



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

100 North Senate Avenue
Room N758
Indianapolis, Indiana 46204

PHONE: (317) 234-0408
FAX: (317) 234-1930

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

ADA Inventory FAQ's

Q. What employees count towards the 50 employee requirement for an ADA Transition Plan?

A. Any employee who receives any kind of compensation from the unit of government is counted towards the 50 employee requirement.

Q. Do I need a Transition Plan?

A. Every LPA that has fifty or more employees must have a Transition Plan.

Q. We only have 47 employees, do we need a Transition Plan?

A. Count **ALL** EMPLOYEES. This includes part-time workers and anyone who receives a benefit from the LPA (i.e. medical), as well as elected officials.

Q. Do we need an ADA Inventory if we have fewer than 50 employees?

A. All LPA's must have an ADA inventory.

Q. When does the ADA Inventory need to be completed?

A. Self-evaluations and transition plans have been required of federal aid recipients since 1973 under Section 504 of the Rehabilitation Act of 1973. Under the ADA, all governments with 50 or more employees should have completed a transition plan by 1992. The deadline for completing the improvements listed in the transition plans was 1995.

INDOT and the FHWA Indiana Division are directing all LPAs who do not currently have an ADA inventory and those who have not updated their inventories to complete their inventories by December 31, 2012. Funding eligibility for highway projects will be based on an LPAs ADA compliance.

Q. What must be included in the ADA Inventory?

A. Please review the "ADA Process for Compliance". The items required to be evaluated are listed in number 11 in this document.

Q. What is a transition plan?

A. A Transition Plan is an evaluation of an LPA's Programs and Facilities for compliance with accessibility guidelines set forth by the State and Federal Governments. For use of any FHWA funding, this only includes those facilities within the Right of Way.

Q. What should a transition plan include?

A. At minimum, a transition plan should include the following:

1. Identification and location of physical barriers (i.e. no detectable warning at 10th and Main)
2. Method used to make facility accessible (i.e. install detectable warning)
3. Schedule for removing barriers and making modifications (i.e. March 15, 2012)
4. Name of the official responsible for making the modifications (i.e. Highway Superintendent)
5. An estimate of the cost for making the modifications

The development of the transition plan requires public involvement. Furthermore, the transition plan must be made available for public inspection.

Q. What should I do if I'm within an MPO area?

A. Contact your MPO before beginning any work. Several MPO's have developed an additional means of assistance.

Q. What part of the state road will INDOT cover when it intersects with a local road?

A. The state will cover all crosswalks and curb ramps on all corners directly adjacent to the state road, including those curb ramps and crosswalks running parallel to the state road, for the purposes of this inventory.

Q. Who do I contact with any questions?

A. ADA and Section 504 Compliance questions – Latosha Higgins; lhiggins@indot.in.gov

Technical difficulties – Ann Bishop; abishop1@indot.in.gov

User ID questions – Mike Cales; mcales@indot.in.gov and Jerry Halperin; jhalperin@indot.in.gov

Please submit your questions by email so the entire question is addressed. We will add these questions to the FAQ's available online.