

ANNUAL UPDATE AND ACCOMPLISHMENT REPORT

For agencies under 100,000

Lewis County

(Name of Recipient)

January 25, 2021

(Report Submission Date)

January 1, 2020 – December 31, 2020

(Reporting Period)

Reference: WSDOT's Local Agency Guidelines Manual, Chapter 28

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

Lewis County has enclosed our Organization Staffing Charts that were in effect in 2020. Lewis County Public Works continued under the direction of Josh Metcalf in the Director position. There were no changes in the racial/gender composition of staff involved in the transportation decision making.

2. Using the most current data available (through Census or Washington State Office of Financial Management), describe the demographics within your jurisdiction.
 - a. Describe any required Title VI activities and/or studies conducted that provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.
 - b. How was the information utilized or Title VI provisions and needs applied in each study or activity?

Lewis County is made up of 2,402.80 square miles with approximately 31.4 persons per square mile and a population of 80,707. The majority of the population is white at 92.0% followed by 10.9% Hispanic. 87.5% of Lewis County's population are high school graduates and 17.7% have a bachelor's degree or higher. The population consists of 21.3% persons over the age of 65 years. The median household income in 2019 was \$53,484.00 and 12.2% of the persons live below poverty level. The unemployment rate in Lewis County in November, 2020 was 7.1% with the high in 2020 being 16.6%.

There were not any required Title VI activities or studies conducted in 2020.

3. List any Public outreach activities during the reporting period such as, public announcements and/or communications for meetings, hearings, project notices. Include the following:
 - a. How were special language needs assessed? List the special language needs assessments conducted.
 - b. What outreach efforts did you utilize to ensure that minority, women, low-income, and LEP population groups were provided equal opportunity to participate in those outreach activities. (Examples: provided materials in other languages, met with local social services agencies, advertised in a minority publication).
 - c. List the special language services provided – note the professional language service provided including the name of the service, date provided, number of persons served, and any other relevant information.
 - d. List any costs incurred for translations and interpreters for each activity.

All public meetings are listed on our county website, including project related activities and hearings.

Public outreach activities were pursued to present our Six Year Transportation Improvement Program to the public. One presentation was made to the public: October 27, 2020 - Planning Commission. The other presentations normally made were not because of suspended meetings due to Covid. A public hearing was held on November 16, 2020 at the Lewis County Courthouse. The public hearing presentation was advertised through our paper of record and Lewis County's website with statements to contact us if special language services were required. No special language services were required for the attending public. If special language services would be required for these meetings contact would be made through an interpreter used by our Prosecutor's office.

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

Please see attached Six Year Transportation sheets for funded projects (listed as attachment 3).

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

Other than advertising in our local legal publication, Lewis County also advertises in the Daily Journal of Commerce Seattle which reaches minority, women and disadvantaged firms. We also post calls for engineering and architectural services and calls for bids on our website and contact the DMWBE website for projects funded by certain grants.

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

The DMWBE contracts associated with our projects in 2020 were:

Townsend Bridge No 223 Replacement – FA Project No. BROS-2021(056)
Contractor: SB Structures, LLC - \$843,781.30
Intended DMWBE Contractors (Awarded Dec, 2020, starts in 2021)
Subcontractor – PNW Reinforcing Inc. - \$27,295.00
Subcontractor – Pacific Rim Service and Construction Co., Inc - \$55,933.00

Tucker Road Improvements Project – Fed Air Project No. STPR-F212(001)
Contractor: Granite Construction Company - \$511,170.00
DMWBE Contractors:
Subcontractor-BC Traffic LLC - \$64,034.00

Pleasant Valley Project – Fed Air Project No. STPR-F212(001)
Contractor: Rognlin's, Inc. - \$613,069.00
DMWBE Contractors:
Subcontractor-Advanced Government Services - \$29,249.00
Subcontractor-Maben Trucking & Excavating - \$26,000.00

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

All contracts awarded in Lewis County Public Works include a Title VI Non-Discrimination statement. Contracts are sent to our Local Programs to review and approve prior to a Call for Bids. Title VI documentation is included as a separate appendix and if we do not have the most current documents required Local Programs provides it for update.

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

At the beginning of each year, Lewis County advertises for an on-call consultant roster and a small works roster inviting minorities, women and disadvantaged firms to apply. When advertising for projects we advertise in the Daily Journal of Commerce Seattle, again, inviting minorities, women

and disadvantaged firms to participate. We also advertise contracts on our website.

5. Summarize any transportation projects that identify potential impacts to minority and/or low-income Environmental Justice (EJ) populations (i.e., impacts such as displacements, increased noise, bisecting neighborhoods, et al). Note the following:
 - How impacts were minimized/mitigated.
 - Also include a statement, if applicable, on projects that specifically benefit community cohesion such as: adding sidewalks, improving access to properties that improve access for EJ populations.

No projects affected minority and/or low-income Environmental Justice populations during this reporting period. An Environmental Justice report is done for every federal aid project and sent to Local Programs for approval prior to construction approval. Our projects are determined by location of the existing road. There are no new projects being built on new alignments, therefore right of way strip takes are next to existing right of way.

For projects funded by FHWA an environmental justice (EJ) memorandum is done if a project will 1) require ROW acquisitions or relocations; 2) require a traffic detour; 3) result in noise impacts to sensitive receptors, specific to EJ populations; 4) result in air quality impacts; result in changes to the access of the existing roadway, adjacent residences, or businesses; divide the community, restrict access to services, or affect the overall cohesion of the community; and/or result in or increase exposure to hazardous materials or other health effects. The EJ memorandum includes an analysis of potential impacts to minority and low-income peoples. EJ population's data for the project area is collected using census data from the Environmental Justice Screening Tool (EJSCREEN) run by the U.S. Environmental Protection Agency along with student demographics data from the Office of the Superintendent of Public Instruction.

Specific Projects are as follows:

Pleasant Valley MP 2.46 Bridge Scour - This project was to mitigate bridge scour at Pleasant Valley Road Bridge No. 161. A contract for construction was awarded, and construction was substantially complete as of September 21, 2020. WSDOT determined there was a 9% UDBE goal for the construction portion of this project.

Stowell MP 0.57 Bridge Scour - This project will armor the abutment and spread footings caused by bridge scour on Stowell MP 0.57 Bridge. All preliminary engineering, right of way, and environmental work was completed in 2020. A call for construction bids was made on January 12, 2021, and bids will be opened on February 9, 2021 for construction later in the year. WSDOT

determined there is an 11% UDBE goal for the construction portion of this project.

Tucker Road Improvements – This project is a pavement repair and paving project, and improved 3.44 miles of the roadway and shoulders. The road is classified as a Rural Major Collector. A contract for construction was awarded on August 31, 2020, and construction was substantially complete as of October 1, 2020. WSDOT determined there was a 9% UDBE goal for the construction portion of this project.

2019 County Safety Program – Phase I –The project installed flexible reflective guideposts on various roads throughout Lewis County for the safety of all citizens. All preliminary engineering and environmental work was completed in 2020. A call for construction bids was made on September 29, 2020, and a contract for construction was awarded on October 26, 2020 for construction in 2021. No right of way acquisition was required for this project. WSDOT determined there is a 6% UDBE goal for the construction portion of this project.

2019 County Safety Program – Phase II – This project intends to upgrade signs, improve clear zone (flatten slopes, add/upgrade barriers, widen shoulders, remove/modify fixed objects, and reduce pavement edge drop-offs for various roads throughout Lewis County. Preliminary engineering and environmental work is ongoing. Right of Way was needed and acquired per WSDOT standards and certified by WSDOT. No affected classes were encountered during these negotiations. Construction is planned for 2021.

Townsend Bridge #223 Replacement – This project is a bridge replacement project for an extremely low volume 17-ft wide gravel surfaced roadway. The affected properties are classified as agricultural resource land. It has been determined providing a single lane structure will satisfy the access requirements for these properties. All preliminary engineering, right of way, and environmental work was completed in 2020. A call for construction bids was made on September 29, 2020, and a contract for construction was awarded on November 30, 2020 for construction in 2021. WSDOT determined there is an 8% UDBE goal for the construction portion of this project.

Centralia Alpha Road Improvements – This project will reconstruct 1.25 miles of Centralia Alpha Road. We will be constructing slope stabilization, intersection improvements, roadway widening, hot mix asphalt surfacing and guardrail. WSDOT approved a 0% UDBE goal for the geotechnical consultant. DBE Consultants were encouraged to apply. The preliminary engineering, right of way, and environmental work is ongoing for this project, and we anticipate authorizing construction in 2021. Right of way acquisition will follow WSDOT standards and will be certified by WSDOT prior to construction.

6. If Right of Way has been acquired for a transportation project, please describe:

- Identify the number of minority, low-income, elderly and disabled persons affected.
- The efforts that were made to address Limited English Proficiency issues (including use and cost of translators, outreach efforts for each reported activity).
- Describe any concerns raised by minorities and women regarding appraisals, negotiations, relocation assistance, and payments. What actions were taken to resolve those issues?

Lewis County did not acquire any Right-of-Way from any minority persons.

Although Lewis County does have to acquire right of way for some of our transportation projects we seldom encounter transactions with minorities where communication is difficult. When language barriers do exist and there is a need for translation, a translator is furnished by the County to ensure the acquisition proposal is fully understood by the property owner. When special language services are required for these meetings, a translator contracted through our Prosecutor's Office/Court is used.

Records are not required to be kept on transactions that occur with low-income, elderly and disabled persons. Although some of our acquisitions may have involved these groups, Lewis County has not had concerns raised by any of these groups.

Lewis County did not have any right of way acquisitions from a minority in the past year.

7. List and describe any Title VI related complaints, as a result of transportation activities and projects. Include:

- What was the allegation or concern?
- Procedures used
- Action taken
- Resolution

There were no Title VI related complaints as a result of transportation activities and projects during this reporting period.