



**TITLE VI ACCOMPLISHMENTS & GOALS REPORT**

This outline is for LPA and other governmental entities to report Title VI activities that occurred over the past year and report Title VI goals for the upcoming year. Reports must be returned on or before due date to meet eligibility requirements for federal funding. Send to TitleVI@WSDOT.wa.gov

*DUE DATES:* Refer to Section 28.3 for scheduled reporting period and due date

**Contact Information**

Name and title of administrator (signature on Standard Assurances): Dana Ralph, Mayor

Mailing Address: 220 Fourth Avenue South

City: Kent WA Zip Code: 98032 County: King

Phone #: 253-856-5700 email address: Mayor@kentwa.gov

Name and title of head of transportation-related services: Chad Bieren, Public Works Director

Mailing Address: 220 Fourth Avenue South

City: Kent WA Zip Code: 98032 County: King

Phone #: 253-856-5600 email address: cbieren@Kentwa.gov

Name and title of designated Title VI coordinator\*: Maria Tizoc

Mailing Address: 220 Fourth Avenue South

City: Kent WA Zip Code: 98032 County: King

Phone #: 253-856-5716 email address: mtizoc@kentwa.gov

\*When the Title VI coordinator changes, notify TitleVI@WSDOT.wa.gov within 30 days.

To comply with Title VI requirements, each annual report submission must include signed Standard Assurances (USDOT1050.2A).

**Accomplishments**

1. Have there been any changes to the approved Title VI Plan that have not been reported to OEO? If Yes, please submit an update to the Title VI Plan with a new signature.

No.

2. Organization, Staffing, Structure – Describe the Title VI Program reporting structure including the Title VI Coordinator, Administrative Head, and transportation-related staff. The list should include name, race, color, and national origin of each individual. Include the same details if your LPA has a volunteer or appointed board related to transportation decision making.

Name	Title VI Responsibility	Gender	Race
Chad Bieren	Head of Transportation	Male	White, not Hispanic or Latino

Kelly Peterson	Capital Projects	Male	White, not Hispanic or Latino
Carla Maloney	Planning	Female	White, not Hispanic or Latino
David Payne	City Transportation Planner	Male	White, not Hispanic or Latino
Maria Tizoc	Title VI Administrator	Female	Hispanic

3. Community Demographics – Using a map of the LPA’s boundaries, describe the demographics of the LPA’s service area (e.g., race, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.

The city has a land area of 34.42 Square miles (see Figure 1 below). Below is a summary list of demographics specific to the city. Figures 2-7 provide additional information.

- The Total Population for Kent, Washington is 136,588
- The Median Household Income for Kent, Washington is \$81,373
- Bachelor’s Degree or Higher for Kent, Washington 29.5%
- Employment Rate for Kent, Washington 64.5%
- Total Housing Units for Kent, Washington 49,157
- Foreign Born Population in Kent, Washington 33.4%
- Language Other Than English Spoken at Home in Kent, Washington 45.4%
- Hispanic or Latino (of any race) for Kent, Washington 22,449

<https://data.census.gov/profile?g=160XX00US5335415>

Figure 1. Map

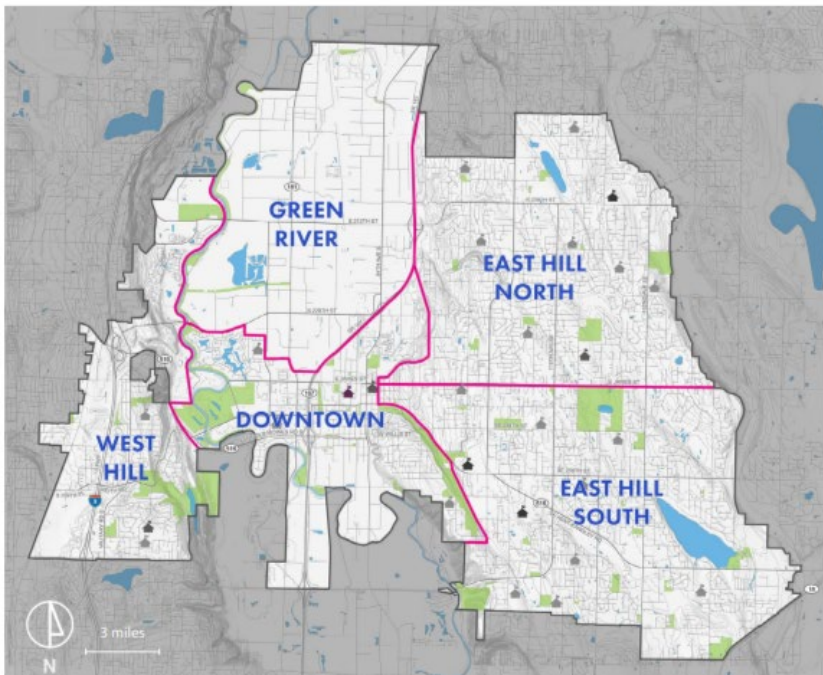


Figure 2. Race

# Kent vs Washington State Demographics

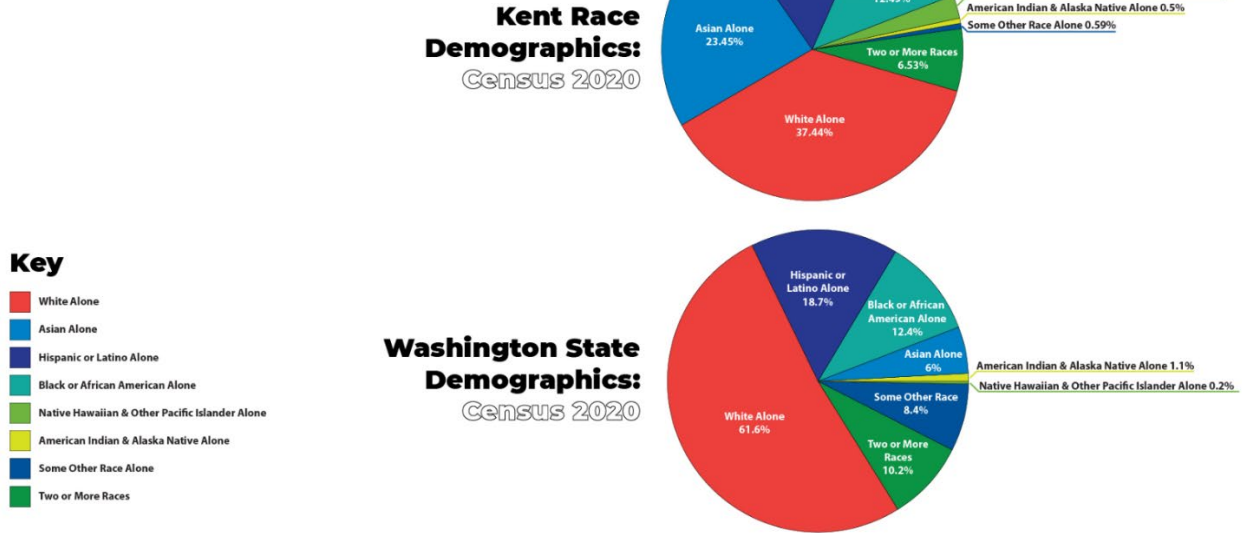
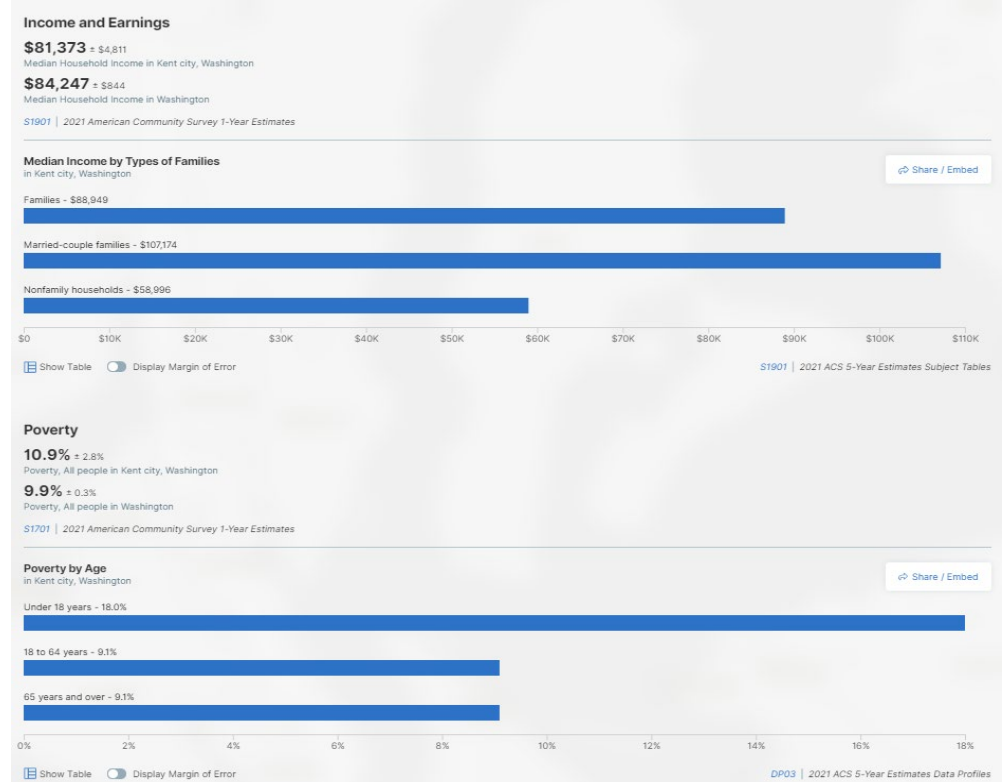


Figure 3. Income and Poverty



2021 American Community Survey, <https://data.census.gov/profile?q=160XX00US5335415>

**Figure 4. Limited English-Speaking Households**

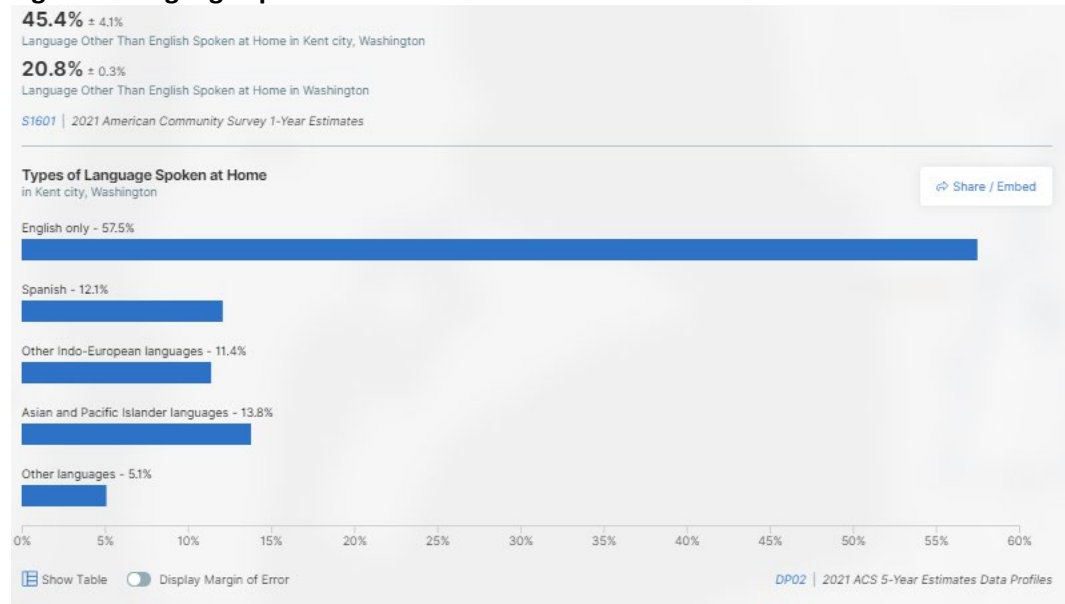
American Community Survey  
**S1602** | LIMITED ENGLISH SPEAKING HOUSEHOLDS  
 2021: ACS 1-Year Estimates Subject Tables

Kent city, Washington

Label	Total		Percent		Limited English-speaking households
	Estimate	Margin of Error	Estimate	Margin of Error	
✓ All households	46,036	±2,026	(x)	(x)	5,026
✓ Households speaking --					
Spanish	5,151	±1,126	11.2%	±2.5	1,032
Other Indo-European languages	5,410	±1,453	11.8%	±3.0	2,121
Asian and Pacific Island languages	7,888	±1,314	17.1%	±2.9	1,779
Other languages	2,380	±954	5.2%	±2.1	94

2021 American Community Survey

**Figure 5. Language Spoken at Home**



2021 American Community Survey, [https://data.census.gov/profile/Kent\\_city,\\_Washington?g=160XX00US5335415](https://data.census.gov/profile/Kent_city,_Washington?g=160XX00US5335415)

**Figure 6. Detailed Household Language**

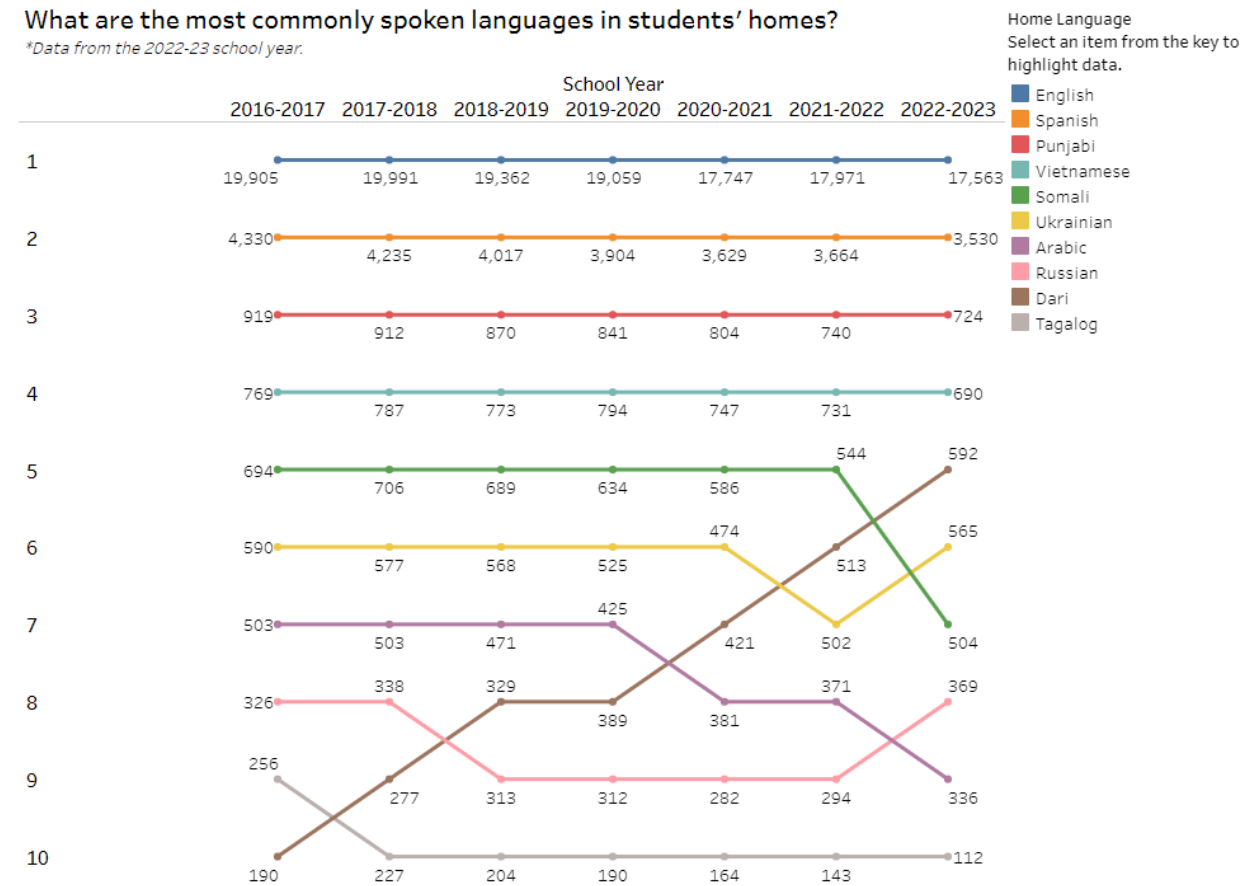
**B16002** | DETAILED HOUSEHOLD LANGUAGE BY HOUSEHOLD LIMITED ENGLISH SPEAKING STATUS  
 2021: ACS 1-Year Estimates Detailed Tables | Universe: Households

Kent city, Washington			
Label	Estimate	Margin of Error	
▼ Total:	46,036	±2,026	
English only	25,207	±2,202	
▼ Spanish:	5,151	±1,126	
Limited English speaking household	1,032	±563	
Not a limited English speaking household	4,119	±1,026	
▼ French, Haitian, or Cajun:	523	±463	
Limited English speaking household	428	±441	
Not a limited English speaking household	95	±152	
▼ German or other West Germanic languages:	216	±202	
Limited English speaking household	0	±213	
Not a limited English speaking household	216	±202	
▼ Russian, Polish, or other Slavic languages:	1,533	±700	
Limited English speaking household	779	±503	
Not a limited English speaking household	754	±497	
▼ Other Indo-European languages:	3,138	±1,065	
Limited English speaking household	914	±722	
Not a limited English speaking household	2,224	±912	
▼ Korean:	163	±113	
Limited English speaking household	43	±69	
Not a limited English speaking household	120	±113	
▼ Chinese (incl. Mandarin, Cantonese):	1,299	±589	
Limited English speaking household	332	±291	
Not a limited English speaking household	967	±535	
▼ Vietnamese:	1,913	±689	
Limited English speaking household	679	±407	
Not a limited English speaking household	1,234	±601	
▼ Tagalog (incl. Filipino):	1,915	±721	
Limited English speaking household	123	±118	
Not a limited English speaking household	1,792	±692	
▼ Other Asian and Pacific Island languages:	2,598	±849	
Limited English speaking household	602	±507	
Not a limited English speaking household	1,996	±843	
▼ Arabic:	218	±211	
Limited English speaking household	0	±213	
Not a limited English speaking household	218	±211	
▼ Other and unspecified languages:	2,162	±932	
Limited English speaking household	94	±160	
Not a limited English speaking household	2,068	±938	

2021 American Community Survey

<https://data.census.gov/table?q=language+spoken+at+home&t=Language+Spoken+at+Home&g=160XX00US5335415&tid=ACSDT1Y2021.B16002>

**Figure. 7 Kent School District Language Data**



<https://public.tableau.com/app/profile/kent.school.district/viz/KSDFastFacts/KSDFastFactsHome>

4. Complaints – Provide a copy of the LPA’s Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).

No complaints were received during this reporting period.

5. Planning – Describe the transportation planning activities performed this reporting period. Describe the actions taken to promote Title VI compliance regarding transportation planning, including monitoring and review processes, community involvement, their outcome or status. Include examples of community outreach.

During this reporting period, the City updated its 2023-2028 Transportation Improvement Program (TIP) to project and inform capital and project development efforts, as well as account for award of

grant funds. The updated TIP project list addresses safety, capacity, and maintenance needs for all travel modes. The TIP amendment was posted online in advance of adoption and included project descriptions, project locations and summary of what changed from the prior TIP. Advance information on the 2023-2028 TIP was presented to the City Council on February 17, 2022, during City Council Workshop and on March 1, 2022, to the Public Works Committee. A public hearing was advertised and held before the City Council on May 17<sup>th</sup>, 2022, at 7:00 PM. The council hearing was available in person, by phone, and broadcast on KentTV21 (Cable), [www.facebook.com/CityofKent](http://www.facebook.com/CityofKent), and [www.youtube.com/user/KentTV21](http://www.youtube.com/user/KentTV21). The Council invited public testimony with in-person, remote call-in and email comment options.

In development of the TIP, the City also deployed a GIS StoryMap, with interactive details on the proposed (draft), then final once adopted, including links on how to address comments on the program. The GIS StoryMap outreach tool is located here:

<https://storymaps.arcgis.com/stories/38f7ff964eeb48b19288e2174af24014>

The Public Works Committee (PWC) typically meets twice per month over the reporting period to address typical public works topics, including transportation planning and implementation. Public Works Committee meetings are held in a public forum and broadcast on TV and the internet. As noted above, the PWC agenda is posted in advance, with public testimony invited including call-in options.

Key City planning documents are posted on the City’s website, including the Transportation Master Plan, Transportation Improvement Plan, and Local Road Safety Plan:

<https://www.kentwa.gov/departments/public-works/transportation/transportation-planning>

6. Right-of-way actions – Describe activities during this reporting period associated with the purchase, sale, lease/use, or transfer of real property (related to highway transportation/public right-of-way use). Include demographic information of affected populations. For example, the race, color, national origin of affected property/business owners(s)/tenant(s).

Date	Property Owner	Acquisition Type	Temporary/ Permanent Rights	Parcel #	Project Name	Project #
5/12/2022	Blue Properties	Temporary Construction Easement	Temporary	122204-9005	76th Road Raising	21-3012
5/12/2022	Blue Properties	Temporary Construction Easement	Temporary	122204-9084	76th Road Raising	21-3012
5/12/2022	Blue Properties	Temporary Construction Easement	Temporary	122204-9085	76th Road Raising	21-3012
5/12/2022	Blue Properties	Utility Easement	Permanent	122204-9005	76th Road Raising	21-3012
11/3/2022	HSM Corp.	Easement	Permanent	783080-0060	Pedestrian Safety	22-3028
2022	City of Kent to Covington	Temporary Construction Easement	Temporary	362205-9184	Covington-SR 516	N/A
12/13/2022	Jalau Klavano	Utility Easement	Permanent	383090-0050	228th	07-3022
12/19/2022	Giri Rizal, Yamuna and Ganga Khanal	Temporary Construction Easement	Temporary	292205-9212	108th & 264th Roundabout	21-3004
3/14/2023	Giri Rizal, Yamuna and Ganga Khanal	ROW Dedication	Permanent	292205-9212	108th & 264th Roundabout	21-3004
1/10/2023	City of Kent to Sound Transit	Temporary Construction Easement	Temporary	917960-1490	Sound Transit Kent Station Ii 19-3108	
1/23/2023	Gurmeet Gill	ROW Dedication	Permanent	292205-9101	108th & 264th Roundabout	21-3004
1/24/2023	Gurmeet Gill	Temporary Construction Easement	Temporary	292205-9101	108th & 264th Roundabout	21-3004
2/2/2023	Blue Properties	Extension TCE	Temporary	122204-9005	76th Road Raising	21-3012
2/2/2023	Blue Properties	Extension TCE	Temporary	122204-9084	76th Road Raising	21-3012
2/2/2023	Blue Properties	Extension TCE	Temporary	122204-9085	76th Road Raising	21-3012
2/2/2023	King County	Easement	Permanent	000420-0018	277th Corridor - Bridge Easement	N/A
2/2/2023	King County	Easement	Permanent	302205-9054	277th Corridor - Bridge Easement	N/A
2/2/2023	King County	Easement	Permanent	312205-9022	277th Corridor - Bridge Easement	N/A
2/23/2023	Michael Bonifazi and Laura Luna	Temporary Construction Easement	Temporary	889500-0110	S 218th St-98th Av S from 94 17-3010	
2/23/2023	Michael Bonifazi and Laura Luna	ROW Dedication	Permanent	889500-0110	S 218th St-98th Av S from 94 17-3010	
2/23/2023	Sandhu, Sukhwinder, Jaswant, Lakhvir a	Temporary Construction Easement	Temporary	526700-0090	S 218th St-98th Av S from 94 17-3010	
2/23/2023	Sandhu, Sukhwinder, Jaswant, Lakhvir a	ROW Dedication	Permanent	526700-0090	S 218th St-98th Av S from 94 17-3010	
2/23/2023	Richard Yingling	Temporary Construction Easement	Temporary	270840-0010	S 218th St-98th Av S from 94 17-3010	
3/3/2023	Aaron Cline	Temporary Construction Easement	Temporary	072205-9016	S 218th St-98th Av S from 94 17-3010	
3/24/2023	Garrison Creek Property LLC	Temporary Construction Easement	Temporary	880240-0025	S 218th St-98th Av S from 94 17-3010	
3/24/2023	Edward Avila	Temporary Construction Easement	Temporary	889500-0190	S 218th St-98th Av S from 94 17-3010	
3/29/2023	Edward Avila	ROW Dedication	Permanent	889500-0190	S 218th St-98th Av S from 94 17-3010	
3/24/2023	Joseph Duffy Alverson	Temporary Construction Easement	Temporary	072205-9224	S 218th St-98th Av S from 94 17-3010	
3/29/2023	Joseph Duffy Alverson	ROW Dedication	Permanent	072205-9224	S 218th St-98th Av S from 94 17-3010	
3/24/2023	Joseph Duffy Alverson	Subterranean Easement	Permanent	072205-9224	S 218th St-98th Av S from 94 17-3010	
8/16/2022	Alley Vacation-Bridges Neighborhood	Ordinance 4438	Permanent	382800-0231, 0250, 0255, 0260, 0270, 0280, 0275		
6/21/2022	Alley Vacation-Railroad Ave Neighborhood	Ordinance 4432	Permanent	382800-0085, 0090, 0100, 0095, 0105, 0110, 0120, 0115, 0125, 0130, 0140, 0135, 0145, 0150		
7/25/2022	Acorn Uniforms, Karl Emig, Suncom,	Limited License Agreement for Alley	Temporary		Alley between E Saar & Willis and Railroad Ave and Central	
3/15/2022	Ellis Estates	Sign License Agreement	Temporary	231660-0300		

No data was collected on race, color, or national origin of affected property/business owners(s)/tenant(s) during this reporting period.

7. Identify right-of-way appraisers and acquisition staff (used during this reporting period) by race, color, national origin.

One of the three right-of-way acquisition staff is Hispanic, another is White and the third is African American.

8. Studies and Plans – Were any transportation studies (including environmental reviews) conducted or transportation plans completed during this reporting period? Identify the data source(s) and provide data summary (Title VI/Environmental Justice Analysis) relative to ethnicity, race, languages spoken, neighborhoods, income levels, physical environments, and/or travel habits. Explain how data was used in these studies/reviews/plans.

The city concluded a multi-year process to update its Transportation Master Plan (TMP), which included robust public involvement, a 23-member advisory board, and began with equity considerations. The plan was adopted by City Council in March 2021 after public hearings and is posted online. Two public workshops were held on September 11, 2019, and October 23, 2019, at City Hall to define a working definition of transportation equity specific to the community and demonstrate how the information would be used in creation of the plan. A follow-on effort included creation of a Cultural Communities Board and equity workshop on November 21, 2019, held at City Hall Council Chambers with collaborative and quantitative definition of underserved populations based in CENSUS/American Community Survey data. Chapter 3 and summary appendix material for the draft plan (linked below) detail the Equity approach framing the plan, goals, and policies (Appendix C) and Public Outreach taken in plan development (Appendix D). Key materials were circulated in five (5) languages prominent in Kent: Spanish, Somali, Ukrainian, Vietnamese, and English, including distribution at low-income multi-family complexes. The Plan development included two phases, first gathering input on what to create with the plan, and then gather feedback on the draft plan (Scheduled for 2021).

Summary of events in Phase 1 included:

- Nine in-person community events at a variety of locations, days, and times to get broad participation.
- Two city council meetings, Land Use and Planning Board and Bicycle Advisory Board
- Online input, social media messages to advertise draft goals and solicit input; with 500 unique inputs, and 175 surveys completed.
- Communication via Kent Transportation email lists, Mayor's newsletter, and neighborhood blogs.

Adopted Kent TMP

<https://www.kentwa.gov/home/showpublisheddocument/16620/637505338640970000>

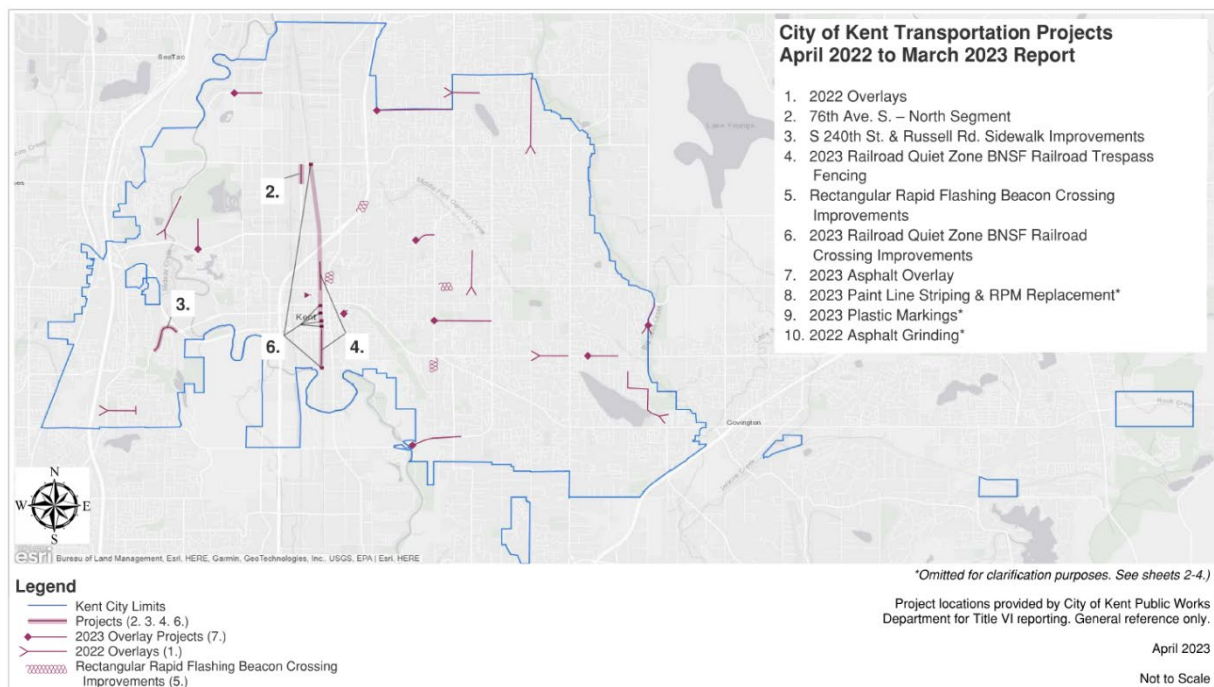
Kent TMP Appendix Material



<https://www.kentwa.gov/home/showpublisheddocument/16622/637505338683600000>

The Chapter 2 (Planning Context) and summary appendix material (pages 144-150) detail the equity approach framing the plan, goals and policies (Appendix C), including mapping of environmental justice populations, identification and presentation of historically underserved populations by census tract (Page 43 of the plan), and mapping how equity considerations and the demographics data informed the plan policies and actions. The underserved community score was based on combined scoring of the proportion of population matching-sociodemographic variables of: Low-income households, limited English proficiency, people of color, persons with a disability, youth, and seniors. The underserved community score was then used to directly rank benefits of, and priorities for, transportation projects in their proximity. These recommendations were then made to the City Council in a public forum and then adopted as City policy as noted above.

9. Project Location and Design – Provide a list of construction projects that began during this reporting period. Using a map of the LPAs service area, identify project locations, and a brief description of the projects’ benefits/burdens to affected populations. If possible, provide a map that overlays projects with the racial composition of affected neighborhoods.



City of Kent - Transportation Projects  
 Title VI - Apr 2022 to Mar 2023 (advertisements)  
 Sheet 1 of 4

Common impacts due to construction activities include the following: transit, utilities, school district, parcels (residential, business, community spaces), traffic, the environment and noise. The City follows a communication plan on each project that includes brief descriptions of the project, expected impacts, translation services, project timelines, and contact information. The following measures are taken on projects to address impacts and to serve the community:

- Transit – Regular coordination with KC Metro Transit, including project specific coordination throughout the design phase to determine impacts to transit stops and operations, if any, and maintaining access to transit routes and identify location of temporary transit stops where needed, with notification and messaging to transit riders provided by transit provider. ADA access to transit stops and bus service is maintained, or, if impacted, coordinated with transit provider.
- Utilities – Coordination with public and private utilities for possible temporary outages due to construction or access with a practice of minimizing outage disruptions. Notification practices follow industry requirements for temporary outages by each utility in addition to contractor and/or project management outreach to affected parcels.
- School Districts – Coordination with the school districts and district transportation managers occur through a designated single point of contact. Coordination before and during project implementation occurs to share operational issues, data, and coordinate on planning to determine if transportation (bus and walking) routes are affected and revised accordingly to reduce impacts. Direct coordination with the principal of schools within close proximity projects also takes place to understand the unique site needs so that the contract provisions include contractor restrictions to access, activities, and provide ADA accessible alternative access routes for alternative modes of transportation (walking, cycling, etc.). Consideration of the school year is used to determine begin and end dates of projects/activities when feasible, to minimize disruptions to school operations and correlated traffic is lessened.
- Impacted parcel (residential, business, community spaces) owners are notified prior to construction about impacts to determine if property acquisition or easements need to be negotiated or special considerations to be included in contract provisions. The construction management team works directly with owners and residents to address issues in the field.
- Traffic – Notifications during construction are made in person directly to affected parcels. Construction signage is utilized according to industry requirements for traffic impacts such as lane reductions, daytime closures, or long-term closures. Traffic alerts are provided using subscriber mailing lists, social media (Twitter and Facebook), and the city’s web site. In addition to the above used methods, mailers are used to communicate long term traffic impacts.
- Environmental – Each contract requires the contractor to provide Temporary Erosion and Sediment Control and Fugitive Dust control. City staff conducts regular inspections of these measures to ensure compliance with the contract, along with state and local requirements.
- Noise – Contractors primarily work during daytime hours. Projects requiring night work are required to seek a noise variance through the City’s Economic and Community Development Department.

**April 2022 to March 2023 Reporting Period**

Projects 1-10 were advertised for construction during the reporting period.

**1. 2022 Overlays****Description:**

The project includes asphalt overlays, chip sealing, curb ramp replacements, curb and sidewalk repairs, and other related work.

Benefit: Extends the lifespan of existing roads, upgrade ADA facilities (crossings, ramps, signing), through the Complete Street process make/improve connections to existing pedestrian and alternative mode transportation routes, provide traffic calming where applicable.

Construction Burden: traffic, access, temporary construction odors, and noise.

2. 76<sup>th</sup> Ave. S. – North Segment

Description:

Raising 76<sup>th</sup> Avenue South above the FEMA flood elevation and construction of a new concrete 3 lane roadway, curb, gutter, sidewalk, storm system, watermain system, illumination, planters, and driveway improvements.

Benefit: Improves freight mobility by eliminating closures due to seasonal flooding. Concrete pavement has a long effective lifespan, reducing the need for routine maintenance and impacts to drivers/businesses. Improved pedestrian friendly sidewalks with buffers and new mid-block pedestrian crossing.

Construction Burden: traffic, access, utility, odors, and noise.

3. S 240<sup>th</sup> St. & Russell Rd. Sidewalk Improvements

Description:

Construct bike lane, sidewalk, and drainage improvements along S 240th and Russell Road in the vicinity of Hogan Park and Kent's Public Works Operations building. It also includes an overlay of the Hogan Park parking lot.

Benefit: Provide new continuous sidewalk/shared use sidewalk from the commercial business area on Meeker Street to Hogan Park, residential neighborhoods (including low income) and the Green River Trail.

Construction Burden: traffic, access, odors, and noise.

4. 2023 Railroad Quiet Zone BNSF Railroad Trespass Fencing

Description:

Install approximately 5,000 LF of "no-cut" chain link fencing and gates at along the Burlington Northern Santa Fe (BNSF) Railroad Tracks in preparation for future Railroad Quiet Zone improvements.

Benefit: Install new trespass fencing along railroad right-of-way to direct pedestrians to signalized/gated crossings. This work is required for upcoming work associated for future Railroad Quiet Zone improvements that will eliminate the need for train horns through downtown.

Construction Burden: transit, school district, access, traffic and railroad.

5. Rectangular Rapid Flashing Beacon Crossing Improvements

Description:

Install rectangular rapid flashing beacons to create pedestrian crossings at 4 locations throughout the City: 104<sup>th</sup> Ave SE south of 256<sup>th</sup> St; SE 240<sup>th</sup> St east of 104<sup>th</sup> Ave; Central Ave N

south of Novak Lane; and Central Ave N at Kent Memorial Park. Work includes median island construction, signing, channelization, pedestrian scale lighting, ADA curb ramps and associated electrical work.

Benefit: New mid-block crossings as identified by the Local Road Safety Plan to serve crossing demand for transit, commercial activity, and address pedestrian/bicycle conflicts with vehicles.

Construction Burden: transit, school, parcels, traffic.

6. 2023 Railroad Quiet Zone BNSF Railroad Crossing Improvements

Description:

Improvements at seven (7) crossings of the Burlington Northern Santa Fe (BNSF) railroad. Improvements include new curb and gutter, sidewalks, curb ramps, concrete medians, pavement markings, fencing, relocation of streetlights and signage all near the BNSF railroad tracks in preparation for future Railroad Quiet Zone improvements.

Benefit: Upgrade/improve pedestrian (ADA) features at crossings, improve channelization to direct vehicles toward marked crossing areas, illumination and signing. This work is required for upcoming work associated for future Railroad Quiet Zone improvements that will eliminate the need for train horns through downtown.

Construction Burden: transit, school district, access, traffic and railroad.

7. 2023 Asphalt Overlays

Description:

Repair and rehabilitation of roadways in the City of Kent, which includes residential and business areas. The roadway repair work includes planing bituminous pavement, pavement repairs, asphalt overlays, chip sealing, ADA curb ramps, curb, gutter and sidewalk repairs, cement concrete extruded curbs along two elementary schools, trail repairs along the S 277th Street Corridor Trail, anti-racing rumble strips in the Kent Valley and other related work.

Benefit: Extends the lifespan of existing roads, upgrade ADA facilities (crossings, ramps, signing), through the Complete Street process make/improve connections to existing pedestrian and alternative mode transportation routes, provide traffic calming where applicable.

Construction Burden: traffic, access, odors, and noise.

8. 2023 Paint Line Striping & RPM Replacement

Description:

The project consists of installing paint striping over existing lane markings, painting existing traffic curbing, and installing replacement raised pavement markings on various city streets.

Benefit: Improves visibility of existing markings to separate and regulate conflicting traffic movements, define paths of travel, and facilitate same and orderly movement.

Construction Burden: traffic.

9. 2023 Plastic Markings

**Description:**

The project consists of installing new and refreshing existing plastic pavement markings including stop lines, crosswalks, traffic arrows, traffic letters on various City of Kent streets as detailed in the bid documents including RPM lane line removal, traffic separator curb with delineator post.

**Benefit:** Improves visibility of existing markings to separate and regulate conflicting traffic movements, define paths of travel, and facilitate same and orderly movement.

**Construction Burden:** traffic.

**10. 2023 Asphalt Grinding****Description:**

The project consists of planning bituminous pavement as necessary to prepare pavement surface associated with the overlay work to be performed by the City of Kent Street Crew.

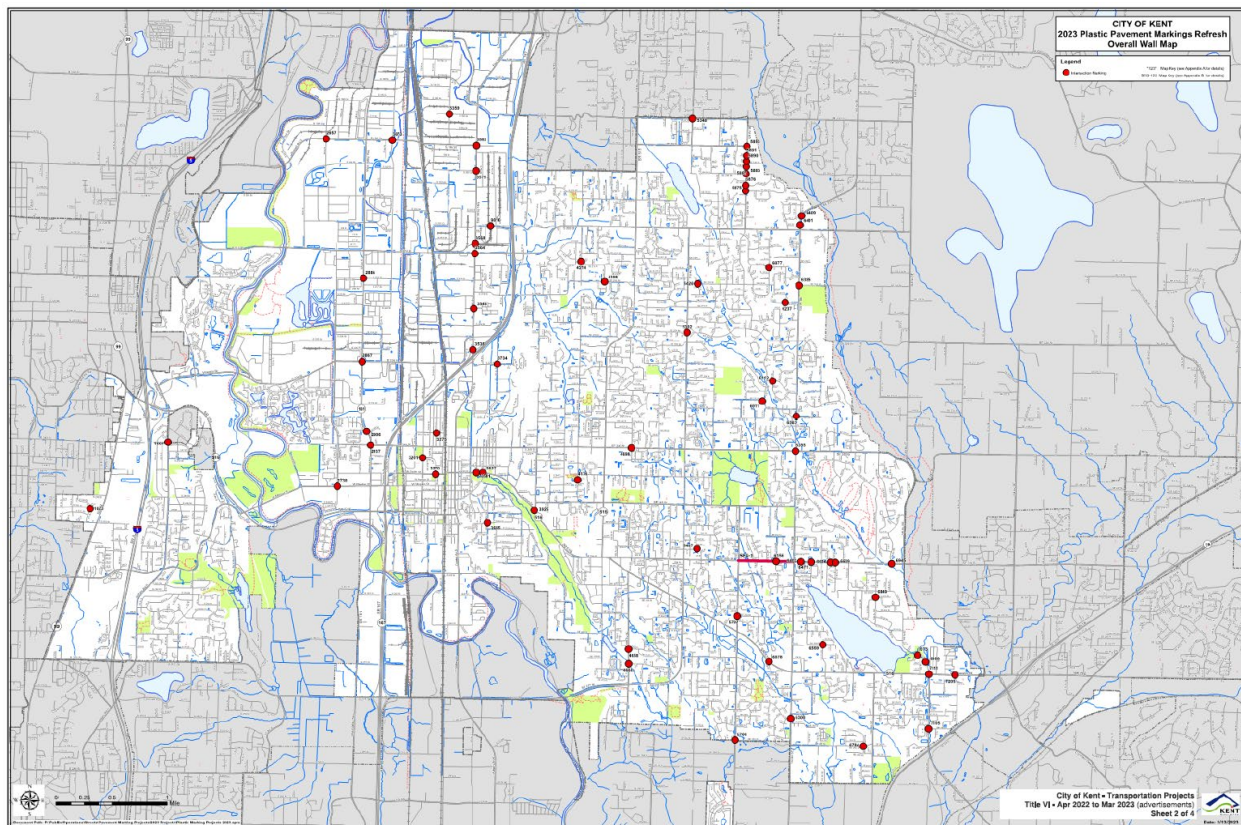
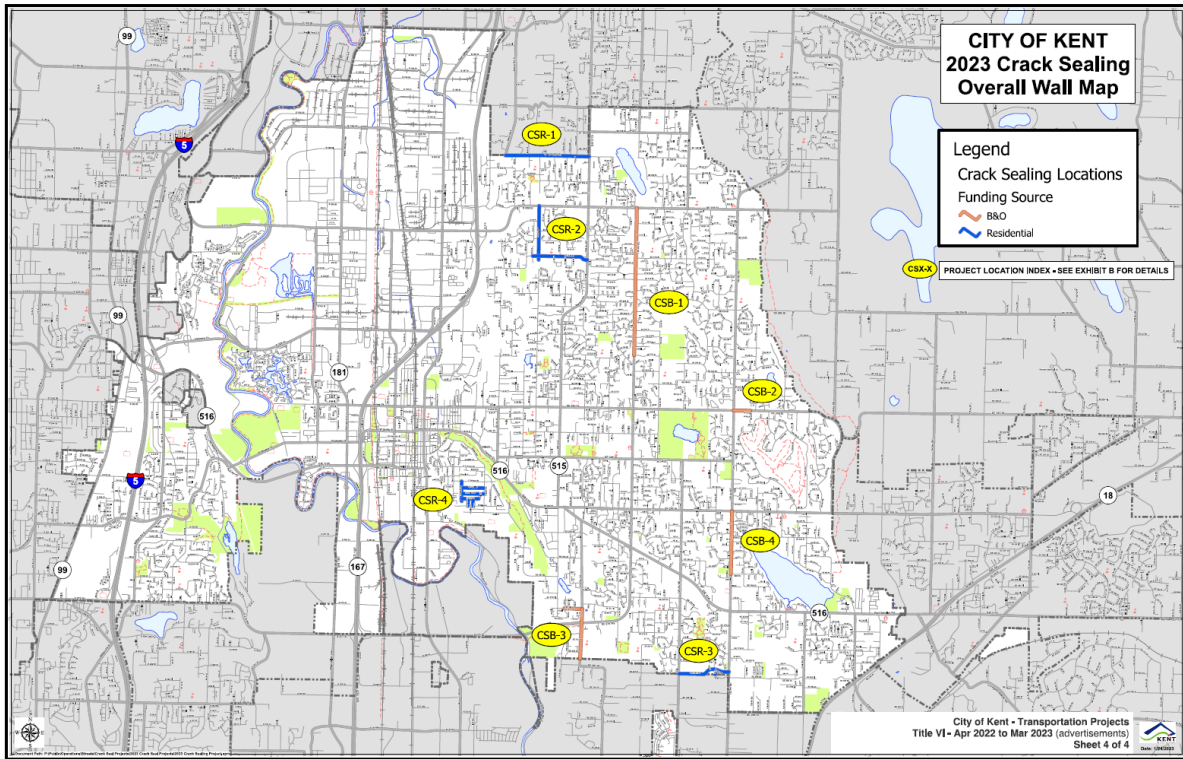
**Benefit:** Preservation of existing roadway by preparing roadways for overlays

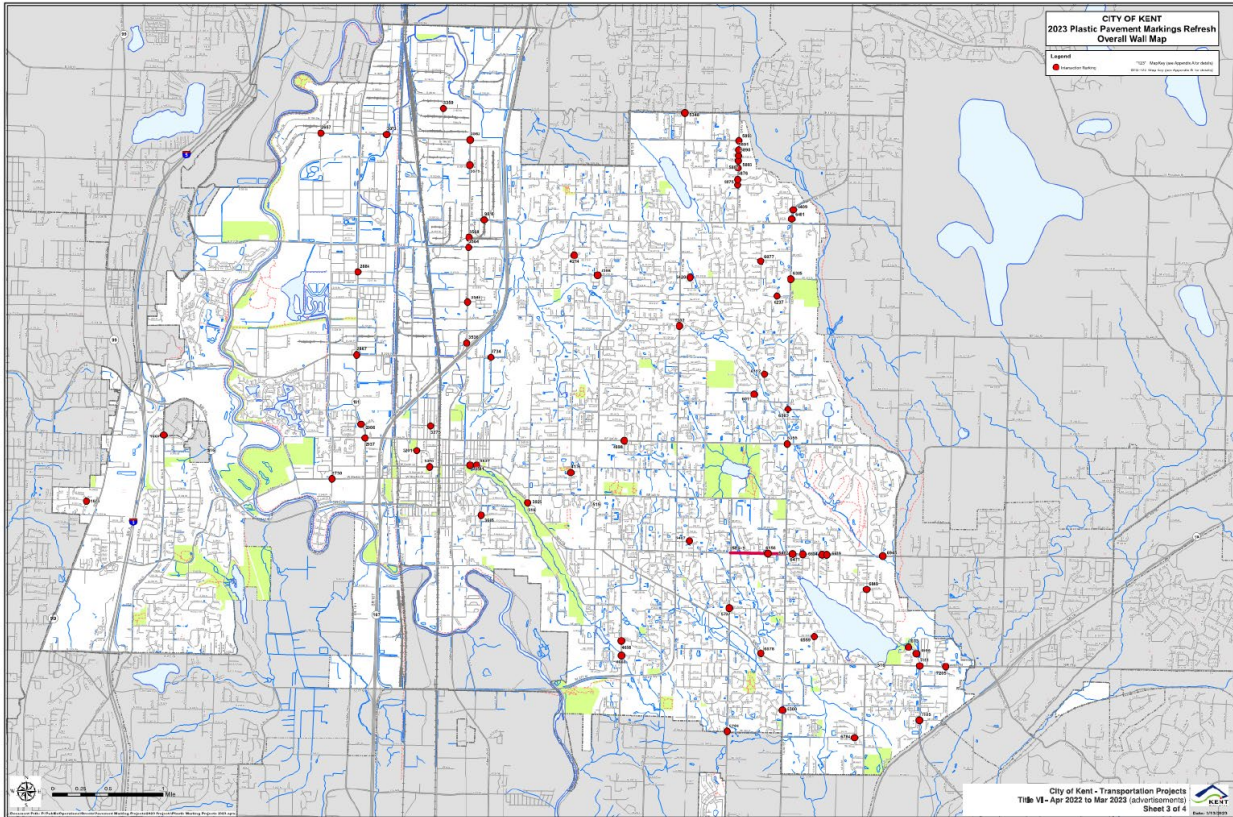
**Construction Burden:** traffic.

**Other Transportation Projects worked on in reporting period:**

- 108th Ave. SE & SE 264th St. Compact Roundabout
- 2021 Overlay
- 2022 Crack Sealing
- 2022 Overlays
- 2022 Paint Line Striping & RPM
- 2022 Plastic Markings
- 2023 Crack Sealing
- 84th Ave. S. Slump Repair
- Naden Ave. and Willis Street Access Improvements
- Reith Road Roundabouts
- S. 212th St. Preservation - 72nd Ave. S to 84th Ave. S. (East Valley Highway)
- S. 212th St. Preservation (Green River Bridge to Orillia Rd./Kent City Limits)
- S. 218th St./ 98th Ave. S. from 94th PL. S. to S. 216th St.
- S. 224th St. Improvements Phase 1 - 84th Ave. S. to 88th Ave. S.
- S. 228th St. UPRR Grade Separation

- Transportation Master Plan





10. Other Public Meetings – List other public meetings held during this reporting period. Identify efforts used to encourage citizen participation at those meetings. Detail dates, times, locations, attendance, and provide examples of outreach materials.

Identify members of the LPA’s transportation planning and/or advisory groups by race, color, and national origin

Specify methods used to collect demographic information from the transportation-related public meetings. (Self-identification surveys, notes by staff, etc.) Include summaries of Public Involvement Forms collected at each meeting, listing the demographics of those who attended by meeting.

List any language assistance services requested. For which languages? Who provided the service? In addition, list vital documents translated during the reporting period and identify the languages.

A public hearing on the annual update to the Transportation Improvement Program was held before the City Council on May 17<sup>th</sup>, 2022 at 7:00 PM. The council hearing was available in person, by phone, and broadcast on cable TV and the internet. The City Council invited public testimony with in-person, written, remote call-in and email comment options.

A presentation on transportation grants, and advance discussion of the 2024-2029 Transportation Improvement Program (TIP) update with schedule for the update was held before the City Council in a workshop on January 17<sup>th</sup>, 2023, in their regularly scheduled place and time.

In development of the TIP, the City also deployed a GIS StoryMap, with interactive details on the proposed draft, then final once adopted, including links on how to address comments on the program. The GIS StoryMap outreach tool is

here: <https://storymaps.arcgis.com/stories/38f7ff964eeb48b19288e2174af24014>

11. Transportation-related Construction and Consultant Contracts (if applicable) – Briefly describe the process used to advertise and award construction contracts during this reporting period. Include the process for negotiated contracts (e.g., consultants).

**Construction Contracts:** All City of Kent Capital Improvement construction contracts are advertised in the Seattle Daily Journal of Commerce and the Washington State Office of Women’s and Minority Business Enterprise for a minimum of 2 weeks, and 3 weeks for projects with federal funds. At a public bid opening, the apparent low bidder is identified, and the bid proposals are reviewed for completeness and tabulated by the city’s Contract Specialist to confirm all prices are correct and a low bidder is determined. Once the responsive low bidder is identified, the contract is sent to the City Council for approval to award. The Public Works Director issues notice of the approval, and the contract is sent to the lowest responsive bidder. The Contractor returns the contract with their authorized signature and all required insurance documents and bond. The Contract Specialist reviews the insurance documents, contract, and bond and forwards to City of Kent Legal staff for further review prior to the Mayor fully executing the contact.

**Consultant Contracts (Negotiated):** For projects that are funded by Federal grants, the City of Kent advertises in the Seattle Daily Journal of Commerce and the Washington State Office of Women’s and Minority Business Enterprise for submittal of Statement of Qualifications (SOQ’s) from all firms qualified and interested in providing consultant services for contracts awarded by the City of Kent. The SOQ’s are rated and scored in six (6) different categories by multiple staff. From the results of SOQ scoring, firms are selected for interviews with City of Kent staff. The participating firm’s performance during the interview is once again scored in six (6) different categories by the interviewing staff members. The highest scoring firm is informed they have been selected for the project and invited to participate in a scoping meeting with the City’s project team. The City then begins the negotiation/contracting process. For projects that are funded by City budgets and/or non-Federal grants, consultants are selected based on review and scoring of SOQ’s published in the Municipal Research & Services Center (MRSC) and the above procedures are followed.

12. Describe the actions taken to promote construction contractor/consultant compliance with Title VI by construction contractors/consultants, including monitoring and review processes, and their outcomes/status (e.g. what Title VI language was included in contracts and agreements; were contractors and consultants reviewed to ensure compliance; what Title VI responsibilities are explained to contractors and consultants?)

The following language was added to all consultant and construction advertisements and contracts include the following Title VI provisions:

The City of Kent in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation,



Subtitle A, Office of the Secretary Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this investigation and will not be discriminated against on the grounds or race, color, national origin, or sex in consideration for an award.

The contract package also includes the Required Contract Provisions Federal-Aid Construction Contracts – FHWA-1273 document Revised May 1, 2012. The form was revised July 5, 2022 linked here:

<https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>

On projects with funding from Federal grants DBE Condition of Award (COA) Goals are also required on all construction and consultant contracts and required DBE goals. As Condition of Award, when a Disadvantaged Business Enterprise (DBE) Goal is required, the contractor's bid submission will include completed Disadvantaged Business Enterprise (DBE) Bid Item Breakdown Forms, Disadvantaged Business Enterprise (DBE) Utilization Certification forms, Disadvantaged Business Enterprise (DBE) Trucking Credit forms (if applicable), Good Faith Effort documentation, Disadvantaged Business Enterprise (DBE) Written Confirmation Document forms, Contractor DBE participation and payment is thoroughly monitored during construction through Inspector Daily Reports, invoice tracking, reporting and monitoring entries in <https://wsdot.diversitycompliance.com>, DBE/UDBE/FSBE Commercially Useful Function On-Site Review for Construction Contractors/Subcontractors form completion, Request to Sublet Work forms, and Certified Payroll Report tracking/monitoring.

13. List construction, right-of-way, and consultant contracts with your LPA/MPO/entity for this report period with dollar value of each. Identify funding sources (federal, state, local, other), and how many were awarded to certified disadvantaged contractors (as a prime contractor/consultant).

## April 2022 to March 2023 Report

Firm	OMWBE Type/Project	Phase	Funding Source	Amount
<b>KBA Construction Management</b>	SBE			\$ 244,441
	76th Ave. S. – North Segment	Construction	PSRC/Federal	\$ 233,520
	S. 228th St. UPRR Grade Separation	Construction	Local	\$ 473
	S. 212th St. Preservation (Green River Bridge to Orillia Rd./Kent City Limits)	Construction	PSRC	\$ 9,859
	S. 212th St. Preservation - 72nd Ave. S to 84th Ave. S. (East Valley Highway)	Construction	PSRC	\$ 590
<i>KBA Construction Management Total</i>				<b>\$ 244,441</b>
<b>Lingeman Valuation &amp; Consultin</b>	SBE			\$ 2,000
	S. 218th St./ 98th Ave. S. from 94th PL. S. to S. 216th St.	Design	State	\$ 2,000
<i>Lingeman Valuation &amp; Consultin Total</i>				<b>\$ 2,000</b>
<b>Madrona Law Group</b>	SBE			\$ 19,934
	S. 228th St. UPRR Grade Separation	ROW	Local	\$ 19,934
<i>Madrona Law Group Total</i>				<b>\$ 19,934</b>
<b>SH&amp;H Valuation and Consulting</b>	SBE			\$ 21,400
	2023 Railroad Quiet Zone BNSF Railraod Crossing Improvements	Design	State	\$ 17,000
	Naden Ave. and Willis Street Access Improvements	ROW	Local	\$ 4,400
	S. 228th St. UPRR Grade Separation	ROW	Local	\$ -
<i>SH&amp;H Valuation and Consulting Total</i>				<b>\$ 21,400</b>
<b>Traffic Control Plan Co. of WA</b>	DBE & MBE			\$ 10,675
	108th Ave. SE & SE 264th St. Compact Roundabout	Design	State/Federal	\$ 1,050
	2022 Overlays	Design	Local	\$ 1,400
	2023 Asphalt Overlay	Design	Local	\$ 4,025
	2023 Plastic Markings	Design	Local	\$ 2,275
	2023 Railroad Quiet Zone BNSF Railraod Crossing Improvements	Design	State	\$ 1,225
	Naden Ave. and Willis Street Access Improvements	Design	Local	\$ 350
	Reith Road Roundabouts	Design	TIB	\$ 350
	<i>Traffic Control Plan Co. of WA Total</i>			
<b>Transportation Solutions, Inc.</b>	mini			\$ 25,647
	Naden Ave. and Willis Street Access Improvements	Design	Local	\$ 10,518
	Reith Road Roundabouts	Design	TIB	\$ 14,680
	S. 218th St./ 98th Ave. S. from 94th PL. S. to S. 216th St.	Design	Local	\$ 449
<i>Transportation Solutions, Inc. Total</i>				<b>\$ 25,647</b>
<b>United Print Signs &amp; Graphics</b>	DBE & SBE			\$ 572
	2023 Asphalt Overlay	Design	Local	\$ 309
	2023 Railroad Quiet Zone BNSF Railraod Crossing Improvements	Design	State	\$ 263
<i>United Print Signs &amp; Graphics Total</i>				<b>\$ 572</b>
<b>Grand Total</b>				<b>\$ 324,669</b>

14. Education & Training – Describe actions taken to promote Title VI compliance through education and trainings, including monitoring and review processes, and their outcomes/status.

List Title VI training/webinars your Title VI Coordinator attended this reporting period. Include dates and entity that conducted the training.

12/28/2022- Title VI of the 1964 Civil Rights Act for Municipalities- NeoGov

01/10/2022- City of Bellevue Title VI Training Day 1- Kristi Oosterveen & Blayne Amson

01/11/2022- - City of Bellevue Title VI Training Day 2- Kristi Oosterveen & Blayne Amson

03/17/2023- Agency Training - Digging into Public Works Contracts – MRSC & Washington PTAC

When was Title VI internal training provided to staff? Who conducted the training? What was the subject of the training? Provide the job titles and race/color/national origin of attendees.

List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.

11/01/2022- 02/2023 Effective Communication & Influence: Leading with Emotional intelligence – In person mandatory staff training- PAUSE INC, 85% completion rate.

**Title VI Goals for Upcoming Year**

What area(s) of Title VI does your agency plan to focus on in the upcoming year? Describe by particular program area what your agency hopes to accomplish. Include any significant problem areas to focus on and plans to address those.

This year, the city will be focusing on training all staff members on Title VI as part of our yearly mandatory training. Additionally, we will be training front line staff on our Language Access Plan to ensure proper language assistance is provided to all residents.

We also hope to strengthen our internal Title VI structure to have one liaison from each department to help identify vital documents and help standardize data collection.