Team will identify, request and review any additional information that would be helpful in the initial evaluation of City-wide and program-specific policies, practices and procedures.

Interview and Interact: Telephone or in-person interviews with respondents may be set-up to discuss initial findings and follow-up with additional questions, if necessary. The SSA Team also uses other approaches as needed to obtain information for the most complete assessment of policies, procedures and practices governing the City's programs, services and activities.

Program Analyses Feedback

City-wide and program-specific policies, practices and procedures are reviewed in their entirety and areas are identified where improvements are needed. The findings, recommendations and initial prioritizations are compiled into a draft program assessment. This draft assessment is then integrated with the physical access survey results into the Draft Self-Evaluation and Transition Plan.

Review Effective Communication Systems

As part of the overall City-wide self-evaluation, SSA's program access specialist will review existing policies, procedures and practices pertaining to the City's programs to ensure effective communication systems exist with all members of the public, particularly individuals with disabilities. Based on the findings through the evaluation of the City's programs, services and activities, SSA will submit recommendations on procedural updates and guidance documents on auxiliary aids and services.

These recommendations and best practices will cover the appropriate types of auxiliary aids or services necessary to ensure effective communication with qualified individuals with disabilities and will identify the most effective methods of:

- making aurally-delivered information available to individuals who are deaf or hard-of-hearing
- making visually-delivered materials available to individuals who are blind or have low vision

Task 3. Access Compliance Survey Reports (PRoW & Facilities)

Report Production

The following information contains the typical data included in SSA's ADA Transition Plan Reports. The following information for each barrier will be incorporated:

- Item number of barrier and/or room numbers, corresponding to schematic site, floor or barrier-location plans
- Area/location of the barrier; for example, building and room name or number, pathways, playfields or building names
- Photograph of each barrier
- Description of the barrier (as-built measurement or situation)
- Code citations, specifying the applicable sections in the State and Federal accessibility regulations
- Method of mitigation (e.g. program modification, equivalent facilitation, physical alteration, purchase, etc.)
- Detailed description of proposed solution and, if applicable, an alternative or interim solution
- Severity of individual barriers (three levels: 1=high, 2=medium, 3=low.)
- Unit and estimated unit price (conceptual level)
- Prioritization and schedule of barrier removal work to be integrated with the campus-wide master planning construction schedule
- Timeline for ADA Transition Plan barrier mitigation
- Survey information, such as surveyor name, survey date, and special site conditions

SSA will prepare and produce barrier location (BLP) of City facilities: interiors and exteriors; develop PRoW and facilities survey reports; prepare report to identify P.P.P. that are not accessible and those that are accessible with recommendations; and present the reports and record all feedback.

Task 4. Draft Transition Plan (PRoW, Facilities & P.P.P.)

Prioritization, Scheduling and Formatting of All Survey Data into Self-Evaluation & Transition Plan Formatting

Preliminary Prioritization

In the field, the survey team will evaluate and assign a preliminary priority to an individual barrier as it relates to overall facility and programmatic access, as well as its impact upon persons with disabilities. These preliminary priorities may change based upon further data analysis and/or input from the City and through outreach meetings with the disabled community, facility users, and other interested parties. SSA will identify key items in the survey and obtain additional information to determine a final level of prioritization. Basic prioritization models, such as frequency of use, nature of programs offered, type and location, will be considered throughout this process.

Preliminary Cost Estimate

SSA's field survey team will work with the City to determine the most feasible and cost-effective solutions for barrier removal, SSA's field survey team will first view each barrier as it relates to the overall program in an effort to:

1. Measure the relative importance of the barrier; and
2. Where possible, identify non-architectural solutions, such as equivalent facilitation or programmatic modification

If equivalent facilitation or program modification can be provided without altering the basic service offered, major cost savings can be realized over the alternative of architectural barrier removal. Regardless of the solution, each SSA field surveyor will record all pertinent data and measurements of the surroundings in order to develop one or more alternatives, based on which, preliminary costs can be estimated.

A unit price, based on collaboration between SSA's cost estimators and the City's own resources, will then be assigned to each deficiency. Square or linear footage will be field measured and a preliminary cost calculated. SSA will closely review this initial estimate to incorporate the many alterations into one universally accessible design with the lowest possible cost.

Once review of the field data is complete, SSA's technical staff will handle the important task of data entry. SSA has developed an excellent computer-based tool, which provides a variety of accessibility functions. SSA's FileMaker database is a relational database program that assembles, organizes and maintains field survey data; maintains records of as-built conditions (actual measurements), code requirements (required measurements), construction cost estimates, and recommendations for solutions for the removal of non-compliant access barriers. The program will also generate the access compliance survey report.

The FileMaker database will list the identified barriers in a report format that cites all deviations from applicable accessibility requirements contained in the 1994 and 2010 Americans with Disabilities Act Accessibility Standards and the International Building Code. The format will allow sorting of recorded information by location, type, severity, category, cost of identified barriers, etc.

This flexible tool can be easily modified to handle specific client requests and sorting functions; for example, listing the associated costs of updating non-compliant hardware at building entrances within a particular facility. All facilities and parks data is exportable and compatible with a variety of formats including Microsoft Excel (*.xls) and Adobe Acrobat (*.pdf). The database may also be integrated with the City's Facilities Database Management suite using the same item descriptors. The database will be the property of the City of Emeryville when the ADA Transition Plan compilation is complete.

SSA will present the first draft of the Transition Plan to the City and record all feedback.

Task 5. Public Vetting (PRoW, Facilities, P.P.P.)

Input from Public and Interested Parties

Once the City comments are integrated into the draft plan, SSA will implement the changes and prepare to solicit public input. The draft report will include, as required by the ADA:

1. The sequence of barrier removal to provide the City of Emeryville the best program access
2. Annual funding identification
3. Designation of person responsible for implementation of the Transition Plan
4. Schedule for implementation of the Transition Plan

In working with Cities and Counties on developing their ADA Transition Plans, SSA has coordinated with ADA Compliance Teams, typically comprised of disability advocates, citizens, and organizations representing persons with disabilities. SSA will meet with the group to describe the process, timeline, and expectations associated with different phases of the project, as well as to receive their input and suggestions. SSA will develop a communications plan and discuss ideas with the ADA Compliance Team to effectively engage and best solicit input from the City's disabled population.

A recent example of SSA's experience with Community Outreach is with the City of Turlock, where we worked to update their Self-Evaluation and Transition Plan. SSA assisted the City in recruiting for their Advisory Team, including placing an ad in the local newspaper and working with the local disability community for recommendations of potential citizen stakeholders. As part of our explanations/trainings of the role of the ADA Advisory Team, we created a Q& A sheet. Working with our public client, we drafted information about the Transition Plan and work of the Advisory Committee and placed it on a new website page created to inform citizens of the project, the Advisory Team and the progress being made: <http://www.cityofturlock.org/citydepartments/developmentservices/adatransitionplan.asp> (this is an active link on the City of Turlock website)

The Accessibility Advisory Committee's role was to review the project process, timeline, and expectations associated with the development of the Transition Plan and Self-Evaluation, and provide general input as well as specific feedback throughout the project. As needed, the committee reviewed the list of facilities being surveyed and provided feedback on priorities for barrier removal and refining various project components. The Advisory Committee's input was critical to the development of the Transition Plan and their comments/suggestions are documented which made a practical difference in the final product deliverable.

SSA will attend one (1) workshop, answer questions and record all feedback.

Task 6. Development and Presentation of Final Transition Plan (PRoW, Facilities & P.P.P.)

Implementing the Final ADA Transition Plan

Once the City and Public comments are integrated into the Transition Plan, SSA will collaborate with assigned City personnel to develop the Final Transition Plan for the mitigation of any physical barriers identified in the public rights-of-way and facilities covered in the scope of work. We will share our expertise on ways to manage implementation of the plan, how to maintain the document, and what to do if funding or priorities shift for a particular Transition Plan period.

The person designated as responsible for implementing the ADA Transition Plan should maintain the document and will be trained by SSA on monitoring and updating the Self-Evaluation and Transition Plan. The final document is a working document to be modified as barriers are removed or alterations are made. The City's final document shall, for at least three years following completion, be maintained on file and made available for public inspection.

Task 7. Geographic Information System (GIS)

SSA will process PRoW data so that it may be integrated with the City's Facilities Database Management/ GIS suite using the same item descriptors (Keycodes / Legend in the Attribute Table). All data collected within the public rights-of-way can be provided in geodatabase and/or shape file formats compatible with ArcGIS. SSA will integrate photos (PRoW elements) into the GIS; present the geodatabase and record all feedback. SSA will incorporate all changes and recommendations and develop the final geodatabase.

Final note on SSA's Proposed Approach

The strength of any prospective approach is in the structure it provides. SSA's time-tested process has been proven to be immensely successful, but "one size may not fit all." By this we mean we will tailor the specifics to serve the needs and resources of the City of Emeryville and its stakeholders, whether that means adapting the schedule to allow for unforeseen local circumstances or fine-tuning ways to communicate the process with all concerned.

OPTIONAL SERVICES

SSA offers a variety of staff training workshops that may be areas of interest to the City of Emeryville. The fee proposal under the category of “Optional Services” indicates the cost of one (1) training workshop. SSA’s training workshops include the following topic areas:

Accessibility Policy Training

Disability Employment Training for Human Resources, Staff and Managers/Supervisors

The workshop objectives are to understand who is covered by disability civil rights laws, what employment elements are covered, and how meet your responsibilities in an “interactive process” (Federal and State requirement). Achieving an interactive process is broken down into five steps in order to effectively meet reasonable accommodation requests. Attendees will be able to determine essential vs. marginal functions of the job; defining the job in very specific terms assists in the job selection process, providing reasonable accommodations and in evaluation of staff. Also covered will be special problems during employment.

Disability Awareness and ADA Overview for Staff in Contact with Public

Overview of the access criteria and requirements mandated for State and local government staff interacting with the public. Best practices for sensitive and respectful interactions are explained. Communication topics include correct language and etiquette, appropriate use of terminology, and dealing with service animals in public places. The training concludes with a brief overview of maintaining accessibility for people with disabilities.

Meetings/Events Planning

City celebrations, chili cook-offs, car shows, and Board meetings –these events raise a variety of issues for physical access and policy. The training covers elements required for a successful and accessible meeting or event including facility set up and services provision. Communication accommodations and types of auxiliary aids are discussed, including sign language interpreters, real time captioning, note takers, video remote services, and others. In planning for service animals, topics covered include what is a service animal, what you can ask about them, and dealing with disruptions. Also discussed are transportation routes to events, time of day impacts and accessible routes of travel on the site.

Maintenance Training

The maintenance staff is on the front lines of access compliance and the key in maintaining accessible features, a requirement of the law. Problems can occur when furniture is moved, repairs are undertaken or landscaping improperly pruned, for example. Knowing that government staff has limited resources, the training does not require augmenting staff or increasing budgets, rather, making the staff aware of requirements and liabilities. Staff will learn to identify problem areas before they become hazards and know how to mitigate them.

GIS Training for ADA Access Compliance

Training is provided in the use of GIS tools that SSA has developed for implementing ADA access improvements in pedestrian rights-of-way. SSA conducts 2 levels of training – one advanced training for technical staff to manage the geodatabase using GIS software and another one for non-technical users to become proficient in the web-based GIS viewer and its reporting capabilities. Instruction includes use of the barrier ranking tool and browser-based mapping interface. SSA provides adhoc map production, detailed documentation and metadata on each GIS feature created.

CITY OF EMERYVILLE - ADA SELF-EVALUATION AND TRANSITION PLAN UPDATE - FEE PROPOSAL - SALLY SWANSON ARCHITECTS, INC. (SSA)

Tasks		Labor								ODC's				Total	
Task Description	Principal-in-Charge	Project Manager	CASp Specialist	Sr. Policy Specialist	GIS Specialist	Access Surveyor	Technical Staff	Total Hours	Total Labor Costs	Other Direct Costs				Total Fee	
	Sally Swanson	Kelly Hang	Boris Chichkanoff	Michael Paravagna	(Various)	(Various)	(Various)			Car & Gas (Weekly Rate @ \$250)	Car & Gas (Daily Rate @ \$60)	Meals & Incidental Exp(Daily Rate @ \$15)	Profiler (Monthly Rate @ \$4,000)		
	\$225	\$160	\$160	\$185	\$110	\$110	\$110								
MAIN SERVICES															
1. Project Coordination															
a. Kick-off Meeting to Discuss Scope, Strategy and Timeline	2	2		2				6	\$1,140.00		\$60.00			\$1,200.00	
b. Identify Necessary Documents, Materials and Review Available Plans that Indicate the City's Facilities		2		2			16	20	\$2,450.00					\$2,450.00	
c. Management, Coordination & Meet with the City Staff to Review Progress & Record Input		8	8					16	\$2,560.00		\$120.00			\$2,680.00	
Subtotal:	2	12	8	4	0	0	16	42	\$6,150.00	\$0.00	\$180.00	\$0.00	\$0.00	\$6,330.00	
2.1 City-Wide Public Right-of-Way (PRoW) & Facilities Survey															
a. Conduct Survey of Sidewalks (Cross-slopes, Running Slopes, Vertical Changes in Level & Obstructions within Sidewalk)		2				80		82	\$9,120.00	\$500.00		\$150.00	\$2,000.00	\$11,770.00	
b. Photo Documentation of PRoW Elements						20		20	\$2,200.00					\$2,200.00	
c. Conduct Survey of Curb Ramps (Checklist per ADA & DOT Requirements as well as PROWAG Recommendations)		1				64		65	\$7,200.00	\$375.00		\$120.00		\$7,695.00	
d. Conduct Survey of Pedestrian Signals (Checklist per ADA & DOT Requirements as well as PROWAG Recommendations)		1				40		41	\$4,560.00	\$250.00		\$75.00		\$4,885.00	
e. Conduct Survey of Facilities Including Parks & Parking Lots		4				180		184	\$20,440.00	\$1,125.00		\$338.00		\$21,903.00	
Subtotal:	0	8	0	0	0	384	0	392	\$43,520.00	\$2,250.00	\$0.00	\$683.00	\$2,000.00	\$48,453.00	
2.2 Public Right-of-Way (PRoW) & Facilities Survey Within Marina District															
a. Conduct Survey of Sidewalks (Cross-slopes, Running Slopes, Vertical Changes in Level & Obstructions within Sidewalk)		1				4		5	\$600.00		\$60.00	\$15.00		\$675.00	
b. Photo Documentation of PRoW Elements						2		2	\$220.00					\$220.00	
c. Conduct Survey of Curb Ramps (Checklist per ADA & DOT Requirements as well as PROWAG Recommendations)		1				4		5	\$600.00		\$60.00	\$15.00		\$675.00	
d. Conduct Survey of Pedestrian Signals (Checklist per ADA & DOT Requirements as well as PROWAG Recommendations)								0	\$0.00					\$0.00	
e. Conduct Survey of Facilities Including Parks & Parking Lots		1	1			16		18	\$2,080.00		\$120.00	\$30.00		\$2,230.00	
Subtotal:	0	3	1	0	0	26	0	30	\$3,500.00	\$0.00	\$240.00	\$60.00	\$0.00	\$3,800.00	
2.3 Evaluation of City Policies, Programs and Procedures (P.P.P.)															
a. Prepare Program/Facility Evaluation Check List/Questionnaire Including Staff Interview		1	1	24				26	\$4,760.00		\$180.00	\$45.00		\$4,985.00	
b. Review and Analyze Collected Information		1	1	16				18	\$3,280.00					\$3,280.00	
Subtotal:	0	2	2	40	0	0	0	44	\$8,040.00	\$0.00	\$180.00	\$45.00	\$0.00	\$8,265.00	
3. Access Compliance Survey Reports (PRoW & Facilities)															
a. Prepare and Produce Barrier Location (BLP) of City Facilities: Interiors and Exteriors		2					24	26	\$2,960.00					\$2,960.00	
b. Develop PRoW & Facilities Survey Reports		1	1				136	138	\$15,280.00					\$15,280.00	
c. Prepare Report to Identify P.P.P. that are not Accessible and those that are Accessible with Recommendations		1	1	16				18	\$3,280.00					\$3,280.00	
d. Present Reports and Record All Feedback		4		4				8	\$1,380.00		\$60.00			\$1,440.00	
Subtotal:	0	8	2	20	0	0	160	190	\$22,900.00	\$0.00	\$60.00	\$0.00	\$0.00	\$22,960.00	
4. Draft Transition Plan (PRoW, Facilities & P.P.P.)															
a. Develop First Draft of Transition Plan	2	4	12	8			120	146	\$17,690.00					\$17,690.00	
b. Present First Draft of Transition Plan and Record All Feedback		4		4				8	\$1,380.00		\$60.00			\$1,440.00	
Subtotal:	2	8	12	12	0	0	120	154	\$19,070.00	\$0.00	\$60.00	\$0.00	\$0.00	\$19,130.00	
5. Public Vetting (PRoW, Facilities & P.P.P.)															
a. Prepare Program Materials and Assist the City with Organizing Workshop	2	4	4	8			4	22	\$3,650.00					\$3,650.00	
b. Attend One (1) Workshop, Answer Questions and Record All Feedback		4		4				8	\$1,380.00		\$60.00			\$1,440.00	
Subtotal:	2	8	4	12	0	0	4	30	\$5,030.00	\$0.00	\$60.00	\$0.00	\$0.00	\$5,090.00	
6. Development and Presentation of Final Transition Plan (PRoW, Facilities & P.P.P.)															
a. Incorporate All Changes and Develop Second (Final) Draft of Transition Plan	2	4	12				80	98	\$11,810.00					\$11,810.00	
b. Present Second (Final) Draft of Transition Plan to City Staff and City Council for Approval		8		8				16	\$2,760.00		\$120.00			\$2,880.00	
c. Develop and Provide the City with an Electronic Database to Monitor and Update Barrier Removal Progress		8					40	48	\$5,680.00					\$5,680.00	
d. Training on Monitoring & Updating Self-Evaluation and Transition Plan		4					8	12	\$1,520.00		\$60.00			\$1,580.00	
Subtotal:	2	24	12	8	0	0	128	174	\$21,770.00	\$0.00	\$180.00	\$0.00	\$0.00	\$21,950.00	
7. Geographic Information System (GIS)															
a. Process PRoW Data and Integrate into GIS Including Keycodes/Legend in the Attribute Table		2			72		8	82	\$9,120.00					\$9,120.00	
b. Integrate Photos (PRoW Elements) into GIS		2			40			42	\$4,720.00					\$4,720.00	
c. Present Geodatabase and Record All Feedback		4			4			8	\$1,080.00		\$60.00			\$1,140.00	
d. Incorporate All Changes/Recommendations and Develop Final Geodatabase		2			24		8	34	\$3,840.00					\$3,840.00	
Subtotal:	0	10	0	0	140	0	16	166	\$18,760.00	\$0.00	\$60.00	\$0.00	\$0.00	\$18,820.00	
MAIN SERVICES GRAND TOTAL:		8	83	41	96	140	410	444	1222	\$148,740.00	\$2,250.00	\$1,020.00	\$788.00	\$2,000.00	\$154,798.00
OPTIONAL SERVICES															
1. Training Workshops Based on SSA's Menu of Objectives (Available Upon Request)															
a. Organize, Prepare Materials and Provide One (1) Training Workshop		4	4	12			8	28	\$4,380.00		\$60.00			\$4,440.00	
Subtotal:	0	4	4	12	0	0	8	28	\$4,380.00	\$0.00	\$60.00	\$0.00	\$0.00	\$4,440.00	
OPTIONAL SERVICES GRAND TOTAL:		0	4	4	12	0	0	8	28	\$4,380.00	\$0.00	\$60.00	\$0.00	\$0.00	\$4,440.00
Note: Allowable travel expenses will be billed at 1.00 times the amount incurred by SSA Inc.															

Company Name:	Sally Swanson Architects, Inc.	Years in business:	37 years
Address:	220 Sansome St, Suite 1100 San Francisco, CA 94104 Telephone: 415.445.3045		
Firm Website:	www.swanarch.com		
Main Contact:	Project Manager: Kelly Hang, ICC P. 415-445-3045, Ext. 105 email: khang@swanarch.com		
Type of organization:	California Corporation, Incorporated Nov. 19, 2001		
Name of Owner:	Owner/Founder/Principal-in-Charge: Sally Swanson, AIA		
Staff:	SSA's professional staff of 17 includes: a State of California Certified Access Specialist, 4 ICC-Certified Accessibility Inspectors/Plan Examiners, 3 licensed architects as well as a GIS specialist and 4 technical staff surveyors/accessibility consultants, 4 Support Staff: Marketing, Finance, Administrative		
License/Registration:	CA Architect License #C12746 (Sally Swanson)/ CA Business Certificate #379994		
Firm Certifications:	Woman-owned Business Enterprise (WBE); Small Business Enterprise (SBE); Disadvantaged Business Enterprise (DBE)		
Federal Tax I.D.:	01-0600856	Business License:	#C2275182
Scope of Services:	Founded in 1980, Sally Swanson Architects, Inc. has two practice specialties: 1. ADA Access Compliance 2. Educational and Civic Architectural Design		

Firm History and Description:

Thirty-seven years ago Sally Swanson Architects started, and has continued, as a pioneering firm with a passion for creating accessible environments. Our belief is that the best access compliance begins with a deep knowledge of ADA compliance and combines it with a strong design understanding. Bridging the strict requirements of California ADA codes as well as the requirements of place-making design, we collaborate with our clients to create environments that mitigate barriers. We cover the broadest spectrum of projects.

The firm's expertise includes the preparation of Guidance Documents for the Division of the State Architect (DSA) now being used by plan reviewers, building departments, and cities and counties across California. SSA utilizes surface profiling technology that speeds up field data collection on sidewalks six times faster than the traditional approach. SSA provided Universal Design guidelines for the 2014 Sochi, Russia Winter Olympics and Paralympics, and the 2018 PyeongChang, South Korea Winter Olympics and Paralympics.

City of Emeryville, CA

ADA Barrier Surveys and Transition Plan Update

Location: Emeryville, CA

Type of Project: ADA Surveys; Transition Plan Update

Date of Project: 2001, 2009

Key SSA Staff: Sally Swanson, Principal-in-Charge
Jasper Kirsch, Survey Team Leader
Kelly Hang, Surveyor

Project Description:

SSA conducted two series of ADA compliance surveys for the City of Emeryville in SF's East Bay: in 2001 and again in 2009.

Both surveys covered the City's Public Rights-of-Way, which now runs 15.36 miles and includes 398 corners requiring accessible ramps. SSA updated the City's ADA Self-Evaluation and Transition Plan which included ADA compliance review of the City's streets, sidewalks and curbs.

SSA also provided access compliance design services for the City of Emeryville Corporation Yard. SSA designed and prepared plans and specifications to ensure the building complied with all accessibility requirements for the disabled community.



City of Alameda

ADA Transition Plan

Location: Alameda, CA

Type of Project: ADA Transition Plan, Barrier Surveys

Date of Project: 2008

Key SSA Staff: Sally Swanson, Principal-in-Charge
Jasper Kirsch, Access Survey Leader
Michael Paravagna, Program Access Specialist

Primary Contact: Lucretia Akil
City of Alameda
2263 Santa Clara Avenue
Alameda, CA 94501
510.747.4762

Project Description:

The City commissioned SSA to conduct a citywide survey of disabled access barriers and update its Transition Plan, which encompassed the following:

- Surveying and itemizing over 3000 barriers (\$43M) citywide.
- Sampling of the barriers in Rights-of-Way and extrapolating for citywide estimates
- Categorization of disabled access and deficiencies
- Development of a list of recommended ADA compliance elements to survey at facilities and parks, including site, building and facilities access
- Reviewing program delivery, including after-school, teen and senior programs, library programs and paratransit
- Consulting with appropriate City Departments and coordination with the City's risk manager in the evaluation and priorities assignment of barrier deficiencies during the transition planning phase.
- Completion of a 1600-page Transition Plan that addressed barrier mitigation and capital budgeting
- Addressing grievance procedures

The project included facilities disabled barrier surveys, samples of public Rights-of-Way, and program accessibility evaluations of 63 buildings, 25 parks, 1 golf course and 2 ferry boat terminals/docks. SSA had previously assisted the City of Alameda with the renovation of its historic City Hall.



City of Richmond

ADA Self-Evaluation and Transition Plan

Location:	City of Richmond Contra Costa County, CA
Type of Project:	ADA Self-Evaluation ADA Transition Plan
Project Size:	0.4 sq. miles, Population: approx. 99,000
Date of Project:	2008 - 2010
Project Value:	\$298,950
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Survey Leader Michael Paravagna, Program Access Specialist Kelly Hang, Access Surveyor
Primary Contact:	Bruce Souble, Assistant City Attorney City of Richmond City Hall 450 Civic Center Plaza Richmond, CA 94804 510.620.6509 bruce_soublet@ci.richmond.ca.us

Project Description:

Commencing in 2008, SSA assisted the City of Richmond with a comprehensive update of its ADA Self-Evaluation and Transition Plan. This included a thorough review and upgrade of the City's Emergency Management Plan. SSA also assisted the Richmond City Attorney's Office with an ongoing settlement agreement pertaining to City-wide ADA issues.

Unique Challenges: City-wide PROW + Emergency Services.

Outcome / Solutions:

1. Synchronize barrier mitigation with pavement management program.
2. Identify items to be included into recurring maintenance work schedule.
3. Provide on-going technical assistance to City Attorney's office.



City of El Cerrito

ADA Barrier Survey and Transition Plan

Location: City of El Cerrito

City Size: 3.7 sq mi

City Population: 23,500

Type of Project: ADA Survey
ADA Transition Plan

Date of Project: 2008 - 2009

Key SSA Staff: Sally Swanson, Principal-in-Charge
Jasper Kirsch, Survey Leader

Project Description:

SSA was retained by the City of El Cerrito to provide an ADA survey of City facilities and PROW and to update their ADA Transition Plan. The City's ADA Transition Plan provides the following information:

- Identifies physical barriers in the City's facilities – buildings, parks and Public Rights-of-Way (PROW) which include sidewalks, intersections and pedestrian signals, that limit the accessibility of its programs, services or activities to individuals with disabilities
- Assesses the extent of architectural barriers to the accessibility of programs, services and activities within these facilities and Rights-of-Way within the City's jurisdiction
- Describes the proposed methods to mitigate these identified barriers
- Estimates preliminary costs for their correction
- Sets priorities for barrier elimination, specifies the schedule for taking the steps necessary to achieve compliance with the ADA by providing a mitigation schedule
- Indicates the official responsible for implementation of the plan SSA solicited public input and also addressed grievance procedures in finalizing El Cerrito's Transition Plan.



City of Bend, Oregon

ADA Barrier Survey, Self-Evaluation & Transition Plan, Design Guidelines for Bus Stops

Location:	Bend, OR
Type of Project:	ADA Access Compliance Survey Self-Evaluation and Transition Plan Pedestrian ROW Surveys Design Guidelines for Bus Stops Training Workshops
Date of Project:	2006-2008
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Project Manager
Primary Contact:	Linda Crossman (Former) Accessibility Manager City of Bend 710 NW Wall St. Bend, OR 97701 LFCrossman@aol.com

Project Description:

SSA conducted field surveys of City curb ramps and sidewalks within public rights-of-way. These surveys included the collection and documentation of each element found to be inaccessible and potentially hazardous to persons with disabilities. SSA analyzed proposed solutions, exceptions and changes to code, and potential conflicts between ADAAG and the requirements of the Oregon Code. As part of the self-evaluation, SSA worked with the City on a review of their policies, procedures and practices, and prepared a report of findings and recommendations.

In 2007, SSA evaluated accessibility conditions at 26 existing bus stops within the City's fixed route system and developed Design Guidelines based on the conditions found at bus stops surveyed. The Design Guidelines identify 6 typical conditions: Bus Stops at Narrow Sidewalk, Bus Stops at Planter Area, Bus Stops at Non-Restricted Narrow Asphalt Shoulder, Bus Stops at Restricted Narrow Asphalt Shoulder, Bus Stops Not Connected to Accessible Route, Bus Stops on Inaccessible Slopes or Surfaces. Guidelines and recommendations are based on the current U.S. DOT ADA standards for transportation facilities.

SSA also provided an in-house training workshop, with subsequent in-field accessibility survey training, for Public Works and Engineering department staff as well as a separate workshop for contractors and inspectors working on the City's curb ramp replacement projects.



City of Sunnyvale

ADA Self-Evaluation and Transition Plan

Location:	Sunnyvale, CA
Type of Project:	ADA Self-Evaluation ADA Transition Plan
Date of Project:	2015-Present
Project Value:	\$269,415
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Project Manager Michael Paravagna, Program Access Specialist Dana Friar, GIS Specialist/Analyst Shao Chen, Access Survey Leader Kelly Hang, Surveyor Tadd Tsui, Surveyor
Reference:	Carol Shariat, TE Principal Transportation Engineer City of Sunnyvale Department of Public Works Transportation and Traffic Division 456 West Olive Avenue Sunnyvale, CA 94086 408.730.2713 CShariat@sunnyvale.ca.gov

Project Description:

SSA is tasked with compiling and implementing a comprehensive Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan for City buildings, off-street trails, parking lots, streets, intersections and sidewalks, etc.

The City of Sunnyvale has 260 miles of streets and currently has an estimated inventory of 101 public buildings, 3 parking lots/garages, and 22 public neighborhood parks.

SSA is also conducting a self-evaluation of policies, practices, and procedures.



City of Bellflower, CA

Revised and Restated ADA Self-Evaluation and Transition Plan

Location:	Bellflower, CA
Type of Project:	ADA Self-Evaluation ADA Transition Plan
Date of Project:	2015
Project Value:	\$75,000
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Access Survey Leader Michael Paravagna, Program Access Specialist Shao Chen, Surveyor Kelly Hang, Surveyor Tadd Tsui, Surveyor
Primary Contact:	Catherine J. Jun Management Analyst II Public Works Department City of Bellflower 16600 Civic Center Drive Bellflower, CA 90706 562.804.1424 ext. 2270 cjun@bellflower.org

Project Description:

SSA performed and delivered a revised and restated ADA Self-Evaluation and Transition Plan for the City of Bellflower's facilities, public rights-of-way, programs, and policies. The nature of the scope of work was to ensure the City is in compliance with the Title II of the ADA, including specifically, Section 35.150(d) in conducting a self-evaluation and preparing an updated transition plan.

The elements included ADA Self-Evaluation; Barrier Assessment; A revised and Restated ADA Self-Evaluation and Assessment Plan; Public Participation and Outreach; Project Database and Mapping; and City Staff Training.



City of Salinas

ADA Transition Plan

Location:	Salinas, CA
Type of Project:	Access Surveys & Reports ADA Transition Plan & Self-Evaluation ADA Upgrades ADA Training Workshops
Date of Project:	2014-2015
Project Value:	\$52,227
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Access Survey Manager Shao Chen, Surveyor Kelly Hang, Surveyor Tadd Tsui, Surveyor
Primary Contact:	Eda Herrera, Public Works Director City of Salinas City Hall 200 Lincoln Ave Salinas, CA 93901 831.758.7438 eda@ci.salinas.ca.us

Project Description:

SSA prepared a Transition Plan Update for the City of Salinas that was in need of significant updates to meet current ADA Standards. Many of the City's properties/facilities were analyzed and assessed in the current Plan. Secondly, the City has purchased new properties and developed park areas that needed to be analyzed to determine if upgrades were to meet minimum accessibility requirements. The City's sidewalk system (including pedestrian access ramps) 260 miles of public streets in Salinas that were analyzed for compliance. Assisting with self-evaluation of policies, buildings and public right-of-way deficiencies, and to develop a new City of Salinas ADA transition plan.

SSA also provided training workshops regarding maintenance, emergency management and accessibility awareness.



City of Turlock, CA

ADA Barrier Survey, Self Evaluation and Transition Plan

Location:	City of Turlock
Type of Project:	ADA Survey, ADA Self-Evaluation Plan, ADA Transition Plan
Project Size:	16.93 sq. miles Population: approx. 69,000
Date of Project:	2012 - 2014
Project Value:	\$162,000
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Survey Leader Michael Paravagna, Policy Specialist Shao Chen, Surveyor Kelly Hang, Surveyor Tadd Tsui, Surveyor
Primary Contact:	Wayne York Capital Improvement Coordinator City of Turlock 156 S Broadway, Suite #150 Turlock, CA 95380 209.668.5599 ext. 4439 wyork@turlock.ca.us

Project Description:

Self-Evaluation of all relevant public facilities, programs, services, and activities, including research, field data collection, and data analysis. Coordinating the involvement of various stakeholders including elected officials, City staff, disability advocacy groups, and the general public throughout the process. Communication included meetings of a Disability Advisory Team and updating the City's website on the ADA compliance process. Developing a Transition Plan to include relevant monitoring and management tools, for continued compliance with ADA regulations.

Outcome:

The Plan identifies and prioritizes current pedestrian barriers, provides a schedule for barrier removal, and establishes procedures for addressing future accessibility issues. SSA also provided management, monitoring, and tracking tools that allow staff to manage current and future accessibility issues, update the deficiency status, and generate reports to show progress in meeting the Transition Plan.

The final ADA Transition Plan serves as a pragmatic tool that identifies existing and future accessibility needs, documents accessibility facility standards, and provides design criteria for future facilities development.



City of Monterey, CA

ADA Transition Plan Update

Location:	City of Monterey Monterey County, CA
Type of Project:	Update Transition Plan: Historic City Hall, Community Center, Parks, Harbor Marina, Boat Launches
Date of Project:	2011-2013
Project Value:	\$350,000
Key SSA Staff:	Sally Swanson, Principal-in-Charge Jasper Kirsch, Access Survey Leader Michael Paravagna, Policy Specialist Kelly Hang, Surveyor Shao Chen, Surveyor
Primary Contact:	John Kuehl Chief Inspection Services/ Building Official City of Monterey City Hall 580 Pacific Street Monterey, CA 93940 831.646.5642 Kuehl@ci.monterey.ca.us

Project Description:

SSA updated the City's existing ADA Transition Plan. SSA surveyed the entire perimeter of Monterey Bay, and its many waterfront facilities, as well as walking trails, bike paths and view locations. The firm coordinated with the Monterey Bay Marine Conservation District, whose jurisdiction covers one of the most environmentally sensitive areas on the West Coast, as well as analyzed background areas and addressed disabled access.

Outcome:

The Transition Plan, included identifying architectural and communications barriers that may limit access. Part of the scope included the City's historic waterfront attractions: Fisherman's Wharf, the Monterey Bay Aquarium, and Cannery Row. Also included were 28 parks, parking lots, marina, and boat launches. SSA is analyzing accessibility approaches and entrances, access to goods, services, and restrooms, as well as worked with the city to develop a plan to remove access barriers and achieve ADA compliance.



CA Dept of Transportation (Caltrans)

Public Rights-of-Way Access Design Training

Location: Sacramento, CA

Type of Project: ADA Access Compliance Training

Date of Project: 2011-2015

Key SSA Staff: Sally Swanson, Principal-in-Charge
Jasper Kirsch, Project Manager

Primary Contact: Marcella Wiebke
Program Advisor
Caltrans
1120 N Street
Sacramento, CA 95814
916.324.0462
Marcella.Wiebke@dot.ca.gov

Project Description:

SSA was retained as an access compliance expert to review and edit Caltrans ADA Design Standards and Plans in accordance with applicable state and federal accessibility regulations. SSA developed an ADA Training program for construction staff and others in compliance with all applicable accessibility laws, standards and guidelines.

As part of the training program, SSA developed a comprehensive ADA construction monitoring/inspection guidelines handbook called the “Modules of Accessibility Handbook”. The handbook provided a ‘checks and balances’ for newly constructed and/or altered existing pedestrian facilities within the public rights-of-way to ensure full compliance with the ADA and all applicable accessibility laws and standards. The handbook included an ADA inspection compliance checklist for field reviews and a separate section on the requirements of inspecting accessible temporary pedestrian accessibility routes (TPAR) through construction zones.

SSA performed a self evaluation of Caltrans’ construction practices, policies, and procedures and provided a report of findings and policies for compliance. SSA continues to review Caltrans’ Program Access Improvements annually for compliance under Title II of the ADA, conducting field spot checks for accesses in parking facilities, and preparing Caltrans’ annual report.



ADA ACCESSIBILITY CONSULTING SERVICES AND EXPERIENCE

Self-Evaluations

SSA provides a comprehensive review of an organization's policies and procedures, with recommendations for improving program access for those with disabilities. SSA can also train staff to evaluate on their own. Barriers to ADA compliance are pinpointed so that they can be addressed to achieve compliance. These include not only physical access at facilities, programs, and events, but also employment policy, training, emergency management and grievance policy management.

Transition Plans

The Transition Plan contains ADA surveys of all public facilities, identifying any structural modifications necessary for the removal of barriers to program accessibility. SSA has more than thirty years of experience developing ADA Transition Plans for over 100 public and private entities; we also work with Cities, such as St. Louis, MO, where we trained staff to conduct rights-of-way surveys.

Physical Access Compliance Survey / Paths of Travel

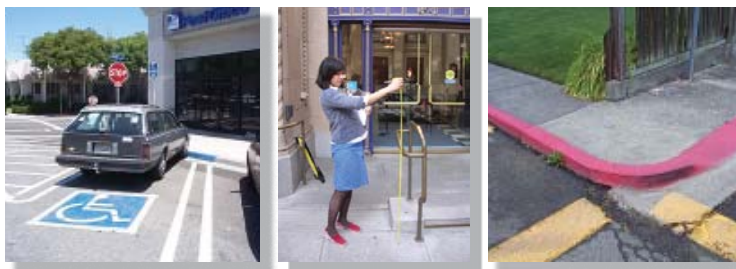
SSA's Paths of Travel surveys provide a comprehensive, detailed physical survey, including full documentation, evaluation reports, and proposed alternative cost-saving solutions.

ADA Workshops and Training

Our experienced CASp professionals have provided training of staff on ADA surveying, design, disability awareness, and ADA sensitivity. SSA delivers programs and activities that minimize exposure to complaints and grievances. We can provide workshops about the new ADA Accessibility Guidelines and how the new 2010 requirements differ from the California Accessibility Standards.

Guidelines, Standards and Specifications

SSA has prepared a variety of guidance documents that cover all accessibility issues and requirements that must be considered for project designs. Standards and checklists set a framework of code compliance expectations that can be quickly determined.



Sally Swanson Architects was solely responsible for the development of a Transition Plan for the County of Mendocino ... SSA demonstrated a high degree of professionalism ... Unambiguous advice and effectual guidance is typical for this firm. They provided the County of Mendocino with a product that assists the division of Building and Grounds in the identification and removal of architectural barriers within given budgetary and time constraints. We would readily work with SSA again and recommend their services.

– Tim Garrison, Manager, Buildings and Grounds
County of Mendocino, General Services Department

CA DIVISION OF THE STATE ARCHITECT (DSA)

SSA's new and modernized State-funded projects all undergo DSA reviews, which we perform on DSA's behalf as accessibility plan checkers for other applicants' projects.

SSA's expertise with DSA extends into the agency's High Performance Incentive (HPI) Program for educational entities, delivering not just healthier, more sustainable learning environments with lower life-cycle costs but also cash grants for delivering those results. With our best practices gleaned from this experience our team can provide an unsurpassed level of cost-effective plan checking and design services.

Below is a summary of services we have provided to DSA:

1. DSA Access Compliance Reference Manual

SSA developed a comprehensive desk manual and checklist for DSA/AEC use. The "Preliminary Design Access Compliance Plan Review of New Construction Projects" was first published in 2003. A revised 2009 version of the published document is available on the DSA web site at: <http://www.documents.dgs.ca.gov/resd/RELPS/leaserequirements/consultant%20checklist.pdf>

2. Assistance to DSA with Standards Development

SSA team members served on DSA's "Evaluation of Detectable Warnings Advisory Committee", and Staff served on the committee to develop DSA's "Certified Access Specialist Program" (CASP).

3. Access Compliance Code Consultant to DSA

SSA is one of the leading access compliance consultant firms the DSA/AC continually relies upon in analyzing complex access code compliance issues.

4. Plan Check Services for DSA

SSA is one of few California firms to provide access compliance plan reviews, backcheck reviews of drawings and specifications. SSA ensures that all plans are in conformance with the California Building Standards Code (Title 24) and regulations developed by DSA/AC and in accordance with established procedures as directed by DSA's Access Compliance Program.

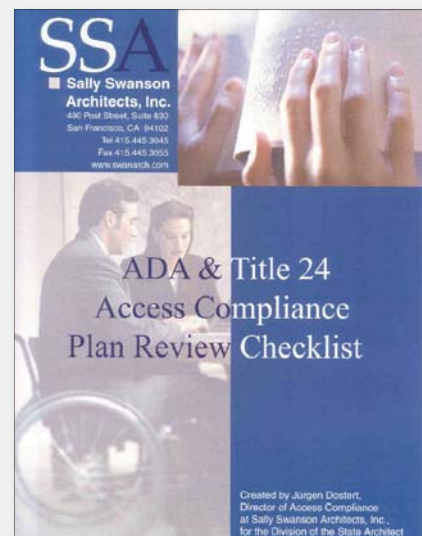
5. Survey and Transition Plan of Five DSA Offices

SSA conducted access compliance surveys and Transition Plans for the DSA headquarters in Sacramento and the four regional offices.

6. Survey and Monitoring Barrier Removal Projects of a 1,000,000 SF State Office Building

SSA was retained by DSA/AC to investigate and survey alleged violations of State and Federal access regulations at a 1,000,000 SF high-rise State office building. SSA assisted the involved parties in their barrier removal efforts. This included expert advice, code knowledge, checking proposed solutions for compliance, as well as monitoring the construction process.

SSA's ADA & Title 24 Access Compliance Plan Review Checklist Created for DSA



While working with our office, Sally Swanson Architects has demonstrated a thorough understanding of State and Federal accessibility regulations and their relation to each other.

— Michael Mankin
Architect/Principal

Former Supervising Architect
Universal Design, DSA Headquarters

Sally Swanson Architects has demonstrated an in-depth knowledge of accessibility regulations and a high degree of professionalism in conducting plan reviews.

— Barry Ryan
DSA's Oakland Office

DIGITAL PROFILING OF SIDEWALK INVENTORY & GIS INTEGRATION

The sidewalk profiler is an alternative to the traditional method of compiling survey results which utilizes cost effective proprietary technology in gathering field data of pedestrian facilities within the public rights-of-way. This technology is six times faster than the traditional method of field data collection.

Profilers and GIS Tools

Sidewalk profiling devices enable the capture of highly accurate location-specific data about barriers and hazards that can make a sidewalk difficult to navigate. Innovative software mounted on the profilers allow for the data to be exported to a city's asset management database or integrated into a geodatabase.

Unlike survey data collected at a curb ramp, which is located at one point in an intersection, data along a mid-block section of a sidewalk could be spread over anywhere between a ¼ mile to several miles. Using GIS technology to pinpoint these multiple locations along the length of a section of sidewalk is the most feasible way for a contractor to go out and repair sections of sidewalk.



GIS Viewers

Using Surface Profilers with Geographical Information System (GIS) is a cost-effective solution to inventory and map ADA barriers within pedestrian infrastructures. For those who do not have access to GIS software, a browser-based GIS viewer is also accessible from a dedicated webpage. Just like Google maps, the GIS viewer can pan across or zoom into a jurisdiction's map, turn on and off layers to identify barrier types for different pedestrian features, and view collected data and analysis on a dedicated web page from any computer. The ability to have documents updated regularly with real-time information on compliance facilitates barrier removal and easy access from a website improves data input as projects are programmed and funding is secured, allowing regular measuring of progress.



Prioritize Barriers

To prioritize barriers, layers of information are created and laid on top of each other. A variety of location characteristics, such as socio-economic data, transit routes and stops, arterial classifications, housing and employment density and others, are integrated into GIS. Heavily used pedestrian facilities are assigned a higher activity score, which would determine their priority for upgrades.

User-friendly interfaces also allow adjustment to weights based on stakeholder input and different scenarios to validate the scoring strategy based on the severity of each individual barrier. Knowing the prioritization scores allows fitting the scope of work to existing budgets.

Generate Reports

The sidewalk inventory data is used to generate reports at the push of a button.

- The report can be generated by street with scope and cost summaries.
- Alternative work orders can be generated to identify a particular type of barrier across the entire inventory.
- Annual update reports provide governing bodies with a dashboard on the utilization of public funds.
- Reports identify barriers within the limits of work of a Capital Improvement Project ensuring inclusion in the final scope and budget.

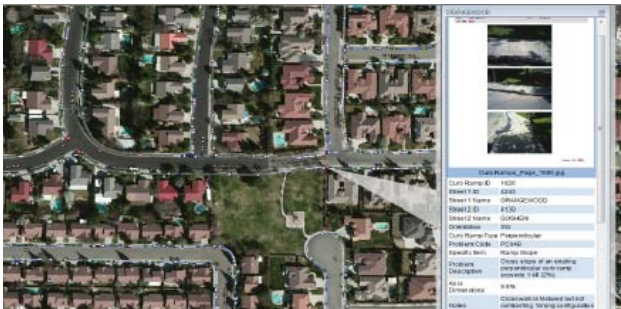
Update in the Field

As projects are completed, or new ones appear in the field, they can be added or annotated in the field through handheld devices. ADA codes and guidelines are automatically incorporated and analyzed and are updated as they change.

Benefits

A detailed inventory of pedestrian infrastructure meets the basic requirement of the law and also provides other advantages:

- Identify severe hazards
- Manage risk and legal exposure
- Track your progress
- Document good-faith efforts



SSA ACCESSIBILITY CONSULTING (SELECTED PROJECTS)

Access Compliance Plan Reviews, Technical Assistance, Facility Surveys, and ADA Transition Plans

CITIES AND TOWNS

Alameda
Bellflower
Bend, OR
Burlington, VT
Camarillo
Clovis
Corte Madera
Cotati
Daly City
Danville
Dixon
El Cerrito
Elk Grove
Emeryville
Fairfax
Fairfield
Fremont
Fort Bragg
Larkspur
Lemoore
Lincoln
Mill Valley
Monterey
Mountain View
Oakland
Oakley
Orinda
Oxnard
Pleasant Hill
Rancho Cordova
Richmond
Rio Rancho, NM
Ross
Salinas
Sanger
San Diego
San Francisco
San Carlos
San Leandro
San Marcos
San Rafael
Santa Ana
Santa Clara
Santa Fe, NM
Sausalito
Sochi, Russia
Solana Beach

CITIES AND TOWNS CONT'D

Smithers, Canada
Sunnyvale
Tracy
Tulare
Turlock
Vacaville
Vancouver, B.C.
Watsonville
Yucca Valley

COUNTIES

Alameda
Brown, WI
Calaveras
Contra Costa
Del Norte
Kern
Kings
Marin
Mendocino
Monterey
Napa
Placer
Riverside
San Bernardino
San Diego
San Francisco
San Luis Obispo
San Mateo
Santa Clara
Santa Cruz
Sonoma
Stanislaus
St. Louis, MO

HOTELS/INNS

Esalen Institute,
Big Sur
Fairmont San Francisco
Fairmont San Jose
Fairmont Miramar Hotel,
Santa Monica
Hilton Hotel, San Jose
Sea Ranch Lodge
Carlton Hotel,
Atascadero
Elk Lodge

CAMPUSES

American River College
Butte College
California Community College Districts
California Polytechnic State Univ. SLO
California State University Monterey Bay
California State University San Jose
California State University Sonoma
Consumnes River College
Contra Costa Community College District
Cuesta Community College
Delta College
Desert Community College District
Eastern Washington University
Evergreen Community College
Feather River College
Folsom Lake College
Foothill DeAnza Community College
Gavilan Community College
Glendale Community College
Hartnell College
Kern Community College District
Laney College/Peralta CCD
Las Positas Community College
Los Angeles Community College District
Los Banos College
Los Rios Community College District
Marin Community College District
Merced College
Monterey Peninsula Community College
Mt. San Antonio Community College District
Napa Valley College
Oakland Unified School District
Ohlone Community College
Oregon State University
Riverside County Board of Education
Sacramento City College
San Diego Community College District
San Diego State University
San Francisco Community College
San Francisco State University
San Jose Community College
San Joaquin Delta Community College
San Mateo Community College District
Santa Monica Community College
Santa Rosa Junior College District
Sierra College
Solano Community College District
Sonoma State University

CAMPUSES CONT'D

Southwestern Community College District
UC Berkeley
UC Davis
UC Santa Barbara
West Contra Costa USD
West Hills Community College
West Valley Community College
Yuba College

HEALTHCARE

Agnews State Hospital
Alta Bates Summit Medical Center
Kaiser Permanente
Sutter Medical Health Facilities
Ventura County Medical Center
Marin General Hospital
UC Davis Medical Center
Union Community Health Center

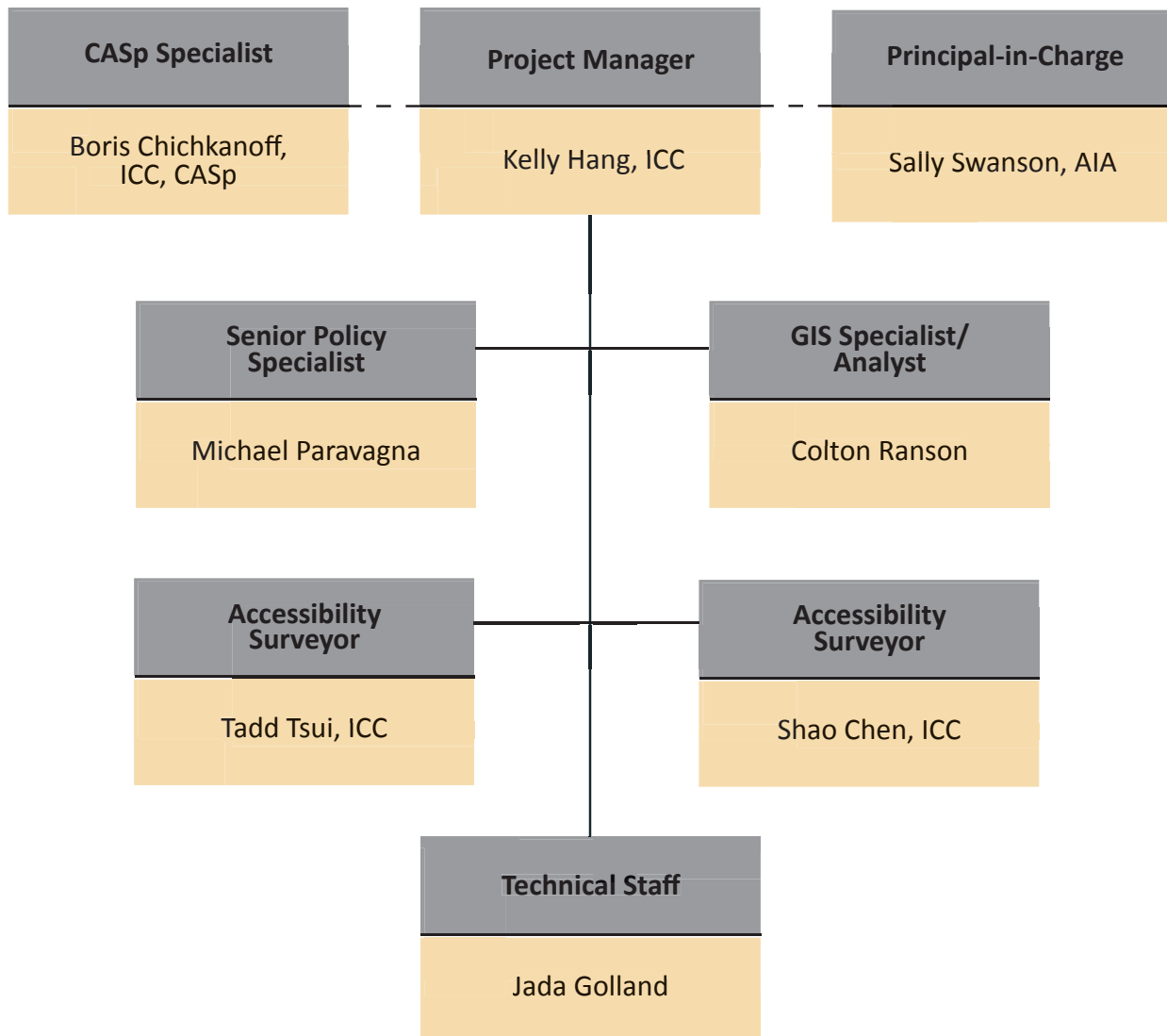
AGENCIES & OFFICES

CA Lottery; HQ
B.A.R.T.
Bayer Corporation
CA Dept. of Corrections and Rehab
CA Dept. of General Services
CA Dept. of Fish & Game
CA Dept. of Rehabilitation
CA Dept. of Transportation
CA Employment Development Dept.
CA DMV
California Community College
Chancellor's Office
California Environmental Protection
Division of the State Architect
Genesis One Tower
Golden Gate National Recreation Area
Marin Municipal Water District
Northeast Community Federal Union
Oakland Coliseum
Oakland Port Authority
Office of Public School Construction
Port of San Diego
Presidio of Monterey
Real Estate Services Division, DSA
RNM Properties
Shorenstein Properties, LLC
Sperry Van Ness International
State Allocation Board
Virgin Megastore

CITY OF EMERYVILLE PROJECT TEAM ORGANIZATION CHART

The SSA team has all necessary professional and technical disciplines in-house to staff this project -- for all tasks required to conduct an ADA Self-Evaluation and Transition Plan Update -- for the City of Emeryville. SSA does not contract with sub-consultants on Self-Evaluation and Transition Plan projects.

CITY OF EMERYVILLE ADA COMPLIANCE TEAM

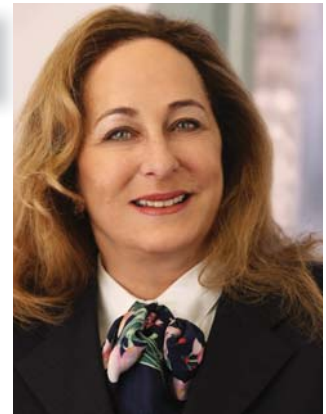


CITY OF EMERYVILLE PROJECT TEAM

The SSA team has been assembled to bring together our qualified staff to successfully fulfill the goals and objectives of the City of Emeryville. Our in-house team has decades of expertise and direct experience with conducting ADA access compliance projects.

Name	Role	Responsibilities
Sally Swanson, AIA	Principal-in-Charge	Ms. Swanson will oversee the project team to assure that the necessary resources for the project are accessible to the team and that the City's goals for the project are being met.
Kelly Hang, ICC	Project Manager	Ms. Hang will be the day-to-day Project Manager and the primary staff trainer and point-of-contact with the City of Emeryville.
Boris Chichkanoff, ICC, CASp	CASp Specialist	Mr. Chichkanoff will apply his understanding of ADA accessibility codes to the City of Emeryville's Self-Evaluation and Transition Plan Update.
Michael Paravagna	Senior Policy Specialist	Mr. Paravagna will evaluate the City of Emeryville's policies, procedures and practices; report of findings on discrimination or accessibility issues; prepare compliance recommendations of policy updates; provide staff training
Colton Ranson	GIS Specialist/Analyst	Mr. Ranson will assist with the GIS task for the City of Emeryville project. She will be involved with data collection technologies and data integration, analysis of field data, development of required barrier prioritization, and data quality control.
Tadd Tsui, ICC	Accessibility Surveyor	Mr. Tsui will conduct the field assessments with regard to the ADA Self-Evaluation and Transition Plan Update throughout the project term.
Shao Chen, ICC	Accessibility Surveyor	Mr. Chen will conduct the field assessments with regard to the ADA Self-Evaluation and Transition Plan Update throughout the project term.
Jada Golland	Technical Staff	Ms. Golland will monitor the field assessments/data collection with regard to the ADA Self-Evaluation and Transition Plan Update and assist with report production.

RESUMES

SALLY SWANSON, AIA
Principal-in-Charge

License: Architect, CA, 1982, #C12746

Education: M.A. in Urban Design & Planning, Columbia University; Environmental Studies, University of Washington; B.A. in Architecture, University of Illinois

Experience: Ms. Swanson, Principal of Sally Swanson Architects, Inc. has over 36 years of experience in architecture, planning and accessible design and has managed her own award-winning firm since 1980. Ms. Swanson and her team have provided Transition Plans, Self-Evaluations, cost estimates, preliminary plans, and design and construction documents to help various public clients achieve compliance with Federal and California standards. She has considerable experience working on transition plans for cities and counties throughout the State of California and beyond. Sally Swanson has earned an excellent reputation with these clients, as well as with the Department of General Services, the Division of the State Architect, the California Community Colleges Chancellor's Office, and O.S.H.P.D. She has also assisted many California schools and colleges to obtain available state and local funding.

Ms. Swanson is recognized as a leader in access compliance. Working closely with the disabled community, she was instrumental in the development of the building code requirements for California's Title 24 disabled access regulations. She has worked with many of the organizations that helped create and pass the Americans with Disabilities Act. In her design work she strives to enable persons with disabilities while maintaining the architectural integrity of each project she undertakes.

Ms. Swanson works closely with all her clients, establishing effective communication that lasts through the life of a project. She helps her clients clearly define their specific needs and future goals, translating this information into a built environment that is both functional and aesthetically pleasing. She works extremely well, not only with her clients, but also with the entire project team, her staff, enforcing agencies, consultants, builders and stakeholder communities. Ms. Swanson was recently appointed a member of the DSA Advisory Board Access subcommittee and named one of the Top 100 Bay Area Woman Business Owners by the San Francisco Business Times.

ADA Project Experience:

Cities: Emeryville, Alameda, Bellflower, Danville, Lincoln, Lemoore, Monterey, Orinda, Rancho Cordva, Richmond, Sanger, San Carlos, Santa Ana, San Marcos, Santa Clara, Solana Beach, Tulare, Turlock, CA; Rio Rancho and Santa Fe, NM; Bend, OR

Counties: Placer, Kern, Kings, Marin, Mendocino, San Mateo, Sonoma, Stanislaus, San Bernardino, San Luis Obispo, CA; Brown County, WI and St. Louis County, MO

Special Districts: CDCR, Caltrans, Marin Municipal Water District

Sutter Health Facilities: Antioch, Berkeley, Oakland, Sacramento, San Leandro, San Mateo, Santa Rosa and Vallejo, CA

Other Health Facilities: Union Community Health Center, New York, NY; Alta Bates Summit Medical Center, Berkeley, CA; Kaiser Permanente; Marin General Hospital

Higher Education: San Diego CCD, Mt. San Antonio CCD, San Mateo CCD, Solano CCD, Contra Costa CCD, Desert CCD, Los Angeles CCD, Sonoma State University, Eastern Washington University, Monterey Peninsula Community College, West Valley Community College, San Francisco Community College, San Jose Community College

Ms. Swanson And Her Team's Pioneering Efforts in the Field of Disabled Access and Universal Design:

- 1975 Helped write Access Compliance Codes in Title 24
- 1979 Formatted Transition Plans with Department of Rehabilitation
- 1982 Determined State funding with Department of Finance
- 1991 Developed priorities for California Community Colleges
- 1994 Developed concept of Path of Travel with DSA
- 1975 Helped write Access Compliance Codes in Title 24
- 1979 Formatted Transition Plans with Department of Rehabilitation
- 1982 Determined State funding with Department of Finance
- 1991 Developed priorities for California Community Colleges
- 1994 Developed concept of Path of Travel with DSA
- 1998 Developed Transition Plan guidelines for Dept. of Corrections
- 2003 Developed DSA Access Compliance Checklist
- 2003 Developed DSA Access Checklist for CA-Leased Buildings
- 2007 Assisted Sochi, Russia – Host, 2014 Olympics/Paralympics
- 2008 Assisted CA Community Colleges Chancellor's Office Choice Comm.
- 2008 Expert testimony to US Access Board
- 2008 Founding Member, Standards Development Committee, GUDC
- 2011 Assisted PyeongChang, South Korea - Host, 2018 Olympics/Paralympics
- 2015 TRANSED 2015, Lisbon – Sally Swanson, Presenter
- 2016 Pacific Rim International Conference on Disability and Diversity – Sally Swanson, Presenter
- 2016 Rio 2016 Paralympics, Sally Swanson, Reporter, accredited by the United States Olympic Committee (USOC)

KELLY HANG, ICC, CASp (pending)
Project Manager

Certifications & Affiliations: ICC-Certified Accessibility Inspector/Plan Examiner, Certified Access Specialist (CASp) in process

Education: Bachelor of Architecture, CA College for the Arts, CA 2015

Experience: Ms. Hang joined SSA in 2007 and has since gained years of experience with increasing levels of responsibility from the conducting of ADA accessibility surveys to managing Accessibility projects. She is especially adept at listening to each client's needs and objectives and assimilating these goals into the accessibility project process.

Ms. Hang is thorough, organized and intuitive: all essential traits for the business of conducting access compliance projects. She is remarkably tenacious having concurrently worked towards her Architecture degree while employed at SSA.

ADA Project Experience:

Cities: Emeryville (conducted initial sidewalk and parks survey), Belmont, Sunnyvale, Lincoln, Richmond, San Carlos, Sanger, Tulare, Turlock, Santa Ana, and Camarillo, CA; Santa Fe and Rio Rancho, NM; Presidio of Monterey, CA

Counties: Kern and Stanislaus, CA

Special Districts: Caltrans, Mule Creek State Prison Infill Project ADA checklist, Plymouth, CA;

Health Facilities: UC Davis Medical Center; Sutter Health, Oakland, CA

Private Sector: Northeast Community Federal Credit Union working in conjunction with the City and County of San Francisco, CASp Inspections and Access Compliance Survey, CA; Skywalker Ranch headquarters ADA Access Survey, Nicasio, CA

Higher Education: San Jose State University, Mt. San Antonio Community College District, San Diego Community College District, West Valley-Mission Community College District, Sonoma County Junior College District



BORIS CHICHKANOFF, ICC, CASp
CASp Specialist

License: DSA Certified Access Specialist (CASp); ICC-Certified Building Inspector

Education: B.A. in Architecture, UC Berkeley; Chabot College, IBC and Title 24 courses

Affiliations: International Conference of Building Officials (ICBO)

Experience: Mr. Chichkanoff is a senior Project Manager at SSA with 11 years of experience. The breadth of experience includes responsibilities as a project manager, Division of the State Architect (DSA) plan reviewer, and construction administrator. More recently, he has concentrated on Health care facilities and correctional institutions. He has also done modernization and new construction projects of educational facilities, and public buildings which encompassed master planning, interior upgrades, and ground-up construction. A vital contribution to the successful completion of SSA's projects, Mr. Chichkanoff's leadership has been credited with helping to maintain the strict schedule and budget compliance for which SSA has become known for. Prior to joining SSA, Mr. Chichkanoff spent 10 years working in municipal planning and building departments across the Bay Area, where he developed an in-depth understanding of the permit and approval process.

Mr. Chichkanoff has 30 years of experience in the architectural, planning and construction industry with 14 years of specialized experience in the accessibility field. The majority of Mr. Chichkanoff's experience has been in the public sector, working on city and county accessibility planning projects, educational, civic and health care facilities, medical office buildings, hospitals, and corporate campuses.

His thorough knowledge of the codes and regulations as well as his technical expertise has been used extensively in providing quality control for all projects undertaken. Mr. Chichkanoff's frequent project tasks include providing quality control and plan review for architectural projects, with emphasis on access compliance. He has designed and then implemented environments that provide integrated solutions for disabled access, utilizing the principles of universal design, in a wide range of public projects of varying scope.

Self-Evaluation and ADA Transition Project Experience:

Cities/Towns: Emeryville, Monterey, Seaside, Stockton, San Francisco

K-12 Districts: Mill Valley

Special Districts: California East Bay Municipal Water District

Health Care Facilities: California Health Care Facility CDCR Stockton

Educational Facilities: City College of San Francisco, Santa Cruz University, Seaside High School, Cabrillo Elementary

High Rise Buildings: Mission Bay Convention Center

Coastal Habitats: British Columbia Parks - Skeena/Haida Gwaii

MICHAEL PARAVAGNA
Senior Policy Specialist

Education: M.S. in Rehabilitation Counseling, CSU Sacramento; B.A. in Psychology/Sociology, CSU San Jose; Graduate of the National Executive Leadership Institute, University of Oklahoma

Credentials: California Community College Instructor - Special Education; California Community College Counseling

Experience: With 43 years of experience and 11 years of experience with Sally Swanson Architects, Mr. Paravagna has prepared self-evaluation reports of findings and recommendations of policies, procedures and practices as they pertained to respective Title II programs, services and activities.

He served in the capacity of a staff trainer for Santa Fe, Richmond, Alameda, Sausalito and Mt San Antonio Community College. As a staff trainer, he trained City staff on the changes in the law as it pertained to employment, communication, policy updates, procedural changes and obligations under the ADA. He led trainings on all aspects of disability civil rights in the delivery of programs, services and activities.

Mr. Paravagna serves as manager for the Los Angeles Community College District's ADA implementation program, monitoring accessibility access requirements in a \$6.1 billion dollar construction project, rewriting the Self-Evaluations for 9 community college campuses and designing training and guidance documents on a variety of ADA related matters.

Other experience includes: served as City-wide ADA Coordinator for Sacramento, California; served as Chief of the California Department of Rehabilitation's Disability Access Section, that was designated by Governor Wilson in 1992 to lead the State's effort in implementation of the ADA; served the California State Architect, as member of the Detectable Warning Advisory Committee and the Certified Access Specialist Program Implementation Committee; was a lead trainer for the World Institute on Disability.

Mr. Paravagna has spoken on behalf of the Department of Parks and Recreation, with the Department of Finance and the Governor's Office to support a needed budget change proposal, adding 13 PYs that defined program access in 264 park units. He also supervised the evaluation of all programs in the Department of Health Services, including the Medi-Cal and WIC system.

Mr. Paravagna serves as trainer for the National Association of ADA Coordinators (NAADAC) at national events and is a member of the Board of Directors for the NAADAC.

Recognition and Memberships:

- Appointed by Governor Schwarzenegger in May 2008 to California Building Standards Commission, responsible for representing the interests of persons with disabilities in California
- Disabled In State Service -- Recognition for Outstanding Service

Former Member:

- California Round Table on Outdoor Recreation and Tourism
- California State Historic Building Safety Board
- National Rehabilitation Association, East Bay Chapter
- Employee Disputes Resolution Panel - Women Escaping a Violent Environment (WEAVE)
- California State Personnel Board's Select Panel on Pride, Merit and Appeals.
- State Personnel Board's Medical Clearance Task Force
- California Universal Access Work Group

COLTON RANSON
GIS Specialist/Analyst

Education: Bachelor of Science, Geology - Earth Systems Science and Geophysics, Montana State University, Bozeman, MT

Affiliations: American Geophysical Union (AGU), American Association of Petroleum Geologists (AAPG)

Experience: Mr. Ranson specializes in data management and collection processes and is highly motivated to complete surveys effectively and accurately while ensuring thorough and clear communication of information. His studies in the natural sciences are a perfect complement to assuring data integrity and accuracy. With over eight years of project management experience with the Department of the Interior prior to joining SSA in 2016, he has worked as a consultant in the pipeline construction industry.

ADA Project Experience:

Cities: Sunnyvale, CA and Rio Rancho, NM

Counties: Stanislaus, CA

**TADD TSUI, ICC, CASp (pending)**
Accessibility Surveyor

Certifications & Affiliations: ICC-Certified Accessibility Inspector/Plan Examiner; Certified Access Specialist (CASp) in process

Education: Bachelor of Science in Civil Engineering, UC Davis, CA 2013

Experience: Mr. Tsui has over four years of experience assessing ADA compliance through on-site field investigations for City and County facilities and public rights-of-way. He has worked on quality control of barrier data, and producing ADA access reports. He is familiar with performing ADA field evaluations and conducting field spot checks of Caltrans facilities as well as pedestrian routes.

Mr. Tsui is a GIS Specialist and Field Data Analyst involved in data management including data fields, data validation values, and data format and delivery procedures, producing GIS data for many large public agencies, cities and counties nationwide where scope requires creating database frameworks that organize and analyze large quantities of information, as well as efficient database management and quality control techniques. Significantly, Mr. Tsui has assessed more than 15,000 curb cuts over the past four years.

ADA Project Experience:

Cities: Pleasant Hill, Salinas, Sanger, Sunnyvale, Tulare, and Turlock, CA; Rio Rancho, NM; Burlington, VT

Counties: Stanislaus and Kings, CA

Special Districts: Caltrans, San Mateo County Harbor District



SHAO CHEN, ICC, CASp (pending)
Accessibility Surveyor

Certifications & Affiliations: ICC-Certified Accessibility Inspector/Plan Examiner; Certified Access Specialist (CASp) in process

Education: Bachelor of Arts in Architecture, UC Berkeley, CA, 2000

Experience: Mr. Chen has over 6 years of ADA experience, including West Valley Mission CCD, UC Berkeley ADA Upgrades (various buildings), Kern Community College Campus-wide ADA-compliant Restroom Design; Central Marin Sanitation Agency, San Rafael, CA (ADA barrier mitigation), and City of Dixon, CA Pond A Accessibility Report.



Architecture Experience: Mr. Chen also has over 16 years of architecture experience with SSA, Including Carlmont High School Gymnasium in Belmont, City of Emeryville City Hall Garden Room Acoustic Upgrades, City of San Francisco Community Justice Center Holding Cells, Ford Elementary School, Replacement Campus and Transition Campus in Richmond, CA, Muriel Wright Residential Center and Cherrywood Elementary School in San Jose, Oakland Unified School District (modernizations), Martin Luther King, Jr. Elementary School, Richmond, CA (portable classrooms). He is also a construction administrator.

ADA Project Experience:

Cities: Sunnyvale, Monterey, Sanger, Clovis, San Marcos, Danville, Lincoln, Salinas, Tulare, and Turlock, CA

Counties: Stanislaus and Kings, CA

Private Sector: Northeast Community Federal Credit Union working in conjunction with the City and County of San Francisco, CASp Inspections and Access Compliance Survey, CA

JADA GOLLAND
Technical Staff

Education: Bachelor of Science, Environmental Management - Emphasis in Watershed Management; Minor in Geographic Information Systems, California Polytechnic State University, San Luis Obispo

Experience: Ms. Golland who joined SSA in 2016 is a detail-oriented GIS technician and access surveyor specializing in ADA compliance. She is an expert at collecting and processing ADA barrier data and presenting it in the form of meaningful maps and detailed reports. Ms. Golland is currently working towards becoming an ICC-Certified Accessibility Inspector.



ADA Project Experience:

Cities: Sunnyvale, CA and Rio Rancho, NM

Counties: Stanislaus and Kings, CA

Special Districts: Caltrans