



**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 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):

**Torie Brazitis, County Administrator**

Mailing Address: 614 Division St, MS-4

City: Port Orchard

WA

Zip Code: 98366

County: Kitsap

Phone #:360-337-4403

email address: VBrazitis@kitsap.gov

Name and title of head of transportation-related services:

**Joe Rutan, Assistant Director of Public Works/County Engineer**

Mailing Address: 614 Division St, MS-26

City: Port Orchard

WA

Zip Code: 98366

County: Kitsap

Phone #:360-337-4893

email address: jrutan@kitsap.gov

Name and title of designated Title VI coordinator\*:

**Kimberly Pleger, Communications Manager**

Mailing Address: 614 Division St, MS-26

City: Port Orchard

WA

Zip Code: 98366

County: Kitsap

Phone #:360-337-4334

email address: kpleger@kitsap.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).

**Accomplishments**

- 1. Have there been any changes to the approved Title VI Plan that have not been reported to OECR?

An updated plan was submitted and approved on February 9, 2026.

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

The County Administrator ensures implementation of the County’s Title VI program. The Public Works Assistant Director/County Engineer, on behalf of the County Administrator, is responsible for the overall management of the Title VI program. Organizational charts for Public Works Road Division is included in Appendix A. Day-to-day administration of the Title VI program lies with the Title VI Coordinator, and the Title VI Specialist. Each manager who reports to the County Engineer is responsible for their respective emphasis area. For example, the Real Estate Services Manager is responsible for implementing Title VI requirements as they relate to Right-of-Way activities. Kitsap County does not have a volunteer or appointed board related to transportation.

**Program Reporting Structure**

<b>Name</b>	<b>Title</b>	<b>Race</b>	<b>National Origin</b>
Torie Brazitis	County Administrator	Caucasian	Unknown
Andrew Nelson	Public Works Director (retired April 2025)	Caucasian	USA
Kory Anglesey	Public Works Director	Caucasian	USA
Denise Greer	Human Resources Director	Caucasian	Unknown
Katherine Walters	Board of County Commissioners, Commissioner District 3	Caucasian	Unknown
Christine Rolfes	2025 Chair of the Board of County Commissioners Commissioner District 1	Caucasian	Unknown
Oran Root	2026 Chair of the Board of County Commissioners, effective January 1, 2026, Commissioner District 2	Caucasian	Unknown
Joe Rutan	Assistant Director of Public Works/County Engineer	Caucasian	Unknown
Brandi Wilson	Office Support Supervisor/Title VI Specialist	Caucasian	Unknown
Kimberly Pleger	Communications Manager/Title VI Coordinator	Caucasian	USA
Anthony Burgess	Senior Engineering Manager	Caucasian	Unknown
David Forte	Transportation Planner	-	-
Theresa Smith	Design Manager	Asian Pacific Islander	Filipino
Kenneth Swindaman	County Surveyor	Caucasian	Unknown
Molly Foster	Real Estate Services Manager	Caucasian	USA
Michele Filley	Senior M&O Manager, Traffic Division	Caucasian	Unknown
Jacques Dean	Roads Superintendent	Caucasian	Unknown

- 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. 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.

The following demographic data is based on the 2024: ACS 1-Year Estimates of Hispanic or Latino Origin by Race prepared by the U.S. Census Bureau for Kitsap County. Total population: 281,420

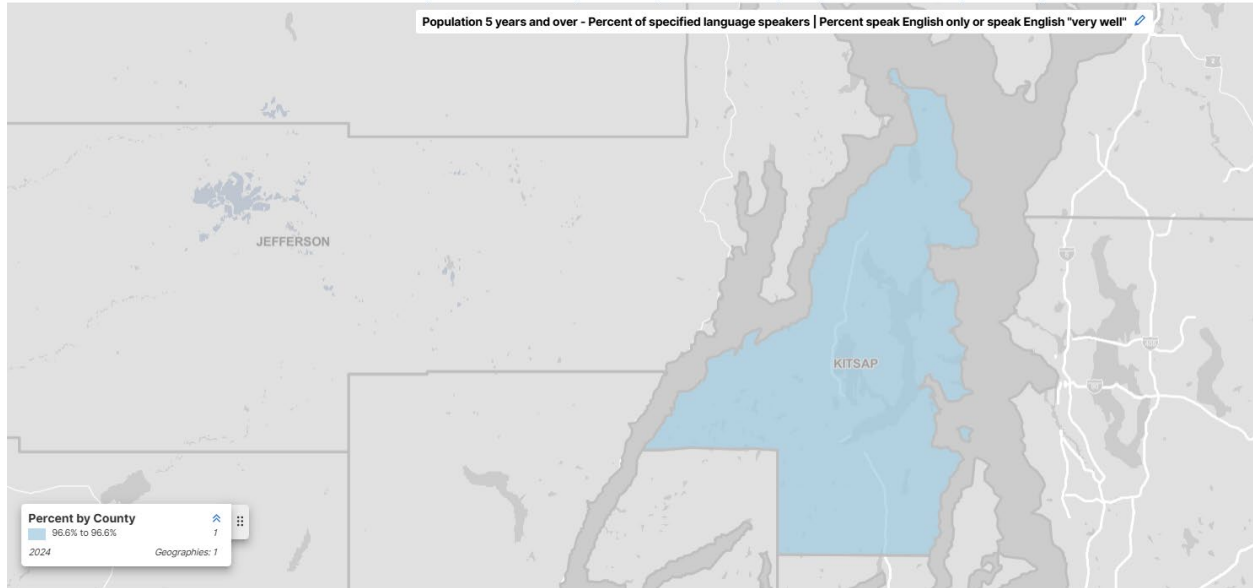
<b>B03002- American Community Survey, reported pulled March 18, 2025</b>		<b>Kitsap County, Washington</b>	
<b>Label</b>	<b>Estimate</b>	<b>Margin of Error</b>	
Total:	281,420	*****	
Not Hispanic or Latino:	253,003	*****	
White alone	200,222	±2,129	
Black or African American alone	5,239	±1,065	
American Indian and Alaska Native alone	2,385	±572	
Asian alone	14,261	±1,558	
Native Hawaiian and Other Pacific Islander alone	1,875	±454	
Some other race alone	1,976	±1,785	
Two or more races:	27,045	±2,500	
Two races including Some other race	3,749	±1,317	
Two races excluding Some other race, and three or more races	23,296	±1,939	
Hispanic or Latino:	28,417	*****	
White alone	4,271	±1,299	
Black or African American alone	294	±304	
American Indian and Alaska Native alone	1,109	±754	
Asian alone	304	±308	
Native Hawaiian and Other Pacific Islander alone	171	±184	
Some other race alone	5,701	±1,793	

Two or more races:	16,567	±1,975
Two races including Some other race	13,194	±2,500
Two races excluding Some other race, and three or more races	3,373	±1,323

a. Briefly describe the number of LEP persons served and languages spoken in the service area.

The following US Census Bureau data describes the number of LEP persons served and languages spoken in Kitsap County.

US Census Bureau S1602 Limited English Speaking Households	Kitsap County, Washington							
	Total		Percent		Limited English-speaking households		Percent limited English-speaking households	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
All households	112,022	±1,913	(X)	(X)	1,796	±831	1.6%	±0.7
Households speaking --								
Spanish	5,264	±1,282	4.7%	±1.2	940	±672	17.9%	±12.4
Other Indo-European languages	2,081	±695	1.9%	±0.6	154	±180	7.4%	±7.9
Asian and Pacific Island languages	5,437	±976	4.9%	±0.9	702	±395	12.9%	±7.7
Other languages	352	±264	0.3%	±0.2	0	±218	0.0%	±39.0



- a. 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).

Kitsap County Public Works translates vital project documents whenever the affected population within one-half of a mile of the project area is identified as 5% LEP, or 1,000 individuals (whichever is less). This threshold was not met on any project included during the reporting report. The public is notified regularly of services and projects using various means of communication. These include notifications of upcoming public meetings, construction projects, contract bids and awards, and contact information for assistance on services. The public is notified through channels such as the County website, social media, postcard mailings or emails, flyers, door hangers, and door-to-door outreach.

- b. Briefly describe the importance of the program, activity, or service to the lives of LEP persons.

Decisions and discussions are included in meetings of public importance such as Kitsap County Board of Commissioners meetings, public meetings for projects, and services that affect all particularly regarding transportation and County infrastructure. This provides the public with an opportunity to be apprised of what's going on in their area and where to go if there are questions or concerns.

- c. Briefly describe current resources available for LEP persons and overall cost.

If an LEP individual requests language assistance during communications with Public Works, staff will recommend them contact an on-demand contractor paid for by Public Works.

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

No complaints were received during this reporting period. A blank copy of the complaint form is included in Appendix B.

4. **Planning:** Describe the transportation planning activities performed during 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 primary planning document for Kitsap County Public Works transportation activities is the 6-Year Transportation Improvement Program (TIP). The TIP process includes engagement with county community advisory committees, a public hearing with the Kitsap County Board of Commissioners, and adoption at a regular County Board of Commissioners meeting. The table below outlines all transportation planning activities performed during this reporting period.

The public is notified of these activities through a variety of mechanisms including announcements on the county website, email notifications, and social media posts. Examples of community outreach are included in Appendix C.

The 2026-2031 TIP public hearing was held on November 24, 2025.

Meeting Name	Meeting Topic	Date	Time	Location	District
Manchester Community Council	Transportation Improvement Program/Safety	1/21/2025	6:30 PM	Manchester Library (Manchester)	South
Suquamish Community Council	Transportation Improvement Program	5/1/2025	6:30 PM	Suquamish United Church of Christ (Suquamish)	North
Manchester Community Open House	Transportation Improvement Program	5/6/2025	6:30 PM	Manchester Elementary School (Manchester)	South
Manchester Community Council	Transportation Improvement Program	6/1/2025	6:30 PM	Manchester Library (Manchester)	South
Central Kitsap Community Council	Transportation Improvement Program	6/4/2025	5:00 PM	Central Kitsap Fire & Rescue Meeting Room (Silverdale)	Central
Kingston Community Advisory Council	Transportation Improvement Program	6/11/2025	6:30 PM	Village Green Community Center (Kingston)	North
Kingston Open House	Transportation Improvement Program	9/29/2025	4:00 PM	Village Green Community Center (Kingston)	North
Board of County Commissioners	TIP Public Hearing and Formal Adoption	11/24/2025	10:00 AM	Board Chambers, 619 Division St, Port Orchard, WA	N/A

Suquamish Community Council	TIP and Project Status	3/5/2026	6:30 PM	Suquamish United Church of Christ (Suquamish)	North
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**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).

There were 56 negotiations for Public Works projects during this reporting period. No disparity in contract negotiations was noted. Negotiations were accomplished utilizing three (3) in-house staff. No demographic information was volunteered to the County by the individuals we negotiated with.

**List of individuals we negotiated with for acquisitions (permanent and/or temporary) during this reporting period:**

Name	Demographics		
	Race	Color	National Origin
Prange, Teresa	Not Disclosed	Not Disclosed	Not Disclosed
Weinert, Lisa	Not Disclosed	Not Disclosed	Not Disclosed
Emmanuel Lutheran Church	Not Disclosed	Not Disclosed	Not Disclosed
Bowman, Brian	Not Disclosed	Not Disclosed	Not Disclosed
Lozano, Fe & Pablo	Not Disclosed	Not Disclosed	Not Disclosed
Callan, Matthew & Jessica	Not Disclosed	Not Disclosed	Not Disclosed
A. Mayes.Ing, LLC	Not Disclosed	Not Disclosed	Not Disclosed
Bosley, Denise	Not Disclosed	Not Disclosed	Not Disclosed
Gais Northwest Bakeries	Not Disclosed	Not Disclosed	Not Disclosed
M A R, LLC	Not Disclosed	Not Disclosed	Not Disclosed
Armstrong Realty Inc.	Not Disclosed	Not Disclosed	Not Disclosed
Edmondson, Daven	Not Disclosed	Not Disclosed	Not Disclosed
Crosetto, Marilyn	Not Disclosed	Not Disclosed	Not Disclosed
Ellison, Jonah	Not Disclosed	Not Disclosed	Not Disclosed
Leighton, Doreen	Not Disclosed	Not Disclosed	Not Disclosed
Hughes, Michael	Not Disclosed	Not Disclosed	Not Disclosed
McEachron, Mary Trustee	Not Disclosed	Not Disclosed	Not Disclosed
Camerer, Brett	Not Disclosed	Not Disclosed	Not Disclosed
Rohr, Lisa	Not Disclosed	Not Disclosed	Not Disclosed
Wheeler, Kenneth & Deborah	Not Disclosed	Not Disclosed	Not Disclosed
Montemayor, Alberto R Jr	Not Disclosed	Not Disclosed	Not Disclosed
Misenar, Erryck	Not Disclosed	Not Disclosed	Not Disclosed
Hatfield, Yvonne	Not Disclosed	Not Disclosed	Not Disclosed

Rice, William	Not Disclosed	Not Disclosed	Not Disclosed
Stork Properties, LLC	Not Disclosed	Not Disclosed	Not Disclosed
Gaines, Mark & Kelly	Not Disclosed	Not Disclosed	Not Disclosed
Harris, Flora	Not Disclosed	Not Disclosed	Not Disclosed
Lee, Scott	Not Disclosed	Not Disclosed	Not Disclosed
Zitzmann, Kenneth	Not Disclosed	Not Disclosed	Not Disclosed
Steadfast Restoration and Repurpose, LLC	Not Disclosed	Not Disclosed	Not Disclosed
Clements, Jeremy	Not Disclosed	Not Disclosed	Not Disclosed
Minshull, Kaylee & Benjamin	Not Disclosed	Not Disclosed	Not Disclosed
Parnell, Andrew	Not Disclosed	Not Disclosed	Not Disclosed
Breese, Benjamin & Cari	Not Disclosed	Not Disclosed	Not Disclosed
O'Brien, Shawn & Katherine	Not Disclosed	Not Disclosed	Not Disclosed
Capperauld, Candi & Ian	Not Disclosed	Not Disclosed	Not Disclosed
Schwartz, Harold	Not Disclosed	Not Disclosed	Not Disclosed
Kitsap County Parks	Not Disclosed	Not Disclosed	Not Disclosed
Testa, Ronald & Linda	Not Disclosed	Not Disclosed	Not Disclosed
Stevens, Patricia	Not Disclosed	Not Disclosed	Not Disclosed
Meyers, Rachel	Not Disclosed	Not Disclosed	Not Disclosed
Pellham, Jessica & Randi	Not Disclosed	Not Disclosed	Not Disclosed
Parker, Christian	Not Disclosed	Not Disclosed	Not Disclosed
Williams, Quaid	Not Disclosed	Not Disclosed	Not Disclosed
Ferron, Mary & John	Not Disclosed	Not Disclosed	Not Disclosed
Johnson, Sandra	Not Disclosed	Not Disclosed	Not Disclosed
Miller, Kathleen	Not Disclosed	Not Disclosed	Not Disclosed
Frelinger, Charles & Sharon	Not Disclosed	Not Disclosed	Not Disclosed
Phillips, Gloria	Not Disclosed	Not Disclosed	Not Disclosed
Petro, Pamela	Not Disclosed	Not Disclosed	Not Disclosed
Acker , Maryann	Not Disclosed	Not Disclosed	Not Disclosed
Krecker, Steven	Not Disclosed	Not Disclosed	Not Disclosed
Thomas, Jay Dee	Not Disclosed	Not Disclosed	Not Disclosed
Lacheney, Amber	Not Disclosed	Not Disclosed	Not Disclosed
Chandler, Paula	Not Disclosed	Not Disclosed	Not Disclosed
Bernier, Earleen	Not Disclosed	Not Disclosed	Not Disclosed

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

<b>Name</b>	<b>Title</b>	<b>Race/Color</b>	<b>National Origin</b>
Molly Foster	Kitsap County Real Estate Services Manager	Caucasian	USA

Perry Robertson	Kitsap County Right of Way Analyst	Caucasian	USA
Andi Tegtmeyer	Kitsap County Right of Way Analyst	Caucasian	USA
Andrew Sorba	Appraiser – Appraisal Group of the Northwest	Not Disclosed	Not Disclosed
Barbro Hines	Appraiser – SH&H Valuation and Consulting	Not Disclosed	Not Disclosed
Richard Duncan	Appraiser - The Granger Company, RF Duncan and Associates, Inc.	Not Disclosed	Not Disclosed
Robert Bacon	Appraiser - Metropolitan Valuation	Not Disclosed	Not Disclosed
Leslie Findlay	Relocation Consultant – Tierra Right of Way Services Ltd.	Not Disclosed	Not Disclosed

**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.

One traffic study was conducted during the reporting period for the Anderson Hill Corridor. The traffic study solely reviewed traffic data (volumes, peak hour, collisions, etc.) to assess levels of service and identify improvement alternatives for the County's Transportation Improvement Program. No environmental justice analysis was performed.

**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.

The following is a list of projects where construction began during this reporting period. Census Tract information/data and map of affected area are included as exhibits.

Project	Location	Burdens Identified	Benefit	Exhibit Number
Harper Estuary Barrier Correction (CRP 2626)	Intersection of SE Southworth Drive and SE Olympiad Drive	Minor traffic delays during construction	Pedestrian Accessibility improvements to waterway, across bridge, and lighting improvements at adjacent bus stop. Remove Fish Barrier.	Appendix D
SR104 Holding Lane–ATMS (CRP 1636)	SR 104 (MPs 23.73 – 23.91) and Washington Blvd NE	Minor traffic delays during construction	Reduction of traffic congestion due to vehicle queuing, increased visibility of striping	N/A

Bahia Vista Landslide Repair (CRP 3701)	NE Bahia Vista Drive	Minor traffic delays during construction	Stabilize embankment and maintain connectivity to existing housing.	N/A
Port Gamble Forest Heritage Park (PGFHP) North Gateway Parking Lot	Dead End of Carver Drive, Port Gamble WA	Minor traffic delays during construction	Construct paved shared use path and accessible park connections to existing trail network.	N/A
Silverdale Way Preservation Project (CRP 3686)	Silverdale Way (NW Bucklin Hill Rd to Mhyre PI NW ) and Silverdale Way and Bucklin Rd	Minor traffic delays during construction	Pedestrian accessibility improvements at intersections, signal push button installation, delineation of crosswalks, improve drainage facilities.	Appendix E
Suquamish Regional Stormwater Treatment Facility	Suquamish Way NE and Augusta Ave NE	Minor traffic delays during construction	Stormwater quality improvements, construction of improved pedestrian facilities.	N/A

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

The following public meetings were held during the reporting period. Examples of outreach materials are included as links in the table below and in Appendix F.

Meeting Name	Meeting Topic	Date	Time	Location	District	Outreach Materials
Kingston Communication Advisory Council	Active Traffic Management System Project Update	04/09/2025	6:30 PM	Village Green Community Center (Kingston)	North	<a href="#">Webpage</a> , social media, email

Non-Motorized Facilities Community Advisory Council	Monthly meeting	4/15/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	5/20/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Bahia Vista Project Communication Meeting	Construction Project Update	06/05/2025	5:30 PM	Kitsap Regional Library (Bremerton)	Central	Email to subscribers
Non-Motorized Facilities Community Advisory Council	Monthly meeting	7/15/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	9/16/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	10/21/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	11/18/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	12/16/2025	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	01/20/2026	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Non-Motorized Facilities Community Advisory Council	Monthly meeting	02/17/2026	5:30 PM	Public Works Port Orchard	South	<a href="#">Webpage</a>
Harper Estuary Construction Open House	Project update meeting	02/24/26	5:30 PM	Colby United Methodist Church (Port Orchard)	South	<a href="#">Webpage</a> , email, social media
Non-Motorized Facilities	Monthly meeting	03/17/2026	5:30 PM	Public Works Port Orchard	South	<a href="#">webpage</a>

Community Advisory Council						
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- a) Identify members of the LPA’s transportation planning and/or advisory groups by race, color, and national origin

<u>Name</u>	<u>Title</u>	<u>Race/Color</u>	<u>National Origin</u>
David Forte	Transportation Planner	-	-
Melissa Mohr	Transportation Planner	Caucasian	USA

- b) 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.

Transportation planners attending the meeting encouraged attendees to submit the Public Involvement form. Hard copies were available and a link to submit online was provided. No forms were received for the listed meetings.

- c) 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.

No language assistance services were requested.

Kitsap County’s Title VI Notice to the Public, Public Involvement Form, Complaint Procedure, Complaint Form and contact information were translated into Spanish and Tagalog during the reporting period. The documents were translated by a certified translator and added to the Title VI webpage, <https://www.kitsap.gov/pw/Pages/Title-VI.aspx>

**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).

KCPW Roads Division advertised all solicitations for bids on Federal (FHWA) and Non-Federal funded construction projects for a minimum of three (3) weeks in the “Kitsap Sun” and in the “Daily Journal of Commerce”. Title VI language was included in all advertisements for the Federal funded projects. Construction contracts were awarded in accordance with RCW 39.04, the Standard Specifications for Road, Bridge and Municipal Construction, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter.

Bid opening and Bid review were conducted by the Road Division’s Design Team, and all Awards were made by the County Engineer.

Advertisements for Consultant services, professional services, RFPs and RFQs for Architectural/Engineering Consultants appeared in the “Kitsap Sun” and “Daily Journal of Commerce”. Consultants for professional services were selected in accordance with Chapter 39.80 RCW, Contracts for Architectural and Engineering Services. Submittals were scored based on qualifications and the advertised criteria. A team reviewed the submittals, scored the submittals, and short-listed with subsequent interviews. Once the selection was made negotiations were held with the successful consultant. It is the policy of Kitsap County to comply with 49 Code of Federal Regulations, Part 26, to ensure that Disadvantaged Businesses, including minorities and women, have an equal opportunity to receive and participate in all contracts. Kitsap County does not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate in connection with the award or performance of any contract on the basis of race, color, or national origin.

We assessed the need for soliciting for architectural and engineering services (A&E) essentially based on two items, first if we had the expertise required to do the work with in-house staff, second if we had the capacity to complete the work with in-house staff. If either of those were true, and concurrence was received by the County Engineer, the Project Manager (PM), in conjunction with his/her supervisor evaluated what was most appropriate, an RFP or an RFQ.

The solicitation and selection process for the RFP/RFQ followed Chapter 31 in the Local Agency Guidelines (LAG) manual. The PM drafted the RFP/RFQ for concurrence by the Senior Program Manager. The RFP/RFQ solicitation was advertised. The PM assembled an evaluation team for the RFP/RFQ. All review teams were assembled with a diverse makeup including staff with a variety of expertise, experience, and project involvement, as well as stakeholder representative(s) from entities affected by the project.

The scoring criteria was established for each RFP/RFQ and was based on project specific needs, with input from the evaluation team. Exhibit 8 provides an example of a solicitation (advertisement) for A&E services.

Transportation related construction encompasses all KCPW Roads Division projects. KCPW Roads Division reviewed all projects in the design phase for their potential to have a disproportionate impact on low-income and minority populations who are subject to additional consideration in accordance with applicable Title VI and Environmental Justice provisions. None of the projects reviewed required substantial analysis to determine whether potentially affected areas meet thresholds for consideration as low-income or minority communities.

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?)

Our transportation related construction projects with Federal Highway Funds/Grants were evaluated by WSDOT Office of Equal Opportunity for Disadvantage Business Enterprise opportunities (DBE goals). The following Title VI Language was included in the construction bid documents and call for bid advertisements:

*The Kitsap County Board of Commissioners, 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 in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.*

Prior to us awarding a Contract, a review was conducted to assure compliance with Title VI requirements.

At the Pre-Construction meetings, Equal Employment Opportunity (EEO) and Title VI requirements and responsibilities as outlined in the project's Contract Provisions are explained to the prime contractor. These requirements and responsibilities include subcontracting requirements and job site postings. For all federally funded projects, the contractor was reminded to insert the EEO clauses found in the Required Contract Provisions "Federal Aid Construction Contract's FHWA 1273" in all subcontract agreements with each lower-tier subcontractor. Required job site employment posters (per FHWA and L&I) were supplied to the prime contractor at the start of the project. Job sites are then monitored to ensure that posters remained visible throughout the duration of the project. In addition to posting these required posters, the Prime Contractor was responsible for providing and posting the EEO Policy and Statement of Intent to Pay Prevailing Wages for Prime and all subcontractors on the job site and make them available to all employees. These postings are monitored throughout the duration of the project to ensure they are visible at all times.

For consultants, Title VI requirements are outlined in the Request for Proposal or Qualifications as part of the consultant solicitation process and are incorporated into the selected consultant contract.

All contractors and consultants entering into agreement with the County on Federally (FHWA) funded projects report directly to the Diversity Management Compliance System (DMCS) through their system.

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).

<b>Contract Type</b>	<b>Project</b>	<b>Entity</b>	<b>Dollar Value</b>	<b>DBE (as Prime)</b>	<b>Funding</b>
Construction	SR104 Holding Lane– ATMS (CRP 1636)	Perteet	KC-203-25 \$112,197.00		Federal Funds
Construction	SR104 Holding Lane– ATMS (CRP 1636)	Perteet	KC-203-25-A Time Extension		Federal Funds
Construction	SR104 Holding Lane– ATMS (CRP 1636)	Active Construction	KC-140-25 \$827,827.00		Grant Funded-STBGUM-

					CRRSAA-0104(068)
Construction	Bahia Vista	Sound Pacific Construction, LLC	KC-151-25 \$650,000.00		Road Fund
Construction	Colchester Drive E Duncan Creek Fish Passage Culvert (CRP 2633)	GeoEngineers, Inc.	KC-278-25 \$333,198.00		County Road Fund /FHWA PROTECT Grant
Construction	Silverdale Way Preservation Project (CRP 3686)	KPG Psomas, Inc.	KC-582-19-D \$20,000.00		Road and Stormwater Funds
Construction	Harper Estuary Barrier Correction (CRP 2626)	Scarsella Bros Inc.	KC-397-25 \$7,185,228.75		Federal/ State Grants/ REET II
Construction	Newberry Hill Culvert Amendment C (CRP 3684)	Sargent Engineers	KC-115-19-C \$18,038.00		Road Fund
Consultant	Preliminary Engineering Services For Little Boston Rd, Shipbuilders Creek Fish Passage Culvert Project (CRP 1642)	PBS Engineering and Environmental LLC	KC-488-25 \$336,669.09		Road Fund/  DoN Mitigation Funds
Consultant	On-call Geotechnical Services	HWA	KC-506-25 \$150,000.00		Road Fund
Consultant	On-call Geotechnical Services	Geosyntec	KC-507-25 \$150,000.00		Road Fund
Consultant	On-call Design Services	Apex	KC-508-25 \$250,000.00		Road Fund
Consultant	On-call Environmental Services	Herrera	KC-514-25 \$75,000.00		Road Fund
Consultant	On-call Design Services	KPFF	KC-516-25		Road Fund

			\$250,000.00		
Consultant	On-call Environmental Services	GeoEngineers, Inc.	KC-531-25 \$75,000.00		Road Fund
Consultant	On-call Environmental Services	Shannon & Wilson	KC-532-25 \$75,000.00		Road Fund
Consultant	On-Call Road Design and Related Engineering Services- Time Extension Only to 12/2026	SCJ Alliance	KC-450-22-A Time extension		Road Fund
Consultant	NKSC Construction Management Services	Akana	KC-411-23-B Time Extension		Road Fund, Solid Waste
Consultant	Lund Chase Roundabout (CRP 2629)	Perteet	KC-560-24-A \$71,775.00		Road Fund
Consultant	Lund Harris to Chase (CRP 2583/2629)	Parametrix	KC-296-23-B \$58,258.77		Road Fund Transportation Improvement Board, Impact Fees, STP – Federal Highway Grant
Consultant	NKSC Construction, Architectural/Engineering Design	Otak	KC-073-21-H \$122,953.00		Road Fund, Solid Waste
Right-of-Way	Appraisal Services for Parcel No. 122401-1-191-2000 (Perry- Stone to Sheridan Proj. )	Barbro Hines, SH&H Valuation, LLC	KC-276-25 \$6,500.00		Road Fund – SRTS (Safe routes to school Grant)
Right-of-Way	Appraisal Services for Parcel No. 122401-1-191-2000 (Perry- Stone to Sheridan Proj. )	R.F. Duncan and Associates, Inc	KC-281-25 \$1,500.00		Road Fund – SRTS (Safe routes to school Grant)

Right-of-Way	Appraisal Services-Tax Parcel 112601-3-009-2007	Robert Bacon-Metropolitan Valuation	KC-198-26 \$4,500.00		Road Fund
Utility Agreement	Luminair removal Lund Chase	PSE	KC-515-25 \$3,314.97		Road Fund Transportation Improvement Board, Impact Fees, STP – Federal Highway Grant

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

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

The Title VI Coordinator and Title VI Specialist attended the Demographic Data Collection Training provided by WSDOT on Thursday, September 2025.

b. 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.

Title VI compliance was a regular topic in staff meetings. All employees in the Engineering and Traffic Divisions have been encouraged to participate in the NHI’s education programs; however none of the topics have been of interest or fit staff schedules this reporting period.

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

No other trainings conducted.

**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.

Our goals include:

- Continuing to provide outreach/translation services to other languages if there is a need.
- We will update the website by late 2027 to meet all federal accessibility requirements.
- We will continue to invest in best outreach practices, while ensuring we meet tight budget constraints.