



**New York City
Department of
Transportation**

**Technical
Instruction**

**TI
23-001**

**Title: Pedestrian Ramp Inspection Data Submission using NYCStreets
Pedestrian Ramp Inspection and Sidewalk Management System (PRISM)**

Approved:

Gavin Barber

Gavin Barber (Mar 10, 2023 15:43 EST)

Mar 10, 2023

Date

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Planning Executive Director

NYC DOT Pedestrian Ramp Program

Approved:

Rosa Rijos

Rosa Rijos (Mar 14, 2023 06:44 EDT)

Mar 14, 2023

Date

Rosa Rijos, P.E.

Associate Deputy Commissioner

NYC DOT Pedestrian Ramp Program

1. Administrative Information

Effective Date: This Technical Instruction (TI) is effective April 1, 2023.

2. Purpose

The purpose of this TI is to provide notification that the New York City Department of Transportation (NYC DOT) has released a web-based pedestrian ramp inspection application, Pedestrian Ramp Inspection and Sidewalk Management System (PRISM), replacing the use of the PDF version of the pedestrian ramp inspection form. All pedestrian ramp inspection information provided to NYC DOT must be submitted through the NYC DOT PRISM application.

3. Technical Information

- 3.1. All pedestrian ramp inspection information provided to NYC DOT must be submitted through the NYC DOT PRISM application. PRISM can be accessed using the following link: <https://nycstreets.net/prism/#/Login>.
- 3.2. An account is required to access PRISM. To request a PRISM account, email pedramp@dot.nyc.gov with subject line: "PRISM Account Request" and include the following information about the new account holder in the body of the email:
 - a) First Name
 - b) Last Name
 - c) Title / Position
 - d) Organization
 - e) Project ID or Builders Pavement Plan No. (BPP #)
 - f) Email
 - g) Phone Number

- 3.3. Post-construction pedestrian ramp inspections must be submitted through PRISM no later than seven (7) days after the construction of a ramp. Construction of new pedestrian ramps, including upgrades and new installations, must comply with the latest version of the [NYC DOT Highway Rules](#), [NYC DOT Standard Specifications](#), [NYC DOT Standard Details of Construction](#), and [Americans with Disabilities Act \(ADA\) Standards for Accessible Design](#).
- 3.4. If an existing ramp is to remain, it must comply with the ADA Standards for Accessible Design and an inspection must be submitted. If the existing pedestrian ramp does not comply with the ADA Standards for Accessible Design, it must be reconstructed to comply with the latest version of the NYC DOT Highway Rules, the NYC DOT Standard Specifications, and the NYC DOT Standard Details of Construction.
- 3.5. If an account holder would like a copy of the raw inspection data they submitted for their project, they may send an email with their request to pedramp@dot.nyc.gov with the subject line: "PRISM Raw Data Request."

4. Application

This TI is applicable to all pedestrian ramps, blended transitions, and cut throughs inspected within the public right-of-way.

A ped ramp permit must be obtained to install or upgrade any pedestrian ramp, blended transition, or cut through within the public right-of-way, and an individual permit is required for every corner. Permit information is required to submit post-construction inspections in PRISM. Existing conditions Inspections do not require a ped ramp permit. Below are the three types of permits required for pedestrian ramp construction:

- 4.1. 0410 – Ped Ramp Modify/Install General Contractor: A 0410 permit is required for pedestrian ramps constructed by general contractors performing non-government agency work. Post-construction inspections will be completed by NYC DOT.
- 4.2. 0411 – Ped Ramp Modify/Install Utilities Corporation: A 0411 permit is required for pedestrian ramps constructed by utility companies. Post-construction inspections will be completed by NYC DOT.
- 4.3. 0412 – Ped Ramp Modify/Install Government: A 0412 permit is required for pedestrian ramps constructed through government agency contracts. Post-construction inspections must be completed by the government agency or its representatives.

5. Transmitted Documents

A brief guide outlining instructions on how to create an account and complete a PRISM pedestrian ramp inspection is posted on the department website:

https://www.nycpedramps.info/sites/default/files/2023-03/PRISM_Quick_Guide.pdf.

6. Background

PRISM is a map-based desktop, mobile, and tablet application developed by NYC DOT that provides the ability to collect raw inspection data for the mapped corner and pedestrian ramp points in New York City.

7. Contact

Questions concerning this issuance can be submitted by email to pedramp@dot.nyc.gov.
Questions regarding the filing of pedestrian ramp installation or upgrade permits can be submitted by email to HIQApedramp@dot.nyc.gov.