

TOWN OF WAKE FOREST
RFP # 2022-0002
AMERICANS WITH DISABILITIES ACT ASSESSMENT
AND TRANSITION PLAN
Addendum #1
March 8, 2023

Questions and Clarifications

1. Is there a budget for the RFP? **We have a budgetary number.**
2. Are there page limits for the response? **No.**
3. What timeframe is there for start to completion? **We are ready to get started. We will discuss timeline once project is awarded.**
4. What employee training is provided? **Basic one on one. We have not established a program to date.**
5. What is the current staff head count across different departments? **Approximately 350**
6. Are all departments listed in departmental review or just those that require a detailed assessment? **All**
7. Website accessibility – please provide details of all domains that this relates to and if this includes home pages, subsequent pages, downloadable context **All content will need to be reviewed including the third-party links we have connected.**
8. Can you clarify what Assistive listening services are? Are these hearing aids and hearing enhancement systems? **Auxiliary aids for hearing impaired rather in the form of a sign language interpreter or simply a system to enhance hearing.**
9. Developing a governance program for code enforcement – what is currently in place? What is required here? **Currently plans are reviewed before projects begin. Once project is completed we have no set policy for governing if it remains accessible.**
10. Reference to vertical construction projects and ensuring no language barriers, inspection barriers or compliance barriers – can this be clarified what kind of situation this may be? **Construction projects should not only be designed to meet ADA standards but as an**

example inspectors need to be prepared to have alternate communication when needed/ requested.

11. Future facility assessment guides! Does the exclamation mark signify anything? **No, it doesn't. This was overlooked.**
12. What does the inclusion of public utilities (electric) and storm water signify? Is this the accessibility of utility facilities? **Often these items impede accessibility.**
13. How much information is needed in the response – is it sufficient to say conduct weekly meetings or do you require a list of which meetings we will hold each week? **IF stakeholder/ public meetings are being referenced we would need to create a list in order to advertise and secure locations. This could be completed afterwards but number of meetings would need to be included.**
14. What people with disability stakeholder groups currently exist? **The only group I have any knowledge of is the Senior Group.**
15. What consultation programs are currently under way? **None related to Accessibility.**
16. Is there any disability cohort demographic data available? **No**
17. Assist staff with training objectives for all facility staff – can this be clarified if it is just to set out learning outcomes from training and not about creating or delivering such training? **This is not about delivering training. This will be a guide to help with creating a training program for staff.**
18. Who is the ADA Coordinator? **Mickey Rochelle**
19. Regarding the consultant providing a cost proposal with costs associated with each department listed in Section 3.2.1
 - Could the Town clarify which departments have responsibility over the various facilities within the proposed scope (including street crossing, greenways, sidewalks)? **Streets Department, Parks and Recreation, Facilities**
 - For tasks/deliverables which are not specific to a particular department (e.g., Item 3 “ADA Transition Plan”), should the consultant distribute those fees evenly among the 12 departments listed in section 3.2.1? **List as other with brief explanation**

20. Regarding item 4B “Technical Analysis” – could the Town please clarify if the “applicable North Carolina Codes” referenced are codes specific to accessibility. **Specific to accessibility**
21. Does the city have an estimated number of curb ramps? **3,517**
22. Will pedestrian signal pushbuttons be included in the inventory/self-evaluation? **yes**
23. Are Bus Stops/Transportation Stops part of the inventory/self-evaluation? **yes**
25. Can the Town provide addresses for each of the parks and facilities listed in the RFP? - **I have attached a separate facilities list with addresses added.**