



# REPORT TO THE City of Helena

## Section: Utilities Building

October 7, 2015

### Legend of Abbreviations

**aff...** above the finished floor (or  
above the finished ground)  
**AR...** Accessible Route  
**CIL...** Change in Level  
**CFS...** Clear Floor Space  
**lbf...** Pounds of Force

**Background**

City staff conducted an access audit at the Utilities Building. Our findings are below.

**1.1 Parking - [\[CHECKLIST\]](#) 3.5% running slope [UM01](#), [UM02](#)**

***Recommendations (Utility Maintenance is a site designated as accessible so 1.1.1 is integral to compliance with title II program access test):***

1.1.1 **Repair or correct slope** of parking space and access aisle to max 2.08% in any direction (UM01, OM02)

Responsible Employee	Progress Towards Completion	Recommended Phase
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**1.2 Exterior Accessible Route (includes common area and stairs)-  
[\[CHECKLIST-EAR\]](#)**

Ramp: side ramp flares too steep 11.1% [UM03](#), [UM04](#); running slope of curb too great 12.2% [UM05](#), [UM06](#)

***Recommendations (Utility Maintenance is a site designated as accessible so 1.2.1 and 1.2.2 is integral to compliance with title II program access test):***

1.2.1 **Correct slope** of curb ramp side flares to max 10% (UM03, UM04)

1.2.2 **Re-cut or re-pour** curb ramp to be max running slope 8.33%, max cross slope 2.08%, having a top landing as wide as the ramp and 36" deep and side flares max slope 10% (UM05, UM06)

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**1.3 Exterior Entry Signage - [\[CHECKLIST\]](#) no sign on main entrance [UM61](#)**

***Recommendations (Utility Maintenance is a site designated as accessible so 1.3.1 and 1.3.2 is integral to compliance with title II program access test):***

1.3.1 **Mount signage** at inaccessible entrances directing patrons in wheelchairs to accessible entrance (UM61)

1.3.2 **Mount signage** at entrance designating it as accessible (checklist)

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1.4 Exterior Entry Doors - [\[CHECKLIST\]](#)

Maneuvering Clearance: 12" on pull side of NE truck bay door [UM43](#); east entry floor grate gaps 1" [UM19](#)

LBF: 3 of 3 doors with closers exceed 8.5 lbf ([checklist](#))

**Recommendations (Utility Maintenance is a site designated as accessible so 1.4.1 through 1.4.4 is integral to compliance with title II program access test):**

- 1.4.1 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** to create 60" maneuvering space around doors (UM43)
- 1.4.2 For all doors along the public circulation route, **replace** grate in maneuvering clearance with one having openings max .5" (UM19)
- 1.4.3 For all doors along the public circulation route, **inspect, adjust, and maintain** 8.5 lbf to open exterior doors as a smart practice (checklist)
- 1.4.4 **Upon renovation**; make above corrections to employee only doors

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1.5 Elevator or Lift - not applicable

1.6 Interior Doors - [\[CHECKLIST\]](#)

Maneuvering Clearance: south men's restroom 7" on pull side [UM13](#); men's toilet room 2.5" on pull side [UM15](#); east inside entry 11" on pull side [UM17](#); mechanical room 6" on pull side [UM20](#); hazmat room 2" on pull [UM22](#), [UM23](#)

Door Width & Projection: accessible restroom counter at 17" [UM09](#), [UM10](#); locker room laundry soap at 6" [UM11](#), [UM12](#)

LBF: 12 of 21 doors with closers exceed 8.5 lbf ([checklist](#))

**Recommendations (Utility Maintenance is a site designated as accessible so 1.6.1 through 1.6.5 is integral to compliance with title II program access test):**

**NOTE: providing maneuvering clearance is sometimes accomplished by removing temporary barriers such as garbage cans or chairs, or removing and rehanging doors to open in opposite direction, removing closers, providing power door openers, or other similar means. For reference to the technical standards for doorway maneuvering clearance, see Chapter 4, [section 404](#) of the 2010 Standards.**

- 1.6.1 For all doors along the public circulation route, **provide** required maneuvering clearance on push and pull side of doors (UM13, UM15, UM17, UM20, UM22, UM23, checklist)
- 1.6.2 No maneuvering clearance at door due to counter, **leave as is**, correction is technically infeasible (UM09, UM10)
- 1.6.3 **Remove** laundry soap (UM11, UM12)
- 1.6.4 For all doors along the public circulation route, **inspect, adjust, and maintain** 8.5 lbf to open exterior doors as a smart practice (checklist)
- 1.6.5 For employee only doors; make above corrections **upon renovation**

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**1.7 Interior Accessible Route (includes common area and stairs) -**  
[\[CHECKLIST-INTERIOR\]](#) [\[CHECKLIST-STAIRS\]](#)

Interior Route: no issues

Service Counter: main counter doesn't have a 36" wide section of the service counter that is at 36" aff

Protruding objects: 4 corridor lights project 7" [UM08](#)

Fountain: one fountain

Stairs: west and east side no clear wall space [UM55](#), [UM56](#); east side no wall space [UM56](#)

**Recommendations (Utility Maintenance is a site designated as accessible so 1.7.1 through 1.7.4 is integral to compliance with title II program access test):**

- 1.7.1 **Lower** 36" wide segment of service counter to max 36" aff, in the alternative, train staff to come out from around the counter to provide customer service (checklist)
- 1.7.2 **Relocate** protruding objects along the interior AR or place cane detectable warning or bollard at foot of lights (UM08)
- 1.7.3 **Replace** drinking fountain with hi-lo bowl

1.7.4 **Leave** stairs as is correction is technically infeasible (UM55, UM56)

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1.8 **Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) - [CHECKLIST]**

1.9 **Employee Offices and Spaces - [CHECKLIST]**

80" overhead: Mechanical room – overhead pipes [UM41](#), [UM42](#)

60" turning space: Hazmat room – turning less than 60" [UM51](#)

Protruding Objects: Small storage room – two shelves protruding out 10.5" [UM39](#), [UM40](#)

Floor Surfaces: Hazmat room – floor grate 1" slots [UM49](#), [UM50](#); meter – floor drain grate missing [UM52](#)

Clear floor space: Truck garage – eye wash station [UM48](#)

Gaps: Truck garage – drain trough openings 1" [UM46](#), [UM47](#)

**Recommendations (Utility Maintenance is a site designated as accessible so 1.9.1 and 1.9.2 is integral to compliance with title II program access test):**

1.9.1 Employee only areas permit approach, entry, and exit, **relocate obstacles** to create turning space of 60" in hazmat room (UM51)

1.9.2 For all other deficits, **leave as is**, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (UM41, UM42, UM39, UM40, UM49, UM50, UM52, UM48, UM46, UM47)

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1.10 **Assembly Areas - not applicable**

1.11 **Restrooms - [CHECKLIST]**

*Both:* M1 and M2 restrooms do not comply; M2 toilet room only [UM36](#); M1 sink counter projects 56 ¼" [UM25](#)

*Men's:* M3 three urinals, two sinks do not comply [UM37](#); M3 bottom of mirror at 41" [UM38](#)

*Women's:* USEX bottom of mirror 49" [UM26](#); M1 napkin dispenser is 57" [UM27](#); coat hook is 63" [UM28](#)

***Recommendations (Utility Maintenance is a site designated as accessible so 1.11.1 through 1.11.3 is integral to compliance with title II program access test):***

1.11.1 **Lower** mirror so reflective surface is max 40" aff (UM38, UM26)

1.11.2 **Replace** urinal with one having a 13.5" min depth mounted at max 17" to rim with flush controls max 48" aff

1.11.3 **Remount** napkin dispenser and coat hook between 40"-48" max (UM27, UM28)

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**1.12 Kitchen/Concessions - not applicable**

**1.13 Locker Rooms - [\[CHECKLIST\]](#)**

*Men's:* Accessibility signage not present [UM29](#); top storage shelf at 55" [UM30](#), [UM31](#); bench is 9.5" wide, located in the middle of the room [UM32](#), [UM33](#); Shower is 34" x 34" [UM34](#), [UM35](#)

***Recommendations (Utility Maintenance is a site designated as accessible so 1.13.1 is integral to compliance with title II program access test):***

1.13.1 **Leave as is**, existing employee only locker room and shower; modify policy allowing employee with a disability to use public locker area or make renovations to existing locker area (UM29, UM30, UM31, UM32, UM33, UM34, UM35)

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**1.14 Aural and Visual Alarms – [\[CHECKLIST\]](#) no alarms**

**Recommendations (Utility Maintenance is a site designated as accessible so 1.14.1 is integral to compliance with title II program access test):**

1.14.1 Upon renovation **install audible and visual** alarms in all rooms and spaces (checklist)

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**1.15 Directional and Permanent Space Signs - [CHECKLIST]**

**Recommendations (Utility Maintenance is a site designated as accessible so 1.15.1 through 1.15.3 is integral to compliance with title II program access test):**

1.15.1 **Create template for signs** that addresses height of sign, size of characters, location of Braille, and other requirements (checklist)

1.15.2 **Implement a sign revision program** throughout the building, discriminating between directional signs and signs for permanent spaces (checklist)

1.15.3 **Mount signage** at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted 48" to baseline of lowest character and 60" to the baseline of the highest character sign and on the latch side of the door (checklist)

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**1.16 Other - not applicable**

CITY OF HELENA UTILITY MAINTENANCE