

An ADA Architectural Barriers Consulting Service of Susan Berry Design, Inc.

PO Box 940746, Maitland, FL 32794

info@DisabilitySmartSolutions.com

www.DisabilitySmartSolutions.com

# ADA REVIEW: MAIL ROOM at CLUBHOUSE LAKESHORE RANCH CDD

19730 Sundance Lake Blvd., Land O' Lakes, FL 34638.



Project Information November 29, 2021, Site Visit: November 27, 2021

CONTACT Frank Nolte, DESIGNER, CARDNO

Office +1 727 531 3505 Direct +1 727 431 1645 Cell +1 727 608 7766

Address 380 Park Place Blvd. Suite 300, Clearwater, Florida 33759

Email <a href="mailto:frank.nolte@cardno.com">frank.nolte@cardno.com</a> Web <a href="mailto:www.cardno.com">www.cardno.com</a>

Greg Woodcock greg.woodcock@cardno.com

Lori Karpay (lkarpay@vestapropertyservices.com)

Frank.Nolte@cardno.com

Patricia C. Thibault pthibault@dpfgmc.com

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CLIENT	Lakeshore Ranch CDD			
INFORMATION PROVIDED	250 International Parkway, Suite 280, Lake Mary, FL 32746  Original Construction: 2007. 1991 ADA Standards Photo of Entry Photo of foundation plan of entry area. Lakeshore Ranch Mail Room Layout. Dimensioned with photos.			
SERVICES REQUIRED	ONE SITE VISIT REPORT: REVIEW ADA COMPLIANCE OF MAILROOM with REMEDIATION SUGGESTIONS  • Accessible route, aisles, turning space, approach, and reach.			
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Accessibility Code: Abbreviated

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REFERENCE	6 Major Types	of Disabilities	RANK
	<b>Mobility:</b> 13.79	<b>%</b>	most
Prevalence of	Serious difficul	common	
Disabilities and	Difficulty twistir	disability	
Type Among	Difficulty reach	ing.	1 in 7
Adults-United	11	ople with disabilities are full-time	adults
States. (non-	wheelchair users.		
institutionalized)	Cognition: 10.8%		1 in 10
	•	ty concentrating, remembering, or making	
<b>25.7%</b> or 61.4 million	decisions	y concentrating, remembering, or maining	
persons reported	Independent living: 6.8% 1 in 15		
•	Difficulty doing	_	1 111 13
having a disability.	<b>-</b>		1 in 17
	Hearing: 5.9%		1 111 17
	Serious difficult	ly riearing	4: 04
	Vision: 4.6%	, .	1 in 21
	Serious difficult	· · · · · · · · · · · · · · · · · · ·	1
	Self-care: 3.7%		1 in 27
	Difficulty dressing or bathing		
REFERENCE	Priority 1	A public accommodation should take measures to	
	Accessible	provide access to a place of public accom from public sidewalks, parking, or public	modation
DOJ's	approach and from public sidewalks, parking, or public transportation.		
Department of	These measures include, for example, installing an		
Justice's ADA	entrance ramp, widening entrances, and providing		
Accessibility	accessible parking spaces.		
Priorities for	A public accommodation should take measures to		
Barrier Removal:	Access to provide access to those areas of a place of public accommodation where goods and services are made		
Title III:	services available to the public.		
Places of Public	These measures include, for example, adjusting the		
Access	layout of display racks, rearranging tables, providing		
710000		Braille, and raised character signage, wide doors, providing visual alarms, and installi	_
NOTE:	Priority 3	A public accommodation should take mea	
This report looks at	A public accommodation should take measures to provide access to restroom facilities.		
Priorities 1 & 2.	restrooms and  • These measures include, for example, removal-of		
Priorities 1 & 2.	drinking	obstructing furniture or vending machines, widening	
	fountains.	of doors, installation of ramps, providing a	
		signage, widening of toilet stalls, and instagrab bars.	aliation of
	Priority 4	A public accommodation should take any	other measures
	Any other	necessary to provide access to the goods	
	measure	facilities, privileges, advantages, or accom	
	necessary	place of public accommodation.	

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# **REFERENCE**

#### SAFE HARBOR

THERE IS NO GRANFATHER CLAUSE.

#### NOTE:

This report reviewed the facility for <u>1991</u> <u>ADA</u> compliance. There are architectural mistakes that require remediating to the <u>2010 ADA</u>

- The ADA *does not* have a provision to "grandfather" a facility, but it does have a provision called "safe harbor" in the revised ADA regulations for businesses and state and local governments.
- A "safe harbor" means that you do not have to make modifications to elements in an existing building that comply with the <u>1991</u> <u>Standards</u>, even if the new <u>2010 Standards</u> have different requirements for them. This provision is applied on an element-by-element basis.
- However, if you choose to alter elements that were following the <u>1991 Standards</u>, the safe harbor no longer applies so the altered elements must comply with the 2010 ADA Standards.
- A "safe harbor" does not apply to elements that were NOT addressed in the original <u>1991 Standards</u> but ARE addressed in the <u>2010 ADA Standards</u>.

# REFERENCE

# STRUCTURAL IMPRACTICABILITY 1991 ADAS NOTE:

There are no "structurally impractical" items at this facility.

# 5) General Exceptions.

(a) In **new construction**, a person or entity is not required to meet fully the requirements of these guidelines where that person or entity can **demonstrate that it is structurally impracticable** to do so.

Full compliance will be considered structurally impracticable **only in those rare** circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features.

If full compliance with the requirements of these guidelines is structurally impracticable, a person or entity shall comply with the requirements to the extent it is not structurally impracticable.

Any portion of the building or facility which can be made accessible shall comply to the extent that it is not structurally impracticable.

# REFERENCE

# STRUCTURAL IMPRACTICABILITY 2010 ADAS 28 CFR 35.151 New construction & alterations

(a) Design and construction.

(1) Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities, if the construction was commenced after January 26, 1992.

(2) Exception for structural impracticability.

(i) Full compliance with the requirements of this section is not required where a public entity can demonstrate that it is structurally impracticable to meet the requirements. Full compliance will be considered structurally impracticable only in those rare circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features.

(ii) If full compliance with this section would be structurally impracticable, compliance with this section is required to the extent that it is not structurally impracticable. In that case, any portion of the facility that can be made accessible shall be made accessible to the extent that it is not structurally impracticable.

### REFERENCE

# DIMENSIONAL TOLERANCES

1991 ADAS

#### 3.2 Dimensional Tolerances.

All dimensions are subject to conventional building industry tolerances for field conditions.

#### NOTE:

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The undersized dimensions in the mailroom exceed standard tolerances.

# **REPORT**

# ORIGINAL CONSTRUCTION DRAWINGS

# **OBSERVATIONS:**

The original drawings do not correctly represent the dimensions of the mailbox units.

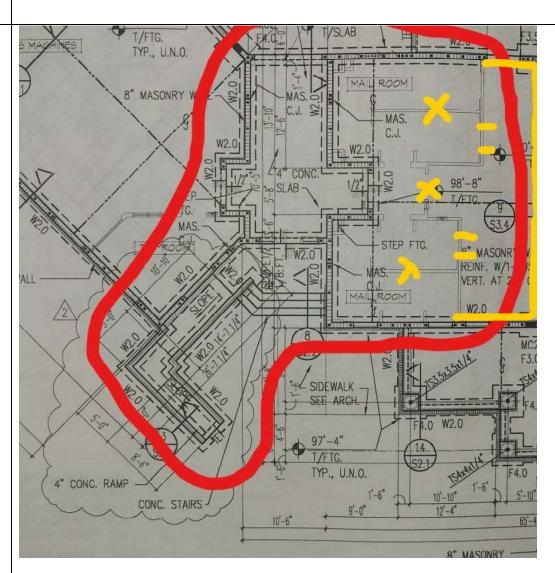
The plan was not dimensioned for the size and quantity of the mailbox units used.

It appears that adjustments were made in the field to fit the boxes in the space.

The right-side walls of the mailroom adjacent to the receptionist desk area and the TV wall seating area does not appear to be structural.

# SUGGESTED SOLUTION 1:

Strongly consider moving these walls to increase the mailroom size to fit



# **SUGGESTED SOLUTION 1:**

Open these walls to include the reception desk area and TV viewing seating area space into the mailroom. Relocate the door.

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all of the existing mailboxes in a <u>2010</u> <u>ADAS</u> compliant space.



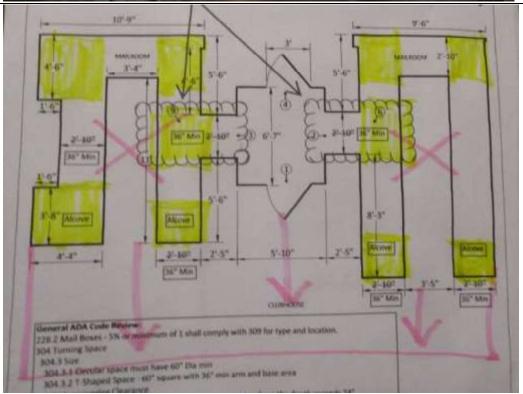
# **REPORT**

ACCESSIBLE ROUTE FIELD DIMENSIONS

OBSERVATIONS, SUGGESTED SOLUTIONS, & PHOTOS

See the 1991 ADAS
Diagrams in this
Report.
Refer to the Table of
Contents for the
page number.

RED TEXT = ADA concerns



# 1991 ADAS: 4.2.1\* Wheelchair Passage Width.

Not <u>1991 ADAS</u> compliant.

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- The right and left routes to the mailboxes from the entry vestibule are 2" narrower than the 36" minimum clear width for spaces that exceed 24" long.
- Both are 29" long spaces that are 34" clear wide.

# 1991 ADAS: 4.2.3\* Wheelchair Turning Space.

Not <u>1991 ADAS</u> compliant.

- The right and left routes to the mailboxes do not provide a T-turn in 3 directions.
- The table blocks a T-turn coming out of the accessible route.
- The T-turn space is ONE directional as drawn.
- This space requires 60" x 60" minimum for turns from 3 different directions.
- A person in a wheelchair could turn into the mailbox areas, but there
  is no turning space for them to turn around to leave.

# **SUGGESTED SOLUTIONS**

- Additional space is required to provide the required access.
- Relocate the bulletin boards to the breezeway. They impact the accessible route.
- Lower the black boxes to 48" maximum reach to the top of a piece of paper in the top box.
- The table blocks a T-turn coming out of the accessible route. Must remove from the door vestibule.





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# 1991 ADAS: 4.2.1\* Wheelchair Passage Width.

- Not <u>1991 ADAS</u> compliant.
- Accessible routes forward of all of the mailboxes are NOT 36" minimum clear width. Most are ONLY 34" wide.

# 1991 ADAS: 4.2.2 Width for Wheelchair Passing

Not <u>1991 ADAS</u> compliant.

 There are no 60" wide passing space for 2 wheelchairs in either mailroom

# 1991 ADAS: 4.3 Accessible Route. 4.3.3 Width

- Not <u>1991 ADAS</u> compliant.
- None of the aisle widths are compliant for turns.
- The aisle are not 36" minimum wide.
- 36" minimum wide aisles require only a 36" wide aisle at a 90-degree corner turn, ONLY when turning around a 48" minimum long run before another 90-degree turn.
- The turnaround space for the back-to-back mailboxes is only 40" and 41". The distance is non-compliant.
- The other options are a 42" wide minimum aisle turning 90-degrees to a 48" wide aisle & a 48" wide aisle turning 90-degrees into a 24" wide aisle.

# **1991 ADAS:** 4.2.4.1 Size and Approach.

# Forward or parallel approach.

- ONLY 1991 ADAS compliant for a parallel approach.
- ONLY some of the mailboxes at the 48" niches have 48" forward clear for a forward approach.
- None are on a 36" minimum clear width accessible route.

### SUGGESTED SOLUTION

Additional space is required to provide the required access.

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- Must maintain 30 x 48 forward and 48 x 30 clear parallel approach to the push door opener and fire alarm pull. Permanently Remove all items from the floor in the entry door vestibule.
- Must maintain a 30 x 48 and 48 x 30 clear parallel approach to the black paper boxes on the walls.
- Must maintain a 30 x 48 and 48 x 30 clear parallel approach and a 48" maximum reach to the bulletin boards. Relocate to the breezeway or the clubhouse.

# **PHOTOS: DOOR VESTIBULE**

 The new mailroom space must have space for the recycling box and other items that does not impact the door maneuvering clearances, turning spaces, and required clear floor space.





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# **PHOTOS: MAIL ROOM FRONT OF BUILDING**

All loose items on the floor are accessible route barriers.

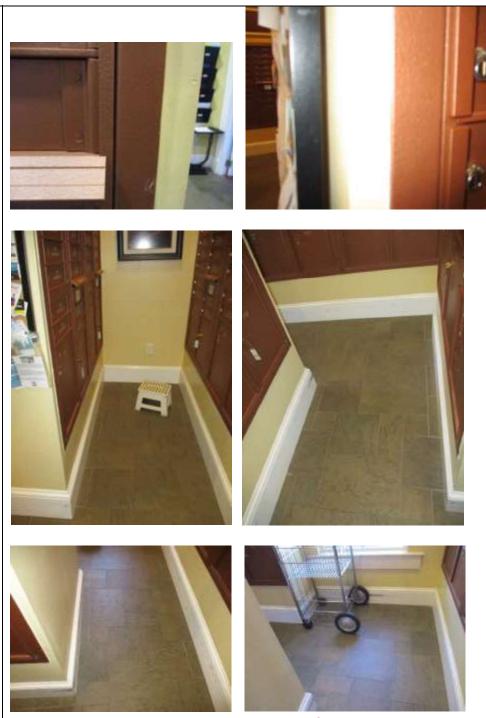




- The end walls between the mailboxes and the accessible route are as small as possible.
- There is no space to increase the opening width.

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• The new design must have a space for the rolling cart that does not impact the accessible route.

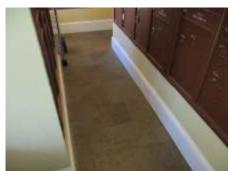
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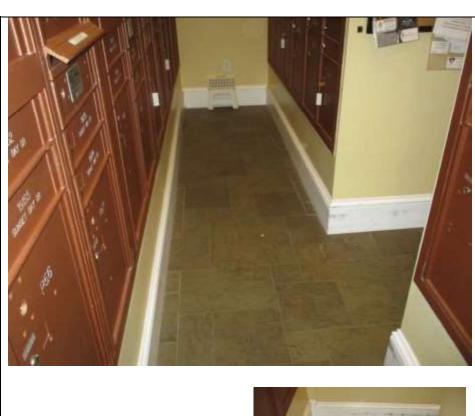
# **PHOTOS: MAIL ROOM MIDDLE OF BUILDING**





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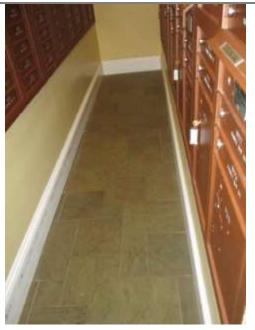


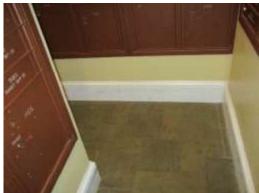




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# 1991 ADAS: 4.2.5\* Forward Reach. Forward approach.

- None of the mailboxes have 48" forward clear ground space for a forward reach.
- Outgoing mailboxes must be 48" maximum reach.
- The existing measured outgoing mail slots are 48".
- <u>1991 ADAS</u> allows a 15" minimum to 48" maximum forward unobstructed reach.

### 1991 ADAS: 4.2.6\* Side Reach.

- <u>1991 ADAS</u> allows a 15" minimum to 54" maximum unobstructed side reach. Parallel approach.
- <u>2010 ADAS</u> allows a 15" minimum and a 48" maximum unobstructed forward & parallel reach.
- <u>2010 ADAS</u> allows the 54" top reach for mailboxes. Measured to the key opening.
- The USPS allows a 54" maximum reach.

#### SUGGESTED SOLUTION

- Since the mailbox units are existing, they may be reconfigured for a clear accessible reach and accessible route without having to replace the existing boxes for a lower reach.
- The Existing mailboxes might ONLY be interior rated. VERIFY.

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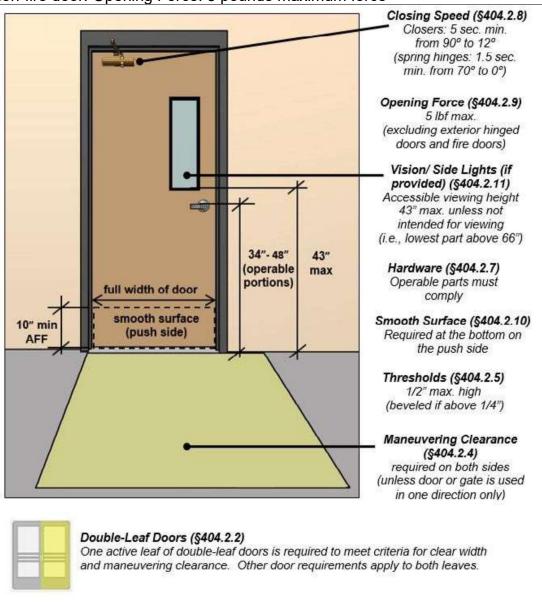
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# REFERENCE:

# ADA Accessible Entries & Egress: Door Maneuvering Clearances 2010 ADA Standards and 2012 to present Florida Accessibility Code 1991 ADA Standards are similar

# **Typical Door Example**

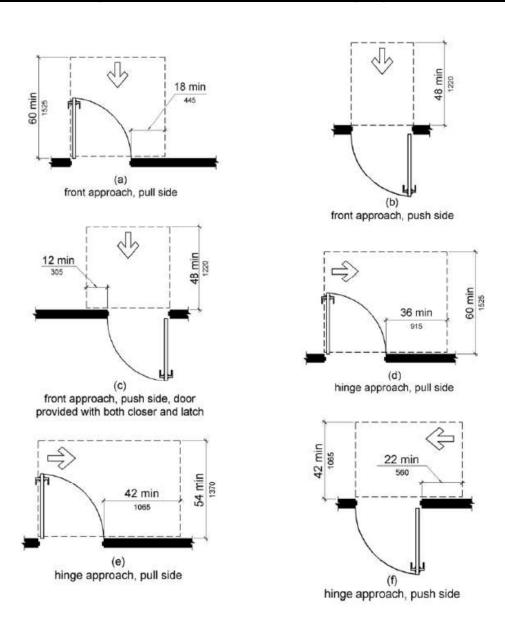
- MAINTENANCE TEAM TO Test & adjust all door closures.
- Fire Doors: Opening Force: Florida: 8.5 pounds maximum force
- Non-fire door: Opening Force: 5 pounds maximum force



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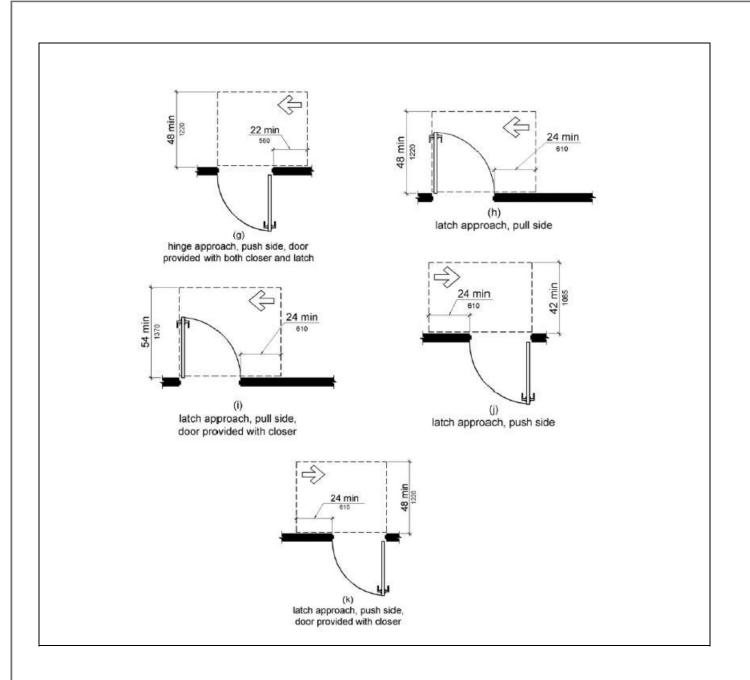
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# Figure 404.2.4.1 Maneuvering Clearances at Manual Swinging Doors and Gates



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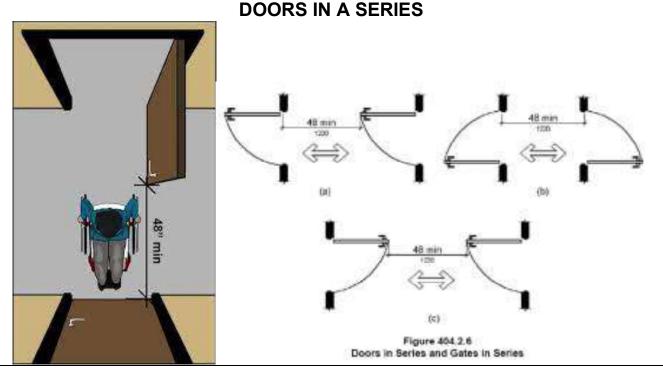
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# **REFERENCE**: Accessible Routes

Appendix A to Part 36 -

Standards for Accessible Design, from the Department's

# 1991 title III ADA regulation published July 26, 1991.

The technical provisions of sections 4.2 through 4.35 are the same as those of the *American National Standard Institute's document A117.1-1980*, except as noted in the text.

The <u>1991 Standards for Accessible Design</u> were in effect for new construction and alterations until March 14, 2012.

The Department's <u>2010 ADA Standards for Accessible Design</u> were published September 15, 2010 and became effective on March 15, 2012.

#### 3.2 Dimensional Tolerances.

All dimensions are subject to conventional building industry tolerances for field conditions.

# (5) General Exceptions.

(a) In **new construction**, a person or entity is not required to meet fully the requirements of these guidelines where that person or entity can **demonstrate that it is structurally impracticable** to do so.

Full compliance will be considered structurally impracticable only in those rare circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features.

If full compliance with the requirements of these guidelines is structurally impracticable, a person or entity shall comply with the requirements to the extent it is not structurally impracticable.

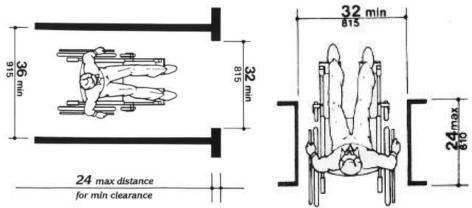
Any portion of the building or facility which can be made accessible shall comply to the extent that it is not structurally impracticable.

# 4.2 Space Allowance and Reach Ranges.

# 4.2.1\* Wheelchair Passage Width.

# Figure 1: Minimum Clear Width for a Single Wheelchair

Figure 24e: Maximum doorway depth & Figure 24e: Maximum doorway depth

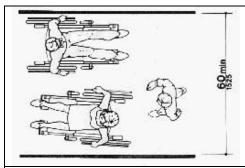


# 4.2.2 Width for Wheelchair Passing

Figure 2: Minimum Clear Width for Two Wheelchairs

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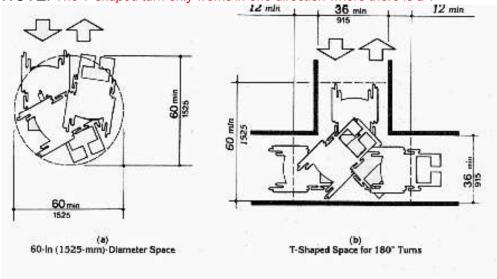


# 4.2.3\* Wheelchair Turning Space.

Figure 3a: 60" diameter space

Figure 3b: T-shaped turn

NOTE: The T-shaped turn only works in one direction where there is a T



# 4.2.4\* Clear Floor or Ground Space for Wheelchairs.

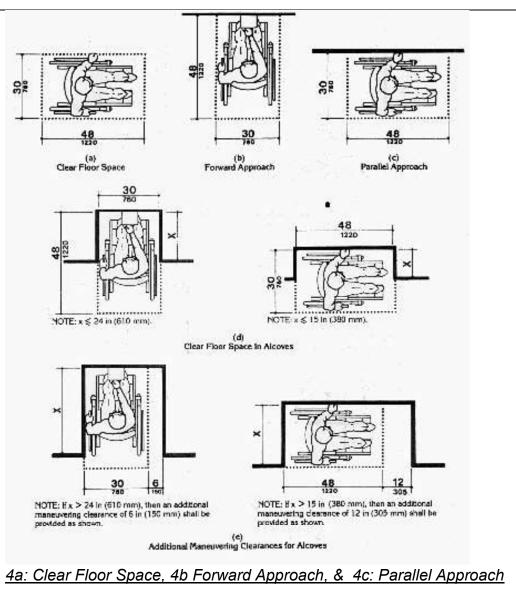
# 4.2.4.1 Size and Approach.

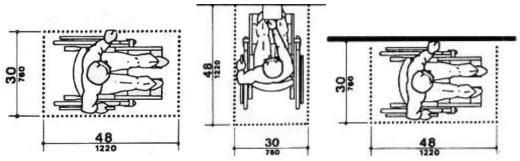
Forward or parallel approach.

Figure 4: Minimum Clear Floor Space for Wheelchairs

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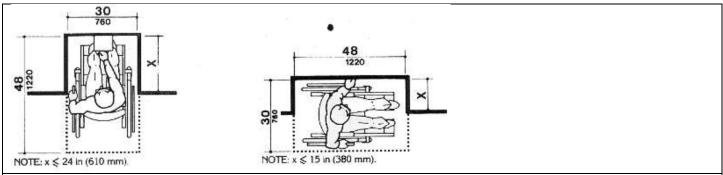




**4.2.4.2** Relationship of Maneuvering Clearance to Wheelchair Spaces. *4d: Clear Floor Space in Alcoves* 

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# 4.2.4.3 Surfaces for Wheelchair Spaces

# 4.2.5\* Forward Reach.

Figure 5: Forward Reach

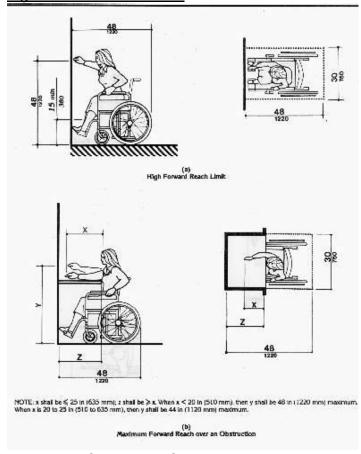


Figure 5a: Clear Floor Space Forward Approach

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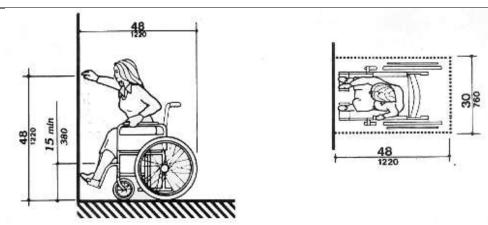
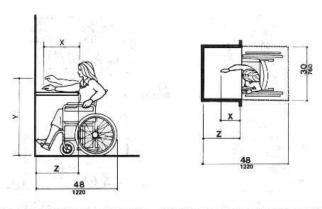


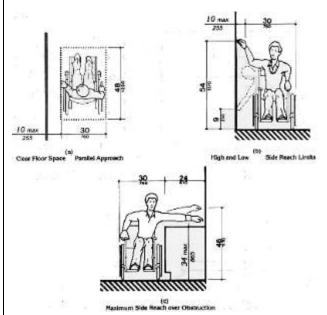
Figure 5b: Maximum Forward Reach over an Obstruction



NOTE: x shall be  $\leq$  25 in (635 mm); z shall be  $\geqslant$  x. When x  $\leq$  20 in (510 mm), then y shall be 48 in (1220 mm) maximum. When x is 20 to 25 in (510 to 635 mm), then y shall be 44 in (1120 mm) maximum.

# 4.2.6\* Side Reach.

# Figure 6: Side Reach



<u>Figure 6a: Clear Floor Space Parallel Approach</u> Figure 6b: High & Low Side Reach Limits

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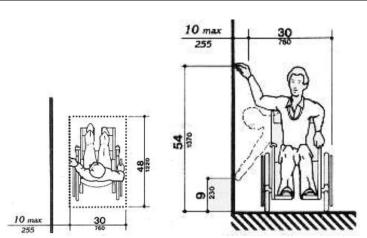
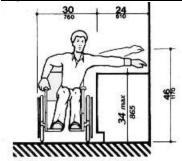


Figure 6c: Maximum Side Reach over Obstructions



# 4.3 Accessible Route.

# 4.3.3 Width

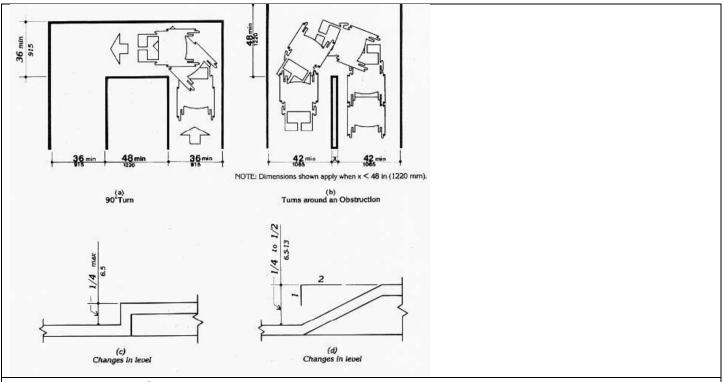
Figure 7: Accessible Route

Figure 7a: 90-degree turn

Figure 7b: Turns around an Obstruction

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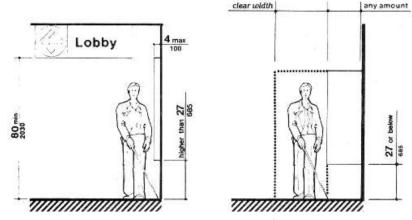
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# 4.4 Protruding Objects.

# 4.4.1\* General.

Figure 8a: Walking parallel to a Wall



# 4.8 Ramps.

### 4.8.3 Clear Width.

The minimum clear width of a ramp shall be 36".

#### 4.8.4\* Landings.

Ramps shall have level landings at bottom and top of each ramp and each ramp run.

Landings shall have the following features:

- (1) The landing shall be at least as wide as the ramp run leading to it.
- (2) The landing length shall be a minimum of 60" clear.
- (3) If ramps change direction at landings, the minimum landing size shall be 60" x 60".

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# REFERENCE: Accessible Routes

# 2010 ADA Standards and 2012 to present Florida Accessibility Code

# Abbreviated

# 302 Floor or Ground Surfaces, 302,1 General,

Floor and ground surfaces shall be:

- stable
- Firm
- slip resistant
- comply with 302

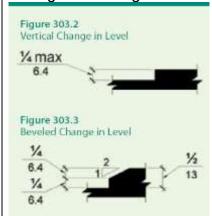
# 302.2 Carpet.

- securely attached
- · firm cushion, pad, or backing or no cushion or pad
- level loop, textured loop, level cut pile, or level cut/uncut pile texture.
- Pile height shall be 1/2-inch maximum.
- Exposed edges of carpet shall be fastened to floor surfaces and shall have trim on the entire length of the exposed edge.
- Carpet edge trim shall comply with 303

# 303 Changes in Level. 303.1 General.

# 303.4 Ramps.

Changes in level greater than ½-inch high shall be ramped and shall comply with 405 or 406.



# 304 Turning Space. 304.1 General. .304.2 Floor or Ground Surfaces.

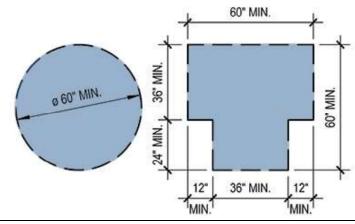
- Changes in level are not permitted.
- 1:48 max. slope are permitted.

304.3 Size. 304.3.1 Circular Space. 304.3.2 T-Shaped Space.

### 304.4 Door Swing.

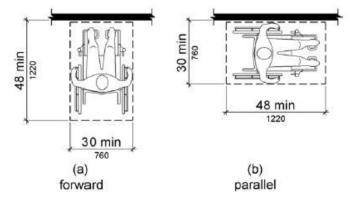
Doors shall be permitted to swing into turning spaces

# Figure 304.3.2 T-Shaped Turning Space



# Figure 305.5 Position of Clear Floor or Ground Space

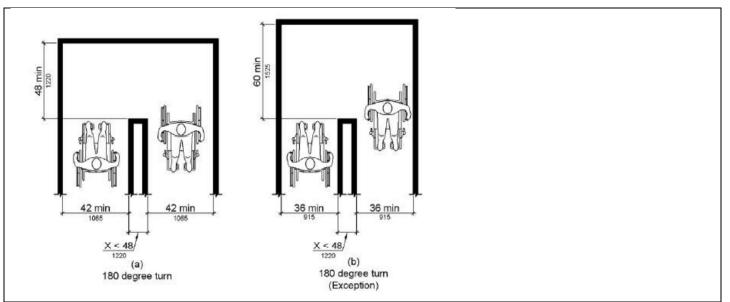
- 30 x 48 clear forward approach
- 48 x 30 clear centered parallel approach



#### 403.5.2 Clear Width at Turn.

- 36" minimum aisle requires a 60" minimum turn at each end
- 42" minimum width aisle requires a 48" minimum turn at each end

### Figure 403.5.2 Clear Width at Turn



# 403.5 Clearances.

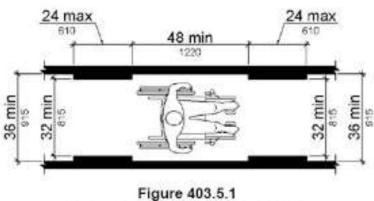
• complying with 403.5.

# 403.5.1 Clear Width.

• 36 inches minimum

#### **EXCEPTION:**

May reduce to 32" minimum for a maximum of 24"

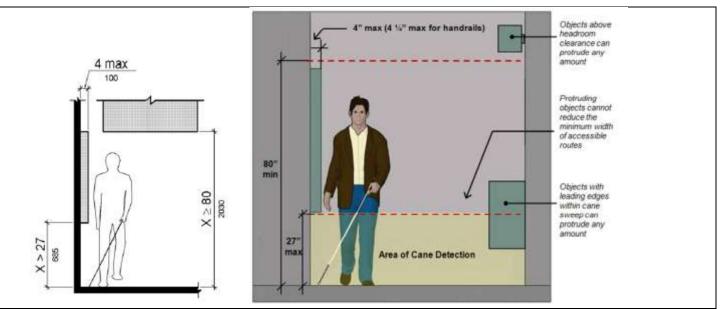


Clear Width of an Accessible Route

Figure 307.2 Limits of Protruding Objects

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#### 402 Accessible Routes, 402.1 General,

- running slope not steeper than 1:20, doorways, ramps, curb ramps excluding the flared sides, elevators, and platform lifts.
- comply with the applicable requirements of Chapter 4.

# 403 Walking Surfaces. 403.1 General.

comply with 403.

### 403.2 Floor or Ground Surface.

• comply with 302.

# 403.3 Slope.

- 1:20 or 5% max. running slope
- 1:48 or 2% max. cross slope

# Figure 308.2.1 Unobstructed Forward Reach



Figure 308.2.2 Obstructed High Forward Reach

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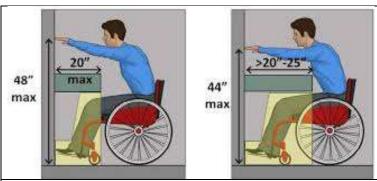


Figure 308.3.1 Unobstructed Side Reach

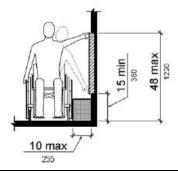
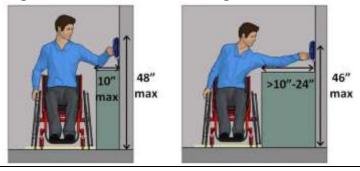


Figure 308.3.2 Obstructed High Side Reach



#### REFERENCE

#### OUR TEAM



Improve
the customer
EXPERIENCE
and EVERYBODY
wins!



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Our mission is to make sure that businesses are not losing out on profits due to their physical location or lack of knowledge on ADA laws. We are long term collaborators.

#### Susan P. Berry

#### https://www.linkedin.com/in/susanpberry/

Please refer to LinkedIn for past employment.

- International Code Council Certified Accessibility Inspector and Plans Examiner
- Certified ADA Coordinator, CAPTC, University of Missouri, School of Architecture
- NCIDQ: National Certification of Interior Design Qualification, 1998
- NCBDC: National Council of Building Designers Certified, 1998 (retired)
- 2017, 2018, 2020, Named in 200 Top Construction Influencers
- 2016,2017, 2018, 2019, 2020, 2021 Top 21 Accessibility Experts for Facility Managers to Watch
- Bachelor of Design in Architecture, University of Florida, 1982
- Graduate studies in Urban and Regional Planning and Historical Preservation, University of Florida, 1981-1983
- 35+ years in the Florida Design Industry, specializing in resorts, commercial, residential, and historical properties.
- In the 1980's, Susan was an Environmental Graphics team member at Disney, creating the first braille wayfinding system at Epcot.
- Certificate Program in Traditional Architectural Design, Institute of Classical Architecture.
- AIA: American Institute of Architecture: Retired Allied Member. CEU Provider.
- The prince's (His Royal Highness Prince Charles) Foundation for Building Community, Traditional Architecture & Building Arts: New Orleans: Fellowship, 2011
- Certificate in New Urbanism. University of Miami. Department of Real Estate. 2012-2013
- ASID: American Society of Interior Designers: Retired Professional Member. CEU Provider.
- IIDC: International Interior Design Association: Retired Professional Member
- AIBD: American Institute of Building Design: Retired Professional Member & Board Member: CEU Provider.

### Tom Berry

- 30+ years in Government Customer Service and Security
- Customer Service Trainer, government, and security
- ADA Coordinator Certificate Program, University of Missouri, School of Architecture, pending
- Training for International Code Council Certified Accessibility Inspector and Plans Examiner

#### Projects:

Most Clients are in litigation and specific locations are private.

- Communities: Celebration, Florida; Various amenities buildings and parking assessment.
- Communities: Turks and Caicos Islands; Resort residential community in Grand Turks Island and various resort hotels. Review for accessibility improvements to increase medical tourism.
- Cities: Kalamazoo, Michigan; Downtown redevelopment. Evaluate the status of downtown Kalamazoo for accessibility concerns and ADA compliance. Work with a team of all interest partners to create an action plan.
- Restaurants: Various size restaurants and commercial buildings throughout Florida.
- Hotels: Hyatt, Marriot, Fairfield Inn, Hampton Inn; Wyndham; Holiday Inn; Days Inn; Sheraton 4 Seasons; many private label condo/hotels; Hilton time shares; Ramada; Miami Beach Art Deco hotels; and other unique properties.
- Retail: Many large brand retail locations and shopping plaza parking and accessible route assessments.
- Organizations: AAPM&R; American Association of Physical Medicine and Rehabilitation: convention venue accessibility team

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REFERENCE IRS Tax ADA Credits	To assist businesses with complying with the ADA: Section 44 of the IRS Code allows a tax credit for small businesses. Section 190 of the IRS Code allows a tax deduction for all businesses.		
LIABILITY	<ul> <li>E &amp; O Insurance is not included with low fee projects.</li> <li>We assume NO financial liability for any unintended oversites.</li> <li>If any item is overlooked, we are available to review those items (at no cost) by Client request by e-mail. Additional facility site visits are NOT included if a situation can be resolved with photos.</li> <li>We maintain a \$1,000,000 General Liability Policy for any site visits. Only the 2 firm principals are ever on a job site.</li> <li>We maintain a \$500,000 vehicle liability policy.</li> </ul>		

