



2022 DeIDOT Lessons Learned: Revised Inspection Framework

JOHN CARUANO

DELDOT SUPPORT ENGINEER

Inspection Framework

- ▶ Inspection Framework Implemented
March 1, 2020



STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

JENNIFER COHAN
SECRETARY

MEMORANDUM

TO: All of Transportation Solutions
All of Maintenance and Operations
All of Planning

FROM: Shanté Hastings, Chief Engineer, Transportation Solutions *SAH*
Anne Brown, Director, Maintenance and Operations *AB*
Drew Boyce, Director, Planning *DB*

DATE: February 11, 2020

SUBJECT: **New Inspection Framework**

Attached is the new Inspection Framework for the inspection and acceptance of projects into the Department's maintenance responsibility. This new framework is intended to have all the appropriate staff attend the field inspections to answer questions, learn, and allow issues to be discussed and handled in a timelier manner. It is also intended to alleviate multiple punch lists for the contractors to address and to allow for the timelier acceptance of projects.

You will notice new terminology for the inspections, which is intentional as this is a new process. The intent is for 2020 to be a trial implementation period to learn the benefits of and to identify issues with this new process. At the end of 2020, assuming enough data is available, the process will be reviewed, and adjustments will be made as deemed necessary.

We expect full participation of the appropriate staff at the appropriate level to ensure timeliness of the reporting and action items. Implementation will be effective March 1, 2020.


Any questions or concerns should be directed to Maureen Kelley, Chief of Environmental and Administrative Support.

SH:bm



Inspection Framework

- ▶ 2021 Lessons Learned
 - ▶ Overview of progress since 2020 implementation
 - ▶ Examples of punch lists and annotation
 - ▶ Next steps


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TO: All of Transportation Solutions
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FROM: Shanté Hastings, Chief Engineer, Transportation Solutions *SAH*
Anne Brown, Director, Maintenance and Operations *AB*
Drew Boyce, Director, Planning *DB*

DATE: February 11, 2020

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SH:bm



Data Analysis

- ▶ ADA Inspection Requests(March 2020 - February 2021) = 123
 - ▶ 85 Reports needed corrections
 - ▶ 38 Reports compliant
 - ▶ Average 23.5 days from Request to Inspection
- ▶ Primary Inspection Requests (March 2020 - February 2021) = 122
 - ▶ 53 Initial Punch Lists provided with Primary Request
 - ▶ 7 Annotated Initial Punch Lists
- ▶ Average Duration Primary Request to Primary Inspection
 - ▶ March 2020 – August 2020 = 52 days
 - ▶ September 2020 – February 2021 = 36 days
 - ▶ March 2021 – February 2022 = 28 days
- ▶ Avg Duration Primary Ins. to Request for Acceptance (July 2019 - February 2021) = 215 days
- ▶ Avg Duration Request to Acceptance (July 2019 - February 2021) = 78 days

Evaluating Inspection Framework

- ▶ Observational Feedback
 - ▶ Surveyed various Administering Construction Groups, Engineering Support, Contractors, Maintenance and Operations
- ▶ Reviewed current Framework and recommended verbiage and other changes
 - ▶ Construction, Engineering Support, Maintenance, Civil Rights



Revised Inspection Framework

- ▶ Implementation Date – February 1, 2022
- ▶ Same goals apply



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NICOLE MAJESKI
SECRETARY

MEMORANDUM

TO: All of Transportation Solutions
All of Maintenance and Operations
All of Planning

FROM: Shanté Hastings, Deputy Secretary and Chief Engineer, Transportation Solutions *SH*
Anne Brown, Director, Maintenance and Operations *A B*
Pam Steinbach, Director, Planning *PGS*

DATE: January 14, 2022

SUBJECT: Revised Inspection Framework

Attached is the Revised Inspection Framework for the inspection and acceptance of projects into the Department's maintenance responsibility. This revision replaces the previous *New Inspection Framework Memorandum* that was issued on February 11, 2020. Upon evaluating the framework from the implementation date of March 1, 2020 to present, several revisions were made to better clarify and capture Department procedures.

The intent of this framework remains consistent with the initial implementation in March 2020: to have the appropriate staff attend the inspections to answer the questions, learn, and allow issues to be discussed and handled in a timely manner; to eliminate multiple punch lists; and to ultimately improve the acceptance process.

We expect continued cooperation and participation in the implementation of this Revised Inspection Framework. **Implementation will be effective February 1, 2022.**

Any questions or concerns should be directed to John Caruano, Support Engineer.

SH:bm

Revised Inspection Framework: Text Changes

Here comes the fun!



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Revised Inspection Framework
March 2020

I. Initial Inspection

- To occur before contractor demobilizes or at substantial completion.
- Performed by administering section and contractor to ensure location is ready for Primary Inspection.
 - Appropriate M&O Division District representatives will be invited to attend
- Initial Inspection punch list created by administering section to include any deficiencies from the following: E&S, ADA inspection, safety walk-through and Bridge Management review.
 - Punch list will be generated and sent to the contractor and invitees within seven (7) calendar days of Initial Inspection
 - When a project involves work on a new or existing bridge, schedule the Initial Inspection twenty-one (21) calendar days in advance to notify Bridge Management to create a punch list.
 - The administering section will be responsible to provide each list with dates that remedial activities were resolved that will accompany the date request made to Engineering Support for coordination of the primary inspection.
- When contractor has addressed all Initial Inspection punch list items, then a Primary Inspection is scheduled.

Revised Inspection Framework
March 2020 January 2022

I. Initial Inspection

- The Initial Inspection is to occur either before the contractor demobilizes or at substantial completion. It is performed by the Administering Section and Contractor to ensure the location is ready for Primary Inspection.
 - The appropriate M&O District representatives will be invited to attend.
 - The ADA Inspection should be held approximately 30 calendar days prior to the Initial Inspection to obtain any deficient or noncompliant items.
 - Engineering Support (ES) will obtain and input the accessibility measurements of the PAR features in the ADA Compliance Inspection Application (ACIA) and generate a report for discussion at the Initial Inspection and inclusion on the Initial Punch list.
- The Initial Inspection punch list created by Administering Section will include any deficiencies from the following: E&S, ADA inspection, safety walk-through and Bridge Management review.
 - The punch list will be generated and sent to the Contractor and invitees within seven (7) calendar days of the Initial Inspection. The Initial Inspection punch list must contain the required corrections from the ADA Inspection performed by ES.
 - The Administering Section will update the ACIA portal for projects that had ADA Inspection deficiencies which have been addressed by the Contractor. The update to the ACIA portal will include updated measurements, photos, and other documentation as necessary to demonstrate corrective actions on the non-compliant PAR features. The ADA Title II Coordinator may accept, reject and issue a findings report, or perform an audit to verify that the corrective work has adequately been performed on the items within the original project scope. Items outside of the original project scope may be evaluated under a separate review but should not interfere with acceptance if the original scope and contract requirements are satisfied.
 - When a project involves work on a new or existing bridge, Bridge Management should be notified at least twenty-one days in advance of the Initial Inspection to provide a punch list.
 - The Administering Section will be responsible to provide each list with dates that remedial activities were resolved to ES when requesting that a Primary Inspection be scheduled. The Primary Inspection will be scheduled after the Contractor has sufficiently addressed all Initial Inspection punch list items.

Revised Framework Takeaways

- ▶ Initial Inspection
 - ▶ ADA Inspection “should” be held 30 days prior to Initial
 - ▶ ADA inspection documented in ACIA
 - ▶ Initial Inspection Punch List should contain items from ADA report
 - ▶ Administering Section to update ACIA as part of Initial Punch List Annotation



II. Primary Inspection

- To include a review of all contract work plus corrective work completed as identified at Initial Inspection. Date and time of Primary Inspection to be coordinated and confirmed by Engineering Support (ES) prior to scheduling by the Administering Section.
- Primary Inspection includes the following attending sections:
 - i. Administering section
 - ii. Contractor
 - iii. M&O
 - iv. Designer
 - v. Engineering Support
 - vi. Other support sections as applicable for project
 1. Traffic
 2. ESO
 3. E&S
 4. NPDES
 5. Roadside Environmental
 6. Bridge
 7. Others
- The Primary Inspection will be scheduled within forty-five (45) calendar days of notification to ES that all Initial Inspection punch list items have been addressed. After a transition period (estimated to be approximately six (6) months), the Primary Inspection will be scheduled within thirty (30) calendar days of notification to ES that all Initial Inspection punch list items have been addressed.
- Administering section generates draft punch list based upon input from inspection team above.
 - i. Others not attending the Primary Inspection will need to have their punch list items submitted prior to the Primary Inspection meeting time
 - ii. A draft Primary Inspection punch list will be sent for review to inspection team, with the exception of the contractor, within seven (7) calendar days from the date of the Primary Inspection and prior to sending to contractor. Only items discussed at the Primary Inspection or items submitted prior to the Primary Inspection will be added to the list.
- Primary Inspection punch list will be sent to the contractor within fourteen (14) calendar days from the date of the Primary Inspection with a time frame specified to complete listed activities prior to restarting contract time charges.
 - i. The Primary Inspection punch list will consist of the following:
 - a. A location and description of the required work that needs to be performed.
 - b. The entity financially responsible for the corrective work (contractor, DelDOT, utility, or others).
 - i. If there is a disagreement as to who is financially responsible for the punch list item(s), the contractor shall follow the Section 100 of the Standard Specifications regarding disputes.
 - ii. The contractor will have thirty (30) calendar days to resolve all punch list items. If the Primary Inspection punch list is significant due to the size or complexity of a project, the administering section can negotiate a longer duration with the contractor.
- Inspection Report generated by Engineering Support will be utilized for Departmental documentation, education and best practices.

II. Primary Inspection

- The Primary Inspection includes a review of all contract work, plus corrective work completed as identified at Initial Inspection. The date and time of the Primary Inspection is to be coordinated and confirmed by ES prior to scheduling by the Administering Section.
- The Primary Inspection includes the following attending sections:
 - i. Administering Section
 - ii. Contractor
 - iii. M&O
 - iv. Designer
 - v. Engineering Support
 - vi. Other support sections as applicable for project
 1. Traffic
 2. ESO
 3. E&S
 4. NPDES
 5. Roadside Environmental
 6. Bridge
 7. Others
- The Primary Inspection should be scheduled within thirty (30) calendar days of notification to ES in the form of an annotated Initial Inspection punch list.
 - i. The annotated Initial Inspection punch list is to include the dates of when remedial activities were resolved and the initials of the Administering Section's representative responsible for oversight of the corrective actions. In the event that lead time for materials prevents the installation/completion of work, the Administering Section is to indicate on the Initial Inspection punch list that the work is planned to be completed as materials become available.
- The Administering Section generates the draft punch list based upon input from the Primary Inspection team.
 - i. Others not attending the Primary Inspection will need to submit punch list items prior to the Primary Inspection meeting time for discussion with the Contractor.
 - ii. A draft Primary Inspection punch list will be sent for review by inspection team, with the exception of the Contractor, within seven (7) calendar days from the date of the Primary Inspection and prior to sending to the Contractor. Only items discussed at the Primary Inspection or items submitted prior to the Primary Inspection will be added to the list.
- The Primary Inspection punch list will be sent to the Contractor within fourteen (14) calendar days from the date of the Primary Inspection.
 - i. The Primary Inspection punch list will consist of the following:
 - a. A location and description of the required work that needs to be performed.
 - b. The entity financially responsible for the corrective work (Contractor, DelDOT, utility, or others).
 - i. If there is a disagreement as to who is financially responsible for the punch list item(s), the Contractor shall follow the Section 100 of the Standard Specifications regarding disputes.
 - ii. The punch list will indicate that the contractor will have thirty (30) calendar days to resolve all punch list items prior to restarting contract time charges. If the Primary Inspection punch list is significant due to the size or complexity of a project, the administering section can negotiate a longer duration with the Contractor.
- The Inspection Report generated by ES will be utilized for Departmental documentation, education, and best practices development.

Revised Framework Takeaways

- ▶ Primary Inspection
 - ▶ Primary scheduled 30 days within receipt of an annotated Initial Punch List.
 - ▶ Annotated Initial Punch List to include dates of resolution and initials of administering section responsible party.
 - ▶ Indicate issues that haven't been resolved due to long lead time on materials.



III. Acceptance Inspection

- Final step before Department acceptance.
- Administering section notifies District Engineer and Maintenance Engineer (or Division equivalent) via email that Primary Inspection punch list items have been addressed.
 - i. This notification will include an annotated Primary Inspection punch list based upon follow up review and discussions from the Primary Inspection. The administering section will be responsible to provide the punch list and dates of when remedial activities were resolved that will accompany the request to the district.
 - ii. If necessary, the administering section will be responsible to provide dates of when remedial activities were resolved from the ADA Inspection Punch List that will be accompany the request to the district.
 - iii. Thirty (30) Calendar Days from notice provided from the administering section, M&O will verify Primary Inspection punch list items have been addressed.
- All release documents be submitted in accordance with Section 100 of the Standard Specifications.
- Project acceptance is date of signature of the Division Director.

III. Acceptance

- The Acceptance Inspection is the final step before Department acceptance.
- The Administering Section notifies the District Engineer and Maintenance Engineer (or Division equivalent) via email that Primary Inspection punch list items have been addressed.
 - i. This notification will include an annotated Primary Inspection punch list based upon follow up review and discussions from the Primary Inspection. The Administering Section will be responsible to provide the punch list and dates of when remedial activities were resolved that will accompany the request to the District.
 - ii. Once all the ADA Inspection items have been sufficiently addressed or in the event that the ADA Title II Coordinator's review generated no exceptions, the ADA Title II Coordinator will issue a notification to the Administering Section and copy appropriate M&O and ES personnel recommending that the accessibility features included at the location be accepted into DeIDOT's maintenance inventory. The recommendation for acceptance should be made within fifteen (15) calendar days of notice from the Administering Section.
 - iii. M&O will verify Primary Inspection punch list items have been addressed within thirty (30) calendar days of notice from the Administering Section.
- All release documents are to be submitted in accordance with Section 100 of the Standard Specifications.
- Project Acceptance is the date of signature of the Division Director. The project closeout process begins once Project Acceptance is complete.

Revised Framework Takeaways

- ▶ Acceptance
 - ▶ ADA Title II Coordinator will issue a notification to the Administering Section and cc M&O and ES recommending the accessibility features be accepted.
 - ▶ Recommendation for acceptance within 15 calendar days of Annotated Primary Punch List receipt
 - ▶ M&O will verify within 30 calendar days of receipt
 - ▶ Project closeout begins after project acceptance

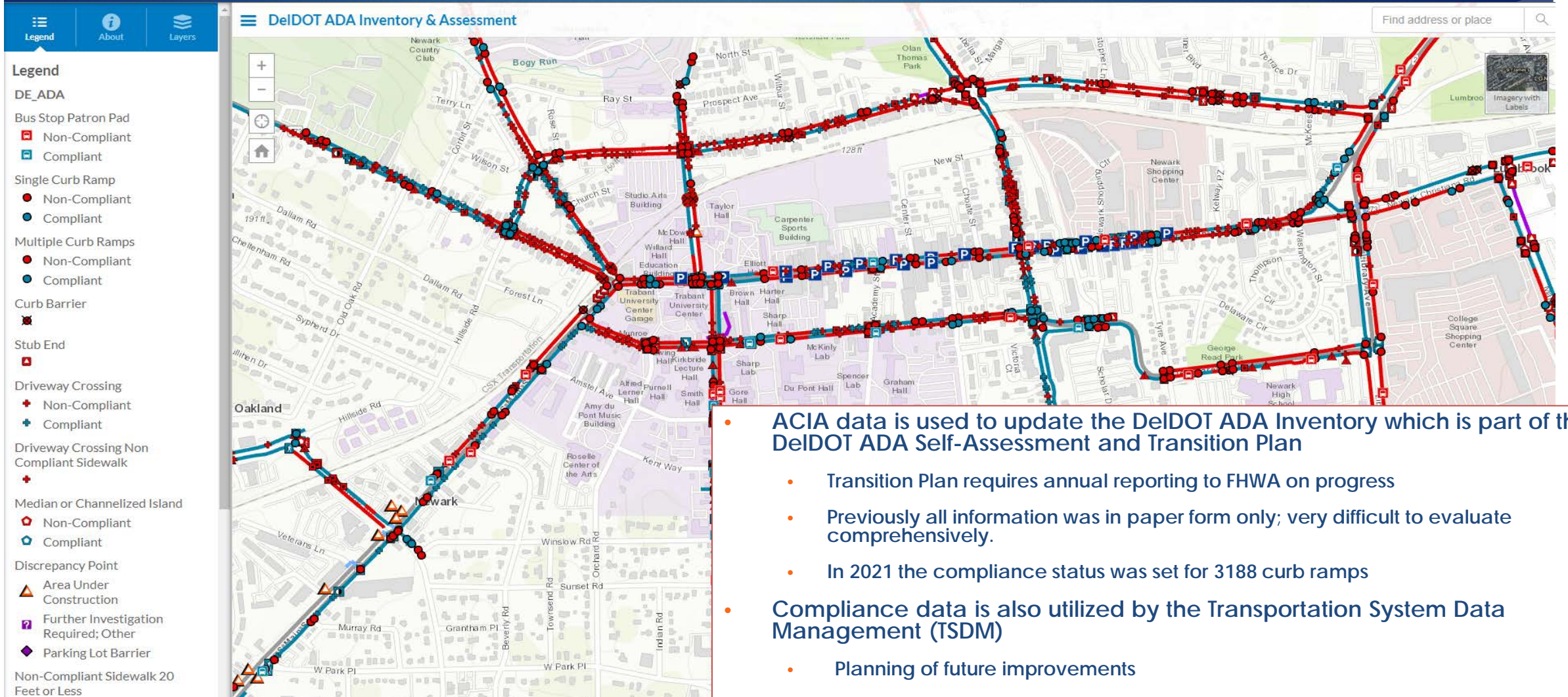
Revised Inspection Framework: Text Changes

I know this is half of you right now!



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Why must we use the ACIA?



acia.deldot.gov



Username

Password

Remember Me

[Forgot your password?](#)

Login

Request Access

List of projects assigned to you

Inspection Summary

View Status: Show all phases

Project Name	Agreement #	Contract #	Permit #	Last Modified	Assignments	New	Active	Reviewable	Completed	Total	
1 Additions to Inventory				Feb 23, 2022	1	0	0	2	5	8	View/Edit
Pavement and Rehabilitation, North XI, 2016				Jan 26, 2022	2	0	5	0	104	109	View/Edit
Pavement and Rehabilitation, Old Baltimore Pike, 2020				Dec 3, 2021	6	0	0	0	90	90	View/Edit
Training Session: 7.29.2019				Aug 12, 2021	1	7	8	5	6	6	View/Edit

Latest Projects

Click here to access a particular project

Creation Date	Contract No.	Project Name	Permit Number	Agreement Number	Project Managers	Project Inspectors	
02/18/2020	N/A	1 Additions to Inventory			Gieske, Maria MANAGER	Gieske, Maria PROJECT INSPECTOR	View/Edit
09/30/2019		144 South Dupont Hwy. (Self Storage)	NC-0075-18CM		Jones, Project Manager 1	Smith, Project Inspector	View/Edit
11/05/2021		2840 Ogletown Road	NC-0011-21CM		Hosler, Wil	Mastrobuono, John	View/Edit
08/31/2021		287 E Main Street Newark	NC-0019-21CM		Hosler, Wil	Mastrobuono, John	View/Edit
04/23/2021		300 Ruthar Drive	NC-0013-20CM		Hosler, Wil	Brown, Karl	View/Edit
06/01/2021		304 S Chapel Street	NC-0025-20CM		Hosler, Wil	Smith, Project Inspector	View/Edit
11/12/2020		366 Old Baltimore Pike (Little Red Caboose) 32513253515	NC-0003-20CM		Hosler, Wil	Brown, Karl	View/Edit
12/23/2021		5501 Dupont Pkwy	NC-0024-21CM		Hoaland, Brian	Borowski, Bradley	View/Edit

Search Projects

Search Facilities

< BACK

Assignments for Project: Pavement and Rehabilitation, North XI, 2016

Managed Inspections

Assignment Name	Creation Date	Inspection Type	Reviewers	Inspection Status	
Pavement and Rehabilitation, North XI, 2016 Assignment 12-16-2021 14:35:03	12/09/2019	Compliant	Gieske, Maria	Has reassigned inspections, complete inspections	View Facilities View Inspection
Pavement and Rehabilitation, North XI, 2016 Assignment 12-16-2021 14:35:22	03/25/2020	Compliant	Burton, Jantzen Gieske, Maria	Has reassigned inspections, complete inspections	View Facilities View Inspection

Check Inspection

Select View Inspection to open the assignment

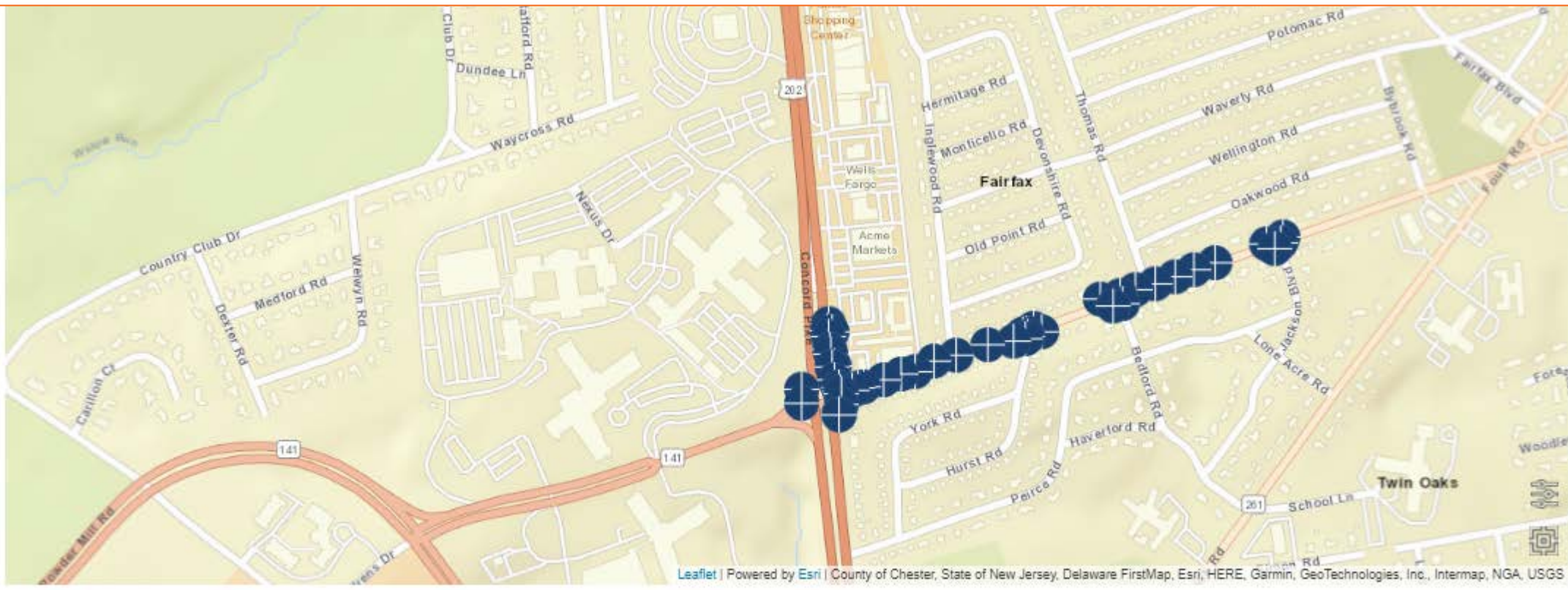
Large projects will have multiple "assignments" each labeled for the locations included

210 Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete
Jackson Blvd & Murphy Rd	Crosswalk	Lateral	East	Pass	Edit	Review Complete
Jackson Blvd & Murphy Rd	Type1A_Retrofit	Corner	Southwest	Pass	Edit	Review Complete
Jackson Blvd & Murphy Rd	Type1A_Retrofit	Corner	Southeast	Pass	Edit	Review Complete
Concord Pike turn lane onto Powder Mill Rd	Type2B_Retrofit	Mid-Block	South	Pass	Edit	Review Complete
Concord Pike turn lane onto Powder Mill Rd	Type2A_Retrofit	Mid-Block	West	Pass	Edit	Review Complete

Facilities Map



At the bottom of the screen is a map showing the locations of the facilities listed



Select Review Complete to access Data

Facility Status

Hurst Rd & Murphy Rd	Type1A_Retrofit	Corner	Southwest	Pass	Edit	Review Complete
Hurst Rd & Murphy Rd	Type4_Retrofit	Corner	Southeast	Pass	Edit	Review Complete
Hurst Rd & Murphy Rd	Crosswalk	Lateral	East	Pass	Edit	Review Complete
Murphy Rd	Sidewalk	Adjacent	East	Fail	Edit	Review Complete
Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete
Bedford RD & Murphy Rd	Type2A_Retrofit	Corner	Southwest	Pass	Edit	Review Complete
Bedford RD & Murphy Rd	Type2A_Retrofit	Corner	Southeast	Pass	Edit	Review Complete
Bedford RD & Murphy Rd	Crosswalk	Corner	East	Pass	Edit	Review Complete
Bedford RD & Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete
Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete
Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete
202 Murphy Rd	Sidewalk	Adjacent	East	Pass	Edit	Review Complete

< BACK

Inspection Project/Facility

Inspection Info

[Back To Assignments](#)

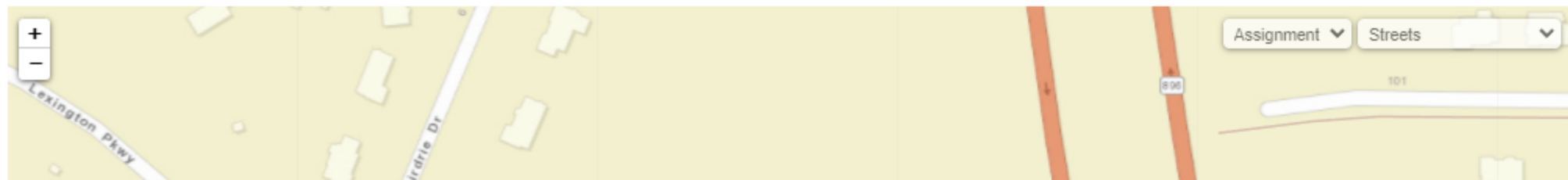
Project Name: DEV - HSIP NCC, N54, Howell School Road, SR 896 to SR 71
Assignment Name: Denny Road, 896
Reviewers: Gieske, Maria (Maria.gieske@delaware.gov)
Inspection Type: Compliant

After it is re-assigned a Project Inspector can access the same screen by selecting Perform Reinspection

Facilities

Street/Block	Type	Location	Cardinal Direction	Status	Select Workflow Status
SB 896 island at Denny Road	Type1A_New	Corner	Southeast	Pass	Review Complete
SB 896 island at Denny Road	Type5B	Corner	Southeast	Pass	Review Complete
SB 896 island at Denny Road	PushButtons	Corner	Southwest	Pass	Review Complete
Denny Road at Old Denny Road Spur	Type1A_New	Corner	East	Pass	Review Complete
Denny Road at Old Denny Road Spur	Type1A_New	Corner	West	Complete	Inspection Complete
Denny Road at Denny Road	Type1A_New	Corner	Southeast	Pass	Review Complete
Denny Road at Denny Road	Type2B_New	Corner	Southwest	Pass	Review Complete
Denny Road at Lexington Pkwy	Type2B_New	Corner	Southwest	Pass	Review Complete
Howell School road (Turn Lane) at 896 NB	Type1A_New	Corner	Northeast	Pass	Review Complete
Howell School Road at 896 NB	Type5A	Corner	Northeast	Reinspection	Perform Reinspection
Howell School Road at 896 NB	PushButtons	Corner	Northeast	Pass	Review Complete

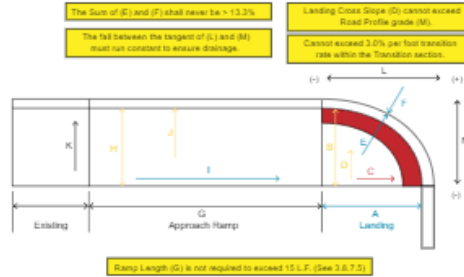
Facilities Map



Type: Curb Ramp, Type 1A (Retrofit)

Inspector: Taplin, Michael (Mtaplin@jmt.com)

Status: Fail



The inspector can make corrections to failing values

54	7	0.1	0.9
L (%)	M (%)	Constraint	Drainage
0.5	1	Fire Hydrant	Sump
Pinch Point Width (in)	Gap (in)	Height (in)	Vertical Difference
36	1/8	1/2	Yes

Comments, Supporting Documents and Photos can also be added

Comments

There are currently no comments.

Documents

There are currently no documents.

Location Photos

Image	File Name	Collected By	Date	Comments
	IMG_20190812_180713645.jpg	eruzich@jmt.com	09/20/2019	Cannot Pass G inn

Add Comment

Add Document

Upload Image

Edit Delete

120 1.5 0.9 1.7

E (%) D + E (%) F (in) G (%)

1.9 3.6 120 0.9

K (in) L (%) M (%) N (%)

999 0

O (%) P Slope (%)

0 0.8

Q (in) Q Slope (%) R (%) S (%)

120 1 0.8 0

T (%) Constraint Winch Point Width (in) Gap (in)

1 N/A 20 Select Value

Vertical Difference

No

▶ Comments

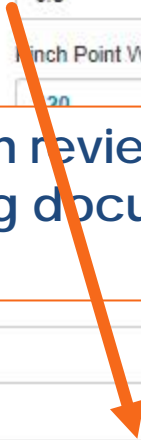
▶ Documents

▶ Location Photos

Cancel Save Submit

The Manager then hits Submit

The Manager can then review the reinspection –including adding any supporting documentation or comments necessary



Cancel Save Save & Submit





Sign

- Title Page
- Part A - Construction Organization
- Part B - Department and Agency Organization and Coordination
- Part C - Contract Administration
- Part D - Field and Office Practices and Procedures
- Part E - Standard Construction Procedures and Equipment
- Part F - eConstruction
- Appendix
- Standard Forms

Important Links

- Standard Construction Details
- Standard Specifications
- Delaware MUTCD
- Utility Manual
- Pipe Inspection and Remediation Guide

Tools

- What links here
- Related changes
- Special pages
- Printable version
- Permanent link
- Page information

Using ACIA As A PM

Instructions for the Administering Section of a Contract or Project

Contents [hide]

[+] Instructions for the Administering Section of a Contract or Project

Accessing ACIA For the First Time

Video Instructions: [Using ACIA for the First Time \(1:27\)](#)

Go to this link: <https://acia.deldot.gov/home> and then select "Request Access". We recommend using Google Chrome or Microsoft Edge. Do not use Microsoft Internet Explorer.

Completely fill out fields on the form on the screen. When selecting a Role:

- Be sure to select either PROJECT INSPECTOR or PROJECT MANAGER depending on your role in the field
- It's important that you choose the role that contains the word PROJECT. These roles differ from other similar roles available to choose from

This will be approved in the system, and you will then have access to the full live version of our ADA inspection application.

You should now be able to Log in to ACIA from the home page: <https://acia.deldot.gov/home>

After Receiving Your ADA Report From Engineering Support

Project Manager Steps - Part 1

- In the Inspection Summary you will see the projects listed that you manage
 - Select [View/Edit](#) for the Project you would like to work on
- Now you will see a List of Assignments for that Project
 - Select [View Inspection](#) for the Assignment you want to work on to see a LIST of all the facilities that were inspected on that assignment
 - You are able to select [Review Complete](#) for Any facility and see the data and photos that were taken during inspection
 - Select [Review Complete](#) for the Facilities that are marked FAIL
 - At the BOTTOM of the Screen there is a button that says [Assign Reinspection](#) Select this and it will be Assigned to the Project Inspector
- REPEAT these steps for All of the Failing Facilities within EACH of the Assignments for that project.

Once the Project Ins

Project Inspector Ste

- Log in to ACIA
 - Select V
- Now you will se
 - Select V
 - You will
 - This will
 - To Corre
 - I
 - F
 - F

**Training or access contact Maria Gieske at 302-760-2415
or maria.gieske@delaware.gov**

**Instructions available on the DeIDOT Construction Manual
Wiki**

there is a MAP that shows the facilities on that assig

you will see notes about what was non-conforming or

ere part of a correction

ADA Recommendation for Acceptance

- ▶ All facilities reinspected and Submitted
- ▶ Request ADA Acceptance Memo by Emailing dot.adasupport@delaware.gov.
 - ▶ Include original ADA Report prepared by ES
 - ▶ ADA section review and/or request re-inspection/additional information (if necessary)
 - ▶ ADA items addressed and Annotated Primary Punch List reviewed, ADA Acceptance Memo will be issued.
- ▶ Memo is required for the Final Acceptance

STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

NICOLE MAJESKI
SECRETARY

MEMORANDUM

TO: Brian Locke, Area Supervisor, Group 1 Construction
FROM: Tom Nickel, ADA Title II Coordinator *TN*
DATE: January 28, 2022
SUBJECT: T201606114, F.A.P No. NH-N018(20)
Main Street Newark Rehabilitation and Pedestrian Improvements

The referenced project ADA Inspection report has been reviewed. Based on review of the ADA Inspection Report and any necessary follow up actions by the administering construction group, all affected or constructed pedestrian features within the project scope and project limits are complete in accordance with DelDOT Pedestrian Accessible Standards for Facilities in the Public Right of Way (PAS) and/or Americans with Disabilities Act (ADA) requirements.

No exceptions or Request for Practical Exceptions exist for this project.

The DelDOT Office of Civil Rights, ADA Section does not object to and is recommending formal acceptance of the project based on PAS or ADA requirements.

TN:tn

cc: Anne Brown, Director Maintenance and Operations
Brian Urbanek, Assistant Director, Statewide Support Services
Brian Schilling, Canal District Engineer
Wendy Henry, Civil Rights Administrator
Don Weber, Deputy Director of Operations Support
Mark Buckalew, Chief of Constructions and Materials
Katie Schwander, Construction Engineer, Group 1
John Caruano, Engineering Support
Maria Gieske, Projects Compliance Technician

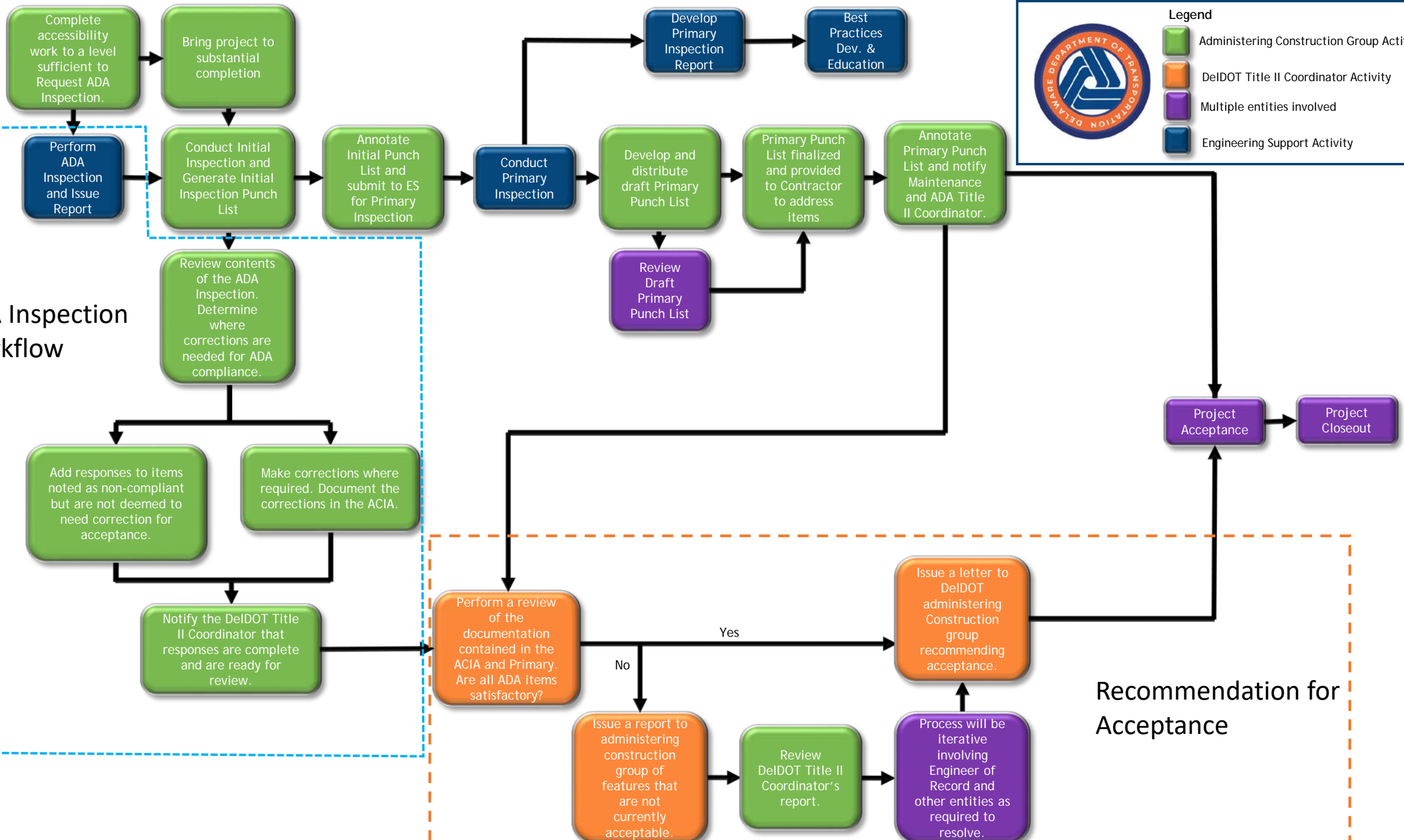


START



Legend

- Administering Construction Group Activity
- DeIDOT Title II Coordinator Activity
- Multiple entities involved
- Engineering Support Activity



ADA Inspection Workflow

Recommendation for Acceptance

Standard Specifications – Planned Update

- ▶ Section 101, 104, 105, and 108
 - ▶ Semi-Final Inspection → Initial Inspection
 - ▶ Final Inspection → Primary Inspection
- ▶ Decided to keep the internal process separate for ease of updating

Here we go again.....



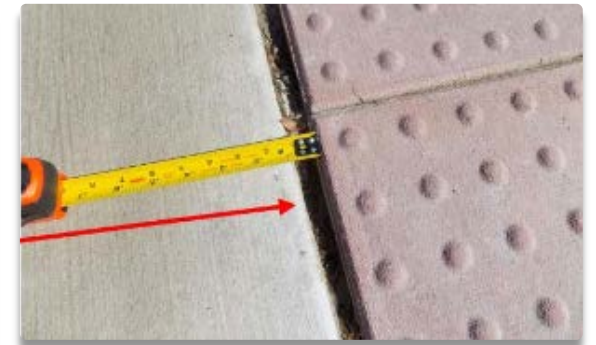
Off to the inspection...



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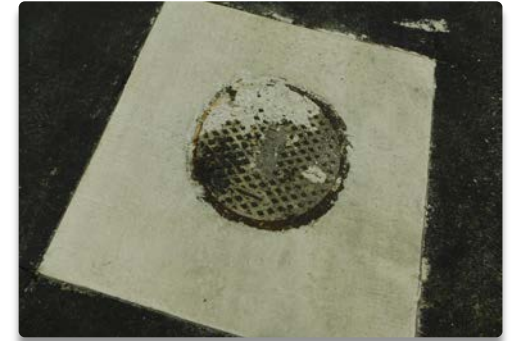
ADA Inspection Repeat Offenders

- ▶ Horizontal Gaps
- ▶ Vertical Differences
- ▶ Sign and other Object Protrusions
- ▶ Vertical Clearances (vegetation/signage)



Primary Inspection Repeat Offenders

- ▶ Signs (sleeves, text, hardware, pin assemblies)
- ▶ Concrete joint spacing
- ▶ Inlets (flow channel, steps, grate orientation, formwork)
- ▶ Vegetative Stabilization
- ▶ Guardrail (hardware)
- ▶ Bituminous Joint Sealing (patching, butt joints)
- ▶ Sidewalk/Shared Use Path Adjacent Grading
- ▶ Utility cover access



Timelier Project Acceptance

- ▶ Catch more on Initial Inspection
- ▶ Eliminate Repeat Offenders
- ▶ Prioritize attention to the operations that have the potential result in an ADA non-compliance
- ▶ Construct per contract documents
- ▶ If something doesn't seem right, ask the question



https://simpsons.fandom.com/wiki/Another_Government_Highway_Project_That_Will_Never_End?file=Highwayp.jpg

Timelier Project Acceptance

- ▶ 2021 Engineering Support
 - ▶ 146 ADA Inspections
 - ▶ 130 Primary Inspections
- ▶ Reducing the length of the lists speeds up the report development thus allowing for quicker scheduling of inspections for other projects
- ▶ Faster project acceptance
- ▶ Faster project closeout



https://simpsons.fandom.com/wiki/Another_Government_Highway_Project_That_Will_Never_End?file=Highwayp.jpg

Questions?

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