



NON-DISCRIMINATION AGREEMENT ANNUAL UPDATE AND ACCOMPLISHMENT REPORT

City of Lynnwood

Report submission date: May 1, 2023
Reporting period: April 1, 2022 – March 31, 2023

Policy Statement

It is the policy of City of Lynnwood, WA that no person shall on the grounds of race, color, and national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any operation of The City of Lynnwood as provided by Title VI of the Civil Rights Act of 1964 and related statutes.

This policy applies to all operations of The City of Lynnwood, including its contractors and anyone who acts on behalf of The City of Lynnwood. This policy also applies to the operations of any department or agency to which The City of Lynnwood extends federal financial assistance. Federal financial assistance includes grants, training, equipment usage, donations of surplus property, and other assistance.

Prohibited discrimination may be intentional or unintentional. Seemingly, neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, or national origin include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quality, quantity, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

Title VI compliance is a condition of receipt of federal funds. The Title VI Coordinator is authorized to ensure compliance with this policy, Title VI of the Civil Rights Act of 1964, 42 USC § 2000d and related statutes, 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28 CFR 50.3 and 49 CFR part 21.

Marcie MacQuarrie, Public Works Deputy Director
Title VI Coordinator Initials Marcie MacQuarrie

Christine Frizzell
Christine Frizzell (May 1, 2023 13:44 PDT)

Christine Frizzell, Mayor
Title VI Signature Authority

Signed Standard Assurances (USDOT1050.2A) Attachment A

Our Commitment

The City of Lynnwood is committed to being a safe, welcoming, and equitable City for all.

The U.S. Congress signed the Civil Rights Act in 1964 and the Civil Rights Restoration Act in 1987. Title VI of the Civil Rights Acts prohibits discrimination based on race, color or national origin in all benefits and services provided by government agencies. Additional nondiscrimination laws prohibit discrimination based on disability, age, income status, minority status or limited English proficiency. Title VI and other non-discrimination laws apply to all local government programs and activities, regardless of whether or not they are federally funded.

The City of Lynnwood assures that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

Furthermore, the City of Lynnwood assures that no person shall, on the grounds of age, ethnicity, disability, sexual orientation, income, or limited English proficiency, as provided by the legal statutes, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

The City endeavors to review all proposed projects, activities, and programs for their potential to have a disproportionate impact on low-income and minority populations that are subject to additional consideration in accordance with applicable Title VI Environmental Justice provisions.

For further references please visit our Non- Discrimination Pages:

Non-Discrimination page from the City of Lynnwood website:

<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Title-VI-Non-Discrimination>

TITLE VI REPORTING

The following information is in response to WSDOT template Title VI Accomplishments & Goal Report. Appendix 28.93.

Title VI Plan Changes

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

- Changes have been made to the City's Title VI plan. The updated plan was signed by Mayor Frizzell on December 27th, 2022 and submitted to the OEO on December 28th, 2022.

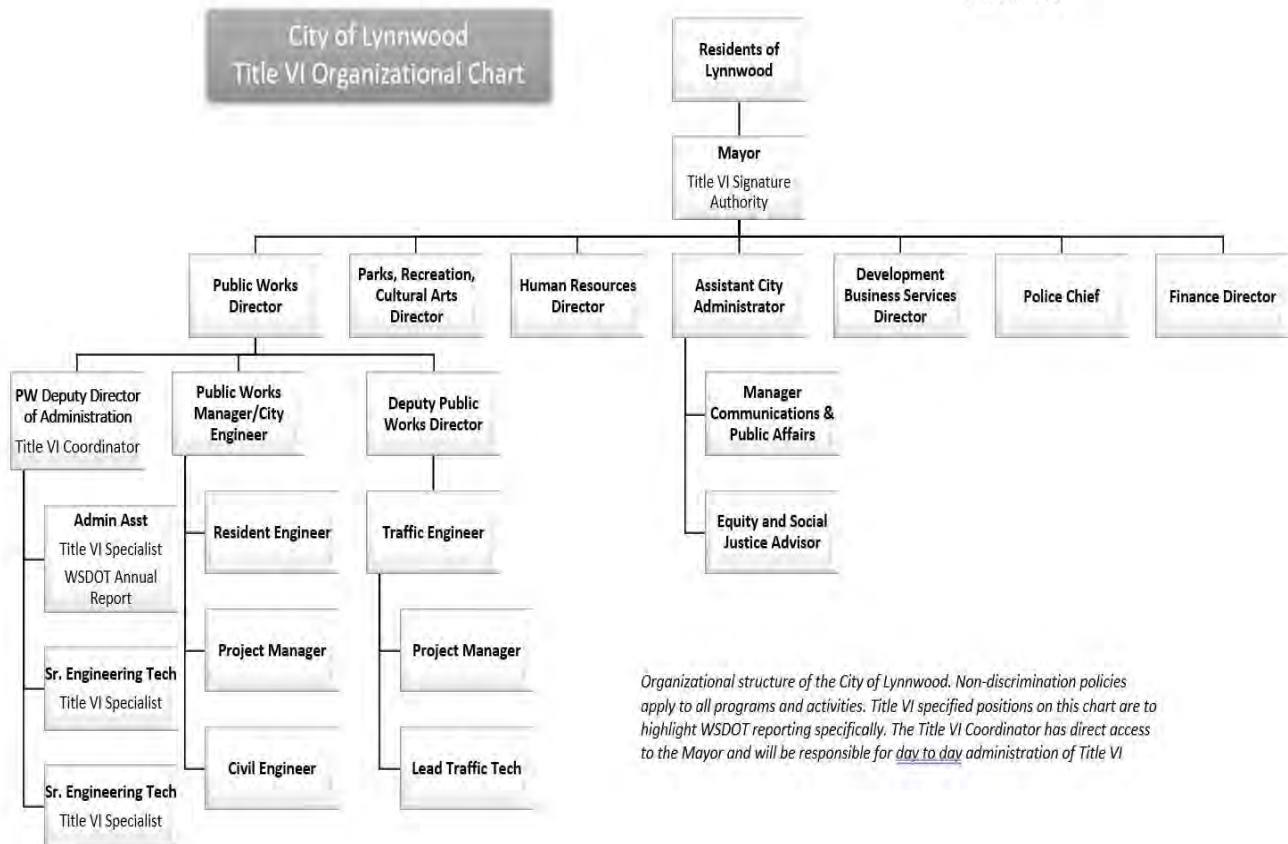
Changes Made and Reported:

- Organizational Title Changes
 - Administrative Operations Manager is now Deputy Director of Administration
 - Public Affairs Officer is now Manager of Communications and Public Affairs
- Organizational Chart has been updated.
- In section IX. Public Participation we have removed the demographic percentages as these are an estimate and a fluid number.
- Section X. Limited English Proficiency section has been completely updated.
- A Web Link to the City's signed Standard Assurances was added as this document is updated yearly and posted to our Title VI webpage.

Organizational Structure

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.

Attachment 1



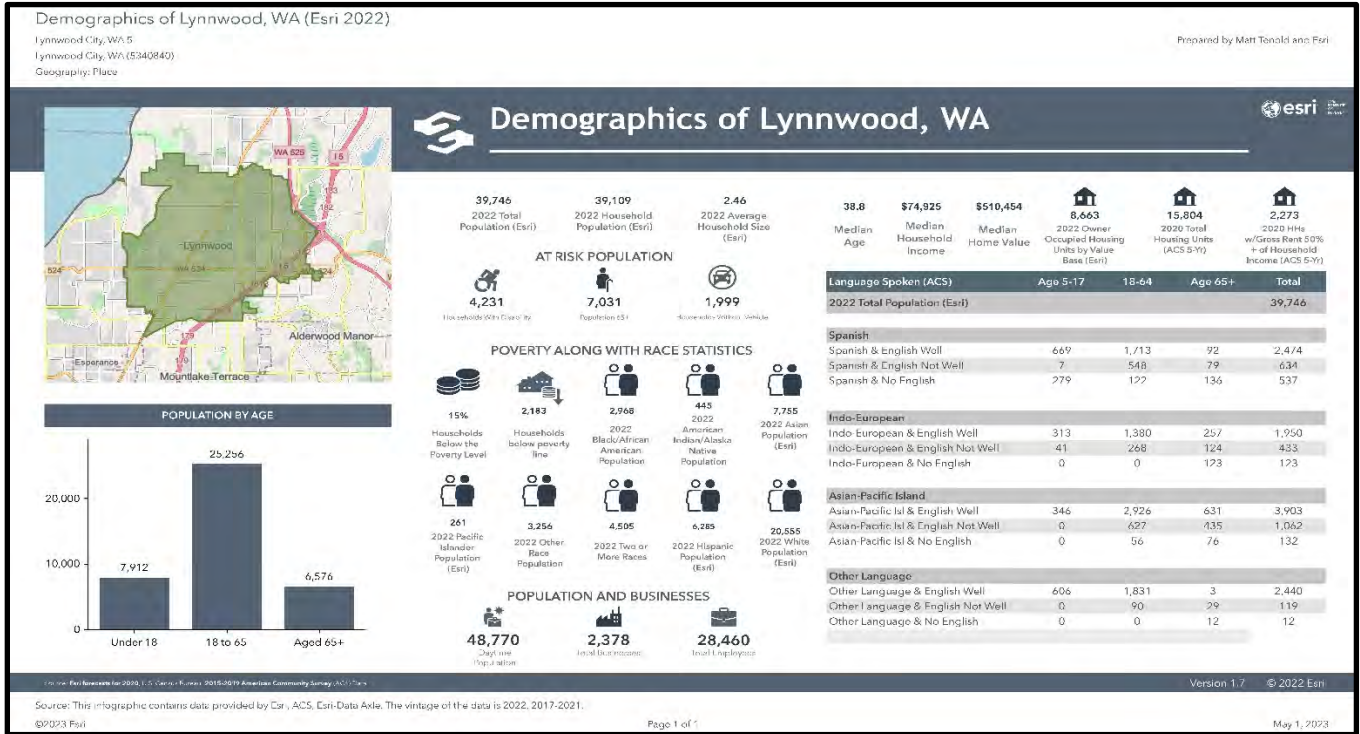
Title VI Program Organization, Staffing

First Name	Title VI Responsibility	Job Title	Department	Gender	Race	National Origin
Christine Frizzell	Title VI Signature Authority	Mayor	Executive	Female	White Caucasian	United States
William A. Franz		Public Works Director	Public Works	Male	White Caucasian	European
Marcie MacQuarrie	Title VI Coordinator	Public Works Manager	Public Works	Female	White Caucasian	United States
Katie McKee	Title VI Specialist – Annual Report Specialist	Administrative Assistant	Public Works	Female	White Caucasian	United States
Tyler Nevins	Title VI Specialist (in training)	Engineering Tech	Public Works	Male	White Caucasian	United States
David Mach		City Engineer	Public Works	Male	Not Reported	Not Reported
Nicholas Barnett		Resident Engineer	Public Works	Male	White Caucasian	
Paul Coffelt		Traffic Engineer	Public Works	Male	White	United States
Maisha Mahmud		Project Manager – Traffic	Public Works	Female	Not Reported	Not Reported
Erin Duleba		Project Manager	Public Works	Male	Not Reported	Not Reported
Amie Hanson		Project Manager	Public Works	Female	White Caucasian	United States
Levi Moore		Project Manager	Public Works	Male	White Caucasian	United States
Karl Almgren		City Center Program Manager	Development & Business Services	Male	White Caucasian	United States
Monica Thompson		Project Manager	Parks and Recreation	Female	White Caucasian	United States

Demographics

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.

Maps and data gathered by Matt Tenold, GIS Administrator, Male, White, US born citizen.



Data provided by Esri and American Community Survey (ACS). Estimates are compiled by ESRI and Census Bureau demographers using data from 2020 Census and 1,3 and 5 year surveys by ACS.

2021 Census Bureau Race data can be found at the end of this section.

City of Lynnwood Population: 39,746 Households: 15,880

Race	Percentage	Population
White	51.71%	20,555
Asian	19.51%	7,755
Hispanic or Latino	15.82%	6,285
Black or African American	7.47%	2,968
Other race alone	8.19%	3,256
Two or more races	11.33%	4,505
American Indian & Alaskan Native	1.12%	445
Native Hawaiian & Other Pacific Islander	0.66%	261

Demographic Data Continued

Income Level	Percentage	Population
Households Below Poverty Level	15%	2,382

Language	Percentage	Population
Spanish & English Well	6.22%	2,474
Spanish & English Not Well	1.59%	634
Spanish & No English	1.35%	537
Indo-European & English Well	4.91%	1950
Indo-European & English Not Well	1.08%	433
Indo-European & No English	0.31%	123
Asian-Pacific Isl & English Well	9.82%	3,903
Asian-Pacific Isl & English Not Well	2.67%	1,062
Asian-Pacific Isl & No English	0.33%	132
Other Language & English Well	6.14%	2,440
Other Language & English Not Well	0.30%	119
Other Language & No English	0.03%	12

2021 Census Race and Hispanic Origin Demographic Data

Population Estimates, July 1, 2021 - 40,592

Data collected from

<https://www.census.gov/quickfacts/lynnwoodcitywashington>

Race	Percentage	Population
White (alone)	57.9%	23,502.77
Asian	17.1%	6,941.23
Hispanic or Latino	13.9%	5,642.29
Black or African American (alone)	8.8%	3,572.09
White, not Hispanic or Latino	53.0%	21,513.76
Two or more races	11.8%	4,789.86
American Indian & Alaskan Native	0.3%	121.77
Native Hawaiian & Other Pacific Islander	0.3%	121.77

Title VI Related 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).

- The City had no Title VI Related complaints during this reporting period.

Planning

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.

While the City of Lynnwood has the majority of its street infrastructure complete, improvements will include adding sidewalks, bicycle lanes and vehicle lanes. These additions will be found in periodic traffic analysis and from public outreach.

Language translation services are offered, upon request, on all City of Lynnwood public outreach documents in multiple languages. Spanish, Korean, Simple Chinese and Russian.

- Title VI language is included on mailers and door hangers in English with information in multiple languages to call for language assistance.

The City of Lynnwood utilizes multiple avenues of advertising and outreach, including email, website, print, Twitter, and Facebook. Please see attachments beginning on page 33.

- Council agendas can be found online:
 - <https://www.lynnwoodwa.gov/Government/City-Council/City-Council-Meeting-Agendas>
 - <https://www.lynnwoodwa.gov/Government/City-Council/City-Council-Meeting-Agendas/Past-City-Council-Meetings-Agendas-and-Minutes>
- Adoption of the 6-Year Transportation Improvement Program. Involved public comment period during the SEPA approval and during the City Council public hearing. <https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Public-Works-Documents-Library/Capital-Facilities-Plan>
- The City publishes Inside Lynnwood that is distributed to all addresses in the city. They are also posted to the City's website: <https://www.lynnwoodwa.gov/Community/Communications/Inside-Lynnwood>

- Samples of notices sent during this reporting period Traffic Signage Change flyer, Twitter clip, ENews samples can be found as Attachments B beginning on page 33.

ROW Actions

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).

ROW Acquisitions					
196th ST SW Improvement ROW Acquisitions					
Landowner Name	Tax Parcel Number	Date Closed (recorded)	Payment	Closing Cost	Race, Color, National Origin
JWP Lynnwood LLC	00372600500607	7/28/2022	\$17,165.00	\$209.50	Not Reported
Lakeshore Investment Corp.	00372600501002	7/28/2022	\$11,620.00	\$209.50	Not Reported
Corner Investment Co.	00372600500706 00372600500703	7/19/2022	\$13,795.00	\$419.00	Not Reported
City of Lynnwood	00372600600102	4/6/2022	\$10.00	\$418.00	Not Reported

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

- The City is in contract with two ROW companies, Contract Land Staff and Universal Field Services. Neither company reported their demographics.

Studies and Plans

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.

- 42nd Ave W Improvements Project – www.LynnwoodWA.gov/42Ave
 - Environmental Justice Letter – filed with Renae Larsen, WSDOT, February 24, 2023
 - Public Outreach – Open House Demographic Summary – Demographic data for the virtual open house was collected with an optional, online survey.
- Complete Streets Ordinance and Connect Lynnwood Plan (our Active Transportation Plan).
 - This Plan included public engagement in 2019 and 2021. In 2022, the plan was presented to the Planning Commission and the City Council. We held Public Hearings at the Planning Commission and City Council. The Plan evaluation (conducted during 2019-2021) included incorporating demographic information such as income, race, households without access to a vehicle, and age. This data was used in the study as part of the analysis to prioritize walking and biking projects.
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Bicycle-Pedestrian-Multi-Modal-Projects/Connect-Lynnwood>

Project Location and Design

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.

196th St. SW Improvements Project

Currently in construction, estimated to be complete in winter of 2023. 196th Street SW Improvement Project, is constructing two additional lanes (one lane in each direction), median barriers, wider sidewalks, and landscape features. The improvements are needed to accommodate future growth envisioned for City Center and to create an enhanced pedestrian environment with a boulevard appearance. The project provides safer and improved access along this congested arterial. This also provides improved access from multimodal facilities to a broad demographic of residents of numerous adjacent multi-family dwellings. www.LynnwoodWA.gov/196street

Scriber Creek Trail Phase 2

This project will make critical upgrades to a 4,000-linear-foot section of shared-use path from the Lynnwood Transit Center to Wilcox Park. It will also improve public access and enjoyment of public parklands. A nonmotorized transportation connection between Lynnwood’s Regional Growth Center & City Center Sub-Area, the Interurban Regional Trail, the Lynnwood Transit Center, and the future Lynnwood Link light rail station (2023) and SWIFT bus-rapid transit routes on 196th St SW (SR 524).

<https://www.lynnwoodwa.gov/scribercreektrail>

2022 Paving Program

This is the fifth year of a multi-year commitment to complete annual paving projects. This year’s paving efforts will focus on repairing pavement at two sites:

- 176th St SW between 52nd Ave W and 44th Ave W.
- 76th Ave W between SR-524 and Olympic View Drive (managed by City of Edmonds)
 - The 76th Ave W Project is a cooperative effort between the Cities of Edmonds and Lynnwood. This Project, sited within both Cities, is being led by City of Edmonds, and is being funded by both agencies. For detailed project schedule and further information please visit: City of Edmonds - City Overlay Program <https://www.edmondswa.gov/overlays>

- Benefits: Infrastructure maintenance and improved vehicle experience, upgraded ramps to meet PROWAG (to maximum extent feasible), removal of utility poles where PROWAG was not being met.
- Burdens: Inconvenience to drivers and pedestrians during construction. <https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Streets-Pavement-and-Traffic/2018-2022-Paving-Program/2022-Paving-Program>

2022 Ramps & Sidewalks Project

- This years project included 12 ramp upgrades along Blue Ridge Drive between 188th & Olympic View Drive.
- Benefits: Improved ramps that meet PROWAG to the maximum extent feasible.
- Burdens: inconvenience to pedestrians during construction. Cost of construction (Webpage is in Development)

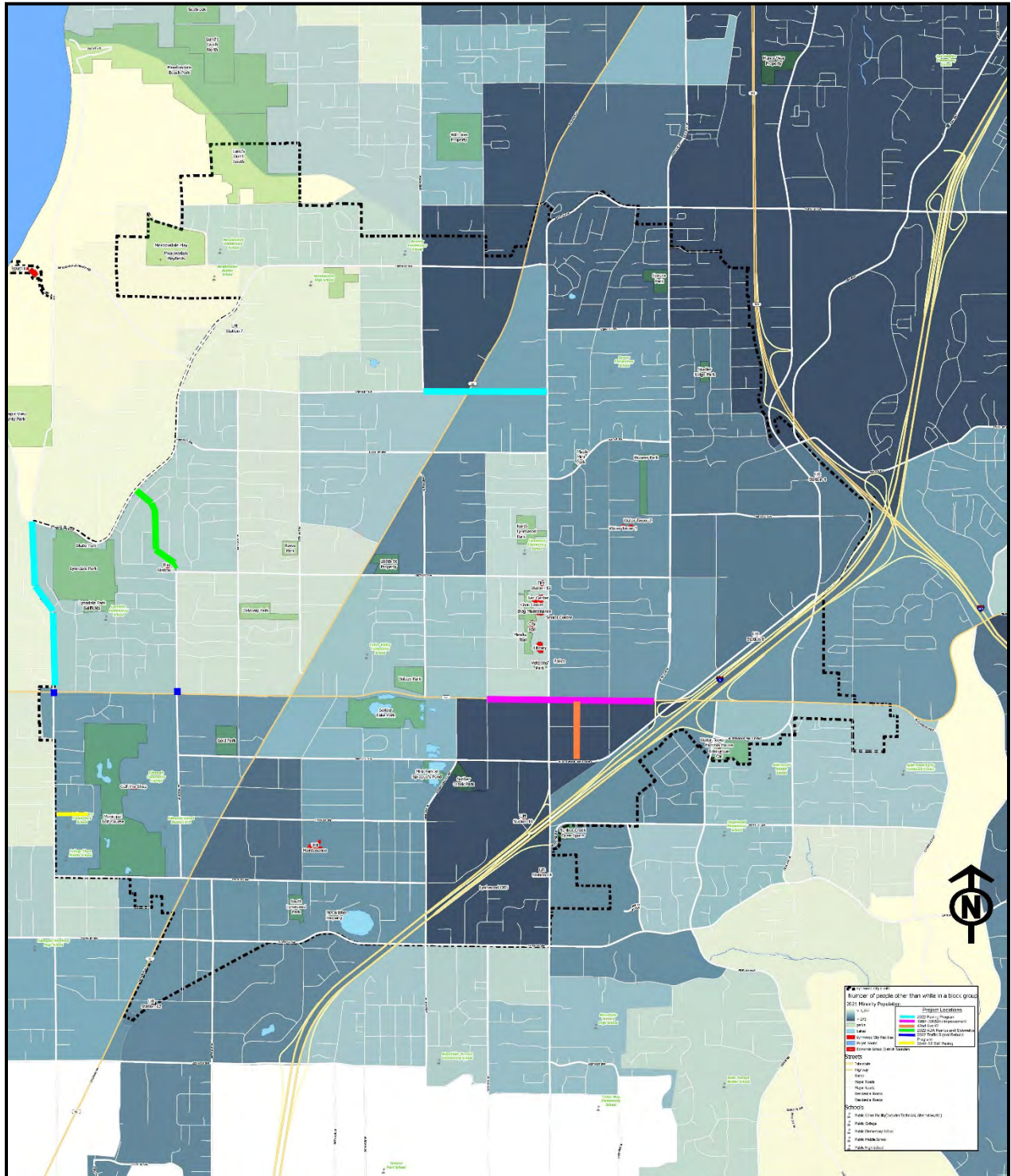
Traffic Signal Rebuild Program

This program will improve and restore the City of Lynnwood's city wide Traffic Signal Systems. We will be improving or restoring structural and wiring components.

- This years project are from the intersections of 68th Ave W and 196th ST SW (SR 24) and 76th Ave W and 196th ST SW (SR 524). The majority of the work is at these intersections.
 - The work for this portion of the project consists of:
 - New signal hardware
 - Pedestrian push buttons
 - ADA compliant sidewalk and ramps

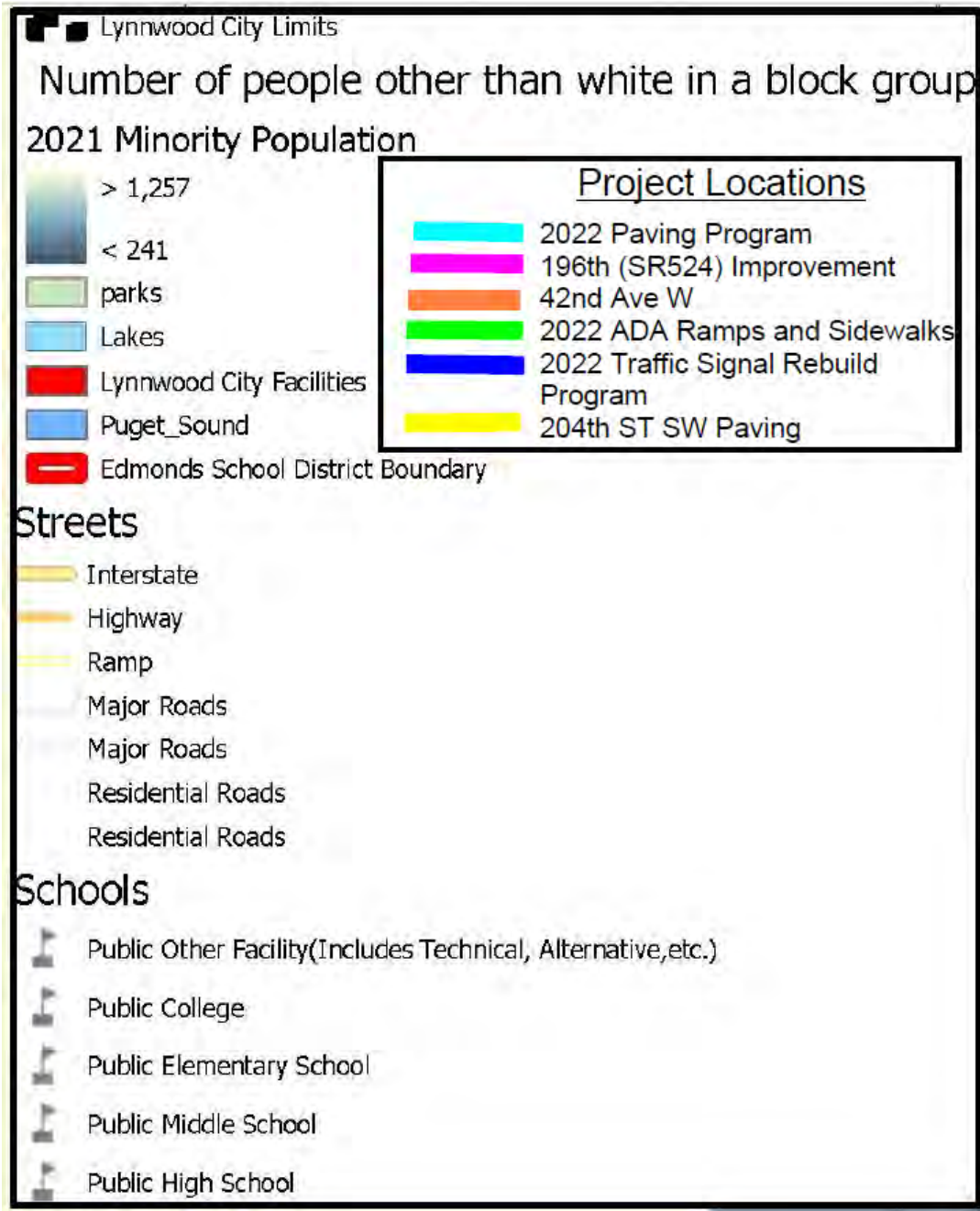
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Streets-Pavement-and-Traffic/Traffic-Signal-Rebuild-Program>

2022 - 2023 Households with Races Other Than White – Project Overlay



Please see the next page for large scale map legend.

2022 - 2023 Households with Races Other Than White – Project Overlay Legend



Other Public Meetings

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.

City Council Meetings –

- Business Meetings are held the 2nd and 4th Monday of each month at 6:00pm
- Work Sessions are held the 1st, 3rd and 5th Monday of the month and the 3rd Wednesday of the month at 6:00pm
- Public Hearings are held during Regular Business Meetings or Special Business meetings to allow the public to attend and make a comment regarding the specific topic of the public hearing.
- <https://www.lynnwoodwa.gov/Government/City-Council>

Traffic Benefit Districts (TBD) Meetings –

- On March 24th, 2020 the Lynnwood City Council voted to assume the powers of the TBD. The TBD meetings are now a part of the City Council meetings.
- <https://www.lynnwoodwa.gov/Government/City-Council/Transportation-Benefit-District>

State of the City Address -

- Date: March 3, 2023
- Advertising was made through ENews emails, Facebook Event posting, Twitter and Facebook postings, print advertising in Lynnwood Today and Lynnwood Times.
- Recording can be found at <https://www.lynnwoodwa.gov/Community/Community-Engagement/State-of-the-City-Address>

City Transportation Planning -

- City of Lynnwood staff take transportation planning updates to the City Council on a regular basis.
- Additionally, the City maintains a City Transportation Planning Webpage for information and notifications.
- www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs/City-Transportation-Planning

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

- Please refer to the Title VI Organizational Chart.

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.

204th Gravel Road Paving - Virtual Open House and In-Person Open House

- The Virtual Open House was loaded to the project webpage on January 3, 2023. An online survey that included optional Demographic collection was available until January 20, 2023.
 - Notice for this open house was by postcards.
- The In Person Open House was held at the local elementary school. Demographic data was collected via the “Public Involvement Form”
- Demographic data to understand potential language needs was gathered using ArcGIS Online Tool

42nd Ave W – Virtual Open House

- This open house was advertised using our ENews platform, Facebook, Twitter, and Postcards
- Demographic data was compiled from the online survey.

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.

- There was no language assistance requested in this reporting period.

Transportation-related Construction and Consultant Contracts

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 and Consultant contracts are advertised in print in the Everett Herald and Daily Journal of Commerce. Please see attachment C.
- They are also advertised online through Builders Exchange, BXWA.com and the City Procurement Portal, OpenGov Procurement
- Federally Funded project bids are currently accepted in person, by mail or by courier at City Hall.
- Non-Federally Funded project bids are accepted via the OpenGov Procurement Portal. If assistance is needed with the electronic bidding, this is available upon request.
- The Contract is awarded to the lowest, responsible, and responsive bidder.

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?)

- The Public Works department follows LAG manual guidelines/requirements for project announcements, publications and/or advertisements for bids. The Public Works department includes a Title VI Non-Discrimination statement in published RFQs, RFPs, project manuals for bidding and contracting as follows:

“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 Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration for an award.”
- WSDOT reviews all construction PS&E and project manuals prior to publication for compliance.
- To ensure that disadvantaged businesses, including minorities and women, have an equal opportunity to receive and participate in federally assisted

contracts, the City of Lynnwood does not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate in connection with award or performance of any contract covered by 40 CFR Part 26 on the basis of race, color, sex, or national origin.

- Disadvantaged Business Enterprise (DBE) Goals - When appropriate, proposals include Disadvantaged Business Enterprise (DBE) goals. As a condition of award, the successful bidder must make good faith efforts to meet this DBE goal. The bidder establishes good faith efforts when it documents that it has obtained enough DBE participation to meet the DBE goal; or documents that it has made adequate efforts to do so although unsuccessfully.

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).

Construction and Consultant Project Related Contracts					
Project Name	Contract For	Contract With	Certified Disadvantaged Business	Amount	Funding Source
College Place Pedestrian Improvements	Design Consultant	Perteet, Inc.	No	\$171,324.00	State & Local Funding
School Safety Program	Design Consultant	Toole Design	No	\$300,000.00	Local Funding
ADA Ramps and Sidewalks	Construction	Always Active Services	No	\$311,845.00	Local Funding
2022 Paving Program – 176 th St SW	Construction	Cadman Materials Inc.	No	\$1,254,568.00	Local Funding
2022 Paving Program – 76 th Ave W	Construction	Granite Construction, Inc	No	\$1,250,000.00	FHWA
Scriber Creek Trail Phase 2	Design/Engineering Consultant	Parametrix	No	\$2,023,139.00	State & Local Funding
Scriber Creek Trail Phase 2	Construction	OMA	No	\$7,256,977.00	Federal, State & Local Funding
Scriber Creek Trail Phase 2	Construction Engineering Consultant	Parametrix	No	\$300,000.00	Local Funding
Scriber Creek Trail Phase 2	Construction Management Consultant	KPG / PSOMAS	No	\$1,550,612.00	Local Funding

Education & Training

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

Title VI Training is required by our program. We have created a Title VI training online using the PDF training available from WSDOT.

After the initial training, employees are required to refresh this training during every odd numbered year.

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

- WSDOT Title VI Training – (refreshed training) Katie McKee, Public Works Administrative Assistant, Title VI Specialist – Annual Report Specialist, White, Female
- IAP2 – Foundations – April 25 – 29, 2022 Katie McKee, Public Works Administrative Assistant, Title VI Specialist – Annual Report Specialist, White, Female
- IAP2 – Planning - October 17, 18, 2022 Katie McKee, Public Works Administrative Assistant, Title VI Specialist – Annual Report Specialist, White, Female

Annual Update of Goals for April 2022 – March 2023

- Continue and increase monitoring and updating procedures to ensure compliance City wide.
- Continue to educate City employees regarding Title VI implementation.
- Work with Human Resource Department to ensure Title VI Training is occurring during Employee onboarding.
- Set up Bi-Annual Title VI Refresh Training for appropriate staff.
- Search out further Title VI Reporting Trainings

Annual Update of Accomplishments for April 1, 2022 – March 2023

- We have created a Title VI Compliance Log that will be used to verify that current projects are in Title VI Compliance.
- Title VI Plan has been updated to include new LEP plan content.
- Title VI webpage has been updated to be further streamlined.
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Title-VI-Non-Discrimination>
- Demographic data has been prioritized for all Outreach items. Including non-project outreach.

Attachment A

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances **DOT Order No. 1050.2A**

The City of Lynnwood (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 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 programs receiving federal funding and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The City of Lynnwood, 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 City of Lynnwood 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 City of Lynnwood 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 City of Lynnwood. You must keep records, reports, and submit the material for review upon request to the City of Lynnwood, 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 City of Lynnwood 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 Federally Funded Programs. This ASSURANCE is binding on Washington State, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federally Funded Programs. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

City of Lynnwood

(Name of Recipient)

by Christine Frizzell
Mayor Christen Frizzell

DATED Mar 14, 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 City of Lynnwood 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 Federally Funded Programs, 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 City of Lynnwood 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 the City of Lynnwood 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 City of Lynnwood, its successors and assigns.

The City of Lynnwood, 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 City of Lynnwood 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 City of Lynnwood pursuant to the provisions of Assurance 7(a):

- B. 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.
- C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the City of Lynnwood 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.*

- D. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the City of Lynnwood 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 City of Lynnwood 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 the City of Lynnwood 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, the City of Lynnwood 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, the City of Lynnwood will there upon revert to and vest in and become the absolute property of the City of Lynnwood 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 non-discrimination 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).

204th St SW Paving Project Webpage with Virtual Open House

Home / Government / Departments / Public Works / Engineering & Construction / City Projects, Programs & Initiatives / Streets, Pavement and Traffic / 204th ST SW Paving Project

204th ST SW Paving Project

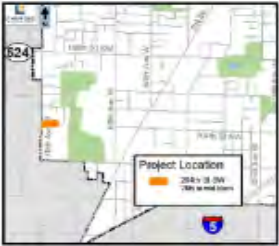
The City of Lynnwood is in the pre-design phase to pave the gravel segment of 204th St SW from 76th Ave W east to the segment that is currently paved. Construction is currently planned for 2024.

This Project is being coordinated with the College Place Elementary Pedestrian Improvements at the intersection of 76th and 204th.

Project Objectives:

- Pave the gravel segment of 204th St SW.
- Increase public safety
- Upgrade street to meet current fire access standards
- Relocate College Place Elementary parking lot access to 204th St SW.
- Incorporate an ADA compliant pedestrian pathway, completing the present sidewalk.
- Improve the intersection at 76th Ave W and 204th St SW for safer vehicle and pedestrian travel.
- Add storm drainage per City code.
- Discourage illegal parking along 204th St SW.

ONLINE OPEN HOUSE
Closes January 23, 2023



Contact details


Amie Hanson
425-670-5205
ahanson@LynnwoodWA.gov

Sign up for Project Updates

Project Progress


- Pre-Design
- Community Outreach

Project Documents



Location

204th ST SW & 76th Ave W, Lynnwood 98036 [View Map](#)



Mailer Sample – Intersection Improvement Outreach

Side 1



Intersection Safety Study

The City of Lynnwood recently completed an intersection safety study. This study identified high collision intersections and made recommendations to improve traffic safety.

The study recommends eliminating northbound left turns at the following two intersections:

- 50th Ave W and 196th St SW
- 52nd Ave W and Hwy 99

New pavement markings and traffic signs restricting northbound traffic to right turn only are being considered at these two intersections. The City's Police and Traffic departments feel these revisions will improve safety at these intersections.

We would like to hear from you about these proposed traffic revisions. If you have any questions, comments, or concerns, please send to Traffic@LynnwoodWA.gov or call 425-670-5202

**Sign up for updates at: www.LynnwoodWA.gov/eNews or
follow us on Twitter: @LynnwoodStreets**

Estudio de Seguridad de Intersecciones

La ciudad de Lynnwood completó recientemente un estudio de seguridad en las intersecciones. Este estudio identificó intersecciones de alta colisión e hizo recomendaciones para mejorar la seguridad del tráfico.

El estudio recomienda eliminar los giros a la izquierda hacia el norte en las siguientes dos intersecciones:

- 50th Ave W and 196th St SW
- 52nd Ave W and Hwy 99

En estas dos intersecciones se están considerando nuevas marcas en el pavimento y señales de tráfico que restringen el tráfico en dirección norte a girar a la derecha únicamente. Los departamentos de Policía y Tránsito de la Ciudad sienten que estas revisiones mejorarán la seguridad en estas intersecciones.

Nos gustaría saber de usted acerca de estas revisiones de tráfico propuestas. Si tiene alguna pregunta, comentario o inquietud, envíela a Traffic@LynnwoodWA.gov o llame al 425-670-5202

**Regístrese para recibir actualizaciones en: www.LynnwoodWA.gov/eNews o
Síguenos en Twitter: @LynnwoodStreets**

The City of Lynnwood is committed to assuring equal access and non-discrimination according to Title VI of the Civil Rights Act. For more information visit <http://www.LynnwoodWA.gov/TitleVI> or call 425-670-5200. Individuals requiring reasonable accommodations may request written materials in alternate formats, sign language interpreters, physical accessibility accommodations, or other reasonable accommodations by contacting Public Works at 425-670-5200. Persons who are deaf or hard of hearing may contact the event sponsor through the Washington Relay Service at 7-1-1.

- Si necesita ayuda con la traducción de idiomas con respecto a este asunto, llame al 425-670-5200 para solicitar ayuda en su idioma. (Spanish)

- Nếu bạn cần hỗ trợ dịch ngôn ngữ liên quan đến vấn đề này, vui lòng gọi 425-670-5200 để yêu cầu hỗ trợ bằng ngôn ngữ của bạn. (Vietnamese)

- 如果您需要有关此问题的语言翻译帮助，请致电425-670-5200以您的语言请求帮助。(Simplified Chinese)

- 이 문제와 관련하여 언어 번역에 도움이 필요한 경우 425-670-5200로 전화하여 해당 언어로 도움을 요청하십시오. (Korean)

- Если вам нужна помощь с языковым переводом по этому вопросу, позвоните по телефону 425-670-5200, чтобы запросить помощь. (Russian)



**Intersection Safety Study
Alternate Routes**

The recently conducted study recommends eliminating left turns at the following two priority intersections. These maps show alternate routes .

- 52nd Ave W and Hwy 99
To safely access Hwy 99 - Travel South on 52nd Ave W., turn right onto 188th. At the Hwy 99 signal you can safely travel north or south.
- 50th Ave W and 196th St SW
To safely access 196th - Travel South on 50th Ave W., turn left onto 200th St SW, turn left onto 48th Ave W, at the signal you can safely travel west on 196th St SW.



582428X716X167XPRI
City of Lynnwood
Public Works
19100 44th Ave W
Lynnwood, WA 98036-5635

PRESORTED
STANDARD MAIL
U.S. POSTAGE PAID
C2M LLC
22202


Intersection Improvement Project
<https://www.lynnwoodwa.gov/Intersectionimprovements>

1*****AUTO**SCH 5-DIGIT 98036

COL PW
19100 44th Ave W
Lynnwood, WA 98036-5635



Construction Notification Template with updated translation for Language Line information



CONSTRUCTION PROJECT UPDATE
196th St SW (SR 524) Improvement Project

Notice: Temporary nighttime water main shutoffs

Impacts to water service on 196th St SW. You are receiving this notice as your location will be affected by this service.

What You Need to Know

On: _____ **(date)**

- Temporary nighttime water main shutoffs will occur on 196th St SW.
- Work hours are between 9 p.m. to 5 a.m.
- Normal water service will resume upon completion of work.

Information about construction and work will be posted on the project website when available: www.LynnwoodWA.gov/196street

To receive project updates, sign up for email updates on our project webpage.

It is the City of Lynnwood's policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City of Lynnwood's Human Resources Department. Individuals requiring reasonable accommodations may request written materials in alternate formats, sign language interpreters, physical accessibility accommodations, or other reasonable accommodations by contacting Public Works at 425-670-5200. Persons who are deaf or hard of hearing may contact the event sponsor through the Washington Relay Service at 7-1-1.

- If you need assistance with language translation regarding this matter, please call 425-670-5200 to request assistance.

- Si necesita ayuda con la traducción de idiomas con respecto a este asunto, llame al 425-670-5200 para solicitar ayuda en su idioma. (Spanish)

- Nếu bạn cần hỗ trợ dịch ngôn ngữ liên quan đến vấn đề này, vui lòng gọi 425-670-5200 để yêu cầu hỗ trợ bằng ngôn ngữ của bạn. (Vietnamese)

- 如果您需要有关此问题的语言翻译帮助, 请致电425-670-5200以您的语言请求帮助。(Simplified Chinese)

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- Если вам нужна помощь с языковым переводом по этому вопросу, позвоните по телефону 425-670-5200, чтобы запросить помощь. (Russian)

Twitter Post Sample



ENews Update Sample

 **LYNNWOOD**
WASHINGTON

Scriber Creek Trail Improvement



Installing signal conduits at Cedar Valley Rd and 200th St SW

ROAD CLOSURE

- January 3, 2023 through Late April, 2023
 - 200th Ave W between Cedar Valley Rd and 52nd Ave W

Please follow all traffic signage for detour routes

Please follow all pedestrian and traffic control.

Weeks of February 13, 2023 And February 20, 2023

There will be no work on February 20th in observance of Presidents Day.

Week of February 3, 2023

- Conduit crossings at Cedar Valley Rd and 200th St SW
- Drainage at SE corner of Cedar Valley Rd and 200th St SW
- Pot holing (locating) Utilities at Cedar Valley Rd and 200th St SW

Week of February 20, 2023

- 2/20/23 President's Day (No Work to be performed)
- Drainage at Cedar Valley Rd and 200th St SW
- Pot holing Utilities at Cedar Valley Rd and 200th St SW
- Pile driver mobilize to site

Questions during construction? Contact us:

David Meisenheimer - Construction Project Manager
email: davidm@kpg.com
phone: 206-369-3043
Webpage: www.LynnwoodWA.gov/ScriberCreekTrail

Title VI Non-Discrimination Information

For more information on this project, visit the [project website](#) and follow us on Twitter [@LynnwoodStreets](#).

Contract Bid Newspaper Advertisement Sample

LYNNWOOD
VIRGINIA

**CITY OF LYNNWOOD
INVITATION FOR BIDS**

SUBMITTAL OF SEALED BIDS

Sealed electronic bid proposals ("Bids") will be received by the City of Lynnwood using the City's e-bidding program at ProcureNow.com until 2:00 p.m. on May 25th, 2022, for the following project ("Project"):

**2022 ADA RAMP PROJECT
BLIVE RIDGE DRIVE IMPROVEMENTS**

Capitalized terms not defined in this invitation for bids shall have the meanings as set forth in the Project Manual of which this invitation for bids is a part.

**IMPORTANT INSTRUCTIONS FOR
ELECTRONIC BID SUBMITTAL**

To download and submit bid documents for this project, bidders must register with ProcureNow by OpenGov (fee of charge) at <https://secure.procurenw.com/sign>. These previously registered with ProcureNow by OpenGov may use their log in and password at <https://secure.procurenw.com/portal/lynnwoodva/afafusawall>. After the bid deadline has passed, the ProcureNow by Open Gov system will not allow bids to be submitted. The ProcureNow server clock will govern. Partial bids will not be accepted.

BID OPENING

Immediately after the established bid due date and time, bids submitted will be viewable by the public for this project at ProcureNow.com website ("Bid Opening"). Bids are to be submitted only on the bid proposal forms provided through the ProcureNow by Open Gov program. All Bids must be accompanied by a check of a bid bond, cashier's check, certified check, or postpaid money order in an amount not less than five percent (5%) of the total amount of the bid. Actual bid security documents must be delivered to 18100 44th Ave W, Lynnwood, VA, ATTN: Kate McKee, and received no later than the actual date and time of the bid opening. Bids or actual bid security documents received after the time fixed for the Bid Opening will cause the bid to be non-responsive and it will not be considered.

DESCRIPTION OF WORK

This project provides for the improvement of ADA features along Blive Ridge Drive from 71st Ave W to 68th Ave W in the City of Lynnwood, VA. The work includes removal and replacement of the existing sidewalks, curb and gutter, and curb ramps; asphalt patching; removal and installation of pavement markings, signage, and other work, all in accordance with the attached Contract Plans, these Contract Specifications, and the Standard Specifications. All bids shall be based upon compliance with the Project Manual (including, without limitation, the Contract Plans and Specifications). The estimated cost range for this project is \$255,000 - \$310,000. The project shall be physically completed within 35 working days of the Notice to Proceed.

CONTAINING BID DOCUMENTS

The Project Manual for this Project (including the Contract Plans, Specifications and all other Contract Documents) may be examined at the Lynnwood City Hall. All questions regarding this Project shall be addressed to Anne Hanson, P.E., Project Manager, at ahanson@lynnwoodva.gov. The Project Manual, plans, specifications, addenda, orders, bid, and plan holders for this project are available through ProcureNow by Open Gov at <https://secure.procurenw.com/portal/lynnwoodva/afafusawall> or through Bidders Exchange at the City of Lynnwood's on-line plan room. Free of charge access is provided to Prime Bidders, Subcontractors, and Vendors by going to <http://www.bids.com> and clicking on "Posted Projects", "Public Works", and "City of Lynnwood". Bidders are encouraged to "Register" in order to receive automatic email notification of future addenda and to be placed on the "Bidders List". The on-line plan room provides bidders with fully usable on-line documents with the ability to download, print to your own printer, order full or partial plan sets from hundreds of participating sources (on-line print order form) and a free on-line bidder / take-off tool. Contact Bidders Exchange of Washington at 425-256-1303 should you require assistance.

The City of Lynnwood expressly reserves the right to reject any or all bids, to waive irregularities, and to award the Project to the lowest responsive, responsible bidder.

Bidder Proposals shall remain valid for forty-five (45) days after the actual date of Bid Opening. The City of Lynnwood in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (42 USC Title 42 USC 2000e) and the Regulations, hereby notifies all bidders that it will affirmatively seek out and contract with disadvantaged business enterprises who are interested in participating in this award. Such bidders are encouraged 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.

WILLIAM A. FRANK, P.E.
Public Works Director

Published May 4, 18, 2022

Major Transportation Programs & Activities And Title VI Responsibilities

The City of Lynnwood provides multiple transportation services. There are several ongoing programs, numerous Capital Projects and coordination with State and County programs. The City’s projects may include roadway and/or pedestrian and bicycle improvements.

Current projects can be viewed on the City webpage at:
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs> .

The current 6-year Transportation Improvement Plan (TIP) can be viewed at:
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Public-Works-Documents-Library> under the Engineering Documents & Reports tab.

City Transportation Planning overview can be viewed at:
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs/City-Transportation-Planning>

Following is a brief summary of major transportation programs/projects.

Major Programs / Projects	Title VI Responsibility
<p>ADA Self-Evaluation and Transition Plan (SETP)</p> <p>An American with Disabilities Act (ADA) Self-Evaluation and Transition Plan is being developed. This will make the City of Lynnwood’s facilities, parks, and public right-of-way accessible to all. The SETP demonstrates the City of Lynnwood’s commitment to providing equal access. This includes all public programs, services, facilities, and activities for community members with disabilities. https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs/ADA-Self-Evaluation-and-Transition-Plan-SETP</p> <p>The City of Lynnwood’s ADA Notice page can be viewed for more information: https://www.lynnwoodwa.gov/Government/City-Clerk/Americans-With-Disabilities-Act</p>	<ul style="list-style-type: none"> • Project managers will use appropriate outreach and notification protocols for individual projects under this program, working with the Public Affairs Officer/Communications Manager on larger and/or more challenging projects. • The City Engineer will oversee project managers and verify appropriate Title VI language and assurances are included in contracts / solicitations. • The Public Works Manager will report out in the Title VI Annual Report.

Major Programs / Projects	Title VI Responsibility
<p>Connect Lynnwood & Multi-Modal Transportation (Bicycle and Pedestrian) Projects</p> <p>Active Transportation Plan: Update Lynnwood's existing walking and bicycling networks. Identify key projects that improve safety and connections to important destinations.</p> <p>School Outreach, Access, and Safety Plans: Identify where walking and bicycling improvements could improve safety. Encourage more students and their families to choose to walk or bike to school.</p> <p>Parks Access Plan: Improves Lynnwood residents' access to parks within a ten-minute walk of their home.</p> <p>Complete Streets Policy: To guide the efforts of all City departments in:</p> <ul style="list-style-type: none"> Developing, Operating and Maintaining a safe, cohesive, and efficient multi-modal transportation system. <p>https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs/Bicycle-Pedestrian-Multi-Modal-Projects/Connect-Lynnwood-Active-and-Accessible-Plan</p> <p>https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Bicycle-Pedestrian-Multi-Modal-Projects</p>	<ul style="list-style-type: none"> Project managers will use appropriate outreach and notification protocols for individual projects under this program, working with the Public Affairs Officer/Communications Manager on larger and/or more challenging projects. The City Engineer will oversee project managers and verify appropriate Title VI language and assurances are included in contracts / solicitations. The Public Works Manager will report out in the Title VI Annual Report.
<p>Capital Roads & Pavement Projects</p> <p>The City's Streets and Pavement projects include maintenance, improvements and new construction on projects that include roadways, sidewalks, trail systems and bike ways. Current projects can be found at: https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/Public-Projects-and-Programs</p> <p>The Six-year Transportation Improvement Plan (TIP) can be found here: https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Public-Works-Documents-Library/Engineering-Documents-Reports</p>	<ul style="list-style-type: none"> Project managers will use appropriate outreach and notification protocols for individual projects under this program, working with the Public Affairs Officer/Communications Manager on larger and/or more challenging projects. The City Engineer will oversee project managers and verify appropriate Title VI language and assurances are included in contracts / solicitations. The Public Works Manager will report out in the Title VI Annual Report.

Major Programs / Projects	Title VI Responsibility
<p>ITS and Traffic Infrastructure</p> <p>Lynnwood’s Intelligent Transportation Systems (ITS) Program for efficient transportation management began in the 1990’s with a series of federal-aid grants supplemented with local match money. Projects under Lynnwood’s ITS Program installed communications infrastructure to all traffic signals within Lynnwood, signals in Lynnwood owned and operated by WSDOT, some traffic signals in neighboring agencies, and offices of Traffic Engineers for the cities of Mountlake Terrace and Edmonds. Program focus was to implement and maintain the following ITS components in support of the traveling public:</p> <ul style="list-style-type: none"> • Central Advanced Traffic Management System; field controllers at signals and central client/server interface. • Central video detection system; field detectors and central client/server interface. • UPS (Uninterruptable Power Supply) for each traffic signal to keep traffic moving during short power outages. • PTZ (Pan-Tilt-Zoom) color cameras for live observation of congestion conditions. • Data Center to support a citywide traffic enterprise domain. <p>Traffic Center with Video Wall and PC workstations for operations, incident management, and data analysis.</p>	<ul style="list-style-type: none"> • Project managers will use appropriate outreach and notification protocols for individual projects under this program, working with the Public Affairs Officer/Communications Manager on larger and/or more challenging projects. • The City Engineer will oversee project managers and verify appropriate Title VI language and assurances are included in contracts / solicitations. • The Public Works Manager will report out in the Title VI Annual Report.

Other Transportation planning, activities, and services include ongoing street operations and maintenance, surface water implementation (often included in Capital Projects), Traffic Safety Program, and Multi-Modal Program. Managers oversee activities and make every effort to ensure nondiscrimination.









2022 - 2023 NDA Annual Report City of Lynnwood

Final Audit Report

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