



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: September 23, 2025

Title: Approval to Move Forward with the Proposal from Disability Access Consultants (DAC) to Provide Consultant Professional Services for an Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan for the City of Needles' Public Facilities, Parks and Public Rights-of-Way

Background: DAC is currently assisting the California Joint Powers Insurance Authority (CJPIA) members, of which the City of Needles belongs, to assist members with ADA compliance. DAC has been assisting several Joint Power Authorities since 2000 and currently provides updates, consultations, plan reviews and expert witness services. DAC is under contract with CJPIA.

This project will review and create the City's ADA Self Evaluation and Transition Plan. California Code 28 CFR Part 35.150(d) requires that all public entities with 50 or more employees create a "transition plan" that sets forth the steps necessary to ensure compliance with the ADA and its implementing regulations. The ADA Transition Plan must: 1) identify physical obstacles limiting accessibility; 2) describe methods to be used to make the site accessible; 3) specify a schedule for achieving compliance; and 4) identify the official responsible for implementation of the plan.

The ADA Transition Plan would allow the City to prioritize ADA needs throughout the City and establish goals for the coming years. In addition, the Federal Highway Administration (FHWA) states that ADA Transition Plans are to be updated periodically to acknowledge accomplishments and prioritize future goals and objectives.

The total cost of the proposal is \$37,900, of which \$23,500 is to be subsidized by CJPIA. The City portion of this project is \$14,400 to be invoiced and paid through the JPIA membership.

Fiscal Impact: Total cost to the City for Phase 1 and Phase 2 of the plan is \$14,400 to be added to the FY26 General Fund Budget.

Environmental Impact: The proposed ADA Transition Plan Project is categorically exempt under Section 15301 (c) of the California Environmental Quality Act for evaluating existing facilities including streets, sidewalks and buildings.

Recommended Action: Approve and Direct that the City Manager Move Forward with the Proposal from Disability Access Consultants (DAC) to Provide Consultant Professional Services for an Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan for the City of Needles' Public Facilities, Parks and Public Rights-of-Way, through CJPIA's Contract with DAC, for a total project cost of \$37,900 to be funded by CJPIA in the amount of \$23,500 and the City portion of \$14,400 to be added to the FY26 General Fund Budget. CJPIA will invoice the City for \$14,400.

Submitted By: Kathy Raasch, Director of Development Services/Capital Projects

City Manager Approval: Patrick J. Martinez

Date: 9/18/2025

Other Department Approval (when required): Barbara DiLeo

Date: 09/18/25