

DUPAGE COUNTY DOT

ADA INSPECTION PROCEDURE AND INSTRUCTIONS

1. Complete your inspection per DuPage DOT guidelines
 - a. For more information about DuPage County's inspection factors, consult Appendix B-2 of the DuPage County Division of Transportation's [ADA Transition Plan](#)
2. Complete the ADA Project Log
 - a. Indicate *your name* under Project Inspector, the date, the project name, and the project limits. Select a project type from the drop-down menu.
3. For each sidewalk, curb ramp, and pedestrian push button that has been altered as part of the project, fill out the inspection log under the corresponding tables. Documentation guidelines are listed below:
 - a. Sidewalks: please indicate the from/to (in feet, relative to the nearest intersection), which side of the road, what type of improvement has been completed, and if the altered facility is fully compliant with PROWAG.
 - b. Curb Ramps & Push Buttons: please indicate the intersecting road, corner, ramp direction, improvement type, and if the facility is fully compliant with PROWAG.
 - c. **For each facility that is NOT compliant after construction is complete, attach one of the following items to the Project Log upon submittal to DuPage:**
 - i. A plan sheet with the facility's proposed design value, with the value highlighted and clear notation indicating the constructed value beside it.
 - ii. An image showing the constructed facility, with specific location noted, with a measurement of the construction value clearly visible in the image.
 - d. Use the Notes field to indicate any additional narrative or specificity about each facility improvement.
4. Upon completion of the ADA Project Log, complete the ADA Inspection Summary
 - a. For each general facility category, please check the corresponding boxes to indicate if the improvement category is fully compliant with PROWAG.
 - b. For any facility categories that were NOT altered during the scope of the project, you may leave them blank.
 - i. E.g. if your project does not replace any pedestrian push buttons, you may leave that category blank.
 - c. Sign and date the Inspection Summary form.
5. Attach the Project Log to the Inspection Summary. With additional documentation from previous steps (photos, notes, plan sheets, etc.), **submit one copy of each form** to the appropriate DuPage County DOT contact for your project or permitted installation

EXAMPLE PACKET

The following example is a roadway resurfacing project on County Farm Rd in August of 2020. The scope of the project included alterations to sidewalk and curb ramps at various intersections along County Farm. No pedestrian push buttons were altered, and thus were not reported.

Although the following packet does not contain attachments for locations where the facility was not made compliant, **you will need to provide one of two acceptable attachments detailed in the ADA Instructions section.**



DuPage County

Division of Transportation

ADA/PROWAG Inspection Summary

Section/Permit #: _____ Date: _____

Road Name: _____ Inspector: _____

Limits/At: _____

Please indicate the level of compliance for each ADA facility type that has been altered. For any facilities that have not been altered, leave them blank. For facilities that are not fully ADA compliant after alterations, attach documentation showing the facility's location, type, reasons why the facility could not be brought into compliance, and any prior correspondence with the ADA Coordinator or project manager regarding the facility.

FULL COMPLIANCE

NOT FULLY COMPLIANT

CURB RAMPS

Running Slopes

Cross Slopes

Detectable Warnings

Landing Slopes

Curb Ramp Widths

Curb Ramp Surfaces

SIDEWALKS

Running Slopes

Cross Slopes

Sidewalk Widths

Sidewalk Faults

P.A.R. Obstructions

Sidewalk Surfaces

FULL COMPLIANCE

NOT FULLY COMPLIANT

PEDESTRIAN PUSHBUTTONS

Reach Distances

Button Heights

Distances from Crosswalks

Button Types

INSPECTOR COMMENTS

ACCURACY OF INFORMATION

I attest that the information provided herein is, to the best of my knowledge, true and accurate. Any facilities that have been altered as a result of this project or improvement have been properly documented.

Inspector Signature: John Q. Public Date: _____

DuDOT Reviewer Signature: DuPage Staffer Date: _____

Sidewalk Improvements

8/20/2020

Curb Ramp Improvements

Road Name	At	Corner	Ramp Direction	Improvement Type	Compliant?	Notes
County Farm	Kelly	ne	s/w	curb ramp replacement	yes	ped button (not altered) not compliant
County Farm	Kelly	se	n/w	curb ramp replacement	yes	
County Farm	Woodhill	sw	n	curb ramp replacement	yes	
County Farm	Woodhill	nw	s	curb ramp replacement	yes	
County Farm	Birchbark	sw	n/e	curb ramp replacement	yes	
County Farm	Birchbark	nw	s/w	curb ramp replacement	yes	
County Farm	Birchbark	ne	s/w	curb ramp replacement	yes	
County Farm	Birchbark	se	n/w	curb ramp replacement	yes	
County Farm	Pawnee	nw	n	curb ramp replacement	yes	
County Farm	Pawnee	sw	s	curb ramp replacement	yes	
County Farm	Munson	ne	s	curb ramp replacement	no	manhole in ramp was lowered but not moved, dw too short, landing too steep
County Farm	Munson	se	n	curb ramp replacement	yes	
County Farm	Vale	ne	s	curb ramp replacement	yes	Carol Stream replaced dw
County Farm	Vale	nw	s	curb ramp replacement	yes	

Need attachments
for locations where
facility is not ADA-
compliant

Curb Ramp Improvements (cont'd)

Road Name	At	Corner	Ramp Direction	Improvement Type	Compliant?	Notes

Curb Ramp Improvements (cont'd)

Road Name	At	Corner	Ramp Direction	Improvement Type	Compliant?	Notes

Pedestrian Push Button Improvements

Road Name	At	Corner	Ramp Direction	Improvement Type	Compliant?	Notes