

**City of Lacey**  
**Title VI Annual Report**  
**Reporting Period: June 1, 2020 to April 30, 2021**

**Contact Information**

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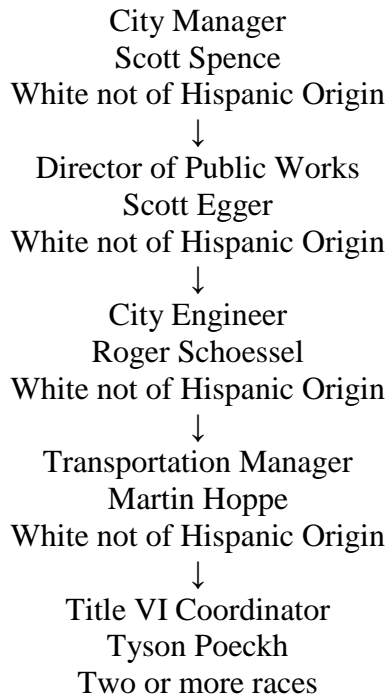
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Lacey, WA 98503  
Thurston County

**Accomplishments**

1. There have been no changes to the approved Title VI Plan.
2. Organization, Staffing, Structure



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3. City of Lacey Demographics

**Percent of Residents by Racial Origin**

White	71.4%
Black or African American	6.2%
American Indian and Alaska Native	1.2%
Asian	8.6%
Native Hawaiian and Other Pacific Islander	1.8%
Some other race	2.8%
Two or more races	7.9%

Source: U.S. Bureau of the Census, 2015 – 2019 American Community Survey

**Percent of Residents that are Below Poverty Level**

Families below federal poverty level	7.8%
Individuals below federal poverty level	9.8%

Source: U.S. Bureau of the Census, 2015 – 2019 American Community Survey

**Percent of Residents with Limited-English Proficiency  
(Speak English Less than Very Well)**

Spanish	2.2%
Other Indo-European Languages	0.4%
Asian and Pacific Island Languages	2.9%
Other	0.1%

Source: U.S. Bureau of the Census, 2015 – 2019 American Community Survey

The City analyzes demographic data and field survey data as part of project SEPA and/or NEPA processes to identify disproportionate impacts to minority and low income populations. There were no new applicable projects during this reporting period.

4. Complaints

No complaints were received during this time period.

5. Planning

No transportation planning activities were performed during this time period.

6. Right-of-Way Actions

No right-of-way actions were performed during this time period.

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7. Right of Way Appraisers and Acquisition Staff

Dave Schneider, City Attorney, White not of Hispanic Origin

8. Studies and Plans

No transportation studies were conducted or completed during this time period.

9. Project Location and Design

Ruddell Road Retaining Walls

Location: Ruddell Road between Brentwood Dr. SE and 27<sup>th</sup> Ave. SE

The project provides for the reconstruction of failing retaining walls along a section of Ruddell Road, and also rebuilds the sidewalk in this area. The benefits for pedestrians are a wider and more comfortable sidewalk. The burdens are some minor traffic disruptions during construction.

10. Other Public Meetings

**Transportation Committee**

Carolyn Cox, White not of Hispanic Origin  
Malcolm Miller, Black or African American  
Michael Steadman, White not of Hispanic Origin

**Notices**

Special language needs were assessed from demographic data. Since populations with limited English proficiency were below 5% for each language group, it was determined that it was not reasonable to expect a significant number of non-English speaking residents to be affected. Notices were written in English only with translation services available upon request.

**Public Hearings**

No public hearings related to transportation were held during this time period.

11. Transportation-Related Construction and Consultant Contracts

Consultant contracts are advertised using The Olympian newspaper and the MRSC Roster. This request for qualifications (RFQ) includes the Title VI statement from the Standard Assurances document. The RFQs are rated by a group of Public Works staff members based on criteria outlined in the advertisement. The selected consultant prepares a cost estimate and scope which is negotiated, and the final professional services agreement includes Exhibit F, Title VI Assurances.

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Construction contracts are advertised in The Olympian, The Seattle Daily Journal of Commerce, Builder’s Exchange, and the City website. The solicitation includes the Title VI statement from the Standard Assurances document. The contract is awarded to the low bidder that meets mandatory bidder responsibility criteria. The contract itself has a Title VI section, where the contractor agrees to Title VI compliance, including in solicitations for subcontracts.

12. Actions Taken to Promote Construction Contractor/Consultant Title VI Compliance

For construction contracts, Title VI compliance is a part of the agenda for the preconstruction meeting. Title VI is also discussed with contractors/subcontractors in the field as part of on-site reviews and interviews. For consultants, Title VI compliance is discussed at the kick-off meeting. The Title VI language that is a part of the Non-Discrimination Agreement and the Standard Assurances are discussed in these instances.

13. Transportation Related Contracts (Federal and others)

The following contracts were awarded during this period:

**Construction Contracts**

Ruddell Road Retaining Walls Funded by the City of Lacey.	\$1,124,333.75
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**Consultant Contracts**

Carpenter Road & Britton Parkway Roundabout Design Funded by the City of Lacey.	\$145,377.00
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College Street Phase 3 Design Funded by a federal grant and the City of Lacey.	\$1,046,451.00
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**DMWBE Contracts (Consultant)**

Electric Vehicle Charging Stations Funded by a federal grant and the City of Lacey.	\$28,011.00
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14. Education and Training

Title VI Overview, General Requirements, and Public Outreach Presentations by FTA were viewed by the Title VI Coordinator on 4/19/21.

15. Title VI Goals for the Upcoming Year

For the upcoming year, the City of Lacey plans to send several staff members to Title VI training as a refresher and also for information on any new requirements.