



November 9, 2020

Accessibility Prioritization Report November 2020

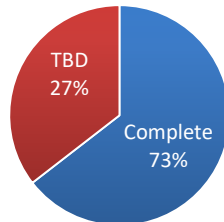
This report was created to document the Office of Accessibility’s efforts, in coordination with the Communications Department, Information and Technology Department, the Accessibility Prioritization Committee, and other City stakeholders, to ensure compliance with Administrative Order 2020-02.

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Training Schedule and Project Documents

To ensure compliance with Administrative Order 2020-02, the Office of Accessibility will release approximately thirty (30) policies, procedures, processes, technical support documents, and trainings.



Training plans were developed to address common documents as agendas, minutes, and promotional material created in Microsoft Office Suite.

Release Schedule

Name	Release	Type
Web Assessment	July - December 2019	Assessment
Social Media Policy	Jul-19	Manual
Creating Accessible Documents	Jul-19	Presentation
PAO Disabilities	Sep-19	Presentation
Content Manual for Accessibility	Sep-19	Manual
City Progress in Accessibility	Oct-19	Presentation
Improving the Public Process with Accessibility and Inclusion	Nov-19	Presentation
City Progress in Accessibility	Nov-19	Presentation
VPAT Procurement Guide	Nov-19	Manual
City Progress in Accessibility	Nov-19	Presentation
ADA Compliance Manual for Developers and Designers	Dec-19	Manual
City Progress in Accessibility	Feb-20	Presentation
Administrative Regulation 2020-02	Mar-20	Policy
Accessibility Changes made to Granicus	Spring 2020	Process
Accessible Word Documents	Apr-20	NeoGov
Accessibility Prioritization Committee	Jul-20	Teams
Accessible Excel Documents	Aug-20	Presentation
Accessible Bus Schedules	APC – TBD	Process
Accessible PDF Documents	Sept. 2020	NeoGov
Kiosk Standards	APC – Sept. 24 2020	Guidance
Accessible PowerPoint Documents	Fall - 2020	NeoGov
Accessible Outlook Messages	TBD	NeoGov
Accessible InDesign Files	TBD	NeoGov
Accessible Photoshop Files	TBD	NeoGov
Add. Granicus PDFs	TBD	TBD - Processs
Add. External apps that generate PDFs	TBD	TBD - Processs
Add. Financial Software	TBD	TBD - Processs
Add. Transition Plan Software	TBD	TBD - Processs
Map Gallery	TBD	TBD - Processs

Remediation Efforts (Documents)

The large volume of documents posted from January 2018-to December 2019 include documents posted prior to January 2018 (as needed). In July of 2019 the Office of Accessibility applied the draft project policy (Administrative Order 2020-02) to COS.gov’s posted documents and designated each document identified as follows:

1. Tagged document (general accessibility)
2. Excluded document (requires accommodation statement tag)
3. Remediated document
4. Accessible Template

Documents Posted (COS.gov)

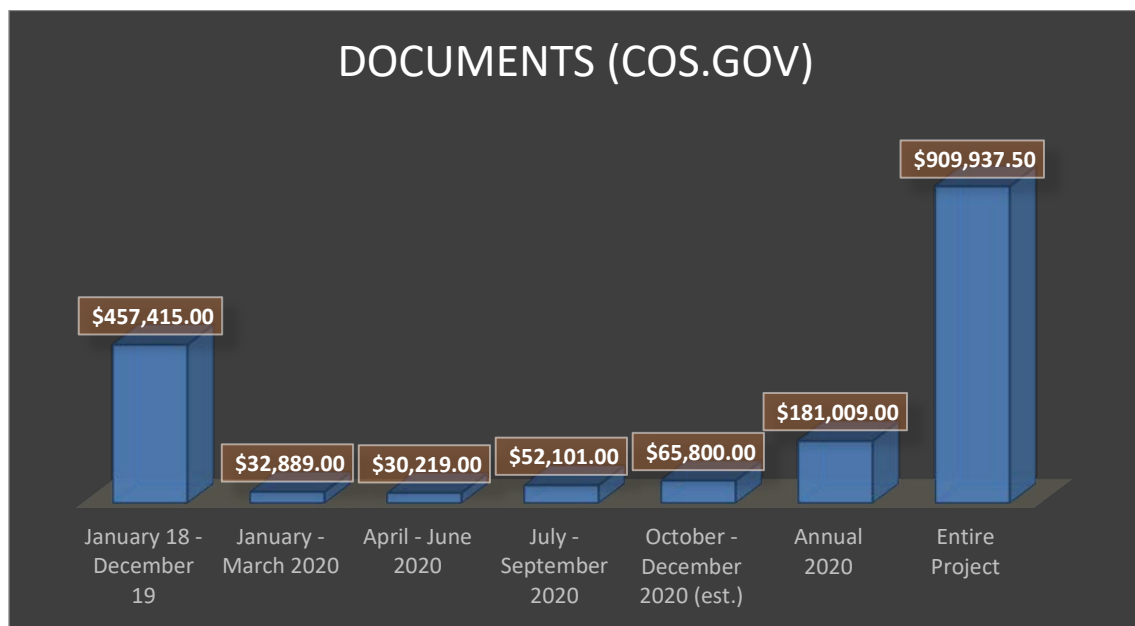


Figure 1 as of December 10 2020 – Entire Project Costs are Estimated

Policy Cost Avoidance (COS.gov)

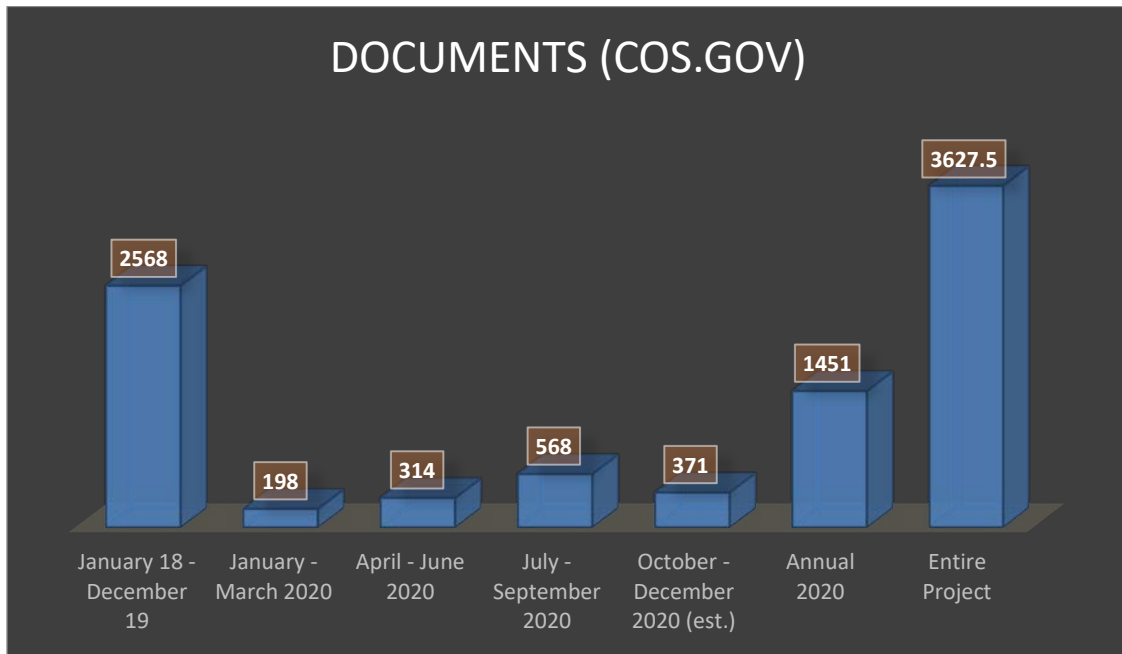


Figure 2 as of December 10 2020

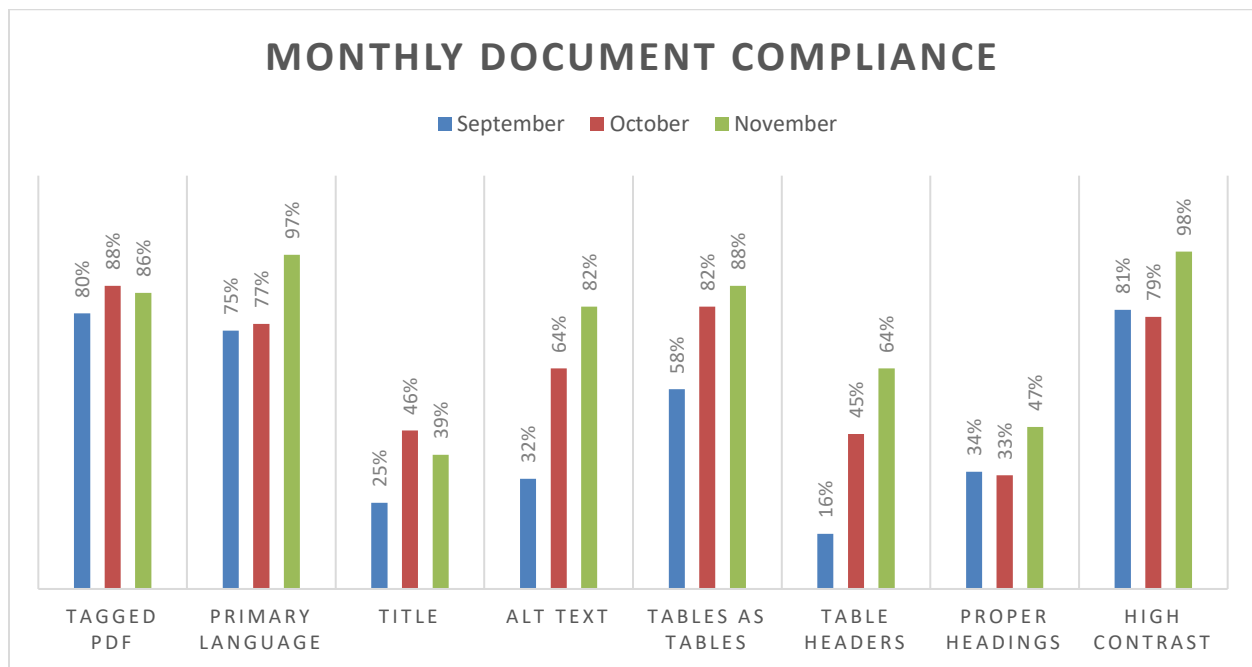


Figure 3 represents compliance by tagged documents

Approximately 86% of all documents were originally posted as “tagged” and readable documents. Of those documents posted with a tagging structure, other potential barriers noted were as listed above. These barriers continue to be addressed through training and education to department liaisons and other project stakeholders.

External Web Applications

The Office of Accessibility is working closely with the Information and Technology Department to ensure compliance with Administrative Order 2020-02.

Of thirty two (32) applications assessed, 28% are complete, 10% are in progress, 41% have been submitted, and 21% have been retired.

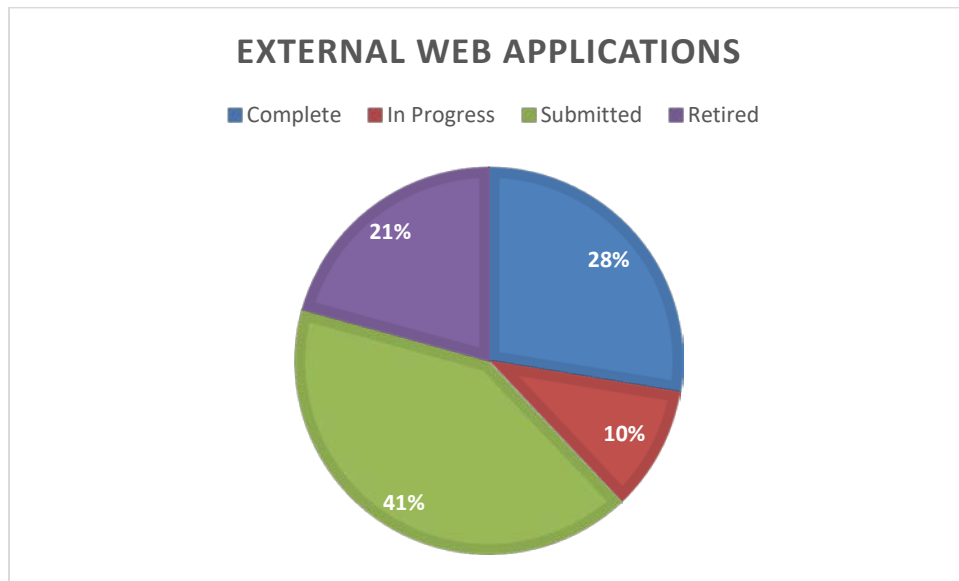


Figure 5 as of November 16 2020



Application Name	Address
Apply for a Truck Permit (submitted)	https://aca.accela.com/COSPRINGS/Cap/CapApplyDisclaimer.aspx?module=PublicWorks&TabName=PublicWorks
ArcGIS (complete)	http://coloradosprings.maps.arcgis.com/apps/PublicGallery/index.html?appid=9e14737f09264d2e9dcd03fd56ec5784
Book a Flight (in progress)	https://booking.travelservice.net/booking_flight_price_auto.aspx?client=flycos
Campaign Finance Application (submitted)	https://campaignfinance.coloradosprings.gov/CampaignFinance/Query/Filings?mlid=45416
Clerk Document Search (in progress – vendor)	https://citydocs.coloradosprings.gov/WebClerk/Search.aspx
Concrete and Excavation Permits (submitted)	https://aca.accela.com/COSPRINGS/Cap/CapApplyDisclaimer.aspx?module=PublicWorks&TabName=PublicWorks
CORA Request (retired)	http://www.springsgov.com/units/communications/CORA%20RequestSubmission0.html
Drainage Basin Studies (in progress)	http://www.springsgov.com/dbps/
Elections Campaign Finance Portal (submitted)	https://campaignfinance.coloradosprings.gov/CampaignFinance/
Engineering Design Plan Index (submitted)	https://secure.springsgov.com/PlanIndex/
Flight Status (in progress)	https://www.infax.com/webfids/cos
Hammers Hazardous Material (retired)	https://hammers.springsgov.com/submit/T2_Menu.asp
Hammers Updated (in progress)	hammers.coloradosprings.gov
Impound Vehicle Search (submitted)	https://cspd.springsgov.com/Impound/VehicleFees.aspx
Legistar Agendas and Minutes (complete)	https://coloradosprings.legistar.com/Calendar.aspx
Liquor Permitting Application (retired)	http://www.springsgov.com/units/cityclerk/search/search.aspx?Type=LIQ
Master Development Drainage Plans (in progress)	http://www.springsgov.com/mddp/
Municipal Court Online Payment (submitted)	https://www.ncourt.com/x-press/x-onlinepayments.aspx?juris=936BE52E-C56E-460D-A461-3AF6C25A19FD



Open Data Portal (complete)	https://data.coloradosprings.gov/
Parks and Rec Registration (submitted)	https://apm.activecommunities.com/cityofcoloradosprings
Pioneer's Museum (Complete)	https://www.cspm.org/?mliid=4781
Planning LRDS (submitted)	https://eoc.springsgov.com/ldrs/
Planning LUIS (submitted)	http://www.springsgov.com/Plan/luispublic/luispublic.asp
Police Record Request (submitted)	https://aca.accela.com/cosprings/
Public Works Map Gallery (submitted)	http://coloradosprings.maps.arcgis.com/apps/PublicGallery/index.html?appid=dabb76a8ba4d4ec885ef67bdc12edfca
Sales Tax Online Services (submitted)	https://salestax.springsgov.com/SalesTax
Springs Caps (complete)	https://springscaps.org/?mliid=5076
Sterling Codifiers (vendor)	https://www.sterlingcodifiers.com/codebook/index.php?book_id=855?mliid=41166&mliid=41166#
Subdivision Viewer(submitted)	http://www.springsgov.com/subdivview/
Trapeze (retired)	http://hiwire.springsgov.com/
Wildfire Mitigation (retired)	http://www.springsgov.com/wildfiremitigation/
Chipping Request (submitted)	https://secure.springsgov.com/MRcgi/MRTicketPage.pl?MAJOR_MODE=CREATE&LASTID=22687&USER=&MRP=0&CUSTM=kevin.mcdaniel@coloradosprings.gov&NEWSTATUS=REQUEST&PROJECTID=54

**Prioritization Needed*