

Washington State Department of Transportation

City of Port Orchard

(Name of Recipient)

2017

(Reporting Year, i.e.: "2009," "2010," etc., based on end date of reporting period)

January 1, 2017, through December 31, 2017

(Reporting Period, i.e., March 1, 2009 – February 28, 2010)

As stipulated in this agency's Title VI Program Non-Discrimination Agreement, WSDOT's approval letter to that agreement, and WSDOT's Highways and Local Programs Local Agency Guidelines Manual (Chapter 28), the annual accomplishment and update report for the reporting period reflected above is hereby submitted.

Current Chief Executive Officer:

- Name: Robert Putaansuu
- Title: Mayor

Planning or Public Works Director:

- Name: Mark Dorsey
- Title: Public Works Director/City Engineer

Title VI Coordinator:

- Name: Brandy Rinearson
- Title: City Clerk/Assistant to the Mayor

SUBMITTED:

  
Signature

Brandy Rinearson  
Typed/Printed Name

City Clerk / Asst to Mayor  
Title

3/2/2018  
Date

1. Report any changes in the organizational structure since the last reporting period.  
(Example: **New** Title VI Coordinator, **new** planning or public works director, etc).
  - a. Report should identify the changes in the racial/gender composition of those persons involved in the transportation decision making, including planning and advisory staff.
  - b. If no changes have been made, please indicate that accordingly.

**No changes.**

2. Using the most current data available (through Census or Washington State Office of Financial Management), describe the demographics within your jurisdiction.

**According to Office of Financial Management: Population estimate as of April 1, 2017 is 13,990.**

**Population by is as follows as listed under the current US Census Bureau: under 5 years, 7.2%; under 18 years, 23.5%; over 65 years, 13.5%; and females, 49.7%**

**Population characteristics as listed under the current US Census Bureau; veterans, 2012-2016, 1,590; and foreign born percent 2012-2016, 6.0%.**

- a. Describe any required Title VI activities and/or studies conducted that provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.  
**N/A**
  - b. How was the information utilized or Title VI provisions and needs applied in each study or activity?  
**N/A**
3. List any Public outreach activities during the reporting period such as, public announcements and/or communications for meetings, hearings, project notices. Include the following:

**The City provides all public outreach notices in the City's official newspaper; on bulletin boards located inside City Hall; the Port Orchard Library; at the Kitsap County Administrative building; on our website at [www.cityofportorchard.us](http://www.cityofportorchard.us);; on the City's Facebook page and emailed to our distribution list through Mailchimp.**

- a. How were special language needs assessed? List the special language needs assessments conducted.  
**No**
- b. What outreach efforts did you utilize to ensure that minority, women, low-income, and LEP population groups were provided equal opportunity to participate in those outreach activities. (Examples: provided materials in other languages, met with local social services agencies, advertised in a minority publication).  
**Title VI Statement within Advertisements**
- c. List the special language services provided – note the professional language service provided including the name of the service, date provided, number of persons served, and any other relevant information.  
**None**

Non-Discrimination Agreement  
 Annual Report  
 Population Under 100,000

- d. List any costs incurred for translations and interpreters for each activity.

**None**

4. List all the transportation related contracts (Federal and others) that were executed during the reporting period. (Please include construction, consultant agreements for planning, design, engineering, environmental, research, maintenance, etc.)

- a. Include dollar value of each

<b>C014-17</b>	<b>SDOT</b>	<b>Under-Bridge Inspection Truck (UBIT) Services</b>
<b>\$3237.22</b>		
<b>C021-17</b>	<b>Transpo Group USA</b>	<b>Anderson Hill-Old Clifton Roundabout Engineering</b>
<b>\$60,890.00</b>		
<b>C022-17</b>	<b>NL Olson &amp; Associates</b>	<b>Engineering Construction Support - BSPP Segment 3</b>
<b>\$4,550.00</b>		
<b>C031-17</b>	<b>Exceltech Consulting</b>	<b>CA/CM for BSPP Segment 3</b>
<b>\$119,407.00</b>		
<b>C035-17</b>	<b>Young &amp; Nam, Inc.</b>	<b>Real Estate Purchase/Sale Agreement BSPP Segment #3</b>
<b>\$200,000.00</b>		
<b>C037-17</b>	<b>Active Construction</b>	<b>Tremont Street Widening SR 16 to Port Orchard Blvd</b>
<b>\$12,779,179.17</b>		
<b>C042-17</b>	<b>SCJ Alliance</b>	<b>Sedgwick Rd/ Bethel Rd Conceptual Study</b>
<b>\$155,935.00</b>		
<b>C043-17</b>	<b>Action Services</b>	<b>2017 Thermoplastic Applications</b>
<b>\$13,639.00</b>		
<b>C046-17</b>	<b>WSDOT</b>	<b>Repair aluminum rail damage on Lund Ave #3</b>
<b>\$3,500</b>		
<b>C052-17</b>	<b>All Around Fence</b>	<b>Bay Street Pedestrian Pathway Fence Repair</b>
<b>\$1,536.90</b>		
<b>C054-17</b>	<b>Active Construction</b>	<b>Tremont Street Private Utility Conversion</b>
<b>\$154,502.55</b>		
<b>C055-17</b>	<b>Puget Paving &amp; Const.</b>	<b>2017-2018 Roadway Asphalt Repair</b>
<b>\$151,703.00</b>		

- b. Other than advertising in your local legal publication, what outreach was made to DMWBE firms that a contracting opportunity existed within your agency?

**Daily Journal of Commerce, Builder's Exchange of Washington and MRSC**

- c. Identify the DMWBE contracts that were awarded and their dollar amount.

**Tremont Street Widening \$956,373.00**

- d. Is there a Title VI Non-Discrimination statement included in all contracts and public notices?

**Yes**

- e. How did your organization ensure that minority, women, and disadvantaged firms were provided equal opportunity to participate in the contracting arena?

**Title VI Statement within the Advertisement**

5. Summarize any transportation projects that identify potential impacts to minority and/or low-income Environmental Justice (EJ) populations (i.e., impacts such as displacements, increased noise, bisecting neighborhoods, et al). Note the following:
  - a. How impacts were minimized/mitigated.  
**None**
  - b. Also include a statement, if applicable, on projects that specifically benefit community cohesion such as: adding sidewalks, improving access to properties that improve access for EJ populations.  
**N/A**
6. If Right of Way has been acquired for a transportation project, please describe:
  - a. Identify the number of minority, low-income, elderly and disabled persons affected.  
**None**
  - b. The efforts that were made to address Limited English Proficiency issues (including use and cost of translators, outreach efforts for each reported activity).  
**N/A**
  - c. Describe any concerns raised by minorities and women regarding appraisals, negotiations, relocation assistance, and payments. What actions were taken to resolve those issues?  
**None**
7. List and describe any Title VI related complaints, as a result of transportation activities and projects. Include:
  - a. What was the allegation or concern?  
**N/A**
  - b. Procedures used  
**N/A**
  - c. Action taken  
**N/A**
  - d. Resolution  
**N/A**