

**KING COUNTY DEPARTMENT OF LOCAL SERVICES
ROAD SERVICES DIVISION**

**TITLE VI ACCOMPLISHMENTS AND GOALS REPORT
(App28.93)**

Reporting Period: April 2023 through March 2024

Submitted: May 1, 2024

Agency Administrator:

Dow Constantine, King County Executive

Title VI Coordinator:

Tricia Davis, Road Services Division Director

Prepared by: Janel London, Program and Project Support Services Manager

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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): Dow Constantine, King County Executive

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Name and title of **head of transportation-related services**: Tricia Davis, Road Services Division Director

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Name and title of designated **Title VI coordinator***: Tricia Davis, Road Services Division Director

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*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).

The Standard Assurances are included in Appendix A.

Accomplishments

1. Have there been any changes to the approved Title VI Plan that have not been reported to OEO?

No; the most current version of the King County, Department of Local Services, Road Services Division Title VI Plan is dated September 2022 and was provided to WSDOT on September 1, 2022.

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.

King County's Title VI organizational structure is unchanged; however, staffing updates are reflected in Table 1 below.

The King County Executive continues to serve as the Title VI Administrator. The Director of King County’s Office of Equity, Racial and Social Justice (OERSJ) continues to provide oversight of King County’s Title VI Program. As the Title VI Oversight Officer, this role reports directly to the King County Executive on program status. The Title VI Coordinator continues to support the Title VI program implementation by ensuring Title VI procedures are in place and regularly assessing the Road Services Division’s (Roads) performance under Title VI. The Title VI Manager provides technical assistance to the Coordinator by working directly with special emphasis programs within Roads, and the County’s Finance and Business Operations Division.

Figure 1 illustrates the Title VI reporting relationships for King County. Table 1 shows the 2024 Title VI team under the Title VI Coordinator, including the special emphasis programs.

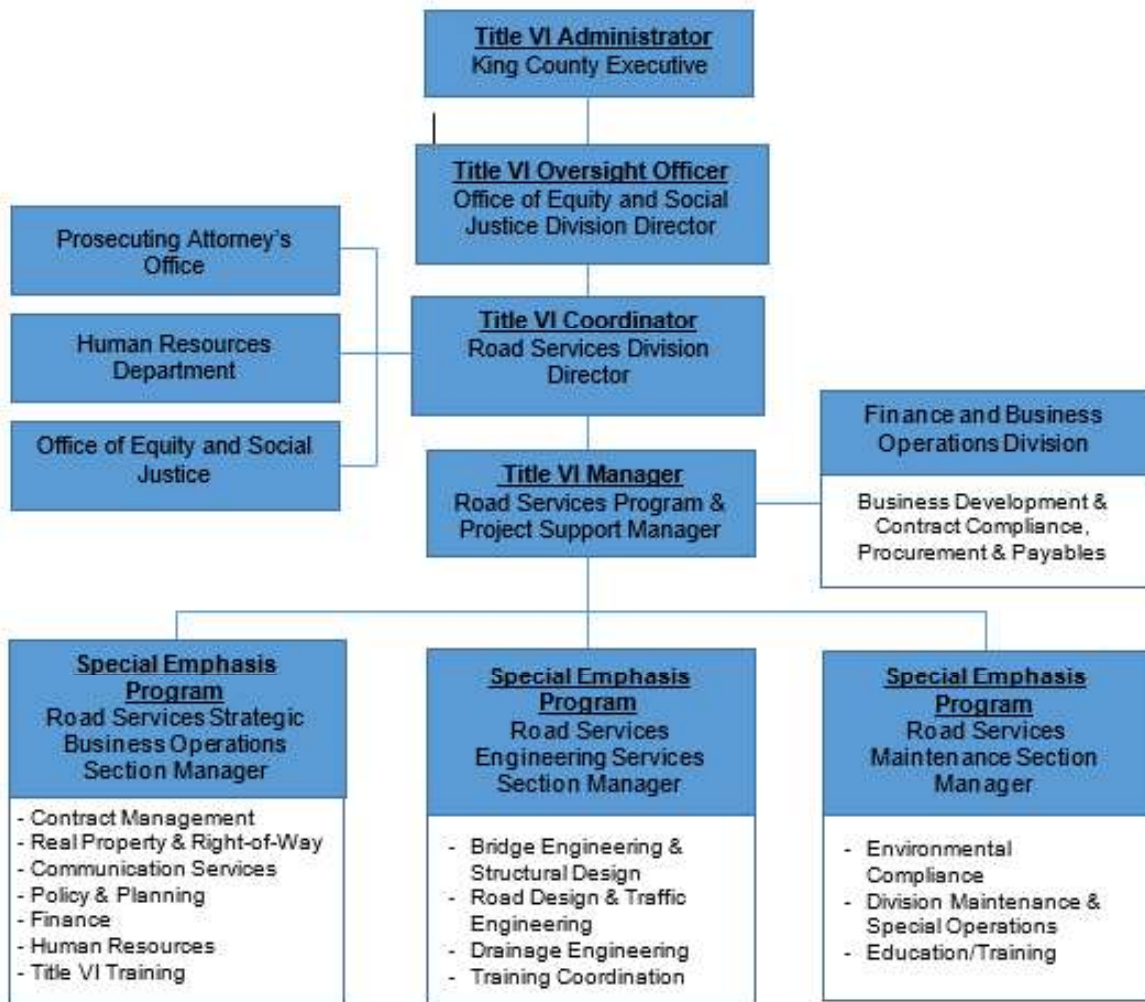


Figure 1. King County’s Title VI organizational structure.

Table 1. King County Title VI Team (Coordinator, Specialists and Liaisons).

Individual	Demographic Descriptors			Title VI Role	
	Name	Race	Color	National Origin	Title
Tricia Davis	Caucasian	White	USA	Title VI Coordinator, Roads Director	Oversees Title VI procedures, assessment, reporting
Janel London	Caucasian	White	USA	Title VI Manager, Managing Engineer	Supports Coordinator; supports all Special Emphasis Program areas; Title VI Reporting
Strategic Business Operations Section (SBOS)					
Lydia Reynolds-Jones	African American	Brown	USA	Title VI Specialist, SBOS Manager	Oversees Roads strategic and operation activities
Janel London	Caucasian	White	USA	Title VI Liaison, Managing Engineer	Contract Administration/ Management, Title VI Training
Leslie Drake	Caucasian	White	USA	Title VI Liaison, Property Program Manager	Real Property and Right of Way
Broch Bender	Caucasian	White	USA	Title VI Liaison, Customer Service and Communications Manager	Communication Services, Community Outreach
Sarah Green	Caucasian	White	USA	Title VI Liaison, Project Program Manager	Policy & Planning
Yana Dvoukhretchenski	Caucasian	White	Russia	Title VI Liaison, Business and Finance Officer	Finance
Kelly Fitzgerald	African American	Brown	USA	Title VI Liaison, Payroll Supervisor	Human Resources

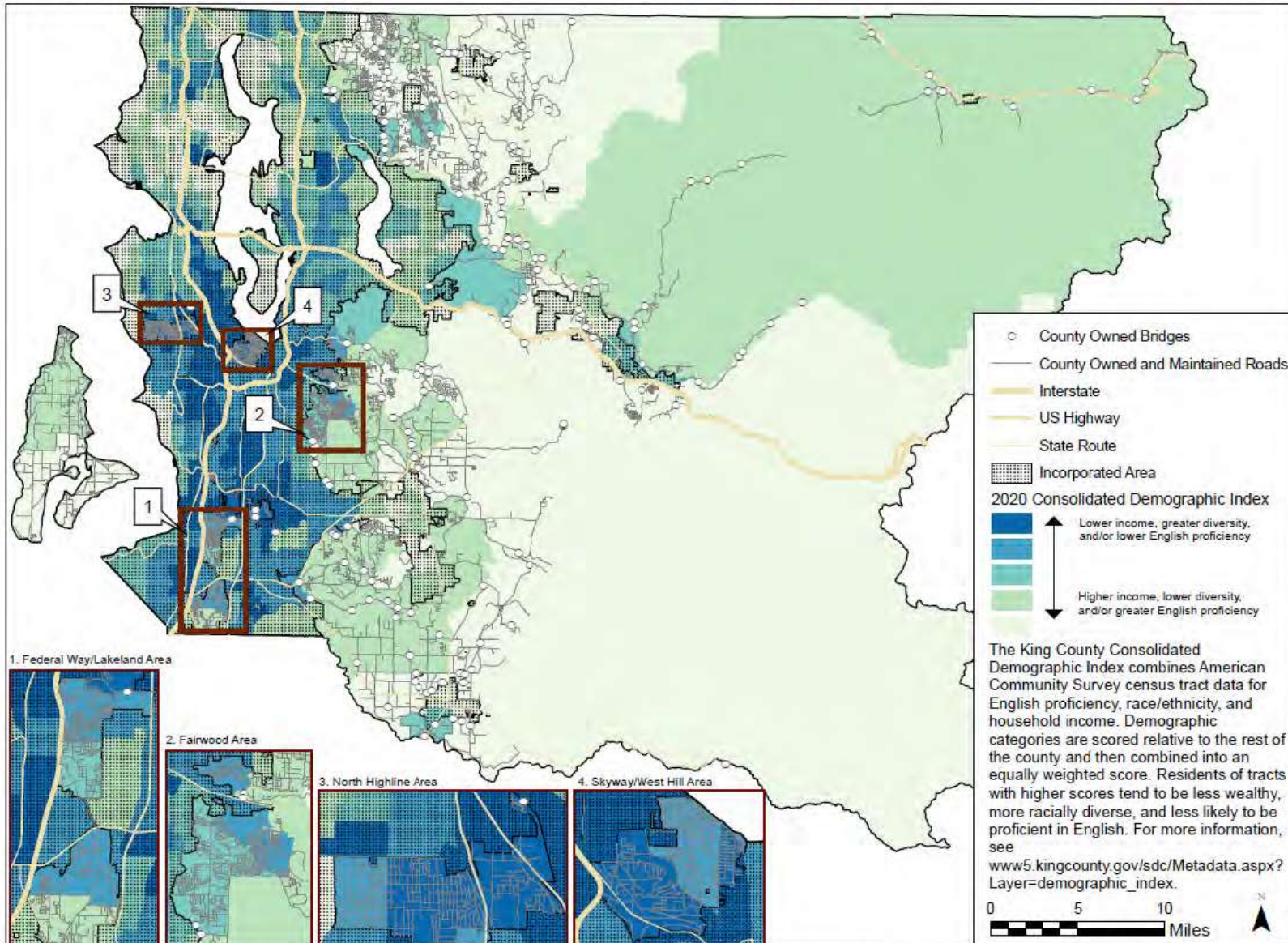
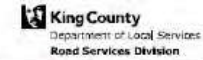
Engineering Services Section (ESS)					
Rose LeSmith	Asian	Light Brown	Vietnam	Title VI Specialist, ESS Manager	Oversees all Design, Engineering and Construction for Bridge, Drainage, and Road activities
Larry Jaramillo	Hispanic	Light Brown	USA	Title VI Liaison, Managing Engineer	Bridge Engineering & Structural Design
Wally Archuleta	Hispanic	Brown	USA	Title VI Liaison, Managing Engineer	Road Design & Traffic Engineering
Jon Cassidy	Caucasian	White	USA	Title VI Liaison, Managing Engineer	Drainage Engineering
Kelly Campbell				Title VI Liaison, Administrator	Training Coordinator
Maintenance Section (MS)					
Kenny Alcantara	Asian	Brown	USA	Title VI Specialist, Acting MS Manager	Oversees all Road Maintenance, Environmental, and Special Operations activities
Katie Merrell	Caucasian	White	USA	Title VI Liaison, Engineer III	Environmental Compliance
Kirsten Chapman	Caucasian	White	USA	Title VI Liaison, Acting Operations Manager	Division Maintenance & Special Operations, Education/Training

- 3. Community Demographics – Using a map of the LPA’s boundaries, describe the demographics of the LPA’s service area (e.g., race, ethnicity, and national origin). List, by individual languages, the percent of the population(s) that is Limited English proficient. If the LPA’s Limited English proficient population is 5% of the total population or 1,000 individuals, whichever is less, explain the Four-Factor Analysis by answering the statements 1-4 below.**

Figure 2 presents a map of the Roads service area (unincorporated portions of King County) overlaid on a base map showing the Consolidated Demographic Index, which summarizes 2016-2020 American Community Survey (ACS) census tract data for English-proficiency, race, and income level. The County assesses impacts to low-income and minority populations who are subject to additional consideration in accordance with applicable Title VI and Environmental Justice provisions.

King County identifies Limited English-Proficiency (LEP) populations and translation needs on a project-by-project basis using tools provided by OERSJ, the County’s Language Access Program, as well as direct feedback from staff working on public-facing programs. Information

Unincorporated King County Road Network and Consolidated Demographic Index



The use of the information in this map is subject to the terms and conditions found at: www.kingcounty.gov/services/gis/Maps/terms-of-use.aspx. Your access and use is conditioned on your acceptance of these terms and conditions.
Map created 4/10/2024 by ADAVIS. Document Path: \\dot\roads\SB\032\GIS\Projects\TitleV\Report\2024\MXD\TitleV_2024_ConsolidatedDemIndex.mxd

Figure 2. Unincorporated King County road network and Consolidated Demographic Index.

readily available for employees to use in accessing communication barriers is provided [here](#) (copy provided in Appendix B).

1. Briefly describe the number of LEP persons served and languages spoken in the service area.

A substantial number of King County residents have LEP. The number of LEP persons and languages spoken vary across the County.

Generally, the County has identified three tiers of spoken languages that guide project needs for translation. The first tier identifies Spanish as the most common language other than English spoken within the county. The second tier identifies nine other languages that are most frequently spoken. The third tier identifies five additional languages spoken by smaller numbers in particular communities. These languages are identified in Table 2 by tier.

Table 2. Top languages spoken in King County ranked by tier and translation protocols (2021).

Tier	Language	Translation Protocol
Tier 1: Public Communication Materials (PCM) must be translated into target language		
1	Spanish	Translation Required
Tier 2: Translation of PCM is recommended, depending on target audience		
2	Chinese	Translation Recommended
2	Vietnamese	Translation Recommended
2	Somali	Translation Recommended
2	Russian	Translation Recommended
2	Korean	Translation Recommended
2	Ukrainian	Translation Recommended
2	Tagalog	Translation Recommended
2	Amharic	Translation Recommended
2	Arabic	Translation Recommended
Tier 3: Translation of PCM is encouraged, depending on target audience		
3	Dari	Translation Encouraged
3	Punjabi	Translation Encouraged
3	Tigrinya	Translation Encouraged
3	Japanese	Translation Encouraged
3	Marshallese	Translation Encouraged

2. Briefly describe the frequency of contact with LEP persons for services or projects (e.g., customer service interactions, public meetings, and contracts bidding and awarding).

The frequency of contact with LEP persons varies by service request and project location. Roads operates a 24/7 Helpline that is advertised in English and Spanish and is staffed in part with two Spanish speaking customer service agents. Alternately, when customers contact the helpline, they may directly request translation services through the County's Language Line Solutions program. Neither the number of Spanish translations offered directly by Spanish speaking agents, nor the number of translation service requests have been tracked historically; however, Roads is working on a system to providing tracking of this data in the future.

In the reporting period, projects that required public outreach were primarily located within communities that are dominantly English-speaking. In all cases, translation services were offered, but no requests were received.

No contact with LEP persons were had with respect to contract procurements during the reporting period.

3. Briefly describe the importance of the program, activity, or service to the lives of LEP persons.

Within unincorporated King County, the communities with highest concentrations of LEP persons tend to overlap with areas with higher racial diversity and lower incomes. When engaging with these communities, the general feedback Roads receives is that active transportation, transit access, and job access are important aspects of the transportation infrastructure for their needs.

4. Briefly describe current resources available for LEP persons and overall cost.

The County has updated the public-facing website, including all project- and program-specific webpages to meet County-accessibility goals. For more information, see question 10.3. This and other efforts, such as translation and interpretation services, are built into project and program budgets; overall costs are not currently available.

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).

Complaints may be logged with the Title VI Complaint Form contained within the County's Title VI Plan or logged electronically through the King County Office of Civil Rights: [Civil Rights Program - King County](#) (copy provided in Appendix C).

No complaints related to roadway capital projects were received during the 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.

Transportation Planning

a) Transportation Element of the Comprehensive Plan

During this reporting period, King County finalized proposed updates and transmitted the major 2024 King County Comprehensive Plan update, including the Transportation Element, to King County Council. The Transportation Element includes coordination across the County's three transportation agencies (Roads, Airport, and Metro Transit) on behalf of updates to countywide policies, facility inventories, the King County Transportation Needs Report, and the King County Arterial Classification System. The King County Comprehensive Plan update will be adopted by the Council.

The Transportation Needs Report, adopted as part of updates to the Comprehensive Plan, contains a list of projects and planning level estimates necessary to address a 20-year projected set of priority needs, associated with the county's system of roads and bridges. The Transportation Needs Report informs capital investment decision-making, including updates to the Roads six-year capital improvement program (CIP) and biennial budget. Projects included in the Transportation Needs Report are the result of evaluation and prioritization of needs across the road system. The evaluation process reflects input from Roads technical staff, technical studies, and engagement with other county agencies, cities, local jurisdictions and organizations, and the broader community.

The Roads Policy and Planning Program ensures alignment between the King County Comprehensive Plan's policy framework and the agency's capital, maintenance, and operational activities. Additionally, Roads coordinates review of development proposals, as part of other jurisdictions' environmental review processes under the State Environmental Policy Act (SEPA), that may have an impact to the county's road system. One dimension of this review is to evaluate alignment with the King County Comprehensive Plan's policy framework. During this reporting period, Roads reviewed approximately 1,000 external SEPA documents and commented on three.

b) 2023-2024 Road Services Division Business Plan

The Road Services Division 2023-2024 Business Plan, updated in the prior reporting period, guided planning and decision-making through the current reporting period. The Business Plan identified five key challenges, including the systemic under-investment in urbanized portions of the road and bridge network, which contributes to inequities in traditionally underserved communities. The plan established Advancing Equitable Infrastructure as one of six strategic priorities to address the identified challenges. This strategy prioritizes equitable investments in roadway infrastructure. Other strategic priorities that are guiding the division's work include: Improving Sustainable Funding, Keeping Roads Safe and Open, Investing in our Facilities, Supporting Environmental Sustainability, and Investing in our People.

c) Community Needs List Program

During this reporting period, the Roads Policy and Planning Program continued to provide support to departmental initiatives with a transportation nexus, including the Community Needs List (CNL) Program. Through the CNL, the County conducted countywide community engagement to generate a catalog of community-identified needs and conducted focused outreach in the Snoqualmie Valley/NE King County Area as part of the

subarea planning process. Roads reviewed and catalogued the road-related needs identified through the community outreach processes.

Promotion of Title VI

As individual capital projects are authorized and initiated, a project review process is initiated early in the project preliminary design phase. Early and ongoing project review is informed by an evolving understanding of the affected communities, constituent interests and demographic information obtained by geospatial census data. As the project evolves, so does the project team's understanding of the communities being served by the project. Specific project products are informed by this data including the Project Charter, the Public Communications Plan, and King County Green Building Ordinance documentation.

King County conducts Green Building Ordinance certification processes for all capital project investments, which includes preparation of a determinants of equity analysis and corresponding equity and social justice workplan, to guide ways in which each capital project can advance principles of equity and social justice as part of capital project delivery. Some capital investments take place in traditionally underserved communities and the equity and social justice plans often include language translation, expanded community engagement approaches, and working directly with community members as feasible, in service of minimizing unintended project consequences and maximizing project benefits.

a) Monitoring and Review Processes

The King County Green Building Ordinance requires annual reporting on capital projects as a monitoring process to ensure requirements are being tracked and routinely considered. Equity and social justice credits are documented in the Sustainable Infrastructure Scorecard. The recently updated 2023 Scorecard tracks several new equity and social justice credits for capital projects beginning in 2024. All reports are reviewed and compiled for agency-specific and Countywide summaries of performance by a central Green Building Team. An intranet dashboard provides a visualization of performance across County agencies. The Green Building Team is also a resource for sharing strategies across capital project portfolios. During the reporting period, Roads completed 78 annual reports.

b) Community Involvement

Community involvement around transportation planning topics included focused outreach and engagement activities specific to the Comprehensive Plan update and the CNL, as well as standard capital project-specific outreach.

2024 King County Comprehensive Plan Update

During this reporting period, King County finalized proposed updates and transmitted the major 2024 King County Comprehensive Plan update, including the Transportation Element, to Council. The update involved a robust community involvement plan including a public facing [website](#), a [public survey](#) in nine languages, and a variety of in-person and virtual opportunities for the community to engage with the planning process (copies of the website and the survey are provided in Appendix D). The following outreach events occurred during the reporting period:

- A Virtual Townhall for the King County Comprehensive Plan from 6:30pm to 8pm on Thursday, June 8, 2023. Excerpts of the presentation from this event are provided in Appendix D.
- A Hybrid and In-Person Kick-Off Event from 6pm to 8pm on Monday, June 12, 2023, at the Preston Community Center for the Snoqualmie Valley/NE King County Subarea Plan as part of the Comprehensive Planning process.
- An in-person Open House event from 4pm to 8pm on Thursday, June 22, 2023, at the Southgate Roller Rink in White Center, offering a mix of opportunities to engage with comprehensive and transportation planning personnel and participate in community building activities. The event was held in a low-income, underserved area to facilitate engagement with community members.
- A Virtual Vashon/Maury Island Zoning Meeting from 7 pm to 8:30 pm on Monday, July 10, 2023, as part of the Comprehensive Planning process.

Community Needs List

During this reporting period, King County began development of the 2024 Community Needs List. This program involves a public facing [website](#) (copy provided in Appendix D), a public survey, and a variety of in-person and virtual community operations to engage in the planning process.

Roads participated in the following outreach events:

- A kickoff meeting with the CNL Community Advisory Group during which King County departments provided an overview of their work as part of the outreach process to develop the 2024 Community Needs Lists. The kickoff meeting was held in person from 10am to 3pm on Saturday, February 24, 2024, at the Preston Community Center.
- Transportation-focused workshop with the CNL Community Advisory Group, held virtually from 6pm to 8pm on March 5, 2024, to discuss potential project ideas for inclusion on the 2024 Community Needs List.

Capital Programs and Projects

Community outreach efforts for the Roads capital programs includes a variety of means and methods including mailed SEPA notices (see question 8 for more detail), program- or project-specific websites, community outreach meetings, social media posts, and postcard or flyer mailings. All printed and electronic communications were written in plain, reader-friendly English, and all included information on how to access the materials in alternative formats or different languages.

Program and project websites are updated routinely as new information is available. As a sample of websites actively maintained and updated during the reporting period, please see the Guardrail [program](#) and the NE Woodinville Duvall Road at NE 172nd Street Culvert Replacement [project](#) (a copy of each website is also provided in Appendix D).

During the reporting period, postcards or flyers were mailed to all residential addresses within affected neighborhoods for the following 13 projects:

- 284th Avenue SE Culvert Replacement Project
- Redmond Ridge Drive NE and NE Alder Crest Drive Roundabout Project

- NE Woodinville Duvall Road at NE 172nd Street Culvert Replacement Project
- Green River Road and 94th Place S Cleaning and No Parking Project
- Patterson Creek Bridge Repair Project
- Berrydale Ox Bridge Repair Project
- Cedar Grove Road SE Paving Project
- Sidewalk Repair (White Center) Project
- 51st Ave S Speed Limit Change Project
- 238th Ave NE Speed Limit Change Project
- Clough Creek Bridge Replacement Project
- NE Old Cascade Highway Roadway and Drainage Improvements Project
- Ames Lake Trestle Bridge Replacement Project

Copies of these postcards and flyers are provided in Appendix D.

- 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).**

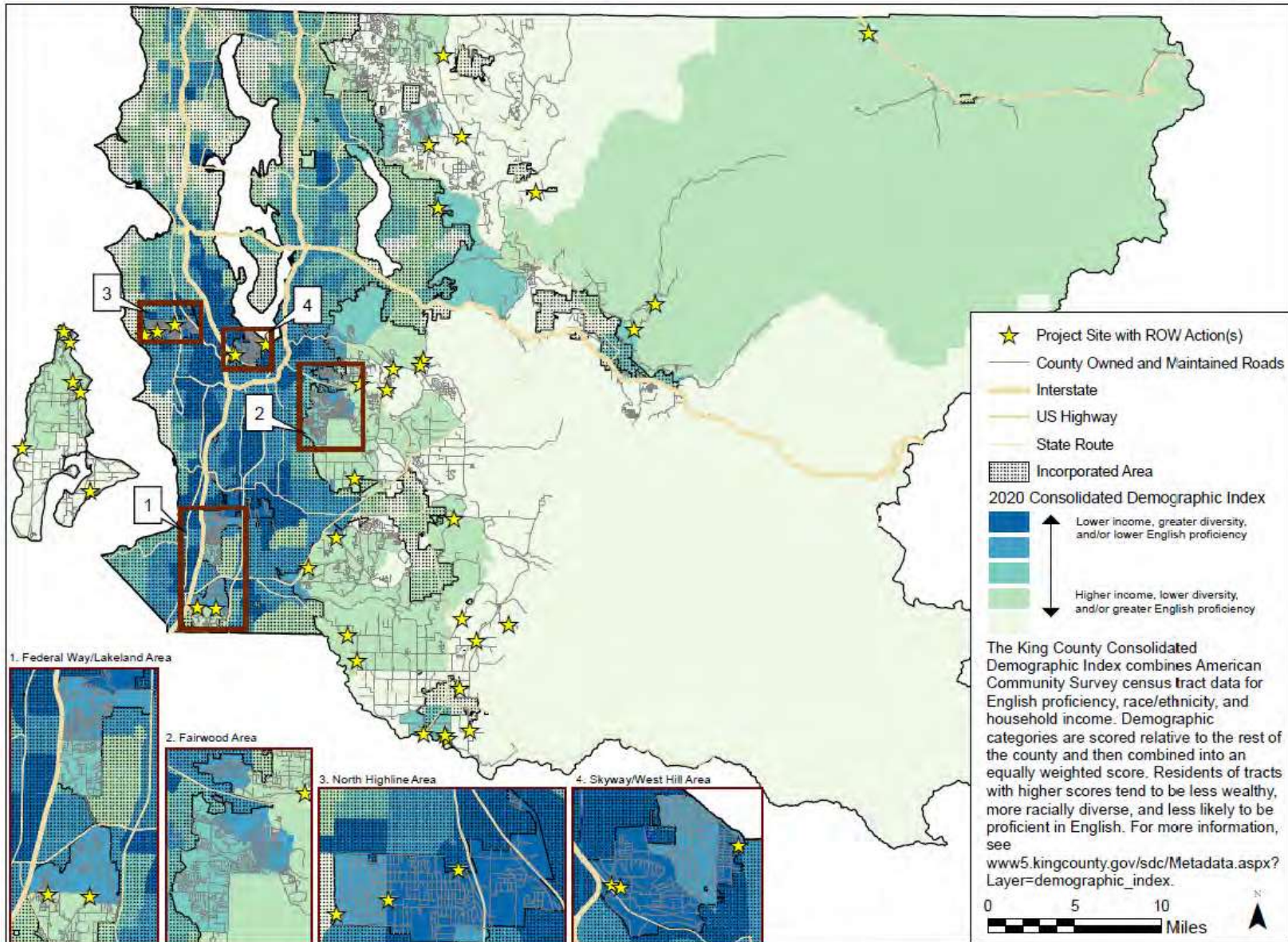
During the reporting period, King County Roads engaged with 128 property owners regarding Rights-of-Entry, 61 property owners for the acquisition of easements or fee interests, nine property owners for permits, one property owner for an Agreement to Reconnect Driveways, one property owner for personal property relocation, and nine property owners were directly engaged during the appraisal of their property. These right-of-way activities are summarized in Table 3.

Table 3. Summary of right-of-way actions taken from April 2023 through March 2024.

Right-of-way Action	Number of Properties Engaged
Right-of-Entry	128
Easement and/or Fee interest	61
Permit	9
Agreement to Reconstruct Driveway	1
Relocation	1
Engagement during Appraisal	9

Demographic information specific to individually affected properties was not collected during the reporting period (see Title VI Goals for Upcoming Year below for proposed changes to data collection). Figure 3 shows the general location of affected properties relative to general County demographic information.

Projects with Right-Of-Way Actions and Consolidated Demographic Index



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Map created 4/10/2024 by ADAVIS. Document Path: \\gdr\roads\080219\0\Projects\Title\Report2024\MXD\TitleV_2024_ROW_Actions.mxd

Figure 3. General demographic information relative to roadway projects with right-of-way actions from April 2023 through March 2024.

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

During the reporting period, the King County Real Property and Right-of-Way team consisted of appraisers and acquisition staff as outlined in Table 4.

Table 4. King County Right-of-Way Team.

<u>Individual</u> Name	<u>Right-of-Way Role</u> Title	<u>Demographic Descriptors</u>		
		Race	Color	National Origin
Rey Sugui	Government Relations	Asian	Brown	Philippines
Leslie Drake	Road Property Program Manager/ Acquisition	Caucasian	White	USA
Cindy Worrell	Road Property Program Manager/ Acquisition	Caucasian	White	USA
Maura McCammon	Road Property Program Manager/ Acquisition	Caucasian	White	USA
Meghan Kapousouz	Road Property Program Manager/ Appraiser	Caucasian	White	USA
Cealan Clifford	Road Property Program Manager/ Acquisition	Caucasian	White	USA
Arlene Klausen	Road Property Program Manager/ Acquisition	Hispanic	Brown	USA

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.

Transportation Studies/Environmental Reviews

King County prepares transportation studies and environmental reviews typically during the preliminary design phase for capital projects. The preliminary design phase is defined as “a specific phase when evaluation and analysis of potential project alternatives occurs. Based on analysis, the preferred alternative is selected and designed sufficiently to establish a

project baseline, at thirty to forty percent design. Activities requiring long lead times, such as land acquisition or permitting may be initiated during this phase. Some planning activities may occur prior to the preliminary design phase.”

During the reporting period, the County prepared two transportation studies as described in Table 5. The County also a feasibility study entitled: Snoqualmie Valley Major Flood Mitigation Study, also known as Cross Valley Study. This feasibility study evaluated four corridors across the Snoqualmie Valley for consideration of constructing a flood tolerant, elevated roadway, and included a preliminary equity review in the analysis. The study identified two corridors for more in-depth analysis, which will occur in the next project phase through a detailed alternatives analysis.

Table 5. Transportation studies completed from April 2023 through March 2024.

Project Number	Project Name	Evaluation Type	Date Completed
1134080	NE Woodinville Duvall Road and W Snoqualmie Valley Road NE Intersection Improvement	Traffic Analysis Report	7/19/2023
1143972	28th Ave S and S 360th St Intersection Improvement	Traffic Analysis Report	8/18/2023

Environmental reviews involve preparation of required information for state and federal agencies responsible for compliance with the National Environmental Policy Act (NEPA) or for County obligations under the State Environmental Policy Act (SEPA). Each applicable County division is lead agency for implementing SEPA. Under SEPA, Roads mails, posts, and publishes each Determination of Nonsignificance (DNS) and Notice of Action Taken (NAT).

During the reporting period, King County conducted five NEPA environmental reviews and 40 SEPA (or equivalent) environmental reviews related to roadway projects (see Table 6).

The environmental reviews are used together with traffic impact analyses, green building ordinance reviews, equity impact reviews, and concept design development to assess the existing conditions, project benefits and impacts/burdens, and mitigating measures. The outcome is a preferred alternative that proceeds toward final design and implementation. Through the environmental reviews conducted during the reporting period, the County analyzed the likelihood for disproportionately high and adverse impact to minority and low-income populations. None of the analyzed projects resulted in such impacts.

Table 6. NEPA and SEPA environmental reviews completed for roadway projects from April 1, 2023, through March 31, 2024.

Project Number	Project Name	Evaluation Type ^a	Date Completed
23-BR-2156-7	Sammamish River trail; 350 feet east of Bothell Way NE, just north of 96th Ave NE	SCE	04/05/23
23-2FC-08	West Snoqualmie River Rd NE, 5 year	Addendum	04/15/23

Project Number	Project Name	Evaluation Type ^a	Date Completed
1142850	Duvall Slough Bridge No. 1136B Re-deck Project	SCE	05/02/23
1138918	Tolt Bridge #1834A - NE Tolt Hill Road Repair	NCE	05/05/23
23-BR-3055A	Boise X Connection Bridge 244th Ave SE/SE Mud Mtn Rd; ~ 2mi south of Enumclaw	SCE	05/12/23
1143512	Upgrade Overhead Flashers to LED Stop Signs	NCE	05/19/23
23-6S-01	Foss River Road from US2 to end of county road	Addendum	05/23/23
23-4D-08	EB 277th St from 55th Ave S to West Valley Hwy	Addendum	05/26/23
23-BR-240A	Cottage Lake Creek Bridge 240A; near NE 132nd St and Avondale Road NE	SCE	06/07/23
23-BR-333A	Bear Creek Bridge 333A; near NE 133rd St and 198th Dr NE	SCE	06/07/23
23-BR-228E	Patterson Creek Bridge 228E; West Snoqualmie River Rd, 0.4 mi north of SE 24th	SCE	06/20/23
23-4D-09	244th Ave SE between SE 400th St and SE 424th St	Addendum	06/23/23
23-1C-09	West Snoqualmie Valley Rd at #7929	Addendum	06/23/23
23-1RPU-01	Lower Stensland Creek Mitigation Site (19055 NE 95th St)	Addendum	06/27/23
23-4D-10	94th Place S at Green River	Addendum	07/03/23
1138913	Boise X Connection Bridge No. 3055A Replacement	NCE	08/11/23
23-BR-61G	Tokul Creek Park Bridge 61G; SE Fish Hatchery Rd, 0.8 miles south of SR202	SCE	08/14/23
23-BR-3015_b	Patton Bridge 3015; SE Green Valley Rd, 1.5 miles SE of SR18	SCE	08/17/23
23-4RPU-02	S 277th St @ 55th Ave S	Addendum	08/22/23
23-1C-13	8402 West Snoqualmie Valley Road	Addendum	08/24/23
23-BR-3216	Green River Bridge 3216; 83rd Ave S/East Valley Hwy/Central Ave S	SCE	08/28/23
23-2FC-11	12705 469th PL SE	Addendum	09/06/23

Project Number	Project Name	Evaluation Type ^a	Date Completed
23-BR-2178-21	Snoqualmie Valley Trail Bridge 2178-21 (Parks); 900 ft south of Carnation Duvall Rd NE (Stillwater Natural Area)	SCE	09/21/23
23-2FC-12	428th Ave SE between Reinig Rd and end of pavement (Ernie's Grove)	Addendum	09/27/23
1142850	Duvall Slough Bridge No. 1136B Re-deck Project	NCE	10/30/23
Varies	Countywide Bridge Priority Maintenance	SCE	11/09/23
Varies	Drainage Maintenance, Repair and Construction Program	Addendum	11/13/23
23-BR-509A	Baring Bridge 509A; NE Index Creek Rd, 0.1 miles south of US2	SCE	12/04/23
23-2FC-16	29700 SE High Point Way	SE	12/11/23
5-416706_2	Chautauqua Beach Rd SW & SW Ellisport Rd - Phase II	Addendum	01/08/24
24-BR-3024	Flaming Geyser Bridge 3024; 228th PL SE, 0.2 miles east of Green Valley Rd	SCE	01/18/24
24-BR-682A	Preston Bridge 682A; SE 86th St, 0.1 mi east of Preston-Fall City Rd	SCE	01/19/24
24-BR-404B	Novelty Bridge 404B; NE 124th St, 0.5 mi west of SR203	SCE	01/19/24
24-BR-615A	Smith Parker Bridge 615A; 328th Way SE, 0.1 mi west of Preston Fall City Rd	SCE	01/19/24
24-BR-3108	Soos Creek Bridge 3108; 148th Ave SE, 0.2 mi north of SE 240th St	SCE	01/19/24
24-BR-1384B	15 Mile Creek Bridge 1384B; 240th Ave SE, 0.2 miles north of Tiger Mtn Rd	SCE	01/19/24
24-BR-2605A	Foss River Bridge 2605A; Foss River Rd, 0.8 miles SE of US-2	SCE	01/19/24
24-BR-Renton-3	Renton-3 Bridge; Williams Ave, 0.2 mi north of SR-900	SCE	01/19/24
24-BR-Renton-5	Renton-5 Bridge; Houser Way N, east of Mill Ave S.	SCE	01/19/24

Project Number	Project Name	Evaluation Type ^a	Date Completed
24-BR-Renton-42	Renton-42 Bridge; Bronson Way N @ Riverside Dr.	SCE	01/19/24
24-2FC-03	264th Ave NE, south off SR202 to NE 15th St (end of County road)	SCE	02/29/24
1138330	SE Covington-Sawyer Road at 164th Place SE Sightline Improvements	NCE	03/05/24
1147048	2024 Countywide Pavement Preservation	SCE	03/08/24
1143337	2023 Bridge Railing Upgrades	SCE	03/19/24
1147420	NE Novelty Hill Road at Trilogy Parkway NE Traffic Signal Modification	SCE	03/19/24

^a Evaluation types include:

Addendum: SEPA Addendum to a Threshold Determination

NCE: NEPA Categorical Exclusion

DNS: SEPA Determination of Nonsignificance

SCE: SEPA Categorical Exemption (WAC)

ECL: SEPA Environmental Checklist

SE: SEPA Exemption (RCW)

NAT: SEPA Notice of Action Taken

Transportation Plans

During this reporting period, King County finalized the major 2024 King County Comprehensive Plan update, including the Transportation Element, and transmitted the update to Council. For more information, see question 5 above.

Environmental Justice

For non-exempt projects with federal funds, additional community partner information is provided via Environmental Justice (EJ) documentation for NEPA. The EJ review uses information within a half mile of the project from the U.S. Environmental Protection Agency (EPA). The EPA provides an environmental justice screening and mapping tool, known as EJSCREEN that uses the most current census data. The project EJ review also includes enrollment data from the nearest public elementary school using the Washington State Office of Superintendent of Public Instruction (OSPI) Washington State Report Card. Project sites are visited to help identify potential sensitive receptors to minimize potential impacts. Physical environments are reviewed and documented by environmental staff to identify critical/sensitive areas, potential project impacts, and future mitigation. Travel habits are studied by Traffic Safety Engineers to assess local and regional mobility, potential project impacts, and future mitigation.

During the reporting period, three projects with federal funding were screened for EJ issues under the NEPA Categorical Exclusion review process. These projects were not exempt from further review due to use of a detour route and/or right-of-way needs. None of the projects

required an expanded EJ analysis memorandum. All projects confirmed that the work would not disproportionately affect minority or low-income populations. A summary of the EJ data for the most recent project is provided in Table 7.

Table 7. Data summary of environmental justice factors for the SE Covington-Sawyer Road at 164th Place SE Sightline Improvements (project number 1138330).

Data Element	Project Area Data	Data Source
Neighborhood(s)	<ul style="list-style-type: none"> Unincorporated King County Tahoma/Raven Heights and Soos Creek Community Planning Area 	King County iMap and Assessor's Office
Minority Race(s)/Ethnicity(ies) ¹	24% People of color	EJSCREEN ²
	<ul style="list-style-type: none"> 0.6% American Indian/Alaskan Native 11% Asian 4.5% Black/African American 20% Hispanic /Latino of any race(s) 0.8% Native Hawaiian/Other Pacific Islander 9% Two or more races 	OSPI ³
Languages (other than English) Spoken by 5% or More of the Population	None	2021 Census
English Language Learners	21.7%	OSPI
Low Income Percentages ¹	15%	EJSCREEN ²
	33.2%	OSPI ³
Physical Environment(s)	<ul style="list-style-type: none"> Rural King County Potential steep slope hazard area Erosion hazard area Critical aquifer recharge area 	King County iMap and on-site observations
Travel Habit(s)	<ul style="list-style-type: none"> Urban Minor Arterial Annual Average Daily Traffic 15,015 (2019) 	Design Memorandum (2021)

¹ Data Sources differ by geographic area and population focus.

² The EJSCREEN analysis uses 2021 census data for a query of information within a half mile radius from the project.

³ OSPI data uses 2023-2024 enrollment information from the nearby elementary school.

- 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.**

King County capital projects within the road right-of-way that completed the final design phase and or began construction during the reporting period are listed by name and number, along with project benefits and burdens, in Table 8. King County reports on completion of final design (defined as a point that the design is completed, permits and other permissions are secured, and the project is authorized to proceed to construction or the implementation phase) and beginning of construction as there can be time lags between these milestones. The project benefits and burdens are identified during Title VI efforts described in question 5, which start early in the preliminary design phase and are revisited and updated throughout the final design phase.

Figure 4 is a map of the King County's roadway service area with each of the project locations identified. The underlying base map provides the Consolidated Demographic Index across the County as a general demographic indicator of each project area.

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.

Participatory Budgeting Meetings

During the reporting period, King County facilitated a participatory budgeting process in five urban unincorporated areas of King County. Participatory budgeting is a democratic process in which community members directly decide how to spend part of the public budget. The program is designed to empower people to decide together how to spend public money and, in the process, deepen democracy, build stronger communities, and make public budgets more equitable and effective. For more information on this process, see [Participatory budgeting in unincorporated King County - King County](#) and [Participatory Budgeting in Urban Unincorporated King County - PublicInput.com](#) (a copy of each website is provided in Appendix E).

During this second round of participatory budgeting, which will extend through 2024, King County engaged with a public Steering Committee, community volunteers advocating for specific proposals, and the broader urban unincorporated community to identify projects to construct or implement with a dedicated \$9 million capital fund and \$3 million for services, programs, and community improvements. Roads provided technical expertise to participants in coordination with Participatory Budgeting program staff and through written correspondence to assist in community understanding of the project criteria and resources required for transportation-related projects. Roads also provided support to advance implementation of road-related projects that were funded through a previous funding cycle of Participatory Budgeting.

Table 8. List of roadway construction projects that completed final design and or began construction during the reporting period.

Project Name	Project Number	Completed Final Design	Began Construction	Benefits/Burdens
2023 Pavement Preservation	1145300		8/14/2023	<p><i>Benefits:</i> Perform pavement preservation at various locations throughout unincorporated King County, extending life of roadways by repairing deficits and sealing foundation from weather damage. Improves local roadways to ensure safety and reliability for local residents and commute traffic.</p> <p><i>Burdens:</i> Temporary and intermittent traffic delays due to lane closures for a period of three to ten days.</p>
244th Ave NE and State Route 202 – Winter 2020 Quick Response	1140858	10/26/2023		<p><i>Benefits:</i> This project repairs a section of roadway that was damaged as a result of a storm in February 2020. It aims to improve road safety and roadside slope stability.</p> <p><i>Burdens:</i> This project will include a 40-day road closure.</p>
284th Ave SE at 46913 Culvert Replacement	1138947	7/12/2023	8/9/2023	<p><i>Benefits:</i> Replace a deteriorated metal pipe with a concrete culvert to improve road longevity, reduce flood levels upstream of the road crossing, and provide fish passage for endangered species.</p> <p><i>Burdens:</i> A full road closure with up to 3-mile detour for six weeks. Temporary noise from construction. Traffic detour around the construction site for six weeks in August and September.</p>
Ames Lake Trestle Bridge #1320A	1135998	10/30/2023		<p><i>Benefits:</i> This project will replace a structurally deficient and weight restricted timber bridge with a new unrestricted bridge. The road alignment will be adjusted to increase sight distance and reduce the horizontal curvature when approaching the bridge from each direction. The bridge width will increase from 22 feet to 38 feet and include pedestrian/bicycle mixed use shoulders. The elimination of creosote timber from the existing bridge will also be beneficial to the wildlife, stream, and wetland environments within the project footprint. The project will enhance fish habitat and water quality within Ames Creek.</p> <p><i>Burdens:</i> Bridge will be closed for approximately eight months causing all road users to use other routes with up to a 14-mile</p>

Project Name	Project Number	Completed Final Design	Began Construction	Benefits/Burdens
				detour. There will be construction noises associated with the project that may be noticed within adjacent properties.
Bridge Load Upgrade Program – 1 location	1139286		8/7/2023	<p><i>Benefits:</i> Performed bridge load upgrades to remove posted vehicle weight restriction limitations.</p> <p>-Clough Creek Bridge #909B (1144752)</p> <p><i>Burdens:</i> A two-week full road closure was necessary. A signed detour was provided, including alternate access to recreational lands. Local access, including garbage collection and US Mail services, continued through the closure. Temporary construction noise and dust.</p>
Bridge Priority Maintenance – 15 locations	1129588	2023	2023	<p><i>Benefits:</i> Performed maintenance repairs to keep bridges and structures serviceable.</p> <ul style="list-style-type: none"> -Patterson Bridge #228e (1143353) -Green River Gorge Bridge #3032 (1143351) -Carnation Bridge #5028 (1143351) -Carnation Bridge #5024 (1143351) -Neely Bridge #3014 (1143351) -Elliot Bridge #3166 (1143351) -Fifteen Mile Creek Bridge #493c (1145948) -Baring Bridge #509A (1145823) -Boise Creek Bridge #3055a (1145825) -Berrydale Bridge #3086ox (1145480) -Issaquah Creek Bridge #83b (1146561) -Norman Bridge #112k (1142384) -South Park Bridge #3179 (1142691) -Green River Bridge #3216 (1142848) -Tokul Creek Bridge #61g (1145827) <p><i>Burdens:</i> Intermittent noise and short-term lane closures were necessary at most locations resulting in inconvenience to nearby</p>

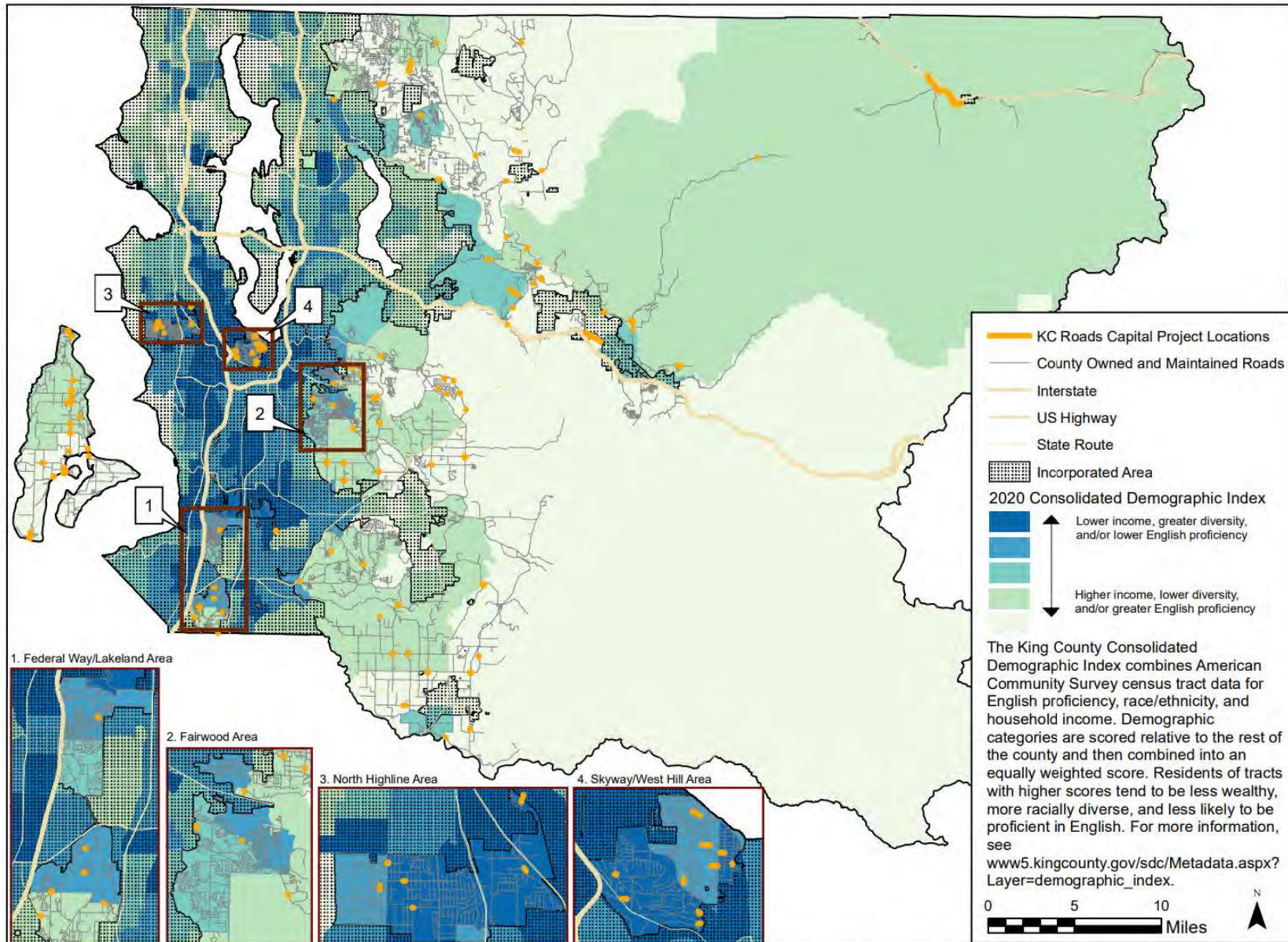
Project Name	Project Number	Completed Final Design	Began Construction	Benefits/Burdens
				residents, the traveling public and service providers. Two bridge locations required full closures of up to three weeks.
Drainage Preservation Program – 19 locations	1129586		2023	<p><i>Benefits:</i> Preserve and replace drainage systems to address safety concerns, protect roads from failure, and improve water quality.</p> <ul style="list-style-type: none"> -SE 145th St at 167th Place SE -Chautauqua Beach Road SW, North of SW Ellisport Road -156th Ave SE at SE 234th St -Thomas Road SE South of #29808 -Tokul Road SE (#2-402861) -SE 322nd Street at 194th Avenue SE -Preston Fall City Road SE 1,000 FT SW of D/W #7831 -South 117th Place at #8546 -164th Place SE at #28412 -SE 383rd St at #22624 -S 290th St at #4268 -335th Ave S at #4966 -SE Fairwood Blvd. at #15464 -155th Pl SE at #16916 -S. 368th at 47th Ave S -3-420564 S 117TH Pl at #8546 -S 290TH St at #4268 -180th Ave SE at # 13825 -SE 187 Pl at #13416 <p><i>Burdens:</i> Limited access through project sites during construction, occasional traffic delays due to intermittent lane closures, construction noise and dust.</p>
LED Stop Signs – 23 locations	1143512	1/11/2024		<p><i>Benefits:</i> This project will install LED flashing stop signs at locations that were identified as high priority traffic safety improvement locations. LED Stop signs decrease the percentage of drivers who do</p>

Project Name	Project Number	Completed Final Design	Began Construction	Benefits/Burdens
				<p>not fully stop by 30% and those who run stop signs by around 50%, thereby improving safety.</p> <p><i>Burdens:</i> In more urban locations, the LED Stop sign flashing may impact adjacent residences at night.</p>
NE Old Cascade Miller River Bridge East Approach	1129596		6/15/2023	<p><i>Benefits:</i> Make improvements to damaged roadway and the drainage system to prevent future flooding damage and preserve use of the sole access road. A turnaround was also constructed to provide a safer terminus. Provides access to the river and public park areas.</p> <p><i>Burdens:</i> Road will remain sole access; funding is not available to replace the bridge and reconnect the washed-out section.</p>
NE Old Cascade Miller River Bridge West Approach	1129595		6/15/2023	<p><i>Benefits:</i> Make improvements to damaged roadway and the drainage system to prevent future flooding damage and preserve use of the sole access road. A turnaround was also constructed to provide a safer terminus. Provides access to the river and public park areas.</p> <p><i>Burdens:</i> Two days of full road closure were required, followed by one-month of 24/7 single lane access. Road will remain sole access; funding is not available to replace the bridge and reconnect the washed-out section.</p>
NE Tolt Hill Road Bridge Approach Repair	1141001	11/7/2023	3/27/2024	<p><i>Benefits:</i> Stabilize the riverbank slopes and construct soldier pile walls to restore bridge structure and prevent future soil erosion due to flooding event.</p> <p><i>Burdens:</i> The construction duration is estimated to be three months. 12 weeks of one-lane road closure will be needed for the installation of soldier pile walls; traffic control will be provided. Anticipate traffic delays along NE Tolt Hill Rd between W Snoqualmie River Rd and State Route 203. Noise from the installation of the soldier pile walls is expected. However, no residents live around construction site to be affected.</p>

Project Name	Project Number	Completed Final Design	Began Construction	Benefits/Burdens
NE Woodinville-Duvall Road at NE 172nd Street Culvert Replacement	1136234		7/17/2023	<p><i>Benefits:</i> This project improves road conditions and enhances fish passage by replacing a failing culvert under NE Woodinville Duvall Road, a major arterial serving as a primary route for Snoqualmie River Valley communities. This project aligns with the KC Clean Water and Healthy Habitat initiative to replace culverts at the end of their life cycle and improve fish passage.</p> <p><i>Burdens:</i> This project included a 40-day road closure during construction.</p>
Redmond Ridge NE Roundabout	1134081	5/30/2023	9/7/2023	<p><i>Benefits:</i> Constructing a roundabout, including curb, gutter, and sidewalk, and upgrading the illumination system in the intersection improves the safety of motorized and non-motorized users in vicinity of parks and schools.</p> <p><i>Burdens:</i> A full road closure of two weeks was required, and additional daytime lane closures for four months. Local access was always maintained. Temporary noise and dust during construction.</p>



Unincorporated King County Road Network and Consolidated Demographic Index



The use of the information in this map is subject to the terms and conditions found at: www.kingcounty.gov/services/gis/Maps/terms-of-use.aspx. Your access and use is conditioned on your acceptance of these terms and conditions.
Map created 4/10/2024 by ADAVIS. Document Path: \\dot\roads\SBOS2\GIS\Projects\TitleV\Report\2024\MXD\TitleV_2024_CIP.mxd

Figure 4. Locations of roadway capital projects that completed final design phase or began construction during the reporting period.

Other Public Meetings

King County engages with the public through a variety of meeting styles including large meetings of more than 10 participants, small meetings of 10 or less participants, one-on-one appointments, and community office hours. In general, public meetings and all project engagement opportunities are publicized (postcards, e-mail, websites, social media, etc.) to residents in affected neighborhoods. All printed and electronic communications were written in plain, reader-friendly English, and all included information on how to access the materials in alternative formats or different languages (see examples in Appendix D). Community in-person office hours were offered throughout the unincorporated areas on a weekly basis, as publicized on the County [website](#) (see announcement in Appendix E).

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

King County did not have any transportation planning or advisory groups in place during the reporting period.

2. 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.

During roadway transportation-related public meetings, the County distributes a voluntary demographic data collection form. Gender or racial/ethnic data is collected at public meetings only when members of the public voluntarily fill in the data. During the reporting period, fewer than normal meetings were held and all conducted virtually. While Roads has an [online survey](#) system for data collection during virtual meetings, the distribution method has not provided useful data to report during this reporting period and Roads is actively planning new approaches to demographic data collection (see question 15, Goal 3 for proposed changes to data collection).

3. 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.

Public communication materials are translated on a project-by-project basis based on the tiered language translation guidelines managed through the County's Language Access Program described in question 3 above. Roads received no specific requests for document translation during the reporting period.

During the reporting period, King County revamped the public-facing website to be more accessible and offer third-party translation from English into 131 languages. The County's definition of accessible is described within the [website](#), and shown in Appendix E. As an example of website translation, a visitor can view road closure information in their preferred language. A copy of current road closure information in English, Spanish, and Vietnamese is provided in Appendix E.

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).

King County's E-Procurement System is managed centrally by the King County Procurement and Payables (P&P) Section for all County contracting needs. E-Procurement is used for all solicitation types including Construction, Architectural and Engineering (A&E), and Professional/Technical Consulting. Through E-Procurement, businesses can search for upcoming contracts, register as a supplier, and respond to solicitations. Contract Specialists representing individual County agencies, submit contracting requests through E-Procurement, and then work directly with P&P staff to prepare the applicable advertisement documents.

For advertised procurements, Project Managers in coordination with Construction Contracts Engineers submit subcontracting and apprenticeship opportunities information into the E-Procurement system to King County's Business Development and Contract Compliance (BDCC) Section. The submitted information identifies the specific scopes of work that may be available for performance by subcontractors. Contract Specialists in BDCC review the scope of work for all advertised solicitations on a contract-by-contract basis. These reviews identify potential subcontracting opportunities so that the scopes of the work can be broken down to encourage participation of smaller firms. These reviews can lead to the establishment of mandatory or aspirational Apprenticeship and Small Contractor and Supplier (SCS) goals (also known as Good Faith Effort requirements), when applicable, establishing conditions of award governing the participation of Disadvantaged Business Enterprises (DBE), including minority- and women-owned firms.

The advertisement identifies the specific scopes of work that are available as subcontracting opportunities. Title VI requirements are included in the bid/proposal specifications. This part of the specifications identifies and defines the Title VI requirements that are a part of the contract documents. The specifications include a requirement for these provisions to be included in all lower-tier subcontracts entered into by the successful contractor. The nondiscrimination/affirmative action language in King County construction contracting documents is identical to General Special Provision (GSP) 1-07.11 of the Washington State Department of Transportation (WSDOT Standard Specifications).

King County follows WSDOT Local Agency Guidelines on all federally funded projects. The County consults with WSDOT Local Programs to establish DBE or apprenticeship goals on federally funded projects. BDCC inserts DBE goals established by WSDOT into solicitation documents.

King County advertises contract solicitations in local papers and on its E-Procurement website. King County solicits some small A&E contracts (under \$500K) from consultants using its Architecture and Engineering Roster. Projects solicited under the Roster system are not advertised by King County.

For consultant contracts, the County offers a pre-proposal meeting for all interested firms to answer questions about the project and the proposal process. BDCC speaks on the contract requirements for proposing and meeting DBE requirements.

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?)

Specifications defining Title VI requirements based on USDOT 1050.2 are included in the contract documents with a requirement that these provisions be included in all amendments, supplements and lower tier contracts entered into by the contractor. (Construction contract documents also include GSP 01-07.11 language relating to the Requirements for Non-discrimination.) Goals are established for the participation of Disadvantaged Business Enterprises, when applicable.

After contract execution, the contractor/consultant is responsible for reporting requirements outlined in the contract, and adherence to all affirmative action and non-discrimination provisions for itself and its subcontractors in accordance with King County Code. The County utilizes the Diversity Compliance Management System (DCMS) for tracking DBE participation for locally funded projects; and the WSDOT Diversity Management Compliance System (DMCS) for federal aid projects. DCMS/DMCS requires prime contractors/consultants and subcontractors to report payments monthly for tracking participation percentages for certified firms. Roads contract administration staff together with BDCC routinely review the database as part of monthly progress payment approvals and monthly contract compliance reviews.

On September 20, 2023, Roads and BDCC participated in a day-long regional contracting forum held at the Muckleshoot Event Center in Auburn, Washington. The event welcomed contractors/consultants to learn about upcoming contracts and various County processes to competitively and responsibly bid/propose on contracts, including how to develop and implement a DBE plan.

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).

Seven construction contracts and ten consultant contracts were executed for Roads projects. Table 9 lists the construction contracts for King County roadway projects executed during the reporting period. Table 10 lists the consultant contracts, including those with right-of-way activities, for roadway and transportation planning projects executed during the reporting period. One listed consultant contract is a right-of-way specific contract.

Table 9. Construction contracts executed from April 2023 through March 2024.

Project Name	Contract #	Dollar Value	Funding Source	Contractor	Certified Disadvantaged
NE Old Cascade Highway	KC000747	\$1,771,755.00	Federal/Local	Taylor's Excavators, Inc.	No
NE Woodinville Duvall Rd	KC000817	\$3,623,443.50	Local	Road Construction NW, Inc.	No
Redmond Ridge Drive NE Roundabout	KC000910	\$1,392,869.00	Local	SCI Infrastructure, LLC	No
2023 Countywide Pavement Preservation	KC000911	\$3,461,949.00	Local	Lakeside Industries, Inc.	No
Fall City Waste Management System	KC000977	\$7,096,000.00	Federal/Local	Goodfellows Bros, LLC	No
NE Tolt Hill Road Repair	KC001030	\$1,521,087.00	Federal/Local	OMA Construction, Inc.	No
Ames Lake Trestle Bridge No. 1320A Replacement	KC001058	\$5,361,709.75	Local	Granite Construction Company	No

Table 10. Consultant contracts executed from April 2023 through March 2024.

Project Name	Contract #	Dollar Value	Funding Source	Contractor	Certified Disadvantaged	ROW Included?
Engineering Services for SE Green Valley Rd and 218th Ave SE Intersection Improvement Project	KC000663	\$38,426.84	Federal	AECOM Technical Services, Inc.	No	No
Work Order Grant Application Services	KC000717	\$500,000.00	Local	The Balmoral Group, LLC	No	No
Engineering Services for the NE Woodinville Duvall Rd and W Snoqualmie Valley Rd NE Intersection Improvement Project	KC000900	\$324,886.12	Federal	KPFF, Inc.	No	No
Work Order Real Property Services	KC000935	\$300,000.00	Local	Epic Land Solutions	No	Yes ¹
2023 Bridge Railing Upgrades	KC000250C_39897	\$191,125.98	Local	KPFF, Inc.	No	No

Project Name	Contract #	Dollar Value	Funding Source	Contractor	Certified Disadvantaged	ROW Included?
Geotechnical Engineering Services for 185th Ave NE at NE 179th Street Culvert Replacement	KC000250D_39897	\$126,730.27	Local	KPFF, Inc.	No	No
Patterson Creek Bridge Railing Upgrade	KC000250E_39897	\$18,320.11	Local	KPFF, Inc.	No	No
Archaeological Monitoring for the Upgrade Overhead Flashers to LED Stop Signs Project	KC000486F	\$11,945.12	Local	Willamette Cultural Resources Associates	Yes (SCS)	No
Auburn-Black Diamond Rd Washout Repair Cultural Resources Assessment	KC000486G	\$13,993.96	Local	Willamette Cultural Resources Associates	Yes (SCS)	No
124th and Langston Project BRIC Application	KC000717A	\$6,874.62	Local	The Balmoral Group, LLC	No	No

¹This contract is for right-of-way services only.

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

County-wide Education/Training

The King County Executive (Title VI Administrator) has laid out a Countywide vision known as True North and Values that guides the work performed by King County agencies. Our True North is what we aspire to: *Making King County a welcoming community where every person can thrive*. Our values define the way we act, what's important to us, and our expectations for ourselves and one another. These values encompass the intent and myriad ways that the County approaches Title VI compliance. For more detailed information on this vision, visit [True North and Values - King County](#).

While the True North and Values have been in place for a number of years, the King County Executive relaunched this purpose and vision through a series of monthly videos, staff communications, and team discussions during this reporting period. These serve as a reminder to agencies and employees of the important work we do to build a culture of respect, innovation, and performance excellence where every employee can be their best and do their best work for our residents.

Road Services Division Education/Training

Specifically, during the reporting period Roads took the following actions to educate and train employees and partners on Title VI related issues:

a) All Hands Event

Roads held an annual, full day All Hands Event on May 3, 2023, for all employees within the division to join together to connect across teams, learn from colleagues about special projects and ongoing work, and attend various trainings. The following trainings offered Title VI-related content: Working with Clients who Exhibit Difficult Behavior, De-escalation Training, No Blame Culture, Plain Talk Writing, and Roads 101.

b) Monthly Business Reviews

Roads holds Monthly Business Reviews for the purpose of sharing key performance data and promoting problem solving among leaders. Monthly Business Review topics during the reporting period included a one-by-one review of the strategic priorities identified within the 2023-2024 Road Services Division Business Plan (see also question 5).

c) Update to the King County ESJ Strategic Plan

Roads is supporting the county's update to the Equity and Social Justice Strategic Plan. During this reporting period, Roads employees participated in employee-led forums that entailed deep conversation to help understand systemic inequities and help co-create more inclusive, accessible, and responsive policies. Through this effort, Roads is working to refresh the vision of equitable transportation, land use, and mobility. This work involves reviewing Roads-specific contributions and ensuring the organization is on-track to reach the County's future goals.

d) Equal Employment Opportunity & Affirmative Action (EEO/AA)

During the reporting period, Roads was represented on the King County Employee-Based EEO/AA Advisory Committee. The committee serves in an advisory capacity to the King County Executive in developing and reviewing strategies, systems, policies, and guidelines to implement and enhance the Executives EEO/AA Plan. Committee focus in the past year has been on Division goals for diversifying the workforce to reflect the many communities we serve, and strategizing employee recruitments.

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

The Title VI Coordinator did not attend formal Title VI training within the reporting period. The Coordinator participated in on-the-job training during the first several months in the Roads Division Director position, which began in December 2020.

2. 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.

Formal Title VI internal training was not available during the reporting period; however, Roads employees were offered training through the WSDOT Local Training Assistance Program (LTAP) [website](#). The training, titled “Title VI Basics for Local Public Agencies,” is a self-paced e-learning course sponsored by the WSDOT Office of Equity and Civil Rights. The training consists of videos and resources for local agencies on Title VI and nondiscrimination responsibilities. Forty employees completed the course during the reporting period; a list of the employees by job title and self-identified demographic descriptors is provided in Appendix F.

During the reporting period, internal training focused on broader equity and social justice topics coordinated by the King County Department of Human Resources Learning and Development group. The department developed a three course training series in support of the County’s efforts to build a racially diverse workforce and workplace with the knowledge, skills, and abilities to advance a pro-equity racially just workplace and community. The series includes:

- Equity and Social Justice Fundamentals – designed to support King County employees in learning about equity and social justice and racial justice at King County; this course is offered once a month.
- Race: The Power of Illusion – uses a three-part video series of the same name to explore the construct of race, how it has been used to channel benefits to those viewed as white, and why racial inequities persist; this course is offered once a quarter.
- Building Gender Inclusive Spaces – explores the intersection of race and LGBTQ+ identities to establish foundational knowledge of gender and sexuality and best practices to support a gender diverse workforce; this course is offered once a quarter.

The courses have been regularly filled throughout the reporting period.

In September 2023, Roads had a cohort of three employees participate in an equity and social justice focused lean six sigma certification course. The course focused on how to use lean processes and data to ensure equity; the subject areas chosen by the Road cohort included exploring equity practices within Roads as it relates to employees' physical and psychological safety.

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

No additional local civil rights training was documented by the Title VI team in the reporting period.

15. 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.

Goal 1 – Internal Dissemination of the Title VI Plan and Annual Report

Road Services Division intends to continue development of our internal dissemination of the Title VI Plan by:

- Annually distributing the Title VI Plan and Accomplishments & Goals Report to Title VI Specialists and Special Emphasis Area Liaisons.
- Developing and grow opportunities to share Title VI information across special emphasis areas through established communication channels, such as project coordination and project control meetings.
- Working with OERSJ to update training material to increase awareness and understanding of Title VI requirements, including a Title VI handout to be distributed to and reviewed with new Roads employees.
- Creating an internal SharePoint site for King County employees with Title VI information and documents for all employees to access and use, including all Title VI authorities and citations.

Goal 2 – Title VI Training

To ensure that Road Services Division employees involved in project management, policy and planning, engineering design, environmental services, right-of-way activities, community engagement, construction management, and contract administration are knowledgeable of potential Title VI issues, the Title VI Specialist and Liaisons are strongly encouraged to participate in training programs and workshops offered through WSDOT and others. Employees will be encouraged to take "Title VI Basics for Local Public Agencies" course or similar option bi-annually. Additionally, the Title VI Coordinator and Title VI Manager will coordinate with the OERSJ and neighboring jurisdictions to identify and develop other training opportunities.

The Road Services Division will develop a Title VI training plan to identify training goals, topics, and schedules specific to Roads. Future training is anticipated to include but not be limited to information on:

- The role of Road Services Division as the Title VI coordinating agency.

- Technical assistance on Title VI matters.
- Title VI reviews of program areas.
- Procedures for the prompt processing of complaints of discrimination.
- The necessity of updating the Title VI Plan to reflect organizational policy or implementation changes.

Goal 3 – Review Title VI processes and data collection

The County is committed to continue review of our current processes and data collection methodologies to define and implement process revisions to ensure collection of applicable information required in annual accomplishments report. New demographic data collection forms and methodologies will be implemented during the next reporting period.

The Title IV Manager, Specialists and Liaisons will continue to improve data tracking to assist the Title VI Coordinator in gathering and maintaining information on specific program areas. Process improvement specific to data collection and tracking will create a more efficient and thorough reporting cycle, enhancing the quality of the Title VI Annual Accomplishments & Goals Report.

Information for reports will be obtained from sources such as on-site compliance reviews (internal and external), checklists, review guides, questionnaires, demographic surveys, and inquiries from the public. The Roads Title VI Manager will compile this information for inclusion in the annual update reports as required.