



**MUNICIPIO DE HORMIGUEROS**  
Estado Libre Asociado de Puerto Rico

**Honorable Pedro J. García Figueroa**  
*Alcalde*

**SUBGRANTEE ADA Reasonable Modification Policy**

In accordance with the Americans with Disabilities Act, the *Municipality of Hormigueros* is required to make reasonable modifications to policies, practices, and procedures to avoid discrimination and ensure that our transportation programs are accessible to all customers

**PUBLIC REQUEST PROCESS**

- Requests should identify which transportation service the reasonable modification applies to.
- Requests should be as specific as possible and detail why the requested modification is needed in order to allow the individual to use the transportation service.
- Requests should be made in writing or by email, but will be accepted by phone if needed. Requests should be directed to [www.hormiguerospr.com](http://www.hormiguerospr.com) or

*Federal Programs Office  
Collective Transportation Services  
Attn. Paratransit Coordinator,  
11 Mateo Fajardo St, Hormigueros, PR 00660.*

Phone requests should be made to [\(787\) 849-2545](tel:787-849-2545).

- “On-the-spot” requests will be accepted for circumstances that may arise while utilizing the transportation services by making a request to the driver. A passenger should make the request as soon as he or she is aware of the particular need for the modification. The driver may make the determination or request a decision of a supervisor dependent upon the situation.
- All requests/documentation will be maintained in a designated file at the transportation providers’ offices for a minimum of five (5) years from date of request.

**EXCEPTIONS**

Any and all requests for reasonable modifications will be considered but the determination will take into account the following exceptions:

- Fundamental alteration of service (such as change in operational hours or requesting the driver to act as personal care attendant)
- Direct threat to the health or safety of others (such as leaving vehicle unattended or in an unsafe operating position)
- Not needed by the participant to use the service
- Undue financial or administrative burden

*Hormigueros Corazón del Oeste*