

P6 Threshold Criteria for ADA Requirements Work Package

ADA should be included on all projects that involve construction with pavement resurfacing, pavement rehabilitation, signals, trails, sidewalks, rest areas, intersection modifications (roundabouts, turn lanes, reduced conflict intersections, curbed channelization, etc.), bridges with walks, and/or all urban bridges.

ADA Requirements Work Package Activities

There are six ADA Activities under the ADA Requirements Work Package. Whenever the ADA P6 Threshold Criteria is met on a project, all six ADA Activities should be used in the project schedule. If the project involves a reconstruction of a roadway and/or sidewalk, please contact the ADA Unit so they can evaluate and recommend alternate activities depending on the project specifics. No modifications of the ADA Requirements Work Package should be made without approval from the ADA Unit. The defaults for durations and Resource Loading should be appropriate for the majority of MnDOT projects. Contact the ADA Unit if you would like your project evaluated to determine if the durations or Resource Loading hours can be altered to better fit your project.

ADA1000 Schedule ADA Field Walk [ADA Owned]

The ADA Unit will coordinate with the District and Designer to schedule the ADA Field Walk. The ADA Design Field Walk should occur 2.5-3 years prior to letting to accommodate Right-of-Way needs. Districts need to submit to the ADA Unit by April 1st of each year, a list of all projects in the next four years that will include ADA work. The ADA Unit will schedule, coordinate, and conduct the field walks with the goal of maximizing staff travel, time, and efficiency and to meet project and District timelines.

ADA1010 Conduct ADA Field Walk and Prepare Draft Recommendations [ADA Owned]

The ADA Unit will conduct an ADA Field Walk to examine the existing pedestrian facility infrastructure and to identify existing utilities, structures, building, etc, that will affect the recommended design.

Attendance for Field Walk: The ADA Unit will conduct the ADA Field Walk along with the Project Manager, Design Engineer, and Design Technician. If any of the Project Manager, Design Engineer, or Design Technician is unable to attend the field walk, it will need to be rescheduled as decision making and communication continuity are imperative. It is also ideal for District Traffic, Land Management, and local agencies to participate when traffic, Right-of-Way, or local agency collaboration is needed.

What is needed prior to Field Walk: The final project scope need to be known and communicated to the ADA Unit. The Designer needs to provide 20-scale in-place topography sheets showing both the Trunk Highway and intersection streets Right-of-Way lines, surface utilities, curb and sidewalk lines, and buildings and structures. Scoping documents, topography sheets, and local agencies comprehensive plans needs to be submitted to the ADA Unit two weeks prior to the scheduled ADA field walk.

Recommendations: The ADA Unit will prepare Draft ADA Recommendations to the District within two weeks of completing the field walk.

ADA1020 District Review of ADA Field Walk Recommendations [District Owned]

The District will review the ADA Field Walk Recommendations and discuss the recommendations with the ADA Unit. The District and ADA Unit will work together to come up with the best solutions for the ADA improvements on the project.

ADA1030 Finalize ADA Field Walk Recommendations [ADA Owned]

The ADA Unit will finalize the ADA Field Walk Recommendations following discussions with the District. The District needs to document all instances where the ADA Unit's recommendations are not followed with explanations and documentation needs to be sent to the ADA Unit and kept in the District's project file.

ADA2000 ADA Plan Review #1 [ADA Owned]

The ADA Unit will review the District's ADA design between the 30% and 60%. The Designer needs to make sure all criteria on the Plan Review Checklist are met for ADA Plan Review Stage #1 prior to submitting it for the ADA Unit's review. Plan Reviews need to be submitted electronically to Todd Grugel and cc'ed to Joe Zilka and Tara Olds. All design changes (ie. from functional group reviews) need to be communicated to the ADA Unit.

ADA3000 ADA Review Plan #2 [ADA Owned]

The ADA Unit will review the District's ADA designs between the 60% and 90% plan. The Designer needs to make sure all criteria on the Plan Review Checklist are met for both ADA Plan Review Stage #1 and ADA Plan Review Stage #2 prior to submitting it for the ADA Unit's review. Plan Reviews need to be submitted electronically to Todd Grugel and cc'ed to Joe Zilka and Tara Olds. All design changes (ie. from functional group reviews) need to be communicated to the ADA Unit.

Non- ADA Requirements Work Package Activities

The ADA Unit plays a role in other activities not in the ADA Requirements Work Package. The ADA Unit should be included as Resources for the following activities. Contact the ADA Unit to determine the appropriate hours to be used for Resource Loading.

FDB1140 Identify Potential Scope Items by Others

The ADA Unit will help identify the scope of ADA work on a project and help identify where the scope needs to include additional areas due to ADA construction impacts; this ideally should happen 5 years prior to the letting date. The ADA Unit is available for on-site reviews for complex projects (ie. urban sidewalk reconstruction projects or if the ADA estimate accounts for a significant percentage of the scoping-level estimate). SMART Board reviews or teleconferences are an alternate option when pre-STIP ADA Unit input is desirable. All scopes for ADA projects need to be approved by the ADA Unit. For all projects with ADA improvements, districts must approximate the right-of-way lines prior to establishing the baseline project development schedule to determine the appropriate time for the ADA Field Walk.

LAY1060 GDSU Review of Geometric Layout

The Project Manager should send the ADA Unit the geometric layout & profile for review and approval to ensure all pedestrian facility designs planned will meet ADA, PROWAG, and MnDOT requirements. This should happen concurrently with GDSU Layout Review so comments can be coordinated.

PSP1070 Conduct CO Plan Review & Revisions

The ADA Unit will review all final ADA designs. This review may be performed concurrently with the Central Office turn-in review; however, it is ideal to submit the final plan set to the ADA Unit prior to the Central Office turn-in incase changes to the plan are necessary. Any sheet/design changes (ie. from functional group reviews) need to be communicated to the ADA Unit.

Non-P6 Activities

The ADA Unit plays a role in other areas that are not represented by existing P6 Activities nor Schedules. Additional activities can be added to the ADA Requirements Work Package at the discretion of the ADA Unit.

Constructability Review (No P6 activity)

Complex projects may need a second field walk to verify that designs are constructible, maintainable, and usable. Constructability Reviews need to include the Design Engineer, Design Technician, Construction Project Staff, and the ADA Unit. A Constructability Review may be requested by either the District or the ADA Unit.

Continuous dialog with ADA and District Design (No P6 activity)

The ADA Unit and the District need to have continuous dialog throughout the design of the ADA improvements (ie. over-the-shoulder reviews). The ADA Unit and District need to ensure that all ADA related decisions are properly documented.

#	Activity ID	Activity Name	Owner	MnDOT Functional Group	Original Duration	2014												2015
						May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan				
1	ADA Recommendations																	
2	Dissolvable Milestones (Dissolve After Relationship is Linked & Remove Node From WBS)																	
3	ZZZLAY1040	Pred: Prepare Preliminary Geometric Layout & Profile (FS) (Project Templa			0d	◆ Pred: Prepare Preliminary Geometric Layout & Profile (FS) (Project Template)												
4	ZZZLIM1000	Succ: Prepare Preliminary Cross Sections (FS) (Project Template)			0d	◆ Succ: Prepare Preliminary Cross Sections (FS) (Project Template)												
5	ZZZMS_175	Pred: Scoping Document Complete (FS) (Scoping Template)			0d	◆ Pred: Scoping Document Complete (FS) (Scoping Template)												
6	ZZZPLN3500	Pred: Conduct 30% Plan Review (SS) (Project Template)			0d	◆ Pred: Conduct 30% Plan Review (SS) (Project Template)												
7	ZZZPLN6500-1	Succ: Conduct 60% Plan Review (FS) (Project Template)			0d	◆ Succ: Conduct 60% Plan Review (FS) (Project Template)												
8	ZZZPLN6500-2	Pred: Conduct 60% Plan Review (SS) (Project Template)			0d	◆ Pred: Conduct 60% Plan Review (SS) (Project Template)												
9	ZZZPLN9000	Succ: Prepare 90% Plan (FS) (Project Template)			0d	◆ Succ: Prepare 90% Plan (FS) (Project Template)												
10	ADA Field Walk Recommendations																	
11	ADA1000	Schedule ADA Field Walk	Chng2Dic	Maint. Build Serv..ADA Unit	10d	Schedule ADA Field Walk												
12	ADA1010	Conduct ADA Field Walk and Prepare Draft Recommendations	Chng2Dic	Maint. Build Serv..ADA Unit	10d	Conduct ADA Field Walk and Prepare Draft Recommendations												
13	ADA1020	District Review of ADA Field Walk Recommendations		Districts.Project Manageme	10d	District Review of ADA Field Walk Recommendations												
14	ADA1030	Finalize ADA Field Walk Recommendations	Chng2Dic	Maint. Build Serv..ADA Unit	10d	Finalize ADA Field Walk Recommendations												
15	ADA Plan Review #1																	
16	ADA2000	ADA Plan Review #1	Chng2Dic	Maint. Build Serv..ADA Unit	10d	ADA Plan Review #1												
17	ADA Plan Review #2																	
18	ADA3000	ADA Plan Review #2	Chng2Dic	Maint. Build Serv..ADA Unit	10d	ADA Plan Review #2												

█ Remaining Level of Effort
 █ Actual Work
 █ Critical Remaining Work
█ Actual Level of Effort
 █ Remaining Work
 ◆ Milestone