

PBOT

PORTLAND BUREAU OF TRANSPORTATION

1120 SW Fifth Ave, Suite 1331, Portland OR 97204

Main: 503-823-5185 Fax: 503-823-7576 Portland.gov/Transportation

Jo Ann Hardesty Commissioner **Chris Warner** Director

December 19, 2022

Letter of Intent between Agencies for Curb Ramps Built by ODOT and Permitted by PBOT

The Oregon Department of Transportation (ODOT) and the Portland Bureau of Transportation (PBOT) continue to coordinate to further improve their combined delivery of Americans with Disabilities Act (ADA) compliant curb ramps throughout the Portland Metro region. As a result, the Agencies have worked together in partnership to develop the following process, which is effective December 12, 2022.

As further described in the previous Letter of Intent between Agencies dated December 13, 2018, both Agencies intend that each newly constructed curb ramp be ADA compliant to the maximum extent feasible within the scope of the project. Agencies also acknowledged in the Letter of Intent that ODOT shall make good faith efforts to comply with (a) PBOT's maximum grade break criteria of 11% from ramp to street, using a 10% design maximum algebraic grade break to effectuate a constructed maximum allowable grade break between ramp and street of 11% and (b) PBOT's criteria that ramps be perpendicular to the curb.

1. ODOT to submit plans and approved Design Exception documentation to PBOT.

If available when ODOT applies for a Public Works Permit from PBOT, ODOT will include ODOT approved Design Exceptions (DEs) for the proposed ramps, which will serve as the documentation and justification for elements of curb ramps not meeting strict ADA criteria. These ADA elements include, but are not limited to, the following:

- ramp configuration and horizontal dimensions
- grades of ramp, landings, transition panels and flare slopes
- pedestrian push button access
- ramp to street grade differential

In the case where an approved DE was not available at the time of ODOT applied for a Public Works Permit, ODOT will submit the fully documented and approved ODOT DE for the constructed ramp(s) along with the ODOT inspection reports to PBOT Permit Works Construction (PWC) and the PBOT ADA Ramp Crew (ARC) as further described in #2 below.

2. ODOT to inspect ODOT constructed ramps and provide ODOT ramp inspection reports to PBOT.

Using the following email addresses for PWC and ARC, respectively,

publicworksconstruction@portlandoregon.gov and adaramps@portlandoregon.gov



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ODOT will provide inspection of ODOT constructed ramps and provide the following information to PWC and ARC

- ODOT ramp inspection reports
- A listing of ramps by location
- ODOT DEs

3. PBOT confirms ramp scope and performs PBOT ensurance inspection.

PWC will confirm that ramp scope as described in the approved permit is met, e.g. the Public Works scope confirmation. ARC will provide the required PBOT ensurance inspection so that the ramp can be added to PBOT's ADA compliant curb ramp inventory. ARC and PWC will share the results of their review/inspection of the ODOT ramp, and PWC will notify ODOT of scope confirmation and ARC ensurance inspection results. If an issue is identified, PWC will work with ODOT to resolve the issue.

4. For ramp throat location within the legal crossing across a state highway, ODOT requirements apply.

In cases where a ramp is located to serve a legal crossing on or along a state highway, ODOT legal crossing criteria applies.

5. PBOT sign off of ODOT permit

When PBOT receives all documentation or a fix proposal from ODOT to meet compliance, PWC will process the permit for project closeout.

This Letter of Intent is nonbinding and should not be construed as a commitment by either Agency.

CITY OF PORTLAND

STATE OF OREGON

By Steve Townsen
Steve Townsen, P.E., City Engineer

By Mike Kimlinger
Michael Kimlinger, P.E., ODOT Chief Engineer

Date: 02/02/23

Date: 02/03/23

By Christopher M Wier
Christopher Wier, P.E.
Permit Engineering Review

By Ted Miller
Theodore Miller, Region 1
Maintenance & Operations Manager

Date: 02/02/23

Date: 02/09/23

Portland Contact:
Christopher Wier, P.E.
City of Portland
Bureau of Transportation
1900 SW Fourth Avenue
Portland, OR 97201

State Contact:
Heidi Shoblom, P.E.
Oregon Department of Transportation
4040 Fairview Industrial Drive SE, MS 5
Salem, OR 97302-1142

Certificate Of Completion

Envelope Id: 6D9848929540435C97E0E3E11AEE6CA2

Status: Completed

Subject: Complete with DocuSign: LOI for ODOT Review and Comment re Efficiencies in Accepting ODOT buil...

Source Envelope:

Document Pages: 2

Signatures: 4

Envelope Originator:

Certificate Pages: 5

Initials: 0

Christopher Shearer

AutoNav: Enabled

1120 SW 5th Avenue, Suite 800

Envelopeld Stamping: Enabled

Portland, OR 97204

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

christopher.shearer@portlandoregon.gov

IP Address: 74.120.152.140

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christopher.shearer@portlandoregon.gov

Signer Events**Signature****Timestamp**

Christopher M Wier

christopher.wier@portlandoregon.gov

Security Level: Email, Account Authentication
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Using IP Address: 74.120.152.141

Electronic Record and Signature Disclosure:

Accepted: 2/2/2023 1:21:02 PM

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Mike Kimlinger

michael.j.kimlinger@odot.state.or.us

Security Level: Email, Account Authentication
(None)

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Viewed: 2/3/2023 10:52:16 AM

Signed: 2/3/2023 10:53:06 AM

Signature Adoption: Pre-selected Style

Using IP Address: 167.131.0.194

Electronic Record and Signature Disclosure:

Accepted: 2/3/2023 10:52:16 AM

ID: adfbcb06-636c-447b-a582-078c5ed31f3f

Steve Townsend

steve.townsen@portlandoregon.gov

City Engineer

City of Portland

Security Level: Email, Account Authentication
(None)

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Viewed: 2/2/2023 1:20:24 PM

Signed: 2/2/2023 1:20:38 PM

Signature Adoption: Uploaded Signature Image

Using IP Address: 74.120.152.125

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Ted Miller

Theodore.c.miller@odot.state.or.us

Security Level: Email, Account Authentication
(None)

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Viewed: 2/9/2023 5:46:36 AM

Signed: 2/9/2023 5:49:11 AM

Signature Adoption: Pre-selected Style

Using IP Address: 67.22.243.217

Signed using mobile

Electronic Record and Signature Disclosure:

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Agent Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Eva Huntsinger

eva.huntsinger@portlandoregon.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

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ID: 601049b1-22a3-4ab3-8399-73096be19367

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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Sent

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2/2/2023 1:18:23 PM

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Signing Complete

Security Checked

2/9/2023 5:49:11 AM

Completed

Security Checked

2/9/2023 5:49:14 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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How to contact City of Portland Bureau of Transportation:

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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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