

**Title VI Annual Report – Accomplishments and Goals**  
**Thurston Regional Planning Council**  
**Reporting Period – July 1, 2020 to September 31, 2021**  
**October 12, 2021**

This outline is for LPA and other governmental entities to report Title VI activities that occurred over the past year and report Title VI goals for the upcoming year. Reports must be returned on or before due date to meet eligibility requirements for federal funding. Send to [TitleVI@WSDOT.wa.gov](mailto:TitleVI@WSDOT.wa.gov)

*DUE DATES:* Refer to Section 28.3 for scheduled reporting period and due date

**Contact Information**

Name and title of administrator (signature on Standard Assurances): Marc Daily, Executive Director

Mailing Address: 2411 Chandler Court SW

City: Olympia WA                      Zip Code: 98502                      County: Thurston  
Phone #:360.956.7575    email address: [dailym@trpc.org](mailto:dailym@trpc.org)

Name and title of head of transportation-related services: same as administrator

Mailing Address:

City:    WA                      Zip Code:    County:  
Phone #:    email address:

Name and title of designated Title VI coordinator\*: R. Veena Tabbutt

Mailing Address: 2411 Chandler Court SW

City: Olympia WA                      Zip Code: 98502                      County: Thurston  
Phone #: 360.741.2550    email address: [tabbutv@trpc.org](mailto:tabbutv@trpc.org)

\*When the Title VI coordinator changes, notify [TitleVI@WSDOT.wa.gov](mailto:TitleVI@WSDOT.wa.gov) within 30 days.

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To comply with Title VI requirements, each annual report submission must include signed Standard Assurances (USDOT1050.2A).

**Accomplishments**

1. Have there been any changes to the approved Title VI Plan that have not been reported to OEO? If Yes, please submit an update to the Title VI Plan with a new signature.

No.

2. Organization, Staffing, Structure – Describe the Title VI Program reporting structure including the Title VI Coordinator, Administrative Head, and transportation-related staff. The list should include name, race, color, and national origin of each individual. Include the same details if your LPA has a volunteer or appointed board related to transportation decision making.

The Executive Director and Transportation Lead, Marc Daily – a Caucasian male – ensures the implementation of the agency’s Title VI programs.

The Title VI Coordinator and Deputy Director, Veena Tabbutt – a minority female – manages the overall and day-to-day Title VI program, on behalf of the Executive Director. Ms. Tabbutt was selected for the position in July 2018.

TRPC is overseen by a Council made up of representatives from 23 member organizations. Each entity appoints or selects a representative annually. The list of members and representatives can be found on TRPC’s website. TRPC does not collect demographic information for Council members.

The Transportation Policy Board (TPB) serves in an advisory role to the Council on Transportation-related issues. All members of the TPB are selected by their respective organizations, with the exception of the Community and Business representatives. TRPC does not collect demographic information for TPB members. The TPB has expressed interest in increasing diversity through Business and Community member recruitment. The results of this effort will be reported in the 2022 Annual Report.

3. Community Demographics – Using a map of the LPA’s boundaries, describe the demographics of the LPA’s service area (e.g., race, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.

Racial and ethnic diversity in Thurston County has increased in the last ten years, with Persons of Color increasing from 21.1% to 29.4%.

Three languages have been identified with more than 1,000 people who speak English less than very well – Spanish, Vietnamese, and Korean.

The tables following show the demographics of Thurston County, TRPC’s service area.

POPULATION BY RACE/ETHNICITY  
2010 and 2020 Census

Race/Ethnicity	2010		2020	
	#	%	#	%
Persons of Color	53,245	21.1%	86,808	29.4%
... Black or African American*	6,752	2.7%	9,403	3.2%
... American Indian and Alaska Native*	3,515	1.4%	4,458	1.5%
... Asian*	13,037	5.2%	17,268	5.9%
... Native Hawaiian and Other Pacific Islander*	1,961	0.8%	3,347	1.1%
... Some Other Race*	5,648	2.2%	10,359	3.5%
... Multiracial*	13,495	5.3%	34,160	11.6%
... Hispanic or Latino, of any race*	17,787	7.1%	29,024	9.8%
White/Non-Hispanic	199,019	78.9%	207,985	70.6%
<b>Total Population</b>	<b>252,264</b>	<b>100.0%</b>	<b>294,793</b>	<b>100.0%</b>

Note: \*Includes persons identifying as Hispanic or Latino.

RATIO OF INCOME TO POVERTY LEVEL IN THE PAST 12 MONTHS  
2015-2019 ACS  
Table C17002

Income	Population	Percent
Under Below Poverty Level	28,660	10.4%
Income 1 to 2 times Poverty Level	41,026	14.9%
Income More than Twice the Poverty Level	206,432	74.8%
<b>Total for whom poverty status is determined</b>	<b>276,118</b>	<b>100.0%</b>

LANGUAGE SPOKEN AT HOME FOR THE POPULATION 5 YEARS AND OVER  
2015-2019 ACS  
Table C16001

Language Spoken at Home	Total	Speak English "very well"	Speak English less than "very well"	% less than "very well"
English	232,827	232,827	0	0.0%
Spanish	12,201	7,974	4,227	34.6%
French, Haitian, or Cajun	864	829	35	4.1%
German or other West Germanic languages	2,343	2,041	302	12.9%
Russian, Polish, or other Slavic languages	986	780	206	20.9%
Other Indo-European languages	1,678	1,265	413	24.6%
Korean	2,064	1,005	1,059	51.3%
Chinese (incl. Mandarin, Cantonese)	1,309	736	573	43.8%
Vietnamese	2,300	833	1,467	63.8%
Tagalog (incl. Filipino)	2,250	1,476	774	34.4%
Other Asian and Pacific Island languages	3,737	2,595	1,142	30.6%
Arabic	421	228	193	45.8%
Other and unspecified languages	418	315	103	24.6%
<b>Total Age 5+</b>	<b>263,398</b>	<b>252,904</b>	<b>10,494</b>	<b>4.0%</b>

4. Complaints – Provide a copy of the LPA’s Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).

No complaints were received.

5. Planning – Describe the transportation planning activities performed this reporting period. Describe the actions taken to promote Title VI compliance regarding transportation planning, including monitoring and review processes, community involvement, their outcome or status. Include examples of community outreach.

TRPC develops regional plans and policies for transportation, growth management, environmental quality, sustainability, and other topics. TRPC also acts as a regional clearinghouse for planning and demographic information and data. The Council serves as the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) for the Thurston Region.

This past year, we worked to maintain compliance and data that aids us in evaluating our program as follows:

- Implementing Title VI demographic surveys to attendees of virtual public meetings.
- Collecting Title VI demographic information on public surveys.
- Ensuring that the Title VI statement is placed on agency print and web materials.
- Following the Washington State Department of Transportation’s (WSDOT) Disadvantaged Business Enterprise Plan (adopted by resolution on April 7, 2006 – Resolution No. 2006-2).
- Maintaining resource information on our website ([www.trpc.org](http://www.trpc.org)) that includes interpreter information.
- Including Title VI language in all consultant recruitments.
- Including Title VI language in all consultant contracts and working with them to ensure that they follow all Title VI requirements in their activities.
- Updating our Diversity Statement and Non-discrimination policy.
- Developing an Equity in Planning guidance document, that lists ways to outreach to underserved communities.

### **Continuing Planning Efforts**

TRPC continues special outreach efforts as part of its growing emphasis on rural and special needs transportation. Due to high concentrations of poverty and minority populations in rural communities, and limited transportation options, the agency continues to coordinate resources among various non-profit and social service providers and the faith and business communities to bring transportation choices to these isolated residents. TRPC also provides variable fixed route weekday on-the-ground transportation services for rural residents.

The Council continues to implement elements of the 2045 Regional Transportation Plan, titled “What Moves You.” The plan reflects policy makers’ strong commitment to “barrier-free

transportation,” including specific initiatives to ensure that information and services are accessible to all:

Policy 3.c: Provide appropriate transportation services, facilities, and programs that reduce barriers to people who do not speak or read English.

Policy 3.d: Present information and provide public participation opportunities for everyone, including people with physical disabilities and/or people with limited literacy skills.

One of the measures to support that objective is to “continue transportation services that connect low-income populations with employment areas and social services,” and “to find sustainable financial support for urban and rural public transportation programs.”

Policy 18.e: Ensure federal Title VI requirements for environmental justice are met. Title VI protects minority populations and people with low incomes so that they do not incur disproportionately high and adverse human health or environmental effects from transportation programs, policies, and investments.

The Regional Transportation Plan calls for multi-modal transportation systems that include alternatives to driving. The continuing work on implementing the Regional Trails Plan and funding multimodal projects will broaden travel options for many members of the community who - because of age, income, or other consideration – may have limited accessibility. Council’s strong commitment to improving the trail system opens bicycle and pedestrian access for the entire region – including low income, youth, seniors, and minority populations.

TRPC also supports a multi-modal transportation system and accessibility in its role as lead agency for the Commute Trip Reduction program on behalf of Lacey, Olympia, Tumwater, and Thurston County. Under this auspice, TRPC encourages the use of commute alternatives such as ridesharing, transit, bicycling, and walking. The Walk and Roll program targets trip reduction programs to elementary and middle schools. Participating schools report that a large percentage of their students meet the low-income requirement to qualify for free and reduced lunch programs.

Using our growing contacts in the rural, social service, ethnic, and faith-based communities, we will have a greater opportunity to reach low-income and minority populations. TRPC continues to work through local social service and faith-based organizations to reach out to the Hispanic Community in the rural areas of the Thurston Region.

TRPC continues to work with WSDOT to implement statewide guidelines for customer complaint processes and other initiatives that emphasize an environmental/social justice focus and ensure accessibility for all.

Tribal outreach efforts continue with regular participation at the regional table, as well as strong participation in the rural and special needs transportation planning and implementation.

As part of its metropolitan planning organization (MPO) role, TRPC distributes federal transportation funds. For many years, regional policymakers have encouraged non-traditional partners to partner with local agencies and apply for federal funding. This allows non-profits, schools, and other organizations that do not have transportation as a major mission to apply for resources.

### **Targeted Efforts in the last year**

*Federal transportation fund distribution:* In the last year TRPC has been updating its process for distributing federal transportation funds. Policy makers have agreed with a draft process with one of the four primary goals being **increasing equity**. The specific criteria and how it relates to project ranking is still to be determined.

*Transportation Priorities Survey:* TRPC is in the midst of administering an online and paper survey to determine the community's transportation priorities. Special outreach to underrepresented communities included translating both the paper and online survey into Spanish (optional translation as this was not an essential document), and offering translations into Korean and Vietnamese, distributing the survey to Tribal members, through the Housing Authority, Public Library, Intercity Transit, and rural Transit. TRPC will cross-analyze survey results with demographic information to best determine the priorities of traditionally underserved communities. These data will be used to inform the Human Services Coordinated Plan, Rural Mobility Strategy, and Federal Transportation Fund distribution.

*Translations:* TRPC uses the four factor analysis to determine if agency documents require translation. In addition, the TRPC Title VI Coordinator advises planning staff to provide translated material above and beyond Title VI requirements in specific circumstances, such as targeted outreach to underserved communities. Examples of translations provided in the last year include:

- Translation of the rural Transit Rider's Guide to Spanish, based on the four-step analysis.
- Use of Spanish on materials advertising the Regional Priorities Survey.
- Translation of the Regional Priorities Survey to Spanish, based on above and beyond efforts to outreach to the Spanish community. (Only one Spanish survey was taken out of the thousands completed so far).

6. Right-of-way actions – Describe activities during this reporting period associated with the purchase, sale, lease/use, or transfer of real property (related to highway transportation/public right-of-way use). Include demographic information of affected populations. For example, the race, color, national origin of affected property/business owners(s)/tenant(s).

Not applicable – Planning Agency

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

Not applicable – Planning Agency

8. Studies and Plans – Were any transportation studies (including environmental reviews) conducted or transportation plans completed during this reporting period? Identify the data source(s) and provide data summary (Title VI/Environmental Justice Analysis) relative to ethnicity, race, languages spoken, neighborhoods, income levels, physical environments, and/or travel habits. Explain how data was used in these studies/reviews/plans.

TRPC integrates Title VI/Environmental Justice/Equity in Planning into their studies and plans by conducting the following, as appropriate:

- Providing opportunities for meaningful public involvement with EJ populations
- Identifying EJ populations
- Understanding EJ needs and concerns
- Assessing benefits and burdens of proposed plans
- Assessing whether transportation plans may result in disproportionately high and adverse effects on EJ populations
- Deploying strategies to address such effects, including imbalances and needs

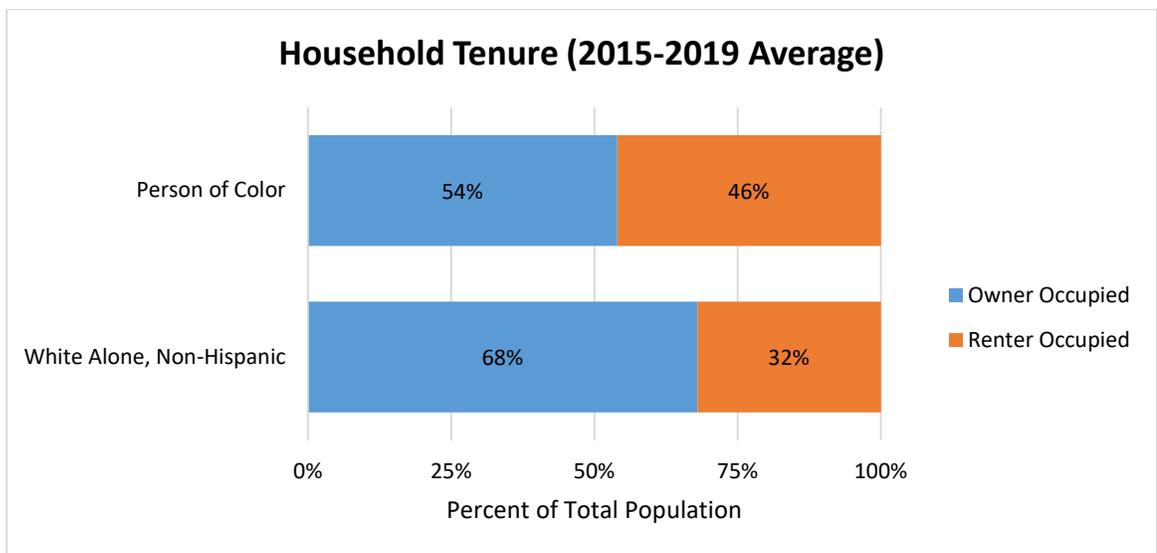
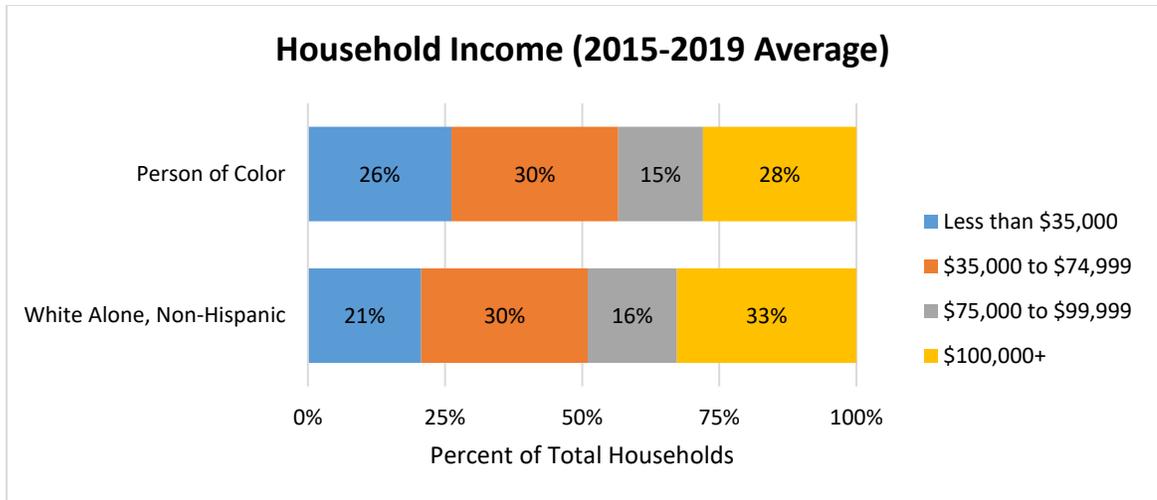
TRPC developed guidance “Equity in Planning Guidance” to assist staff in addressing equity/EJ considerations.

TRPC did not complete any formal environmental reviews during the time period.

**The following summarizes some of the specific activities conducted in the past year:**

*Regional Housing Plan:* TRPC developed a Regional Housing Plan, including a Housing Needs Analysis, for the Cities of Lacey, Olympia and Tumwater. The Needs Assessment including identifying specific needs for traditionally underserved communities, as well as a comprehensive demographic assessment that followed environmental justice analysis practices. The Housing Action Plan (<https://www.trpc.org/DocumentCenter/View/8426/Housing-Action-Plan?bidId=>) integrated equity considerations throughout the Plan. Specifically, in the discussion of each set of actions, the question “How do these actions address equity?” was asked and answered.

Some of the equity metrics included in the Housing Needs Assessment are shown following:



*Regional Climate Plan:* TRPC developed a Regional Climate Plan for the Cities of Lacey, Olympia, and Tumwater and Thurston County. TRPC assessed equity considerations for implementing the Thurston Climate Mitigation Plan. The assessment began with a review of best practices and conclusions from recent reports and toolkits looking at climate and equity, a review of public input, and conversations with community partners and stakeholders. Staff then reviewed the 22 strategies and 72 actions in the plan and identified relevant disparities and inequities, potential benefits and burdens to impacted communities, and strategies for enhancing positive and/or reducing negative impacts. The assessment concluded with recommendations for taking an equitable approach to climate mitigation.

*Martin Way Corridor Study:* This federally funded study is a multi-year project. In the last year TRPC conducted a survey of corridor residents and analyzed the results by respondent demographics. These data were used to shape draft transportation alternatives. In addition, select survey respondents (based on demographics) were invited to participate in targeted focus groups (focus groups will meet in fourth quarter 2021).

Rochester – Grand Mound Trail Feasibility Study: Outreach, including community meetings and a survey are scheduled for fourth quarter 2021).

A sample of survey analysis follows: Martin Way Corridor Study - Residential Survey Summary Task 2.f Deliverable, April 1, 2021

Figure 10 compares responses received from those with a household income less than \$35,00 per year to those with a household income of \$35,000 or more. Figure 11 (next page) compares responses from people of color compared to those who are white and not Hispanic. Low-income respondents are unsatisfied with three aspects of Martin Way compared to 10 aspects for higher-income respondents. People of color were unsatisfied with five aspects compared with 10 for white, non-Hispanic respondents. Regardless of household income or race and ethnicity, the amount of trash or litter, sense of safety, and the level of crime continue to be aspects of greatest concern for Martin Way.

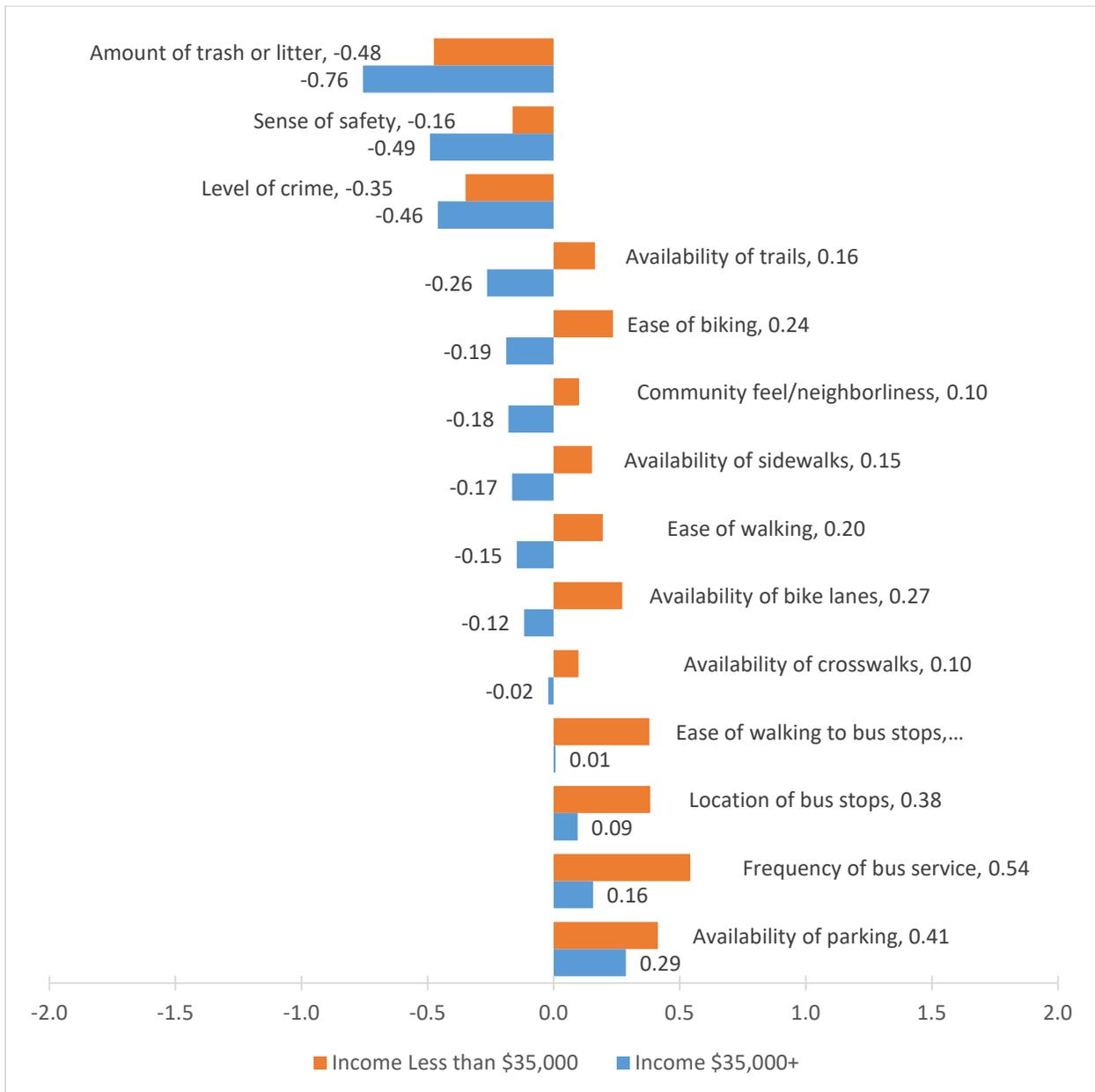


Figure 1. Comparing level of satisfaction between low- and higher-income respondents.

9. Project Location and Design – Provide a list of construction projects that began during this reporting period. Using a map of the LPAs service area, identify project locations, and a brief description of the projects’ benefits/burdens to affected populations. If possible, provide a map that overlays projects with the racial composition of affected neighborhoods.

Not applicable – Planning Agency

10. Other Public Meetings – List other public meetings held during this reporting period. Identify efforts used to encourage citizen participation at those meetings. Detail dates, times, locations, attendance, and provide examples of outreach materials.

The following summarizes TRPC’s major outreach efforts for the reporting period, excluding the Transportation Priorities Survey which is currently underway and will be reported in the next annual report.

#### **Martin Way Corridor Survey**

Date: September 2020

Total Number People Participated: 1,990

Purpose: Learn more about the needs, concerns, and preferences among people who live along the Martin Way corridor as well as those that interact with but do not live along it.

Distributed by direct mailing, email, and social media.

#### **Regional Trails Plan Survey**

Date: February 1, 2021 thru March 12, 2021

Total Participants: 1,201

Purpose: TRPC conducted a countywide trail survey to inform the Thurston Regional Trails Plan. This report summarizes the responses and presents the key findings. The survey consisted of 14 questions that covered trail use, safety and security, planning priorities, what people value about trails, and community engagement preferences. The survey included photographs and maps, including a link to an interactive map that enabled respondents to explore the region’s trails in greater detail."

Distributed by email, social media, and trail markers.

**Housing Action Plan Public Meeting (virtual meeting)**

Date: January 13, 2021, evening

Total Number People Participated: about 120

Purpose: Inform the public about what TRPC and the cities of Lacey, Olympia, and Tumwater have learned about the region’s housing needs, gaps and the types of actions the cities are contemplating to encourage construction of more housing, more housing options, affordability and stability for residents.

Advertised by email and city distribution lists.

**Martin Way Online Public Meeting**

Date: June 23, 2021

Total Participants: approx. 25

Purpose: To keep the public informed about the project's progress and provide a forum for people to ask questions.

Advertised by email.

*Demographic information collected:*

Race	2020 Census		Martin Way Corridor Survey		Regional Trails Plan Survey		Housing Action Plan		Martin Way Public Meeting	
	#	%	#	%	#	%	#	%	#	%
White	207,985	70.6%	1,169	85.5%	992	91.7%	54	88.5%	8	88.9%
Black / African American	9,403	3.2%	54	3.9%	17	1.6%	2	3.3%	0	0.0%
American Indian & Alaska Nativ	4,458	1.5%	44	3.2%	26	2.4%	1	1.6%	0	0.0%
Asian	17,268	5.9%	79	5.8%	30	2.8%	0	0.0%	0	0.0%
Native Hawaiian & Pacific Islan	3,347	1.1%	21	1.5%	12	1.1%	1	1.6%	0	0.0%
Other Race	10,359	3.5%	49	3.6%	44	4.1%	3	4.9%	0	0.0%
Hispanic or Latino	29,024	9.8%	48	3.5%	31	2.9%	2	3.3%	1	11.1%
Total Population	294,793		1,368		1,082		61		9	

Gender	ACS2019		Martin Way Corridor Survey		Regional Trails Plan Survey		Housing Action Plan		Martin Way Public Meeting	
	#	%	#	%	#	%	#	%	#	%
Female	141,818	49%	827	61%	679	64%	37	60%	7	78%
Male	148,718	51%	520	38%	379	36%	23	37%	1	11%
Non-binary	N/A		N/A		7	1%			1	11%
Other	N/A		6	0%	N/A		2	3%	N/A	
<b>Total</b>	<b>290,536</b>	<b>100%</b>	<b>1,353</b>	<b>100%</b>	<b>1,065</b>	<b>100%</b>	<b>62</b>	<b>100%</b>	<b>9</b>	<b>100%</b>

Household Income	2015-2019 ACS (2019 Inflation-Adjusted Dollars)		Martin Way Corridor Survey		Regional Trails Plan Survey		Martin Way Public Meeting	
	Households	Percent	HHs	%	HHs	%	HHs	%
Less than \$14,999	8,616	9%	50	4%	10	1%	0	0%
\$15,000 to \$24,999	7,714	7%	60	5%	9	1%	0	0%
\$25,000 to \$34,999	7,532	7%	52	4%	36	4%	0	0%
\$35,000 to \$49,999	13,137	13%	125	10%	43	4%	1	13%
\$50,000 to \$74,999	20,259	21%	286	22%	190	19%	2	25%
\$75,000 to \$99,999	17,674	16%	279	21%	238	24%	2	25%
\$100,000 or more	35,051	27%	397	30%	452	46%	3	38%
I don't know	N/A	--	61	5%	N/A	--	0	0%
<b>Total Households</b>	<b>109,983</b>	<b>100%</b>	<b>1,310</b>	<b>100%</b>	<b>978</b>	<b>100%</b>	<b>8</b>	<b>100%</b>

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

TRPC does not collect demographic information on advisory groups.

Specify methods used to collect demographic information from the transportation-related public meetings. (Self-identification surveys, notes by staff, etc.) Include summaries of Public Involvement Forms collected at each meeting, listing the demographics of those who attended by meeting.

Public meetings included a survey at the end of the meeting sent to all attendees. Information was collected and summarized for the Title VI Annual report.

List any language assistance services requested. For which languages? Who provided the service? In addition, list vital documents translated during the reporting period and identify the languages.

Language assistance services requested: None

Vital document translation – rT Transit Guide translated to Spanish based on the four-factor analysis.

Service provided by Language Link – selected off the State Master Program

LEP Analysis for the rT service area:

<b>Language Spoken at Home</b>	<b>Total</b>	<b>Percent</b>	<b>Speak English very well</b>	<b>Speak English less than very well</b>
Speak only English	86,216	90.5%	86,216	N/A
Spanish	5,891	6.2%	3,585	2,306
French, Haitian, or Cajun	267	0.3%	259	8
German or other West Germanic languages	485	0.5%	451	34
Russian, Polish, or other Slavic languages	231	0.2%	207	24
Other Indo-European languages	354	0.4%	336	18
Korean	250	0.3%	114	136
Chinese (incl. Mandarin, Cantonese)	341	0.4%	185	156
Vietnamese	341	0.4%	119	222
Tagalog (incl. Filipino)	208	0.2%	129	79
Other Asian and Pacific Island languages	447	0.5%	357	90
Arabic	82	0.1%	61	21
Other and unspecified languages	106	0.1%	51	55
<b>Total</b>	<b>95,219</b>		<b>92,070</b>	<b>3,149</b>

Language assistance offered:

TRPC offered language assistance for all public meetings and surveys. Please see the example for the Regional Trails Plan survey following:

**connect.**

**explore.**

**move.**

**HOW DO YOU TRAIL?**

thurston regional TRAILS PLAN

**We want to hear from you.**

What should TRPC include in the Thurston Regional Trails Plan to guide trail system investments for the next decade and beyond? Whether you're a resident, business owner, or visitor to the region's trails, you have insights that will guide our planning process.

Please participate in our survey, which asks about these topics:

1. How do you use trails?
2. How safe and secure is the trail system?
3. What types of investments should the region plan for?
4. What do you value about trails?
5. How do you want to be involved in regional trail planning?
6. Tell us about yourself. Help us determine if we have reached a broad representation of our community.

**Take the Survey**

[¡Queremos sus comentarios!](#) | [Chúng tôi muốn biết ý kiến của quý vị!](#) | [여러분의 의견이 궁금합니다](#)

11. Transportation-related Construction and Consultant Contracts (if applicable) – Briefly describe the process used to advertise and award construction contracts during this reporting period. Include the process for negotiated contracts (e.g., consultants).

Construction contracts – Not application

Consultant contracts – TRPC follows agency guidance (consistent with Local Agency Guidelines (LAG)) to determine contracting procedures. For those contracts that require an Request for Qualifications or Proposals (RFQ/P), TRPC follows Local Agency Guidelines (LAG). All RFQ/Ps are advertised for at least two weeks, with two legal notices in the local paper. Title VI information is included in the RFQ/P and legal notices. The RFQ/P notice is sent to a list of consulting firms, including a list of disadvantaged and/or minority businesses pulled from the available database. All federally-funded TRPC projects are assigned a DBE goal. TRPC follows all guidance on tracking and reporting consultant contracts.

12. Describe the actions taken to promote construction contractor/consultant compliance with Title VI by construction contractors/consultants, including monitoring and review processes, and their outcomes/status (e.g. what Title VI language was included in contracts and agreements; were contractors and consultants reviewed to ensure compliance; what Title VI responsibilities are explained to contractors and consultants?)

TRPC includes all Title VI language in consultant contracts and discusses Title VI and DBE requirements with contractors. During all public outreach activities (either conducted by TRPC or contractors) materials are reviewed for Title VI compliance, including appropriate language. TRPC offers translation services for all agency-sponsored projects.

13. List construction, right-of-way, and consultant contracts with your LPA/MPO/entity for this report period with dollar value of each. Identify funding sources (federal, state, local, other), and how many were awarded to certified disadvantaged contractors (as a prime contractor/consultant).

Consultant contracts for consultants funded through Local Programs and Planning (UPWP) within reporting period:

Martin Way Corridor Study:

Leland Consulting Group, Inc.

Contract template: Local Agency A&E Professional Services Lump Sum

Total: \$40,000 (86.5% federal; local match)

Dates: 2/17/2021 to 12/31/2023

Solicited through an RFQ

DBE/WBE participation – 31%

No goal set by local programs

Transpo Group USA, Inc.

Contract template: Local Agency A&E Professional Services Cost plus fixed fee

Total: \$50,000 (86.5% federal; local match)

Dates: 3/12/2021 to 12/31/2023

Solicited through an RFQ

DBE/WBE participation – 0%

No goal set by local programs

Unified Work Program (UPWP)

Transpo Group USA, Inc.

Contract template: Contract for Professional Services (TRPC) – Title VI language included

Total: \$10,000

Dates: 10/1/2020 – 6/31/2021

Solicited through – sole source

DBE/WBE participation – 0%

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

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

TRPC's Title VI Coordinator took online Title VI training from WSDOT in summer 2021.

When was Title VI internal training provided to staff? Who conducted the training? What was the subject of the training? Provide the job titles and race/color/national origin of attendees.

All staff training is scheduled for October 2021. The previous all-staff training was in summer 2019.

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

None

#### **Title VI Goals for Upcoming Year**

What area(s) of Title VI does your agency plan to focus on in the upcoming year? Describe by particular program area what your agency hopes to accomplish. Include any significant problem areas to focus on and plans to address those.

In the coming year, TRPC will focus on:

- Completing and analyzing the Transportation Priorities survey
- Assessing the effectiveness of various outreach methods in reaching underrepresented groups (including level of effort versus participation rate)
- Developing an equity goal and project selection criteria for transportation project selection
- Continuing to implement EJ/equity principles into planning studies
- Beginning the 2021-2025 Coordinated Public Transit – Human Services Transportation Plan