



## Attachment A: City of Seattle Notice of Non-Discrimination



# City of Seattle

## Anti-Discrimination Policy

The City of Seattle operates its programs, services, employment, contracting, and activities without regard to race, color, national origin, disability, sex, age, in accordance with Title VI of the Civil Rights Act of 1964, as amended, Title II of the Americans with Disabilities Act of 1990, as amended, and applicable federal and local laws. Additionally, the City of Seattle prohibits discrimination in providing programs, services, or activities based on sexual orientation, gender identity, creed, religion, ancestry, political ideology, honorably discharged veteran or military status, participation in a Section 8 program, mother breastfeeding her child, and use of a service animal in public places, city employment, and contracting.

The City of Seattle is committed to:

- Prohibiting discrimination in programs, services, employment, and contracting.
- Providing accommodations for people with disabilities to have an equal access to participation and benefit of City programs, services, and activities.
- Offering meaningful access to information, programs, and services in residents' preferred language.
- Promoting a workplace that provides equal employment opportunities for all and is free of discrimination, harassment, and retaliation (EEO)
- Providing reasonable accommodations for qualified employees with disabilities.
- Identifying and addressing, as appropriate, disproportionately high, and adverse human health and environmental effects, including social and economic effects of programs, services, or activities for minority populations and low-income populations (Environmental Justice)
- Applying the Racial Equity Toolkit to promote full and fair participation in public decision-making for all
- Increasing women- and minority-owned businesses (WMBE) participation in contracting and procurement activities

Any person who believes they have experienced unlawful discrimination, may file a complaint with the Seattle Office for Civil Rights online at: [www.seattle.gov/civilrights/file-complaint](http://www.seattle.gov/civilrights/file-complaint) or by phone: (206) 684-4500 or TTY: 7-1-1. Interpretation services are available.

For more information or to receive this document in an alternate format or languages, contact: Seattle Office for Civil Rights at: [titleVI@seattle.gov](mailto:titleVI@seattle.gov) or by phone (206)-684-4500 or visit: [www.seattle.gov/civilrights/titlevi](http://www.seattle.gov/civilrights/titlevi)

To request ADA accommodations or file a disability-based discrimination complaint, please contact the Citywide ADA Coordinator at: [adacoordinator@seattle.gov](mailto:adacoordinator@seattle.gov) or by phone: (206) 684-2489 or TTY: 7-1-1. Interpretation services are available.



## Attachment B: Citywide Title VI Plan



**Seattle**  
Office for Civil Rights

# City of Seattle

## Title VI Plan

Updated on October 31, 2022

**Seattle Office for Civil Rights**  
810 Third Avenue, Suite 750  
Seattle WA 98104

[seattle.gov/titlevi](https://seattle.gov/titlevi)

(206) 684-4500

TitleVI@seattle.gov

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## Introduction

As a recipient of federal funds for city programs, services, and facilities, the City of Seattle is required to comply with various non-discrimination laws and regulations, including Title VI of the Civil Rights Act of 1964 (“Title VI”). Title VI forbids discrimination against anyone in the United States on the basis of race, color, or national origin in the programs and activities of an agency receiving federal financial assistance. In addition to Title VI, other non-discrimination statutes that afford legal protection are: Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (sex), Age Discrimination Act of 1975 (age), and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act of 1990 (disability). Together, these requirements define an over-arching Title VI Program.

Title VI and the additional nondiscrimination requirements apply to all City of Seattle departments even if only one city department or program was to receive federal funds. The Civil Rights Restoration Act of 1987 defined the word “program” to clarify that discrimination is prohibited throughout an entire agency if any part of the agency receives federal funds.

The City of Seattle is committed to achieving full compliance and expects every manager, supervisor, employee, and sub-recipient of federal-aid funds administered by the City of Seattle to be aware of and apply the intent and requirements of Title VI and related non-discrimination statutes in performing assigned duties. In accordance with federal, state, and local non-discrimination laws and regulations,

The City of Seattle is committed to:

- Prohibiting discrimination in programs, services, employment, and contracting;
- Providing accommodations for people with disabilities to have an equal access to participate in and benefit from City programs, services, and activities;
- Offering meaningful access to information, programs, and services in their preferred language;
- Promoting a workplace that provides equal employment opportunities for all and is free of discrimination, harassment, and retaliation;
- Providing reasonable accommodations for qualified employees with disabilities;
- Identifying and addressing disproportionate and adverse human health and environmental, social, and economic impacts of programs, services, or activities for minority and low-income populations;
- Applying the [Racial Equity Toolkit](#) to promote full and fair participation in public decision-making; and
- Increasing women and minority-owned business (WMBE) participation in contracting and purchasing.

The City of Seattle has placed compliance and monitoring responsibility with the Seattle Office for Civil Rights (SOCR). SOCR is responsible for administering the citywide Title VI Plan. The Title VI Coordinator is responsible for implementing, monitoring, and ensuring the compliance with Title VI regulations and the overall administration of the Title VI Program Plan including the citywide Title VI notice (notice),

City of Seattle Title VI Implementation Plan – October 2022

Environmental Justice (EJ), Limited English Proficiency (LEP), and Equal Employment Opportunity (EEO) requirements under the Title VI Plan.

For more information, please contact:

Michael Chin, Title VI Coordinator  
810 Third Ave, Suite 750  
Seattle WA 98104  
[TitleVI@seattle.gov](mailto:TitleVI@seattle.gov)  
(206) 684-4500

The City of Seattle is committed to the compliance and monitoring of all aspects of the Citywide Title VI Plan. By signing below, I reaffirm the City's efforts to reach out to the LEP community to ensure that they are a part of the City's democratic processes. This is a step I gladly take, as inclusion and fairness are an integral part of *this City*.



\_\_\_\_\_  
Derrick Wheeler-Smith  
Interim Director, Seattle Office for Civil Rights

10/21/2022

\_\_\_\_\_  
Date

## Section 1. Policy Statement, Authorities, and Citations

### A. City of Seattle Non-Discrimination Policy

The City of Seattle (City) operates its programs, services, employment, contracting, and activities without regard to race, color, national origin, disability, sex, age, in accordance with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990, and applicable federal and local laws.

Additionally, the City prohibits discrimination in providing programs, services, or activities based on sexual orientation, gender identity, creed, religion, ancestry, citizenship or immigration status, political ideology, parental status, marital status, honorably discharged veteran or military status, participation in a Section 8 program, an individual's actual, potential, perceived, or alleged pregnancy outcomes, and breastfeeding in public. The City assures that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any City sponsored program or activity. The City further assures every effort will be made to ensure nondiscrimination in all its programs and activities, including programs and activities that do not receive federal financial aid.

If the City distributes federal aid funds to another entity, the City will include Title VI language in all written agreements and will monitor for compliance. The Director of the Seattle Office for Civil Rights is responsible for initiating and monitoring Title VI activities, preparing required reports and other City responsibilities as required by 23 Code of Federal Regulation (CFR) Part 200 and 49 CFR Part 21.

[City of Seattle Non-Discrimination Poster in English, Spanish, Chinese, Vietnamese, Somali, and Amharic](#)

### B. Authorities

The City of Seattle policies and procedures are governed by local, state, and federal laws, regulations, and executive orders. Title VI requirements include, but are not limited to:

**Title VI of the 1964 Civil Rights Act** (42 United States Code (U.S.C.) 2000d et seq.) is a federal law that protects all persons in the U.S. from discrimination on the basis of race, color, or national origin in federally assisted programs and activities. Since other non-discrimination authorities have expanded the scope and range of Title VI application and reach, reference to Title VI includes other provisions of federal statutes and related authorities to the extent that they prohibit discrimination in programs and activities receiving federal financial assistance.

**The Uniform Act of 1970** (42 U.S.C. 4601 et seq.) prohibits unfair and inequitable treatment of persons displaced or whose property will be acquired as a result of federally assisted programs or activities.

The **Civil Rights Restoration Act of 1987** (Pub. L. 100-259) further clarifies the intent of Title VI to cover all programs and activities of entities, not just those programs and activities that are federally funded.

Coverage includes all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are Federally assisted or not (Public Law 100-259 [S. 557] March 22, 1988).

**Section 504 of the Rehabilitation Act of 1973** (29 U.S.C. 794) and the **Americans with Disabilities Act of 1991** (42 USC § 12101 et seq.) prohibits discrimination based on a handicap/disability. This is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, school, transportation, and all public and private places that are open to the general public. The purpose of this law is to make sure people with disabilities have the same rights and opportunities as everyone else. The ADA has five titles that relate to different areas of public life.

The **Age Discrimination Act of 1975** (42 U.S.C. 6101 et seq.) prohibits discrimination based on age.

Executive Order 12898, Federal Actions to Address **Environmental Justice in Minority Populations and Low-Income Populations (EJ)**, addresses disproportionate adverse environmental, social, and economic impacts that may exist in communities, specifically minority and low-income populations. EJ seeks to avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects on minority populations and low-income populations, and to ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.

Executive Order 13166, **Improving Access to Services for Persons with Limited English Proficiency (LEP)**, addresses access to services for persons whose primary language is not English and who have limited ability to read, write, speak, or understand English by providing meaningful access to programs, information, and services by any entity receiving Federal funding.

### C. Additional Citations

23 C.F.R. § 200.9 (a) (1) requires **Title VI assurances** from the City of Seattle that no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the recipient receives federal assistance from the U.S. Department of Transportation (USDOT)

49 CFR Part 21, the U.S. Department of Transportation's **Implementing Regulations of Title VI** of the Civil Rights Act of 1964.

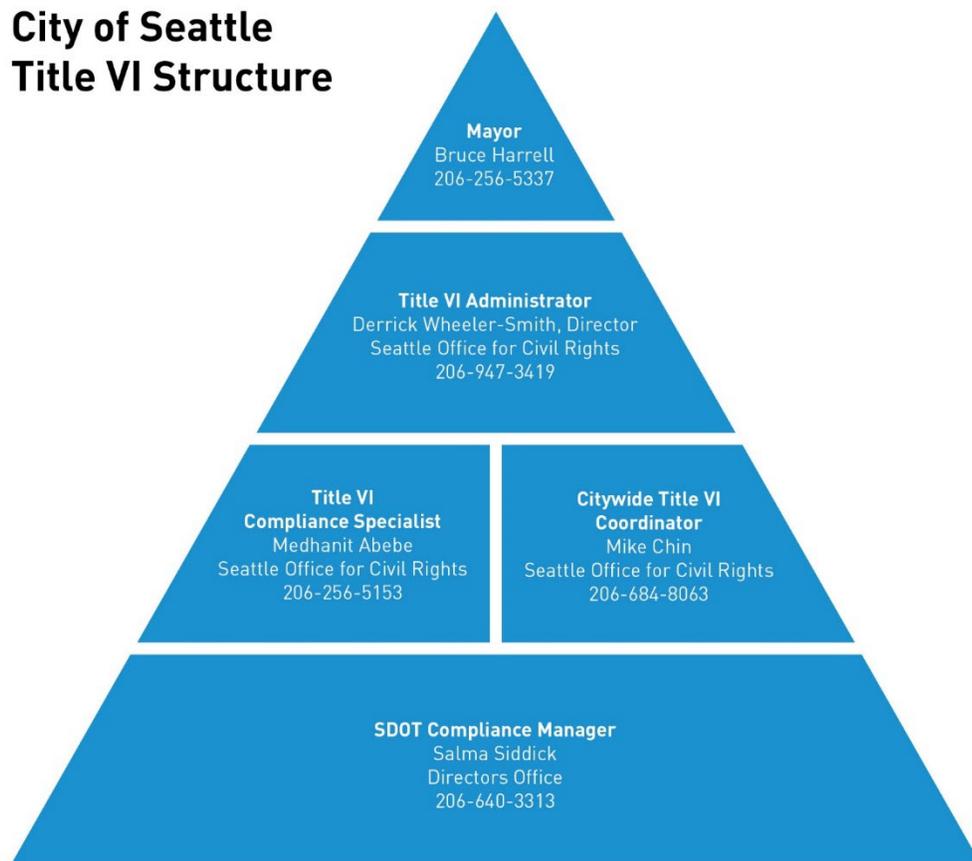
DOT Order 1050.2A requires Seattle Department of Transportation to include certain language into contracts to ensure **non-discrimination is being implemented on a contractual level**.

## Section 2. Overview, Organizational Chart, Roles, and Structure

### A. Overview

In 2020, the City’s Title VI Plan set out a new organizational structure that created a designated role for compliance. Central, citywide efforts are led and coordinated through the Seattle Office for Civil Rights (SOCR). The Title VI Coordinator is responsible for coordinating and implementing Title VI requirements across all City departments, ensuring compliance, conducting annual training, and providing technical assistance to City departments and Title VI information to the public. The Title VI Compliance Specialist is responsible for handling Title VI complaints from the public which includes assessing complaints, initiating investigations, facilitating resolutions, and completing investigations. The SDOT Title VI Compliance Manager monitors compliance, provides staff training on Title VI, and fulfills reporting requirements. The Title VI Coordinator, SDOT Title VI Compliance Manager, and Title VI program liaisons meet regularly to review Title VI compliance and alert the Title VI Administrator of any issues.

### B. Title VI Structure



### C. Roles and Responsibilities

The **Mayor of Seattle** is responsible for ensuring the implementation of the City's Title VI program. In agreement with 23 C.F.R. § 200.9 (b), the Mayor has established and staffed the Seattle Office for Civil Rights (SOCR) to fulfill and implement all federal civil rights requirements.

The **Director** of the SOCR serves as the Title VI Administrator, is responsible for the overall management and implementation of the Title VI program on behalf of the Mayor. The day-to-day administration of the program lies with the Title VI Coordinator and the Title VI Specialist. The Title VI Coordinator reports directly to the Director and has access and interaction with the Seattle Department of Transportation (SDOT) and Washington State Department of Transportation (WSDOT) on all matters pertaining to the Title VI program. Organizationally and functionally, the citywide Title VI Program is a part of SOCR's Civil Rights Enforcement Division.

#### **Citywide Title VI Program**

The Citywide Title VI Program is responsible for the administration of the City's Title VI program in coordination with SDOT's Office of Equity and Economic Inclusion. Internally, the Program is responsible for statewide guidance, technical assistance, and training on Title VI, as well as the development and implementation of SDOT's FHWA corrective action plan items, special emphasis areas (e.g., a FHWA/FTA placed emphasis on any special program), language assistance policy for Limited English Proficiency (LEP), and Environmental Justice (EJ). Externally, the citywide Title VI Program provides guidance, technical assistance and training to local public agency managers, contractors, and other sub-recipients, as well as monitors these entities for compliance with federal guidelines.

#### **Title VI Coordinator**

The **Title VI Coordinator** works to ensure there is a demonstrated commitment to enforce citywide Title VI and is responsible for overall program implementation. Specifically, the position has the authority and responsibility to implement the citywide Title VI program by:

- a) Program Administration – Administer the Title VI program and coordinate implementation of the plan. Work with SDOT Title VI Compliance Manager and Title VI program liaisons to ensure compliance with the assurances, policy, and program objectives. Perform Title VI program reviews to assess and update administrative procedures, staffing, and resources; provide recommendations as required to the Title VI Administrator and the Mayor.
- b) Data Collection – Periodically review the statistical data gathering process performed by SDOT Title VI Compliance Manager and Title VI Program Area Liaisons to ensure sufficiency of data for meeting the requirements of the Title VI program administration.
- c) Training Programs – Conduct or facilitate training programs on Title VI current and new regulations for City employees and facilitate Title VI training for appropriate staff, contractors, and subrecipients.
- d) Title VI Plan Update – Review and update the Title VI Plan prepared by SDOT Title VI Compliance Manager. Present updated plan to the Title VI Administrator and the Mayor for approval.

- e) Federally Required Reporting – Periodically conduct reviews of the City's Title VI Program to assess for Title VI compliance and work with the Title VI Program Area Liaisons annually to assure their effectiveness in compliance with Title VI provisions. This includes review of departmental reporting to federal agencies as required. Coordinate efforts with the SDOT Title VI Compliance Manager and Title VI Program Area Liaisons to ensure that the requirements of Title VI are met.
- f) Public Dissemination – Work with City staff to develop and disseminate Title VI program information to City employees and subrecipients, including contractors, subcontractors, consultants, and subconsultants and beneficiaries, as well as the public. Public dissemination may include:
  - Postings of official statements, inclusion of Title VI language in contracts or other agreements, website postings, and annual publication of the City's Title VI Policy Statement in newspaper(s) having a general circulation, and informational brochures.
  - Public service announcements or notices of proposed projects, hearings, meetings, or formation of public advisory boards, are posted in newspapers or other media reaching the affected community.
  - Full utilization of available minority publications or media and, where appropriate, provide written or verbal information in languages other than English. See Exhibit 1 for the City's Title VI Notice to the Public.
- g) Maintain Legislative and Procedural Information – Federal laws, rules and regulations, the current City of Seattle Title VI Plan, and other resource information pertaining to the implementation and administration of the City's Title VI program. This will be maintained and updated regularly and be made available to other agencies, or the public as requested or required.

### **Title VI Specialist**

The **Title VI Specialist** works to support the Title VI Coordinator in the enforcement of Title VI. Specifically, the position has the authority and responsibility to implement the Title VI program by:

- a) Handle Title VI Complaints – Review and investigate Title VI complaints that may be received by the City of Seattle, following adopted procedural guidelines (see Section 5 – Complaint Procedures). Ensure every effort is made to resolve complaints at the local or regional level.
- b) Report and Monitor Complaints – Collect data on discrimination complaints and violations of Title VI.
- c) Address and eliminate Discrimination – Work with the City Departments to establish procedures for promptly resolving deficiencies, as needed. Recommend procedures to identify and eliminate discrimination that may be discovered in any City processes.

### **Title VI Program Area Liaisons**

Through collective efforts across the City, several departments within the City are responsible for leading specific aspects of the City's Title VI Plan. These program areas include: the **Office of Immigrant and Refugee Affairs** that oversees the City's Language Access Plan, the **Seattle Department of**

**Transportation** that oversees Title VI coordination in relation to transportation activities, the **Department of Facilities and Administrative Services** that coordinates the City’s disadvantaged Business Enterprise and Women and Minority Business Enterprise compliance on construction and consultant contracts, **Seattle Department of Human Resources** that oversees Workforce Equity and the Equal Employment Opportunity/Affirmative Action, and the **Office of Sustainability and Environment** that oversees the City’s Environmental Justice Plan, and **Department of Facilities and Administrative Services** that oversees the citywide ADA Title II Compliance Program. The Program Areas section includes greater detail on the roles and responsibilities of those City departments.

D. Organizational Chart

## Title VI Organizational Chart



### Section 3. Program Areas

A. Overview

Title VI Program Areas are listed below with each responsible department. Departments are responsible for designating staff to act as the Title VI Program Area Liaison to work with the Title VI Coordinator and the Title VI Compliance Specialist. The liaison(s) shall provide program monitoring, data collection, and reporting, as well as dissemination of Title VI information within their respective departments. While not all City departments are listed below, every City department is responsible for adherence to Title VI. For all other City departments, the department’s Director or other designee will assist with dissemination of Title VI materials to staff and the public.

## B. Transportation Title VI Program – Seattle Department of Transportation

The **Seattle Department of Transportation** (SDOT) Office of Equity and Economic Inclusion (OEEI) is responsible for all Title VI program areas pertaining to planning, environmental activities, right of way, construction and maintenance, and design of transportation infrastructure, as well as transit services delivered through City-owned assets. SDOT is responsible for ensuring compliance and fulfilling the requirements set forth by the Federal Highway Administration in 23 CFR Part 200 and 49 CFR Part 21 and the Federal Transit Administration in Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipient including compliance with assurances (see Exhibit 2) relating to City of Seattle transportation activities.

**SDOT's Compliance Manager** is responsible for the following activities relating to the Seattle Department of Transportation:

- a) Coordination – Coordinate with all SDOT departments whose work directly relates to Title VI work. This includes the Seattle Center in connection with the Seattle Monorail
- b) Data Collection – Review the statistical data gathering process performed by staff to ensure sufficiency of data for meeting the requirements of the Title VI.
- c) Environmental Impact Statements – Ensure that available census data are included as a part of all Environmental Impact Statements/Assessments (EIS/EIA) conducted by the department for projects receiving federal financial assistance.
- d) Training Programs – Conduct and/or facilitate training programs on current and new Title VI regulations for department employees and facilitate Title VI training for appropriate staff, contractors and subrecipients in partnership with the Title VI Coordinator. A summary of training conducted will be reported in the annual update to WSDOT (for the Federal Highway Administration - FHWA).
- e) Title VI Plan Update – Provide necessary information to the Title VI Coordinator for inclusion in the Title VI Plan. Review and update SDOT-related elements of the Title VI Plan as needed or required. Submit amended Plan to WSDOT (for FHWA) or other federal agencies as required.

**Federally Required Reporting.** SDOT's Compliance Manager will conduct reviews of SDOT's Title VI activities to assess for Title VI compliance and assist the Title VI Coordinator during periodic reviews. An annual executive summary will be submitted to the Title VI Coordinator to review Title VI accomplishments achieved during the year. Annual reports are required per requirements set forth by WSDOT (for FHWA) and the Federal Transit Administration (FTA). The SDOT Title VI Compliance Manager will be responsible for coordination and preparation of the report.

SDOT's Compliance Manager will coordinate an Annual FHWA Title VI Update of Accomplishments to be submitted to WSDOT (for FHWA) by November 1 of each year. The update will report on accomplishments and changes to the program during the preceding year and will also include goals and objectives for the upcoming year. The SDOT Title VI Compliance Manager will coordinate the Triennial FTA Title VI Program Report to FTA to be submitted by the date outlined by the FTA. SDOT's Compliance Manager is Salma Siddick.

**Website:** [seattle.gov/transportation/about-us/office-of-equity-and-economic-inclusion](https://seattle.gov/transportation/about-us/office-of-equity-and-economic-inclusion)

**For more information:** Email [salma.siddick@seattle.gov](mailto:salma.siddick@seattle.gov) or phone [\(206\) 640-3313](tel:(206)640-3313).

### C. Language Access Program (LAP) – Office of Immigrant and Refugee Affairs

**Statement on Limited English Proficiency.** The City of Seattle’s Language Access Program seeks to help all immigrant and refugee residents, regardless of English proficiency, experience meaningful and equitable access to City information, programs, services, and civic engagement.

The program aims to achieve these outcomes:

- a) **Welcoming City.** Foster a welcoming environment through culturally responsive communications from City departments and staff so that immigrant and refugee residents truly feel represented.
- b) **Seamless Integration.** Support immigrant and refugee community members in successfully integrating into and participating in Seattle's civic, economic, and cultural life by providing in-language communication and outreach.
- c) **Resilience and Emergency Preparedness.** Ensure the City’s alert messaging system has in-language capabilities and prepare community members to effectively respond to future emergencies.
- d) **Trust and Relationship.** Establish meaningful two-way communication for residents to receive information and provide feedback.

**Website:** [seattle.gov/iandraffairs/LA](https://seattle.gov/iandraffairs/LA)

**For more information:** Email [IMR\\_LanguageAccess@seattle.gov](mailto:IMR_LanguageAccess@seattle.gov) or phone [\(206\) 615-0195](tel:(206)615-0195) / [\(206\) 688-0003](tel:(206)688-0003).

### D. Contracting, Construction, and Social Equity - Facilities and Administrative Services

The City of Seattle’s **Facilities and Administrative Services (FAS)** Contracting and Social Equity Program promotes equity in contracting for historically underutilized businesses with the goal to create a welcome, inclusive, and responsive environment for women and minority-owned businesses (WMBE). The City's WMBE Program, managed by FAS, supports WMBEs through outreach, engagement, and making aspirational WMBE use goals.

**Social Responsibility in Contracting.** The City is committed to socially responsible procurement and promoting social equity through our contracts. We work to ensure open and fair procurements, competitive and fair pricing, environmentally sustainable solutions, best labor practices, access to equal benefits and utilization of women- and minority-owned businesses when applicable in City bid decisions and contracts.

**Priority Hire.** The City promotes access to construction careers for women, people of color and people living in economically distressed areas in Seattle and King County. In 2015, the City created a priority hire program for City public works construction projects of \$5 million or more, and, in 2017, expanded the program on public/private partnership projects with significant City investment.

**Acceptable Work Sites.** The City implements stringent standards for acceptable behavior on City construction work sites that prohibit discrimination, bullying, hazing, and other related behaviors—particularly those based upon race, color, national origin, sex, disability, age, immigrant status, religious affiliation, gender identity or sexual orientation. Contractors of each tier must ensure an appropriate, productive, and safe environment for all workers. The City is also implementing training for workers on preventing and addressing unacceptable behaviors on projects \$5 million or more.

**Accessibility and Design.** The City ensures all people have access to facilities, programs, and services by directing and supporting City departments and offices that manage, design, construct, alter, maintain, and lease City facilities and properties to comply with accessible design requirements and provide accessible services.

**Green Purchasing.** The City of Seattle promotes environmental stewardship and reducing greenhouse gas emissions when buying goods, materials, services, and capital improvements. City departments strategize, promote and review outcomes, identifying market transformation opportunities, developing specifications and selection criteria, and educating vendors and end users.

**Website:** [seattle.gov/purchasing-and-contracting/social-equity/wmbe](https://seattle.gov/purchasing-and-contracting/social-equity/wmbe)

**For more information:** Email [mark.nakagawara@seattle.gov](mailto:mark.nakagawara@seattle.gov) or phone [\(206\) 684-4542](tel:(206)684-4542).

**Resources:**

<https://www.seattle.gov/Documents/Departments/FAS/PurchasingAndContracting/WMBE/2019-City-of-Seattle-WMBE-Annual-Report-FAS.pdf>

E. Environmental Justice – Office of Sustainability and Environment and Seattle Department of Transportation

Environmental Justice under Title VI applies to all programs, policies, and activities, including, but not limited to contracting, system planning, project development, implementation, operation, monitoring, and maintenance in the City of Seattle. Because the nondiscrimination requirements under Title VI extend to all programs and activities that receive federal funds and their respective sub-recipients and contractors, the concepts of Environmental Justice apply to all City projects, including those which do not involve Federal-aid funds.

There are three fundamental Environmental Justice principles:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations.

Environmental Justice is an important part of the planning process and must be considered in all phases of planning, project development, implementation, operation, monitoring & maintenance. A truly integrated and effective planning process actively considers and promotes environmental justice within projects and groups of projects, across the total plan, and in policy decisions. At the start of the planning process, planners must determine whether Environmental Justice issues exist and use data and other information to:

- a) Determine benefits to and potential negative impacts on minority populations and low-income populations from proposed investments or actions;
- b) Quantify expected effects (total, positive and negative) and disproportionately high and adverse effects on minority populations and low-income populations; and
- c) Determine the appropriate course of action, whether avoidance, minimization, or mitigation.

If issues are not addressed at the planning stage, they may arise during project development, or later when they could be more difficult to mitigate and delay project decision.

Communities are constantly changing, so evaluation of human impacts must be given continuous attention throughout planning, project development, implementation, operation, and maintenance. Mitigation of any sort can cause negative as well as positive impacts. Be aware of who is being impacted and how.

**Website:** [seattle.gov/environment/equity-and-environment](https://seattle.gov/environment/equity-and-environment)

**For more information:** Email [Lylianna.Allala@seattle.gov](mailto:Lylianna.Allala@seattle.gov) or phone: [\(206\) 386-4668](tel:(206)386-4668).

#### F. Equal Employment Opportunity/Affirmative Action Plan – Seattle Department of Human Resources

The City of Seattle is an **Equal Employment Opportunity** and **Affirmative Action** employer committed to creating an inclusive environment for all employees free of discrimination and harassment. The City will not tolerate any form of discrimination or harassment based on a person's race, color, religion, creed, sex, sexual orientation, gender identity, national origin, ancestry, citizen or immigration status, age, genetic information, disability, marital status, honorably discharged veteran or military status, an individual's actual, potential, perceived, or alleged pregnancy outcomes, or political ideology. The City's goal is to be an inclusive workforce that is representative, at all job levels, of the residents we serve. The City complies with the following, local, state, and federal laws: Seattle Fair Employment Practices

(Seattle Municipal Code 14.04), Washington Law Against Discrimination (RCW 49.60), Civil Rights Act Title VI and VII, Age Discrimination in Employment Act, Genetic Information Non-discrimination Act, Equal Pay Act of 1963, Pregnancy Nondiscrimination Act, Americans with Disabilities (ADA), and regulations. The **Seattle Human Resources Department** is responsible for implementing and monitoring the citywide EEO/AA plan.

**Equal Employment Opportunity/Affirmative Action.** The City's Equal Employment Opportunity (EEO) Policy and Affirmative Action Plan are established in accordance with the laws and regulations as set forth in Titles VI and VII of the Civil Rights Act of 1964, the Equal Employment Act of 1972, Presidential Executive Order 11246, as amended, the Office of Contract Compliance Programs Chapter 60 of Title 41CFR and Part 60-2 as amended and the U.S. Department of Justice, Office for Civil Rights, 28 CFR 42.301 governing requirements for grant recipients to establish and maintain an EEO Plan, which includes race/gender workforce analysis, and hiring and implementation plan components.

The City commits to an equal employment opportunity policy that prohibits employment discrimination on the basis of race, color, sex, marital status, sexual orientation, political ideology, age, creed, veteran's status, religions, ancestry, national origin, gender identity, pregnancy, actual, potential, perceived, or alleged pregnancy outcome, or the presence of any sensory, physical, or mental disability and other protected characteristics as required under federal, state, and local laws. Jessica Smith is the City's EEO/AA Coordinator.

The City's Affirmative Action Program directs management at all levels to develop and implement strategies designed not only to achieve a workforce that is a reasonable representation of the relevant labor market consistent with and dependent upon the business conditions and number of placement opportunities that may occur, but also to ensure equal employment opportunity for all.

For a copy of the City's Affirmative Action Plan and Equal Employment Opportunity Plan, please contact Jessica Smith, the EEO/AA Coordinator at [jessica.smith@seattle.gov](mailto:jessica.smith@seattle.gov) or phone [\(206\) 615-0389](tel:2066150389).

### **Human Resources Investigations Unit**

The Human Resources Investigations Unit (HRIU) is an independent investigative unit. HRIU was created in response to the City of Seattle employees' request for a fair and trusted investigations group with no connection to other in-house Human Resources departments or managers in their divisions.

HRIU investigates complaints and alleged violations of applicable City Personnel Rules, and/or related policies. This includes allegations of harassment, discrimination, and misconduct. Any current or former City of Seattle employee, their management, Human Resources representative, union representative, or shop steward may request an HRIU investigation.

HRIU uses Trauma-Informed investigation procedures to ensure that employees are treated compassionately and fairly through all phases of the investigation process. To reach the HRIU team, please contact us by email through [SHR\\_HRIU@seattle.gov](mailto:SHR_HRIU@seattle.gov).

### **Americans with Disabilities Act (ADA)**

Title 1 of the **American with Disabilities Act (ADA)** and the **Washington Law Against Discrimination (WLAD)** prohibit employers, including state and local government employers, from discriminating against a qualified individual with a disability. These laws protect the rights of both employees and job seekers to be free from discrimination. These laws also require an employer, such as the City of Seattle, to provide a "reasonable accommodation" to qualified applicants and employees with disabilities, unless the employer can show that the accommodation would be an undue hardship. The City of Seattle complies with its legal obligations under the Americans with Disabilities Act, Section 503 of the Rehabilitation Act (which applies to federal contracts and subcontractors), the WLAD, and other applicable state and local disability related laws prohibiting employment discrimination. It is the policy of the City of Seattle to reasonably accommodate a qualified applicant or employee with a disability, unless doing so causes an undue hardship.

Reasonable accommodation can be required in three aspects of employment:

1. To participate in the application process;
2. To perform essential job functions; and
3. To enjoy benefits and privileges of employment equal to those enjoyed by employees without disabilities.

An accommodation is a reasonable change to a job or work environment, or the way the job is performed that enables a qualified individual with a disability to enjoy equal employment opportunities. No specific form of accommodation is guaranteed for all employees with a particular disability. Rather, a reasonable accommodation must be tailored to match the individual needs of the employee. Common types of reasonable accommodations in the workplace may include modifications to how job functions are performed through the use of assistive devices or equipment, part-time or modified work schedules, job reassignment to a vacant position, or the use of paid or unpaid leave (please note this is not an exhaustive list).

**Requesting an accommodation under Title I of the ADA.** If a current City employee needs assistance or would like to request a reasonable accommodation or to understand more about the options available to you under Title I, they may contact us at: **ADA Coordinator** or contact the respective city department **ADA Coordinator** to initiate the interactive ADA process.

If an applicant is applying for a job with the City and would like to request a reasonable accommodation in connection with the application process, please contact the recruiter (identified in the job posting, or by emailing [careers@seattle.gov](mailto:careers@seattle.gov)) or **ADA Coordinator** for the department of the position for which you are applying.

## **Workforce Equity**

The City of Seattle created the Workforce Equity Division in response to Executive Order (EO) 2015-02: Workforce Equity Initiative. The order instructed SDHR and the Seattle Office of Civil Rights (SOCR) to

expand the scope and reach of the City's efforts to achieve equity for City employees. Specific actions include:

- Create an interdepartmental team to address specific examples of disparity described in the City of Seattle Workforce Pay Equity and Utilization Report prepared by DCI Consulting.
- Create, in coordination with the Citywide Human Resources Leadership Team, consolidated and aligned human resources policies, processes and practices that advance the City's ability to maintain consistent and equitable treatment of employees Citywide.
- Create and implement training and leadership development programs for underrepresented populations.

Reports:

- [2021 Workforce Equity Technical Report](#)
- [2021 Workforce Equity Report](#)
- [2020 Workforce Equity Technical Report](#)
- [2020 Workforce Equity Update Report](#)
- [2019 Workforce Equity Technical Report](#)
- [2019 Workforce Equity Update Report](#)
- [Workforce Equity Strategic Plan Implementation - Update](#)
- [Workforce Equity Strategic Plan - Executive Summary](#)
- [Workforce Equity Strategic Plan - Full Plan](#)
- [Workforce Equity Action Plan](#)
- [Workforce Equity Action Plan FAQs](#)
- [Workforce Equity Update Handout](#)

Contact information: Jessica Smith at [jessica.smith@seattle.gov](mailto:jessica.smith@seattle.gov) or phone [\(206\) 615-0389](tel:2066150389).

**Anti-Harassment Interdepartmental Team (IDT).** The City of Seattle is committed to improving the work environment for our employees by creating accountability measures to transform our workplace culture into one that promotes a safe, harassment-and discrimination-free workplace where everyone can do their best work.

Reports Available:

- [Full report of AH IDT](#)
- [AH IDT report overview](#)
- [AH IDT employee focus group report](#)
- [2018 Race and Social Justice Employee Survey Analysis](#)

**Website:** [seattle.gov/human-resources/about-us/workforce-equity](https://seattle.gov/human-resources/about-us/workforce-equity)

**For more information:** Email [jessica.smith@seattle.gov](mailto:jessica.smith@seattle.gov) or phone [\(206\) 615-0389](tel:2066150389).

G. ADA Title II Compliance Program –Facilities and Administrative Services

The City of Seattle is committed to providing people with disabilities an equal opportunity to participate and benefit from City services, programs, and activities. Accommodations for people with disabilities are available.

**Effective Communication.** The City will generally, upon request, provide appropriate aids and services leading to effective communication so people with disabilities can participate equally in City of Seattle's programs, services, and activities. This may include qualified sign language interpreters, captioning, assistive listening devices, documents in alternative formats and other ways of making information and communications accessible.

**Digital Accessibility.** The City's web sites should conform to the United States federal web accessibility standards and the World Wide Web Consortium (W3C) international guidelines.

**Modifications to Policies and Procedures.** The City will make reasonable modifications to policies and procedures to ensure people with disabilities have an equal opportunity to enjoy the benefits of the City's programs, services, and activities.

**Accommodation Requests.** People with disabilities needing an auxiliary aid or service for effective communication, or a modification of a policy or procedure to participate in a City program, service, or activity should contact the ADA Title II Program through email: [adacoordinator@seattle.gov](mailto:adacoordinator@seattle.gov); voice: [\(206\) 684-2489](tel:(206)684-2489); or TTY: 7-1-1 as soon as possible.

**Grievance Procedure.** Information on how to file an ADA Title II grievance with the City is available at: <https://www.seattle.gov/americans-with-disabilities-act/ada-grievance-procedure> or by contacting the City's ADA Title II Program through: [adacoordinator@seattle.gov](mailto:adacoordinator@seattle.gov); voice: [\(206\) 684-2489](tel:(206)684-2489); or TTY: 7-1-1.

**Website:** [seattle.gov/americans-with-disabilities-act](https://seattle.gov/americans-with-disabilities-act)

**For more information:** Email [adacoordinator@seattle.gov](mailto:adacoordinator@seattle.gov) or phone [\(206\) 684-2489](tel:(206)684-2489).

## Section 4. Training

The Title VI Coordinator and the Title VI Compliance Specialist provide Title VI training video available in closed captioning and on-demand for employees, contractors, subrecipients, and Title VI program and service administrators. The training provides comprehensive information on Title VI provisions, application to program operations, and identification of Title VI issues and resolution of complaints.

## Section 5. Complaint Procedures – Allegations of Discrimination in Federally Assisted Programs or Activities

### A. Overview

The **Seattle Office for Civil Rights (SOCR)** is responsible for civil rights compliance and monitoring, which includes ensuring that City of Seattle departments, contractors, and sub-recipients regardless of their tier must abide by Title VI of the Civil Rights Act of 1964, as amended.

Any person who believes they have faced unequal treatment or discrimination in city programs, services, or facilities based on their race, color, national origin, has the right to file a written complaint under Title VI or for disability, under Title II of the Americans with Disabilities Act (ADA) with the Seattle Office for Civil Rights. A person can file the complaint [online](#) which is available in Spanish, Chinese, Korean, Vietnamese, and Amharic, by phone (206-684-4500), or submit a Complaint Form which is available in the following languages: Spanish, Somali, Vietnamese, Chinese, Korean, and Amharic. A person can request language assistance to file a complaint in their preferred language by calling [\(206\) 684-4500](#) or by email at: [TitleVI@seattle.gov](mailto:TitleVI@seattle.gov).

The procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be utilized for resolution.

### B. Complaint Handling Procedure

Generally, The Seattle Office for Civil Rights (SOCR), under Title VI of the Civil Rights Act of 1964, ensures *“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”* Related federal statutes further those protections to include disability, age, and sex.

Any person who believes they have been discriminated against based on race, color, or national origin by the City of Seattle or a sub-recipient may file a Title VI complaint by completing and submitting SOCR’s Title VI Complaint Form. According to USDOT regulations, 49 CFR §21.11(b), a complaint must be filed no later than 180 days after the date of the last instance of alleged discrimination, unless the time for filing is extended by the processing agency.

## Intake

### A. Title VI complaints related to the federal-aid highway program:

1. Title VI complaints related to the federal-aid highway program (*complaints involving SDOT construction, maintenance and preservation of streets, sidewalks, highways, bridges and*

tunnels) may be filed with the City of Seattle, Washington State Department of Transportation (WSDOT), Federal Highway Administration (FHWA) Division Office, the FHWA Headquarters Office of Civil Rights (HCR), the United States Department of Transportation (USDOT) Departmental Office of Civil Rights, or the United States Department of Justice.

2. SOCR will review complaints that must contain the following information:
  - a. The complainant's contact information, including: full name, mailing address, phone number (and best time to call), email address (if available);
  - b. The basis of the complaint (race, color, and national origin);
  - c. The names of person(s) and/or agency/organization alleged to have discriminated;
  - d. A description of the alleged discriminatory actions (include sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives federal financial assistance); and,
  - e. The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is ongoing.
3. Complaints should be in writing, signed, and filed by mail, fax, in person, or e-mail. If a complainant phones a sub-recipient with allegations, they shall transcribe the allegations of the complaint as provided by phone and then send a written complaint to the complainant for correction and signature.
4. If the Seattle Department of Transportation (SDOT) is named as the Respondent the SOCR will send complaints within one business day of receipt via email to the: **SDOT Title VI Compliance Manager** ([salma.siddick@seattle.gov](mailto:salma.siddick@seattle.gov)). FHWA is responsible for all decisions regarding whether a complaint under FHWA jurisdiction should be accepted, dismissed, or referred to another agency.
5. Per the FHWA Guidance Memorandum, *Processing of Title VI Complaints*, dated June 13, 2018, all Title VI complaints received by a sub-recipient are to be forwarded to FHWA Office of Civil Rights.<sup>1</sup> After logging the complaint, SOCR Title Compliance Manager must immediately forward all Title VI complaints to the Washington State Department of Transportation who is responsible for logging and routing Title VI complaints received by SOCR to FHWA Washington Division Office<sup>2</sup> and FHWA's HCR to the following address:

Washington State Department of Transportation  
Office of Equity and Civil Rights, Title VI  
Box 47314  
Olympia, WA 98466

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<sup>1</sup> As of August 2018, the FHWA has provided new mandatory guidance for Title VI complaint processing. See *Questions and Answers for Complaints Alleging Violations of Title VI of the Civil Rights Act of 1964*; specifically, Question 2e, *How are complaints routed?* which can be found on the FHWA Office of Civil Rights (HCR) website at the following link: [https://www.fhwa.dot.gov/civilrights/programs/title\\_vi/titleviqa.cfm#Toc522787058](https://www.fhwa.dot.gov/civilrights/programs/title_vi/titleviqa.cfm#Toc522787058).

<sup>2</sup> Complaints are forwarded by sub-recipients, in this case SOCR, to WSDOT OEO. WSDOT OEO then forwards the complaint to FHWA Washington Division Office.

6. WSDOT investigates complaints only if delegated by FHWA after acceptance of a complaint.<sup>3</sup> FHWA is responsible for all determinations regarding whether to accept, dismiss, or transfer the complaint and finding no violation or failure to comply.
7. These procedures do not prohibit a Complainant from filing a formal complaint alleging discrimination with other state, local, or federal agencies, nor do they prohibit a Complainant from retaining private counsel. Complainants have the right to file a complaint directly with the federal funding agency too. The following is the address where Title VI complaints may be filed directly with FHWA:

Federal Highway Administration  
U.S. Department of Transportation Office of Civil Rights  
1200 New Jersey Avenue, SE  
8th Floor E81-105  
Washington, DC 20590  
CivilRights.FHWA@dot.gov

8. The complainant will receive an acknowledgement letter from SOCR informing them that the complaint has been received and forwarded to the FHWA's HOCR.
9. SOCR must maintain a log of Title VI complaints and their disposition (including the results of any investigations). The record must be included in their Title VI Annual Accomplishments and Goals Report.
10. If FHWA determines a Title VI complaint against a sub-recipient can be investigated by SOCR, HCR may delegate the task of investigating the complaint to SOCR. If HCR rejects the Title VI complaint against a sub-recipient, the complaint cannot be filed under Title VI with SOCR.
11. FHWA will render final decisions in all cases including those investigated by WSDOT. There are no administrative appeal forums in Title VI complaints. Once FHWA issues its final agency decision, the complaint is closed.

**B. Title VI Complaints involving SDOT public transit systems.**

1. Title VI complaints filed with SOCR in which SDOT is named as the Respondent involving SDOT public transit systems (e.g. the Seattle Monorail and Seattle Streetcar) will be investigated by SOCR.
2. SOCR will review complaints that must contain the following information:
  - a. The complainant's contact information, including: full name, mailing address, phone number (and best time to call), email address (if available);
  - b. The basis of the complaint (race, color, and national origin);

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<sup>3</sup> Pursuant to the new guidance, ALL Title VI complaints under FHWA jurisdiction, including complaints filed against sub-recipients, must now be forwarded to the FHWA **before** WSDOT takes any action on the complaint. See Section I.C. below for new mandatory FHWA routing instructions.

- c. The names of person(s) and/or agency/organization alleged to have discriminated;
  - d. A description of the alleged discriminatory actions (include sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives federal financial assistance); and,
  - e. The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is ongoing.
3. Complaints should be in writing, signed, and filed by mail, fax, in person, or e-mail. If a complainant phones a sub-recipient with allegations, they shall transcribe the allegations of the complaint as provided by phone and then send a written complaint to the complainant for correction and signature.
  4. Per the Federal Transit Administration (FTA), Title VI complaints are to be handled by SOCR in accordance with [FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients](#).
  5. SOCR will send complaints within one business day of receipt via email to: the SDOT Title VI Compliance Manager ([salma.siddick@seattle.gov](mailto:salma.siddick@seattle.gov)) for situational awareness.

**C. Title VI Complaints against other City Departments.**

If the complaint is against a subrecipient, consultant, or contractor under contract with the City, the appropriate department and/or subrecipient, consultant, or contractor shall be notified of the complaint within 15 calendar days.

1. SOCR will review complaints that must contain the following information:
  - a. The complainant's contact information, including: full name, mailing address, phone number (and best time to call), email address (if available);
  - b. The basis of the complaint (race, color, and national origin);
  - c. The names of person(s) and/or agency/organization alleged to have discriminated;
  - d. A description of the alleged discriminatory actions (include sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives federal financial assistance); and,
  - e. The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is ongoing.
2. Complaints should be in writing, signed, and filed by mail, fax, in person, or e-mail. If a complainant phones a sub-recipient with allegations, they shall transcribe the allegations of the complaint as provided by phone and then send a written complaint to the complainant for correction and signature.

**Investigation**

1. If SOCR is delegated the responsibility of performing an investigation and retains jurisdiction to investigate the complaint, SOCR will send a copy of the complaint to the claimant to review and sign.

2. SOCR will send a copy of the signed complaint to the City Department with the opportunity to respond in writing to the allegations made by the claimant. The City Department will have 10 business days from receipt of notification to furnish a response to the allegations.
3. Within 90 days of receipt of the complaint, the SOCR investigator will prepare a written investigative report. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition. If additional time is needed, SOCR will contact the claimant and inform them.
4. If more information is needed to resolve the case, the SOCR investigator may contact the claimant. The claimant has ten business days from the date of the letter to send the requested information to the investigator assigned to the case.
5. If the investigator is not contacted by the claimant or does not receive the additional information within ten (10) business days, SOCR can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
6. Once the Investigator recommends the course of action for the complaint, the **Title VI Compliance Specialist** shall review the recommendation. If the investigator determines that there is a violation of Title VI, the investigative report and finding shall be reviewed by the Law Department. The Law Department may discuss the investigative report and determination with the **Title VI Coordinator** and other appropriate departmental staff. The report will be modified as needed and made final for its release to the parties.
7. Once the investigative report and determination becomes final, the claimant and City Department shall receive a copy of the investigative report and determination within five (5) business days. Briefings will be scheduled with each party within 15 days of their receipt of the investigative report.
8. A copy of the complaint and the SOCR's investigation report will be issued to WSDOT's External Civil Rights Branch (or the appropriate oversight agency) within five (5) business days of the final investigative report and determination.
9. The **Title VI Coordinator** will receive a copy of the investigative findings and determination and maintain a record of the investigation which will include the basis for the allegation identified including race, color, or national origin.

## Section 6. Review and Remedial Action Procedures for Subrecipients, Consultants and Contractors

### A. Title VI Review of Subrecipients of Federal Aid Highway Funds.

The recipient, in accordance with Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Program Area Liaisons, the SDOT Title VI Compliance Manager, and the Title VI Coordinator will assist WSDOT to periodically conduct FHWA Title VI compliance reviews. Program Area Liaisons, the SDOT Title VI Compliance Manager, and the Title VI Coordinator will assist WSDOT to periodically conduct FHWA Title VI compliance reviews. The Title VI Coordinator and Program Area Liaisons will review select recipients of federal aid funds, to ensure adherence to Title VI requirements (see Section VI). The Coordinator and Special Program Area Liaisons will work cooperatively to periodically confirm operational guidelines provided to consultants, contractors and subrecipients, including Title VI language, provisions, and related requirements, as applicable.

#### B. Post-Grant Reviews

The Title VI Compliance Manager and Special Program Area Liaisons to conduct periodic post-grant reviews of select recipients of federal funds to ensure adherence to Title VI requirements. Appropriate staff will periodically confirm that operational guidelines provided to consultants, contractors and subrecipients include Title VI language and provisions and related requirements where applicable.

#### C. Remedial Action

SDOT will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with all programs administrative requirements. When irregularities occur in the administration of the federally aid funded programs at either the City or subrecipient levels, corrective action will be taken to resolve identified Title VI issues. The City will seek the cooperation of the consultant, contractor or other subrecipient in correcting deficiencies found during periodic reviews. The City will provide technical assistance and guidance on request to support voluntary compliance by the subrecipient. When conducting Title VI compliance reviews, the City will produce in writing any recommended remedial action agreed upon by the City and subrecipient and provide a copy of the letter within a period not to exceed 45 days.

Subrecipients placed in a deficiency status will be given a reasonable time, not to exceed 90 days after receipt of the deficiency letter, to voluntarily correct deficiencies. When a subrecipient fails or refuses to voluntarily comply with requirements within the time frame allotted, the City will submit to WSDOT copies of the case file and a recommendation that the subrecipient be found in noncompliance.

A follow-up review will be conducted within 180 days of the initial review to ascertain if the subrecipient has complied with the Title VI Program requirements in correcting deficiencies previously identified. If the subrecipient refuses to comply, the City and WSDOT may, with FHWA's concurrence, initiate sanctions per 49 CFR 21.

## Section 7. Limited English Proficiency and Meaningful Access

The City of Seattle's vision is that all residents, regardless of their proficiency in English, should have meaningful access to City programs, services, and activities.

The **Office of Immigrant and Refugee Affairs** (OIRA) is responsible for the following Language Access Program oversight duties which include:

1. Work with departments to finalize Language Access Plans before they are transmitted to the Mayor for approval.
2. Provide technical assistance for language services to all departments, including training department staff.
3. Provide strategic guidance about working with non-English speaking residents to departments, the City Council, and the Mayor's Office.
4. Aid departments, City Council, and the Mayor's Office in identifying bilingual staff.
5. Oversee, update, and maintain a web portal that includes language access resources and tools.
6. Provide departments with model Language Access Plans.
7. Provide departments with technical assistance for language access and prioritize departments leading labor, contract, environment, resilience strategy, equitable development, successful aging, health-related emergencies, refugee relief, disaster preparedness, recovery programs, crisis situations, equitable outreach, and inclusive public participation programs.
8. Update the list of primary and emerging languages based on the best available data, including the American Community Survey from the U.S. Census Bureau.

Through its Language Access program, OIRA collaborates with City departments to ensure that residents who prefer languages other than English are able to access the information and services they need and that departments are able to effectively serve them. The City has a goal of becoming a national leader in immigrant integration and a model for language access.

Language access is a necessary component of the City's [Race and Social Justice Initiative](#) goals. Our work helps the City address new access and equity challenges resulting from Seattle's growth and the city's increasing diversity over the last decade.

**Language Access Plan.** [Executive Order 2017-10](#) directs City departments to update and prioritize implementation of the Language Access Program. The most recent efforts include:

- a) The Office of Immigrant and Refugee Affairs (OIRA) updated the Language Access Plan Template in 2021.
- b) Twenty-five departments have submitted a Language Access Plan for the budget cycle 2023-2024 to the Office of Immigrant and Refugee Affairs for review and transmittal to the mayor for approval.
- c) Departments were asked to prioritize a portion of its existing annual budget to begin implementation of its Language Access Plan.

- d) During a crisis, emergency, or public safety situation, all affected departments shall make it a priority to offer language access services and, when feasible, ensure bilingual staff are present and available to assist non-English speaking residents with critical language needs.
- e) If a crisis, emergency, or public safety situation requires the conspicuous posting of warning signs, the relevant department must translate those signs into the appropriate primary and emerging languages according to neighborhood demographics.

**Seattle Top Tier Languages Other than English.** OIRA gathered data points from the America Community Survey (ACS), Seattle Public Schools (SPS), Public Health-Seattle & King County, Seattle Police Department, and Seattle Municipal Court Interpreter Services on the most commonly spoken non-English languages by City residents. Based on the data, OIRA suggests the following languages as Seattle's top tier languages for communicating city-wide programs and services. These languages are broken into three tiers, prioritizing languages that are used by larger populations, residents with limited English proficiency, and recent immigrants and refugees. In partnership with the City's Demographer, OIRA will update the data and recommendation once every three years.

Languages are listed in order of increasing to decreasing prevalence within Seattle city boundaries.

<b>Tier 1 Languages</b>	<b>Traditional Chinese*, Spanish, Vietnamese, Somali, Amharic, Korean, Tagalog</b>
<b>Tier 2 Languages (if feasible)</b>	<b>Tigrinya, Oromo, Japanese, Russian</b>
<b>Tier 3 (consider including)</b>	<b>Arabic, Khmer, Thai, Laotian</b>

\*There are two primary Chinese writing systems: Traditional and Simplified Chinese. The two systems are mutually intelligible. Considering the composition of Seattle's Chinese language users and their English proficiency, OIRA recommends translating into Traditional Chinese for written materials. Oral interpretation should include both Cantonese and Mandarin.

## Section 8. Environmental Justice

Launched in 2015, Seattle's Equity & Environment Initiative (EEI) is a partnership of the City and the community to deepen Seattle's commitment to race and social justice in environmental work. The Office of Economic Development is responsible for leading this citywide Initiative. While Seattle has long been recognized as an environmental leader, the City faces many of the same challenges as the broader U.S. environmental movement: those who shape and benefit from environmental policies and outcomes are primarily white, upper-income communities. Those who do not benefit from progressive policies are overburdened with health, social, and economic impacts and the EEI seeks to flip those outcomes.

The goals for the Equity & Environment Initiative ensures that:

1. All people and communities benefit from Seattle's environmental progress.
2. Communities most impacted by environmental injustice are engaged in setting environmental priorities, designing strategies and tracking progress.
3. People of color, immigrants and refugees, Indigenous peoples, people with low incomes, and English language learners have opportunities to be part of and leaders in the mainstream environmental movement.

**Equity & Environment Agenda.** Developed in deep partnership with community and engaging over 1000 residents, the **Equity & Environment Agenda** guides the City's work in advancing racial equity in Seattle's environmental programs and policies. The Agenda lays out four key goal areas and recommended strategies in each area.

**Environmental Justice Committee.** The **Environmental Justice Committee** is an opportunity for those most-affected by environmental inequities to have ownership of Equity & Environment Agenda implementation while enhancing partnerships with City departments and better connecting government to community-based solutions. Formed in 2017, the Environmental Justice Committee (EJC) strives to uplift those most-affected by environmental inequities. The EJC centers community ownership in decision-making, environmental program/policy design and **Equity & Environment Agenda** implementation while enhancing partnerships with City departments and better connecting community-based solutions into government.

The EJC consists of twelve members from a wide range of backgrounds and expertise in working with Black, Indigenous, and other communities of color, immigrants and refugees, low-income residents, and English language learners. Committee members are responsible for:

1. Advising City staff on integrating the goals of the Equity & Environment Agenda into environmental and climate focused policies and programs
2. Engaging deeply with each other to increase environmental justice community cohesion and understanding of work and needs in different communities
3. Growing environmental justice leadership in Seattle by co-creating and participating in learning activities about 1) programs or policies from other regions that may have relevance to local efforts and 2) City-led environmental investments and programs

The EJC centers community ownership in decision-making, environmental program/policy design, and Equity & Environment Agenda implementation. The EJC also plays a key role in strengthening community partnerships with City departments and better connecting community-based solutions into government.

**Environmental Justice Fund.** This is a grant opportunity for community-led projects that improve environmental conditions, respond to impacts of climate change, and closer to achieving environmental justice. Created in 2017, the **Environmental Justice Committee** serves in an advisory role by reviewing grant applications and providing recommendations to inform the project selection process.

Seattle's Green New Deal. Seattle's Green New Deal (GND) builds on the foundational work outlined in the Equity and Environment Agenda. The GND focuses on addressing the climate crisis and environmental injustice by:

1. Building an inclusive and equitable low carbon economy
2. Ensuring a just transition away from fossil fuels
3. Building health, climate resilience communities

Green New Deal Oversight Board. The City of Seattle's Green New Deal Oversight Board was established by City Council ([Ordinance 125926](#)) to serve as an advisory board to the Mayor, City Council and City departments by providing proposals for the design of new policies, programs, and projects and for modifications to existing policies, programs and projects to advance a Green New Deal for Seattle. The Board is composed of 19 appointed members who are passionate about advancing an equitable transition to renewable energy by centering the expertise of Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth, elders, and workers harmed first and worse by climate change. Members are appointed by the Mayor, City Council, or the Board itself into one of the following position categories as defined in Ordinance 125926 (section 3.14.979 to the Seattle Municipal Code):

- a) Eight positions designated for community representatives directly impacted by racial, economic, and environmental injustices (including two tribal members and two individuals between the ages of 16 and 25 at the time of their appointment).
- b) Four positions designated for representatives of labor unions.
- c) Three positions designated for representatives of environmental justice organizations.
- d) Three positions designated for representatives with experience in greenhouse gas reduction and climate resiliency strategies relevant to cities.
- e) One position designated for an individual specializing in workforce training.

**Racial Equity Toolkit.** Seattle's [Race and Social Justice Initiative](#) (RSJI) is the City's commitment to realize the vision of racial equity. RSJI is a citywide effort to end institutional racism in City government, and to achieve racial equity across the C. RSJI builds on the work of the civil rights movement and the ongoing efforts of individuals and groups in Seattle to confront racism. The Initiative's long-term goal is to change the underlying system that creates race-based disparities in our community and to achieve racial equity.

One way City departments are advancing racial justice in their work is by completing Racial Equity Toolkits (RETs) for departmental programs and policies. The Racial Equity Toolkit lays out a process and a set of questions to guide the development, implementation and evaluation of policies, initiatives, programs, and budget issues to address the impacts on racial equity.

The Office of Sustainability & Environment completes RETs every year. They are a key part of our analysis in updating or developing new environmental policies and programs.

## Section 9. Exhibits, Appendices and Attachments



## Attachment C: Title VI Complaint Process



# City of Seattle

## Title VI Complaint Process

The Seattle Office for Civil Rights (SOCR) is responsible for civil rights compliance and monitoring which includes ensuring that City of Seattle departments, contractors and sub-recipients regardless of their tier must abide by Title VI of the Civil Rights Act of 1964, as amended.

### Step 1: Contact Us.

If you believe the City of Seattle has discriminated against you on the basis of race, color, national origin, disability, sex, or age in employment, public places, and contracting, you may file a complaint with the Seattle Office for Civil Rights. Complaints must be received within 180 days of the alleged incident. Title VI complaints can be filed online at:

[www.seattle.gov/civilrights/file-complaint](http://www.seattle.gov/civilrights/file-complaint) or by phone: (206) 684-4500 or TTY: 7-1-1.

### Step 2: Let's Talk.

We will schedule some time to discuss your situation to decide whether there is sufficient information for a Title VI complaint.

### Step 3: Complaint

If there is sufficient information to open an investigation, SOCR will draft a complaint for you to sign. The City of Seattle department will be notified of this complaint.

### Step 4: Early Resolution

You and the City of Seattle department will have an opportunity to participate in early resolution to address the complaint. Early resolution requires voluntary consent by all parties.

### Step 5: Investigation

If early resolution is unsuccessful, the case will be assigned to an investigator to gather information, conduct interviews, and apply a legal analysis to the facts within 100 days from the date the complaint is filed.

### Step 6: Determination

As a neutral fact-finding agency, SOCR will decide whether there is enough evidence to support a 'reasonable cause' finding that a Title VI violation occurred.

### Appeal Process

If you believe the investigation is inadequate or our 'no reasonable cause' finding is not supported by a majority of the evidence, you may submit an appeal to the Seattle Human Rights Commission within 30 days from the date of SOCR's finding.

### File a Federal Complaint

You may file a Title VI complaint directly with the U.S. Department of Transportation by contacting the Department at: U.S. Department of Transportation, Federal Transit Administration's Office of Civil Rights: Complaint Team, East Building, 5th Floor – TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590 or call 888-446-4511.



## Attachment D: Citywide Language Access Plan



**Seattle**  
Office of Immigrant  
and Refugee Affairs

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**Language Access Program**

The Language Access Program seeks to help all immigrant and refugee residents, regardless of English proficiency, experience meaningful and equitable access to City information, programs, services, and civic engagement. The program aims to achieve these outcomes:

**Welcoming City.** Foster a welcoming environment where immigrant and refugee residents see themselves reflected and represented in culturally relevant communications from City departments and staff.

**Seamless Integration.** Support immigrant and refugee community members in successfully integrating into and participating in Seattle's civic, economic, and cultural life by providing in-language communication and outreach.

**Resilience and Emergency Preparedness.** Build an in-language information rapid dissemination system in communities and prepare community members to effectively respond to future emergencies.

**Trust and Relationship.** Establish meaningful two-way communication for residents to receive information and provide feedback.

Visit the Language Access Program web page for more information:

<http://www.seattle.gov/iandraffairs/LA>

Contact Information: Peggy Liao, Language Access Program and Policy Specialist

[Peggy.Liao@seattle.gov](mailto:Peggy.Liao@seattle.gov) (206) 615-0195 / (206) 688-0003

Resources:

<http://www.seattle.gov/Documents/Departments/Mayor/Burgess-Executive-Order-2017-10-Language-Access.pdf>



# Attachment E: Seattle Monorail & Seattle Streetcar Sample Postings

## Title VI: Civil Rights Act of 1964

The City of Seattle ensures that no person shall be discriminated against in City programs and services based on their race, color, national origin, religion, sex, age, disability, sexual orientation, and other protected classes, in accordance with local and federal laws. If you experience discrimination and would like to file a complaint, contact the Seattle Office for Civil Rights.

La Ciudad de Seattle no discrimina por motivos de raza, color, nacionalidad u otras características protegidas por la ley. Para obtener más información o para presentar una demanda, comuníquese con la Seattle Office for Civil Rights (Oficina de Seattle para Derechos Civiles).

西雅圖市禁止基於種族、膚色、國籍或其他受保護特徵而歧視任何人。想瞭解更多資訊，或針對歧視事件提出投訴，請聯絡 Seattle Office for Civil Rights (西雅圖民權辦公室)。

Thành Phố Seattle không phân biệt đối xử dựa trên chủng tộc, màu da, nguồn gốc quốc gia và các đặc điểm được bảo vệ khác. Hãy liên hệ với Seattle Office for Civil Rights (Văn Phòng Quyền Công Dân Seattle) để tìm hiểu thêm hoặc để nộp đơn khiếu nại về phân biệt đối xử.

የሲያትል ከተማ በዘር፣ በቀለም፣ በብሔራዊ ማንነት፣ ወይም በሌሎች የሚጠበቁ ባህሪያት ምክንያት መድልዎ እያደረግም። የበለጠ ለማወቅ፣ ወይም ቅሬታ ለማቅረብ፣ Seattle Office for Civil Rights (የሲያትል ቢሮ ለዜጎች ሙብት) ያነጋግሩ።

Magaalada Seattle cidna uma takooro sabab la xariirta isir, midab, wadanka uu u dhashay, ama sifooyin kale oo sharcigu difaacaayo. Si aad u hesho xog dheeraad ah, ama aad u gudbisoo cabasho ka dhan takoorka, la xariir Seattle Office for Civil Rights (Xafiiska Xaquuqaha Madaniga ah ee Seattle).

 [titlevi@seattle.gov](mailto:titlevi@seattle.gov)  
 [seattle.gov/civilrights/titlevi](http://seattle.gov/civilrights/titlevi)

 **206-684-4500 or TTY: 7-1-1**  
Interpretation services are available.

## Title II: Americans With Disabilities Act (ADA)

People with disabilities are entitled to equal opportunity to access City of Seattle services. To request ADA accommodations for a City service or to file a disability-based discrimination complaint, please contact the Citywide ADA Coordinator.

Las personas con discapacidad tienen derecho a la igualdad de oportunidades para acceder a los servicios de la Ciudad de Seattle. Para solicitar alguna acomodación o para presentar una demanda por discriminación por motivos de discapacidad, comuníquese con un coordinador de la Americans with Disabilities Act (ADA, Ley para Estadounidenses con Discapacidades).

殘疾人士擁有平等機會來獲取西雅圖市的服務。要申請無障礙服務或針對殘疾歧視提起投訴，請聯絡 Americans with Disabilities Act (ADA，美國身心障礙者法案) 協調員。

Người khuyết tật có quyền tiếp cận bình đẳng các dịch vụ của Thành Phố Seattle. Hãy liên hệ với Điều Phối Viên ADA (American Disabilities Act, Đạo luật về người Mỹ khuyết tật) để yêu cầu điều chỉnh hoặc nộp đơn khiếu nại về phân biệt đối xử dựa trên tình trạng khuyết tật.

የአካል ጉዳት ያለባቸው ሰዎች የሲያትል ከተማ አገልግሎቶችን ለመጠቀም እኩል እድል አላቸው። መስተንግዶ ለመጠየቅ ወይም በአካል ጉዳት ምክንያት ለተፈጠረ መድልዎ ቅሬታ ለማቅረብ፣ የ Americans with Disabilities Act (ADA፣ የአሜሪካውያን አካል ጉዳተኞች አዋጅ) አስተባባሪውን ያነጋግሩ።

Dadka naafada ah waxay xaq u leeyihiin fursada loo siman yahay ee helitaanka adeegyada Magaalada Seattle. Si aad u codsato kaalmo ama aad u codsato cabashada takoorka ku salaysan naafanimada, la xariir Iskuduwaha Americans with Disabilities Act (ADA, Xeerka Naafada Maraykanka).

 [adacoordinator@seattle.gov](mailto:adacoordinator@seattle.gov)  
 [seattle.gov/ada](http://seattle.gov/ada)

 **206-684-2489 or TTY: 7-1-1**  
Interpretation services are available.



# Attachment F: Executive Order 201906 WMBE Contracting Equity



# City of Seattle

Mayor Jenny A. Durkan

**Office of the Mayor**  
**City of Seattle**  
Jenny A. Durkan, Mayor

## **Executive Order 2019-06: Economic Inclusion and Contracting Equity**

*An Executive Order affirming my commitment, as Mayor of the City of Seattle, to advance the City's mission for Economic Inclusion & Equity in Contracting.*

WHEREAS, the City of Seattle is committed to the Women and/or Minority Owned Business Enterprise (WMBE) that is inclusive of certified and self-identified women and/or minority owned businesses; and

WHEREAS, it is the City of Seattle's goal to achieve and maintain parity in the City's contracting practices to create a state of equitable distribution for those firms that have been historically underutilized and implement tools, policies and programs; and

WHEREAS, Executive Order 2017-13 affirms the City of Seattle's commitment to this work as a Race and Social Justice Initiative focus area, and the City seeks to have "Contracting Equity" across all firms and make sure all firms have the tools, programs, and information they need, and do not face any undue barriers to fully participate in contracting with the City; and

WHEREAS, the "Equality in Contracting" Ordinance 121717, as codified under the Seattle Municipal Code Chapter 20.42, renewed the City's commitment to the WMBE program, and the City has an opportunity to strengthen our policies, tools, programs, and remedies to eliminate discrimination and achieve "Contracting Equity"; and

WHEREAS, it is a priority of the City of Seattle to advance "Economic Inclusion" which is a state in which diverse people and their businesses have the opportunity to fully participate in our local economy without barriers. The City shall undertake efforts and strategies to promote full participation of all firms, including WMBE and those that have been historically underutilized, in our programs and policies, in order to reach a state of "Economic Inclusion." It is vital to the efficacy of Economic Inclusion and Contracting Equity that WMBE and underutilized firms are supported through capacity building efforts; and

WHEREAS, in order to achieve a state of Contracting Equity and Economic Inclusion, the City will engage opportunities to better understand the barriers that may exist for LGBTQ+, Veteran, and business owners with disabilities; and

WHEREAS, the Washington State Diversity, Equity & Inclusion Act (Initiative 1000), an initiative of the people that was passed by the Washington State Legislature, has the stated intent to guarantee every resident of Washington State equal opportunity and access to public education, public employment, and public contracting without discrimination based on their race, sex, color, ethnicity, national origin, age, sexual orientation, the presence of any sensory, mental, or physical disability, or honorably discharged veteran or military status by restoring affirmative action into state law through amendments to state law, including RCW 49.60.400 and 43.43.015; and

WHEREAS, it is the interest of the City of Seattle to inform its procedures, policy and training efforts for the advancement of contracting equity.

NOW, THEREFORE, I, Jenny A. Durkan, Mayor of Seattle, hereby order:

### **Section 1. Contracting Equity Administration**

- A. To affirm the City's commitment to achieve and maintain parity in contracting with women and minority owned businesses and underutilized firms, the City shall commission a disparity study to inform a contracting equity policy including but not limited to data tracking provisions such as self-identification and certification, consistency and effectiveness of procurement practices in departments, technical assistance efforts to include viability of mentorship program. As part of the disparity study, the City shall analyze and recommend policy changes and act upon the presence of any barriers.
- B. The Department of Finance and Administrative Services (FAS) shall issue a competitive solicitation for annual funds to select a firm or organization to engage with the City to provide technical assistance support services for businesses interested in contracting with the City, including women and minority owned businesses and underutilized firms.
- C. The City of Seattle shall be inclusive of immigrant- or refugee-owned or emerging businesses by fostering participation in City contracting opportunities through language-appropriate outreach. Building on Executive Order 2017-10, the City shall convene a workgroup consisting of the Office of Immigrant and Refugee Affairs (OIRA), Department of Neighborhoods (DON), Office of Emergency Management (OEM), FAS and other departments as appropriate, to develop a strategic and operational plan by the end of 2019 to improve utilization of community liaisons, interpreters and translators in contracting equity efforts.
- D. The City shall continue and expand outreach to women and minority owned businesses and underutilized firms. Executive departments shall:
  1. Submit annual contracting equity outreach plans to the Mayor's Office and FAS, to be approved by the Mayor's Office.
  2. Attend contracting equity outreach events, to include community organization events and meetings.
  3. Distribute anticipated project procurement opportunity information.

4. Provide assistance to women and minority owned businesses and underutilized firms in navigating City and departmental processes and ensure equitable access to project management and buying staff, as well project information and opportunities.
- E. The Mayor's Office will convene a Mayoral Women and Minority Owned Businesses Advisory Committee to provide guidance and feedback on the City of Seattle contracting equity initiatives. The Advisory Committee will be composed of local women and minority owned businesses and other underutilized firms, including but not limited to, LGBTQ+, immigrant, refugee, emerging, small and disadvantaged businesses.
- F. Building on Executive Order 2017-01, the City shall convene a workgroup consisting of FAS, the Office of Economic Development (OED), and other departments as appropriate to develop a strategic and operational plan to ensure the City maximizes opportunities for applying appropriate contracting equity requirements for agreements with private parties. The workgroup shall include stakeholder engagement with women and minority owned businesses, underutilized firms, labor unions and those communities impacted by agreements with private entities.

## **Section 2. Contracting Equity Data and Compliance**

- A. A key component for contracting equity success entails closing the information gap experienced by women and minority owned businesses and underutilized firms. To ensure that businesses are receiving equitable access to information, departments shall conduct targeted outreach and provide online project information, to include anticipated procurement opportunities, timelines and specific staff contact information.
- B. Departments shall monitor their consultant commitments and promote good faith efforts to include women and minority owned businesses and underutilized firms in both prime and subconsultant roles. This shall include using existing B2GNow software to monitor subconsultant utilization on City consultant contracts.
- C. Expanding the City's Prompt Payment policy, the City shall establish citywide aspirational goals and strengthen compliance measures to ensure all consultants engaged in City contracts are being paid promptly. As a preliminary step in this effort, the Mayor has set a citywide prompt payment aspirational goal of 95% discontinuing varying prompt payment aspirational goals within departments.

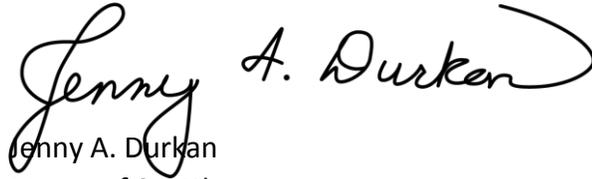
## **Section 3. Contracting Equity Accountability and Reporting**

- A. Contracting equity performance indicators shall be included in department director performance agreements. Metrics include, but are not limited to, departmental WMBE utilization in purchasing and consulting procurements as well as prompt payment performance.

- B. Beginning in 2020 and in coordination with other city departments and offices, FAS shall produce a citywide annual report by the end of the second quarter that will illustrate the prior year's progress and performance on contracting equity and economic inclusion initiatives. The City shall explore ways to share WMBE contracting performance information online.

Inquiries by City departments and offices regarding this Executive Order should be directed to Edson I. Zavala, Policy Advisor on Economic Inclusion & Contracting Equity, Office of the Mayor.

Dated this 24th day of September, 2019

A handwritten signature in black ink that reads "Jenny A. Durkan". The signature is written in a cursive style with a large, sweeping flourish at the end.

Jenny A. Durkan  
Mayor of Seattle



## Attachment G: Public Involvement Plan (PIP)

# [PROJECT NAME] PUBLIC INVOLVEMENT PLAN

LAST UPDATED: MONTH DAY, YEAR



## BACKGROUND

[Appendix A: Project Area Map & Locations](#)  
[Appendix \[Letter\]: Context & Project History \(Optional by project\)](#)

Provide a paragraph of context on the project. Briefly state the project location. Describe the current scenario and benefits of this project. If the information is extensive, consider adding a Context & Project History appendix to the PIP.

## KEY MESSAGES

- List the primary messages SDOT will convey throughout the life of the project. Try to capture multiple angles, aspects of the project, or rationale.
- XXX
- XXX

## PROJECT TEAM

**Project manager:** Name  
**Engineer:** Name  
**PIO:** Name  
**Outreach support:** Name (this field title may change depending on the project team and required support)

## PUBLIC OUTREACH

- Objectives**
- XXX
  - XXX
  - XXX
  - XXX

- Anticipated Concerns**  
[Appendix \[Letter\]: Anticipated Construction Impacts & Concerns \(Optional by project\)](#)
- Be concise and group like concerns together (e.g. Construction impacts: Noise, parking restrictions, detours, etc.)
  - XXX

- Media & Stakeholders**  
[Appendix \[Letter\]: Stakeholder List](#)
- List several notable stakeholders or media outlets but keep this portion at 4-6 lines in length.
  - Types of stakeholders to highlight include: approximate number of adjacent property owners; schools and social organizations; community groups; agencies or City Departments;.

**Public Project Contact**  
**Name:** List PIO, Consultant, or 'Various'  
**Email:** List the project email or PIO email

**Demographics**  
[Appendix \[Letter\]: Demographic Information](#)

**Zip code(s):** XXXX    **Census tract(s):** XXX    **Translation need(s):** List Language (percent)

## BUDGET

**Total Funds** \$ XX  
**Funding sources** XXX  
**Funding dedicated to outreach/engagement** XXX

**PLANNED MAJOR OUTREACH ACTIVITIES**

When	What	Why	Complete
List month/year in milestone (e.g. 60% design) or number weeks before construction if no date is known	Describe the activity succinctly (e.g. Letters to property owners within 1 block radius)	Briefly explain why this activity addresses the project’s objectives	<input type="checkbox"/>
90% design	Letters to property owners within 2 block radius to introduce project	Orient stakeholders early and provide room for feedback	<input type="checkbox"/>
10 weeks before construction	Make construction information available on project webpage; press release to local media	Ensure the public has access to the most current information	<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
Ongoing activities			<input type="checkbox"/>

**SCHEDULE & MAJOR MILESTONES**

30% | TBD



60% | TBD

90% | TBD

Construction: | TBD

- What is happening now:**
- List planning/preparation activities that can be completed now
  - For example: collecting mailing list, drafting web content, etc.

**Webpage:** URL: List the project URL even if it isn’t live (or: not applicable)

**Live?** Yes or No

**PLEASE NOTE**

This is a living document intended to guide SDOT staff through the public involvement process. The contents of this Public Involvement Plan cover sheet are intended to provide an overview of the public involvement/ outreach plan, but in some cases does not demonstrate the full extent of work. In such cases, the appendices should be referenced for a full project description.

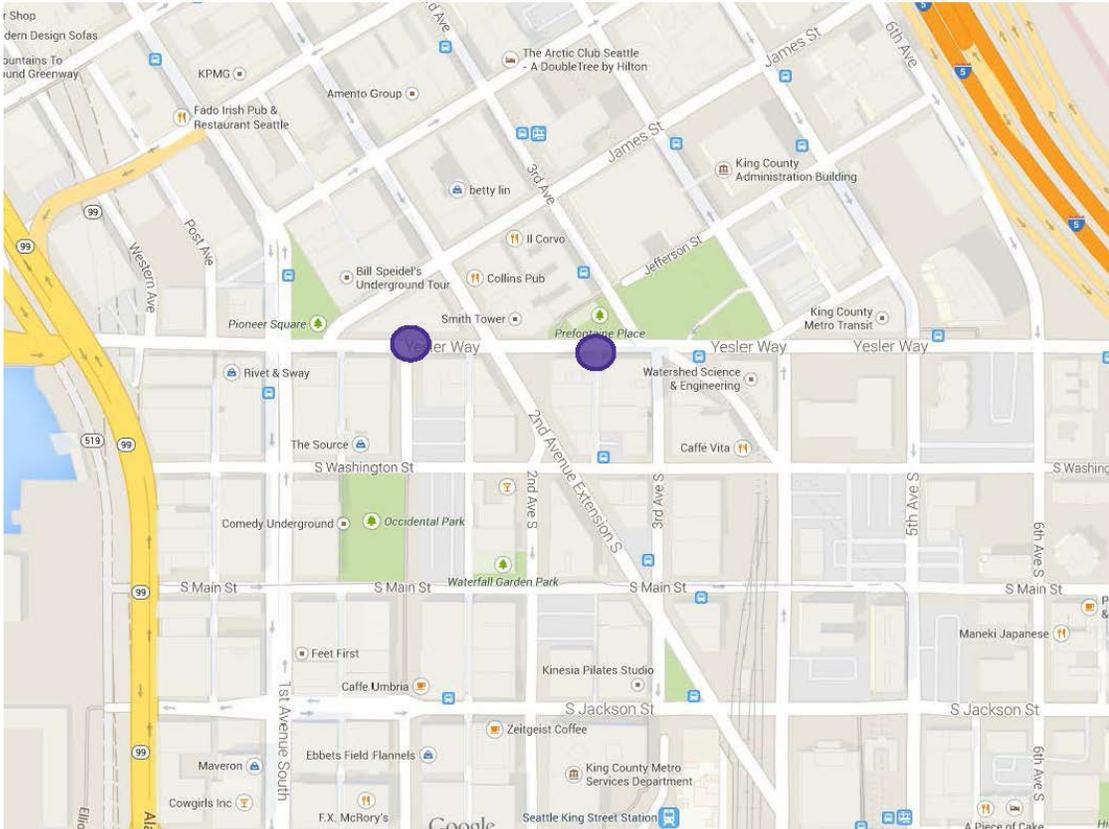
SDOT is committed to being efficient, effective, and responsible. This document is guided by the Inclusive Outreach and Public Engagement (IOPE) policy and illustrates a methodology that aims to build strong and sustainable relationships and partnerships.

**Please check with the project manager or public information officer to ensure that you have the latest version of the Public Involvement Plan cover sheet and associated content before messaging this document to other City departments or the general public.**

# PROJECT NAME

## APPENDIX A: PROJECT AREA MAP & LOCATIONS

### PROJECT AREA MAP



*If a formal graphic or map for your project area exists, use it! Screen shots from Google Maps are a great, informal tool to capture the project area if no other images exist. As materials become available, consider updating the graphic as necessary.*

### LOCATIONS

*List the locations of your project. Tailor this description by project, writing the project area description in a paragraph or table as it makes most sense. Be as specific as possible, e.g. The northwest curb on the corner of X Street at Y Avenue.*

*Or use a list to capture all the project locations along a corridor:*

- *Intersection 1*
- *Intersection 2*
- *Intersection 3*
- *Intersection 4*

**THIS IS AN OPTIONAL APPENDIX. REMOVE PAGE IF NOT NEEDED FOR PIP.**

### CONTEXT

*This optional content can be used for projects with lengthy programmatic background that would be useful to inform the outreach team. This can include information on the project's origins and planning/design work done before coming to CPRS. Emphasis on what public engagement has been completed to date is also helpful.*

### HISTORY

*If a project has a particularly dynamic or colorful history that may help inform the project team's outreach efforts, use this section.*

# PROJECT NAME

## APPENDIX [LETTER]: ANTICIPATED CONSTRUCTION IMPACTS & CONCERNS

***THIS IS AN OPTIONAL APPENDIX. REMOVE PAGE IF NOT NEEDED FOR PIP.***

### ANTICIPATED CONSTRUCTION IMPACTS

*This content is optional and may be useful for construction projects with lengthy lists or details on construction impacts and information on how the project team will work to address stakeholder concerns.*

### ANTICIPATED STAKEHOLDER CONCERNS

*Use bulleted lists, hierarchical headers, tables, or other layouts as makes the most sense for the information.*

***USE THIS TABLE AS A REFERENCE AND THEN REMOVE IT FROM THE APPENDIX.***

#### ISSUES AND CONCERNS TO CONSIDER

Access/Mobility	Services	Construction Impacts	Miscellaneous	Demographic
<ul style="list-style-type: none"><li>• Parking restrictions</li><li>• Pedestrian/ bicycle routes</li><li>• People with disabilities</li><li>• Businesses</li><li>• Emergency vehicles</li><li>• School buses</li></ul>	<ul style="list-style-type: none"><li>• Garbage/ recycling collection</li><li>• Post Office delivery</li><li>• Utilities</li></ul>	<ul style="list-style-type: none"><li>• Noise and vibration</li><li>• Dust or mud</li><li>• Work hours</li><li>• Encroachments and landscaping changes</li><li>• Other nearby construction projects</li></ul>	<ul style="list-style-type: none"><li>• Seasonal activities and special events</li><li>• Roadway characteristics</li><li>• High priority areas</li><li>• Environmentally sensitive areas</li><li>• Open space/views</li></ul>	<ul style="list-style-type: none"><li>• Federal and non- Federal holidays</li><li>• Other relevant cultural events</li><li>• Demographic appendix</li><li>• IOPE activities log</li></ul>

# PROJECT NAME

## APPENDIX [LETTER]: STAKEHOLDER LIST

Export stakeholder list from EnviroLytical

STAKEHOLDER CHECKLIST **USE THIS TABLE AS A REFERENCE AND THEN REMOVE IT FROM THE APPENDIX.**

Incorporated? (Y or N)	Audiences to Consider	Examples
	Adjacent property owners and tenants, including businesses and residents	
	Typical users of project area	Pedestrians, cyclists, freight, drivers, commuters, tourists
	District Councils	
	Community groups and neighborhood organizations	
	Cultural and religious organizations	
	Chambers of commerce and local business organizations	
	City of Seattle Departments	SDOT, Public Utilities, City Light, Department of Parks and Recreation, Fire Department, Police Department, Department of Neighborhoods, Department of Planning and Development
	Other agencies	WSDOT, King County Metro Transit, Sound Transit, Community Transit, Port of Seattle
	Other transportation/utility companies	Puget Sound Energy, charter bus companies, Amazon/Microsoft/other company shuttles, cruise ships
	Universities and institutions	University of Washington, community colleges
	Public facilities	Community centers, parks
	Schools and childcare facilities	K-12
	Hospitals	Harborview, Swedish, and Virginia Medical Centers
	Social service organizations and facilities (including those serving people with disabilities)	Boys and Girls Club, Lighthouse for the Blind
	Bicycle and pedestrian advocacy groups	Cascade Bicycle Club, WA State Bicycle Alliance, Feet First
	City of Seattle Advisory Boards	Bicycle, Pedestrian, Freight
	Railroads	BNSF
	Major developers/property owners	Vulcan, Clise, etc.
	Major employers	Amazon, Microsoft, Boeing, Starbucks
	Event Centers	Seattle Center, CenturyLink Field, Safeco Field
	Freight	BINMIC
	Media Outlets	Seattle Times, PI, Capitol Hill Times, Belltown Messenger, West Seattle Herald, Queen Anne/Magnolia News, Ballard News Tribune, Skanner, FACTS, The Seattle Medium, La Raza
	Populations that may need targeted outreach to due to cultural barriers, language differences, etc.	

# PROJECT NAME

## APPENDIX [LETTER]: DEMOGRAPHIC INFORMATION

### GUIDING QUESTIONS

1. What are the goals of the project?

Response.

2. What racial or social inequities currently exist in the project area?

Response.

3. How do the project goals address or consider the existing racial or social inequities? How will the project increase or decrease racial or social equity?

Response.

4. How will you address the project's impacts (including unintended consequences) on racial or social equity?

Response.

### LANGUAGE NEEDS

Projects are required to provide materials and information in non-English languages if five (or more) percent of the population in that project area speaks a given language. For any project, materials in other languages are available upon request.

Source	Languages Over 5 Percent
US Census Language Map	List with percentage. (e.g. None)
American FactFinder (2008-12 ACS)	List with percentage. (e.g. Spanish (6%))

THIS BELOW TABLE IS FOR PROGRAMMATIC PROJECTS WITH MULTIPLE LOCATIONS AND SHOULD BE REMOVED IF NOT NEEDED. FOR PROGRAMMATIC PROJECTS, LIST 'VARIOUS' ON COVER SHEET AND PROVIDE INFORMATION HERE.

Site	Zip Code(s)	Census Tract(s)	Translation Needs	Source
List the location	Zip	Tract	Indicate the language spoken if over 5%	Source
S Portland Street & 8th Avenue S	98108	112	Chinese (5%); Spanish (18%); Vietnamese (6%)	2008-12 American Community Survey

### TRANSLATIONS THRESHOLD

Indicate the agreed-upon threshold for translations as determined by Project Manager and Public Information Officer/outreach team with an explanation of this decision. (e.g. Translations of major project materials in Spanish; translations upon request; only those languages on SPU Language Map)

# PROJECT NAME

## APPENDIX [LETTER]: ACTIVITIES LOG & IOPE ELEMENTS

### ACTIVITIES LOG

The table below details the outreach activities completed to date. Future planned activities can be found on the PIP cover sheet.

<b>When</b>	<b>What</b>	<b>Who</b>	<b>Details</b>
<i>Month day, year</i>	<i>List the type of activity (e.g. Briefing, mailer, SEPA notice, etc.)</i>	<i>List the stakeholder audience(s), if applicable</i>	<i>Indicate the project phase with which the activity was associated or otherwise explain why this outreach was done</i>
<i>May 13, 2014</i>	<i>Briefing</i>	<i>South Park Neighborhood Association</i>	<i>Construction announcement</i>

### IOPE ELEMENTS

In addition to the outreach activities listed on the cover sheet, the project team will ensure that the project's public participation opportunities are inclusive of the affected stakeholders. Accordingly, outreach activities will include:

#### Events

- *EXAMPLE: Provide translated materials at all project open house*
- *EXAMPLE: Offered briefing to Seattle Lighthouse for the Blind, a nonprofit organization that provides jobs, training and vocational services for people who are blind, deaf-blind and multi-disabled blind*

#### Mailings

- *EXAMPLE: Include translated text on mailings*

#### Web

- *EXAMPLE: Develop project webpage containing translated text block explaining that project materials in other languages can be provided upon request*

#### Advertising/ Media

- *EXAMPLE: Run ads in media outlets*
- *List the traditional/ ethnic/ inclusive media outlet utilized for this project area*



## Attachment H: Flip Your Trip West Seattle LAP Example



## **Maxey Hey'adaha Gaadiidka kuu Qabayaan?**

Si dadku iyo alaabuhu ugu socdaan si nabad ah oo mug leh dhamaan Seattle, Magaaladu waxey maal-gelisay mashaariic iyo barnaamijyo si ay u fududeyso culeyska kororkeena xooggan iyo dib u horumarinta.

## **Sida aad ugu safreyso hareeraha Seattle way isbeddeloysaa. Waa waqtigii qorshe la sameysan lahaa.**

Maalin kasta, Magaalada Seattle waxey labaduba ka shaqeysaa iney xoojiso kaabayaasha socodka gaadiidkeena iyo mashaariic horumarineed yar iyo weyn iyo iney hubiso in waddooyinkeenu ay ammaan ahaadaan sanooyinka soo socda. Halkan waxan u joognaa inaan kugu caawino dhex qaadka magaaladeena siiba halka caqabadaha ugu badan ka jiraan.



## Attachment I: Shared Mobility LAP Example

**FREE**

# ለአዋቂዎች የራስ ቁር



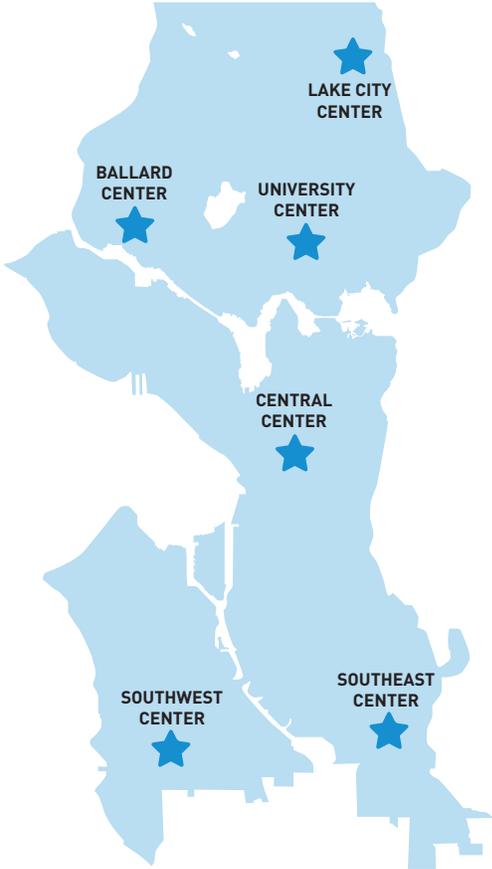
**ከሲያትል የደንበኞች አገልግሎት ማእከላት ከአንዱ ነፃ የራስ ቁር ያግኙ!\***

\*እስከ ታሕሣስ 2022 ድረስ። የመሃል ከተማውን የአገልግሎት ማእከል አያካትትም።

ይህንን የQR የሚሰጠር ቁልፍ በመቃኘት የደንበኛ አገልግሎት ማእከል ቦታዎችን እና ስአቶችን ያግኙ:



- የራስ ቁሮች በአዋቂ ሰው 1 ብቻ የተገደበ ነው። መጠናቻቸው የተወሰኑ ሊሆኑ ይችላሉ።
- የራስ ቁሮች የሚቀርቡት በBird እና Veo ነው።
- በሲያትል ውስጥ ሁሌም ቀላል ሞተር ብስክሌቶችን እና ብስክሌቶችን በሚጋልቡበት ጊዜ የራስ ቁር ይልበሱ።



ስለ በሲያትል የቀላል ሞተር ብስክሌት መጋራት እና የብስክሌት መጋራት [Seattle.gov/ScooterShare](http://Seattle.gov/ScooterShare)ን ወይም [Seattle.gov/BikeShare](http://Seattle.gov/BikeShare)ን በመጎብኘት የበለጠ ይረዱ

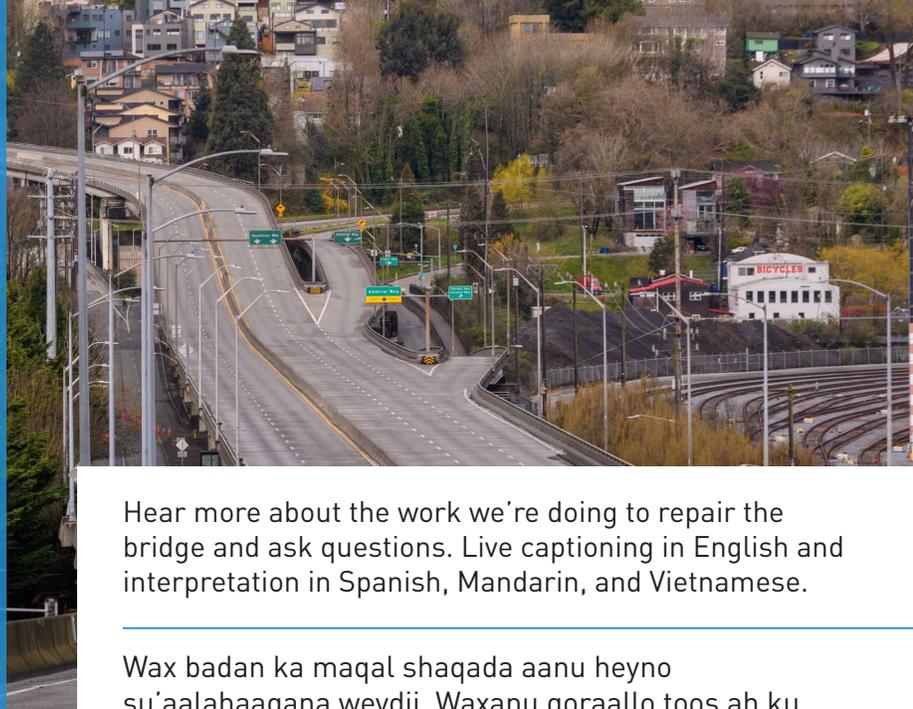
**በደህና ይሳፈሩ፣ ሲያትል! #RideSafeSeattle**  
ለበለጠ መረጃ፣ [ScooterShare@seattle.gov](mailto:ScooterShare@seattle.gov) አሜል ያድርጉ ወይም (206) 375-2344 ይደውሉ





## Attachment J: West Seattle High Rise Bridge LAP Example

# WEST SEATTLE BRIDGE ON TRACK TO REOPEN MID-2022



## JOIN US July 21, 5:30 PM VIRTUAL PUBLIC MEETING

Nagala soo qeyb gal, Juulay 21 5:30 galab  
Kulanka Guud ee Muuqaalka ah  
Acompáñenos, 21 de julio 5:30 p. m.  
Reunión pública virtual

Tham gia với chúng tôi Ngày 21 tháng 7 5 giờ 30 chiều  
Cuộc họp Công cộng Áo

加入我們 7月21日 下午5:30 PM  
虛擬公開會議

ចូលរួមជាមួយពួកយើង ថ្ងៃទី២១ ខែកក្កដា ម៉ោង ៥:៣០ល្ងាច  
ការប្រជុំជាសាធារណៈតាមរយៈអេក្រង់

Hirmaadhaa/Nutti makamaa July 21 5:30 PM  
Walga'ii Hawaasaa Murteessaa

저희와 함께 해요 7월 21일 오후 5시반  
가상 공개 회의

### SCAN TO LEARN MORE

Halkan eeg si aad wax badan u ogaato  
Escanee para obtener más información  
Quét để tìm hiểu thêm

掃描了解更多

សូមស្រុកនេះដើម្បីទទួលបានព័ត៌មានបន្ថែម  
Dabalataan baruuf qoradhaa...  
스캔하시고 더 알아보세요



Hear more about the work we're doing to repair the bridge and ask questions. Live captioning in English and interpretation in Spanish, Mandarin, and Vietnamese.

Wax badan ka maqal shaqada aanu heyno su'aalahaagana weydii. Waxanu qoraallo toos ah ku bixin doonaa shaashadda iyo tarjubaanimo luqadaha Isbaanishka, Madariin, iyo Fiyetnaamiis.

Entérese del trabajo que estamos haciendo para reparar el puente y haga sus preguntas. Proporcionaremos subtítulos en inglés e interpretación simultánea en español, mandarín y vietnamita.

Nghe thêm về công việc chúng tôi đang làm để sửa cầu và đặt câu hỏi. Phụ đề trực tiếp bằng tiếng Anh và phiên dịch bằng tiếng Tây Ban Nha, tiếng Quan Thoại và tiếng Việt.

了解更多關於我們為修復橋樑所做的工作並提出問題。提供英語現場字幕以及西班牙語、中文和越南語口譯服務。

ដើម្បីទទួលបានព័ត៌មានបន្ថែមអំពីការងារដែលពួកយើងកំពុងធ្វើក្នុងការជួសជុលស៊ុយតានី និងធ្វើការសាកសួរសំណួរ។ ការផ្តល់សេវាបន្ថែមដល់ការបកប្រែជាភាសាអង់គ្លេស ចិននិងភាសាវៀតណាម។

Waa'ee dalagaalee nuyi hojjechaa jirru caalaatti dhaga'aati gaaffilee keessan gaafadhaa. Ergaa kallattii Afaan Ingiliziin akkasumas Turjumaana Ispanishiin, Mandariin, fi Veetinaamiin ni dhiyeessina.

다리의 보수작업에 대해 더 알아보시고 질문하십시오. 영어로 실시간 자막이 제공되며 스페인어, 북경어 및 베트남어로 통역이 제공됩니다.

**Puente elevado**

**Puente de bajo nivel**

## ¿QUÉ ESTÁ PASANDO CON EL PUENTE DE WEST SEATTLE?



**Más de 200 proyectos**

**se han terminado o siguen en curso**

por reparación del puente y para ayudar a la comunidad afectada por los desvíos

## Manteniéndole informado(a)



### Las últimas reparaciones están en curso

¡Ya casi terminamos! Esperamos reabrir el puente de West Seattle una vez que completemos las reparaciones y pruebas finales. Los últimos arreglos incluyen el relleno de grietas, el refuerzo de la estructura con fibra de carbono y agregar más cables de acero para mayor resistencia.



### Además del puente

A medida que se eliminan las restricciones de COVID, las calles se vuelven más concurridas, especialmente en las áreas de desviaciones por el puente. Y por eso llevamos a cabo más de 195 proyectos para mitigar el tráfico y ayudarles a desplazarse.

Sabemos que ha sido difícil tener cerrado el Puente de West Seattle y agradecemos su paciencia y flexibilidad.



**Seattle**  
Department of  
Transportation

**Para obtener más información, visite nuestro sitio web [www.Seattle.gov/westseattlebridge](http://www.Seattle.gov/westseattlebridge), call (206) 400-7511, o escribanos a [WestSeattleBridge@seattle.gov](mailto:WestSeattleBridge@seattle.gov)**



## Apoyo a las comunidades

Para apoyar a nuestras comunidades más afectadas por el cierre del puente, SDOT está mejorando las calles, las aceras y señales, y brindando diferentes opciones de transporte para mantenerle conectado durante y después de las reparaciones del puente.



## Reconectar a West Seattle

El programa Reconectar a West Seattle consta de más de 195 proyectos que se crearon para mitigar el tráfico, para andar en bicicletas, proyectos de carga y otros servicios para apoyar las áreas que han sufrido de un aumento del tráfico debido al cierre del puente.



## Zonas residenciales (Home Zones)

Las Home Zones son estrategias a nivel de vecindario que hacen que las calles sean más seguras para las comunidades que han sido mayormente afectadas por el cierre del puente y las desviaciones del tráfico: South Park, Georgetown y Highland Park. Los proyectos incluyen medidas para mitigar el tráfico, mejoras en las calles, medidas de seguridad para caminar y andar en bicicleta más modernas y nuevos árboles en las calles. Notará que algunos de los proyectos de mejoras en el vecindario continuarán después de que el puente vuelva a abrir.



## Puente de bajo nivel (Spokane St Swing Bridge)

**Mejoras:** estamos reforzando el puente de bajo nivel para que siga siendo fiable para los viajeros que lo utilizan y el Duwamish Waterway. Las mejoras incluirán el relleno de grietas y la aplicación de envoltura de fibra de carbono.

**Acceso:** La seguridad pública es nuestra prioridad principal y es por eso que en estos momentos está restringido el acceso al puente de bajo nivel y solo pueden pasar vehículos de emergencia, de transporte público, de carga pesada y una cantidad limitada de viajes comerciales y médicos autorizados. Los vehículos no autorizados recibirán una multa de \$75. Una vez que se abra el puente elevado, terminarán las restricciones del puente de bajo nivel.



## Flip your trip (cambia tu viaje)

Si puede, evite conducir su automóvil. Utilice una bicicleta, camine, ruede, patine, tome un autobús o ferry, únase a un vanpool o quédese en su área local. Obtenga más información en [flipyourtrip.org](http://flipyourtrip.org) y vea si cumple con los requisitos para obtener un bono de \$25 para el transporte público.

Escanea el código QR para registrarse y recibir noticias

Llame o envíe un correo electrónico al:  
(206) 400-7511  
[WestSeattleBridge@seattle.gov](mailto:WestSeattleBridge@seattle.gov)





## Attachment K: ORCA Card Recovery LAP Example

## 12月31日後會發生什麼？

這張無使用次數限制的通行証將於 2021 年 12 月 31 日到期；但是，您可以保留您的 ORCA 卡，在通行証過期後作為全價 ORCA 卡使用。這要求您對卡進行充值以繼續使用。在 2021 年 12 月 31 日不要對卡進行充值。

如果在本計劃結束後，您對交通費用存有疑慮，我們鼓勵您造訪 King 縣公共交通局 (King County Metro) 網站，確定最適合您需求的費用選擇。<https://kingcounty.gov/WhichORCAFare>

## 丟失或損壞恢復卡的更換

如果 ORCA 卡丟失或損壞，您可以免費更換您的 ORCA 卡。發放新卡時，您之前的舊卡會被停用。

## 聯絡資訊

如果您需要更換卡或就您的恢復卡還存在其他疑問，可發送電郵至 [DOT\\_TAP@seattle.gov](mailto:DOT_TAP@seattle.gov) 或致電/發送簡訊至 (206)256-6722。

# ORCA 恢復卡

2021 年 6 月 21 日 — 2021 年 12 月 31 日



**Seattle**  
Department of  
Transportation

6.2021

TRADITIONAL CHINESE



**Seattle**  
Department of  
Transportation

## 什麼是 ORCA 恢復卡?

ORCA 恢復卡為在先鋒廣場 (Pioneer Square)、唐人街國際區 (Chinatown-International District)、小西貢 (Little Saigon) 或日本城 (Japantown) 的飯店、雜貨店和便利店就職的員工提供全額補貼的交通通行証。

該計劃因得到西雅圖交通福利區 (Seattle Transportation Benefit District, STBD) 的資助而得以實施。

2020 年，西雅圖選民批准了一項措施，資助 2021 年至 2026 年間的交通服務和項目。

此臨時計劃將允許您在 2021 年 12 月 31 日之前免費、無限制地乘坐交通出行。我們可能透過電郵或電話聯繫您，完成一份針對該福利的簡短調查。

## 如何使用您的新 ORCA 卡

本恢復卡屬於全額補貼的 ORCA 卡。這意味著您可以在 2021 年 12 月 31 日之前免費、無限制地乘坐公共交通工具。您可以全天候使用該卡。

**請勿在 ORCA 卡上充值。**如果在 12 月 31 日通行證到期前對您的 ORCA 卡進行充值，則無限制乘車通行證將自動取消。

**公共汽車：**上車后，將 ORCA 卡貼在讀卡機上。在停車前輕拉黃色線，向駕駛員示意您想下車。

**輕軌和有軌電車：**上車前和下車後需將 ORCA 卡貼在平台上。



## 我可以在何處使用我的新 ORCA 卡?

您可以在 King 縣公共交通、King 縣水上出租車 (King County Water Taxi)、西雅圖有軌電車 (Seattle Streetcar)、西雅圖中心單軌列車 (Seattle Center Monorail)、海灣公共交通 (Sound Transit)、社區公共交通 (Community Transit)、Pierce 公共交通 (Pierce Transit)、Kitsap 公共交通 (Kitsap Transit) 和 Everett 公共交通 (Everett Transit) 上使用該卡。ORCA 卡可能無法在華盛頓州立輪渡 (Washington State Ferries) 上使用。

## 您需要查詢協助嗎?

此處有若干資源可以幫助您查詢西雅圖的運輸系統：

**One Bus Away** – 下載該手機應用程式，獲取公共汽車和輕軌抵達的實時資訊。

**谷歌地圖 (Google Maps)** – 您可以在電腦上或透過手機應用程式使用谷歌地圖，它可以提供交通指示，其中還包括實時抵達資訊。

**King 縣出行規劃 (King County Trip Planner)** – 使用本網頁，獲取您行程的交通指示：<https://tripplanner.kingcounty.gov/>



## Attachment L: Seattle Housing Authority Pilot LAP Example



Ngày 3 tháng 1 năm 2022

Xin Chào Người Tham Gia Chương Trình Thí Điểm Cơ Hội ORCA ở Seattle Housing Authority (SHA),

Cảm ơn quý vị đã tham gia Chương Trình Thí Điểm Cơ Hội ORCA ở SHA của Thành Phố Seattle! Chúng tôi rất vui mừng thông báo việc chương trình thí điểm đã được gia hạn thêm 12 tháng.

Trước đó, thẻ ORCA của quý vị đã được cài đặt để hết hạn vào ngày 28 tháng 2 năm 2022. **Quý vị có thể tiếp tục sử dụng thẻ của mình cho đến ngày 28 tháng 2 năm 2023.** Quý vị không cần phải đăng ký thẻ mới và vẫn có thể tiếp tục sử dụng thẻ hiện tại của mình.

Nếu quý vị bị mất thẻ ORCA và cần thẻ mới hoặc nếu quý vị có thêm bất kỳ câu hỏi hoặc thắc mắc nào khác, quý vị có thể gọi điện hoặc nhắn tin qua số (206) 256-6722 hoặc gửi email tới địa chỉ [ORCAOpportunity@seattle.gov](mailto:ORCAOpportunity@seattle.gov).

Cảm ơn quý vị!

Liliya Shtikel

Điều Phối Viên cho Chương Trình Tiếp Cận Phương Tiện Giao Thông



## Attachment M: Seattle Transportation Plan



# HÃY DÁN MỘT NHÃN DÁN LÊN ĐIỀU MÀ QUÝ VỊ MUỐN THẤY ĐƯỢC THỰC HIỆN TRONG HỆ THỐNG GIAO THÔNG CỦA SEATTLE



1

ĐẶT HÌNH DÁN Ở ĐÂY

Trao quyền cho cộng đồng để định hướng hệ thống giao thông của chúng ta trong tương lai



2

ĐẶT HÌNH DÁN Ở ĐÂY

Tập trung vào ý kiến của các cộng đồng đa màu và các nhóm người ít được đại diện trong quá trình lập kế hoạch của chúng tôi



3

ĐẶT HÌNH DÁN Ở ĐÂY

Nhận biết và giải quyết sự bất bình đẳng trong hệ thống giao thông của chúng ta



4

ĐẶT HÌNH DÁN Ở ĐÂY

Tạo thêm không gian cho người đi bộ



5

ĐẶT HÌNH DÁN Ở ĐÂY

Phân bổ lại không gian đường phố để phản ánh các giá trị của chúng ta



6

ĐẶT HÌNH DÁN Ở ĐÂY

Giảm tăng các đường phố thân thiện với người dân



7

ĐẶT HÌNH DÁN Ở ĐÂY

Giảm tốc độ của xe cộ để gia tăng độ an toàn



8

ĐẶT HÌNH DÁN Ở ĐÂY

Giúp việc đạp xe quanh Seattle dễ dàng và an toàn hơn



9

ĐẶT HÌNH DÁN Ở ĐÂY

Tập trung các khoản đầu tư cho an toàn tại các địa điểm nguy hiểm nhất của chúng ta



10

ĐẶT HÌNH DÁN Ở ĐÂY

Cải thiện dịch vụ và khả năng tiếp cận phương tiện công cộng



11

ĐẶT HÌNH DÁN Ở ĐÂY

Biến đổi các trung tâm phương tiện công cộng thành các địa điểm thân thiện cho cộng đồng



12

ĐẶT HÌNH DÁN Ở ĐÂY

Đảm bảo rằng chi phí không phải là rào cản đối với việc đi lại



13

ĐẶT HÌNH DÁN Ở ĐÂY

Chuẩn bị cho đường phố của chúng ta sẵn sàng cho biến đổi khí hậu



14

ĐẶT HÌNH DÁN Ở ĐÂY

Giới thiệu các khu vực phát thải thấp



15

ĐẶT HÌNH DÁN Ở ĐÂY

Cải thiện việc vận chuyển hàng hóa và giao hàng



16

ĐẶT HÌNH DÁN Ở ĐÂY

Quản lý không gian lề đường để đáp ứng nhu cầu của cộng đồng



17

ĐẶT HÌNH DÁN Ở ĐÂY

Giảm các chuyến đi lại bằng ô tô



18

ĐẶT HÌNH DÁN Ở ĐÂY

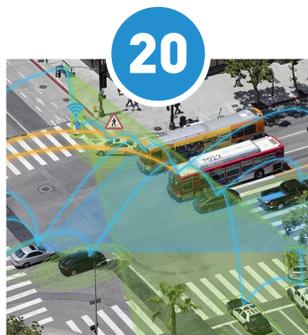
Hỗ trợ chuyển đổi sang xe điện



19

ĐẶT HÌNH DÁN Ở ĐÂY

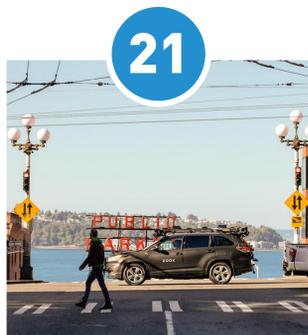
Thực hiện các chính sách định giá để đảm bảo tính công bằng trong việc đi lại



20

ĐẶT HÌNH DÁN Ở ĐÂY

Sử dụng dữ liệu để định hướng cho các quyết định



21

ĐẶT HÌNH DÁN Ở ĐÂY

Chuẩn bị cho đường phố của chúng ta để sẵn sàng cho các công nghệ mới



22

ĐẶT HÌNH DÁN Ở ĐÂY

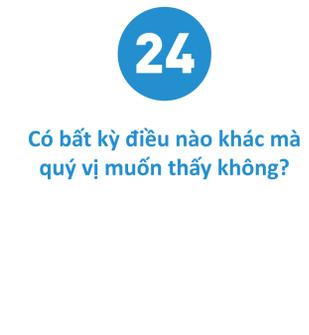
Cải thiện đường phố và cầu, đặc biệt là trong các cộng đồng ít được đại diện



23

ĐẶT HÌNH DÁN Ở ĐÂY

Cải thiện hệ thống giao thông của chúng ta thông qua việc bảo trì



24

Có bất kỳ điều nào khác mà quý vị muốn thấy không?



## Attachment N: John Lewis Memorial Bridge EJ Example

## ЧАСТО ЗАДАВАЕМЫЕ ВОПРОСЫ В ОТНОШЕНИИ СТРОИТЕЛЬСТВА

**Вопрос:** Как долго будет продолжаться строительство моста?

**Ответ:** Планируется начать строительство в первом квартале 2020 года и завершить его осенью 2021 года.

**Вопрос:** Будет ли во время строительства моста закрываться автомагистраль I-5?

**Ответ:** Мы действительно предполагаем временное закрытие автомагистрали I-5 во время установки пролетов, но закрытие будет происходить по выходным и ночью. Мы будем согласовывать все детали с Государственным департаментом транспорта Вашингтона, и общественность будет заранее уведомлена о закрытии дороги.

**Вопрос:** Каковы планы смягчения последствий для заболоченных земель и троп к западу от автомагистрали I-5?

**Ответ:** Меры по смягчению последствий включают в себя пересадку деревьев в соотношении не менее 2:1. Также по завершении строительства территория будет засажена местными видами флоры. Дренажная система моста предназначена улучшить состояние заболоченных земель на западной стороне. Кроме того, тропа вблизи окончания моста на западе будет перенесена на новое место.

**Вопрос:** Какие ограничения ожидаются в плане парковки во время и после строительных работ?

**Ответ:** На время строительства парковка North Seattle Park and Ride (10001 1st Ave NE) будет временно недоступна из-за размещения оборудования и материалов.

## ГРАФИК

ЭТАПЫ	2019	2020	2021
Разрешительная документация и предпроектные работы			Открытие станции легкорельсового транспорта Sound Transit Link
Сооружение моста		Открытие моста	

## БУДЬТЕ В КУРСЕ

Лучший способ быть в курсе хода строительства и его последствий – посетить веб-страницу нашего проекта и подписаться на получение обновлений по электронной почте по адресу [www.seattle.gov/transportation/NorthgatePedBridge](http://www.seattle.gov/transportation/NorthgatePedBridge). Во время строительных работ вы также можете связаться с нами по номеру 206-905-3620.

<b>IF YOU NEED THIS INFORMATION TRANSLATED,</b> please call (206) 905-3620.	Если вам необходимо перевести эту информацию, обращайтесь по номеру телефона (206) 905-3620.	Si necesita traducir esta información al español, llame al (206) 905-3620.	Nếu quý vị cần thông tin này chuyển ngữ sang tiếng Việt xin gọi (206) 905-3620.	당신이 번역이 정보를 필요로 하는 경우에, (206) 905-3620로 전화 해주십시오.
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## ПРОЕКТ ПЕШЕХОДНОГО / ВЕЛОСИПЕДНОГО МОСТА В НОРТГЕЙТЕ

ЗИМА 2020 г.

Объединение общин, расположенных на востоке и западе от автомагистрали I-5 в Северном Сиэтле  
Мы начинаем строительство!



## КРАТКОЕ ОПИСАНИЕ ПРОЕКТА

Мы строим новый, доступный для людей всех возрастов и возможностей пешеходный и велосипедный мост над федеральной автомагистралью 5 (I-5) в Нортгейте. Длина моста составляет приблизительно 1900 футов (580 м). Он заканчивается у Колледжа Северного Сиэтла на западной стороне и на пересечении 1st Ave NE и NE 100th St рядом с будущей станцией легкорельсового транспорта Sound Transit Link на восточной стороне. По завершении строительства станции легкорельсового транспорта в 2021 году мост соединит хорошо развивающиеся производственные и торговые центры района с остальной частью города, обеспечивая прямой доступ к главному транзитному узлу.

## ПРЕИМУЩЕСТВА ПРОЕКТА

- Новый способ пересечения автомагистрали I-5, сокращающий время пешеходам и велосипедистам на дорогу при перемещении с одной стороны автомагистрали на другую
- Повышение безопасности и доступ для пешеходов и велосипедистов во всем районе Нортгейт
- Улучшение доступа к системе местного транспорта возле транзитного центра округа Кинг и к будущей Link-станции легкорельсового транспорта, что приведет к расширению транспортных возможностей

### КРАТКАЯ ХАРАКТЕРИСТИКА МОСТА

Длина  
**1900 футов (580 м)**

Западный подход спроектирован с учетом наличия прямого обзора и сохранения природного комплекса

Время перехода с одной стороны моста на другую составляет

**10 минут**

Ширина

**16 футов (4,87 м)**

Предполагаемое количество пользователей –

**1500 человек в день**

Восточная сторона спроектирована с учетом сохранения

возможностей для парковки

### ИНФОРМАЦИЯ О ПРОЕКТЕ И КОНТАКТНАЯ ИНФОРМАЦИЯ

NorthgateBridge@seattle.gov, (206) 905-3620  
[www.seattle.gov/transportation/NorthgatePedBridge](http://www.seattle.gov/transportation/NorthgatePedBridge)



### ИНФОРМАЦИЯ О ПРОЕКТЕ И КОНТАКТНАЯ ИНФОРМАЦИЯ

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[www.seattle.gov/transportation/NorthgatePedBridge](http://www.seattle.gov/transportation/NorthgatePedBridge)



## ИСПОЛЬЗОВАНИЕ МОСТА

По завершении строительства пешеходный / велосипедный мост в Нортгейте соединит районы и предоставит уникальные возможности при его использовании. На изображениях ниже вы видите ключевые остановки с запада на восток на мосту.



### Соединение районов

Подход к мосту в направлении на восток (по многоцелевому проходу в северной части Колледжа Северного Сиэтла) плавно повышается на 4% (2,3°) и обеспечивает прямое соединение и открытую линию обзора.

### Обзор ландшафта с высоты

Направляясь на восток к станции легкорельсового транспорта, вы можете с высоты осмотреть ландшафт – вашему взгляду открывается вид на пруд и заболоченные земли на юге.

### Ворота между районами

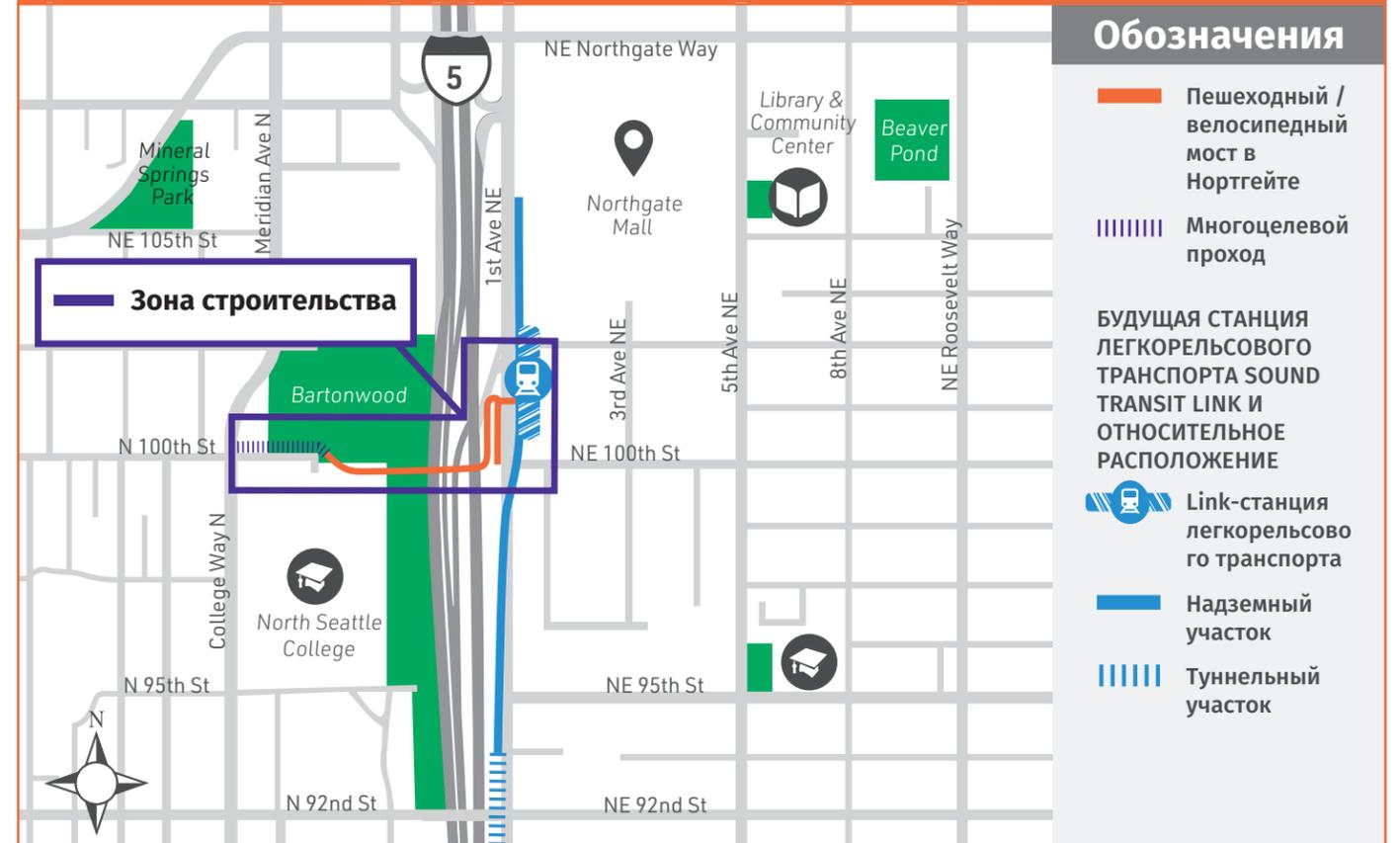
Стремительные линии пролета моста над магистралью I-5 соединяют расположенные по обеим сторонам общины и создают незабываемые впечатления.

### Вид сверху на станцию Нортгейт

Отвод моста дает возможность передвигающимся по нему людям попасть непосредственно к зданию Link-станции легкорельсового транспорта.

Вы также можете продолжить двигаться к восточному окончанию моста на пересечении 1st Ave NE и NE 100th St.

## ОБЩАЯ РАБОЧАЯ ЗОНА



## МЫ ПРИНИМАЕМ НА СЕБЯ ОБЯЗАТЕЛЬСТВО БЫТЬ ХОРОШИМ СОСЕДОМ

Предоставлять информацию – наш первоочередной приоритет. До и во время строительных работ мы будем тесно взаимодействовать с предприятиями, жителями и представителями других районов, используя несколько каналов, в том числе:

- Предварительное уведомление о любых неудобствах для автомобилистов, пешеходов или велосипедистов
- Сохранение свободного доступа к предприятиям
- Проведение собраний для обеспечения обратной связи и взаимодействия с проектной командой
- Координация действий с преподавателями, сотрудниками и студентами Колледжа Северного Сиэтла
- Связь посредством горячей линии, почты и веб-страницы проекта для предоставления информации и ответов на вопросы

## НЕУДОБСТВА ВО ВРЕМЯ СТРОИТЕЛЬСТВА

- Пыль, шум и работа грузовиков и автокранов
- Ночные работы
- Обходные маршруты для пешеходов и велосипедистов
- Ограничения и закрытие полос движения
- Размещение оборудования и ограничение парковки в районе строительных площадок, в том числе в кампусе Колледжа Северного Сиэтла на западной стороне и на NE 100th St (1st Ave NE) в восточной части



## Attachment O: NEPA/SEPA Determinations

Project Name	NEPA			SEPA		
	Categorical Exclusion (CE)	Environmental Assessment (EA) / Finding of No Significance (FONSI)	Environmental Impact Statement (EIS)/Record of Decision (ROD)	Categorical Exemption (CE)	Determination of Non-Significance (DNS/Checklist)	Determination of Significance/Environmental Impact Statement (DS/EIS)
RapidRide J Line		X			X	
2022 Long Term Recommendations for Safe Starts Code Amendments Legal Notice					X	
Chapter 11 Code Amendments and Truck Tractor Parking Designations					X	
Spokane Street Swing Bridge Access Project					X	
Spokane St Swing Bridge Reconfiguration Project				X		
AAC 15th Ave W/NW Ballard Bridge Project	X			X		
8th Ave PBL Project				X		
Rainier Ave S Hazards Mitigation				X		
2023 AAC 11th/12th Ave NE Project	X			X		
Martin Luther King Jr. Blvd (MLK) PBL project	X			X		
Vision Zero Highland/Holden				X		
2022 SRTS (FHWA)	X				X	
SW Admiral Way/Fairmount Ave North Bridge Seismic Retrofit Project	X			X		
Northlake Retaining Wall Seismic Retrofit Project - Geotechnical Testing				X		
2022 Slurry Seal				X		
Alaskan Way Protected Bike Lane Project (PBL)	X			X		
Kenyon Way S Sidewalks				X		
Thomas St - 5th Ave N to Dexter Ave N				X		
Emerson and Gailer Bridge Painting Project				X		
<b>TOTAL</b>	<b>6</b>	<b>1</b>		<b>14</b>	<b>5</b>	<b>0</b>



## Attachment P: Demographics of Title Program Areas

PROGRAM EMPLOYEE DEMOGRAPHICS DETAILS

Special Emphasis Area	Race	Gender	
		Female	Male
PLANNING	American Indian/Alaska Native		
	Asian	4	2
	Black or African American		
	Hispanic or Latino		
	Nat Hawaiian/Oth Pac Islander		
	Not Specified		
	Two or More Races		
	White	5	6
<b>Planning Total</b>		<b>9</b>	<b>8</b>
ENVIRONMENTAL UNIT	American Indian/Alaska Native		1
	Asian		
	Black or African American		
	Hispanic or Latino		
	Nat Hawaiian/Oth Pac Islander		
	Not Specified		
	Two or More Races		
	White	4	2
<b>Environmental Unit Total</b>		<b>4</b>	<b>3</b>
REAL PROPERTY	American Indian/Alaska Native	1	
	Asian		
	Black or African American	1	
	Hispanic or Latino		
	Nat Hawaiian/Oth Pac Islander		
	Not Specified		
	Two or More Races	1	
	White	4	
<b>Real Property Total</b>		<b>7</b>	
DESIGN	American Indian/Alaska Native		
	Asian	4	4
	Black or African American		1
	Hispanic or Latino		2
	Nat Hawaiian/Oth Pac Islander		1
	Not Specified	1	
	Two or More Races	2	
	White		11
<b>Design Total</b>		<b>7</b>	<b>19</b>
CONSTRUCTION AND MAINTENANCE	American Indian/Alaska Native	2	3
	Asian	5	23
	Black or African American	6	34
	Hispanic or Latino	2	22
	Nat Hawaiian/Oth Pac Islander	10	29
	Not Specified	1	7
	Two or More Races	1	6
	White	17	79
<b>Construction and Maintenance Total</b>		<b>44</b>	<b>203</b>
EDUCATION AND ADMINISTRATION	American Indian/Alaska Native		
	Asian	21	14
	Black or African American	5	4
	Hispanic or Latino	6	3
	Nat Hawaiian/Oth Pac Islander	3	
	Not Specified	2	1
	Two or More Races	3	4
White	55	39	
<b>Education and Administration Total</b>		<b>95</b>	<b>65</b>

Planning group data is sourced from SDOT Org Category TRCXX. Environmental Unit group data is sourced from Org Category TRF22. Real Property (Right of Way) group data is sourced from Org Category TRF21. Design group data is sourced from Org Category TRF34. Construction & Maintenance data only denotes SDOT Maintenance Operation group data from TRXXX AND TRSXX. Education & Administration group data is sourced from TRAXX & TRBXX.



## Attachment Q: 2022 Title VI Training Attendees and Citywide Title VI Training

Department Information  
 Empl. ID Dept. ID Dept. Name

Name

Demographics  
 Sex Ethnicity

Count of Empl. ID	Column Labels
Row Labels	(blank) Grand Total
(blank)	
(blank)	
Grand Total	

Last, First  
 Adams, Kyle  
 Allen, David  
 Amidu, Bashiru  
 Andersen, Jessica  
 Bancroft, Ethan  
 Beaulieu, Matt  
 Beckett, Kristen  
 Bertram, Jeff  
 Billak, Brandon  
 Blanco, Reiner  
 Bloomer, Leslie  
 Boonsripisal, Mike  
 Bosea, George  
 Boston, Ivery  
 Brazzale, Ross  
 Brown, Mary  
 Bull, Lisa  
 Bulmer, Darrell  
 Cabales, Allen  
 Calcote, Kevin  
 Calvisky, Annette  
 Campbell, Matthew  
 Carlin, Christopher  
 Carroll, Ralph  
 Caruthers, Jesse  
 Castillo, George  
 Chen, Kuan-Ting  
 Chesick, Katherine  
 Chiu, Mary  
 Chrisanne Sapp  
 Christiansen, Clarence  
 Cisler, Doug  
 Conrad, Gretchen  
 Coronado, Remy  
 Cuplin, Stephen  
 Curtis, Jeff  
 Dagno, Fatou  
 DeCarlo, Barbie-Danielle  
 DeLaCruz, Sachi  
 deLeon, Alponce  
 Donoghue, Maura  
 Dunlap, Matthew  
 Edman, Nick  
 Ellis, Erich  
 Escobedo, Alyssa  
 Every, George  
 Faccione, Austin  
 Farnand, Sean  
 Fialkoff, Jason  
 Finnick, Larry  
 Fox, Laura  
 Franklin, Deborah  
 Gallagher, Tim  
 Gallardo, Abner  
 Gao, Lyann  
 Garcia, Enrique  
 Garg, Stuti  
 Gebru, Dagnaw  
 Goundar, Satya  
 Green, Gerard  
 Green, Jinny  
 Guiao, Arjae  
 Habtu, Bruk  
 Halley, Verna  
 Hancock, Joel  
 Harrang, Owen  
 Harris, Bryan  
 Haynes, Ingrid  
 Hofer, Luke  
 Holder, Corey  
 Holt, CJ  
 Holtz, Allison  
 Hopkins, Garrick  
 Houston, Michael  
 Hoyt, Megan

Irwin, Jack  
Jenkins, Patty  
Jensen, Kurt F  
Jordan, Tiffany  
Jung, Mary  
Kanawyer, Laurel  
Kimble, Jo  
Kusunose, Miki  
Laki-Taulolo, Leonia  
Larson, Luke  
Lawal, Mo  
Leask, David  
Leifi, Jennifer  
Lorenz, Alison  
Luciani, Taneum  
Markovich, Joe  
Marvin, Jason  
Mathieu, Joe  
McCann, Wayne  
McKenzie, Iona  
Mendiola, Jennifer  
Meng, Shirley  
Moimoi, Kepueli  
Monillas, Norman  
Morasch, Michael  
Morgan, Darren  
Morrow, Nathan  
Mulder, Shandra  
Nguyen, Denny  
Norman, Jens  
Nurhussen, Awelker  
Oldrich, Rene  
Owings, Melanie  
Palmer, Julidta  
Pena, Eduardo  
Pham, Ly  
Pham, Michael  
Phan, Tina  
Pharis, Dodd  
Pottharst, Ed (DOT)  
Rafferty, Lorin  
Rahm, Carmen  
Reano, Iris  
Reyes, Allyssa  
Rhead, Ashley  
Roberson, Ronald  
Roberts, Tonnie  
Rose, Trevor  
Rundquist, Nolan  
Rwamashongye, Julius  
Saelee, Saan  
Saleeba, Chris  
Santos, Jerome  
Scott, Mandel  
Seigle, Mark  
Sharp, Michael  
Siddick, Salma  
Silcox, Greg  
Sill, Eric  
Sittikariya, Band  
Skinner, Jonathan  
Sliger, Mark  
Smith, Constantinos  
Smith, Tyler  
Somonski, Anthony  
Srithongsuk, Gail  
Stephens, Robert  
Strunk, Heidi  
Svolopoulos, Chris  
Talbot, Michelle  
Tipton, Christopher  
Todd, Esther  
Trinh, Tong  
Trutna, Laura  
Tuku, Nuru  
Verdugo, Adrian  
Vitagliano, Stuart

Wallace, Brace  
Warren, James  
Weyer, Dustin  
Woubetu, Ehelnesh  
Wu, Howard  
Young, Doran  
Yun, Harris  
Zora, Sara  
Zuleta, Paul  
Woletz, Joey

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Octavo, Andy  
Polk, William  
Munger, Lorie  
Domingo, Michele  
Pintak, Annya  
Sellars, Melanie  
Akerstrom, Jamie  
Molla, Ainalem  
Jacobs, Amanda  
Robinson, Theresa  
Takemoto, Lena  
Houlihan, Mike  
Pedersen, Diane  
Kennedy, Jack  
Shaw, Daniel  
Long, Richard  
Hart, Scott  
Frank, Peter  
DuComb, Darby  
Bouton, Whitman  
Clark, Bill  
Dawn, Mick  
Tripp, Tristan  
Hankerson, Gabriela  
Abad, Abigail  
Scales, Andrew  
Beck, Jeffrey  
Timmer, Kelsey  
Rwamashongye, Alex  
Bunch, Krista  
Meischke, Marvin  
Rice, Katherine  
Chen, Zhi  
Chang, Tony  
Heimerl, Ty  
Linkenmeyer, Madison  
Gallien, Edward  
Derscheid, Andy  
Maris, Michelle  
Harper, Ruth  
Fletcher, Lucas  
Mattes, McKayla  
Tate, Treysea  
Andrews, Michael  
Miller, WilliamM  
Fischer, Jessica  
Nguyen, Tae  
Szenk, Hannah  
Ryles, David  
Mamchur, Jocelyn  
Bergerson, Ethan  
Loriz, Janet  
Wu, Lei  
Thompson, Mayumi  
Pike, Eugene  
Doll, David  
Storment, Jim  
Colyn, Thyce  
Frazier, Jonathan  
Stamenkovska, Maja  
Yao, Yanming  
Hsiao, Vivian  
Allen, Chad  
Mogi, Jonelle  
Hepler, Kevin  
Moreland, Nicole  
Nelson, Alyse

Shippy, Joshua  
Vo, Tho  
Simpson, Kristen  
Miller, Joel  
Meulenber, Jennifer  
Watanabe, Lauren  
Ailes, Curtis  
McNeal, Wayne  
Bacurin, Vanessa  
Harrison, Lisa M  
Hardison, Brian  
Chen, Vincent  
Yemane, Samuel  
Foun, Kevin  
Nguyen, Alisa  
Swaney, Rebecca  
Solheim, Michael  
Macik, Jill  
Vo, Duc  
Gawne, Joshua  
Dong, Jonathan  
Tweit, Eric  
Gao, Carl  
Malai, Pat  
Thomas, Mark  
Wilson, Stephen  
Stamm, Kellina  
Heiller, Lindsey  
Wooton, Elisabeth  
Ritz, Michael  
Rogers, Casey  
Lal, Avishek  
Neyers, Madison  
Cawrse, Michael  
Liu, XD  
Danne, Carter  
Marx, Heather  
Shanmugam, Harini  
Young, Jaime  
Smith, Ellie  
Howard, Matthew  
Lopez, Jesse  
Henley, Tony  
Gilliss, Edie  
Gu, Ray  
Jessmore, Aaron  
Yin, Latsamy  
Sponable, Luke  
Le, James  
Leino, Gwen  
Manescu, Silvia  
Riley, Amy  
Tumuluri, Sailaja  
Brecher, Audra  
Kaprielian, Ashley  
Flathman, Jennifer  
Resendez, Carbina  
Tran, Arlene  
Aldrich, Barret  
Burdette, Branin  
Thomas, Dianne  
Cuadra, Ananda  
Johnson, Sandy  
Farrell, Christiana  
Jackson, Carla  
Roberts, Ben  
McDowell, Winston  
Steele, Dawn  
Triplett, Tammy  
Papa, Florence  
Carter, Stacy  
McIver-Somonski, Lisa  
Lieu, Kiet  
Flue, Shawn  
Tse, Amanda  
Kouthong, Thomas  
Swansen, Eric

Wong, Daniel  
Darius Dennis  
Cauinian, Marc  
Gallagher, James  
Topol, Bradley  
Young, Danny  
Crosetto, Jessica  
Jackson, Sandra  
Pado, Darlene  
Vanater, Jamey  
Barnes, Chris  
Holliday, Jack  
Bean, Katey  
Koengeter, Maria  
Herrera, Belen  
Nakamura, Mai  
Wan, William  
Bullock, Joey  
Tong, Quan  
Beaty, Caylen  
Ward, MichaelV  
Quigley, Madeline  
Legazpi, Christina  
Ashour, Ahmad  
Chan, Ching  
Rampp, Ben  
Yohanes, Dawit  
LaBorde, Bill  
Ukrainczyk, Luka  
Holtz, Ryan  
Redenz, Alison  
Prieto, Jose  
Nguyen, Loann  
Hamlin, Brian  
Gretchen (Guest)  
Garcia, Pamela  
Paulus, Melissa  
Drake, Colin  
Heard, Nancy  
Enciso, Dahvee  
Barnett, Beverly  
Pearson, Kim  
Le, Tri  
Dusciuc, Laurentiu  
Shepard, Meghan  
Schindler, Veronica  
Bender, Jeff  
Winkler, Stefan  
Cruz, Maribel  
Soukup, Kaitlin  
Alexenko, Meghan  
Shtikel, Liliya  
Shrope, Nicholas  
Fegan, Andrew  
Holloway, Heather  
Bucy, Sean  
Sebhatu, Mengesha  
Kozak, Cindy  
Ezran, Ayelet  
Bulzomi, Barbara  
Hickman, Jared  
Yelland, Troy  
Kilborn, Adam  
Hou, Steve  
Butler, Sarah  
Macias, Mario  
Walliman, Jeremy  
Lamp, Bridget (DOT)  
Ali, Mariam  
Walsh, Diane  
Frizzell, Kari  
Valencia, Joanna  
Jin, Ellie  
Lorenzana, Paulo  
Vijarro, David  
Smith, Benjamin  
Kuo, Shaun

Hernandez, Frances  
Flaugher, Keith  
Lastimado, Dana  
Kuehlman, John  
Posadas, Jules  
Burns, Emily  
Sajer, Peter  
Solusod, Steve  
Carney, Kalen  
Macek, Ian  
Cho, Caleb  
Saviskas, Sarah  
Moll, Lizzie  
Yesuwan, Kay  
Abunaja, Michelle  
Hall, Kelly  
Jackson, Christopher  
Olsen, Katie  
Luedke, Christopher  
Walgren, Shauna  
Estey, Mike  
Eilerman, Chris  
Partap, Trevor  
Deittrick, Scott  
Chan, Lok  
Trang, Eleen  
Alar, Christine  
Krejci, Holly  
Bauder, Russell  
Yim, Marilyn  
Sijera, Dale  
Marek, John  
Cobian, Milagros  
Goodrich, Candace  
Jacobs, Alicia  
Woldekidan, Yonas  
Dougherty, Brian  
Curtin, Jim  
Thomas, Shane  
Gregorich, Chris  
Scott, Marilyn  
Nemani, Venu  
Bell Sata, Kadie  
Hambert, Brent  
Al-Rashid, Laeth  
Sweeney, Karen  
Faylona, Justin  
Cegelske (Guest)  
Dernbach, Nataliya  
Adekola, Oluwaseun  
Akkari, Omar  
Ware, Lorena  
Miller, Michael  
Pasol, William  
Esteban, Stan  
Bruce, Ryan  
Slagter, Jed  
Amy Y (Guest)  
Pschorr, Whitney  
Strozier, Robert  
Bakhareva, Elena  
McElearney, Chip  
Ng, Shari  
Lynch, Chad  
Mach, Ticson  
Alvarez, Veronica  
Glas, Brian  
Blinstrub, Matthew  
Dacanay, Radcliffe  
Yee, Greg  
Cruz, Victorino  
Hammersmith, John  
Snyder, MaryCatherine  
Sanford, Lorraine  
Berry, Melody  
Van Thiel, Laurie  
Anderson, Dan A

Kwan, Chun  
Scarborough, Anna  
Salazar, Nathalie  
Hoy, Jordan  
Beall, James  
Bingcang, Jomel  
De Blois, Chauntelle  
Sai, Jenny  
Flores, Diana  
Stewart, Dennis  
Taing, Karen  
Darnell, Joel  
Al Qadhi, Maream  
Cook, Aimee  
Conlen, Isaac  
Hewitt, Tom  
Loo, Kit  
Midkiff, Katherine  
Keenan-Koch, Jackson  
Thai, Minh  
Williams, Jonathan - DOT  
Hankamer, Joanna  
Butler, Kyle  
Gray, Amy  
Gilbane, Loretta  
Krawczyk, Tracy  
Dang, Maggie  
King, Jenny  
Gutierrez, Jose  
Godwin, Chris  
Lehman, Serena  
Hove-C, Tina-c  
Castleman, Kris  
Schwartz, Allison  
Samson, Jordan  
Sheldon, Elizabeth  
Seo, Gabriel  
Xia, Summer  
Rosenblatt, Ben  
Moore, Ryan  
Burgesser, David  
Membrino, Polly  
Frenchowicz, Oli  
Williams, Dominique  
Lorenzana, Candida  
Zahalka, Anne  
Sturm, Laura Lee  
Abelhauser, Barbara  
Dumpys, Christa  
Vinson, Shamia  
Johnson, Mike  
Moore, Craig  
Eagle, Bryan  
Rhett, Kara  
Chiem, Manh  
Quan, Allison  
Keaton, Jasmine  
Merrill, Garth  
Clark, Jeanne  
Lee, Jeff  
Sutphin, Ann  
Jenkins, Monica  
Lewis, Jonathan  
Baardse, Richard  
Schellenberg, Dawn  
Eaves, Christopher  
Tully, Tyrone  
Morrison, Blake  
Morrison, Hawa  
Larsen, Shauna  
Ford, Robin  
Mehraein, Mehrnaz  
Smith, Darla  
Maxie, Rodney  
Yamabe, Amy  
Hargraves, Susan  
Hren, Gary

Dike, Brittany  
Dupuis, Michael  
Ellison-Russell, Miriam  
Hofer, Luke  
King, Britnee  
Brown, Matthew  
McKinney, Jennifer  
Dagno, Fatou  
Morales-Luna, Kelly  
Mulder, S  
Fox, L  
Hargraves, S  
Gardea, N  
Yannick Tsimi  
Cox Jr, Thomas  
Spadaro, Cord  
Miller, Matt  
Burkhart, Tyler  
Dela Cruz, Sherry  
Henricksen, Christina  
Skeie, Jonathan  
Swalwell, Stacy  
Evans, Brian  
Sims, Jessica  
McIver-Somonski, Lisa  
Dennis, Darius  
Gebregziabher, Gebre  
Harris, Mary  
Hudson, Jane  
Kayo, James  
Lowe, Tanya  
Magnusson, Lacey  
Merry, Doug  
Karrasch, Kathy  
Eaton, Michael  
Edwards, Lynne  
Akerstrom, J  
Meyer, D  
Bruce, R  
Morrow, N  
Batiot, C  
Luke, Vincent  
Davis, Logan  
Huber, Jadon  
Vinson, Joe  
Babcock, Vincent  
Woldeyohannes, Elias  
Carter, Bryan  
Whigham, Selita  
Mar, Bruce  
Blassan, Yolanda  
Roth, Chris  
McCann, W  
Quan, A  
Abraha, Ytbarek  
Funk, Darlene  
Lord, Tawnya  
Sisley, Jake  
Zahalka, Anne  
Miller, Michael  
Wells, Susan  
Sapp, Chrisanne  
Stringfellow, Bryan  
Frisch, Tyler  
Diagana, Yakouba  
Bruk, Max  
Vanloo, Carl  
Adams, Kyle  
Somonski, Anthony  
Nolan, Nina  
Lastimado, Dana  
Jenkins, Monica  
Shari  
Westermann, Elizabeth  
Pasol, William  
Achide, Phil  
Hall, Maria

Sisley, Jake  
Coraggio, Donovan  
Rudd, Jon  
Lastimado, Candice  
Lee, Dexter  
Asuncion, Cornelius  
Spadaro, Marshal  
Miller, Matthew



## Attachment R: Signed Title VI Standard Assurances

**The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances**

**DOT Order No. 1050.2A**

The Seattle Department of Transportation (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Washington State Department of Transportation, is subject to and will comply with the following:

**Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

**General Assurances**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, "for which the Recipient receives Federal financial assistance from DOT, including the Washington State Department of Transportation.*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

**Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard

to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

- 2 The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The Seattle Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

- 3 The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
- 4 The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
- 5 That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
- 6 That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
- 7 That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- 8 That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.

- 9 The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
- 10 The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Seattle Department of Transportation also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Washington State Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Washington State Department of Transportation. You must keep records, and reports, and submit the material for review upon request to the Washington State Department of Transportation, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Seattle Department of Transportation gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other federal aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal-Aid Highway Program. This ASSURANCE is binding on the Washington State Department of Transportation, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, and their subcontractors, transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

***(Seattle Department of Transportation)***

BY   
Greg Spotts (Nov 13, 2023 22:22 PST)

**GREG SPOTTS**  
***(Signature of Authorized Official)***

DATED **11/13/2023**

## APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Washington State Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the *Washington State Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the *Washington State Department of Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Washington State Department of Transportation* may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the *Washington State Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes

involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## APPENDIX B

### CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the **Seattle Department of Transportation** will accept title to the lands and maintain the project constructed thereon in accordance with **Title 23, United States Code**, the Regulations for the Administration of **Federal-Aid Highway Program**, and the policies and procedures prescribed by the **Washington State Department of Transportation** of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Seattle Department of Transportation** all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

#### (HABENDUM CLAUSE)

**TO HAVE AND TO HOLD** said lands and interests therein unto **Seattle Department of Transportation** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **Seattle Department of Transportation**, its successors and assigns.

The **Seattle Department of Transportation**, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]\* (2) that the **Seattle Department of Transportation** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above- mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

## APPENDIX C

### CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Seattle Department of Transportation** pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
  1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Seattle Department of Transportation** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the **Seattle Department of Transportation** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **Seattle Department of Transportation** and its assigns.\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

## APPENDIX D

### CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Seattle Department of Transportation** pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **Seattle Department of Transportation** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **Seattle Department of Transportation** will there upon revert to and vest in and become the absolute property of **Seattle Department of Transportation** and its assigns.\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

## APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and
- Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority
- Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English
- Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).