



10R-112

Introduce: 4-26-10

RESOLUTION NO. A- 85839

1 WHEREAS, certain transportation facilities (roads, streets, trails, and others) in the City  
2 of Lincoln have been designated as being eligible for federal funds by the Federal Highway  
3 Administration in compliance with federal laws pertaining thereto; and

4 WHEREAS, the City of Lincoln desires to continue to participate in federal aid  
5 transportation construction programs; and

6 WHEREAS, the Nebraska Department of Roads, as a recipient of said federal funds, is  
7 charged with oversight of the expenditures of said funds; and

8 WHEREAS, the City of Lincoln, as a sub-recipient of said federal aid funding, is charged  
9 with the responsibility of expending said funds in accordance with federal and state law, the rules  
10 and regulations of the Federal Highway Administration, the requirements of the Local Public Agency  
11 (LPA) Guidelines Manual of the Nebraska Department of Roads, and the Title VI Civil Rights Plan  
12 of the City of Lincoln; and

13 WHEREAS, the City of Lincoln understands that the failure to meet all requirements for  
14 federal funding could lead to a project(s) being declared ineligible for federal funds, which could  
15 result in the City of Lincoln being required to repay some or all of the federal funds expended for  
16 a project(s).

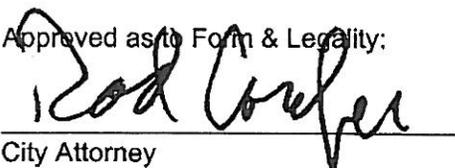
17 NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Lincoln, Nebraska  
18 does hereby adopt and bind itself to comply with all applicable federal law, including the rules and  
19 regulations of the Federal Highway Administration, all applicable state law, and rules and  
20 regulations (Nebraska Administrative Code), and the requirements of the LPA Guidelines Manual  
21 of the Nebraska Department of Roads, and the Title VI Civil Rights Plan of the City of Lincoln,  
22 Nebraska which is attached hereto as Attachment "A".

AMENDED 5-10-10

1 BE IT FURTHER RESOLVED that the City Council of the City of Lincoln, Nebraska does  
2 hereby designate the following as responsible for the management of the Title VI -- Civil Rights Plan  
3 Process: The Equal Opportunity Officer for the City of Lincoln and the Ombudsman for the City of  
4 Lincoln.

See further Council Proceedings on  
next page.

Approved as to Form & Legality:

  
City Attorney

Introduced by:

  
AYES: Camp, Carroll, Cook,  
Emery, Hornung, Snyder, Spatz;  
NAYS: None.

**ADOPTED**  
MAY 10 2010  
**BY CITY COUNCIL**

Approved this 18<sup>th</sup> day of May, 2010:  
  
Mayor

## 10R-112

### 5/3/10 Council Proceedings:

SPATZ Moved to continued public hearing w/action for Bill No. 10R-112 for one week to 5/10/10.

Seconded by Camp & carried by the following vote: AYES: Camp, Carroll, Cook, Emery, Hornung, Snyder, Spatz; NAYS: None.

### 5/10/10 Council Proceedings:

COOK Moved to amend Bill No. 10R-112 in the following manner:

1. On page 1, line 22, after the word "Nebraska" insert the words which is attached hereto as Attachment "A".

2. Accepting the attached Attachment "A" to be included with this resolution.

Seconded by Carroll & carried by the following vote: AYES: Camp, Carroll, Cook, Emery, Hornung, Snyder, Spatz; NAYS: None.

10R-112

MOTION TO AMEND NO. 1

I hereby move to amend Bill No. 10R-112 in the following manner:

1. On page 1, line 22, after the word "Nebraska" insert the words which is attached hereto as Attachment "A".
2. Accepting the attached Attachment "A" to be included with this resolution.

Introduced by:

Jonathan Cook

AYES: Camp, Carroll, Cook,  
Emery, Hornung, Snyder, Spatz;  
NAYS: None.

Approved as to Form & Legality:

Don Taute  
City Attorney

Requested by: Don Taute, Law Department

Reason for Request: To include the City of Lincoln, Nebraska Title VI Plan as part of the resolution.

**ADOPTED**  
MAY 10 2010  
BY CITY COUNCIL

---

**CITY OF LINCOLN, NEBRASKA**  
**TITLE VI PLAN**  
**Prepared for Nebraska Department of Roads**

**City Council Members**

**Doug Emery, Council Chair**  
**John Spatz, Council Vice-chair**  
**Jon Camp**  
**Eugene Carroll**  
**Jonathan Cook**  
**Adam Hornung**  
**Jayne Snyder**

**Chris Beutler, Mayor of the City of Lincoln, Nebraska**

Prepared by: **Larry Williams**  
**Equal Opportunity Officer/Title VI Coordinator**  
**Commission on Human Rights,**  
**a Division of the Mayor's Office**

---

(Date)

## **Title VI Plan - Large Department (Population over 100,000)**

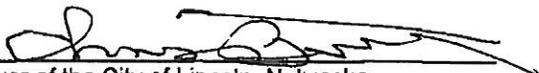
### **I. Policy Statement, Authorities and Citations**

#### **A. Policy of Nondiscrimination**

The City of Lincoln, Nebraska, hereinafter referred to as the "LPA," assures that no person shall on the grounds of race, color, national origin, age, disability/handicap or sex, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance. The LPA further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

In the event LPA distributes Federal aid funds to another entity, LPA will include Title VI language in all written agreements and will monitor for compliance.

The LPA's Department Directors, Equal Opportunity Officer, and Ombudsman are responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulation(CFR) 200 and 49 Code of Federal Regulation 21.

  
\_\_\_\_\_  
Mayor of the City of Lincoln, Nebraska

May 18, 2010  
Date

#### **B. Authorities**

Title VI of the 1964 Civil Rights Act provides that no person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms "programs or activities" to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are Federally assisted or not (Public Law 100-259 [S. 557] March 22, 1988).

#### **C. Additional Citations**

Title VI of the Civil Rights Act of 1964; 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28 CFR 50.3

## **II. Organization, Staffing and Structure**

### **A. Organizational Chart – Reporting Relationships**

See the attached Mayor's Department Organizational Chart and Human Rights Division Information.

Title VI Coordinator: Larry Williams, Equal Opportunity Officer

### **B. Staffing and Structure**

#### **Local Public Agency Administrator**

The LPA Administrator is authorized to ensure compliance with provisions of the Department's policy of non-discrimination and with the law, including the requirements of 23 CFR Part 200 and 49 CFR Part 21. The Department's grants compliance function and Title VI coordination shall be performed under the authority of the Department Administrator.

#### **Title VI Coordinator**

LPA has a position of Equal Opportunity Officer (EEO) to perform the duties of the Title VI Coordinator and ensure implementation of the LPA's Title VI Federally Funded Transportation Program. The EEO has other duties and responsibilities in addition to Title VI. Although this position may report to the Mayor's Chief of Staff, their direct supervisor, this position shall have an indirect reporting relationship and access to the LPA Administrator.

#### **Title VI Specialists (if applicable)**

Additionally, the LPA has designated Title VI Specialists (Specialists) in departmental special emphasis program areas. The Specialists, designated below, shall work in concert with the Title VI Coordinator. These key programs or department areas are subject to receiving Federal assistance through grants or other types of transportation related funding, or are responsible for implementing LPA directives and policies to ensure civil rights compliance and equal opportunity. The Specialists will work with the Coordinator to ensure their respective departments and programs comply with Title VI regulations and assurances, meet the objectives of the Title VI Plan, meet Federal and state reporting requirements, and provide adequate training opportunities for applicable staff.

Title VI Specialists will work with the Coordinator to ascertain Title VI compliance by contractors, subcontractors, consultants, suppliers and other sub-recipients under federally funded projects or programs. Specialists will ensure applicable Title VI provisions and requirements are included in contractual agreements to prime contractors and sub-recipients. Specialists will work with the Coordinator to obtain statistical data on race, color, national origin, handicap/disability, and sex of participants in, and beneficiaries of federally funded Public Works and Planning Department transportation programs. Each of the Specialists will maintain data relative to their respective special emphasis program area, designated below. The Coordinator shall use the data to complete annual Title VI reports and for other administrative needs.

#### **List Title VI Specialists and their Official Job Title**

Ombudsman and the Directors of Public Works, Planning, and Parks & Recreation Departments or their designees such as City Engineer/ Assistant City Engineer; Transportation Planner (Planning Department); Parks & Recreation Planning and Construction Manager; and Transit Planner (Public Works; StarTran Division)

### III. Title VI Plan Implementation and Program Administration

#### Title VI Coordinator's Responsibilities and Program Administration

As authorized by the LPA Administrator, the Title VI Coordinator is responsible for initiating, monitoring, and ensuring *LPA* compliance with Title VI requirements as follows:

- A. **Program Administration.** Administer the Title VI program and coordinate implementation of the plan. Ensure compliance with the assurances, policy, and program objectives. Perform Title VI program reviews to assess administrative procedures, staffing, and resources; provide recommendations as required to the LPA Administrator.
- B. **Complaints.** Review written Title VI complaints that may be received by *LPA* following the adopted procedural guidelines (see Section IV – Complaint Procedures). Ensure every effort is made to resolve complaints informally at the local or regional level.
- C. **Data Collection.** Review the statistical data gathering process performed by Title VI Specialists periodically to ensure sufficiency of data for meeting the requirements of Title VI program administration. (See Section VI - Special Emphasis Program Areas).
- D. **Environmental Impact Statements.** Ensure that available census data are included as a part of all Environmental Impact Statements/Assessments (EIS/EIA) for projects receiving Federal Highway Administration or other Federal assistance.
- E. **Training Programs.** Conduct or facilitate training programs on Title VI issues and regulations for *LPA* employees; and facilitate Title VI training for appropriate staff, contractors and sub-recipients. A summary of training conducted will be reported in the annual update.
- F. **Title VI Plan Update.** Review and update the *LPA* Title VI Plan as needed or required. Present updated plan to the LPA Administrator for approval; submit amended Plan to NDOR.
- G. **Annual Accomplishment Report.** Prepare an annual report of Title VI accomplishments and changes to the program in the preceding Federal fiscal year; identify goals and objectives for the upcoming year as required; and submit by July 31.
- H. **Public Dissemination.** Work with *LPA* staff to develop and disseminate Title VI program information to all necessary *LPA* employees and sub-recipients, including contractors, subcontractors, consultants, and sub-consultants and beneficiaries, as well as the general public. Public dissemination may include postings of official statements, inclusion of Title VI language in contracts or other agreements, website postings, and annual publication of the *LPA*'s Title VI Policy Statement in newspaper(s) having a general circulation, and informational brochures. Ensure public service announcements or notices are posted of proposed projects, hearings, meetings, or formation of public advisory boards, in newspapers or other media reaching the affected community. Ensure the full utilization of available minority publications or media; and, where appropriate, provide written or verbal information in languages other than English.

- I. **Elimination of Discrimination.** Work with other LPA offices to establish procedures for promptly resolving deficiencies, as needed. Recommend procedures to identify and eliminate discrimination that may be discovered in any LPA processes.
  
- J. **Maintain Legislative and Procedural Information.** Federal laws, rules and regulations, NDOR guidelines, the current LPA Title VI Plan, Annual Accomplishment Reports, and other resource information pertaining to the implementation and administration of the LPA's Title VI program will be maintained and updated by the Coordinator. Information will be made available to other LPA LPAs or the public as requested or required.

#### **IV. Discrimination Complaint Procedures – Allegations of Discrimination in Federally Assisted Programs or Activities**

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the LPA. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the LPA's Title VI Coordinator for review and action.
2. In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:
  - a) The date of alleged act of discrimination; or
  - b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the LPA or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the LPA, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the LPA's investigative procedures.
4. Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of procedures to be followed, and advise the complainant of other avenues of redress available, such as NDOR and USDOT.
5. The LPA will advise NDOR within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to NDOR:
  - a) Name, address, and phone number of the complainant.
  - b) Name(s) and address(es) of alleged discriminating official(s).
  - c) Basis of complaint (i.e., race, color, national origin or sex)
  - d) Date of alleged discriminatory act(s).
  - e) Date of complaint received by the LPA.
  - f) A statement of the complaint.
  - g) Other agencies (state, local or Federal) where the complaint has been filed.
  - h) An explanation of the actions the LPA has taken or proposed to resolve the issue raised in the complaint.
6. NDOR will forward the complaint to FHWA. FHWA Office of Civil Rights will determine the appropriate individual and/or organization to conduct the investigation.
7. Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Mayor, as head of the LPA. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

8. Within 90 days of receipt of the complaint, the Mayor will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with NDOR, or USDOT, if they are dissatisfied with the final decision rendered by the LPA. The Title VI Coordinator will also provide NDOR with a copy of this decision and summary of findings upon completion of the investigation.
9. Any complaints received against the LPA should immediately be forwarded to NDOR for investigation. The LPA will not investigate any formal complaint in which it has been named in the formal complaint.
10. Contracts for the different Title VI administrative jurisdictions are as follows:

Nebraska Department of Roads  
Human Resources, Title VI Program  
1500 Highway 2, P.O. Box 94759  
Lincoln, NE 68509-4759  
(402) 479-4870

Federal Highway Administration  
Nebraska Division Office  
100 Centennial Mall North  
Lincoln, NE 68508  
(402)437-5765

## V. Sub-Recipient Review and Remedial Action Procedures

- A. **Title VI Review of Sub-recipients of Federal-Aid Highway Funds.** The Coordinator will assist NDOR to periodically conduct Title VI compliance reviews. LPA staff will review select recipients of Federal-aid highway or other Federal funds, to ensure adherence to Title VI requirements (see Section VI). The LPA will work cooperatively to periodically confirm operational guidelines provided to consultants, contractors, and sub-recipients, including Title VI language, provisions, and related requirements, as applicable.
- B. **Post-Grant Reviews.** The Coordinator will collaborate with all necessary departmental staff to conduct periodic post grant reviews of select recipients of Federal highway funds or other Federal funds, for roads, sidewalks, bridges, municipal construction, etc. to ensure adherence to Title VI requirements (see Section VI). Appropriate staff will periodically confirm that operational guidelines provided to consultants, contractors and sub-recipients include Title VI language and provisions and related requirements, where applicable.
- C. **Remedial Action.** When irregularities occur in the administration of Federal-aid highway programs at either the LPA or sub-recipient levels, corrective action will be taken to resolve identified Title VI issues. LPA will seek the cooperation of the consultant, contractor or other sub-recipient in correcting deficiencies found during periodic reviews. LPA will provide technical assistance and guidance, upon request, to support voluntarily compliance by the sub-recipient. When conducting Title VI compliance reviews, the LPA will reduce to writing any recommended remedial action agreed upon by the LPA and sub-recipient, and provide a copy of the letter within a period not to exceed 45 days.

Sub-recipients placed in a deficiency status will be given a reasonable time, not to exceed 90 days after receipt of the deficiency letter, to voluntarily correct deficiencies. When a sub-recipient fails or refuses to voluntarily comply with requirements within the allotted time frame, LPA will submit to NDOR and FHWA copies of the case file and a recommendation that the sub-recipient be found in noncompliance.

A follow-up review will be conducted within 180 days of the initial review to ascertain if the sub-recipient has complied with the Title VI Program requirements in correcting deficiencies previously identified. If the sub-recipient refuses to comply, LPA and NDOR may, with FHWA's concurrence, initiate sanctions per 49 CFR 21.

## **VI. Title VI Implementation Activities in Special Emphasis Program Areas**

*The following activities may/may not apply to your LPA based on LPA Resources, and NDOR Involvement. Please adjust as needed.*

### **A. Planning & Location Activities**

1. **Planning Process.** The Directors of Public Works and Planning, through designated employees, have the responsibility for providing long-range planning, program development, and capital programming necessary to provide efficient transportation services to LPA citizens. The LPA annually updates and coordinates LPA's six-year plan for transportation improvement programs and projects. The update also informs other LPA Department jurisdictions of the current planning direction for transportation needs. Projects included in the update are the result of evaluation and prioritization of needs in various transportation areas. The evaluation process includes input from various divisions in the LPA, cities, local jurisdictions and organizations, citizen groups, and private individuals. All six-year plans must be consistent with the adopted Comprehensive Plan approved under the State's Growth Management Act.
  
2. **Public Involvement in Planning Activities & Title VI**
  - a) Invite participation of a cross section of the populace from social, economic, and ethnic groups in the planning process by disseminating written program information to minority media and ethnic organizations, and providing public service announcements for all local media, when forming citizen advisory committees or planning board, and requesting involvement.
  - b) LPA staff will obtain demographic statistics at applicable community meetings and public hearings involving transportation planning sessions. Data will be gathered through use of a voluntary self-reporting form which includes race, gender, and national origin. Copies of the completed forms will be provided to Title VI Coordinator after each meeting.
  - c) To ensure access to public meetings, evening meetings will be conducted in a variety of community buildings throughout the LPA, including those along transit routes, ensure translation services are available if anticipated, and ensure public meetings are held in predominantly minority communities when transportation projects will specifically impact those communities.

### **B. Consultant Contracts Activities**

1. **Consultant Contracts Administration.** The Purchasing Division, in conjunction with the appropriate Department, is responsible for recommending consultant firms to the LPA for final selection, negotiation and award. The Purchasing Division and appropriate Department administer awarded consultant contracts.
  
2. **Consultant Selection Process.** Purchasing Division staff will request qualifications from consulting engineering firms specializing in various aspects of civil engineering which may relate to public works projects and the development of construction plans and special provisions for roads and bridges, design work associated with structures, performing environmental studies or preparing NEPA or SEPA documents for public works projects. Consultant selection from the certified list maintained by the Purchasing Division adheres to Nebraska State regulations and is consistent with all LPA vendor policies.

### 3. Title VI Assurances and Provisions

- a) Include Title VI assurance and provision language in all Federally funded consultant contracts. Periodically review documents and language to ensure compliance with current laws and regulations. Provide a copy of the form of the contract to the Coordinator, and any amendments or updates that may occur over time.

## C. Design & Engineering / Environmental Activities

### 1. Design /Environmental Review Process and Title VI

- a) Depending on the scope, complexity, and impacts of a project, a National Environmental Policy Act (NEPA), NEPA Categorical Exclusion, NEPA Environmental Assessment, State Environmental Policy Act (SEPA) checklist, SEPA Determination of Non Significance, or NEPA and/or SEPA Environmental Impact Statement will be completed.
- b) Monitor compliance with Title VI requirements in all aspects of conducting Environmental Impact Statements or Assessments. Provide a comprehensive summary of the demographic and environmental data elements to be considered by the EIS/EIA process to the Coordinator; including updated summary lists as applicable. Incorporate into the review process, adequate time for the Coordinator to review and comment, as applicable, on the draft EIS/EIA to ensure there are no violations of the Federal Civil Rights Act, as amended, as a result of the LPA's Federal-aid highway activities.
- c) In order to ensure dissemination of information and foster participation from affected populations, the Public Works staff will place public notices in applicable general and minority media; select accessible locations and times for public hearings or meetings, and arrange for translation services as needed; particularly in projects impacting predominantly minority communities. Ensure the public has information pertaining to their rights to call or write the LPA to view plans and discuss environmental problems.
- d) Staff will obtain demographic data at community meetings and public hearings pertaining to the transportation design phase. Data will be gathered through use of a voluntary sign-up form which includes race, gender, and national origin. Copies of the voluntary self-reporting forms will be provided to the Coordinator after each meeting.
- e) Staff shall provide a copy of the Annual Construction Report to the Title VI Coordinator in or around April of each year. The Coordinator shall work with the LPA GIS LPA to generate a map of the federally funded transportation projects to include demographic data of the neighborhoods affected by the projects.

## D. Right-of-way Activities

1. **Real Property Services.** The Urban Development Department Housing Rehabilitation & Real Estate Division manages and coordinates the appraisal and acquisition of real property and relocation assistance services for public works projects. The right of way acquisition process entails appraisal of property, negotiation of terms and conditions for acquisition, and assistance in the relocation of displaced individuals, businesses, farm operations, nonprofit organizations, and property management.
2. **Right-of-way Activities and Title VI**
  - a) Ensure equal opportunity in all aspects of procuring real estate service contracting and appraisal agreements.
  - b) Follow adopted vendor procurement policies in the acquisition of contracted services.

- c) Utilize current directories identifying fee appraiser organizations and the Nebraska Department of Roads' list of certified fee appraisers when seeking services. Maintain data on awards to minority and female appraisers, and provide data to the Title VI Coordinator on a quarterly basis.
- d) Incorporate Title VI language and assurance statements in all surveys of property owners and tenants after the conclusion of all business. Coordinate the preparation of deeds, permits and leases to ensure the inclusion of the appropriate clauses, including Title VI Assurances.
- e) Ensure that appraised values and communications associated with the appraisal and negotiation operations result in equitable treatment.
- f) Ensure comparable replacement dwellings are available and assistance is given to all displaced persons and entities by the property acquisition process.
- g) Maintain statistical data including race, color, national origin, and sex on all relocatees affected by federally funded projects, and provide detailed demographic data quarterly to the Title VI Coordinator.

#### **E. Construction and Maintenance Activities**

1. **Construction Management Section.** Provision of these services is located in the Department of Public Works, Engineering Services Division, and is responsible for administration of all new construction contracts and inspecting bridges. The Engineering Services Division is responsible for oversight and the administration of transportation construction projects, as set forth by policy decisions and supervision of the LPA Engineer.
2. **Maintenance.** The Department of Public Works, Street and Maintenance Operation, or the Parks and Recreation Department, Planning & Construction Division, is responsible for the efficient program for maintaining LPA roads, bridges, and parks/grounds by economically utilizing the resources of contractors, equipment, and materials.
3. **Construction and Maintenance Activities and Title VI**
  - a) Review all federally funded projects for application of DBE goals. As appropriate, include DBE provisions in those projects with designated goals. Include Title VI language in bid announcements and applicable construction documents, as stipulated in the LPA's Title VI Policy Statement (p. 2) and Assurances (Addendum 2, p. 14-15) herein.
  - b) Award construction contracts on the basis of lowest responsive bidder, as well as meeting DBE requirements. Include Title VI language in prime contract award letters to encourage utilization of DBE subcontracts and vendors.
  - c) Ensure that prime contractors with DBE requirements award contracted work to qualified DBEs which perform commercially useful functions.
  - d) Monitor all maintenance and construction operations to ensure nondiscrimination throughout all operations.
  - e) Coordinate the gathering of maintenance and construction information regarding DBE participation for the Annual Title VI Report; and provide to the Coordinator.

## **LPA Title VI Notice to the Public**

*(or provide a copy of own)*

*LPA* hereby gives public notice that it is the *LPA's* policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which *LPA* receives Federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with *LPA*. Any such complaint must be in writing and filed with the *LPA* Title VI Coordinator within one hundred, eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the Equal Opportunity Officer or Ombudsman at no cost to the complainant by calling (402) 441-7624 (EEO) or (402) 441-7511 (Ombudsman).

## LPA Standard DOT Title VI Assurances

The City of Lincoln in the State of Nebraska, (hereinafter referred to as the "LPA"), HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d-42 USC 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to 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—Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations), and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, 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 LPA receives Federal financial assistance through the NDOR, including the U.S. Department of Transportation and Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This Assurance is required by Subsection 21.7(a)( 1 ) of the Regulations.

More specifically and without limiting the above general assurance, the LPA hereby gives the following specific assurances to its Federal Aid Highway Program:

1. That the LPA agrees that each "program" and each "facility" as defined in Subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the LPA shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal Aid Highway Program, and in adapted form in all proposals for negotiated agreements:

City of Lincoln in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d-42 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 any contract entered into pursuant to this advertisement, minority business enterprises 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, sex, or national origin in consideration for an award.

3. That the LPA shall insert the clauses of Appendix 1 of this Assurance in every contract subject to the Act and the Regulations.
4. That the LPA shall insert the clauses of Appendix 2 of this Assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the LPA receives Federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the LPA receives Federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the Assurance shall extend rights to space on, over or under such property.
7. That the LPA shall include the appropriate clauses set forth in Appendix 3 of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the LPA with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the

construction or use of or access to space on, over or under real property acquired, or improved under the Federal Aid Highway Program.

8. That this Assurance obligates the LPA for the period during which Federal financial assistance is extended to the program, or is in the form of, personal property, or real property or interest therein or structures or improvements there on, in which case the Assurance obligates the LPA 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 LPA retains ownership or possession of the property.
9. The LPA shall provide for such methods of administration for the program as are found by the Secretary of Transportation, or the official to whom s/he delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this Assurance.
10. The LPA agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this Assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the LPA by the U.S. Department of Transportation under the Federal Aid Highway Program and is binding on it, other recipients, sub-recipients, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid Highway Program. The Mayor of the City of Lincoln or designated Department Director is authorized to sign this Assurance on behalf of the LPA.

## 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 shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, and the Federal Highway Administration (hereinafter "FHWA") Title 23, Code of Federal Regulations, Part 200 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin, sex, age, and disability/handicap in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR, section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, 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 shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin, sex, age, and disability/handicap.
- (4) **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the (*Recipient*) or the FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the (*Recipient*), or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the (*Recipient*) shall impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - (a.) withholding of payments to the contractor under the contract until the contractor complies, and/or
  - (b.) cancellation, termination or suspension of the contract, in whole or in part.
- (6) **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontract or procurement as the (*Recipient*) or the FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the (*Recipient*) to enter into such litigation to protect the interests of the (*Recipient*), and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

## APPENDIX B

A. The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

### (GRANTING CLAUSE)

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the *(Name of Recipient)* will accept title to the lands and maintain the project constructed thereon, in accordance with *(Name of Appropriate Legislative Authority)*, the Regulations for the Administration of *(Name of Appropriate Program)* and the policies and procedures prescribed by FHWA, also in accordance with and in compliance with all requirements imposed by or pursuant to 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 and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes (hereinafter referred to as the Regulations) 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 *(Name of Recipient)* all the right, title and interest of the 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 *(Name of Recipient)* 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 shall be binding on the *(Name of Recipient)*, its successors and assigns.

The *(Name of Recipient)*, in consideration or 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 shall on the grounds of race, color, or national origin, sex, age, and disability/handicap, 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 *(Name of Recipient)* shall 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.\*

## APPENDIX C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the *(Name of Recipient)* pursuant to the provisions of Assurance 6(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his 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 in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 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-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]

That in the event of breach of any of the above nondiscrimination covenants, *(Name of Recipient)* shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deed.]\*

That in the event of breach of any of the above nondiscrimination covenants, *(Name of Recipient)* shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of *(Name of Recipient)* and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by *(Name of Recipient)* pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his 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, sex, age, and disability/handicap, shall be excluded from participation in, denied the benefits of, or he 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, sex, age, and disability/handicap, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to 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-Effectuation of Title VI of the Civil Rights Act of 1964), Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures, and as said Regulations may be amended.

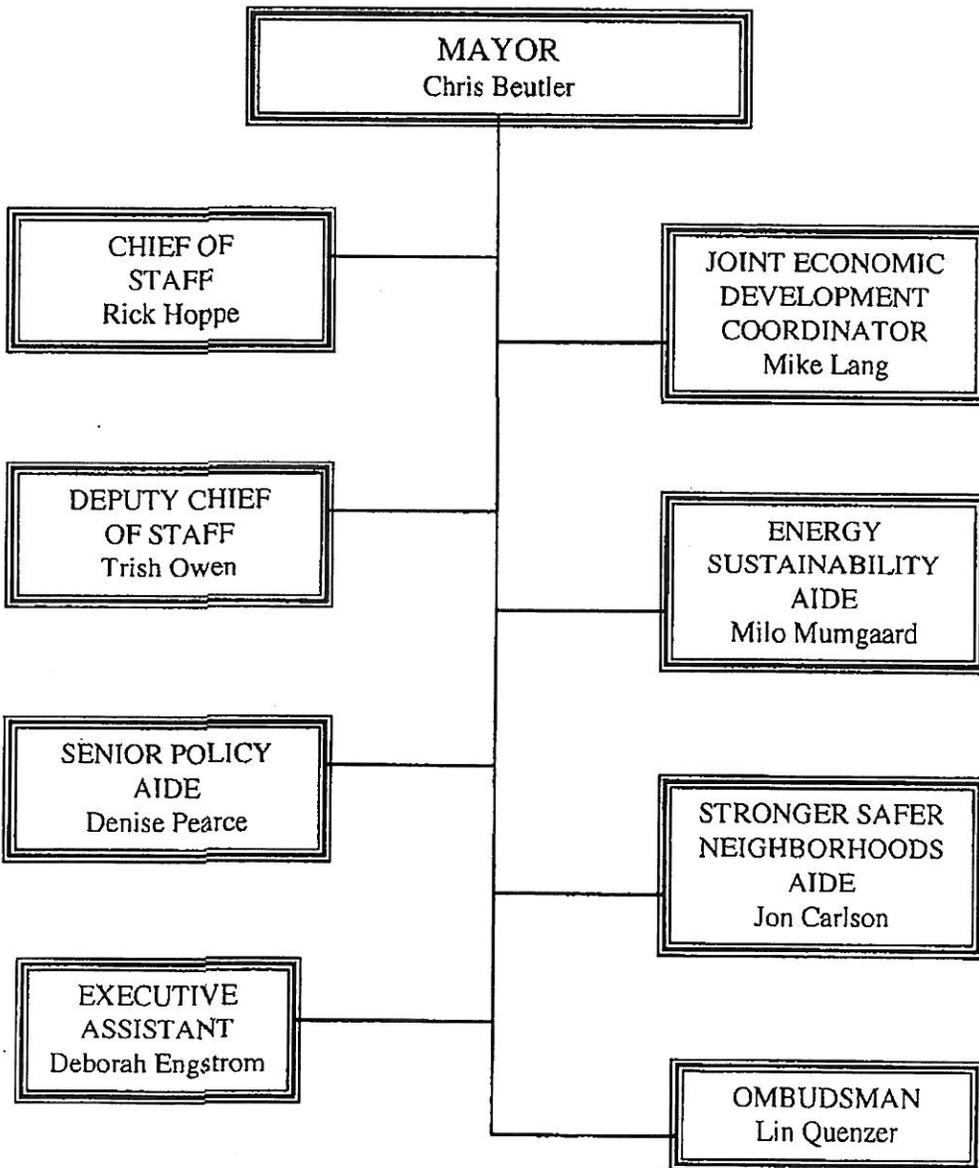
[Include in licenses, leases, permits, etc.]\*

That in the event of breach of any of the above nondiscrimination covenants, (Name of Recipient) shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]†

That in the event of breach of any of the above nondiscrimination covenants, (Name of Recipient) shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of (Name of Recipient) and its assigns.

# MAYOR'S DEPARTMENT



Home

About Us

Brochures

Commissioners

One Lincoln Newsletter

Directory of Women and  
Minority Owned Businesses

2010 Civil Rights Conference

2009 Fair Housing  
Conference

Awards

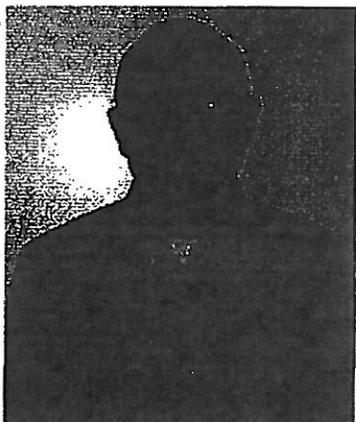
Filing A Complaint

Equity Access - Diversity  
Plan

Links

FAQS

## Welcome



Larry Williams, Director

Hello Friends:

As the Director of the Lincoln Commission on Human Rights I want to welcome you to our new and improved web site. Our goal is to provide information regarding our agency in a very user friendly and appealing manner.

If you are looking for informational resources, then you will love our new site. All of our brochures, pamphlets and flyers are available to be downloaded and then used in your organizations, agencies or for personal use. All past issues of "ONE

LINCOLN" our quarterly newsletter are also available online. In addition, the link to our monthly television program, "ONE LINCOLN", is available. In this widely viewed program we have dealt with topics regarding equal access, equity and diversity. Our past Annual Reports are available, along with information regarding our outreach efforts throughout the Lincoln community.

One of our important missions is to provide education regarding access, equity and diversity. If you have any questions regarding these matters or you would like for us to come and speak to your group, organization, faith community or agency, just give us a call. We will work with you to meet your needs.

In addition; this office is tasked with providing leadership in the development of an inclusive and supportive city climate. This office serves as the civil rights division of the city by providing educational seminars on inclusiveness, the Americans with Disability Act, non-discrimination within County and City government.

As technology has changed, so have we. We felt it important to update and

Copyrig  
Lincoln  
Commi  
on Hun  
Rights

provide more accessible information to you, our customers and clients. In addition to revamping this web site, after much discussion, we have disconnected our TDD. We have found that many of our deaf or hearing impaired customers no longer use this type of technology, but rather are connected to Video Nebraska Relay System. We believe this was a good choice and is part of our improving technology and providing service to our community.

As our community grows, as technology improves, as the needs of our community change, so must we. I believe we are continuing in these efforts each and every day. That is why we have also added our Initial Intake forms to the web site. These can be downloaded and completed prior to meeting with one of our investigators, streamlining the whole process.

I want to thank the LCHR Team for their work in updating this web site. If you have any suggestions, questions or comments, please give us a call. Let's come together before we are torn apart.

Larry Williams  
Director/EOO

# CITY OF LINCOLN

Request for:  Ordinance  
 Resolution

(Do Not Write in this Space)

Bill Control No. Date: 10R-112

Docketing Date 4/26; PH: 5-3-10

(To Be Entered by City Clerk)

<b>DATE</b> 4-16-2010	<b>REQUEST MADE BY</b> Greg MacLean	<b>DEPARTMENT</b> Public Works & Utilities
<b>DESIRED DOCKET DATE:</b> 4-26-2010	IF EMERGENCY, GIVE REASON (See Art. 6, Sec. 2 of Charter)	
<b>Emergency Measure Required:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

## REASONS OR JUSTIFICATION FOR PROPOSED LEGISLATION

A resolution to adopt the City of Lincoln Title VI Civil Rights Plan.

To satisfy federal compliance requirements related to qualification for the receipt of federal-aid transportation project funds. The federal requirements state that the City, as a local public agency, must have in place a written Title VI Civil Rights Plan.

**FILED**  
CITY CLERK'S OFFICE  
2010 APR 16 AM 11 31  
CITY OF LINCOLN  
NEBRASKA

<b>REQUESTOR</b> <input type="checkbox"/> DOES <input type="checkbox"/> DOES NOT	WISH TO REVIEW AND APPROVE THIS ORDINANCE PRIOR TO ITS INTRODUCTION	 DIRECTOR'S SIGNATURE	_____ DATE
<b>TO BE USED BY THE FINANCE DEPARTMENT</b>			
<b>BUDGET REVIEW</b>	DATE:	ACCOUNT NUMBER AND APPROPRIATE BALANCES	DATE:
			FUND AVAILABILITY APPROVED
			DATE:
			DIRECTOR OF FINANCE SIGNATURE
<b>DISTRIBUTION</b> Return two (2) copies to City Clerk for Docket Number			

## GENERAL FACT SHEET

BRIEF TITLE

REASON

Adopting the City of Lincoln Title VI  
Civil Rights Plan

## DETAILS

Reason for Legislation

Federal Compliance Requirements for the receipt of federal-aid transportation project funds mandate that the City, as a local public agency, has in place a written Title VI Civil Rights Plan to qualify for receipt of such federal funds.

Discussion (Including Relationship to other  
Council Actions)

## POSITIONS/RECOMMENDATIONS

Sponsor	Greg MacLean
Programs, Departments, or Groups Affected	All City Departments
Applicants/Proponents	Applicant Greg MacLean City Department Public Works & Utilities Other
Opponents	Groups or Individuals  Basis of Opposition
Staff Recommendation	<input checked="" type="checkbox"/> For <input type="checkbox"/> Against Reason Against
Board or Commission Recommendation	<input type="checkbox"/> For <input type="checkbox"/> Against <input type="checkbox"/> No Action Taken <input type="checkbox"/> For with revisions or conditions (See Details column for conditions)
CITY COUNCIL ACTIONS  (FOR COUNCIL USE ONLY)	<input type="checkbox"/> PASS <input type="checkbox"/> PASS (AS AMENDED) <input type="checkbox"/> COUNCIL SUB. <input type="checkbox"/> WITHOUT RECOMMENDATION <input type="checkbox"/> HOLD <input type="checkbox"/> DO NOT PASS

**DETAILS**

**POLICY/PROGRAM IMPACT**

	<b>POLICY OR PROGRAM CHANGE</b>	<input type="checkbox"/> NO <input type="checkbox"/> YES <hr/> <hr/> <hr/>
	<b>OPERATIONAL IMPACT ASSESSMENT</b>	<hr/> <hr/> <hr/>
	<b>FINANCES</b>	
	<b>COST AND REVENUE PROJECTIONS</b>	COST of total project: <span style="float: right;">\$</span>
		COST of this Ordinance/ Resolution <span style="float: right;">\$</span>
		RELATED annual operating Costs <span style="float: right;">\$</span>
	INCREASE REVENUE EXPECTED/YEAR <span style="float: right;">\$</span>	
<b>SOURCE OF FUNDS</b>	CITY [Approximately]	
	\$ _____	% _____
	\$ _____	% _____
	\$ _____	% _____
	NON CITY [Approximately]	
	\$ _____	% _____
	\$ _____	% _____
	\$ _____	% _____
<b>BENEFIT COST</b>		
<input type="checkbox"/> Front Foot		Average Assessment
<input type="checkbox"/> Square Foot	\$ _____	\$ _____

APPLICABLE DATES:

FACT SHEET PREPARED BY: Don Taute, Assistant City Attorney

REVIEW BY:

REFERENCE NUMBER