



Phases of Accessibility Design's County Waiver Services

Phase 1: Environmental Home Access and Safety Evaluation

- Home Access Site Visit – an access and safety evaluation is conducted and information gathered.
- Written Recommendations – access and safety concerns are identified, and solutions are provided to the family and case manager for decision making.

Phase 2: Implementation

- Work Scope and Bid Package Development - create drawings, research product specifications, and develop construction details for “apples-to- apples” bidding.
- Consultation with Provider (General Contractors and Vendors) – review created bid package with them at the home.
- Bid and Quote Gathering – answer questions and obtain bids and quotes.
- Reviews Bids - ensure all details of the work scope are included and comparable bids are received.
- Project Cost Summary – report created to display projected project costs and provided to the case manager for review and approval to proceed with construction.

Phase 3: Construction Implementation

- Job Start – hold a project start meeting with awarded general contractor and waiver participant to review the scope of work and expectations during the construction.
- Construction Site Visits – review project during construction as needed.
- Consultation to Contractors - answer accessibility related questions during construction.
- Construction Closure - final site visit with post-occupancy check list.
- Project “Wrap-up” – gather and submit lien wavers, completed inspection records, client sign-off and final contractor invoice.

County Case Managers, please use the Accessibility Design Request for Services Form to authorize the start of the process and for our services to begin.

Please contact the home office at 952-925-0301 or at info@accessibilitydesign.com with any questions.