

TITLE VI ACCOMPLISHMENTS & GOALS REPORT - WSDOT

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 the due date to meet eligibility requirements for federal funding. Send to 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): Christine Frizzell, Mayor

Mailing Address: 19100 44th Ave W

City: Lynnwood, WA Zip Code: 98036

County: Snohomish

Phone #: 425-670-5002

email address: cfrizzell@LynnwoodWA.gov

Name and title of head of transportation-related services: Jared Bond, Public Works Director

Mailing Address: 19100 44th Ave W

City: Lynnwood, WA Zip Code: 98036

County: Snohomish

Phone #: 425-670-5207

email address: jbond@LynnwoodWA.gov

Name and title of designated Title VI coordinator*: Marcie MacQuarrie, Public Works Deputy Director

Mailing Address: 19100 44th Ave W

City: Lynnwood, WA Zip Code: 98036

County: Snohomish

Phone #: 425-670-5212

email address: TitleVI@LynnwoodWA.gov

*When the Title VI coordinator changes, notify TitleVI@WSDOT.wa.gov within 30 days.

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

Christine Frizzell

Christine Frizzell (Apr 29, 2025 13:24 PDT)

Apr 29, 2025

Christine Frizzell, Mayor
Title VI Signature Authority

Marcie MacQuarrie

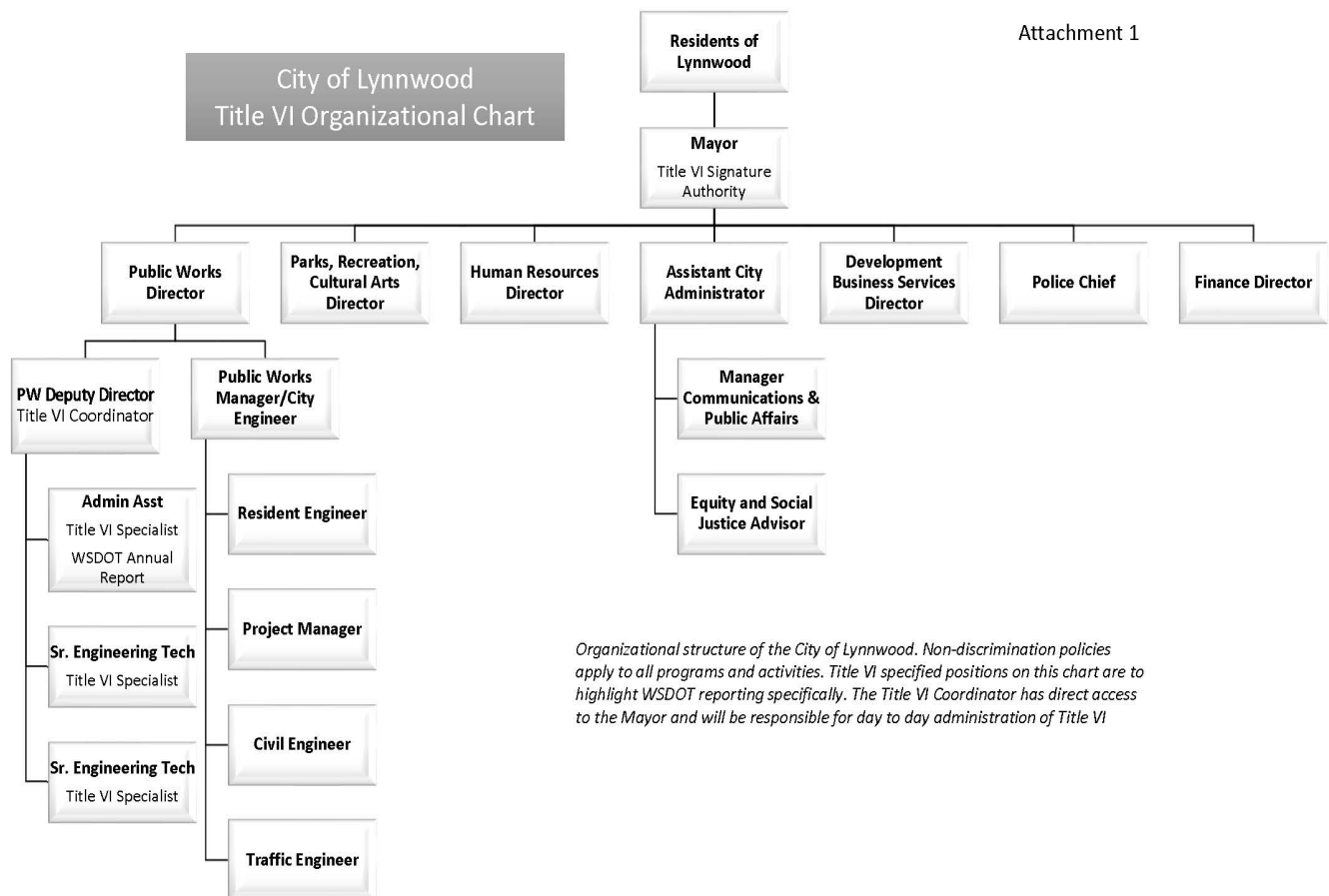
Marcie MacQuarrie (Apr 29, 2025 13:39 PDT)

Apr 29, 2025

Marcie MacQuarrie, Public Works Deputy Director
Title VI Coordinator

Accomplishments

- Have there been any changes to the approved Title VI Plan that have not been reported to OECR?
 - The City of Lynnwood has signed a Letter of Intent to follow WSDOT's Title VI Plan
 - The City has a Title VI Plan prepared for the time that the population threshold is met and the City is required to implement its own plan.
- 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.



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	European
Jared S. Bond	Head of Transportation-Related Services	Public Works Director	Public Works	Male	White Caucasian	European
Marcie MacQuarrie	Title VI Coordinator	Public Works Manager	Public Works	Female	White Caucasian	European
Katie McKee	Title VI Specialist – Annual Report Specialist	Administrative Assistant	Public Works	Female	White Caucasian	European
Tyler Nevins	Title VI Specialist	Engineering Tech	Public Works	Male	White Caucasian	European
David Mach		City Engineer	Public Works	Male	White Caucasian	European
Nicholas Barnett		Resident Engineer	Public Works	Male	White Caucasian	European
Paul Coffelt		Traffic Engineer	Public Works	Male	White	European
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	European
Dylan Majewski		Civil Engineer	Public Works	Male	White Caucasian	European
Karl Almgren		Community Planning Manager	Development & Business Services	Male	White Caucasian	European
Monica Thompson		Project Manager	Parks and Recreation	Female	White Caucasian	European

3. Community Demographics: Using a map of the LPA's boundaries, describe the demographics of the LPA's service area (e.g., race, ethnicity, and national origin). List, by individual languages, the percentage of the population who is Limited English proficient.

Population Estimate Decennial Census 2020 – 40,953

Data Collected from: 2023: ACS 5yr Estimate Data Profile

<https://data.census.gov/table/ACSDP5Y2023.DP05?q=lynnwood+city+washington>

Race	Population
White (alone)	26,273
Black (alone)	4,152
Hispanic or Latino	6,048
Asian (alone)	9,520
White, not Hispanic or Latino	20,846
Two or more races	2,332
American Indian & Alaskan Native	900
Native Hawaiian & Other Pacific Islander	363

Language Demographics

Data collected from: Esri (2024), ACS (2018-2022) See image on next page

Language	Percentage	Population
English Only	61.8 %	23,099
Spanish	10.6 %	3,968
Spanish & English Very Well	75.4 %	2,993
Spanish & English Not Well	17.8 %	705
Spanish & No English	6.8 %	270
Indo-European	8.0 %	2,999
Indo-European & English Well	79.9 %	2,397
Indo-European & English Not Well	14.2 %	425
Indo-European & No English	5.9 %	177
Asian-Pacific Island	13.8 %	5,145
Asian-Pacific Isl & English Well	75 %	3,861
Asian-Pacific Isl & English Not Well	21.8 %	1,121
Asian-Pacific Isl & No English	3.2 %	163
Other Language & English Well	96.8 %	2,104
Other Language & English Not Well	3.2 %	69

Title VI Lynnwood

Lynnwood City, WA
Lynnwood City, WA (5340840)
Geography: Place

Prepared by City of Lynnwood GIS

Title VI Navigator

Lynnwood City, WA

Geography: Place

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin in programs that receive federal financial assistance. This infographic is designed to help organizations meet key federal requirements under Title VI.

[Learn more about Title VI requirements](#)


41,025

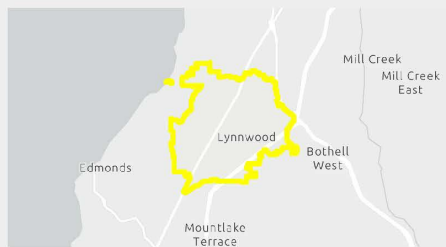
Population
Total

40.1

Median
Age

\$80,025

Median HH
Income



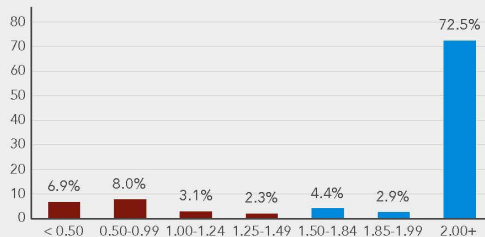
Population Living Below and Above 150% of Poverty Line

The largest group:

2022 Pop Ratio Inc/Poverty:
2.00+ (ACS 5-Yr): Percent

The smallest group:

2022 Pop Ratio Inc/Poverty:
1.25-1.49 (ACS 5-Yr): Percent



At Risk Population



4,647

Households with 1+
Persons with a
Disability



7,653

Population
65+



28.5%

Percent Households
No Vehicle

2024 Race and ethnicity (Esri)

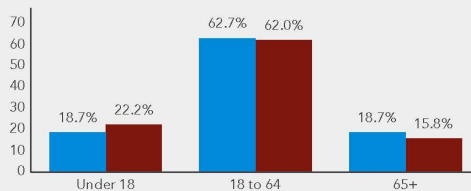
The largest group: White Alone (48.13)

The smallest group: Pacific Islander Alone (0.68)

Indicator ▲	Value	Diff	
White Alone	48.13	-14.68	
Black Alone	7.65	+3.90	
American Indian/Alaska Native Alone	1.12	-0.23	
Asian Alone	22.59	+8.30	
Pacific Islander Alone	0.68	+0.05	
Other Race	8.49	+2.66	
Two or More Races	11.34	+0.01	
Hispanic Origin (Any Race)	16.49	+4.04	

Bars show deviation from Snohomish County

Age Groups



Bars show comparison to Snohomish County

Language Spoken	Total	Percent
English Only	23,099	61.8%
Spanish	3,968	10.6%
Spanish & English Well	2,993	75.4%
Spanish & English Not Well	705	17.8%
Spanish & No English	270	6.8%
Indo-European	2,999	8.0%
Indo-European & English Well	2,397	79.9%
Indo-European & English Not Well	425	14.2%
Indo-European & No English	177	5.9%
Asian-Pacific Island	5,145	13.8%
Asian-Pacific Isl & English Well	3,861	75.0%
Asian-Pacific Isl & English Not Well	1,121	21.8%
Asian-Pacific Isl & No English	163	3.2%
Other Language	2,173	5.8%
Other Language & English Well	2,104	96.8%
Other Language & English Not Well	69	3.2%
Other Language & No English	0	0.0%

Source: This infographic contains data provided by Esri (2024), ACS (2018-2022). © 2025 Esri

Source: This infographic contains data provided by Esri (2024), ACS (2018-2022).

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April 3, 2025

Population Estimates, July 1, 2023 - 43,867 (No 2024 Data provide on census site)Data collected from <https://www.census.gov/quickfacts/lynnwoodcitywashington>

Race	Percentage	Population
White (alone)	54%	23,723.4
Asian (alone)	19.4%	7,778.16
Hispanic or Latino	14.8%	6,870.71
Black or African American (alone)	8.8%	3,759.44
White, not Hispanic or Latino	50.9%	22,167.76
Two or more races	11.3%	5,358.29
American Indian & Alaskan Native	0.6%	345.7
Native Hawaiian & Other Pacific Islander	0.3%	129.64

If the LPA's Limited English proficient population is 5% of the total population or 1,000 individuals, whichever is less, explain the Four-Factor Analysis by answering the statements listed on the next page.

1. Briefly describe the number of LEP persons served and languages spoken in the service area.
 - a. See the charts above.
2. Briefly describe the frequency of contact with LEP persons for services or projects (e.g., customer service interactions, public meetings, and contracts bidding and awarding).
 - a. The City has occasional contact with LEP persons requiring language services.
 - b. Language services are offered for all customer services, public meetings, and contracts bidding and awarding.
 - c. Language services can be requested prior to public events, contracts bidding and awarding.
 - d. If language services are needed, but had not been requested, the City uses the service of Language Line. A phone call can be used to provide language services.
3. Briefly describe the importance of the program, activity, or service to the lives of LEP persons.
 - a. Access to language services is vital to providing equitable access to the programs and activities occurring in the City of Lynnwood. It is important to create a community of engaged members. Language services can aid in eliminating barriers to engagement.
4. Briefly describe current resources available for LEP persons and overall cost.
 - a. The City provides Language Line services for any customer service language needs. This includes conference calls and in person customer service.
 - b. Our Title VI & Non-Discrimination web page offers an online request for language services.

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

- c. The City has used the service of A&A Language Services to provide translations for the Self-Identification form. This has been translated into our most used languages, Spanish, Chinese, Korean and Russian.
 - d. A&A Language Services was paid \$496.80 to translate the Self-Identification/Comment forms.
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).
- The City had no Title VI complaints during this reporting period.
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.

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.

- a. Language translation services are offered, upon request, on all City of Lynnwood public outreach documents in multiple languages. Spanish, Korean, Simple Chinese and Russian.
- b. Title VI language is included on mailers and door hangers in English with information in multiple languages to call for language assistance.
- c. We conduct a quarterly Title VI check for all capital projects.
- d. The City of Lynnwood utilizes multiple avenues of advertising and outreach, including email, website, print, Twitter, and Facebook.

The City held a Community Open House on June 13, 2025. The Public Works, Engineering and Construction group was available to discuss current and future projects.

Comment/Demographic Forms were made available. These forms are available in English, Spanish, Chinese, Korean and Russian. These forms are also now available as digital forms. There were no forms submitted.

A Spanish interpreter was available at this event. Their services were not requested by any attendees.

Open House Event Notice from City of**Lynnwood WebsiteENew Email**

Community Open House

You're Invited!
Community Open House
Thursday, June 13
5:30 - 8 p.m.
Lynnwood Event Center
Hosted by: **LYNNWOOD WASHINGTON**

All Are Welcome to help shape Lynnwood's future at the Community Open House on Thursday, June 13, from 5:30 to 8 p.m. at the Lynnwood Event Center. City of Lynnwood staff will be available to answer your questions and seek your input on a variety of projects, services, and initiatives. Information will be presented on the upcoming biennial budget, available City employment positions, major infrastructure projects, and Lynnwood's Comprehensive Plan, and much more.

In addition to information booths with available resources, city leaders will host breakout sessions to discuss significant changes taking place in our city, and a city budgeting overview.

The following informational booths will be available:

City Departments:

- Finance - City Budgeting, Utility Billing
- Public Works - Major Projects, Traffic, Streets Maintenance and Operations, Recycling, and Utilities
- Development & Business Services - Housing and Zoning, Comprehensive Planning, Major Projects
- Parks, Recreation & Cultural Arts - Parks, Recreation, Healthy Communities, Comprehensive Planning
- Police Department: Crime Prevention, Outreach, Recruitment
- Human Resources: City Employment
- Executive Department: Communications and Community Engagement

Local partnering agencies:

- Sound Transit
- Community Transit
- South County Fire & Rescue
- The District (formerly the Lynnwood Public Facilities District)
- Lynnwood Chamber of Commerce

Event Snapshot

Cost
Free

Contact
Nathan MacDonald
Communications@LynnwoodWA.gov

Accommodations
Habrá interpretación en español - there will be Spanish interpreters available.
For any other accommodation requests, contact communications@LynnwoodWA.gov or 425-670-5023.

Notice of Open House

LYNNWOOD WASHINGTON

City of Lynnwood to Hold Community Open House

You're Invited!
Community Open House
Thursday, June 13
5:30 - 8 p.m.
Lynnwood Event Center
Hosted by: **LYNNWOOD WASHINGTON**

Learn about what's happening in Lynnwood; ask questions and give your input!
Habrá interpretación en español
Learn more www.LynnwoodWA.gov/Events

All Are Welcome to help shape Lynnwood's future at the Community Open House on Thursday, June 13, from 5:30 to 8 p.m. at the Lynnwood Event Center. City of Lynnwood staff will be available to answer your questions and seek your input on a variety of projects, services, and initiatives. Information will be presented on the upcoming biennial budget, available City employment positions, major infrastructure projects, and Lynnwood's Comprehensive Plan and much more.

In addition to information booths with available resources, city leaders will host breakout sessions to discuss significant changes taking place in our city, and a city budgeting overview. Local partnering agencies, including Sound Transit, Community Transit, South County Fire, The District, and Lynnwood Chamber of Commerce, will also be available to answer your questions.

Lynnwood Community Open House
Thursday, June 13 5:30-8 p.m.
Lynnwood Event Center

This event is free and open to the public. For special accommodations, please contact communications@lynnwoodwa.gov or 425-670-5023.

Habrá interpretación en español - there will be Spanish interpreters available.
To learn more about the event, visit [Learn more \[www.LynnwoodWA.gov/Events\]\(http://www.LynnwoodWA.gov/Events\)](http://www.LynnwoodWA.gov/Events).

Contact
Nathan MacDonald
Communications and Public Affairs Manager
communications@lynnwoodwa.gov

Stay Connected with Lynnwood!

SUBSCRIBER SERVICES: [Manage Preferences](#)

19100 44th Ave W | Lynnwood, WA 98036 | www.LynnwoodWA.gov | 425-670-5000

CITY OF LYNNWOOD

Meeting/ Event/ Program: _____ DATE: _____

We welcome your input.

Please feel free to use this sheet to note any questions, concerns, or comments you may have.

Comments: _____

Would you like to be contacted by a city representative to discuss specific concerns?
 Yes _____ No _____

Name _____
 Address _____
 Phone # _____
 E-Mail _____

Title VI of the Civil rights Act of 1964 requires the City of Lynnwood to gather statistical data on participants and beneficiaries of the agency's federal-aid highway programs and activities. The City of Lynnwood collects information on race, color, national origin and gender of the attendees to this public meeting to ensure inclusion of all segments of the population affected by a proposed project.

The City of Lynnwood wishes to clarify that this information gathering process is **completely voluntary** and that you are not required to disclose the statistical data requested in order to participate in this meeting. This form is a public document.

The completed forms will be held on file at the City of Lynnwood, Public Works Department. For further information regarding this process, please contact the Title VI Coordinator by phone at 425-670-5200 or by email at TitleVI@lynnwoodwa.gov.

Please respond to the following questions:

Project Name:	Date:
Meeting Location:	

Name: (please print)	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
General ethnic identification categories (check one):	
<input type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic American	
<input type="checkbox"/> African American <input type="checkbox"/> Asian/Pacific Islander	Color:
<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Other	National Origin:



<https://www.lynnwoodwa.gov/Government/City-Council/City-Council-Meeting-Agendas>

<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Public-Works-Documents-Library/Capital-Facilities-Plan>

<https://www.lynnwoodwa.gov/Community/Communications/Inside-Lynnwood>

Samples of notices sent during this reporting period:

Construction Notice

NOTICE: PAVING – 189th PI SW & 72nd Ave W
Construction Dates are weather dependent.

Work is anticipated between October 28th through November 8th.

You are receiving this notice as your location will be affected by construction work on 189th PI SW between 70th Ave W and 72nd Ave W, and on 72nd Ave W from 189th PI SW south.

What you can expect:

- Road Closure to Through Traffic - **Local Access only**
- Work Hours are 7:00am – 5:00pm
- Construction Equipment
- Noise due to the work being performed

Questions or concerns?

Contact Rus Kroshko, City of Lynnwood Streets and Stormwater Supervisor – 425-670-5232

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)

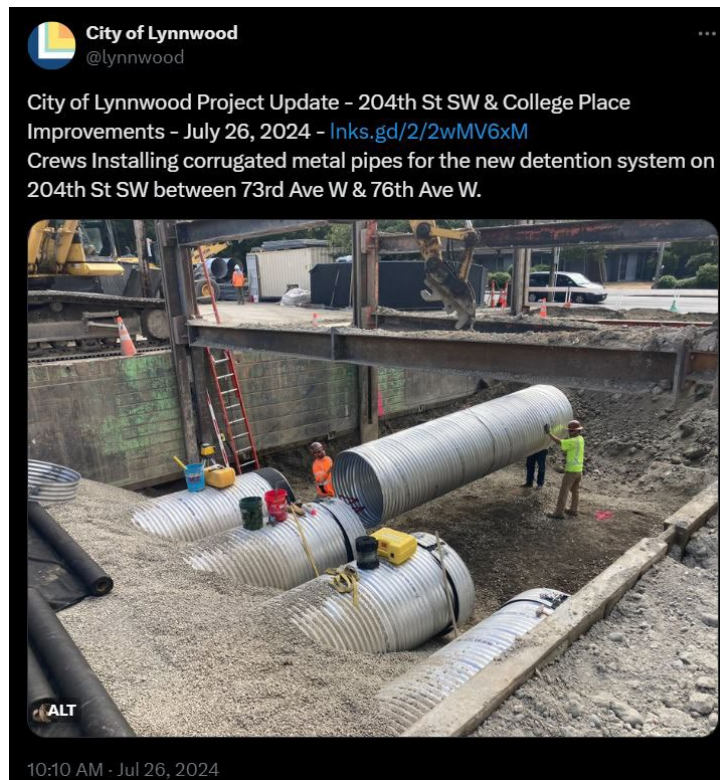
- Nếu bạn cần hỗ trợ dịch ngôn ngữ liên quan đến vấn đề này, vui lòng gọi 425-670-5200 để yêu cầu hỗ trợ bằng ngôn ngữ của bạn. (Vietnamese)

- 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)


X (Twitter) Post



Construction ENews Notification

**LYNNWOOD**
WASHINGTON

204th & College Place Improvements



Installing Corrugated Metal Pipes for Storm Water Detention System

The City of Lynnwood has begun construction to pave the gravel segment of 204th St SW from 76th Ave W east to the segment that is currently paved.

This project includes construction of pedestrian improvements adjacent to the College Place Schools.


July 15 - July 26, 2024: Crews are working to complete the CMP (Corrugated Metal Pipe) Stormwater Detention Facility on 204th St SW. The Stormwater Detention Facility will work as a tank to store storm water, allowing sediment to settle before it is released into the storm system. Crews are working from the east heading towards 76th Ave W. This phase of the project is scheduled to be completed mid-next week.







July 29 - August 9, 2024: Crews will begin work on electrical for signals, pedestrian pathways at the intersection and down 204th St SW. Grading of 204th St SW in preparation for paving will begin.

For more information on this project visit the [project website](#).

[Title VI Non-Discrimination Information](#)

Stay Connected with Lynnwood!

**LYNNWOOD**
WASHINGTON



SUBSCRIBER SERVICES: [Manage Preferences](#)
Public Works | www.LynnwoodWA.gov/PublicWorks
19100 44th Ave W | Lynnwood, WA 98036 | 425-670-5200

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 owner(s)/tenant(s).

Between April 1, 2024, and March 31, 2025, all Right of Way Acquisition (ROW) services have been performed in accordance with the City of Lynnwood and Washington State Department of Transportation's (WSDOT) approved Right of Way acquisition policies and procedures, WSDOT's Local Agency Guidelines - Section 25 (Right of Way Procedures), and the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA).

Services performed include presenting offers of just compensation for temporary property rights necessary for the project, good faith negotiations, payment of just compensation and transfer of temporary property rights.

ROW/TCE Acquisitions					
204 th St SW & College Place Improvements					
Landowner Name	Tax Parcel Number	Date Closed (recorded)	Payment	Closing Cost	Race, Color, National Origin
Lowe's – Access Rights	00372601100400	10/17/2024	N/A	N/A	European Descent
HLT Partnership LP- Access Rights	00372601200700	7/24/2024	\$500.00	\$321.50	European Descent
PUD #1 of Snohomish County	27041500400100 27041500400200	9/20/2024	\$300,550.00	\$2,440.35	N/A

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

- Universal Field Services, Inc. performed the ROW Services between April 1, 2024 and March 31, 2025. Staff includes:
 - Dan Frink – Agent – European Descent
 - Brenda Tegman – Technical Support/Project Coordination– European Descent

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.

- There were no Studies or Plans completed during this reporting period.

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.

204th Paving Project & College Place Elementary Pedestrian Improvements

This project will pave one of the last gravel roads in Lynnwood with a two-lane road and pedestrian improvements adjacent to College Place Schools as part of a WSDOT Safe Routes to School Grant.

Pedestrian crossings will be installed at the intersection of 76th Ave W & 204th St SW that includes a full traffic signal and upgraded ramps. ON 208th St SW, the current t mid-block Pedestrian Crossing will be relocated and a second crossing will be added.

<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Streets-Pavement-and-Traffic/204th-ST-SW-College-Place-Improvements>

Poplar Way Extension Bridge

This project is for the construction of an arterial bridge to connect Poplar Way/196th ST SW and 33rd Ave West. The City Center Access Study identified this bridge as an alternative to the 196th Street SW crossing at I-5. It is the most significant solution for congestion relief in the City Center along 196th ST SW and around Alderwood Mall.

<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Streets-Pavement-and-Traffic/Poplar-Way-Extension-Bridge>

Scriber Creek Trail Phase 3

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).

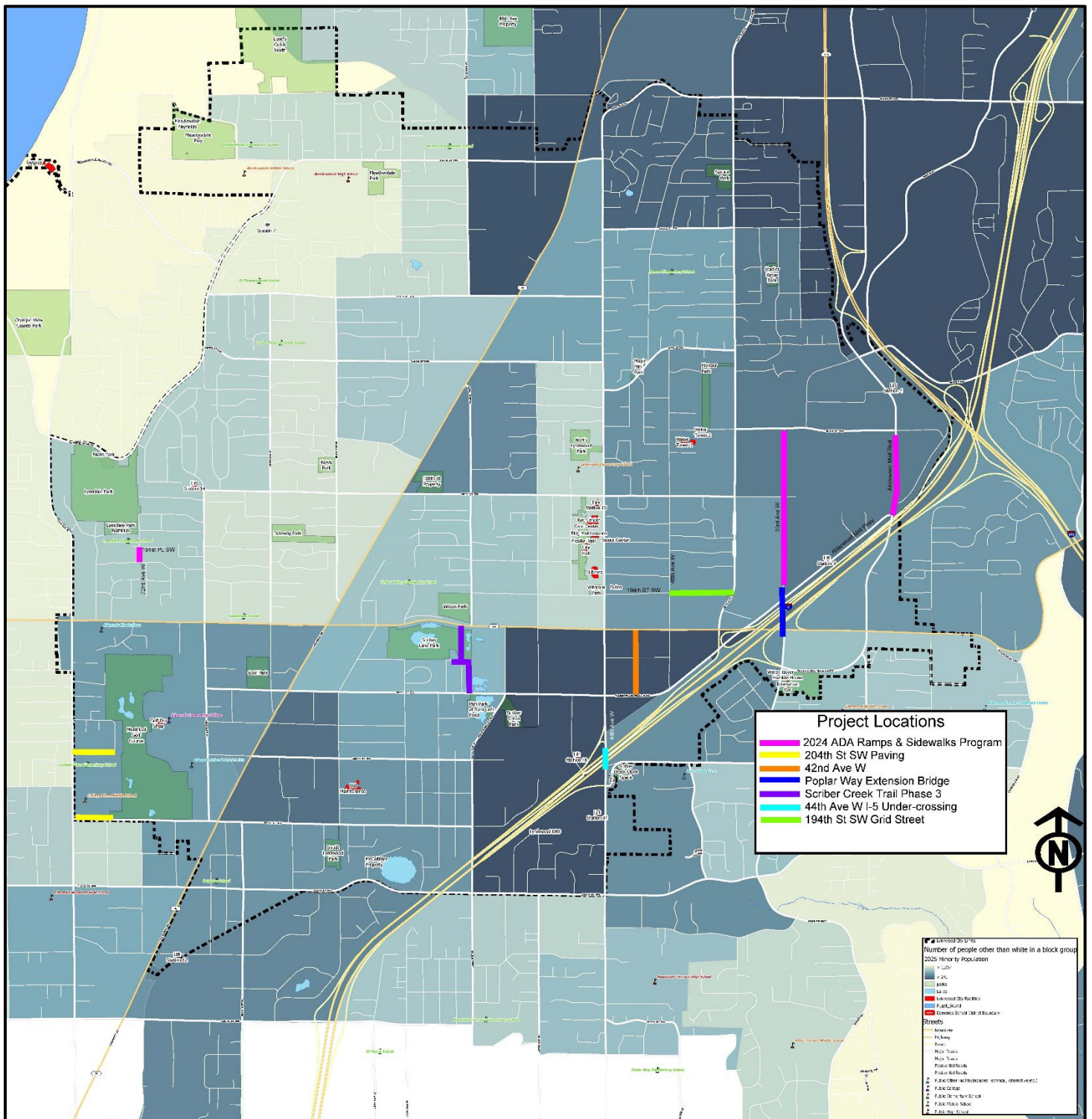
<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Bicycle-Pedestrian-Multi-Modal-Projects/Scriber-Creek-Trail-Phase-3>

44th Ave W Underpass Bicycle and Pedestrian Improvements

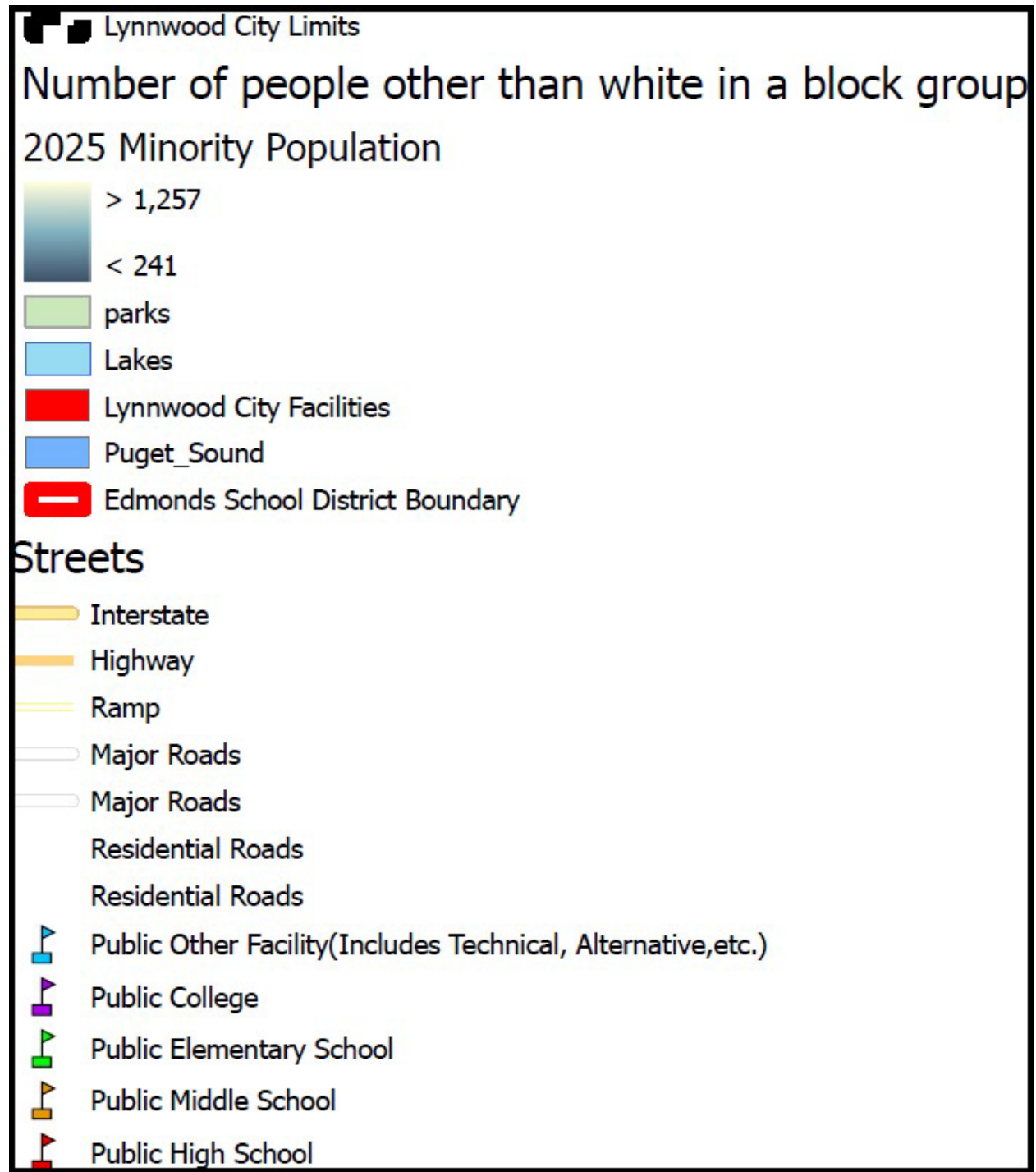
This project will provide an improved facility by widening the pathway to support multimodal uses, improve drainage, and create an atmosphere for year-round use through lighting and artwork.

<https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Engineering-Construction/City-Projects-Programs-Initiatives/Bicycle-Pedestrian-Multi-Modal-Projects/44th-Ave-W-Underpass-Bicycle-and-Pedestrian-Improvements>

Project Overlay Map



Enlarged Project Overlay Map Legend



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.

1. Identify members of the LPA's transportation planning and/or advisory groups by race, color, and national origin
 - a. Please refer to the Title VI Organization Chart
2. 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.
 - a. Self-identification surveys are available at all meetings or events.
 - b. In 2024 we created online Self-identification surveys to reduce the use of paper.
 - c. Self-identification survey forms have been translated into Spanish, Korean, Simple Chinese and Russian. The translations service was provided by A & A Language Services.
3. 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.
 - a. No Language Services were requested during the reporting period.

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 negotiating contracts (e.g., consultants).

- a. Construction and Consultant contracts are advertised in print in the Everett Herald and Daily Journal of Commerce.
- b. They are also advertised online through Builders Exchange, BXWA.com and the City Procurement Portal, OpenGov Procurement
- c. Federally Funded project bids are currently accepted in person, by mail or by courier at City Hall.
- d. 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.
- e. The Contract is awarded to the lowest, responsible, and responsive bidder.

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?)

- 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.

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).

Construction and Consultant Project Related Contracts					
Project Name	Contract For	Contract With	Certified Disadvantaged Business	Amount	Funding Source
204 th St SW & College Place Improvements	Construction	OMA	No	\$2,491,972.00	State & Local Funding
I-5 / 44 th Undercrossing	Consultant	Otak, Inc.	No	Supplemented to increase payable amount to \$1,447,882.00	Local Funding
194 th Grid Street	Consultant	Otak, Inc.	No	\$50,000.00	Local

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

1. List Title VI training/webinars your Title VI Coordinator attended this reporting period. Include dates and entity that conducted the training.
 - a. Title VI Training For Local Public Agencies – May 30, 2024 - provided by Doris Karolczyk, WSDOT
City of Lynnwood Attendees:
 - Marcie MacQuarrie
 - David Mach
 - Nicholas Barnett
 - Mike Whaley
 - Tyler Nevin
 - Katie McKee
2. 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.
 - Jared Bond, Public Works Director as of beginning of 2025 – Has been given an internal overview of the Title VI program. During this overview Jared learned what his responsibilities are as a Director in regards to following the Title VI

requirements, directed to the LAG Manual chapter 28 for reference and his responsibility in partnering with all staff and departments in compliance with Title VI.

- Title VI training that has been adapted from WSDOT's Title VI Training is required by the City as part of the onboarding of Public Works staff.
 - Title VI Basics Review / Overview – Condensed Title VI Training for biannual refresher of what Title VI is about and for.
 - Bi-Annually our staff completes Title VI training that has been adapted from WSDOT's Title VI Training. This training has questions and participants must have a score of 80% to complete the training.
 - The next biannual refresher will be completed February of 2026.
3. List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.
- a. N/A

15. 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.

- Continue to watch the Population growth for implementation of the City's Title VI Plan and to work with WSDOT Title VI Program Specialist as implementation becomes necessary.
- Watch for further Title VI Reporting trainings.
- Attending Title VI Ask Your Questions Session – May 8, 2024
- Attending Data Collection Training – September 18, 2025









TITLE VI ACCOMPLISHMENTS & GOALS REPORT - WSDOT

Final Audit Report

2025-04-29

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