

Title VI Annual Update and Accomplishment Report (Over 100,000 in population)

FOR REPORTING PERIOD OF:
CITY OF OMAHA,
JULY 31, 2011

I. POLICY STATEMENT

Describe any changes to your approved policy statement that have resulted from changes in legislation, local ordinances, etc., or a change in Chief Executive Officer. Submit a copy of the policy statement with the new CEO's signature.

No change, Mayor Jim Suttle is currently Mayor for the City of Omaha, Nebraska.

II. ORGANIZATION, STAFFING, STRUCTURE

- a. **Organization:** Describe any changes in the agency's organization that modify the Title VI Program reporting relationship of the Title VI Coordinator to the CEO.
- b. **Staffing:** Provide all changes in descriptions of duties, names, race and gender of the support staff responsible for Title VI compliance monitoring.
- c. **Structure:** Provide all changes in supervisory staff (their names, race and gender) responsible for Title VI compliance for each of the agency's program areas (e.g., Planning, Design, Construction, Maintenance, etc.).

None

III. TITLE VI MONITORING AND REVIEW PROCESS

Describe actions that have been taken to promote internal (within the agency) and external (sub recipient of the agency's federal funds) compliance with Title VI.

Developed Title VI Brochure for outreach efforts
Developed complaint process and complaint form
In progress—of adding a link specific to Title VI to the department website.

List any Title VI compliance reviews the agency has conducted and the results and/or conclusion of each review.

None

IV. COMPLAINTS

Identify Title VI complaints filed, if any. Provide a summary of each with basis, status, actions proposed and actions taken.

This includes complaints from each of the Program Areas: Planning, Project Development, Design, Right-of-Way, Construction, and Research. Annual Update and Accomplishment Report Title VI Annual Report, over 100,000

None

V. ACCOMPLISHMENT REPORT FOR EACH PROGRAM AREA

A. Planning (if applicable)

- 1) Three contracts totaling \$45,400.00
- 2) The Planning Dept. utilizes the City Public Works Dept. system to hire consultants. The Public Works Dept. certifies the consultants on its list.
- 3) The Planning Dept. reviewed the available Census data to analyze demographic information and its impact on its programs and community needs.
- 4) The Planning Dept. began its 2012 Consolidated Plan process by sending 694 invitations to organizations and interested individuals inviting them to the June 2, 2011, public hearing to get input on the Department's past performance and on setting priorities for the 2012 program year. This meeting was also advertised in the primary daily newspaper, Omaha World-Herald. In addition, the Dept. invited interested persons to the following focus group meetings: a) 76 people were invited to the April 15th focus group meeting regarding housing for special needs populations; and b) 160 people were invited to focus group meetings held on May 5th and May 6th regarding Neighborhood/Low-income housing needs. A total of 112 persons attended the four citizen participation opportunities, of which 34 were minority group members and 56 were women.
- 5) The public notice for the June 2nd public hearing included the following language offering alternative formats, "Individuals requiring physical or sensory accommodations including interpreter service, Braille, large print, or recorded materials, please contact Jim Anderson at the City of Omaha Planning Department, 1819 Farnam Street, Suite 1111, Omaha Nebraska, 68183, 402-444-4864 no later than April 15." ASL interpreting services were provided at City expense by Pamela Duncan. The invitations stated that, "Requests for language interpreters, including sign language, will require a minimum of 48 hours advance notice. If alternative formats are needed, requests will require a minimum of 72 hours advance notice. Please notify me if arrangements need to be made."

A. Project Development

- 1) No Environmental Impact Statements were reviewed during the reporting period.
- 2) The Planning Dept. entered into one contract with a consultant for project development in the contract amount of \$7,791.60. There were no contracts with minority consultants during the reporting period.

B. Design

- 1) Three consultant firms currently have design contracts in the total amount of \$45,400.00. There were no contracts with minority consultants during the reporting period.

- 2) There are no specific efforts at this time.
- 3) No problem areas were identified.

C. Right of Way

- 1) Two appraisers were utilized during the reporting period. None were minorities or women.
- 2) There were 11 negotiations during the reporting period with no disparities.
- 3) There were no relocations during the reporting period.
- 4) There were no contracts awarded for providing relocation assistance during the reporting period.
- 5) The Planning Dept. utilized the City of Omaha Emerging Small Business Tier I and Tier II system to identify small businesses and make sure they have an opportunity to contract with the City for surveyor and property maintenance contracts.

D. Construction and Maintenance

- 1) The Planning Dept. makes every effort to encourage the use of minority individuals, firms or agencies for construction and maintenance contracts through the City of Omaha Emerging Small Business Tier I and Tier II system to identify small businesses. In addition, the Housing and Community Development Division of the Planning Dept. uses its Minority Business/Women Business Enterprise Policy and Plan to encourage, increase, and promote business and procurement opportunities for minority and female entrepreneurs. The Dept. maintains a list of approved contractors of which 39% are minority contractors.
- 2) The Planning Dept. must review and report the number and amount of contracts awarded to minority and women-owned businesses as part of its federal reporting requirements.
- 3) The Planning Dept. will continue attempts to identify minority contractors and businesses and make every effort to provide them with contracting opportunities through its housing and community development programs.

Parks Department

Demographics: The areas covered included single family residential, for middle to upper middle and low income families and include both rentals and ownership areas.

The department used the city's GIS to determine makeup of the neighborhood, identify ownership and property value.

Outreach Activities: Letters and meeting notices were sent out to various residents, community centers and other city facilities for public distribution. Press releases were sent to area media outlets regarding scheduled public meetings.

Public Works Department

Demographics:

The dept contracted with HDR to provide NEPA services, including EJ review, on 4 transportation projects which will be let by the state at a later date:

- Sorenson Parkway and North Freeway (OPW 51396),
- 108th Street from L Street to M Street (OPW 51430),
- Intersection of 90th Street and Maple Street (OPW 51496), and
- Intersection of 16th Street and Spring Lake Drive (OPW 51614)

Public Outreach Activities:

List the special language services provided.

Public Works encountered 1 particular program that required a large outreach push – the implementation of our new Snow Removal policy. Handouts and Informational signs were available in two languages (English and Spanish); which were available to the public in a number of city locations, provided to the Media for distribution through their websites, articles and broadcasts, and to neighborhood groups & targeted businesses. Informational links were also posted to the City's website and storm-in-progress updates were available through the City's Twitter account.

Ongoing outreach efforts included a handful of public meetings on various transportation and CSO! program projects. Heather Tippey Pierce met with the Department Managers to assess if Title VI compliant sign-in sheets were being used and how the departments were accommodating accessibility requests (having Spanish speaking staff available, holding meetings in accessible spaces, etc.). No complaints were found to have been lodged with the Public Works Department staff, and with a few exceptions, sign-in sheets were compliant; all accessibility requests were met. Public Works will be working through 1st quarter 2011 to ensure proper roll-out to all applicable staff regarding standardized sign-in sheets. Coordination of special needs requests will be ongoing.

Executed Contracts: List all the transportation related contracts, (Federal and others), that were executed during the reporting period (provide documentation). [See attached spreadsheet.](#)

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

Current Bids and proposal requests are available on the Douglas County Purchasing Department website. Also, Davis BTS, NOCA, Omaha Builders Assn & Lincoln Builders Assn are all provided 1 set of free plans for each contract for their plan viewing rooms.

- Is there a Title VI Non-Discrimination statement included in all contracts & public notices? Not in the advertisement, there is in our contract documents & professional service agreements.
- How did your organization ensure that minority, women and disadvantaged firms were provided equal opportunity to participate in the contracting arena? We utilize an open bidding process.

Anyone licensed to do business in Nebraska can bid on a contract or project. Successful bidders are selected on a lowest and best bid process & any non-compliant /rejected bidders have the opportunity to appeal to City Council prior to the project being awarded.

See attached Excel sheet for transportation projects let by PW during first ½ of 2011. Affirmative Action is constitutionally illegal in the state of Nebraska, however any contracting entity can be notified of upcoming opportunities via postcard or RSS feed by simply contacting the City/County Purchasing dept. We also advertise all opportunities in *The Daily Record*. Small businesses (which do include woman & minority owned businesses) that are certified by HR&R under the City's SEB Program are also emailed opportunities through the City's Bonding and Technical Services agent, under contract with the Mayor's office.

As previously reported, all contracts include EOE/non-discrimination clauses. Federally Funded contracts include additional language specific to Title VI.

Impacts on Minority & Low-Income: Summarize any transportation projects that identify potential impacts to minority and/or low-income Environmental Justice (EJ) populations i.e. impacts such as displacements, increased noise, bisecting neighborhoods, et al). Note the following:

- How impacts were minimized/mitigated (copies of impact statements and/or agreements).
- Also include a statement, if applicable, on projects that specifically benefit community cohesion such as: adding sidewalks, improving access to properties that improve access for EJ populations.

All transportation projects are designed to minimize impact to surrounding area while accomplishing the transportation objective. Transportation projects are also designed in conformance to the City of Omaha's Master Plan, and such projects impacting the Master Plan objectives are coordinated with the Planning Department.

Currently, the Public Works Department is in an ongoing effort to improve safety and accessibility through ADA improvements at local police & fire stations, through ADA compliant curb ramp installation, and by ensuring that alternate-language formats (Spanish by default, others by request) of public information materials for major impact programs (i.e. snow removal program improvements) and services (such as recycling, yard waste removal, and household hazardous waste disposal).

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

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

OPW 50344 – 132nd Street from Erskine to Eagle Run Drive.

1. Property Owners along this project did not provide information regarding their minority, low-income, elderly and disabled status.
2. Property Owners along this project did not request assistance with Limited English Proficiency issues.
3. Property Owners along this project did not raise concerns regarding the appraisal process and negotiations. There was no use of Relocation Assistance on this project.

SP 83-22 - West Center Road from 148th Street to US 275

1. Property Owners along this project did not provide information regarding their minority, low-income, elderly and disabled status.
2. Property Owners along this project did not request assistance with Limited English Proficiency issues.
3. Property Owners along this project did not raise concerns regarding the appraisal process and negotiations. There was no use of Relocation Assistance on this project.

SP 94-8 108th Street from “Q” to “L” Streets

1. Property Owners along this project did not provide information regarding their minority, low-income, elderly and disabled status.
2. Property Owners along this project did not request assistance with Limited English Proficiency issues.
- Property Owners along this project did not raise concerns regarding the appraisal process and negotiations. There was no use of Relocation Assistance on this project.

SP 2000-14 144th Street

1. None of the property owners fit the criteria
2. There were no issues with a language barrier.
3. There were no concerns raised by

OPW 51899 42nd Street “Y” to “R”

1. Eight landowners fit the criteria
2. Two landowners needed the assistance of an interpreter.

3. During the negotiation, relocation assistance, and payment process, concerns were not raised by minorities and women.

VI. EDUCATION AND TRAINING

- A. Identify agency staff responsible for training.

Kathy Hendrix, Human Rights & Relations Representative I
Maria Partida, Human Rights & Relations Representative I
Rhonda Uher, Department Manager

- B. Describe Title VI training, if any, that was provided, and how many participants attended, their titles, etc.

Title VI Training was held for all department contacts on December 10, 2010 to explain what Title VI compliance is and what will be expected. This training was provided by Carrie Williams NDOR Title VI Coordinator at 1819 Farnam St, Room 702, Omaha, NE 68183, See attached attendance roster.

- C. Describe participation in any other kind of civil rights training.

Agency staff attended the following training:

Title VI Investigative and ADA Training—April, 2011
Fundamentals of Title VI/Environmental Justice—May, 2011
Practical Conflict Management Skills for Environmental Issues—June, 2011.

VII. AMERICANS WITH DISABILITY ACT, TITLE II

Local Agencies with 50 or more employees are required by Title II to develop and implement an ADA Transition Plan.

- A. Summarize progress towards meeting the Plan's schedule of ADA corrections

See attached 2010 DOJ Annual Report.

- B. If you have 50 or more employees, provide the name of the individual who will be serving as the ADA coordinator for the next year.

The City of Omaha ADA Coordinator is Rhonda Uher, Department Manager for the City of Omaha Human Rights & Relations Department.

- C. How do you provide notice to the public that name and contact information for your ADA Coordinator?

Through the Mayor's website link, the Human Rights & Relations Department website. There is also a email address for the ADA Coordinator.

D. What process is available so that a member of the public can request an accommodation (for meetings, and in the public right of way)?

[The City's ADA Procedures and Policies](#)