

**THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY**  
**RESOLUTION NO. 2017 - 139**

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**A RESOLUTION ADOPTING THE SANTA FE COUNTY AMERICANS WITH  
DISABILITIES ACT TITLE II STATEMENT OF POLICY AND GRIEVANCE  
PROCEDURE AND THE ROADS ELEMENT OF THE SANTA FE COUNTY ADA  
TRANSITION PLAN AND AUTHORIZING THE COUNTY MANAGER TO SUBMIT  
BOTH DOCUMENTS TO THE NEW MEXICO DEPARTMENT OF  
TRANSPORTATION**

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**WHEREAS**, Title II of the American Disabilities Act (ADA) of 1990 states that “No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of services, program, or activities of a public entity, or be subjected to discrimination by any such entity.”

**WHEREAS**, the Federal Department of Transportation (USDOT), which provides transportation funding to state and local governments, implements Title II through 49 CFR Part 21 (Nondiscrimination in Federally-Assisted Programs of the USDOT); and

**WHEREAS**, there are other nondiscrimination statutes that afford legal protection from unlawful discrimination, including Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (prohibiting discrimination on the basis of sex), the Age Discrimination Act of 1975 (prohibiting discrimination on the basis of age), and Section 504 of the Rehabilitation Act of 1973/Americans With Disabilities Act of 1990 (prohibiting discrimination on the basis of disability); and

**WHEREAS**, the New Mexico Department of Transportation (NMDOT) has notified the County that all subrecipients of USDOT funds must implement a Title II Program through adoption of a Title II ADA Transition Plan demonstrating how unlawful discrimination will be prevented in accordance with all applicable federal law; and

**WHEREAS**, the County’s ability to receive USDOT funding will be jeopardized unless the County submits the Roads Element of the Santa Fe County ADA Transition Plan to NMDOT by December 29, 2017; and

**WHEREAS**, regardless of the source of funding, it is the County’s policy to fully comply with all nondiscrimination laws and to implement the policies and procedures outlined in the Roads Element of the Santa Fe County ADA Transition Plan and Santa Fe County Americans with Disabilities Act, Title II Statement of Policy and Grievance Procedure in order to assure such compliance.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners as follows:

1. The County Manager is authorized to finalize and submit to the NMDOT the Roads Element of the Santa Fe County ADA Transition Plan in substantially the same form as Exhibit A to this Resolution along with the Santa Fe County Americans with Disabilities Act, Title II Statement of Policy and Grievance Procedure.
2. The County Manager may make such corrections and additions to the Roads Element of the Santa Fe County ADA Transition Plan and the Santa Fe County Americans with Disabilities Act, Title II Statement of Policy and Grievance Procedure as the NMDOT may require for the County to receive USDOT funding.
3. The County Manager shall be responsible for implementing the Roads Element of the Santa Fe County ADA Transition Plan and the Santa Fe County Americans with Disabilities Act, Title II Statement of Policy and Grievance Procedure.

PASSED, APPROVED, AND ADOPTED THIS 13<sup>th</sup> DAY OF December, 2017.

**BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY**

By: [Signature]  
Chair Henry P. Roybal

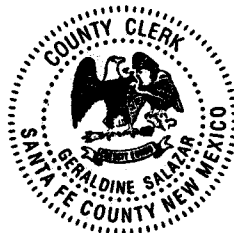
**ATTESTATION:**

[Signature] Date: 12/12/2017  
Geraldine Salazar, Santa Fe County Clerk

**APPROVED AS TO FORM:**

[Signature]  
R. Bruce Frederick, Santa Fe County Attorney

Date: 11-30-17



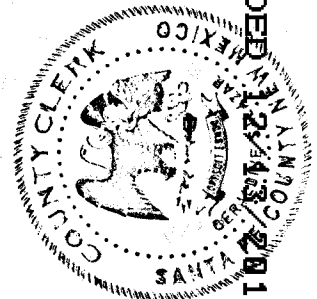
COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

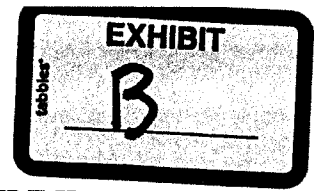
BCC RESOLUTIONS  
PAGES: 49

I Hereby Certify That This Instrument Was Filed for  
Record On The 13TH Day Of December, 2017 at 08:50:23 AM  
And Was Duly Recorded as Instrument # **1843585**  
Of The Records Of Santa Fe County

Deputy [Signature] A Witness My Hand And Seal Of Office  
Geraldine Salazar  
County Clerk, Santa Fe, NM

SFC CLERK RECORDED 12/13/2017





**SANTA FE COUNTY AMERICANS WITH DISABILITIES ACT, TITLE II  
STATEMENT OF POLICY AND GRIEVANCE PROCEDURE**

**I. Policy statement:**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 as amended (ADA), Section 504 of the Rehabilitation Act of 1973 as amended, and all related regulations, laws, executive orders, and directives; it is the policy of Santa Fe County (County) not to discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**II. The purpose of this policy is to:**

- A. To comply with Title II (Nondiscrimination on the Basis of Disability in State and Local Governmental Services) of the Americans with Disabilities Act of 1990 ("ADA") and regulations thereunder.
- B. To state the County's commitment to providing an environment in all its services, programs and activities free from discrimination based on disabilities.
- C. To provide a procedure for prompt reporting and investigation of grievances that the County's services, programs, or activities fail to meet ADA requirements.
- D. To provide for corrective action to ensure that the County's services, programs and activities meet ADA requirements.

**III. Scope:**

This policy sets forth basic information about accessibility of services, programs and activities, and provides a procedure to process grievances that services, programs and activities of Santa Fe County do not meet the requirements of the ADA.

**IV. Employment**

Santa Fe County does not discriminate against qualified individuals on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

**V. Effective Communication:**

Santa Fe County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Santa Fe County's programs, services and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, vision or other relevant impairments. Requests shall be submitted to the Risk Manager.

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## **VI. Facilities:**

The Santa Fe County Public Works Department is responsible for ADA accessibility of Santa Fe County facilities. Santa Fe County facilities are:

- Buildings and Sites
- Recreation Facilities and Outdoor developed areas
- Pedestrian Facilities within Santa Fe County Public Right of Way and Shared Use Paths

The Santa Fe County Public Works Department implements ADA facility improvements that are approved and prioritized by the Santa Fe County Board of Commissioners.

## **VII. Reasonable modifications to policies and programs and auxiliary aides and services:**

Santa Fe County will on a case by case basis agree to reasonable modifications from policies and programs, and will work to provide auxiliary aides and services, to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities.

The ADA does not require Santa Fe County to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Anyone who requires auxiliary aides and services for effective communication, or a modification of policies or procedures to participate in a program, service or activity of Santa Fe County, should contact the Risk Manager as soon as possible, but no later than 48 hours before the scheduled event.

Santa Fe County will not charge a particular individual with a disability or a group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modification of policy.

## **VIII. ADA compliance coordinator**

The Santa Fe County ADA Coordinator is responsible for coordinating the efforts of Santa Fe County to comply with Title II and for investigating any grievances that are received pursuant to this Policy. The Risk Manager of Santa Fe County has been designated as the ADA Compliance Coordinator. The Risk Manager can be contacted at (505)992-9884. The Risk Manager is located at 949 West Alameda Street, Santa Fe, New Mexico, 87501. At the time of adoption of this policy, the Risk Manager for Santa Fe County was Mark Lujan.

## **IV. Responsibility for grievances regarding accessibility of programs, activities or services:**

A. The Risk Manager is responsible for grievance intake and information gathering when a grievance alleges that a program, activity or service of Santa Fe County is not accessible.

B. The Risk Manager is responsible for dispositions of the grievance.

C. The County Manager or the County Manager's designee is responsible to review dispositions of a grievance at the request of a grievant.

**X. Grievance Procedure:**

A. Person Filing Grievance: Any person, including employees of the County, may file a grievance that the County has failed in a program, activity or service to fulfill a requirement of Title II of the ADA. Grievances must be filed no later than 60 calendar days after the alleged act of discrimination.

B. To Whom Grievance Made:

1. Grievances may be made in writing to the Risk Manager. Alternative means of filing a grievance, such as personal interviews or a tape recording of the grievance will be made available for persons with disabilities upon request. If the grievance is made verbally, the Risk Manager shall reduce the grievance to writing. If the grievance involves the Risk Manager, the grievance may be made to the Deputy County Manager who will then comply with the grievance procedures set forth herein in lieu of the Risk Manager.

2. The grievance shall, at a minimum, contain the information contained on the form attached hereto entitled "ADA Grievance Form". The form will be updated from time to time and the updated form shall be available by contacting the Santa Fe County Risk Manager and shall be posted on the Santa Fe County website. Failure to fully complete the form may result in a determination that no grievance was lodged.

3. The Risk Manager can be contacted in writing at the following address:

Mark Lujan, Risk Manager  
Santa Fe County  
949 West Alameda Street  
Santa Fe, NM 87501

Alternative means of submitting grievances can be initiated by contacting the Risk Manager at the address above or at the following phone number: (505)992-9884.

C. Information Gathering:

1. The Risk Manager shall gather all information relative to the grievance.

2. If the grievance refers to a personnel matter, the Risk Manager shall promptly send a copy of the grievance to the Human Resources Director to address any

personnel components of the grievance, while remaining responsible for addressing the grievance as it pertains to a program, activity or facility, and to ensure compliance with Title II of the ADA.

3. The Risk Manager shall gather all information related to the grievance within twenty calendar days after the receipt of the grievance. If the grievance refers to a personnel matter, a copy of such information shall be sent to the Human Resources Director. The Human Resources Director shall, when there are issues concerning matters of personnel, supplement the information obtained by the Risk Manager if necessary.

D. Further Investigation:

1. Upon receipt of the information, the Risk Manager shall review the information and determine whether further information is required from County staff or the grievant. If further information is required, the Risk Manager shall request the information within a period of time, not to exceed fifteen calendar days of receipt of the initial information.
2. The investigation may include discussions of the grievance with affected parties to determine the problem. The grievant may be represented by an attorney or other representative of his/her own choosing and may bring witnesses and present testimony and evidence in the course of the investigation.
3. Absent exceptional circumstances, investigations shall be completed within thirty (30) days of receipt of the formal grievance.

E. Disposition:

1. The Risk Manager shall review the information gathered and issue a written disposition of the grievance. Where appropriate, the disposition shall be in a format accessible to the grievant, such as large print, Braille, or audio tape. The disposition may, but is not limited to, the following types of actions:
  - (a) Factual information available does not support a determination that ADA requirements have not been met;
  - (b) A conciliation meeting is required to establish appropriate resolution of the grievance;
  - (c) Factual information indicates that the County should undertake remedial action to fulfill ADA requirements. The disposition should list proposed County actions along with a realistic timetable.
2. If necessary, the Risk Manager shall request that relevant County staff, including the Human Resources Director, and/or the grievant assist them in arriving at an appropriate disposition or conciliation of the grievance.

3. A copy of the disposition of the grievance shall be sent to the grievant (see 6 below), the County Manager, and the County staff responsible for implementation of the disposition, as well as the Human Resources Director if the grievance was referred to the Human Resources Director by the Risk Manager. The disposition shall not address disciplinary action, which remains the sole responsibility of the Human Resources Director.

4. Records of the grievance and its disposition will be retained in accordance with the Santa Fe County records retention schedule and federal law, and will be disposed of in accordance with state law.

F. Communications with Grievant:

1. The disposition of the grievance, other than disciplinary action, shall be reduced to writing (or where appropriate to a format accessible to the grievant, such as large print, Braille, or audio tape) and communicated, if practical, at a meeting between the grievant and the Risk Manager. The disposition shall additionally inform the grievant that the County Manager or the County Manager's designee will consider an appeal of the disposition if requested to do so in accordance with Section H below.

2. If the disposition refers to activities that will take place in the future, the Risk Manager will inform the grievant in writing, or where appropriate in a format accessible to the grievant, such as large print, Braille, or audio tape, at the time the corrective measures have been fully implemented.

G. Time Frames:

If a timely grievance is submitted, the County shall adhere to the time frames in this grievance procedure unless the Risk Manager extends a deadline due to unusual or unforeseen circumstances. Whenever the times have been extended, the Risk Manager shall notify the grievant.

H. Review by County Manager or Designee:

A grievant who disagrees with the disposition of their grievance, can appeal that disposition in writing provided the written appeal is post marked or hand delivered to the County Manager's Office at 102 Grant Ave., Santa Fe, New Mexico, 87504, within fifteen business days after the disposition has been sent or given to the grievant. The appeal must set forth each and every factual basis for appealing the disposition and shall contain an address to which the County Manager's decision shall be mailed. Alternative means of filing an appeal, such as personal meetings or a tape recording of the appeal will be made available for persons with disabilities upon request.

The County Manager or the County Manager's designee will review the disposition of the grievance if timely requested to do so by the grievant. The County Manager or

designee shall also review the information gathered by the Risk Manager, and may gather any additional information necessary to resolve the appeal. The County Manager or designee shall either uphold or modify the disposition of the Risk Manager within twenty business days of receipt of an appeal. The County Manager or designee's decision shall be in writing, or where appropriate in a format accessible to the grievant, such as large print, Braille, or audio tape, and shall be mailed to the address provided in the grievance.



EXHIBIT

C



Architectural Research Consultants, Incorporated

✉ Albuquerque, NM

☎ 505-842-1254

☎ 505-766-9269

🌐 <http://arcplanning.com>

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Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

Long stretches of undeveloped land lie between the residential communities from the east and west to the college.

Install sidewalks along one side of the road, until additional development calls for sidewalks on both sides of the road. Include curb ramps at drive pads and entrances.

Description	Cost			Sev.	Unit Cost	Subtotal Cost
	Code	Qty.	Unit			
1.Install sidewalks	1.150	15,000	SF	1.00	12.53	\$ 187,950
Total of Maximum Allowable Construction Cost:						\$ 187,950
Total Project Budget						\$ 239,636

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

4 - TBD

**Project Name**

Bus Shelter Installation

**Project Description**

Bus stops are not identified.

Install signage and bus stop benches and pads.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install bus stop shelters, adj for benches	1.664	200	SF	1.50	21.95	\$ 6,585
Total of Maximum Allowable Construction Cost:						\$ 6,585
Total Project Budget						\$ 8,396

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## 801 Richards Ave

Numbe	Codes	Project Name	Project Budget
801.1	8.06.B03.4	Bus Shelter Installation	\$ 8,396
801.2	8.06.B03.5	Sidewalk Installation	\$ 239,636
Total Project Budget:			\$ 248,032

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Does it meet purpose? Yes

Are there energy conservation options

Is signage poor or missing? No

Is the building well utilized?

Are there program space deficiencies?

### Site Plan

Richards Avenue from E Chii Line to A Va Nue Po & Avenida Del Sur from Richards Avenue to A Va Nu Po



Avenue to A Va Nu Po have residential traffic, and Amy Beihl Community School and IAIA college vehicular traffic. Intersections along the residential road are controlled with two-way and four-way stop signs, however no crosswalks. The two lane asphalt road has zero clearance concrete curb and gutter. Speed limit signs are posted to far apart along Chili Line to A Va Nu Po. The road has no shoulder; no streetlights and vehicles must share the road with bicyclist outside the developed residential area.

Bus stops are not identified. Curb cuts are located at intersection corners, however no tactile warning strips are provided.

Sidewalks are provided along the developed residential areas and Amy Beihl Community School. Long stretches of undeveloped land lie between the residential communities from the east and west to the college. Limited sidewalks are provided along Avenida Del Sur northeast towards Richards Avenue.

**Building Assessment:**

NA

**Adequacy and Environment for Operations:**

NA

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## Richards Ave

Richards Avenue from Chili Line to A Va Nu Po

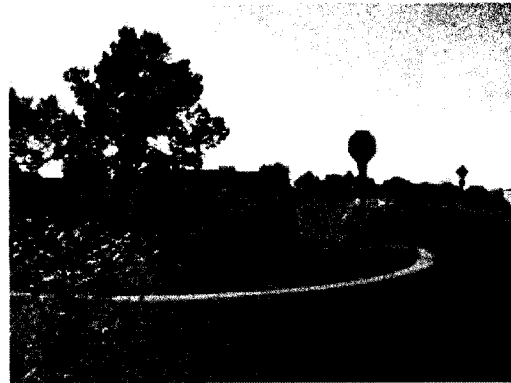
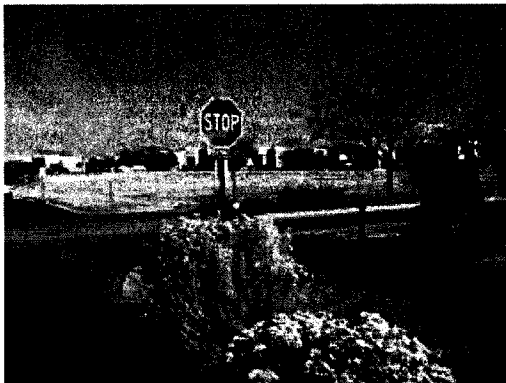
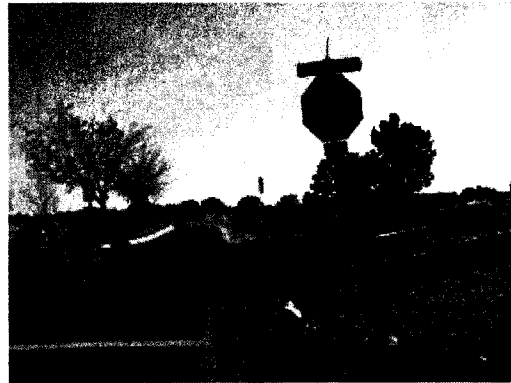
Santa Fe, NM

Current Year: 2017

Inspection Date: 11-10-2017

Evaluator MP

### Photos



### Participants:

Michele Pfeiffer, ARC Evaluator

### Notes From Facility Manager's Meeting and Questionnaire

Notes Date: 11-10-2017

This summary includes Richards Avenue from E Chili Line to A Va Nu Po and Avenida Del Sur from Richards Avenue to A Va Nu Po.

### Summary Notes and Comments

#### Site Assessment:

Richards Avenue from Chili Line to A Va Nu Po and Avenida Del Sur from Richards

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

4 - TBD

**Project Name**

Timber Structure Relocation

**Project Description**

The southwest sidewalk headed towards Rancho Viejo Market has a timber frame structure obstructing the path of travel. Beyond the structure, the concrete sidewalk is heavily cracked with an uneven surface.

Relocate the timber structure and replace the cracked sidewalk.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Relocate timber structure	0.000	1	Proje	1.00	500.00	\$ 500
2.Replace cracked sidewalks	1.155	40	SF	1.00	29.74	\$ 1,190
Total of Maximum Allowable Construction Cost:						\$ 1,690
Total Project Budget						\$ 2,154

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Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

4 - TBD

**Project Name**

Ranchos Viejo Sidewalk Installation

**Project Description**

Rancho Viejo Boulevard lacks sidewalks north and southbound headed towards Avenida Del Sur. At the intersection of Rancho Viejo Boulevard and Avenida Del Sur, no sidewalk is provided on the southeast side.

Install new sidewalks.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install sidewalk southbound on east side	1.150	1,000	SF	1.00	12.53	\$ 12,530
2.Install sidewalk on southbound on west side	1.150	500	SF	1.00	12.53	\$ 6,265
Total of Maximum Allowable Construction Cost:						\$ 18,795
Total Project Budget						\$ 23,964

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

Sidewalks are not provided along the north side of eastbound SR14 and westbound and along the south side of the street.

Install new sidewalks along east and west bound SR14.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install sidewalks on the eastbound north side	1.150	500	SF	1.00	12.53	\$ 6,265
2.Install sidewalks along westbound north side	1.150	500	SF	1.00	12.53	\$ 6,265
3.Install sidewalk on westbound south side	1.150	500	SF	1.00	12.53	\$ 6,265
Total of Maximum Allowable Construction Cost:						\$ 18,795
Total Project Budget						\$ 23,964

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Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

A bus stop is located on the south side of State Road 14 headed east.  
  
Install a bus shelter at the bus stop.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install bus shelter, adj includes bench	1.664	50	SF	1.50	21.95	\$ 1,646
Total of Maximum Allowable Construction Cost:						\$ 1,646
Total Project Budget						\$ 2,099

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

4 - TBD

**Project Name**

Intersection Improvements

**Project Description**

Vertical post traffic lights interrupt the northeast and northwest street corners. The northeast corner has overgrown vegetation impeding the path of travel and the sidewalk wraps around the vertical posted traffic light. The curb cuts are generous at the intersections and have a yellow painted curb stop between the tactile warning strips.

Relocate the traffic lights posts out of the path of travel. Replace the concrete sidewalk and remove the yellow painted curb stop between the tactile warning strips. Add tactile warning strips at the demolition location of the curb stops. Remove island from crosswalk path and patch roadway.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Relocate the traffic light posts	0.000	2	Proje	1.00	5,000.00	\$ 10,000
2.Replace the sidewalk	1.155	0	SF	1.00	29.74	\$ 0
3.Remove curb stops	0.000	4	Each	1.00	250.00	\$ 1,000
4.Add tactile warning strips	4.598	18	LF	1.00	28.78	\$ 518
5.Remove island from crosswalk path and patch roadway	0.000	1	Proje	1.00	1,500.00	\$ 1,500

Total of Maximum Allowable Construction Cost: \$ 13,018

Total Project Budget \$ 16,598

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## **800 Rancho Viejo Blvd**

<b>Numbe</b>	<b>Codes</b>	<b>Project Name</b>	<b>Project Budget</b>
800.1	8.06.B03.2	Intersection Improvements	\$ 16,598
800.2	2.06.D03.	Bus Shelter Installation	\$ 2,099
800.3	8.06.B03.1	SR14 Sidewalk Installation	\$ 23,964
800.4	8.06.B03.1	Ranchos Viejo Sidewalk Installation	\$ 23,964
800.5	8.06.B03.3	Timber Structure Relocation	\$ 2,154
<b>Total Project Budget:</b>			<b>\$ 68,778</b>

Does it meet purpose? Yes

Are there energy conservation options

Is signage poor or missing? No

Is the building well utilized?

Are there program space deficiencies?

### Site Plan

Rancho Viejo Blvd from SR14 to Avenida Del Sur



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**Adequacy and Environment for Operations:**

N/A

daily vehicular traffic and is controlled with traffic signal lights. The signal lights are mounted horizontal over the streets and vertical posted signals at the sidewalk corners. Vertical posted traffic lights interrupt the northeast and northwest street corners. The northeast corner has overgrown vegetation impeding the path of travel and the sidewalk wraps around the vertical posted traffic light.

The asphalt-paved roads have road and crosswalk striping. The concrete curb and gutters are filled with sand. The island divider on Rancho Viejo Boulevard disrupts the path of travel within the crosswalk.

The bus stop is located on the south side of eastbound SR14 and a striped bus lane is provided. Curb cuts are located at all intersection corners with tactile warning strips. The curb cuts are generous at the intersections and have a yellow painted curb stop between the tactile warning strips.

Sidewalks are not provided along the north side of eastbound SR14 nor westbound along the south side of SR14. Rancho Viejo Boulevard lacks sidewalks on the south or north sides of the streets.

A continuous sidewalk is located along the eastbound south side of SR14. The sidewalk varies in width; however, it is ADA compliant. Road access off of SR14 eastbound has curb cuts with tactile warning strips.

The speed limit varies along Rancho Viejo Boulevard from SR14 to Avenida Del Sur. It is a two-way road with no shoulder, no streetlights and vehicles must share the road with bicyclist outside the developed residential area.

#### **Rancho Viejo Boulevard and Avenida Del Sur Intersection**

The intersection of Rancho Viejo Boulevard and Avenida Del Sur has less vehicular traffic during the day and is controlled with a four-way stop. The crosswalks are colored concrete pavers. Speed limit signs are posted at 25 MPH along both roads.

Future bus stop inlets are located on the north and south sides of Avenida Del Sur. No signage is posted. Curb cuts are located on all corners; however, no tactile warning strips are provided. The flat portion of the curb cut on the road is not level at the corners. The southwest sidewalk angled towards Rancho Viejo Market has a timber frame structure obstructing the path of travel. Beyond the structure, the concrete sidewalk is heavily cracked with an uneven surface.

No sidewalk is provided along the east side of southbound Rancho Viejo Boulevard. The sidewalks along Avenida Del Sur are not continuous to the residential housing north and south of the intersection.

#### **Building Assessment:**

N/A

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## Rancho Viejo Blvd

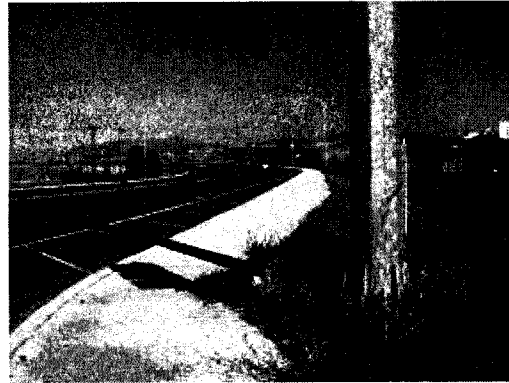
Rancho Viejo Blvd from SR14 to Avenida Del Sur

Current Year: 2017

Inspection Date: 11-10-2017

Evaluator MP

### Photos



### Participants:

Michele Pfeiffer, ARC Evaluator

### Notes From Facility Manager's Meeting and Questionnaire

Notes Date: 11-10-2017

This summary includes Rancho Viejo Boulevard from SR14 to Avenida Del Sur and the intersection of Rancho Viejo Boulevard and Avenida Del Sur.

### Summary Notes and Comments

#### Site Assessment:

The intersection of Rancho Viejo Boulevard and State Road 14 (SR14) has constant

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Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

The sidewalks are too narrow leading towards the bus stops on Agua Fria Road from the intersection.

Replace and widen the sidewalks to the bus stops on both sides.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Replace sidewalks	1.155	180	SF	1.00	29.74	\$ 5,353
Total of Maximum Allowable Construction Cost:						\$ 5,353
Total Project Budget						\$ 6,825

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

Bus stops are located on the north and south sides of Agua Fria. A temporary wood bench is located at the southeast bus stop on a five by five foot concrete pad.

Install a bus shelter concrete pad and access bus landing area. Install bus shelters at both bus stops.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install a concrete pad	1.150	250	SF	1.00	12.53	\$ 3,133
2.Install bus shelters, adj includes bench	1.664	100	SF	1.50	21.95	\$ 3,293
Total of Maximum Allowable Construction Cost:						\$ 6,426
Total Project Budget						\$ 8,192

SFC CLERK RECORDED 12/13/2017

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

Work Type

Project Name

Project Description

A continuous sidewalk is located along the east side of Caja Del Oro Grant Road headed north towards La Familia Medical. The sidewalk varies in width and has uneven pavement and overgrown vegetation.

Replace the uneven sidewalks and remove overgrown vegetation.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Replace sidewalks	1.155	60	SF	1.00	29.74	\$ 1,784
Total of Maximum Allowable Construction Cost:						\$ 1,784
Total Project Budget						\$ 2,275

Facility   
 ID  Project Number   
 Category  Type 1  Type 2  P/T   
 FCA Category  Code Issue?

**Work Type**

4 - TBD

**Project Name**

Caja Del Oro Grant Road Sidewalk Installation

**Project Description**

Sidewalks are not provided along the north and south sides of Agua Fria Road headed west and along the east and west sides of southbound Caja Del Oro Grant Road because the right-of-way is obstructed with barriers such as residential mailboxes, fences, utility light poles, electrical boxes, posted signs, bollards and vegetation. Sidewalk are not provided on the west side of Caja Del Oro Grant Road headed north.

Install sidewalks along northbound Caja Del Oro Grant Road on the west side of the street by La Famila Medical.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install sidewalks	1.150	5,571	SF	1.00	12.53	\$ 69,805
Total of Maximum Allowable Construction Cost:						\$ 69,805
Total Project Budget						\$ 89,001

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Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

Curb cuts are located on the northeast and southeast intersection corners. Multiple drive pads and street access to Ranchitos De Baca are along Caja Del Oro Grant Road towards La Familia. Tactile warning strips are not provided at these locations.

Install tactile warning strips.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Install tactile warning strips	4.598	42	LF	1.00	28.78	\$ 1,209
Total of Maximum Allowable Construction Cost:						\$ 1,209
Total Project Budget						\$ 1,541

Facility

ID  Project Number

Category  Type 1  Type 2  P/T

FCA Category  Code Issue?

**Work Type**

**Project Name**

**Project Description**

The intersection is uneven at Agua Fria Road and Caja Del Oro Grant Road.

Repave the intersection.

Description	Cost Code	Qty.	Unit	Sev.	Unit Cost	Subtotal Cost
1.Repave intersection	1.203	180	SY	1.00	96.29	\$ 17,332
Total of Maximum Allowable Construction Cost:						\$ 17,332
Total Project Budget						\$ 22,099

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## 803 Caja Del Oro Grant Rd

Numbe	Codes	Project Name	Project Budget
803.1	8.06.B03.3	Road Improvements	\$ 22,099
803.2	8.06.B03.1	Tactile Warning Strip Upgrades	\$ 1,541
803.3	8.06.B03.1	Caja Del Oro Grant Road Sidewalk Installation	\$ 89,001
803.4	8.06.B03.1	Caja Del Oro Grant Sidewalk Improvements	\$ 2,275
803.5	2.06.D03.	Bus Shelter Improvement	\$ 8,192
803.6	8.06.B03.1	Agua Fria Sidewalk Improvement	\$ 6,825
Total Project Budget:			\$ 129,933

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Does it meet purpose? Yes

Are there energy conservation options

Is signage poor or missing? No

Is the building well utilized?

Are there program space deficiencies?

### Site Plan

Caja del Ora Grant Road from Route 62 Agua Fria to La Familia Medical



the intersection. Speed limit signs are posted 25 MPH along both roads.

Bus stops are located on the north and south sides of Agua Fria. Curb cuts are located on the northeast and southeast intersection corners. Only the northeast curb cut has a tactile warning strip. A temporary wood bench is located at the southeast bus stop on a five by five foot concrete pad. The concrete curb and gutters are filled with overgrown vegetation and sand.

Sidewalks are not provided along the north and south sides of westbound Agua Fria Road and along the east and west sides of southbound Caja Del Oro Grant Road/ Lopez Line because the right-of-way is obstructed with barriers such as residential mailboxes, fences, utility light poles, electrical boxes, posted signs, bollards and vegetation.

No sidewalk is provided on the west side of northbound Caja Del Oro Grant Road. A continuous sidewalk is located along the east side of northbound Caja Del Oro Grant Road headed towards La Familia Medical. The sidewalk varies in width and is not ADA compliant, because the sidewalks have uneven pavement, are too narrow, and have overgrown vegetation. Multiple drive pads and a street access to Ranchitos De Baca are along Caja Del Oro Grant Road towards La Familia. Tactile warning strips are not provided at these locations.

A faded crosswalk and crosswalk posted signs are near the approach to La Familia Medical. No detectable warning strips are located at the curb cuts.

**Building Assessment:**

NA

**Adequacy and Environment for Operations:**

NA

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## Caja Del Oro Grant Rd

Caja Del Oro Grant Road from Route 62 Agua Fria to La Familia Medical

Santa Fe, NM

Current Year: 2017

Inspection Date: 11-10-2017

Evaluator MP

### Photos



### Participants:

Michele Pfeiffer, ARC Evaluator

### Notes From Facility Manager's Meeting and Questionnaire

Notes Date: 11-10-2017

This summary includes Agua Fria Road from Route 66 City limits to Lopez Line, Caja Del Oro Grant Road from Route 62 Agua Fria to la Familia Medical and the intersection of Agua Fria and Caja Del Oro Grant Road.

### Summary Notes and Comments

#### Site Assessment:

The intersection of Agua Fria and Caja Del Oro Grant Road has constant vehicular traffic during the day and is controlled with a four-way stop. The roads are uneven at

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Priority 2 projects were estimated at \$26,889 total project cost, including items such as bus shelters and new sidewalk installations.

Priority 3 and 4 projects were estimated at \$272,285 total project cost, including items such as new sidewalks, relocating traffic light poles out of pathways, and repaving intersections. Most of the priority 3 and 4 projects are along the urban fringes, and should be scheduled after full development of the area. At the time of development, many of the ADA improvements could be incorporated into the development packages, such as sidewalk installation.

The priorities presented are preliminary and subject to refinement as the County completes the entire ADA Transition Plan which will be a comprehensive overview of capital improvement needs for county facilities including buildings, parks, trails, open space and roads. In addition, the County will tailor priorities with funds available for ADA improvements.

ADA Transition Plan Projects Summary		
Schedule	Project name	Cost
Priority 1	Caja Del Oro Grant Rd	
(0-5 years)	Tactile Warning Strip Upgrades	\$1,541
	Caja Del Oro Grant Sidewalk Improvements	\$2,275
	Caja Del Oro Grant Road Sidewalk Installation	\$89,001
	Agua Fria Sidewalk Improvements	\$6,825
	Rancho Viejo Blvd	
	SR14 Sidewalk Installation	\$23,964
	Ranchos Viejo Sidewalk Installation	\$23,964
Priority 1 Total		\$147,570
Priority 2	Caja Del Oro Grant Rd	
(5-10 years)	Bus Shelter Improvement	\$8,192
	Rancho Viejo Blvd	
	Bus Shelter Improvement	\$2,099
	Intersection Improvements	\$16,598
Priority 2 Total		\$26,889
Priority 3	Caja Del Oro Grant Rd	
(10-15 years)	Road Improvements	\$22,099
	Rancho Viejo Blvd	
	Timber Structure Relocation	\$2,154
Priority 3 Total		\$24,253
Priority 4	Richards Ave	
(15 + years)	Bus Shelter Installation	\$8,396
or as developed	Sidewalk Installation	\$239,636
Priority 4 Total		\$248,032
All Priorities Total		\$446,744

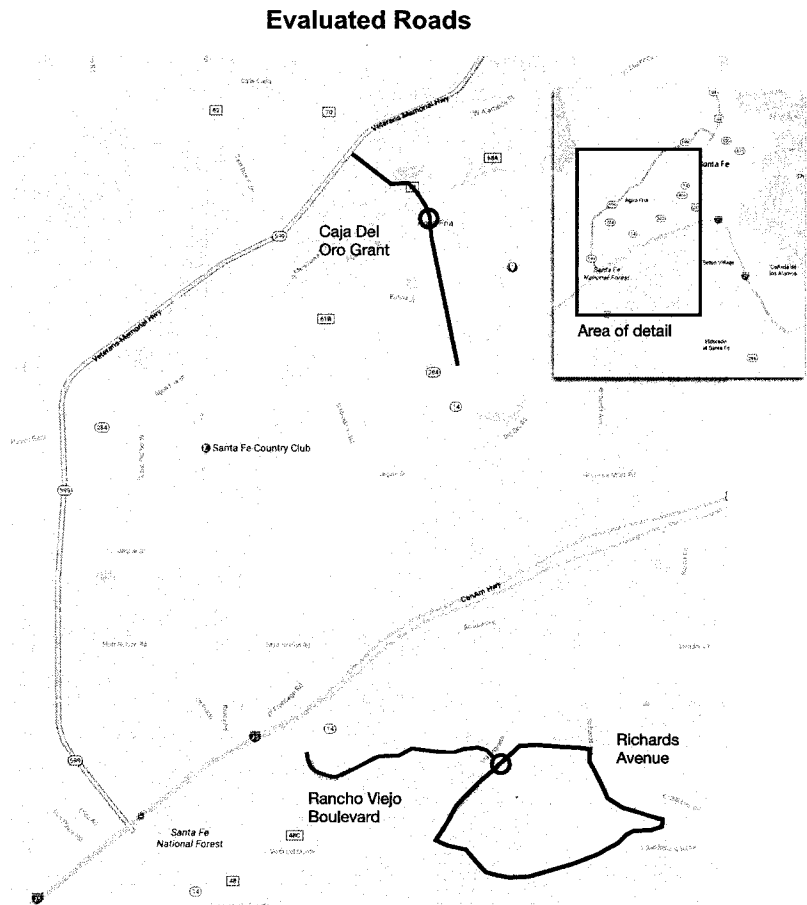
## Supporting Material

The following material includes summaries and photographs of the roads and intersections evaluated, and detailed capital improvement recommendations with recommended prioritization.

improvements to bring the facilities into compliance with 2010 ADA, and state and local requirements. In 2017, in order to develop the comprehensive ADA Transition Plan, the County commissioned ARC to complete an ADA assessment of road and facilities not evaluated in 2014.

In October of 2017, ARC conducted field evaluations of the following sites (see map below):

- Rancho Viejo Boulevard including:
  - Rancho Viejo Boulevard from SR14 to Avenida Del Sur
- Richards Avenue including:
  - Richards Avenue from E Chili Line to A Va Nu Po to
  - Avenida Del Sur from Richard Avenue to A Va Nu Po
- Caja Del Oso Grant including:
  - Agua Fria Road from Route 66 City Limits to Lopez Lane
  - Caja Del Oro Grant Road from Route 62 Agua Fria to La Familia Medical



## ADA Plan

The evaluation identified a total of \$446,744 in total capital costs for ADA renovations and upgrades, and established four levels of priority for projects completion:

- Priority 1: Within 5 years
- Priority 2: 5 to 10 years
- Priority 3: 10 to 15 years
- Priority 4: Completion as the area is developed, or 15+ years

Priority 1 projects were estimated at \$147,570 total project cost, including items such as the installation of tactile warning strips, damaged sidewalk replacements, and the relocation of barriers.

# Introduction

As part of the Santa Fe County Americans with Disabilities Acts (ADA) Transition Plan, county staff identified intersections and roads that could contain barriers to county ADA access. This Roads Element is the first part of the County's transition plan for 2018.

## Goals and Process

Santa Fe County is committed to making county facilities as accessible as possible, and strives to comply with national, state and local ADA requirements and policies. This document is first part of a comprehensive county ADA plan that identifies and prioritizes ADA capital improvement projects to aid the County in providing accessible facilities.

The ADA Transition Plan is a flexible tool for presenting issues to the community, Board of County Commissioners (BCC), and county staff for periodic input and revision. Plan preparation used a systematic process to assess current conditions and identify needs for accessibility improvements to ensure County facilities will be in compliance with ADA requirements.

County planning staff managed the process, and Architectural Research Consultants, Incorporated (ARC) conducted the ADA assessment, which covered county roads and intersections identified by county staff as potentially having ADA requirements.

The majority of the County's road facilities are in the semi-rural fringe areas and in developing or semi-developed neighborhoods and communities. The criteria for initial prioritization was health and safety, along with the greatest impact of improvements to provide appropriate accessibility. No immediate health or safety concerns were identified for ADA accessibility in the roads element assessment. Road prioritization also considered accessibility from roads into County owned facilities and how improvements might affect pedestrian traffic.

County planning staff presented Part 1 Roads of the ADA Transition Plan to BCC on December 12, 2017 at the Board's regular public meeting for comment and preliminary approval, prior to the submission of the ADA transition plan document.

## Existing Conditions

Santa Fe County is New Mexico's third most populous county, with 1,911 square miles of land, 26 open space properties, 46 miles of trails, over 6,000 acres of County-owned property and close to 1 million gross square feet of facilities. Construction of most of those facilities and roads was prior to the enactment of the 2010 Americans with Disabilities Act.

In 2014, the County commissioned a facility condition assessment for 66 facilities. This assessment included an ADA assessment with accompanying cost estimates for capital

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## Acknowledgments

Santa Fe County Planning Staff

Paul Olafson, Projects Manager, Planning Division

Ray Matthew, Transportation Planner

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Planning Consultants

*Architectural Research Consultants, Incorporated*

*Santa Fe County, New Mexico*



*Santa Fe County*

# Americans with Disabilities Act (ADA) Transition Plan Part 1: Roads



December 2017



Architectural Research Consultants, Incorporated

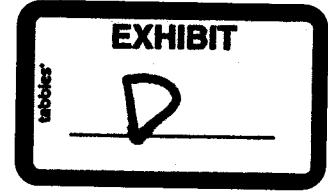
✉ Albuquerque, NM

☎ 505-842-1254

📠 505-766-9269

🌐 <http://arcplanning.com>

ADA Transition Plan Projects Summary			
Schedule	Project name	Cost	
Priority 1 (0-5 years)	Caja Del Oro Grant Rd		
	Tactile Warning Strip Upgrades	\$1,541	
	Caja Del Oro Grant Sidewalk Improvements	\$2,275	
	Caja Del Oro Grant Road Sidewalk Installation	\$89,001	
	Agua Fria Sidewalk Improvements	\$6,825	
	<b>Rancho Viejo Blvd</b>		
	SR14 Sidewalk Installation	\$23,964	
	Ranchos Viejo Sidewalk Installation	\$23,964	
	<b>Priority 1 Total</b>	<b>\$147,570</b>	
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	Intersection Improvements	\$16,598	
	<b>Priority 2 Total</b>	<b>\$26,889</b>	
Priority 3 (10-15 years)	Caja Del Oro Grant Rd		
	Road Improvements	\$22,099	
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	Timber Structure Relocation	\$2,154	
	<b>Priority 3 Total</b>	<b>\$24,253</b>	
Priority 4 (15 + years) or as developed	<b>Richards Ave</b>		
	Bus Shelter Installation	\$8,396	
	Sidewalk Installation	\$239,636	
	<b>Priority 4 Total</b>	<b>\$248,032</b>	
	<b>All Priorities Total</b>	<b>\$446,744</b>	

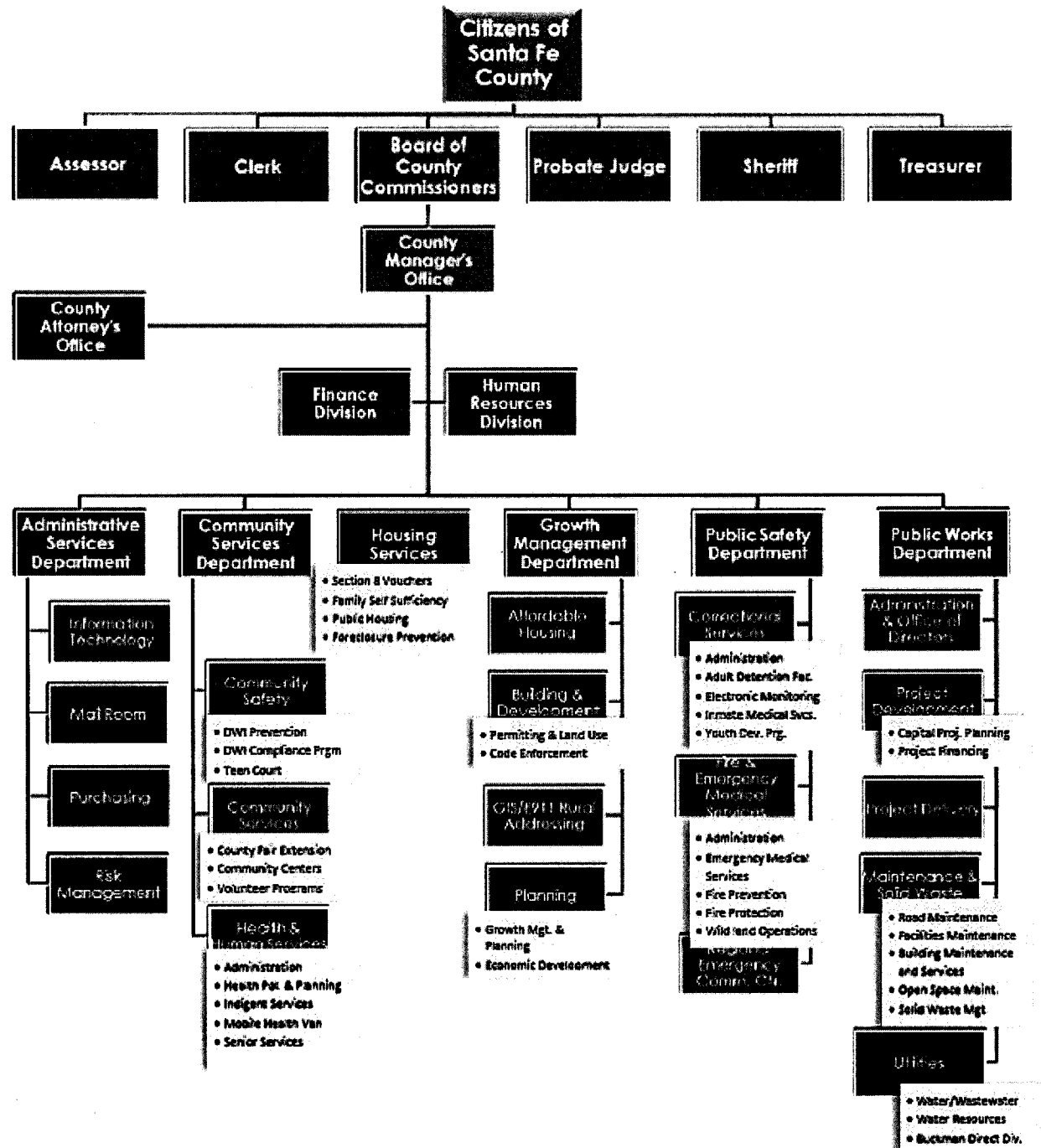






Fiscal Year 2016 Budget

Chapter 8 ORGANIZATION BUDGETS, OBJECTIVES AND PERFORMANCE



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Figure I-1 Organization Chart