



**State of Hawaii
Department of Transportation
Office of Civil Rights**

**TITLE VI ACCOMPLISHMENTS FOR YEAR 2005
AND GOALS FOR 2006**

A Report to the Federal Highway Administration

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INTRODUCTION

This report is submitted in accordance with Title 23 of the Code of Federal Regulations, Part 200.9, which requires the Hawaii Department of Transportation (HDOT), as a recipient of federal funding, to submit a yearly report of Title VI accomplishments for the past year and goals for the next year to the Federal Highway Administration (FHWA).

Reports from the following HDOT sub-recipients are also included in this report:

- City and County of Honolulu;
- Hawaii County;
- Maui County;
- Kauai County; and
- The Oahu Metropolitan Planning Organization.

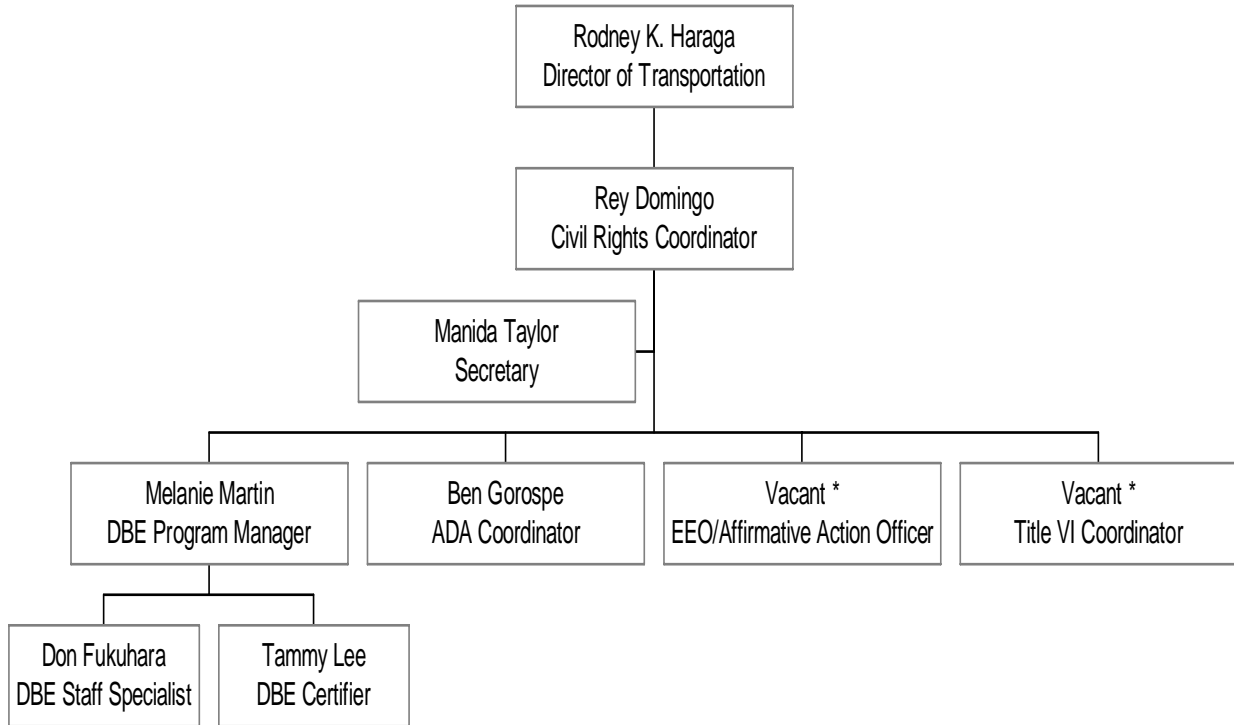
The format of this report is described on page 62, Format for Accomplishments Report.

We wish to acknowledge and thank the following individuals who compiled and prepared reports for their respective organizations. From the HDOT: Dennis Higa (Airports Division), Fred Nunes and Glenn Soma (Harbors Division), Antonie Wurster (Highways Division), and Dean Nakagawa (Statewide Transportation Planning Office). From the counties: Denise Tsukayama and Rae Gee (City and County of Honolulu), Teresa Spinola-Campbell (Hawaii County), Wallace Kudo (Kauai County), and Dennis Schwind (Maui County). We wish to also acknowledge and thank Gordon Lum of the Oahu Metropolitan Planning Organization.

I. POLICY STATEMENT

It is the policy of the HDOT that it will fully comply with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance, and all subsequent and related laws, regulations and directives. This includes the Civil Rights Restoration Act of 1987, which clarified Title VI to include all programs and activities of Federal-aid recipients, sub-recipients and contractors. This also includes Executive Order 12898 on Environmental Justice, which is about identifying and addressing disproportionately high and adverse human health or environmental effects of policies, programs and activities on minority and low-income populations.

II. ORGANIZATION AND STAFFING



* Under recruitment
Organization chart as of July 2006.

III. TITLE VI REVIEWS

The following is a summary of Title VI reviews that were conducted:

Date: December 2004 (not reported in 2004 accomplishments)
Organization: Hawaii County
Finding: Informed the County of requirement to submit an annual accomplishment report to incorporate into HDOT's report. Hawaii County did not have a Title VI Plan so it decided to adopt the HDOT Title VI Plan. There were no Title VI assurances contained in Federal-aid Consultant Services Contracts and RFP's. So that the County can incorporate Title VI assurances, the County was provided with a sample of HDOT's contract and RFP language. In January 2005, the County Title VI liaison and others attended FHWA Title VI training.

Date: November 2004 (not reported in 2004 accomplishments)
Organization: Kauai County
Finding: The HDOT Title IV Coordinator provided an overview of the Title VI Plan to assist the County in doing its report. Kauai County did not have a Title VI Plan so it decided to adopt the HDOT Title VI Plan. There were no Title VI assurances contained in Federal-aid Consultant Services Contracts and Request for Proposals (RFP). So that the County can incorporate Title VI assurances, the County was provided with a sample of HDOT's contract and RFP language. In January 2005, the County Title VI liaison attended FHWA Title VI training.

Date: January 2005
Organization: Oahu Metropolitan Planning Organization (OMPO)
Finding: OMPO is covered under HDOT's Title VI Plan and complaint procedures. On January and March 2005, the OMPO Title VI liaison attended FHWA Title VI training. Based on the compliance review conducted on the date specified, OMPO was determined to be in compliance.

Date: December 2004 (not reported in 2004 accomplishments)
Organization: HDOT Airports Division (AIR)
Finding: AIR is covered under HDOT's Title VI Plan and complaint procedures. Based on the compliance review conducted on the date specified, AIR was determined to be in compliance.

Date: February 2005
Organization: HDOT Harbors Division (HAR)
Finding: HAR is covered under HDOT's Title VI Plan and complaint procedures. On January and March 2005, the HAR Title VI liaison attended FHWA Title VI training. Based on the compliance review conducted on the date specified, HAR was determined to be in compliance.

Public meetings attended:

Monthly: Monthly OMPO Citizens Advisory Committee (CAC) meetings

October 28, 2004: Lunalilo On-Ramp Modification AM Peak Period Demonstration Project

May 19, 2005: Statewide Transportation Improvement Plan Informational Meeting in Lahaina, Maui

May 26, 2005: Statewide Transportation Improvement Plan Informational Meeting in Kona, Hawaii

IV. TITLE VI COMPLAINTS

There were no Title VI complaints filed during the period.

V. PROGRAM AREA ACCOMPLISHMENTS

A. Planning	
<p>1. How many consultant projects for planning were awarded during the reporting period? Dollar value?</p>	<p><u>Statewide Transportation Planning Office (STP)</u> One contract was awarded during the reporting period in the amount of \$350,000 to update the travel demand forecast model for the island of Hawaii.</p> <p><u>Airports Division</u> No contracts awarded during this period.</p> <p><u>Harbors Division</u> There were no new consultant planning projects awarded during this reporting period.</p> <p><u>Highways Division</u> No consultant projects for highway planning were awarded during the reporting period. The “administrative assignment” of project managers in the Advance Planning section to different duties in the proposed Central Planning Office slowed the normal consultant contract negotiation and award process.</p> <p><u>Hawaii County</u> No consultant projects were awarded during this reporting period.</p> <p><u>Maui County</u> One contract was awarded for the “Kihei Drainage Master Plan” for the contract amount of \$375,000.</p> <p><u>Kauai County - Highways</u> One contract was awarded for the “Ahukini-Lydgate Planning” for the contract amount of \$468,500.</p> <p><u>City and County of Honolulu</u> There were four consultant projects awarded during the reporting period. The consultant projects include the following:</p> <ul style="list-style-type: none"> - Kimura International, Inc. – Kamokila Boulevard Extension (\$300,000). - Nagamine Ogawa Engineering, Inc. – Bridge Inspection Inventory (\$300,000). - Nelson\Nygaard Consulting Associates, Inc. – Paratransit Service Study (\$290,285). - Kats Okitsu and Associates – Traffic Signal Timing Optimization, Phase I (\$400,000).

<p>2. What efforts were made to utilize minority and female consultants and subcontractors?</p>	<p><u>Statewide Transportation Planning Office</u> No specific effort was made to utilize minority or female consultants or subcontractors as the consultant selection was based on the most qualified to undertake this project.</p> <p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Since there were no new projects awarded, no efforts were made to utilize minority and female consultants and subcontractors.</p> <p><u>Highways Division</u> No efforts were made to use ethnic minority and female consultants and subcontractors because the Highways Planning Branch does not have control of or authority for consultant selection.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> No effort was made to utilize minority and female consultants and subcontractors.</p> <p><u>Kauai County - Highways</u> No effort was made to utilize minority and female consultants and subcontractors.</p> <p><u>City and County of Honolulu</u> Kimura International Inc. is considered a minority firm that is an equal opportunity employer. The firm is registered under the DOD Central Contractor Registration as a minority small business. A key staff person of the firm assigned to the project is a minority female.</p>
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<p>3. Were there any studies conducted which provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits? If so, what type of assistance did those individuals responsible for Title VI provide, to ensure that Title VI considerations were included in the studies.</p>	<p><u>Statewide Transportation Planning Office (STP)</u> No specific studies were conducted which provided data relative to minority persons, neighborhoods, income levels, physical environment, or travel habits during the reporting period. The result of this project effort may result in the compilation of some of this data.</p> <p><u>Airports Division</u> No studies were conducted which provided data relative to minority persons, neighborhoods, income levels, physical environment, or travel habits during the reporting period.</p> <p><u>Harbors Division</u> No studies were conducted which provide data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.</p> <p><u>Highways Division</u> No studies were conducted which provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits. Such studies may be conducted in the future for the long-range land transportation plans for the neighbor islands and as part of environmental studies for major projects.</p> <p><u>Hawaii County</u> No studies were conducted to specifically identify the referenced groups.</p> <p><u>Maui County</u> There were no studies, which provide data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.</p> <p><u>Kauai County - Highways</u> There were no studies, which provide data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.</p> <p><u>City and County of Honolulu</u> There were no studies, which provide data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.</p>
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<p>4. Number of public input opportunities or strategies used during the reporting period. What efforts were utilized to ensure citizen participation in the hearings, particularly minorities and women? Were minorities and women, both individually and through their organizations, represented in the citizen participation effort? How many, and in what capacity?</p>	<p><u>Statewide Transportation Planning Office</u> The technical effort of the forecast model project does not require public input opportunities at this time. STP is currently working on updating the Hawaii DOT Guide for Public Involvement Planning.</p> <p><u>Airports Division</u> Public information meetings were held.</p> <p><u>Harbors Division</u> The Office of Civil Rights met with planners to discuss Title VI responsibilities in regards to future planning efforts at Harbors facilities. Discussed strategies on how to involve the public in regards to future planning meetings.</p> <p><u>Highways Division</u> Two public input opportunities or strategies for planning projects were used during the reporting period:</p> <ul style="list-style-type: none"> - The Kamehameha Highway Corridor Improvements Task Force, which is composed of representatives from government, business, and the affected communities (including three community associations and chairs of three Neighborhood Boards), met on July 27, 2005. - The project manager and consultant for the Kawaihae Bypass project met with the Kawaihae Village residents at the Hapuna Beach Prince Hotel on September 14, 2005; one Japanese and one Filipino male attended the meeting. A meeting was also held that same date with the National Park Service to coordinate the Kawaihae Bypass project with the Park's plan to expand the park. The park contains important cultural and historic resources of great importance to Native Hawaiians. <p>The Highways Planning Branch has adopted a blanket mail out format to inform people about Advance Planning projects. Community relation's professionals have also worked with the communities for three projects: Kapaa Bypass, Nimiitz and Lunalilo. Section 106 and 4(f) consultations on cultural/Native Hawaiian resources were held with cultural practitioners and the Office of Hawaiian Affairs for the Kapaa Bypass.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> The project will have a number of public input opportunities at informational meetings in the project area, which still needs to be scheduled.</p> <p><u>Kauai County - Highways</u> No public information meetings were held.</p>
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	<p><u>City and County of Honolulu</u> Kimura International, Inc., the consultant, has been involved in meetings with regional transportation coalitions. The coalition is composed of various government agency representatives, private developers, politicians and area citizens that participate in providing input on existing and future projects in the Ewa region. In addition, a draft Environmental Assessment (EA) will be prepared as part of the project. The draft EA will be made available to Ewa region residents for comment. The draft EA will also be distributed to the Ewa and Makakilo/Kapolei Neighborhood Boards. The neighborhood boards are composed of elected residents representing various communities within the board area. Some of the elected board members represent communities composed of significant numbers of minorities and/or low-income residents. Further, the draft EA will be distributed to organizations such as the Office of Hawaiian Affairs (OHA) that are representative of Native Hawaiians. Future notices for review and comment of the draft EA as well as any public presentation will notify organizations representative of minorities and/or women.</p>
<p>B. Project Selection</p>	
<p>1. Were any consultant contracts awarded during the last year and what efforts were made to utilize women and minority owned firms?</p>	<p><u>Airports Division</u> No contracts were awarded.</p> <p><u>Harbors Division</u> There were fifteen consultant contracts awarded during the last year. No special effort was made to utilize women and minority owned firms. Firms were selected based on experience, ability and capacity to do the project.</p> <p><u>Highways Division</u> Only one contract directly related to the Highways Division Staff Services Office (HWY-SM) was procured by the Department of Budget and Finance and executed on 12/15/04 for A.G. Edwards and Sons, Inc. to issue \$60 million of new money highway revenue bonds for the Division's CIP program. Selection for the A.G. Edwards contract was based on qualifications. In addition, a Special Deputy Agreement for DOT with Watanabe Ing Kawashima & Komeji, LLP was executed for the same purpose of issuing Revenue Bonds. The selection was based on the specialized nature of the work and past experience the contractor had with previous Highways Revenue Bond offerings.</p> <p><u>Hawaii County</u> No consultant contracts were awarded by Hawaii County.</p> <p><u>Maui County</u> No consultant contracts were awarded by Maui County.</p> <p><u>Kauai County – Highways</u> No consultant contracts were awarded by Kauai County.</p>

	<p><u>City and County of Honolulu</u> The Paratransit Service Study for the amount of \$290,285, was awarded to Nelson\Nygaard Consulting Associates, Inc., a DBE and woman-owned business.</p>
<p>2. How are Title VI considerations addressed through stakeholder involvement mechanisms?</p>	<p><u>Airports Division</u> No stakeholder meetings were held.</p> <p><u>Harbors Division</u> Title VI stakeholder considerations were addressed through user meetings.</p> <p><u>Highways Division</u> The only stakeholders for the Revenue Bond contract and Special Deputy Agreement are the Department of Transportation and Budget and Finance, both State agencies. Both Departments were involved in the selection, approval, and execution of the contract/agreement. Title VI considerations for project selection for the STIP was addressed through the stakeholder involvement mechanisms of public information.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County – Highways</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Title VI considerations involving stakeholder involvement mechanisms, were addressed through the Oahu Metropolitan Planning Organization (OMPO) planning process for project selection in the Oahu Transportation Improvement Program (TIP).</p>
<p>3. Describe how minorities and low-income populations were provided opportunities to be involved in project selection processes.</p>	<p><u>Airports Division</u> No opportunities were afforded minorities during the project selection process.</p> <p><u>Harbors Division</u> Minorities and low-income populations may be involved in project selection processes through public review of the projects as it goes through the environmental regulatory process.</p> <p><u>Highways Division</u> Minorities and low-income people were provided opportunities to be involved in the project selection</p>

	<p>processes for the STIP through public involvement activities managed by the Planning Branch. Almost all of the STIP projects are selected from the six-year expenditure plan prepared by the Staff Services Office. Most of the larger projects already have legislature appropriations before appearing in the STIP, which generally involved public participation outside of HDOT, i.e., input from the public, including low-income and minorities, to State legislators, County Councils and County mayors.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County – Highways</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Minorities and low-income populations were provided opportunities to be involved in the OMPO Citizen’s Advisory Committee (CAC) process for project selection recommendations and through OMPO’s TIP planning process.</p>
<p>4. Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?</p>	<p><u>Airports Division</u> There were no Title VI or Environmental issues affected in project selection.</p> <p><u>Harbors Division</u> There were no project selection decisions that were affected by Title VI or Environmental Justice issues.</p> <p><u>Highways Division</u> Title VI and Environmental Justice were considered in prioritizing the 2006-2008 STIP projects through input at public hearings. An analysis of which national origins benefit from the projects was also performed. That analysis showed that Filipinos, Native Americans and African Americans do not receive equitable shares of the transportation investment benefits and the roadway safety projects for the three-year STIP window. The Division has made some efforts to factor Environmental Justice into project prioritization. For example, the Statewide Highway Shoreline Protection Study factors in poverty level and non-white census data in arriving at a prioritized statewide implementation list. One project, Mamalahoa Highway Safety Improvements in the Vicinity of Puuwaawaa Ranch Road (Route 190), was reprogrammed for earlier construction (FY 2007) because of public input at one of the public informational meetings.</p> <p><u>Hawaii County</u> Not applicable.</p>

	<p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County – Highways</u> Not applicable.</p> <p><u>City and County of Honolulu</u> There were no project selection decisions affected by Title VI or Environmental Justice issues.</p>
<p>5. How many public hearings, and in what locations, were held on adoption of the STIP or in making other project selection decisions?</p>	<p><u>Airports Division</u> No public hearings were held in the project selection process.</p> <p><u>Harbors Division</u> There were no public hearings held on adoption of the State Transportation Improvement Program or in making other project selection decisions.</p> <p><u>Highways Division</u> The Highways Planning Branch held eighteen (18) public informational meetings on the neighbor islands for the development of the STIP. Nine meetings were held to share the unconstrained STIP and nine additional meetings were held to share the constrained STIP and to address comments received from previous meetings. Meeting notification, meeting site selections, and accommodations were made with Title VI in mind. These meetings provided an opportunity for the public to comment on the proposed projects and to provide input related to Environmental Justice and Title VI.</p> <p><u>Hawaii County</u> Public hearings on adoption of STIP – None. Adoption of STIP is a State DOT function. For Hawaii County, County Council selects projects. The Department/Administration recommends projects for the County’s Capital Improvement (CIP) Program, but it must be adopted through County Council through an appropriation ordinance. Most County projects are approved with the passage of the County’s annual Capital Improvement Program Ordinance. The County Council conducts at least three public hearings. At minimum, one hearing is held in Kona and two in Hilo.</p> <p><u>Maui County</u> Adoption of STIP is a State HDOT function.</p> <p><u>Kauai County – Highways</u> Adoption of STIP is a State HDOT function. The Department of Public Works recommends projects for the Capital Improvement Program, but County Council must adopt the project through an appropriation ordinance. Most County projects are approved with the passage of the County’s annual Capital</p>

	<p>Improvement Program Ordinance. Typically the County Council conducts two public hearings.</p> <p><u>City and County of Honolulu</u> Article 2, Section 4-2.2, (b) (1) of the Revised Ordinances of Honolulu (1990) states that “All projects which the Department of Transportation Services or Planning Department desires assistance under the provisions of the Urban Mass Transportation Act of 1964, as amended, or the Federal Aid Highway Act of 1973 or any other federal act, program or regulations involving or affecting the Oahu metropolitan planning organization shall be initiated by submission of the proposed project to the city council for its prior approval. Upon approval by the council, the project description, along with all required accompanying data, shall be forwarded to the Oahu metropolitan planning organization for appropriate review and action.”</p> <p>Public review of the City’s list of candidate projects for the TIP is provided by the City Council. The City initiated Resolution Number 03-209, “Approving the City and County of Honolulu’s List of Candidate Projects for Consideration in the Fiscal Year’s 2004-2006 Transportation Improvement Program”, which was heard by the City Council’s Transportation Committee on July 23, 2003, and at the Regular City Council Meeting on August 6, 2005, Resolution 03-209, CD1, FD1 that was adopted by the City Council. These are all public hearings that were held on Oahu by the City Council. Upon approval, the resolution was transmitted to OMPO for review and approval.</p> <p>Subsequent amendments to the TIP that require public review are conducted by OMPO. OMPO conducts self-evaluations of its programs for compliance with Title VI and Environmental Justice. A summary of its findings of the self-evaluations that were conducted by OMPO during the reporting period is listed under the Section, Title VI Monitoring and Review Process, Page 3, Fiscal Years 2004-2006, TIP Amendments #8-12, of the “Title VI Environmental Justice Compliance Report, October 2004 to September 2005, Volume 1 of 1, November 15, 2005, by OMPO.</p> <p>The STIP initial and subsequent amendment approval and public review is conducted by the State Department of Transportation, Planning Branch.</p>
<p>C. Design</p>	
<p>1. How many consultant firms currently have design contracts? Dollar value? How many contracts do minority firms and women owned firms currently hold? Dollar value?</p>	<p><u>Airports Division</u> Forty-eight contracts for a total of \$45,556,820. Five of the firms with contracts are DBE certified.</p> <p><u>Harbors Division</u> There were fifteen consultant contracts that were awarded during the last year. These contracts were valued at \$13,947,625.</p> <p><u>Highways Division</u> There were ten design consultant contracts executed for a total of \$7,585,932.</p>

	<p><u>Hawaii County</u> No consultant contracts were awarded by the Department of Public Works.</p> <p><u>Maui County</u> There were twelve consultants that have design contracts with Engineering Division of the Department of Public Works, worth approximately \$8,000,000. Two of these consultants are on the DBE list, at \$1.5 million.</p> <p><u>Kauai County</u> No consultant contracts were awarded by the Department of Public Works.</p> <p><u>City and County of Honolulu</u> There were two design contracts executed for a total of \$343,556.</p>
<p>2. What efforts were made to increase minority and female participation in obtaining consultant contracts? Is there currently a separate list maintained on minority and women consultants? How many firms are included on the list? How many are receiving contracts?</p>	<p><u>Airports Division</u> Consultants are encouraged to utilize DBE's whenever feasible. Of the forty-eight firms, five firms are DBE certified. The Disadvantaged Business Section of the HDOT, Office of Civil Rights, maintains a list of minority/women DBE firms weekly. Currently, the list has a total of 260 small business firms that are DBE certified.</p> <p><u>Harbors Division</u> No special effort was made to utilize women and minority owned firms. Firms were selected based on experience, ability and capacity to do the project.</p> <p><u>Highways Division</u> Consultants were encouraged to utilize DBE's whenever feasible. Of the ten firms in item one above, one firm is certified as a DBE. The Disadvantaged Business Section of the HDOT, Office of Civil Rights, maintains a list of minority/women DBE firms weekly. Currently, the list has a total of 260 small business firms that are DBE certified.</p> <p><u>Hawaii County</u> No effort was made to increase minority/female participation other than encouraging consultants to utilize DBE's whenever feasible. No separate list is maintained.</p> <p><u>Maui County</u> No effort was made to increase minority and female participation in obtaining consultant contracts. Currently, Maui County does not have a separate list maintained for minority and women consultants.</p>

	<p><u>Kauai County</u> No efforts were made to increase minority and female participation in obtaining consultant contracts. The Department of Public Works has pointed out that this would be a violation of HRS 103D-304, Procurement of Professional Services and DOT is currently working on this.</p> <p><u>City and County of Honolulu</u> No efforts were made to increase minority and female participation in obtaining consultant contracts.</p>
<p>3. Were any public hearings held during the design phase of any airport? Did minorities (individuals or organizations) participate in the hearings? If no, why not? Provide a summary of concerns and issues raised if any. Describe actions taken by the Title VI Program Specialist or Coordinator to facilitate and/or address the concerns raised.</p>	<p><u>Airports Division</u> Not applicable this year since there were no projects in a design phase requiring public meetings to be held.</p> <p><u>Harbors Division</u> Public hearings were held during the design phase of some projects. Minorities did participate in the hearings.</p> <p><u>Highways Division</u> There were three public informational meetings that were held during the reporting period.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>4. List the employees in the Design Program area by title, ethnicity, and sex (gender). Where minority and female representation is low, what efforts are made to increase their representation?</p>	<p><u>Airports Division</u> The following personnel were involved in Design matters:</p> <ul style="list-style-type: none"> - Engineer, Japanese, Male (4) - Secretary, Japanese, Female <p><u>Harbors Division</u> The following personnel were involved in Design matters:</p> <ul style="list-style-type: none"> - Engineer VI, Japanese, Male - Engineer V, Japanese, Male

- Engineer IV, Pacific Islander, Male
- Engineer IV, White, Male

Highways Division

The following personnel were involved in Design matters:

Engineering Program Manager VII, Chinese, Male

Secretary III, Japanese, Female

Landscape Architect, White, Male

Clerk-Typist II, Chinese, Female

Clerk-Typist II, Part Hawaiian, Female

Clerk Steno II, Filipino, Female

Clerk III, Chinese, Female

Engineer, Japanese, Female (4)

Engineer, Japanese, Male (18)

Engineer, Filipino, Female (1)

Engineer, Filipino, Male (6)

Engineer, Chinese Female (2)

Engineer, Chinese, Male (7)

Engineer, Mixed, Male (3)

Engineer, Korean, Male (1)

Engineer, Part Hawaiian, Female (1)

Engineer, Part Hawaiian, Male (1)

Engineer White, Male (3)

Drafting Technician, White, Female (1)

Drafting Technician, White, Male (2)

Drafting Technician, Japanese, Female (3)

Drafting Technician, Japanese, Male (3)

Drafting Aid, Filipino, Male (1)

Drafting Aid, White, Male (1)

Drafting Aid, Chinese, Female (1)

Drafting Technician, Chinese, Female (3)

Drafting Technician, Chinese, Male (1)

Drafting Technician, Part Hawaiian, Male (1)

Land Boundary Surveyor, Filipino, Male (5)

Land Boundary Surveyor, Mixed, Male (2)

Land Boundary Surveyor, White, Male (2)

Land Boundary Surveyor, Japanese, Male (7)

Land Boundary Surveyor, Chinese, Male (1)

Hawaii County

The following personnel were involved in Design matters:

- Engineer, White, Male
- Engineer, Hawaiian, Male
- Drafting Technician, Filipino, Male (2)
- Drafting Technician, Hispanic, Male

The Department of Civil Service, Recruitment and Examination Center, conducted a number of outreach activities to increase the representation of women and minority in job applicant pools. Strategic recruitment efforts to fill County job vacancies included:

- Paid radio ads on KHBC, K-BIG and their affiliate radio stations;
- KITV television coverage during the Merrie Monarch Festival;
- Informational outreach sessions held around the island in the districts of Hilo, Honoka'a, Waimea, Kohala, Kona, Ka'u and Puna;
- Staff attended job fairs at the University of Hawaii, Manoa, Chaminade University and Brigham Young University on Oahu, at the University of Hawaii, Hilo and Keaau High School in Hawaii County;
- Staff delivered recruitment talks at the University of Hawaii at Hilo, Hawaii Community College, Workforce Development Office, State Department of Labor, and Hilo High School;
- Newspaper articles about the County's recruitment efforts appeared in Hawaii Tribune Herald, West Hawaii Today and the Honolulu Advertiser;
- Recruitment ads were aired on screens at movie theatres;
- Paid ads also appeared in the Honolulu Advertiser, Hawaii Tribune Herald, Big Island Journal and West Hawaii Today;
- Positions were also posted on the Hawaii County website and Na Leo'O'Hawaii Interactive Community Bulletin.

Maui County

The following personnel are involved in design matters:

- Engineer, Hawaiian, Male
- Engineer, Japanese, Female
- Engineer, Japanese, Male
- Engineering Drafting Aid, Japanese, Male (2)

	<p><u>Kauai County</u> The following personnel are involved in design matters:</p> <ul style="list-style-type: none"> - Engineer, Filipino, Male - Engineer, Filipino, Female - Engineering Technician, Japanese, Male - Engineering Technician, Filipino, Male <p><u>City and County of Honolulu</u> The following personnel are involved in design matters:</p> <ul style="list-style-type: none"> - Acting Division Administrator, Traffic Signals and Technology Division, Japanese, Male - Engineer, White, Male - Engineer, Japanese, Male (2) - Planner, Chinese, Female
<p>5. Were there any complaints filed in the Design Program area? If so, provide summary, with basis, status, actions proposed and taken.</p>	<p><u>Airports Division</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p> <p><u>Harbors Division</u> There were no project selection decisions that were affected by Title VI or Environmental Justice issues.</p> <p><u>Highways Division</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p> <p><u>Hawaii County</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p> <p><u>Maui County</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p> <p><u>Kauai County</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p> <p><u>City and County of Honolulu</u> No complaints alleging violation of Title VI were filed in the Design Program area.</p>
<p>6. List any significant problem areas, accomplishments, and actions to take during the ensuing year.</p>	<p><u>Airports Division</u> There were no significant problem areas, accomplishments, or actions to take during the ensuing year relating to Title VI.</p>

Harbors Division

There were no public hearings held on adoption of the State Transportation Improvement Program (STIP) or in making other project selection decisions.

Highways Division

Shortage of engineers, land boundary surveyors and drafting technicians industry-wide continues to hamper the operations of the Design Branch; otherwise, there were no other significant problem areas.

Significant accomplishments include:

- Interstate Route H-1 Widening, Waimalu Viaduct Westbound, Pearl City Off Ramp to Kaonohi Street. This project is in construction with completion scheduled for the summer of 2006. The project will improve traffic flow for the westbound lanes of Interstate Route H-1 between the Kaonohi Street overcrossing and the Exit 10 off-ramp at Waiiau Interchange. Project involves construction of detour roads, permanent and temporary relocation of residents and traffic controls. Information meetings provided dialogue and exchange of ideas that will be taken into consideration to minimize construction impact.
- Queen Kaahumanu Highway Widening, Phase I, Henry Street to Kealakehe Parkway. This is a Design-Build project currently in design that will widen the Queen Kaahumanu Highway to four lanes from Henry Street to Kealakehe Parkway to relieve traffic congestion. Information meetings provided discussions and exchange of ideas with the community on traffic issues, mitigation efforts and landscaping. Information obtained will be considered in design.

Hawaii County

There were no significant problem areas, accomplishments, or actions to take during the ensuing year relating to Title VI.

Maui County

There were no significant problem areas, accomplishments, or actions to take during the ensuing year relating to Title VI.

Kauai County

There were no significant problem areas, accomplishments, or actions to take during the ensuing year relating to Title VI.

City and County of Honolulu

There were no significant problem areas, accomplishments, or actions to take during the ensuing year relating to Title VI.

D. Environmental Considerations	
<p>1. As a result of the choice of airport facility/location, or the procedure used for arriving at the choice, were any complaints filed? If so, how many? Summarize each complaint and explain status, with actions proposed and taken.</p>	<p><u>Airports Division</u> No complaints were filed during this reporting period.</p> <p><u>Harbors Division</u> No complaints were filed during this reporting period.</p> <p><u>Highways Division</u> No complaints were filed at the Planning Branch as a result of highway facility location or the procedure used for arriving at the choice.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>2. Identify the titles, ethnicity and sex (gender) of employees working in the environmental program area. Were there any vacancies during the reporting period? What efforts were made by the Title VI Specialist/Coordinator to increase the representation of minorities and women if they are underrepresented? What efforts were made to encourage adequate representation of minorities and women to serve as members of citizen advisory committees?</p>	<p><u>Airports Division</u> The following personnel were involved in the Environmental Section:</p> <ul style="list-style-type: none"> - Planner, Japanese, Male - Planner, Japanese, Female - Planner, Chinese, Female - The Environmental Engineer position was vacant. <p><u>Harbors Division</u> The following personnel were involved in Environmental matters:</p> <ul style="list-style-type: none"> - Engineering Program Manager, Mixed, Male - Engineer, Chinese, Male (2) <p><u>Highways Division</u> The following employees of the Planning Branch, Advanced Planning Section and Systems Planning Section, worked in the environmental area:</p>

- Engineering Program Manager, Japanese, male
- Engineer, Chinese, male (2)
- Engineer, Filipino, male
- Engineer, Japanese, male (2)
- Engineer, Japanese, female
- Engineer, Filipino, female
- Research Statistician, Caucasian, male
- Research Statistician, Caucasian, female

In the Advance Planning Section, two Civil Engineer IV positions were vacant during the reporting period, and in the Systems Planning Section, there were three vacant positions during the entire reporting period, a Planner VII Section Head, Civil Engineer V, and a Secretary I. The positions could not be filled because of hiring restrictions due to the attempt to form a Central Planning Office. No efforts were made by the Title VI Specialist to increase the representation of minorities and women. However, a female Civil Engineer I position was filled at the beginning of the reporting period because she was deemed the most qualified. No efforts to encourage adequate representation of minorities and women to serve as members of citizen advisory committees were reported.

Two Japanese male Engineers in the Construction Branch and 67 Engineers in the Design Branch worked in the environmental area.

Hawaii County

The following personnel were involved in Environmental matters:

- Planning Program Manager, Filipino, Female
- Planner, Japanese, Female (2)
- Planner, Part Hawaiian, Female

The Department of Civil Service, Recruitment and Examination Center, conducted a number of outreach activities to increase the representation of women and minority in job applicant pools. Strategic recruitment efforts to fill County job vacancies included:

- Paid radio ads on KHBC, K-BIG and their affiliate radio stations;
- KITV television coverage during the Merrie Monarch Festival;
- Informational outreach sessions held around the island in the districts of Hilo, Honoka'a, Waimea, Kohala, Kona, Ka'u and Puna;
- Staff attended job fairs at the University of Hawaii, Manoa, Chaminade University and Brigham Young University on Oahu, at the University of Hawaii, Hilo and Keaau High School in Hawaii County;
- Staff delivered recruitment talks at the University of Hawaii at Hilo, Hawaii Community College, Workforce Development Office, State Department of Labor, and Hilo High School;

	<ul style="list-style-type: none"> - Newspaper articles about the County’s recruitment efforts appeared in Hawaii Tribune Herald, West Hawaii Today and the Honolulu Advertiser; - Recruitment ads were aired on screens at movie theatres; - Paid ads also appeared in the Honolulu Advertiser, Hawaii Tribune Herald, Big Island Journal and West Hawaii Today; - Positions were also posted on the Hawaii County website and Na Leo’O’Hawaii Interactive Community Bulletin. <p><u>Maui County</u> The following personnel are involved in design matters:</p> <ul style="list-style-type: none"> - Engineer, Hawaiian, Male - Engineer, Japanese, Female - Engineer, Japanese, Male - Engineering Drafting Aid, Japanese, Male (2) <p><u>Kauai County</u> The following personnel were involved in environmental matters:</p> <ul style="list-style-type: none"> - Planning Program Manager, Japanese, male - Planner, Japanese, male - Planner, Caucasian, female - Planner, Filipino, male - Planner, Part-Hawaiian, male <p><u>City and County of Honolulu</u> Department of Transportation Services (DTS), Regional Planning Branch Administrator, Japanese, male. There is a vacancy for a Planner VI, which would work on Title VI, DBE and contracting documents for the Transportation Planning Division of DTS. There were no efforts made during the reporting period by the Title VI Specialist/Coordinator to increase the representation of minorities and women if they are underrepresented. Not aware of any efforts made to encourage adequate representation of minorities and women to serve as members of citizen advisory committees.</p>
<p>3. During the reporting period, how many pre-draft Environmental Impact Statements were reviewed? Summarize comments provided on EIS’s where minority or low-income populations, etc. were adversely impacted.</p>	<p><u>Airports Division</u> There were no Environmental Impact Statements (EIS) documents to review.</p> <p><u>Harbors Division</u> No pre-draft EIS was reviewed during the reporting period.</p> <p><u>Highways Division</u> No pre-draft Environmental Impact Statements were reviewed during the reporting period.</p>

	<p><u>Hawaii County</u> Two pre-draft EIS were reviewed by the Planning Department for highway-related projects during the reporting period. No comments regarding adverse impacts to minority or low-income populations were provided.</p> <p><u>Maui County</u> There were three pre-draft Environmental Assessments, and there were no minority or low-income populations adversely impacted.</p> <p><u>Kauai County</u> No pre-draft EIS were reviewed by the Planning Department for Highways projects during the reporting period.</p> <p><u>City and County of Honolulu</u> No pre-draft EIS was reviewed during the reporting period.</p>
<p>4. How many consultants currently have contracts involving environmental studies? Dollar value? How many minority and women-owned firms currently have contracts involving environmental studies? Dollar value? Where minority and women participation on consultant contracts is low, describe efforts taken to increase their participation.</p>	<p><u>Airports Division</u> There were no consultant contracts currently involving environmental studies during the reporting period.</p> <p><u>Harbors Division</u> There were no consultant contracts currently involving environmental studies during the reporting period.</p> <p><u>Highways Division</u> The Planning Branch currently has fifteen contracts in There was no reported need to use bilingual advertisements, announcements, notices, etc., for planning projects. volving environmental studies:</p> <ul style="list-style-type: none"> - North-South Road, \$4,000,000 - Kawaihae Road Bypass, \$1,775,000 - Saddle Road Extension, \$1,750,000 - Waimea Bypass, \$1,665,000 - Nimitz Highway Improvements, \$1,200,000 - Kawaihae Road Waiaka Bridge Replacement and Realignment, \$525,000 - Kapaa Relief Route, \$4,200,000 - Lahaina Bypass (Paid by Amfac) - Kihei Upcountry Maui Highway, \$1,665,000 - Historic Bridge Inventory, \$56,000 - H-1 Lunalilo On and Off Ramps, \$950,000 - H-1 Widening, Waiawa to Halawa, \$1,700,000

	<ul style="list-style-type: none"> - Leeward Community College Second Access, \$788,000 - Makai Boulevard Concept, \$3,300,000 - Kamehameha Highway Improvements, \$825,000 <p>Total dollar value was approximately \$24,399,000.</p> <p>One minority and women-owned firm, Char and Associates, has a contract for Leeward Community College Second Access, a project that involves environmental studies (dollar value is about \$6,818). One DBE sub-consultant, Gary Omori, is working on the Kamehameha Highway Improvement Project. Additionally, the Historic Bridge Inventory is under contract with University of Hawaii, Manoa, and has a female Principal Investigator (dollar amount is \$56,000).</p> <p>No new effort to increase participation of minorities and women on consultant contracts for planning projects was reported. However, the Native Hawaiian consultant who was hired in FY2004 has worked as a subcontractor to one of the consulting firms during FY2005. If the Federal government participates in the funding of contracts, the contractor is required to comply with criteria for Disadvantaged Business Enterprises.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> There were no specific consultant contracts currently involving environmental studies during the reporting period. There were no minority and women-owned firms currently with contracts involving environmental studies during the reporting period. There was no indication of low participation on minority and consultant contracts therefore; no efforts were taken to increase participation.</p>
<p>5. How many public hearings were held during the reporting period concerning location of a project? How were the hearings advertised, and was it adequate to provide notification to minorities and low-income communities?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> No public hearings were held during this reporting period.</p> <p><u>Highways Division</u> No public hearings were held concerning the location of a planning project.</p>

	<p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>6. How were minority and low-income community representatives identified and encouraged to become involved in the location and environmental phase?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> No special effort was made to identify minority and low-income community representatives.</p> <p><u>Highways Division</u> Minority and low-income community representatives were identified through the knowledge of the communities and encouraged to become involved in the environmental phase, including Environmental Justice, through posters, direct mail and door-to-door visits by consultants.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>

<p>7. During the reporting period, was there a need to utilize bilingual advertisements, announcements, notices, etc.?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> There was no need to utilize bilingual advertisements, announcements, notices, etc.</p> <p><u>Highways Division</u> There was no reported need to use bilingual advertisements, announcements, notices, etc., for planning projects.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>E. Right-of-Way</p>	
<p>1. During the reporting period, did the State receive any civil rights complaints in the following Right-of-Way functional areas:</p> <ul style="list-style-type: none"> a. Appraisals b. Negotiations c. Relocation Assistance and Payments d. Property Management <p>If so, how many?</p>	<p><u>Airports Division</u> No complaints were received in any Right of Way functional areas including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p> <p><u>Harbors Division</u> No complaints were filed during this reporting period.</p> <p><u>Highways Division</u> During the reporting period, there were no civil rights complaints in the Right-of-Way functional areas of appraisals, negotiations, relocation assistance and payments, and property management.</p> <p><u>Hawaii County</u> No complaints were received in any Right of Way functional areas including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p>

	<p><u>Maui County</u> No complaints were received in any Right of Way functional area including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p> <p><u>Kauai County</u> No complaints were received in any Right of Way functional areas including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p> <p><u>City and County of Honolulu</u> No complaints were received in any Right of Way functional areas including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p>
<p>2. How many fee appraisers were utilized during the reporting period? How many are minority and women? If the representation of minority and female appraisers is low, what efforts were made to increase their representation?</p>	<p><u>Airports Division</u> No fee appraisers were utilized during the reporting period.</p> <p><u>Harbors Division</u> No fee appraisers were utilized during the reporting period.</p> <p><u>Highways Division</u> There were a total of nine-fee appraisal firms utilized during the reporting period. Of the appraisers utilized, three were of Japanese ancestry, one was of Chinese ancestry, and one was a woman of Japanese ancestry. Right-of-Way Branch (Branch) appears to be well represented in terms of minority race representation. Five of nine firms on the approved appraiser's list have minority race appraisers on staff that has done appraisals for the Branch. The Appraisal Section tries to keep strong lines of communication with the appraisers on the approval list. The Branch is currently exploring the availability of minority women appraisers that can be added to the list. During the reporting period, one female appraiser was added to the list and has already won one contract.</p> <p><u>Hawaii County</u> One appraiser was used. The County has no appraiser on staff. All appraisers are hired in accordance with the State procurement law. All work performed by the County is audited annually by the State DOT. At present, the State DOT has no requirements regarding the use of women and/or minorities.</p> <p><u>Maui County</u> Two fee appraisers were done during the reporting period, one was a woman appraiser.</p> <p><u>Kauai County</u> County has no staff appraisers. The County would contract a land agent and/or appraiser in accordance with State procurement laws.</p>

	<p><u>City and County of Honolulu</u> Not applicable.</p>
<p>3. How many negotiations were made during the reporting period? Does the negotiator's log reflect any disparity in the conduct of negotiations between minorities and non-minorities?</p>	<p><u>Airports Division</u> There were no negotiations during this reporting period.</p> <p><u>Harbors Division</u> There were no negotiations during this reporting period.</p> <p><u>Highways Division</u> A total of 46 negotiations was made during the reporting period, 9 in Unit A and 37 in Unit B. The negotiators' logs do not reflect any disparity in the conduct of negotiations between minorities and non-minorities.</p> <p><u>Hawaii County</u> Five parcels were negotiated. No disparities reflected in the conduct of negotiations between minorities and non-minorities.</p> <p><u>Maui County</u> As of this report, negotiations were still on-going.</p> <p><u>Kauai County</u> There were no negotiations during this reporting period. No land was acquired during the reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>4. Were there any concerns raised by minorities or women concerning their options in the negotiation phase? Explain.</p>	<p><u>Airports Division</u> There were no concerns raised by minorities or women during this reporting period.</p> <p><u>Harbors Division</u> There were no concerns raised by minorities or women during this reporting period.</p> <p><u>Highways Division</u> There were no concerns raised by minorities or women concerning their options in the negotiation phase.</p> <p><u>Hawaii County</u> There were no concerns raised by minorities or women during this reporting period.</p>

	<p><u>Maui County</u> There were no concerns raised by minorities or women during this reporting period.</p> <p><u>Kauai County</u> There were no concerns raised by minorities or women concerning their options in the negotiation phase.</p> <p><u>City and County of Honolulu</u> There were no concerns raised by minorities or women during this reporting period.</p>
<p>5. Number of relocations during the reporting period: Minority: _____ Female: _____ Elderly: _____ Disabled: _____</p>	<p><u>Airports Division</u> There were no relocations during this reporting period.</p> <p><u>Harbors Division</u> There were no relocations during this reporting period.</p> <p><u>Highways Division</u> No relocations were reported during this reporting period.</p> <p><u>Hawaii County</u> No relocations occurred during the reporting period.</p> <p><u>Maui County</u> No relocations occurred during the reporting period.</p> <p><u>Kauai County</u> No relocations occurred during the reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>6. Were any concerns raised by minorities or women on replacement housing, referral housing, etc.?</p>	<p><u>Airports Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p> <p><u>Harbors Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p> <p><u>Highways Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p>

	<p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
F. Research	
1. How many research projects are currently underway?	<p><u>Airports Division</u> No research projects were conducted during the reporting period.</p> <p><u>Harbors Division</u> No research projects were conducted during the reporting period.</p> <p><u>Highways Division</u> The Materials Testing and Research Branch has eight research projects currently underway.</p> <p><u>Hawaii County</u> No research projects were conducted during the reporting period.</p> <p><u>Maui County</u> No research projects were conducted during the reporting period.</p> <p><u>Kauai County</u> No highway research projects were conducted by the Planning Department during the reporting period.</p> <p><u>City and County of Honolulu</u> No highway research projects were conducted by the Planning Department during the reporting period.</p>
2. List of universities and/or consultants currently conducting research projects.	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p>

	<p><u>Highways Division</u> The University of Hawaii is the only university currently conducting research projects.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>3. Summarize actions taken to encourage universities to utilize minority and female students to participate on highway research projects.</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> The actions taken to encourage universities to utilize minority and female students to participate on highway research projects include:</p> <ul style="list-style-type: none"> - The consultant contracts include a section on Equal Opportunity, requiring the contractor to not discriminate against any employees because of race, color, sex or related origin. - The university is requested annually to submit a list of employees working on each contract giving the ethnicity of each employee. <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>

<p>4. Summarize actions taken to increase minority and women-owned consultant firms in obtaining research projects.</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> To increase minority and women-owned consultant firms in obtaining research projects, contract documents for private consultant also included requirements for Equal Opportunity and DBE.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>5. List any significant actions planned for the ensuing year.</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> A significant action planned for the ensuing year is discussing Equal Opportunity with consultants prior to awarding the contract.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p>

	<p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
G. Construction	
<p>1. Has the State received any civil rights complaints involving competitive bidding procedures? What corrective action, if any was needed, has the State taken? (Provide summary of any concerns raised by DBEs concerning licensing, pre-qualifications, lack of subcontracting opportunities, etc.)</p>	<p><u>Airports Division</u> No civil rights complaints regarding competitive bidding procedures were reported.</p> <p><u>Harbors Division</u> No complaints were filed during this reporting period.</p> <p><u>Highways Division</u> No civil rights complaints regarding competitive bidding procedures were reported.</p> <p><u>Hawaii County</u> No civil rights complaints regarding competitive bidding procedures were reported.</p> <p><u>Maui County</u> There were no civil rights complaints involving competitive bidding procedures. Also, there were no concerns raised by DBE's.</p> <p><u>Kauai County</u> No civil rights complaints regarding competitive bidding procedures were reported.</p> <p><u>City and County of Honolulu</u> The City has not received any civil rights complaints involving competitive bidding.</p>
<p>2. What was the level of DBE participation on construction contracts? Female and minority-owned firms?</p>	<p><u>Airports Division</u> 7.9% DBE participation of total construction contracts for the fiscal year 2005 totaling \$59,270,741. This included 38 DBE firms for a total of \$4,654,939, one General Contractor and 37 subcontractors.</p> <p><u>Harbors Division</u> There was an estimated 40% level of DBE participation on construction contracts.</p> <p><u>Highways Division</u> The Highways Division had 18 percent DBE participation on construction contracts which exceeded its goal of 13 percent.</p>

	<p><u>Hawaii County</u> One project had an 18% DBE goal. The project is ongoing and DBE participation is to be determined. HDOT staff has not established level of DBE participation for use of minority and women owned firms on State funded projects.</p> <p><u>Maui County</u> The level of DBE participation varies for each project depending upon the availability of DBE subcontractors in each field and the type of project. The percentage of DBE's has been between 10% and 15%.</p> <p><u>Kauai County</u> The County does not have any DBE participation to report on construction contracts for the reporting period. HDOT staff has not established level of DBE participation for use of minority and women owned firms on State funded projects.</p> <p><u>City and County of Honolulu</u> Currently, the City does not have any DBE participation to report on construction contracts for the reporting period.</p>
<p>3. Summarize efforts made by the DBE staff to encourage the use of minority and women-owned firms on state funded projects?</p>	<p><u>Airports Division</u> Letters were sent to minority agencies to inform them of upcoming projects. DBE goals were advertised in the newspapers, minority papers, the State website, etc.</p> <p><u>Harbors Division</u> Does not have DBE Staff.</p> <p><u>Highways Division</u> No specific efforts were made to encourage the use of minority and women-owned firms on state funded projects.</p> <p><u>Hawaii County</u> Staff conducts pre-bid meetings to encourage use of minority and women owned firms on projects.</p> <p><u>Maui County</u> Since female and minority-owned firms were DBE's, the County has no separate program set aside for them.</p> <p><u>Kauai County</u> Kauai County staff conducts pre-bid meetings to encourage use of minority and women owned firms on projects.</p>

	<p><u>City and County of Honolulu</u> No DBE participation to report on in regards to efforts made to encourage the use of minority and women-owned firms on state funded projects.</p>
<p>4. During the review period, were any procedures reviewed to assure subcontract agreements, first and second tier, and material supply and equipment lease agreement contained Title VI contract provisions?</p>	<p><u>Airports Division</u> No procedures were reviewed to assure subcontract agreements, first and second tier, and material supply and equipment lease agreement that contained Title VI contract provisions.</p> <p><u>Harbors Division</u> No procedures were reviewed to assure subcontract agreements, first and second tier, and material supply and equipment lease agreement that contained Title VI contract provisions.</p> <p><u>Highways Division</u> No procedures were reviewed to assure that subcontract agreements, first and second tier, and material supply and equipment lease agreements contained Title VI contract provisions.</p> <p><u>Hawaii County</u> Contract requirements are established by HDOT. DPW staff is not aware of procedures to review to assure that subcontract agreements, first and second tier, and material supply and lease agreement to contain Title VI contract provisions.</p> <p><u>Maui County</u> During the bid review period, the County of Maui reviews all specialty licenses required for the project, percent DBE's required and whether met. Additionally, prior to bidding, specifications are reviewed to contain Title VI contract provisions. After award and prior to construction, the low bidder must meet the provisions regarding Title VI as specified in the contract documents.</p> <p><u>Kauai County</u> Contract requirements are established by HDOT. DPW staff is not aware of procedures to review to assure that subcontract agreements, first and second tier, and material supply and lease agreement to contain Title VI contract provisions.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>5. List any significant accomplishments, and/or action items for the ensuring year.</p>	<p><u>Airports Division</u> No significant action items have been identified.</p>

	<p><u>Harbors Division</u> No significant accomplishments or action items have been identified.</p> <p><u>Highways Division</u> No significant accomplishments or action items have been identified.</p> <p><u>Hawaii County</u> No significant accomplishments or action items have been identified.</p> <p><u>Maui County</u> The County bid two federal aid projects this year and both met the County's DBE requirements.</p> <p><u>Kauai County</u> No significant accomplishments or action items have been identified.</p> <p><u>City and County of Honolulu</u> No significant accomplishments or action items have been identified.</p>
<p>H. Education and Training</p>	
<p>1. During the reporting period, what efforts were made to encourage participation by minorities and women in educational and training programs?</p>	<p><u>Department of Transportation</u> Efforts to encourage participation by minorities and women in educational and training programs included:</p> <p>October 2004</p> <ul style="list-style-type: none"> - Lunalilo On-Ramp Modification Demonstration Project - Informational meeting with twenty public participants. Twelve of the participants were minorities (six men and six women). Of the twenty participants, eight were women. - DBE Program Manager conducted training for minority-owned and women-owned businesses, as part of a Government Contracting Workshop sponsored by the U.S. Small Business Administration. Purpose of training was to provide such businesses with information regarding contracting opportunities with the Hawaii Department of Transportation and other government agencies. <p>December 2004</p> <ul style="list-style-type: none"> - Participated in a U.S. Government Services Administration/Small Business Administration sponsored conference. At this conference, DBE Program Manager and HDOT's Contracts Officer attended a matchmaking session to assist small minority-owned and women-owned businesses with obtaining government contracts. Also, DBE Program Manager served on a panel relating to contracting opportunities with federal and state government agencies.

	<p>March 2005</p> <ul style="list-style-type: none"> - OCR staff participated in a meeting with HWY personnel, a consultant and FHWA to discuss Title VI issues at the Fort Barrette Road Widening Project. Concern was expressed over Census Data and the accuracy for the Hawaiian Homes development that showed a low percentage of Native Hawaiians. Consultant found that the Department of Hawaiian Home Lands (DHHL) uses the same data. Recommended that consultant also include local churches in notifying when informational meetings are to be held. <p>June 2005</p> <ul style="list-style-type: none"> - Solicited comments from minority and women business organizations and trade groups, regarding proposed DBE participation goals for the federal fiscal year beginning October 1, 2005. <p>August 2005</p> <ul style="list-style-type: none"> - Participated in a SBA-sponsored government-contracting workshop that was geared towards minority-owned and women-owned small businesses. <p><u>Airports Division</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p> <p><u>Harbors Division</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p> <p><u>Highways Division</u> Training is open to all so no special efforts were made to encourage minorities and women.</p> <p><u>Hawaii County</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p> <p><u>Maui County</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p> <p><u>Kauai County</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p>
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	<p><u>City and County of Honolulu</u> No efforts were made to encourage participation by minorities and women in educational and training programs.</p>
<p>2. List the types of sponsored or co-sponsored programs. How many State participants? How many minorities and women?</p>	<p><u>Department of Transportation</u> HDOT sponsored training sessions: a) FHWA provided Title VI training to approximately fifty personnel from HDOT and five from the various Counties in January 2005; b) FHWA also provided one-on-one (Executive) training to approximately twenty-three participants, which included three HDOT Title VI Liaisons, OMPO personnel, HDOT management, Attorney General's Office and FHWA personnel; c) FHWA provided Title VI training to Kauai County personnel.</p> <p><u>Airports Division</u> The HDOT, Office of Civil Rights (OCR), coordinates all civil rights training. See Department educational and training programs.</p> <p><u>Harbors Division</u> The HDOT, Office of Civil Rights (OCR) coordinates all civil rights training. See Department educational and training programs.</p> <p><u>Highways Division</u> The HDOT, Office of Civil Rights (OCR) coordinates all civil rights training. See Department educational and training programs.</p> <p><u>Hawaii County</u> County staff attended the January 2005 Title VI training conducted by FHWA. No other Title VI training was provided during this fiscal period.</p> <p><u>Maui County</u> County staff attended the January 2005 Title VI training conducted by FHWA. No other Title VI training was provided during this fiscal period.</p> <p><u>Kauai County</u> County staff attended the January 2005 Title VI training conducted by FHWA. No other Title VI training was provided during this fiscal period.</p> <p><u>City and County of Honolulu</u> County staff attended the January 2005 Title VI training conducted by FHWA. No other Title VI training was provided during this fiscal period.</p>

<p>3. Identify the agency's staff personnel responsible for training by job title, ethnicity and sex (gender).</p>	<p><u>Department of Transportation</u> The former HDOT Title VI Specialist (White/Male) provided Title VI and Environmental Justice Overview training to Hawaii and Maui County personnel.</p> <p><u>Airports Division</u> See Department regarding Title VI training efforts.</p> <p><u>Harbors Division</u> See Department regarding Title VI training efforts.</p> <p><u>Highways Division</u> A Personnel Management Specialist, Japanese female, is responsible for the Division's training.</p> <p><u>Hawaii County</u> Dr. Teresa Spinola-Campbell, Equal Opportunity Officer and ADA Coordinator for the County of Hawaii, is the official Title VI Liaison for the County of Hawaii, provides civil rights training to Hawaii County employees. Additional civil rights training will be coordinated with the HDOT.</p> <p><u>Maui County</u> Dennis Schwind, County of Maui ADA Coordinator, is also the Title VI Liaison for the County. Title VI and other civil rights training will be coordinated with HDOT.</p> <p><u>Kauai County</u> Until such a time that the County appoints a permanent Title VI Liaison, HDOT will be responsible for coordinating and/or providing Title VI and other civil rights training, and with the assistance of the Interim County Title VI Liaison, encourage participation of educational opportunities by minorities and women.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>4. Were there any civil rights complaints filed concerning training and educational opportunities? If so, what corrective actions has the State taken? Provide summary of concerns raised, complaints filed, status, etc.</p>	<p><u>Department of Transportation</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>Airports Division</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>Harbors Division</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p>

	<p><u>Highways Division</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>Hawaii County</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>Maui County</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>Kauai County</u> No complaints were filed regarding training and educational opportunities during this reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>I. Motor Carrier Safety Program</p>	
<p>1. How many contracts and inter-agency agreements are currently in effect involving Motor Carrier Safety Program funds?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> No contracts or interagency agreements are currently in effect involving Motor Carrier Safety Program funds.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>

<p>2. Where contract are with consultant or professional service firms, describe the advertising and selection process. Were DBE firms encouraged to submit proposals? Were DBE goals assigned to contracts?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> There were no contracts with consultants or professional service firms.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>3. What was the total dollar value of contract work last year? What amount went to DBE firms, either as primes or sub-contractors?</p>	<p><u>Airports Division</u> Not applicable.</p> <p><u>Harbors Division</u> Not applicable.</p> <p><u>Highways Division</u> The total value of contract work last year was zero.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p>

	<u>City and County of Honolulu</u> Not applicable.
4. What steps, if any, are planned for next year to increase DBE participation?	<u>Airports Division</u> Not applicable. <u>Harbors Division</u> Not applicable. <u>Highways Division</u> No steps were planned for next year to increase DBE participation. <u>Hawaii County</u> Not applicable. <u>Maui County</u> Not applicable. <u>Kauai County</u> Not applicable. <u>City and County of Honolulu</u> Not applicable.
5. Were any civil rights complaints received regarding the Motor Carrier Safety Program?	<u>Airports Division</u> Not applicable. <u>Harbors Division</u> Not applicable. <u>Highways Division</u> No complaints were filed during this reporting period. <u>Hawaii County</u> Not applicable. <u>Maui County</u> Not applicable.

	<p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
J. Property Management	
<p>1. During the reporting period, did the State receive any civil rights complaints in the following Property Management functional areas:</p> <p>(a) Appraisals</p> <p>(b) Negotiations</p> <p>(c) Relocation Assistance and Payments</p> <p>(d) Property Management</p> <p>If so, how many?</p>	<p><u>Airports Division</u> There were no complaints filed regarding appraisals, negotiations, relocation assistance and payments, and property management during this reporting period.</p> <p><u>Harbors Division</u> There were no complaints filed regarding appraisals, negotiations, relocation assistance and payments, and property management during this reporting period.</p> <p><u>Highways Division</u> During the reporting period, there were no civil rights complaints in the Right-of-Way functional areas of appraisals, negotiations, relocation assistance and payments, and property management.</p> <p><u>Hawaii County</u> There were no complaints filed regarding appraisals, negotiations, relocation assistance and payments, and property management during this reporting period.</p> <p><u>Maui County</u> No complaints were received in any Right of Way functional areas including Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.</p> <p><u>Kauai County</u> There were no complaints filed regarding appraisals, negotiations, relocation assistance and payments, and property management during this reporting period.</p> <p><u>City and County of Honolulu</u> This is not applicable to the City and County of Honolulu, and the City did not receive any civil rights complaints in property management functional areas.</p>

<p>2. How many fee appraisers were utilized during the reporting period? How many are minority and women? If the representation of minority and female appraisers is low, what efforts were made to increase their representation?</p>	<p><u>Airports Division</u> Two women appraisers were utilized during the reporting period.</p> <p><u>Harbors Division</u> One fee appraiser, a minority, was utilized during the reporting period.</p> <p><u>Highways Division</u> There was a total of nine-fee appraisal firms utilized during the reporting period. Of the appraisers utilized, three were of Japanese ancestry, one was of Chinese ancestry, and one was a woman of Japanese ancestry. Right-of-Way Branch (Branch) appears to be well represented in terms of minority race representation. Five of nine firms on the approved appraiser's list have minority race appraisers on staff that has done appraisals for the Branch. The Appraisal Section tries to keep strong lines of communication with the appraisers on the approval list. The Branch is currently exploring the availability of minority women appraisers that can be added to the list. During the reporting period, one female appraiser was added to the list and has already won one contract.</p> <p><u>Hawaii County</u> No fee appraisers were used during this reporting period.</p> <p><u>Maui County</u> Two fee appraisers were done during the reporting period, one was a woman appraiser.</p> <p><u>Kauai County</u> No fee appraisers were used during this reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>3. How many negotiations were made during the reporting period? Does the negotiator's log reflect any disparity in the conduct of negotiations between minorities and non-minorities?</p>	<p><u>Airports Division</u> No negotiations were made during the reporting period.</p> <p><u>Harbors Division</u> There was one negotiation made during the reporting period. The negotiator's log does not reflect any disparity in the conduct of negotiations between minorities and non-minorities.</p> <p><u>Highways Division</u> A total of 46 negotiations was made during the reporting period, 9 in Unit A and 37 in Unit B. The negotiators' logs do not reflect any disparity in the conduct of negotiations between minorities and non-minorities.</p>

	<p><u>Hawaii County</u> No negotiations were made during this reporting period.</p> <p><u>Maui County</u> As of this report, negotiations were still on going.</p> <p><u>Kauai County</u> No negotiations were made during this reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>4. Were there any concerns raised by minorities or women concerning their options in the negotiation phase? Explain.</p>	<p><u>Airports Division</u> There were no concerns raised by minorities or women concerning their options during the negotiation phase.</p> <p><u>Harbors Division</u> There were no concerns raised by minorities or women concerning their options during the negotiation phase.</p> <p><u>Highways Division</u> There were no concerns raised by minorities or women concerning their options in the negotiation phase.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> There were no concerns raised by minorities or women during this reporting period.</p> <p><u>Kauai County</u> Not applicable.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>

<p>5. Number of relocations during the reporting period:</p> <p>Minority: _____</p> <p>Female: _____</p> <p>Elderly: _____</p> <p>Disabled: _____</p>	<p><u>Airports Division</u> There were no relocations during this reporting period.</p> <p><u>Harbors Division</u> There were no relocations during this reporting period.</p> <p><u>Highways Division</u> No relocations were reported during this reporting period.</p> <p><u>Hawaii County</u> There were no relocations during this reporting period.</p> <p><u>Maui County</u> No relocations occurred during the reporting period.</p> <p><u>Kauai County</u> There were no relocations during this reporting period.</p> <p><u>City and County of Honolulu</u> Not applicable.</p>
<p>6. Were any concerns raised by minorities or women on replacement housing, referral housing, etc.?</p>	<p><u>Airports Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p> <p><u>Harbors Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p> <p><u>Highways Division</u> There were no concerns raised by minorities or women on replacement housing, referral housing, etc.</p> <p><u>Hawaii County</u> Not applicable.</p> <p><u>Maui County</u> Not applicable.</p> <p><u>Kauai County</u> Not applicable.</p>

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K. Administration																																																																																	
1. Provide a list of employees by ethnicity, sex (gender), and title in each of the Title VI program areas.	<p><u>Department of Transportation</u> Filipino, Male, Title VI Specialist, Office of Civil Rights. Gender and ethnic information on HDOT personnel:</p> <table border="1" data-bbox="762 440 1650 948"> <thead> <tr> <th></th> <th>Female</th> <th>Percent</th> <th>Male</th> <th>Percent</th> </tr> </thead> <tbody> <tr> <td>Am Indian/AK Native</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> </tr> <tr> <td>Asian Indian</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> </tr> <tr> <td>Black</td> <td>1</td> <td>0.04%</td> <td>2</td> <td>0.09%</td> </tr> <tr> <td>Hispanic</td> <td>6</td> <td>0.26%</td> <td>11</td> <td>0.48%</td> </tr> <tr> <td>White</td> <td>207</td> <td>8.96%</td> <td>42</td> <td>1.82%</td> </tr> <tr> <td>Chinese</td> <td>47</td> <td>2.04%</td> <td>83</td> <td>3.59%</td> </tr> <tr> <td>Filipino</td> <td>109</td> <td>4.72%</td> <td>267</td> <td>11.56%</td> </tr> <tr> <td>Guamanian</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> </tr> <tr> <td>Hawaiian/Part Hawaiian</td> <td>138</td> <td>5.97%</td> <td>421</td> <td>18.23%</td> </tr> <tr> <td>Japanese</td> <td>226</td> <td>9.78%</td> <td>484</td> <td>20.95%</td> </tr> <tr> <td>Korean</td> <td>18</td> <td>0.78%</td> <td>10</td> <td>0.43%</td> </tr> <tr> <td>Samoan</td> <td>4</td> <td>0.17%</td> <td>7</td> <td>0.30%</td> </tr> <tr> <td>Mixed/Exc. Part Hawaiian</td> <td>26</td> <td>1.13%</td> <td>152</td> <td>6.58%</td> </tr> <tr> <td>Other/Unknown</td> <td>15</td> <td>0.65%</td> <td>34</td> <td>1.47%</td> </tr> <tr> <td>TOTALS</td> <td>797</td> <td>34.5%</td> <td>1513</td> <td>65.50%</td> </tr> </tbody> </table> <p><u>Airports Division</u> See Department of Transportation immediately above.</p> <p><u>Harbors Division</u> See Department of Transportation immediately above.</p> <p><u>Highways Division</u> See Department of Transportation immediately above.</p> <p><u>Hawaii County</u> Caucasian, Female, Equal Opportunity Officer, ADA Coordinator, and Title VI Liaison for the County of Hawaii.</p>		Female	Percent	Male	Percent	Am Indian/AK Native	0	0.00%	0	0.00%	Asian Indian	0	0.00%	0	0.00%	Black	1	0.04%	2	0.09%	Hispanic	6	0.26%	11	0.48%	White	207	8.96%	42	1.82%	Chinese	47	2.04%	83	3.59%	Filipino	109	4.72%	267	11.56%	Guamanian	0	0.00%	0	0.00%	Hawaiian/Part Hawaiian	138	5.97%	421	18.23%	Japanese	226	9.78%	484	20.95%	Korean	18	0.78%	10	0.43%	Samoan	4	0.17%	7	0.30%	Mixed/Exc. Part Hawaiian	26	1.13%	152	6.58%	Other/Unknown	15	0.65%	34	1.47%	TOTALS	797	34.5%	1513	65.50%
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	<p><u>Maui County</u> Caucasian, Male, ADA Coordinator and Title VI Liaison for the County of Maui.</p> <p><u>Kauai County</u> Japanese, Male, Chief Engineering Division. Interim Title VI Liaison for the County of Kauai.</p> <p><u>City and County of Honolulu</u> Japanese, Male, Acting Director of the Department of Transportation Services; Part-Hawaiian, Female, Equal Opportunity and Title VI Officer of the City Department of Human Resources Equal Opportunity Office; and Caucasian, Male, Administrator, Public Transit Division, City Department of Transportation Services (DTS) is the DTS Title VI Liaison.</p>
<p>2. Summarize all activities undertaken during the reporting period, which provide for assurances of Title VI compliance by contractors (i.e., are Title VI requirements included in all contracts and consultant agreements; were reviews made to ensure contractors and consultants are adhering to Title VI requirements?).</p>	<p><u>Department of Transportation</u> No activities to provide contractor oversight.</p> <p><u>Airports Division</u> All contracts funded by the Federal Aviation Administration (FAA) grants must adhere to the Civil Rights grant assurance, which is incorporated in all grant agreements between Airports and the FAA. The assurance requires that the sponsor, Airports Division, comply with rules to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from funds received from this grant.</p> <p><u>Harbors Division</u> See Department of Transportation immediately above.</p> <p><u>Highways Division</u> See Department of Transportation immediately above.</p> <p><u>Hawaii County</u> Title VI monitoring and review process:</p> <ul style="list-style-type: none"> - No Title VI Compliance Reviews were conducted with Hawaii County during the reporting period; - HDOT's Title VI Plan was adopted; - During the reporting period, a comprehensive Anti-Discrimination and Harassment Policy and Complaint Procedures for all County departments was drafted; - Five Hawaii County staff members and one external consultant attended 16 hours of Title VI Training sponsored by FHWA; - On March 9, 2005, Title VI Liaison and another staff member attended Title VI One-on-One Training sponsored by FHWA; - February 11, 2005, Mayor Harry Kim approved Executive Order 142,

	<p>NONDISCRIMINATION IN COUNTY CONTRACTS, which directed all Hawaii County agencies and departments to include specific language relating to non-discrimination in County contracts. Deputy Corporation Counsel worked with the HDOT Title VI Specialist, Office of Civil Rights to develop appropriate language for Hawaii County contracts. The Department of Civil Service distributed the language to all Department and Agency Heads by Circular No. 05-04 on February 23, 2005.</p> <p><u>Maui County</u> County of Maui participated in a Compliance Review on April 14, 2005, with the HDOT Title VI Specialist, Office of Civil Rights. The results of the review are as follows:</p> <ul style="list-style-type: none"> - Adopt HDOT's Title VI Plan (where applicable). - Appropriate County personnel attend Title VI training. - Compile Annual Title VI Accomplishments Report as requested by HDOT. - Ensure that Title VI requirements are included in all contracts that are written by or on behalf of the County. - Maintain appropriate copies of Environmental Impact studies as per County retention schedules. <p><u>Kauai County</u> The County of Kauai is currently in the process of implementing Title VI language in all County Contracts. County participated in a Compliance Review on November 16, 2004, with the HDOT Title VI Specialist, Office of Civil Rights. The results of the review are as follows:</p> <ul style="list-style-type: none"> - Recommends that the County of Kauai adopt HDOT's Title VI Plan. - Appropriate Title VI personnel attend Title VI training. - Attend Title VI training sponsored by HDOT. - Compile Annual Title VI Accomplishments Report as requested by HDOT. <p><u>City and County of Honolulu</u> The City has never participated in a Compliance Review or has been reviewed by the Title VI Specialist, Office of Civil Rights, State Department of Transportation. However, a meeting was held with the City on April 19, 2005, and at the time, the City was trying to decide where to put the position; FTE position was not appropriated at the time. Additionally, the Department of Transportation Services Traffic Signals and Technology Division participated in a Title VI Compliance Review with the Oahu Metropolitan Planning Organization (OMPO) during the reporting period.</p>
<p>3. Was any Title VI training provided during the reporting period? If so, how many participants attended, titles, etc.? Was any other kind of</p>	<p><u>Department of Transportation</u> See section H. Education and Training, Department of Transportation.</p> <p><u>Airports Division</u> See Department of Transportation immediately above.</p>

<p>civil rights training conducted? If so, what type of training (course content)? Provide a list of participants by job title (i.e., supervisor, manager, etc.).</p>	<p><u>Harbors Division</u> See Department of Transportation immediately above.</p> <p><u>Highways Division</u> See Department of Transportation immediately above.</p> <p><u>Hawaii County</u> See section H. Education and Training, Hawaii County.</p> <p><u>Maui County</u> See section H. Education and Training, Maui County.</p> <p><u>Kauai County</u> Title VI Liaison received DBE and Title VI Overview Training October 28, 2004 . Additional training included One-on-One Title VI Training on March 11, 2005, provided by Willie Harris, FHWA, and Unlawful Harassment in Employment given by an Affirmative Action Officer, Department of Health.</p> <p><u>City and County of Honolulu</u> Staff attended FHWA Title VI training on January 12-13, 2005.</p>
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HDOT HIGHWAYS DIVISION GOAL ACCOMPLISHMENTS

A. Planning

2005 Goal: Restore the Demographic Data Policy for the entire HDOT and its subrecipients.

Accomplished: Yes.

Action: OCR included it in the HDOT Title VI Plan. The Planning Branch Title VI Coordinator had advocated for restoration of that policy as an attempt to provide more equitable benefits of the highway program to people of various national origins.

2005 Goal: Consider including Hawaiian subsistence lifestyle and the needs of poverty level, near poor, unemployed, underemployed and homeless people in State Highway Planning.

Accomplished: No.

Action: Although some of the above factors were considered in the planning of projects in the Advance Planning section, the goal was put on hold due to staff reassignment to the proposed Central Planning Office (CPO). The Director ended the proposed CPO on September 9, 2005, by memorandum addressed to all Divisions.

B. Project Selection

2005 Goal: Use highway resources equitably to improve safety and operations based on transportation planning priorities, including the management systems.

Accomplished: No.

Action: None reported.

2005 Goal: Use maps prepared by Department of Economic Development and Tourism (DBEDT) to evaluate impact of proposed projects.

Accomplished: Yes.

Action: DBEDT maps of poverty and national origin were used to evaluate projects in the Statewide Transportation Plan amendment.

C. Design

2005 Goal: Meet with Personnel Office to suggest ways to provide incentives to increase recruitment to alleviate staff shortages of Engineers, Land Boundary Surveyors and Draftspersons.

Accomplished: Yes.

Action: Meetings were held with Office to suggest ways to speed up the hiring process, including recruiting out of state and considering incentives such as paying moving expenses. Results have not yet materialized.

D. Environmental Considerations

2005 Goal: Conduct inspections and train district employees regarding hazardous materials and environmental management.

Accomplished: Yes, in part.

Action: The Oahu District Maintenance Baseyard was inspected once during this period for development of Storm Water Pollution Control Plans. Other inspections and training were put on hold pending finalization of the EPA Consent Decree.

E. Right-of-Way

2005 Goal: Achieve total compliance with Title VI, as indicated by the lack of Title VI complaints for all Right-of-Way functions in appraisal, procurement, review, title searches, acquisition/negotiations, property management of remnants, accesses, use and occupancy, easements, revocable permits and relocation assistance programs.

Accomplished: Yes.

Action: In addition to zero Title VI complaints, the Right of Way Procedures Manual sections on Appraisal, Administration, Acquisition and Abstracting were revised to include Title VI Assurances and to comply with new federal regulations.

2005 Goal: To contact firms with female partners to apply and qualify for listing on the Department's approved list of real estate appraisers.

Accomplished: Yes.

Action: One female appraiser was added to the list.

2005 Goal: Continue to comply with Title VI and continue to acquire property according to 23 CFR, Part 200.9.

Accomplished: Yes.

Action: No complaints were received.

2005 Goal: Continue to implement the Relocation Assistance Program in accordance with 48 CFR, Part 24.
Accomplished: Yes.
Action: There were no relocations during the reporting period, but the Right-of-Way Branch worked on an update of relocation procedures to implement the Uniform Act rule changes.

2005 Goal: Continue to implement our Property Management Program in accordance with 23 CFR, Part 710.
Accomplished: Yes.
Action: No complaints were received.

F. Research

2005 Goal: Encourage the UH to employ more low-income, female and ethnic minority students to work on research projects.
Accomplished: No.
Action: None. The Materials Research and Testing Lab needs to reassess the goal, examine barriers to reaching the goal and explore methods used by other State Highway Agencies to reach this goal.

G. Construction

2005 Goal: To promote DBE participation and raise the participation level.
Accomplished: Yes.
Action: The 18 percent dollar participation level exceeded the goal of 13 percent.

H. Education and Training

2005 Goal: Provide Title VI training to the neighbor island districts.
Accomplished: No.
Action: None by the division. The department's Office of Civil Rights coordinated a two-day training session on Oahu on January 2005 that was attended by several employees from the neighbor island districts. Training programs arranged previously for Highways Division employees on Oahu by the Planning Branch in conjunction with OCR were discontinued when the branch was "administratively assigned" to the proposed Central Planning Office.

I. Property Management

2005 Goal: Continue to have no Title VI complaints.
Accomplished: Yes.
Action: The branch complied with Title VI and treated people of all national origins equitably in its functional areas of Appraisals, Negotiations, Relocation Assistance and Payments, and Property Management.

J. Administration

2005 Goal: Continue to have no Title VI complaints.
Accomplished: Yes.
Action: None reported.

2005 Goal: Obtain support and assistance from the department's Office of Civil Rights to obtain a full-time Title VI Highways Division Coordinator.
Accomplished: No.
Action: None reported.

YEAR 2006 GOALS

A. Planning

State Transportation Planning Office (STP)

1. Ensure compliance with the intent and requirements of the Title VI program as it pertains to STP's planning efforts.
2. Maintain a close working relationship with the HDOT Office of Civil Rights to keep current on Title VI requirements and participate in applicable training opportunities for staff to keep current on the Title VI program.

Airports Division

1. Update Title VI training for the Planning Staff.
2. Increase public involvement at our public informational meetings for planning projects.

Harbors Division

1. Place a higher priority on Title VI compliance.
2. Educate pertinent HAR staff in the HDOT Title VI Program as it relates to Harbors.

Highways Division

1. Give a high priority to Title VI and Environmental Justice in the Long Range Land Transportation Plans for the Neighbor Islands in order to provide equitable benefits of the Highway Program for residents of all national origins and for low-income people.
2. Consider subsistence lifestyle and the needs of poverty level, near poor, unemployed, underemployed and homeless people in State Highways planning.

B. Project Selection

Highways Division

1. Use highway resources equitably to improve safety and operations.
2. Use maps prepared by the Department of Business, Economic Development, & Tourism to evaluate impact of proposed projects.

C. Design

Highways Division

1. Meet with the departmental Personnel Office to suggest ways to provide incentives to increase recruitment to alleviate the staff shortages of Engineers, Land Boundary Surveyors and Draftspersons.

D. Environmental Considerations

Highways Division

1. Conduct inspections and train district employees regarding hazardous materials and environmental management.

E. Right-of-Way

Highways Division

1. Achieve total compliance with Title VI, as indicated by the lack of Title VI complaints for all Right-of-Way functions in appraisal, procurement, review, title searches, acquisition/negotiations, property management of remnants, accesses, use and occupancy, easements, revocable permits and relocation assistance programs.
2. Complete the revision of the Right of Way Branch Procedures Manual to include Title VI assurances and to reflect current federal regulations.

F. Research

Highways Division

1. Discuss Equal Opportunity with consultants prior to awarding the contracts.

. Construction

Highways Division

1. To promote DBE participation and raise the participation level.

H. Education and Training

Highways Division

1. Provide Title VI training to the neighbor island districts and sub-recipients.

I. Property Management

Highways Division

Same goals as Right of Way.

J. Administration

Highways Division

1. Continue to have no Title VI complaints.
2. Obtain support and assistance from the OCR to obtain a full time Title VI Divisional Coordinator.

FORMAT FOR ACCOMPLISHMENTS REPORT

(From ATTACHMENT C of Title VI Plan dated September 21, 2005.)

I. POLICY STATEMENT

If the Title VI policy statement was updated during the reporting period, provide a copy of the new or revised policy statement. Explain how it was disseminated throughout the State. This area will be accomplished by OCR-T.

II. ORGANIZATION, STAFFING, STRUCTURES

Update, as necessary, any changes in officials responsible for Title VI. An organizational chart should be provided in each updated report. This area will be accomplished by OCR-T.

III. TITLE VI MONITORING AND REVIEW PROCESS

Provide a summary of all Sections of Title VI activities where Title VI reviews were conducted, including findings, recommendations, action items, and status thereof. This area will be accomplished by OCR-T.

IV. COMPLAINTS

Provide a summary of each complaint filed. Include the basis, status, and actions proposed and/or taken by the State and current disposition. This area will be accomplished by OCR-T.

V. ACCOMPLISHMENT REPORT FOR EACH PROGRAM AREA

At the minimum, the following should be included in the Title VI annual report of the various program areas:

A. Planning

0. How many consultant projects for planning were awarded during the reporting period? Dollar value?
0. What efforts were made to utilize minority and female consultants and subcontractors?
0. Were there any studies conducted which provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits? If so, what type of assistance did those individuals responsible for Title VI provide, to ensure that Title VI considerations were included in the studies.
0. Number of public input opportunities or strategies used during the reporting period. What efforts were utilized to ensure citizen participation in the hearings, particularly minorities and women? Were minorities and women, both individually and through their organizations, represented in the citizen participation effort? How many, and in what capacity?

B. Project Selection

0. Were any consultant contracts awarded during the last year and what efforts were made to utilize women and minority owned firms?
0. How are Title VI considerations addressed through stakeholder involvement mechanisms?
0. Describe how minorities and low-income populations were provided opportunities to be involved in project selection processes.
0. Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?
0. How many public hearings, and in what locations, were held on adoption of the STIP or in making other project selection decisions?

C. Design

0. How many consultant firms currently have design contracts? Dollar value? How many contracts do minority firms and women owned firms currently hold? Dollar value?
0. What efforts were made to increase minority and female participation in obtaining consultant contracts? Is there currently a separate list maintained on minority and women consultants? How many firms are included on the list? How many are receiving contracts?
0. Were any public hearings held during the design phase of any airport? Did minorities (individuals or organizations) participate in the hearings? If no, why not? Provide a summary of concerns and issues raised if any. Describe actions taken by the Title VI Program Specialist or Coordinator to facilitate and/or address the concerns raised.
0. List the employees in the Design Program area by title, ethnicity, and sex (gender). Where minority and female representation is low, what efforts are made to increase their representation?
0. Were there any complaints filed in the Design Program area? If so, provide summary, with basis, status, actions proposed and taken.
0. List any significant problem areas, accomplishments, and actions to take during the ensuing year.

D. Environmental Considerations

0. As a result of the choice of airport facility/location, or the procedure used for arriving at the choice, were any complaints filed? If so, how many? Summarize each complaint and explain status, with actions proposed and taken.
0. Identify the titles, ethnicity and sex (gender) of employees working in the environmental program area. Were there any vacancies during the reporting period? What efforts were made by the Title VI Specialist/Coordinator to increase the representation of minorities and women if they are underrepresented? What efforts were made to encourage adequate representation of minorities and women to serve as members of citizen advisory committees?

- 0. During the reporting period, how many pre-draft Environmental Impact Statements were reviewed? Summarize comments provided on EIS's where minority or low-income populations, etc. were adversely impacted.
- 0. How many consultants currently have contracts involving environmental studies? Dollar value? How many minority and women-owned firms currently have contracts involving environmental studies? Dollar value? Where minority and women participation on consultant contracts is low, describe efforts taken to increase their participation.
- 0. How many public hearings were held during the reporting period concerning location of a project? How were the hearings advertised, and was it adequate to provide notification to minorities and low-income communities?
- 0. How were minority and low-income community representatives identified and encouraged to become involved in the location and environmental phase?
- 0. During the reporting period, was there a need to utilize bilingual advertisements, announcements, notices, etc.?

E. Right-of-Way

- 0. During the reporting period, did the State receive any civil rights complaints in the following Right-of-Way functional areas:
 - . Appraisals
 - . Negotiations
 - . Relocation Assistance and Payments
 - . Property Management

If so, how many?

- 0. How many fee appraisers were utilized during the reporting period? How many are minority and women? If the representation of minority and female appraisers is low, what efforts were made to increase their representation?
- 0. How many negotiations were made during the reporting period? Does the negotiator's log reflect any disparity in the conduct of negotiations between minorities and non-minorities?
- 0. Were there any concerns raised by minorities or women concerning their options in the negotiation phase? Explain.
- 0. Number of relocations during the reporting period:

Minority:	_____
Female	_____
Elderly:	_____
Disabled	_____
- 0. Were any concerns raised by minorities or women on replacement housing, referral housing, etc.?

F. Research

- 0. How many research projects are currently underway?

0. List of universities and/or consultants currently conducting research projects.
0. Summarize actions taken to encourage universities to utilize minority and female students to participate on highway research projects.
0. Summarize actions taken to increase minority and women-owned consultant firms in obtaining research projects.
0. List any significant actions planned for the ensuing year.

G. Construction

1. Has the State received any civil rights complaints involving competitive bidding procedures? What corrective action, if any was needed, has the State taken? (Provide summary of any concerns raised by DBEs concerning licensing, pre-qualifications, lack of subcontracting opportunities, etc.)
2. What was the level of DBE participation on construction contracts? Female and minority-owned firms?
3. Summarize efforts made by the DBE staff to encourage the use of minority and women-owned firms on state funded projects?
4. During the review period, were any procedures reviewed to assure subcontract agreements, first and second tier, and material supply and equipment lease agreement contained Title VI contract provisions?
5. List any significant accomplishments, and/or action items for the ensuing year.

H. Education and Training

1. During the reporting period, what efforts were made to encourage participation by minorities and women in educational and training programs?
2. List the types of sponsored or co-sponsored programs. How many State participants? How many minorities and women?
3. Identify the agency's staff personnel responsible for training by job title, ethnicity and sex (gender).
4. Were there any civil rights complaints filed concerning training and educational opportunities? If so, what corrective actions has the State taken? Provide summary of concerns raised, complaints filed, status, etc.

I. Motor Carrier Safety Program

1. How many contracts and inter-agency agreements are currently in effect involving Motor Carrier Safety Program funds?
2. Where contract are with consultant or professional service firms, describe the advertising and selection process. Were DBE firms encouraged to submit proposals? Were DBE goals assigned to contracts?
3. What was the total dollar value of contract work last year? What amount went to DBE firms, either as primes or sub-contractors?
4. What steps, if any, are planned for next year to increase DBE participation?

5. Were any civil rights complaints received regarding the Motor Carrier Safety Program?

J. Property Management

1. During the reporting period, did the State receive any civil rights complaints in the following Property Management functional areas:
 - () Appraisals
 - () Negotiations
 - () Relocation Assistance and Payments
 - () Property ManagementIf so, how many?
1. How many fee appraisers were utilized during the reporting period? How many are minority and women? If the representation of minority and female appraisers is low, what efforts were made to increase their representation?
2. How many negotiations were made during the reporting period? Does the negotiator's log reflect any disparity in the conduct of negotiations between minorities and non-minorities?
3. Were there any concerns raised by minorities or women concerning their options in the negotiation phase? Explain.
4. Number of relocations during the reporting period:
 - Minority: _____
 - Female: _____
 - Elderly: _____
 - Disabled: _____
5. Were any concerns raised by minorities or women on replacement housing, referral housing, etc.?

K. Administration

0. Provide a list of employees by ethnicity, sex (gender), and title in each of the Title VI program areas.
0. Summarize all activities undertaken during the reporting period, which provide for assurances of Title VI compliance by contractors (i.e., are Title VI requirements included in all contracts and consultant agreements; were reviews made to ensure contractors and consultants are adhering to Title VI requirements?).
0. Was any Title VI training provided during the reporting period? If so, how many participants attended, titles, etc.? Was any other kind of civil rights training conducted? If so, what type of training (course content)? Provide a list of participants by job title (i.e., supervisor, manager, etc.).