COLUMBIA COUNTY, GEORGIA

TITLE VI PLAN

RELATING TO

FEDERAL ASSISTANCE TRANSPORTATION

PROGRAMS AND ACTIVITIES

COLUMBIA COUNTY

TITLE VI PLAN

FEDERAL ASSISTANCE TRANSPORTATION PROGRAMS AND ACTIVITIES

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Section 1

Policy Statement and Authorities

A. Policy Statement

The Columbia County Board of Commissioners is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. Columbia County assures that no person shall on the grounds of race, color, national origin, sex, age, disability, or low income, as provided by Title VI Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity according to applicable law. Columbia County abides by all federal, state and local laws or regulations applicable to the County. Nothing in this Title VI Plan should or may be construed as imposing any duty or obligation on the County which is greater than any such duty or obligation that may be required by applicable laws or regulations. Columbia County assures that all efforts will be made to ensure nondiscrimination as required by applicable law in all of its programs and activities whether or not those programs and activities are federally funded. In addition, Columbia County will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When Columbia County enters into a contract with another entity relating to a facility, program or activity utilizing federal financial assistance authorized under a law administered by the U.S. Department of Transportation, Columbia County will include Title VI language in its written agreements related thereto and will monitor for compliance.

Columbia County's Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports, and performing other Columbia County responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 CFR 21.

Douglas R. Duncan, Jr., Chairman

Columbia County Board of Commissioners

B. Authorities

Title VI of the 1964 Civil Rights Act provides that no person in the United States shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance. The Federal-Aid Highway Transportation Act of 1973 added sex to the list of prohibitive factors, Related statutes have broadened the grounds to include age, low income, and disability. The Civil Rights Restoration Act of 1987 broadened the scope of the Title VI coverage by expanding the definition of terms "programs or activities" to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are federally funded or not.

Section 2

Organization and Plan Administration

A. Organization

Columbia County's organization is shown in Appendix A ("Organizational Chart"), attached hereto and incorporated herein by reference. The Columbia County Human Resources Manager, or their designee, on behalf of the Columbia County Board of Commissioners, is responsible for the overall management of the Title VI programs. The Human Resources Manager shall also handle the day-to-day administration of the program, with assistance from Columbia County staff as appropriate.

B. Plan Administration

The Human Resources Manager shall serve as the Plan Administrator (the "Administrator") and shall implement the Plan and the compliance with provision of Columbia County's policy of non-discrimination and with the law, including the requirements of 23 CFR Part 200 and 49 CFR Part 21. Grants compliance and Title VI coordination shall be performed under the authority of the Administrator. The Administrator shall utilize assistance from other Columbia County staff as appropriate.

The Administrator's duties and responsibilities regarding the Plan shall include:

1. Program Administration - Administer the Title VI program and coordinate implementation of the Title VI Plan. Administer compliance with the assurances, policy and program objectives of the Plan. Perform Title VI Plan program reviews to assess administrative procedures, staffing, and resources; provide recommendations, as required, to the County Administrator.

2. Title VI Plan Update - Review and update the Title VI Plan as needed or required for approval by the Board of Commissioners. Submit and amended Plan to the Georgia Department of Transportation ("GDOT").

3. Data Collection - Gather and Maintain statistical information on race, color, national origin and sex of participants in and beneficiaries of transportation programs (e.g., relocatees, impacted citizens, and affected communities), utilizing other County staff as needed or appropriate. Review the statistical data gathering process periodically regarding sufficiency of data for meeting the requirements of Title VI program administration.

4. Public Dissemination - Work with County staff to develop and disseminate Title VI Plan program information to staff, recipients, sub-recipients, including contractors, sub-contractors, consultants, sub-consultants and beneficiaries, as well as the public. Public dissemination may include, as required, postings of official statements, inclusion Title VI language in written contracts or other agreements, website postings, and annual publication of the County's Title VI Policy Statement in newspaper(s) having a general circulation, and informational brochures.

5. Environmental Impact Statements - Include available census data as required as part of all Environmental Impact Statements/Assessments (EIS/EIA) when the County administers the design phase of any projects receiving Federal Highway Administration or other federal assistance.

6. Elimination of Discrimination - Establish procedures for promptly resolving deficiencies, as needed.

7. Complaints - Review written Title VI complaints that may be received by Columbia County following the procedural guidelines in Section 5 ("Complaint Procedures"). Ensure that reasonable effort is made to resolve complaints informally and to identify, investigate and eliminate discrimination when found to exist.

8. Training Programs - Conduct or facilitate training programs on Title VI Plan issues and regulations for Columbia County employees, and facilitate Title VI Plan training for appropriate staff, contractors and sub-recipients

9. Legislative and Procedural Information - Maintain and update the Title VI Plan and Annual Accomplishments and Goal Report as necessary to comply with federal laws, rules and regulations, GDOT guidelines and other legal resource information pertaining to implementation and administration of the Title VI Plan. Make relevant information available to other County departments or the public as required or requested.

10. Annual Accomplishment and Goal Report - Prepare a Title VI Plan Annual Accomplishment and Goal Report for the preceding fiscal year. Identify accomplishments from the preceding County fiscal year and goals and objectives for the upcoming year and submit, as required, to GDOT by June 30 of each year.

Section 3

Columbia County Title VI Activities Related to Transportation

A. Planning

1. Invite participation of a cross section of the populace from social, economic, and ethnic groups in the planning process by providing public service announcements for local media, when forming citizen advisory committees, and requesting involvement.

2. Provide citizens with the opportunity to supply demographic data at community meeting and public hearings pertaining to the transportation design project and manage collection and retention of such data.

3. Conduct public meetings concerning transportation projects to provide access to populations affected by the transportation project. Provide translation services upon request for those with limited English language proficiencies.

B. Research

1. Complete research projects as necessary or required to evaluate appropriate materials, impacted communities, impacted species, etc. using County staff, consultants and/or in coordination with GDOT based upon County needs and available funding. When using County consultants, the County will seek diversification of applicants in the selection of such consultants.

2. Gather and maintain necessary data and documentation required for completion of the County's Title VI Plan Update Annual Report.

3. Ensure that research contracts include the requirements in Exhibit 2 of the Title VI Assurances when required.

C. Pre-construction Environmental

1. Recommend, in conjunction with the County Engineering Division Director and other County staff, consulting firms for final selection, negotiation and award; administer, in conjunction with the County Engineering Division Director and other County staff, awarded consulting contracts.
2. Request qualifications from consulting engineering firms specializing in various aspects of civil engineering which may relate to County projects and the development of construction plans and special provisions for roads and bridges, design work associated with structures, performing environmental studies or preparing National Environmental Policy Act ("NEPA") or Georgia's State Environmental Policy Act ("GEPA") documents for County projects. Monitor in conjunction with the County Engineering Division Director and other staff, that consultant selection is consistent with County vendor policies and adheres to GDOT regulations.
3. Comply with any applicable Disadvantaged Business Enterprise ("DBE") goals when selecting consultants and contractors; include Title VI assurances and provision language in all federally funded consultant contracts and periodically review for compliance with current laws and regulations. Maintain and update demographic data on the utilization of women and minority-owned consulting firms. Report awards utilized in obtaining DBE goals in the Title VI Plan Annual Accomplishment and Goal Report.
4. When required, work with GDOT to perform studies to assess various environmental factors as they relate to implementation of Columbia County's transportation projects, including evaluating demographic data.
5. Adhere to NEPA/GEPA depending on the scope, complexity, and impacts of the project.
6. Complete NEPA Categorical Exclusion and NEPA Environmental Assessment as required. Monitor compliance with Title VI requirements in all aspects of conducting EIS/EIA, as required, and provide a comprehensive summary of the demographic and environmental data elements to be considered by the EIS/EIA process to the County Engineering Division Director and other County staff as appropriate, including updated summary lists as applicable. Provide adequate time for

the County Engineering Division Director and other County staff as appropriate to review and comment. Monitor for violations by the County of the Federal Civil Rights Act, as amended, as a result of County's federal aid transportation projects.

7. Disseminate appropriate Title VI information, and foster participation from affected populations. Place public notices in applicable media; select accessible locations and times for public hearings or meetings, and arrange for translation services as needed, particularly in projects impacting predominately minority communities. Include information for the public pertaining to their rights to call or write to the County to view plans and discuss environmental problems.
8. Obtain demographic data at community meetings and public hearings pertaining to the transportation design project as required. Coordinate with GDOT, as required, to generate a map of the federal-aid transportation projects and include demographic data of the neighborhoods affected by the projects.
9. Assist in incorporating environmental considerations and regulatory requirements into locally administered federal aid transportation projects, as required.
10. Provide technical expertise for locally administered federal aid transportation project analysis, as required, and utilize environmental policies, procedures, manuals and training.
11. Study and evaluate environmental impacts of proposed federal aid transportation projects, including potential social and economic impacts, as required where the County administers such projects.

D. Right of Way

1. Assist the County Engineering Division Director, County Property Acquisition Department, and other County staff responsible for managing and coordinating the appraisal and acquisition of real property and relocation assistance services for federal aid transportation projects as necessary. Include therewith appraisal of property, negotiation of terms and conditions for acquisition, and assistance in the relocation of displaced

individuals, businesses, farm operations, nonprofit organizations, and property management as required.

2. Monitor for equal opportunity in all aspects of procuring real estate services, contracting and appraisal agreements, and adhere to County vendor procurement policies in the acquisition of contracted services as required.

3. Utilize where appropriate current GDOT directories for a list of certified fee appraisers when seeking services related to federally funded GDOT projects where the county is involved, and maintain data on awards to minority and female appraisers as required.

4. Follow the guidelines and applicable laws and regulations, including Title VI and Section 504 for property acquisition, as required.

5. Apprise affected property owners, tenants, and others involved in right-of-way acquisition related to federally funded GDOT projects as required by law of their rights and options regarding negotiation, relocation, condemnation and other aspects of the acquisition process, and provide such affected individuals with copies of relocation assistance literature produced by GDOT when required.

6. Incorporate Title VI language and assurance statements in all surveys of property owners and tenants after the conclusion of all business when required. Coordinate with the County Engineering Division Director and the County Attorney's Office regarding the preparation of deeds, permits and leases regarding the inclusion of the appropriate clauses, including Title VI assurances, when required.

7. Monitor for equitable treatment regarding appraised values and communications associated with the appraisal and negotiation operations.

8. Monitor that comparable replacement dwellings are sought where available and assistance is given to all displaced persons and entities by the property acquisition process when required.

9. Maintain statistical data including race, color, national origin, and sex on all relocates affected by the County's federally funded transportation projects.

E. Construction

1. Coordinate the gathering of information using the voluntary Title VI Public Involvement Questionnaire provided in Appendix B as required.

2. Review all federally funded transportation projects involving the County for appropriate application of DBE goals. Include DBE provisions in those projects with designated goals, as required. Include Title VI language in bid announcements and applicable construction documents, as stipulated in the County's Title VI Policy Statement and Assurances.

3. Assist in awarding construction contracts for the County's federal funded transportation projects on the basis of lowest responsive qualified bidder, as well as meeting DBE requirements when required. Include Title VI language in prime contract award letters to encourage utilization of DBE subcontracts and vendors when required and appropriate.

4. Monitor that the County's prime contractors with DBE requirements award contracted work to qualified DBEs which perform commercially useful functions.

5. Monitor in conjunction with the County Engineering Division Director and other County staff as applicable all required County construction for nondiscrimination throughout all operations.

6. Coordinate the gathering of construction information regarding DBE participation, as required, for the Annual Title VI Report.

Section 4

Sub-Recipient Review and Remedial Action Procedures

A. Title VI Review of Sub-recipients of Federal Aid Highway Funds

The Administrator and County staff will assist GDOT to periodically conduct Title VI compliance reviews. The Administrator and County staff will assist GDOT as requested with review of selected sub-recipients of federal aid highway or other federal funds to monitor for adherence to Title VI requirements. Columbia County will work cooperatively with GDOT as requested to periodically confirm operational guidelines to consultants, contractors, and sub-recipients, including Title VI language, provisions, and related requirements, as applicable.

B. Post-Grant Reviews

The Administrator and County staff will assist GDOT as requested in conducting periodic post grant reviews of selected sub-recipients of federal highway funds, for roads, sidewalks, bridges, construction, signals, etc. regarding adherence to Title VI requirements. The Administrator and County staff will periodically confirm that operational guidelines provided by the County to consultants, contractors and sub-recipients include Title VI language and provisions and related requirements, as applicable.

C. Remedial Action

When Title VI irregularities are identified in the administration of federal-aid transportation programs at either Columbia County or its sub-recipient levels, corrective action will be taken to resolve the identified Title VI issues. Columbia County will seek the cooperation of the consultant, contractor and other sub-recipient in correcting deficiencies found during periodic reviews. Columbia County will provide technical assistance and guidance, upon request, to support voluntary compliance by the sub-recipient. When conducting Title VI Plan compliance reviews, Columbia County will

document and provide to GDOT any recommended remedial action agreed upon by Columbia County and the sub-recipient within a period not to exceed forty-five (45) calendar days.

Columbia County sub-recipients placed in a deficiency status will be given a reasonable time, but not to exceed ninety (90) calendar days after receipt of the deficiency letter, to voluntarily correct deficiencies. When a sub-recipient fails or refuses to voluntarily comply with requirements within the allotted time frame, Columbia County will submit to GDOT copies of the case files and a recommendation that the sub-recipient be found in non-compliance.

A follow-up review will be conducted within one hundred eighty (180) calendar days of the initial review to ascertain if the sub-recipient has complied with the Title VI requirements in correcting deficiencies previously identified. If the sub-recipient refuses to comply, Columbia County and GDOT may, with the Federal Highway Administration's (FHWA) concurrence, initiate sanctions pursuant to 49CFR 21, including but not limited to:

1. Withholding of payments to the contractor under the contract until the contractor complies; and/or

2. Cancellation, termination, or suspension of the relevant contract in whole or in part.

Section 5

Title VI Nondiscrimination Complaint Procedures

A. Overview

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, and the Civil Rights Restoration Act of 1987, filed with Columbia County relating to any federal aid transportation program or activity administered by Columbia County or its recipients, consultants, contractors, and/or sub-contractors. Intimidation or retaliation of any kind is prohibited by law.

B. Right to File Complaints

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints informally at the recipient and sub-recipient level. The option of informal mediation meeting(s) between the affected parties and the Title VI Administrator may be utilized for resolution.

C. Procedures

1. Any individual, group of individuals, or entity that believes they have been subjected to discrimination prohibited by Title VI nondiscrimination provisions may file a written complaint with Columbia County's Title VI Administrator. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must meet the following requirements.
    A. Complaint shall be in writing and signed by the complainant(s).
    B. Include the date of the alleged act of discrimination, date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct).
    C. Present a detailed description of the issues, including names and job titles of those individuals perceived as parties in the complained-of incident.
    D. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the

intent to proceed with the complaint have been established. The complainant is required to mail a signed, original copy of the fax or e- mail transmittal for Columbia County to be able to process it.

E. Allegations received by telephone will be reduced to writing and provided to complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and return to Columbia County for processing.

2. Upon receipt of the complaint, the Title VI Administrator will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merit of the complaint. In appropriate situations, Columbia County may request GDOT's office of Equal Employment Opportunity to conduct the investigation. In the event that GDOT handles the investigation, GDOT will follow its adopted procedures for investigating discrimination complaints per GDOT's current Title VI Plan.

3. In order to be accepted, a complaint must meet the following criteria:
   A. The complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant.
   B. The allegation(s) must involve a covered basis such as race, religion, color, national origin, or gender.
   C. The allegation(s) must involve a program or activity of a Federal-aid recipient, sub-recipient, or contractor.
   D. The complainant(s) must accept reasonable resolution based on Columbia County's administrative authority (reasonability to be determined by Columbia County).

4. A complaint may be dismissed for the following reasons:
   A. The complainant requests the withdrawal of the complaint.
   B. The complainant fails to respond to repeated requests for addition information needed to process the complaint.
   C. The complainant cannot be located after reasonable attempts.

5. Once Columbia County decides to accept the complaint for investigation, the complainant will be notified in writing of such determination within five (5) calendar days. The complaint will received a case number and will then be logged into Columbia County's records identifying its basis and alleged harm, and the race, religion, color, national origin, and gender of the complainant.

6. In cases where Columbia County assumes the investigation of the complaint, Columbia County will provide the respondent with the opportunity to respond to the allegations in writing. The respondent will have ten (10) calendar days from the date of Columbia County's written notification of acceptance of the complaint to furnish his/her response to the allegations.

7. Within sixty (60) calendar days of the acceptance of the complaint, Columbia County's Title VI Administrator (or GDOT investigator) will prepare an investigative report. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition. Only reasonably qualified and trained investigators should conduct the investigations.

8. The investigative report and its findings will be sent to the Columbia County Attorney for review. The County Attorney may discuss the report and its recommendations with the Administrator and other staff as appropriate. The report will be modified as needed and made final for its release to the complainant and respondent.

9. Once the investigative report becomes final, briefings will be scheduled with the complainant and respondent within fifteen (15) calendar days. Both the complainant and the respondent shall receive a copy of the investigative report during the briefings and will be notified of their respective rights.

10. A copy of the complaint and the final investigative report will be forwarded to the GDOT office of EEO within sixty (60) days of the completion of the briefings.

11. If the complainant or respondent is not satisfied with the results of the investigation of alleged discriminatory practice(s), he/she shall be advised of his/her rights to appeal Columbia County's decision to GDOT, the United States Department of Transportation (USDOT), the United States Department of Justice (USDOJ), or other entity as appropriate. The complainant has one hundred eighty (180) calendar days after Columbia County's briefing to appeal. Reconsideration of Columbia County's determination will not be available unless new, relevant facts, not previously considered, are brought to light.

12. A Complaints Log shall be maintained annually by Columbia County. The Complaints Log shall contain at a minimum the following information for each complaint filed:
    a. The name of the complainant.

b. Contact information for the complainant including address.
c. The date of the complaint.
d. The basis of the complaint.
e. The disposition of the complaint.

13. Columbia County shall not be permitted to investigate a complaint against itself.

Section 6

Education and Training

In keeping with Columbia County's policy of non-discrimination, County procedures will be established or followed for Columbia County employees to have equal access to applicable educational and training opportunities. The Title VI Administrator will work with Columbia County staff to maintain program administration documentation and data necessary for preparation of the Annual Accomplishment and Goal Report.

The Title VI Administrator will utilize other methods for training which may include training from the National Highway Institute (NHI), GDOT's office of EEO, private training, FHWA training and other sources as available. The Title VI Annual Accomplishment and Goal Report will include the name, title, department, sex and ethnicity for all trainees completing the courses as offered.

Section 7

Conclusion

The Columbia County Board of Commissioners is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. Columbia County is committed that no person shall on the grounds of race, color, national origin, sex, age, disability, or low income, as provided by Title VI Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity according to applicable law. Columbia County abides by all federal, state and local laws or regulations applicable to the County. Nothing in this Title VI Plan should or may be construed as imposing any duty or obligation on the County which is greater than any such duty or obligation that may be required by applicable laws or regulations. Columbia County assures that all efforts will be made to ensure nondiscrimination as required by applicable law in all of its programs and activities whether or not those programs and activities are federally funded.

Exhibit 1

Title VI Notice to the Public

Title VI Notice to the Public

Columbia County, Georgia hereby gives public notice that it is its policy to assure full compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. Columbia County assures that no person shall on the grounds of race, color, sex, national origin, disability, or age as provided by Title VI of the Civil Rights Act of 1964, the Federal-Aid Highway Act of 1973, the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, whether such programs and activities are federally assisted or not.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with Columbia County. Any such complaint must be in writing and filed with the Columbia County Title VI Administrator within 180 calendar days following the date of the alleged discriminatory occurrence. Title VI Complaint Forms may be obtained from the Title VI Administrator's office at no cost to the complainant by calling (706) 868-3300 or in person at

Columbia County Government Center
630 Ronald Reagan Drive
Building B - 1st Floor
P.O. Box 498 Evans, GA 30809

Exhibit 2

Title VI Assurances

The Columbia County Board of Commissioners (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally- Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) of the Regulations.

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

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the Federal Aid Highway Program and, in adapted form in all proposals for negotiated agreements:

Columbia County, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Section B of this assurance in every contract subject to this Act and the Regulations.

4. That the recipient shall insert the clauses of Section C of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient received federal assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where Recipient received federal financial assistance in the form of, or for the acquisition of real property, or an interest in real property, the Assurance shall extend to rights to space on, or under, such property.

7. That the Recipient shall include the appropriate clauses set forth in Section D of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by Recipient with other parties (a) for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and (b)for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services

or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations and this assurance. THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation and is binding on it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest and other participants in the grant program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

_____ Date: 7/16/19
Signature

Douglas R. Duncan, Jr. - Chairman

Columbia County Board of Commissioners

Exhibit 2

Section B- Assurances for Consultants, Contractors, Subcontractors, Suppliers and Manufacturers

The text below, in its entirety, shall be incorporated in all contracts entered into by Columbia County related to its federal aid transportation projects. All of the text, except the final section, entitled "Incorporation of Provisions" should be included in any contract entered into by any Columbia County contractor related to federal aid transportation projects.

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

(1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations.

(3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Columbia County , Georgia Department of Transportation (GDOT), or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information

required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Columbia County, GDOT, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, Columbia County and GDOT shall impose contract sanctions as they or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
(a) withholding of payments to the contractor under the contract until the contractor complies; and/or
(b) cancellation, termination, or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

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

Exhibit 2

Section C- Granting and Habendum Clauses

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

GRANTING CLAUSE

NOW, THEREFORE, [Grantor Agency], as authorized by law, and upon the condition that Columbia County will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the Federal Highway Administration of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d—4) does hereby remise, release, quitclaim, and convey unto the Columbia County all the right, title, and interest of the Department of Transportation in and to said land described in Exhibit A attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto Columbia County, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on Columbia County, its successors, and assigns.

Columbia County, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex, disability, national origin, age, or religion, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed, and (2) that Columbia County, shall use the lands and interests in lands so conveyed, in compliance

with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination of federally assisted programs of the Department of Transportation — Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of Columbia County and its assigns as such interest existed prior to this instruction.

Exhibit 2

Section D- Lease/Deed Provisions

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by Columbia County pursuant to the provisions of Assurance 6:

> The (PURCHASER/LESSEE/PERMITTEE), for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land, that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (DEED/LEASE/PERMIT), for a purpose for which a Columbia County program or activity is extended, or for another purpose involving the provision of similar services or benefits, the (PURCHASER/LESSEE/PERMITTEE) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.
>
> That in the event of breach of any of the nondiscrimination covenants, Columbia County shall have the right to terminate this (DEED/LEASE/PERMIT), and to reenter and repossess said land and the facilities thereon, and hold the same as if said (DEED/LEASE/PERMIT) had never been made or issued.

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by Columbia County pursuant to the provisions of Assurance 6:

> The (PURCHASER/LESSEE/PERMITTEE), for himself or herself, personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land, that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and furnishing of services thereon, no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination, (3) the (PURCHASER/LESSEE/PERMITTEE) shall use the premises in compliance with all requirements imposed pursuant to Title 49, Code of Federal

Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

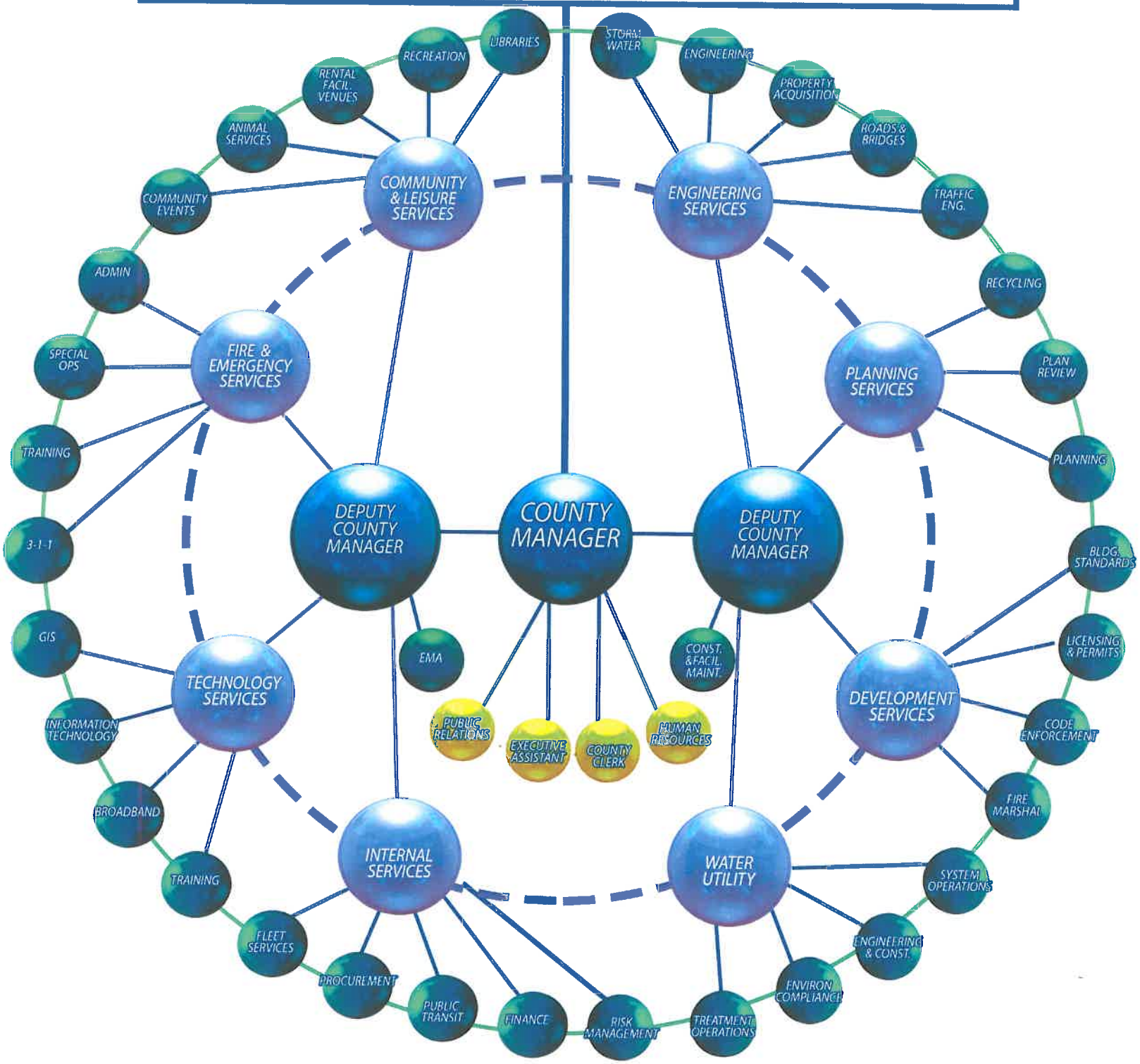
That in the event of breach of any of the nondiscrimination covenants, Columbia County shall have the right to terminate the (LICENSE/LEASE/PERMIT), and to reenter and repossess said land and the facilities thereon, and hold the same as if said (LICENSE/LEASE/PERMIT) had never been made or issued.

That in the event of breach of any of the nondiscrimination covenants, Columbia County shall have the right to reenter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the property of Columbia County and its assigns.

Appendix A

Organizational Chart

Columbia County Board of Commissioners



Appendix B Questionnaire

TITLE VI PUBLIC INVOLVEMENT QUESTIONNAIRE
Title VI of the Civil Rights Act of 1964 requires Columbia County to be sure that everyone in the affected project areas has a chance to be heard and to respond to programs and activities that may affect their community.

To help with that, we ask that you voluntarily provide us information about your race, ethnicity, gender, and/or disability. **You are not required to disclose the information requested in order to participate in this meeting. The completion of this questionnaire is strictly voluntary, and completion is not required by law.** For further information regarding this process, please contact the Title VI Administrator, Marcia Lowery, by phone at 706-868-3300

Please respond to the following questions:

Project Name Date_____

Location of Public Meeting_____

Name (Optional) _____(Please print)

Gender: ☐ Male ☐ Female

General Ethnic Identification Categories (Check as many as apply)
☐ African American ☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander
☐ Caucasian ☐ Hispanic ☐ Other _____

Race and/or Color National Origin_____

Any Disability? Circle: Yes No

Please explain:

_____
_____
_____

After you have completed this form, please place it inside the designated box on the registration table.

Appendix C Complaint Form

Name:				
Address:				
Telephone (Home):			**Telephone (Work):**	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		**Audio Tape**	
	TDD		**Other**	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party: _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
[ ] Race	[ ] Color	[ ] National Origin	[ ] Age	
[ ] Disability	[ ] Family or Religious Status	[ ] Other (explain) _____		
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				
_____				
_____				
Section IV				
Have you previously filed a Title VI complaint with this agency?			Yes	No

Section V	
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
[ ] Yes [ ] No	
If yes, check all that apply:	
[ ] Federal Agency: _____	
[ ] Federal Court _____	[ ] State Agency _____
[ ] State Court _____	[ ] Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name:	
Title:	
Agency:	
Address:	
Telephone:	
Section VI	
Name of agency complaint is against:	
Contact person:	
Title:	
Telephone number:	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

_____ _____

Signature Date

Please submit this form in person at the address below, or mail this form to:

Marcia Lowry
Columbia County Board of Commissioners
County Administration
Human Resources Manager/EEO
706-868-3300
630 Ronald Reagan Drive, Building B, Evans, GA 30809