

No: DEC 3.2.1

Approved: March 26, 2009

Revised: March 21, 2011

Subject: ADA Sidewalk Repair Program

Supersedes: N/A

Purpose

The City of Oakland expedites repairs of sidewalks damaged by City street trees upon request by qualified individuals with disabilities where such repairs are necessary to provide access to residences or to provide access to public transportation, medical facilities, schools, workplaces, and other essential facilities for individual applicants. The application form is included as Attachment A.

Standard

The ADA Sidewalk Repair Program expedites necessary repairs of sidewalks damaged by City street trees upon request by qualified individuals with disabilities. The program is not intended to address community concerns other than access for people with disabilities and does not make repairs that are the responsibility of private property owners. Effective January 30, 2009, the following guidelines will be used to address ADA sidewalk repair program:

1. The applicant must certify that he or she is a qualified person with a disability as defined by the Americans with Disabilities Act of 1990 (ADA) and that his or her request is based upon personal need.
2. Each applicant may request that repairs be conducted at up to three locations (parcels) where sidewalk damage is caused by City street trees. Requests for more than three locations will be considered on a case-by-case basis.
3. Sidewalk repairs will be conducted only if the City finds that existing sidewalks are ADA non-compliant and in need of repair.
4. Applicants requesting sidewalk repair shall receive a response from the City within 10 working days from their request date. The response will indicate whether the request is approved, denied, or if additional information is required. It typically takes 90 to 180 days from the approval date for sidewalk repairs to be completed but repairs may be delayed by utility conflicts, contract disputes, weather, etc. Applicants will be notified of any delay.
5. On-call ADA sidewalk repair request process:
 - a. Applicant completes the attached application form. **Applicants may contact the department for assistance (see below).** Applicants must certify their eligibility under the program by signing the application form.

- b. Applicant submits the completed application form (see below).
- c. City staff investigates the application.
- d. City staff will respond to the applicant within 10 working days after receipt of the application indicating whether the request is approved, denied, or if additional information is required.
- e. Approved locations are added to the list for next on-call sidewalk repair construction contract.

6. Where to submit applications:

Interested applicants may submit applications by U.S. mail or e-mail to:

Marcel Uzegbu, Supervising Civil Engineer
Engineering Design and Right of Way Management
250 Frank H. Ogawa Plaza, Suite 4314
Oakland, CA 94612
PH: (510) 238-6257
E-mail: muzegbu@oaklandnet.com

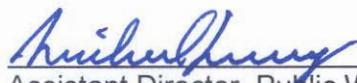
7. Applicants wishing to register a complaint about the On-Call ADA Sidewalk Repair Program should file an ADA Sidewalk Repair Grievance form. The grievance procedure and forms may be obtained by contacting the following:

Public Works Agency
Department of Engineering & Construction
250 Frank H. Ogawa Plaza, 4th Floor Ste 4314
Oakland, CA 94612
510-238-6257
Attn: Marcel Uzegbu

OR

City Administrator's Office
ADA Programs Division
1 Frank H. Ogawa Plaza, 3rd Floor
Oakland, CA 94612
Voice: 510-238-5219
TTY: 510-238-2007
Email: adaprograms@oaklandnet.com

Approved for Distribution:



Assistant Director, Public Works Agency
Department of Engineering & Construction

Attachment A – On-Call ADA Sidewalk Repair Program Application

Attachment A

PUBLIC WORKS AGENCY
DEPARTMENT OF ENGINEERING AND CONSTRUCTION STANDARD

ADA Sidewalk Repair Program Application

The ADA Sidewalk Repair Program expedites necessary repairs of sidewalks damaged by City street trees upon request by qualified individuals with disabilities. The program is not intended to address community concerns other than access for people with disabilities and does make repairs that are the responsibility of private property owners.

Applicant Information

Name _____ Phone Number _____

Address _____

Email Address _____ Fax _____

Reason for Request (check all that apply)

- To repair sidewalk in front of my residence
- Path of travel to school /work
- Other (indicate) _____
- Path of travel to public transit
- Path of travel to medical facilities

Describe Request

List street addresses for which you are requesting expedited sidewalk repairs:

Street Address	Describe Sidewalk Condition

Certification

I certify that I am a qualified person with a disability as defined by the Americans with Disabilities Act of 1990 (ADA) and that my request is based upon individual need.

Signature of Applicant _____

Date _____

Voluntary Information [Applicants need not provide this information but doing so will help the City to better plan sidewalk repair accommodation programs.]

Type of impairment:

- Vision Impairment
- Mobility Impairment
- Other (indicate) _____

Department of Engineering and Construction (DEC) Staff Use Only

Date Request was received _____ Date of Investigation _____

Date Response was given to applicant _____ Number of Ramps Approved _____

Reason for approval _____ Approval by _____

Date of Approval _____ Disposition _____ Contract Number _____