

| Tasks to Complete  | Responsible Person | Projected Completion Date                       | Suggestions  | Estimated Cost |
|--|--------------------|---|--|----------------|
| <p>1. Install curb cuts at entrances to the building.</p> <p>3. Create an accessible entrance closest to the main entrance as possible.</p> <p>4. Post directional signage indicating the location of the accessible entrance.</p> <p>5. Post Braille signage indicating room numbers and department names.</p> <p>6. Emergency system must have both visible and auditory signals.</p> <p>7. Install ramps or lifts to all public use levels.</p> <p>8. Install handrails on both sides of the stairs used to access all public levels.</p> <p>9. Install non-slip surface on stairs leading to all public use levels.</p> <p>10. Reconfigure at least one men's and one women's restroom to be accessible.</p> |                    | Completion date contingent on budget decisions. | <p>Does this building have an accessible entrance?</p> <p>Use in house sign making</p> <p>Inside and outside</p> |                |

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| <p>11. Post directional signage indicating the location of the accessible restroom.</p> <p>11. Post tactile signage indicating the accessible restroom to the side of the entrance door.</p> <p>12. Add lever extensions to the handle of the accessible stall in the restroom.</p> <p>13. Install grab bars inside the accessible stall.</p> <p>14. Provide an accessible water cooler or drinking fountain with the spout no higher than 36 inches from the floor.</p> |  |  |  |  |
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