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INSIDE THIS ISSUE
MINUTES 330
HEARING NOTICES 334
GENERAL NOTICES 335
POLICIES AND PROCEDURES 336
JOB OPPORTUNITIES 345
NOTICES FOR BIDS 347

MAYOR AND CITY COUNCIL
MAYOR DAVID A. CONDON
COUNCIL PRESIDENT BEN STUCKART
COUNCIL MEMBERS:
MICHAEL A. ALLEN (DISTRICT 2)
MIKE FAGAN (DISTRICT 1)
NANCY MCLAUGHLIN (DISTRICT 3)
STEVE SALVATORI (DISTRICT 3)
JON SNYDER (DISTRICT 2)
AMBER WALDREF (DISTRICT 1)
The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call
On roll call, Council President Stuckart and Council Members Fagan, Snyder, and Waldref were present. Council Members Allen, McLaughlin and Salvatori were absent.

City Administrator Theresa Sanders, Assistant City Attorney Mike Piccolo, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review
Council received input from staff on the March 18, 2013, Advance Agenda items.

Low Bid Meeting Specifications for Purchase of Escape Belts, Carabineer Straps and Escape Systems (OPR 2013-0170 / BID 3917-13)
Upon review of the March 18, 2013, Advance Agenda, City Administrator Theresa Sanders noted the City Attorney’s Office has requested that staff go back out for bid for this purchase so this will come back to the City Council at a later date. She requested a motion to defer the matter. Subsequently, the following action was taken:

Motion by Council Member Fagan, seconded by Council Member Waldref, to defer this particular line item (low bid meeting specifications of Mallory Safety & Supply for purchase of 273 Escape Belts and Carabineer Multi-use Straps and 293 Escape Systems) for three weeks (to April 8, 2013); carried unanimously (Council Members Allen, McLaughlin and Salvatori absent).

Action to Approve March 18, 2013, Advance Agenda
Following staff reports and Council inquiry and discussion regarding the March 18, 2013, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Snyder, seconded by Council Member Fagan, to approve the Advance Agenda for Monday, March 18, 2013 (as amended); carried unanimously (Council Members Allen, McLaughlin and Salvatori absent).

ADMINISTRATIVE SESSION

Current Agenda Review
Council reviewed items on the March 11, 2013, Current Agenda for any changes and/or additions.

Resolution 2013-0021 Confirming Appointment of Director of Communications and Marketing
It was noted there were not enough Council Members present to suspend the Council Rules in order to consider the addition of Resolution 2013-0021—confirming the appointment of Brian Coddington as Director of Communications and Marketing—to tonight’s March 11 6:00 p.m. Legislative Agenda. Subsequently, the following action was taken:

Motion by Council Member Fagan, seconded by Council Member Waldref, to defer Resolution 2013-0021 from tonight’s (March 11) agenda to March 18; carried unanimously (Council Members Allen, McLaughlin, and Salvatori absent).
CONSENT AGENDA

Upon motion of Council Member Waldref, seconded by Council Member Fagan, Council unanimously (Council Members Allen, McLaughlin and Salvatori absent), approved Staff Recommendations for the following:

Amendment to Management Agreement with owners of Masonic Temple, a Spokane Register of Historic Places property located at 1108 W. Riverside Avenue. (OPR 1991-0774)

Contract Amendment with HDR Engineering, Inc. (Spokane, WA) for air pollution modeling services at the Southside Landfill—increase of $16,390. Total Contract Amount—$53,610. An administrative reserve of $5,361, which is 10% of the contract price, will be set aside. (OPR 2011-0546)

Spokane Area Workforce Development Council Supplemental Agreement No. 2 with Washington State Department of Transportation—increase award by $35,000.88 for pre-apprenticeship initiative and extend contract through August 31, 2013. Total Award—$109,995.66. (OPR 2012-0675)

Contract with Oracle America, Inc. (Redwood Shores, CA) for Enterprise Ed Database Processing Support, Named User Perpetual Licenses Support, with Update Sub Service, and right to use Oracle Licenses for the HRMS System from April 21, 2013 through April 20, 2014—$272,128.07 (including tax). (OPR 2013-0171/RFP 3650-09)

Contract with Azteca Systems, Inc. (Sandy, UT) for Software and Services to implement Cityworks Server AMS from March 1, 2013 through March 31, 2014—estimated expense $49,870 (including tax). (OPR 2013-0172)

Modification of Agreements with Washington State Department of Commerce and Inland Empire Residential Resources to increase Federal Neighborhood Stabilization funds loaned to the Sprague Union Terrace Affordable Rental Housing Project—$195,519. (OPR 2010-0670)

*Grant Award from the Washington State Department of Commerce to provide lead-based paint hazard control activities in Spokane County—$1,107,000. (OPR 2013-0173)

*[Clerical Note: The City Clerk incorrectly read into the record the dollar figure for the grant award as $1,030,397 due to a clerical oversight in the dollar figure not being updated on the agenda. On March 1, the City Council did receive an updated agenda sheet which reflected an update in the dollar figure of $1,107,000 (from $1,030,397). The City Clerk has corrected the record as indicated above to reflect the updated grant award of $1,107,000.]

Change Order No. 2 to contract with Red Diamond Construction, Inc. (Spokane, WA) for Oak Street from Inland Empire Way to 28th Avenue—increase of $16,300 (plus tax). Total cost-to-date—$204,690.27. (PRO 2010-0034 LID 2010134)

Increase administrative reserve on contract with Red Diamond Construction, Inc. (Spokane, WA) for 14th Avenue from Cuba Street to Havana Street and Cuba Street from 14th Avenue to 13th Avenue—estimated expense $29,436.75. (PRO 2012-0008 / LID 2010042)

Report of the Mayor of pending:

a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 4, 2013, total $3,103,924.56, (Warrant Nos. 463275–463768; ACH Payment Nos. 9762–9834), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total $2,852,774.89. (CPR 2012-0002)

b. Payroll claims of previously approved obligations through March 2, 2013: $5,534,379.55. (Payroll Check Nos. 511170–511380) (CPR 2012-0003)

Executive Session/Council Recess
The City Council adjourned at 3:44 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session, with Council President Stockart and Council Members Fagan, Snyder, and Waldref present. Council Members Allen, McLaughlin and Salvatori were absent. Also present on the dais were Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister.

LEGISLATIVE SESSION

Words of Inspiration
There were no Words of Inspiration.
Pledge of Allegiance
The Pledge of Allegiance was led by Council President Stuckart.

Roll Call
Council President Stuckart and Council Members Fagan, Snyder, and Waldref were present. Council Members Allen, McLaughlin and Salvatori were absent.

PROCLAMATION
March 10-16, 2013  Week of the Irish
Council President Stuckart read the proclamation and presented it to representatives of the Friendly Sons of St. Patrick and the Limerick Sister City Society.

CULTURAL PRESENTATION
As part of the celebration for the Week of the Irish, the Haran Irish Dancers performed some dances for the City Council.

COUNCIL APPOINTMENTS
Motion by Council Member Waldref, seconded by Council Member Fagan, to approve (and thereby confirm) the following appointments and reappointment; carried unanimously (Council Members Allen, McLaughlin, and Salvatori absent):

- **Bicycle Advisory Board (CPR 1992-0059):**
  - Appointment of Seth Batista to serve a three-year term to begin immediately and expire on August 31, 2015.
  - Appointment of Betsy Lawrence to serve a three-year term to begin immediately and expire on August 31, 2015.
  - Appointment of Dave Braun to serve a three-year term to begin immediately and expire on August 31, 2015.

- **Fire Code Advisory & Appeals Board (CPR 1991-0134):**
  - Appointment of Beth Hodgson to serve a three-year term as the Design Professional representative to begin immediately and expire December 31, 2014.
  - Appointment of Eric Dickson to serve an unexpired term as the Industrial Safety Professional representative to begin immediately and expire December 31, 2013.
  - Reappointment of Lewis Barbe to serve a three-year term as the Fire Protection representative to begin immediately and expire December 31, 2014.

- **Community, Housing & Human Services Board (CPR 2012-033):**
  - Appointment of Marry Ann Rapp to serve a three-year term to begin immediately and expire on February 28, 2016.
  - Appointment of Merry Jo Desmarais to serve a three-year to begin immediately and expire on February 28, 2016.

There were no City Administration Reports.

COUNCIL COMMITTEE REPORTS
Public Works Committee
Council Member Fagan reported on the Public Works Committee meeting held earlier today (March 11). Minutes of the Public Works Committee meetings are filed with the City Clerk’s Office and are available for review following approval by the Public Works Committee.

OPEN FORUM

Mr. Rick Bocook commented on the Transportation Security Administration’s presence in the STA Plaza.

Ms. Karen Kearney commented on the Fire Department’s change of responding to medical calls in small vehicles versus fire apparatus. She feels this new system of responding will lead to a delay in arriving on the scene (of a fire).
Mr. George McGrath commented on police response to an event that occurred Saturday night involving a tiff among some basketball players. In addition, he commented that citizens still haven’t heard why the former Acting Police Chief was placed on administrative leave.

Mr. Mike Rowles spoke regarding the STA Plaza.

Mr. David Elton commented that he was arrested earlier today. He noted his client is Teresa Simon, and he spoke regarding the devastation of her properties in East Central and the lack of police response.

Ms. Teresa Juneau-Simon noted she intends to run for City Council. She spoke regarding a letter she received from the City Attorney (requesting her to conduct her business on the first or third floor of City Hall). She also noted she is intending to file a Department of Justice Complaint for the three chronic nuisance orders and the damage done to her neighborhood in East Central from lack of City support.

Ms. Lori Stewart commented on houses on South Greene in her (East Central) neighborhood and feels she and her neighbors are being victimized.

LEGISLATIVE AGENDA

There were no Emergency Budget Ordinances.

There were no Emergency Ordinances.

RESOLUTIONS
Resolution 2013-0019 Approving Settlement of Frank Hoover
Subsequent to the opportunity for Council comment and public testimony, with no individuals requesting to speak, the following action was taken:


Resolution 2013-0020 Approval of Plan Commission’s 2013 Work Program
Subsequent to the opportunity for Council comment and public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote (Council Members Allen, McLaughlin, and Salvatori absent), the City Council adopted Resolution 2013-0020 regarding the City Council’s approval of the Plan Commission’s 2013 Work Program.

There were no Final Reading Ordinances.

FIRST READING ORDINANCES
The Following Ordinances were read the First Time with further action deferred:

ORD C34969 Relating to weights and measures; amending SMC Sections 1.05.170, 4.04.010, 4.04.020, 10.34.030, 10.34.050, 10.34.060, and 10.34.070; and repealing SMC Sections 8.02.0219, 10.46.010, 10.46.020, 10.46.030, 10.46.040, 10.46.050, 10.46.060, 10.46.070, 10.46.080, 10.46.081, 10.46.082, 10.46.083, 10.46.084, 10.46.085, 10.46.086, 10.46.090, 10.46.100, 10.46.110, 10.46.120, 10.46.130, 10.46.140, 10.46.150, 10.46.160, 10.46.170, 10.46.180, 10.46.190, 10.46.200, 10.46.210, 10.46.220, 10.46.230, 10.46.240, 10.46.250, 10.46.260, 10.46.270, 10.46.280, 10.46.290, 10.46.300, 10.46.310, 10.46.320, 10.46.330, 10.46.340, 10.46.350, 10.46.360, 10.46.370, 10.46.380, 10.46.390, 10.46.400, 10.46.410, 10.46.420, 10.46.430, 10.46.440, 10.46.450, 10.46.460, 10.46.470, 10.46.480, 10.46.490, 10.46.500, 10.46.5001, 10.46.5002, 10.46.5003, 10.46.5004, 10.46.5005, 10.46.5006, 10.46.5007, 10.46.5008, 10.46.5009, 10.46.5010, 10.46.5011, 10.46.5012, 10.46.5013, 10.46.5014, 10.46.5015, 10.46.510, 10.46.520, 10.46.530, 10.46.540, 10.46.550, 10.46.560, and 10.46.570.
ORD C34970  Relating to Type II applications for Conditional Use Permits; amending SMC Sections 17C.110.110, 17G.060.050, 17G.060.120 and 17A.020.200. (Note: Final Reading will be held on April 8, 2013.)

There were no Special Considerations.

There were no Hearings

No individuals spoke during the second Open Forum.

ADJOURNMENT
There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 6:39 p.m.

MINUTES OF SPOKANE CITY COUNCIL
Thursday, February 21, 2013

A Special Meeting of the Spokane City Council was held on the above date at 3:34 p.m. in the City Council Briefing Center, Lower Level - City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Allen, Fagan, Salvatori, Snyder and Waldref were present. Council Member McLaughlin was absent.

The following topics were scheduled for discussion:

- Plan Commission Discussion (3:34 p.m. – 4:25 p.m.)
- Mann Center (4:25 p.m. – 4:35 p.m.)

The meeting was open to the public but was conducted in a workshop format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:35 p.m.

Hearing Notices

NOTICE OF CITY COUNCIL PUBLIC HEARING
AMENDMENTS TO THE SPOKANE MUNICIPAL CODE
PROPOSED ORDINANCE C34970

Notice is hereby given that the City Council for the City of Spokane will hold a Public Hearing on Monday, April 8, 2013, in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Blvd., during the City Council Legislative Session, starting at 6:00pm, to take public testimony on the following:

An ordinance relating to the processing of Type II permit applications for conditional use permits; amending sections 17C.110.110, 17G.060.050, 17G.060.120, and 17A.020.200 of the Spokane Municipal Code.

The proposed ordinance would amend the regulations for Type II applications, allowing for increased public input and process flexibility, based on public interest.

More information is available at www.spokaneplanning.org or from the Planning Services Department office, 3rd floor, City Hall, 808 West Spokane Falls Blvd., Spokane, WA, weekdays between the hours of 8:00 a.m. and 5:00 p.m. Contact Marla Powers, City Planner, at 625-6638 for further information. The City Council Meeting agenda is available on the City Council webpage http://www.spokanecity.org/government/citycouncil/.
The City Council reserves the right to continue this public hearing.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Gita George-Hatcher at (509) 625-6783, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ggeorge-hatcher@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. George-Hatcher at (509) 625-6783 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish: March 13 and 20, 2013

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**General Notices**

**CITY OF SPOKANE WASHINGTON CALL FOR PAYMENT OF CONSOLIDATED LOCAL IMPROVEMENT DISTRICT BONDS**

PURSUANT TO RCW 34.45.050 NOTICE IS HEREBY GIVEN THAT THE CITY OF SPOKANE, WASHINGTON CALLS FOR THE PAYMENT OF THE FOLLOWING CONSOLIDATED LOCAL IMPROVEMENT DISTRICT BONDS April 1, 2013.

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Interest will cease to accrue on these bonds April 1, 2013.

March 14, 2013

PAM DOLAN
Director of Accounting, Acting Treasurer

Publish: March 20 and 27, 2013

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**CITY OF SPOKANE WASHINGTON CALL FOR PAYMENT OF CONSOLIDATED LOCAL IMPROVEMENT DISTRICT BONDS**

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Interest will cease to accrue on these bonds April 1, 2013.

March 14, 2013

PAM DOLAN
Director of Accounting, Acting Treasurer

Publish: March 20 and 27, 2013
CITY OF SPOKANE SEEKS PROPOSALS FOR 2013 SINGLE HOMELESS OUTREACH PROJECT AND MCKINNEY-VENTO PERMANENT SUPPORTIVE HOUSING REALLOCATION PROJECT

The Community, Housing and Human Services board is seeking proposals for grant funding to help reduce homelessness. The full request for proposals (RFP) is available on the Community, Housing and Human Services Department’s web site at http://www.spokanechhs.org/.

PUBLIC NOTICE

Public notice is hereby given pursuant to RCW 35.21.157 that the City of Spokane is implementing a 8.4% rate decrease in the solid waste disposal fee (from $107 per ton to $98 per ton) for solid waste at the Spokane Regional Solid Waste System Facilities effective May 1, 2013.

Publish: March 13 and 20, 2013

Policies and Procedures

CITY OF SPOKANE
PARKS AND RECREATION DEPARTMENT
ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 1400-12-10 / LGL 2013-0006

EFFECTIVE DATE: September 13, 2012
REVISION EFFECTIVE DATE: N/A

TITLE: SISTER CITIES GARDEN

1.0 GENERAL

1.1 PURPOSE

The purposes of this policy are to:

a. provide an effective mechanism for determining the appropriateness of artwork donated to the Sister Cities Garden for placement on Spokane Parks and Recreation Department property;

b. establish the policy, criteria and procedures for acceptance of the donated artwork; and

c. establish the constraints, requirements and criteria for the “call for artists” that would govern specifications for the donated art work.

1.2 BACKGROUND

On April 14, 2011, the Spokane Parks Board approved a Memorandum of Understanding between Sister Cities Association of Spokane and City of Spokane Parks and Recreation Department, supporting the Sister Cities Association’s efforts to transform property in Riverfront Park (former Japanese Garden site–north end of South Howard Street Bridge) for use under mutually agreeable guidelines as an interactive garden/courtyard known currently as the “Sister Cities Garden.”

The Sister Cities Garden is intended to be a physical manifestation of the connections between Spokane and its sister cities (currently Nishinomiya, Japan; Jilin City, China; Limerick, Ireland; and Jecheon, Republic of Korea), in support of Sister Cities Association of Spokane’s mission. That mission is to
“promote peace through mutual respect, understanding, and cooperation—one individual, one community at a time.” The Sister Cities Garden will “connect” Spokane residents and visitors to Spokane’s international relationships and the mission of the Sister Cities Association with the added goal of restoring a section of Riverfront Park for public activities and relaxation.

The Sister Cities Garden is under the jurisdiction of the Spokane Parks and Recreation Department, while the Sister Cities Association Board oversees its development, and the Spokane Arts Commission advises and approves the art prior to installation. The Spokane Arts Commission acts as the liaison to expedite and assist in the process of placing artworks in the Sister Cities Garden.

1.3 TABLE OF CONTENTS

SECTION 1 GENERAL
SECTION 2 DEPARTMENTS/DIVISIONS AFFECTED
SECTION 3 REFERENCES
SECTION 4 DEFINITIONS
SECTION 5 POLICY
SECTION 6 PROCEDURE
SECTION 7 RESPONSIBILITIES
SECTION 8 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED:

This policy shall apply to all artwork proposed for placement in the Spokane Sister Cities Garden in Riverfront Park.

3.0 REFERENCES

City Charter Section 48. Park Board -- Powers.
Rules of the Park Board Section 14, General Operating Policies and Procedures, Rulings, and Appeals
SMC 4.05.050, Arts Commission
Resolution 2011-0054
City Policy ADMIN 0014-11-02, Sculpture Walk
City Policy ADMIN 0014-07-01, Municipal Arts Plan
Parks and Recreation Department Policy ADMIN 1400-07-03, Art on Parks and Recreation Properties

4.0 DEFINITIONS

4.1 “Sound Art” means: a sculpture which emits sound caused by human activity or by natural forces such as wind or rain.

5.0 POLICY

5.1 Responsibilities Of The Sister Cities Association:

5.1.1 To solicit art work donations or funding for such artwork from private, public, and other Sister Cities donors; and

5.1.2 To work with the Director of Parks and Recreation, the Park Board and the Arts Commission to choose, place and install appropriate artwork in the Sister Cities Garden.

5.2 Responsibilities of the Director of Parks and Recreation:

5.2.1 To work with Sister Cities Association and the Arts Commission to choose, place and install appropriate artwork in the Sister Cities Garden; and

5.2.2 To facilitate presentation of the artwork to the Park Board for approval, if required.
5.3 Responsibilities Of The Arts Department:

5.3.1 To work with Sister Cities Association and the Director of Parks and Recreation to choose, place and install appropriate artwork in the Sister Cities Garden;

5.3.2 To aid the Sister Cities Association with any design considerations in keeping with artwork appropriate to the City of Spokane;

5.3.3 To aid the Sister Cities Association with any contract negotiations needed to obtain artwork for the Sister Cities Garden; and

5.3.4 To house any records for the City related to the artwork for posterity.

6.0 PROCEDURES

6.1 Artwork Guidelines – Media, Materials, Subject Matter And Criteria That Must Be Met For Acceptance Of The Artwork.

6.1.1 All above ground sculptures for the Sister Cities Garden will be a cultural representation of Spokane or one of Spokane’s sister cities. It is not necessary that the art be literal or representational. The purpose of the art is to demonstrate in some way the unique identity of the sister city by representing the culture, art, music, history, geography or other factor that creates the identity of that place.

6.1.2 The artwork should be made of quality materials that are durable, highly vandal resistant, and weatherproof down to minus twenty five (25) degrees Fahrenheit, that are able to withstand the elements, and that are designed and fabricated for climatic variations. All materials must be permanent and not require routine replacement. Metal, wood, stone and other proven outdoor materials are encouraged.

6.1.3 If the artwork is designed to make noise or sound, special attention will be given to the sound quality and decibel level of the piece. Artwork that emits sound should be capable of being muffled or dampered for special events or be subtle enough so as to not interfere with normal event operations.

6.1.4 The name of the donating city, the name of the artist and the title of the art should be included on the artwork. If lighting elements are included in the artwork, these elements should also be designed to be durable and long-lasting.

6.1.5 The Sister Cities Garden is a relatively small geographic area; therefore, the following size restrictions apply:

a. The pedestal will be:
   - a minimum of twelve inches (12") and a maximum of thirty inches (30") high;
   - a minimum of two feet (2') and maximum of five feet (5') wide; and
   - a minimum of two feet (2') and maximum of fifteen feet (15') long.

b. The sculpture:
   - will be no taller than the pedestal described above can support adequately;
   - may not extend beyond the edges of the pedestal unless the overhanging portion is able to support four hundred (400) pounds;
   - will be shaped in such a manner so that a person’s hand could not grasp it or so the extending portion is at least eleven feet (11') above grade; and
   - may require engineering documentation with an engineer’s stamp.
6.2 Artwork Placement And Installation.

6.2.1 To the extent possible, the artist should provide specifications for the foundation depth and size taking into account the engineering requirements as specified by a licensed engineer.

6.2.2 The working plan for the Sister Cities Garden shows artwork placement, and the Sister Cities Association will work with Director of Parks and Recreation and the Arts Commission to ensure appropriate placement within the scope of the plan.

6.2.3 Notice to the Parks and Recreation Department and the Arts Commission must be made in writing two (2) months prior to the installation of any artwork.

6.2.4 Placement of artwork and pedestals should be designed for aesthetic continuity and to avoid damage to surrounding tree roots. As an alternative to the pedestal, artwork may be mounted on a post attached to a sonotube foundation to avoid damage to surrounding tree roots and plants.

6.2.5 Sculpture siting in the Sister Cities Garden may also require shoreline approval with Spokane Plan Commission and Washington State Shorelines Act approval. The shorelines process requires notification of all adjacent property owners.

6.2.6 Initial installation of the artwork, necessary utilities required for the art work, restoration of any disrupted landscaping, irrigation etc. during the construction of the Sister Cities Garden and placement of the artwork shall be considered project costs, which will be the responsibility of the Sister Cities Association.

6.2.7 In the event of a change in the status of an existing sister city or the addition of a new sister city new art may be approved and placed in the Sister Cities Garden.

6.2.8 In the event the City of Spokane, the Parks and Recreation Department or the Arts Commission undertakes to move or alter the placement of the artwork after installation, those expenses will not be considered part of the project and will not be the responsibility of the Sister Cities Association.

6.2.9 The safety of the public must be considered, i.e. sharp edges, height, support, and the needs of the disabled which meet ADA approval. All paths will conform with federal, state and local guidelines.

6.2.10 The art must not interfere with existing and future public use of Riverfront Park.

6.3 Artwork Contract Terms.

6.3.1 The Sister Cities Association, working jointly with the Arts Commission, will negotiate a contract with each potential donor regarding the artwork to be placed in the Sister Cities Garden. The City Attorney’s Office will review the contract before the Sister Cities Association finalizes it.

6.3.2 The City of Spokane, Arts Commission, Sister Cities Association and Park Board shall retain the right to reproduce the artwork in print and electronically for the purpose of promoting the Sister Cities garden, the City’s Sculpture Walk, Riverfront Park and the City.

6.3.3 Commercial reproduction of artwork and sales of reproductions shall be negotiated with the artist separately.

6.3.4 Any artwork placed in the Sister Cities Garden will become the property of the City of Spokane.

6.4 Removing Artwork from the Spokane Sister Cities Garden.

Artwork may be removed pursuant to Spokane Parks and Recreation Department Administrative Policy ADMIN 1400-07-03, Art on Parks and Recreation Properties

6.5 Funds And Donations For Artwork In The Sister Cities Garden.
6.5.1 Monetary donations for artwork in the Sister Cities Garden will be received by the Sister Cities Association.

6.5.2 Artworks will be received by the Joint Art Committee and once approved by the Park Board and the Arts Commission will become the property of the City of Spokane.

6.6 Building Permits.
Most sculpture will not need building permits, but the Sister Cities Association agrees to contact the City of Spokane Building Services Department to ascertain its requirements.

7.0 RESPONSIBILITIES
The Director of Parks and Recreation, in cooperation with the Director of Arts, shall administer this policy.

8.0 APPENDICES
None

APPROVED BY:

Barbara Burns         September 24, 2012
Assistant City Attorney

Leroy Eadie           September 24, 2012
Director
Parks and Recreation

Karen Mobley          September 24, 2012
Director
Arts

Margo Buckles         September 26, 2012
Chair
Sister Cities Association Board

CITY OF SPOKANE
ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 1400-13-11 / LGL 2013-0007

EFFECTIVE DATE: December 9, 1999
REVISION EFFECTIVE DATE: February 14, 2013

TITLE: FILMING AND PHOTOGRAPHY IN PARKS AND RECREATION AREAS OR FACILITIES

1.0 GENERAL

1.1 The purpose of this document is to establish policy regarding the use of parks and recreation areas and facilities for filming, video, still photography, documentary, short subject films, movies, or advertisements for commercial purposes. It also adopts operating policies to monitor and regulate filming activities on park land in the City of Spokane.
2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to all parks and recreation areas and facilities owned or managed by the Parks and Recreation Department.

3.0 REFERENCES

City Charter Article V, Parks and Park Board, Section 48 Park Board Powers
Rules of the Park Board Section 14, General Operating Policies and Procedures, Ruling and Appeals

4.0 DEFINITIONS

4.1 “Acknowledgments” mean the use of official City of Spokane or Spokane Parks and Recreation Department logo or verbal / print acknowledgment of either as part of commercial film credit line.

4.2 “Board” means the Spokane Park Board.

4.3 “Certificate of Insurance” means a certificate issued by an insurance company in an amount and in such form as is approved by the City of Spokane Risk Manager, which represents that the user holds general liability insurance which covers the filming activity and which names the City of Spokane and the Parks and Recreation Department as additional insureds.

4.4 “Commercial Filming Activities” means any person who uses Parks and Recreation areas or facilities to produce commercials, training films, industrial and short subject films, movies, documentaries, or advertisements for profit or desires to reserve a specific Park and Recreation area.

4.5 “Damage Deposit” means a cash deposit of specified dollars (see fee schedule), the amount of which is determined by the Parks and Recreation Director at his / her discretion and the City of Spokane Film Program Manager, and which is to be applied to any damage caused by the filming activities, or refunded in whole or in part. Deposits shall be refunded one (1) year from date of initial deposit or may be continued to the following year by written request from the commercial photographer.

4.6 “Department” means the City of Spokane Parks and Recreation Department.

4.7 “Director” means the Director of the City of Spokane Parks and Recreation Department.

4.8 “Filming Activities” mean the use of still photography cameras, video or movie cameras to capture an image that will be used for commercial or hobby purposes.

4.9 “Park Hours” mean the times all parks are open regularly open to the public.

4.10 “Park Use Rules” mean standard rules for use of parks and park facilities.

4.11 “Parks and Recreation Areas” mean all property owned and/or managed by the Spokane Parks and Recreation Department including all facilities located thereon.
“Photographer” means any person who uses Parks and Recreation areas for portrait settings for individuals or groups or shots of scenery or structures.

“User” means the individual or business entity using Parks and Recreation areas for filming activities, assuming responsibility for same, and paying user fees and/or deposit related thereto.

“Use Fee” means an assessment for privilege of using Parks and Recreation areas and facilities for filming activities.

5.0 POLICY

5.1 It is the policy of the City of Spokane Parks and Recreation Department to set specific fees and guidelines for certain uses of Parks and Recreation areas for filming activities.

5.2 The Department, at its discretion, may grant a waiver of commercial filming user fees when an exchange for similar value is designated and approved by the Director.

5.3 Credit shall be given to the Department in writing or verbally on the finished product. Exceptions: senior class photographs, individual portraits, family portraits, prom and wedding photographs, and wedding videos.

5.4 The Board shall set the annual filming fees.

5.5 Permission for filming is granted, upon completion of all applicable requirements, within the discretion of the Parks and Recreation Director within the parameters established by this policy from time to time.

6.0 PROCEDURE

6.1 Persons (users) desiring to use Parks and Recreation areas for commercial filming activities or photographers desiring to reserve specific areas for photography shall submit to the Department a special event permit application for a Special Event Permit. Persons desiring to use Park and Recreation facilities (such as picnic shelters, buildings, sports complexes, swimming pools and other structures) shall make a Facility Reservation. Authorization to use park property for filming activities or reserved area photography is considered confirmed when a Special Event Permit is signed by the Director or designee, use fees, if applicable, are paid, and the damage deposit and certificate of insurance are received by the Department or the Facility Reservation is completed and all applicable fees and deposits have been paid.

6.2 Applicable fees will be determined by referring to the Department filming fee schedule which is part of the Fees and Charges Policy.

6.3 Park use rules shall be reviewed by the filming agency / individual to ensure compliance. Additional filming rules may apply to use of Riverfront Park. No commercial filming activities of any kind or photography are allowed in the Nishinomiya Japanese Garden, except for scheduled weddings. No commercial filming activity of any kind or photography is allowed in the Gaiser Conservatory and Greenhouse.

6.4 A certificate of insurance, approved by the City of Spokane Risk Manager, must be on file with the Department prior to use for commercial and reservation filming activities.

6.5 Filming activities are authorized only during times when Parks and Recreation areas are open and available to the public. Parks are generally open from 4:00 a.m. to 11:00 p.m., Pacific Daylight Savings Time, and 5:00 a.m. to 10:00 p.m. Pacific Standard Time except for Riverfront Park which closes at 12:00 midnight year-round. Variations and conditions to the above stated hours of use will be confirmed in writing by the Parks and Recreation Director or designee. The hours also apply to the arrival and departure of crew(s) and equipment. Park areas are open for public use during park hours and can not be closed for exclusive use of commercial photographers.

6.6 There shall be a mandatory refundable damage deposit for all commercial and reservation filming activities to cover any damage to Parks and Recreation areas and to pay for any unforeseen costs to the Department related to the filming activity. Upon completion of filming activity the deposit will be returned if the site(s) is approved by Department personnel and no additional unforeseen costs have been incurred by the Department. For convenience, the commercial photographer may leave its damage deposit on file for future use for up to one (1) year.
6.7 Use fees for commercial and reservation filming are refundable if the usage is canceled after the user fee is paid and if written notice is received seven (7) days in advance of usage. A $15 administrative fee will be charged against refund requests.

6.8 Filming with significant impact on neighborhoods adjacent to the park site requires notification to the Neighborhood Services and Code Enforcement Department a minimum of five (5) working days prior to conducting any activities. The user is responsible for obtaining the cooperation of residents adjacent to park property and is responsible for working out any conflicts or negative financial impacts. Failure to properly comply with this provision may result in revocation of permission to use Parks and Recreation Areas and forfeiture of user fees.

6.9 A user fee receipt must be on the filming site at all times and be presented upon request by Department personnel.

6.10 Permission granted to a specified user shall not be assigned by that user to another party without the written consent of the Parks and Recreation Director or designee.

6.11 Exceptions to this policy may be submitted to the Director for approval/disapproval. Thirty (30) days should be allowed for the Department to process the request.

6.12 The Parks Special Event Permit or Facility Reservation must be completed and signed by the Director or designee, approving specified commercial and reservation filming activities, delineating the applicable user fee(s) for such activities, and other matters of regulation applicable thereto.

6.13 Enforcement.

6.13.1 Enforcement of the City of Spokane Charter and the Park Code which is within the City of Spokane Municipal Code section 10.10.040 (D) Public Parks lies with the City of Spokane Police Department. Violations should be referred to the Police Department for response.

6.13.2 Enforcement of Park Rules shall be referred to Department staff for response. In the event that Department staff finds activities being conducted by a Parks Special Event Permit user unnecessarily endangers the health or safety of any person, or that activities are or will cause damage to real or personal property, the staff may suspend, rescind, or amend the Parks Special Event Permit.

6.13.3 The Department reserves the right to suspend, rescind, or amend the Parks Special Event Permit at any time without incurring any liability to the user. Also, the Department reserves the right to deny a future Parks Special Event Permit request because of previous damage by a user.

7.0 RESPONSIBILITIES

The Director of Parks and Recreation shall administer this policy.

8.0 APPENDICES

Fee Schedule
Riverfront Park Information Sheet

APPROVED BY:

Barbara Burns      February 15, 2013
Assistant City Attorney

Leroy Eadie       February 25, 2013
Director
Parks and Recreation
APPENDIX A
SPOKANE PARKS AND RECREATION DEPARTMENT
FILMING ACTIVITIES FEE SCHEDULE

Effective Date: February 14, 2013

USE FEES: (Damage deposit required for some activities)

A. All Still Photography and Not for Profit Filming (except weddings)

Gaiser Conservatory and Greenhouse Not Permitted
Nishinomiya Japanese Garden Not Permitted (except scheduled weddings)
All Other Park Areas No Charge if using space “as available”
$50.00 per use with damage deposit under Special Event permit process if specific location and schedule is required (other fees may apply for large groups or special circumstances)

B. Weddings (Still Photography or Video)

Gaiser Conservatory and Greenhouse Not Permitted
All Other Park Areas Same Fees ($300.00) and procedures as wedding ceremonies

C. Motion Pictures or Video (Feature films, movies)

Gaiser Conservatory & Greenhouse Not Permitted
Nishinomiya Japanese Garden Not Permitted
Riverfront Park $625.00 per use, four-hour maximum
All Other Park and Recreation Areas $500.00 per use, four-hour maximum

D. Motion Pictures or Video (Documentary, Short Subject, Advertisement, and All Other):

Gaiser Conservatory & Greenhouse Not Permitted
Nishinomiya Japanese Garden Not Permitted
All Other Park and Recreation Areas $250.00 per use, four-hour maximum

REFUNDS: No Refunds

EXCEPTIONS:

1. City of Spokane departments wishing to promote City programs are exempt from all use fees, but must notify the Parks and Recreation Department to obtain a no charge receipt for user fees.

2. News-related events may be filmed or video recorded by the media without payment of fees or advance permit application.

ALL FEES SHOULD BE PAYABLE TO THE:
CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT

CITY OF SPOKANE
DEPARTMENT POLICY AND PROCEDURES

Pursuant to Administrative Policy and Procedure ADMIN 0325-11-01, Section 5.4.1., notice of adoption of the following Department Policy and Procedure(s) is published. All adopted City policy and procedures are available for review in the Office of the City Clerk and at the City Web site http://www.spokanecity.org/government/policies/.

PARKS AND RECREATION DEPARTMENT

DEPT 1400-13-03 / LGL 2013-0009

EFFECTIVE DATE: September 16, 2002
REVISION EFFECTIVE DATE: March 12, 2013

TITLE: PAYCHECK DISTRIBUTION
PUBLIC WORKS MATERIALS
LABORATORY ASSISTANT SPN 222
PROMOTIONAL ONLY EXAMINATION

SALARY: $42,114 annual salary, payable bi-weekly, to a maximum of $60,823

DATE OPEN: Monday, March 25, 2013

DATE CLOSED: Applications will be accepted until the close of business on Friday, April 5, 2013.

OFFICE HOURS: 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:
Responsible for standardized physical and chemical tests on materials used in public works projects. Inspects concrete plants and samples plant production for compliance with plans and specifications. Keeps necessary records. Performs related work as required.

PROMOTIONAL REQUIREMENTS: (All requirements must be met by date of examination.)
Requires completion of at least one year of experience with the City in the classification of Public Works Journey Level Inspector (SPN: 216). Must possess a valid driver's license.

EXAMINATION:
The examination will be conducted on the 4th floor of City Hall in the Civil Service Test Room on Tuesday, April 16, 2013, at 1:00 p.m. Approximate duration of the test is 2 hours. The examination will consist of a written test and a promotional evaluation. Weights are assigned as follows: written test 80% and promotional evaluation 20%.

The written test may include such subjects as: Laboratory and Technical Knowledge; Mathematics; Human Relations; Reading Comprehension.

NOTE: Electronic calculators are recommended for the examination and will be furnished by the City. Candidates are encouraged to familiarize themselves with the calculators prior to the examination.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

TO APPLY:
Because this is a promotional only recruitment, it is not posted on the City’s website. To apply, you may send an e-mail no later than 5:00 pm on the closing date requesting your name be added to the Promotional Examination list to Civil Service Internet Mailbox which is civilservice@spokanecity.org. Please include: 1) your full name, 2) present classification, 3) department and phone number, 4) driver’s license number and expiration date; OR go to the Civil Service office on the 4th floor of City Hall during office hours to sign up on the Promotional Examination list. Please verify if application is needed under PROMOTIONAL REQUIREMENTS.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 11th day of March 2013.

MARY DORAN                                    GLENN KIBBEY
Chair                                              Chief Examiner
LANDSCAPE ARCHITECT  SPN 248
OPEN ENTRY EXAMINATION

SALARY:   $57,461 annual salary, payable bi-weekly, to a maximum of $70,574
DATE OPEN:   Monday, March 25, 2013
DATE CLOSED: Applications will be accepted until the close of business on Friday, April 5, 2013. Applicants who have filed a basic application will have until the close of business on Monday, April 8, 2013 to return the Training and Experience Evaluation form.
OFFICE HOURS:  8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:
Performs professional landscape architecture and engineering related work in the planning and design of park construction and redevelopment. Supervises construction and grounds maintenance projects to ensure consistency with the design’s intent. Speaks before various civic groups on park topics. Participates with community groups in the coordination of projects from design through implementation.

OPEN REQUIREMENTS:  (All requirements must be met at the time of application.)
Applicants must possess a recognized certificate of registration as a Landscape Architect. Applicants must possess a valid driver’s license or evidence of equivalent mobility.

EXAMINATION:
The examination will consist of a Training and Experience Evaluation form. Weight is assigned as follows: Training and Experience Evaluation form 100%.

NOTE: Under continuous testing policy, additional examinations may be scheduled with results merged into one eligibility list according to final ratings.

TO APPLY:
To apply online or download and print an application, go to www.spokanecity.org. To request an application packet be mailed to you, call the Civil Service office at (509) 625-6160. If mailing your application, submit to Civil Service Commission, 808 W. Spokane Falls Blvd., Spokane, WA 99201-3315.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 14th day of March 2013.

MARY DORAN                      GLENN KIBBEY
Chair                        Chief Examiner

DEPUTY FIRE CHIEF  SPN 941
OPEN & PROMOTIONAL EXAMINATION

SALARY:   $120,310 annual salary, payable bi-weekly, to a maximum of $147,245
DATE OPEN:   Monday, March 25, 2013
DATE CLOSED: Applications will be accepted until further notice. Applicants who have filed a basic application must submit the Training and Experience Evaluation form in order to be considered further.
OFFICE HOURS:  8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:
Performs responsible command and administrative duties assisting the Chief and Assistant Chief in planning, organizing, and administering the activities of the department. Supervises major section within the department to include EMS, Training, and Operations. Responds to and may assume command responsibility at multi-alarm fires and incidents.

OPEN REQUIREMENTS:  (All requirements must be met at the time of application.)
Completion of at least five years of experience as a Chief Officer for a Fire Department; AND possession of a Bachelor’s degree, or higher, from an accredited four-year college or university in a closely related field including, but not limited to, Fire Command, Fire Administration, Para-Medicine, or Business/Public Administration. Applicants must possess a valid driver’s license. Current or previous Paramedic license or EMS Program management experience is desirable.
PROMOTIONAL REQUIREMENTS: (All requirements must be met by date of examination.)
Completion of six months of service with the City Fire Department in a uniformed Fire classification at the level of Fire Battalion Chief (SPN: 940), Division Chief, or higher; AND possession of a Bachelor’s degree, or higher, from an accredited four-year college or university in a closely related field including, but not limited to, Fire Command, Fire Administration, Para-Medicine, or Business/Public Administration. Applicants must possess a valid driver's license. Current or previous Paramedic license or EMS program management experience is desirable.

NOTE: Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies.

EXAMINATION:
The examination will consist of a Training and Experience Evaluation form, and for promotional applicants, a promotional evaluation. Weights are assigned as follows: for open applicants, Training and Experience Evaluation form 100%; for promotional applicants, Training and Experience Evaluation form 80% and promotional evaluation 20%.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

TO APPLY:
To apply online or download and print an application, go to www.spokanecity.org. Current City employees who apply promotionally may send an e-mail no later than 5:00 pm on the closing date requesting your name be added to the Promotional Examination list to Civil Service Internet Mailbox which is civilservice@spokanecity.org. Please include: 1) your full name, 2) present classification, 3) department and phone number, 4) driver’s license number and expiration date; OR go to the Civil Service office on the 4th floor of City Hall during office hours to sign up on the Promotional Examination list. To request an application packet be mailed to you, call the Civil Service office at (509) 625-6160. If mailing your application, submit to Civil Service Commission, 808 W. Spokane Falls Blvd., Spokane, WA 99201-3315.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 14th day of March 2013.

MARY DORAN                GLENN KIBBEY
Chair                      Chief Examiner

Notice for Bids
Paving, Sidewalks, Sewer, etc.

LINCOLN HEIGHTS BOOSTER STATION

Engineering Services File No. 2010070

This project consists of 36'-0" x 79'-4" x 23'-4" high CMU booster station building, a 16'-8" x 18'-8" valve vault building, 24”to 42” dia. site piping, interior 24” dia. piping, installation of five City furnished vertical turbine line shaft pumps and motors (two 400 HP, three 600 HP), installation of city furnished motor control center, electrical, excavation, site grading and restoration.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201–3316, will receive sealed bids until 1:00 p.m., March 25, 2013 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

Copies of the Contract Documents are available at www.cityofspokaneplans.com. The Planholders list is also available at this website. Additional project information including the Engineer’s estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.
The City of Spokane, 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 Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 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 or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

A certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

The City has a new policy regarding addenda. Refer to the Notice to Prospective Bidders Regarding Bid Phase Questions.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Note regarding new specifications: The City of Spokane is using WSDOT’s 2012 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2012 specifications prior to bidding the project.

Publish March 6, 13 and 20, 2013

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ROCKWOOD BLVD. FROM COWLEY ST. TO SOUTHEAST BLVD.
AND UPPER TERRACE RD. FROM ROCKWOOD BLVD. TO 17TH AVE.

10-YEAR STREET BOND
REMOVAL AND REPLACEMENT OF EXISTING PAVEMENT AND SUBGRADE,
GRIND AND OVERLAY,STORM SEWER UPGRADES, AND WATER MAIN REPLACEMENT

Engineering Services File No. 2010125

This project consists of the construction of approximately 13,700 cubic yards of roadway excavation, 8,500 cubic yards of crushed rock, 53,100 square yards of 2-inch thick 64-28 pavement, 35,000 square yards of 3-inch thick 64-28 pavement, 3500 square yards of 4-inch thick 64-28 pavement, 1160 square yards of sidewalk, 1500 linear feet of storm sewer, 47 drainage structures, 2000 linear feet of 12 water main, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201–3316, will receive sealed bids until 1:00 p.m., April 1, 2013 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

Copies of the Contract Documents are available at www.cityofspokaneplans.com. The Planholders list is also available at this website. Additional project information including the Engineer’s estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.
Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

A certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

The City has a new policy regarding addenda. Refer to the Notice to Prospective Bidders Regarding Bid Phase Questions.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

**Note regarding new specifications:** The City of Spokane is using WSDOT’s 2012 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2012 specifications prior to bidding the project.

Publish: March 13, 20 and 27, 2013

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**2013 UTILITY CUT SIDEWALK REPAIR**

**Engineering Services File No. 2013062**

The 2013 Utility Cut Sidewalk Repair Contract consists of an annual contract for the construction of approximately 1,500 linear feet of cement concrete curb, 1200 square yards of cement concrete sidewalk and driveway removal and replacement, and other related miscellaneous items such as saw cutting, removal of existing curb, gutter and sidewalk and driveways following sewer and water utility work. Annual work and timing of the utility cut project work may vary and are dependent upon the amount of utility work completed by the City of Spokane Utilities in a given construction year.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201–3316, will receive sealed bids **until 1:00 p.m., April 1, 2013** for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at www.cityofspokaneplans.com.** The Planholders list is also available at this website. Additional project information including the Engineer’s estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.

The City of Spokane, 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 Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 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 or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

A certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.
The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

The City has a new policy regarding addenda. Refer to the Notice to Prospective Bidders Regarding Bid Phase Questions.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Note regarding new specifications: The City of Spokane is using WSDOT’s 2012 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2012 specifications prior to bidding the project.

Publish: March 13, 20 and 27, 2013

REQUEST FOR QUALIFICATIONS AND PROPOSALS

ON-STREET SINGLE-SPACE PARKING METER PAYMENT TECHNOLOGY
City of Spokane Asset Management

RFQ/P #3918-13

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on MONDAY, APRIL 15, 2013, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for ON-STREET SINGLE-SPACE PARKING METER PAYMENT TECHNOLOGY for City of Spokane Asset Management.

The Request for Qualifications and Proposals document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Proposal documents should be submitted to City of Spokane Purchasing no later than 1:00 p.m. on Monday, April 15, 2013. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. Only firm Proposals with signatures will be evaluated.

Submit one (1) original, six (6) paper copies and one (1) reproducible digital copy (cd or thumb drive) of the Proposal to:

City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201

The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with: “RFQ/P #3918-13, On-Street Single-Space Parking Meter Payment Technology, DUE 4/15/13”.

Connie Wahl, C.P.M., CPPB
City of Spokane Purchasing

Publish: March 13 and 20, 2013
ENGINEERING SERVICES, UPRIVER DAM
SEVENTH PART 12D SAFETY INSPECTION REPORT
Water & Hydro Services Department

BID #3919-13

Sealed bids will be opened at 1:15 p.m., MONDAY, APRIL 29, 2013 in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for ENGINEERING SERVICES, UPRIVER DAM SEVENTH PART 12D SAFETY INSPECTION REPORT for the City of Spokane Water & Hydro Services Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Submit one (1) original and five (5) copies of response to:

Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm proposals with signatures will be tabulated.

Envelopes containing proposals are to be marked: “ENGINEERING SERVICES, UPRIVER DAM SEVENTH PART 12D SAFETY INSPECTION REPORT, BID 3919-13, DUE 04/29/13”.

Thea Prince
Purchasing Department

Publish: March 20 and 27, 2013

REQUEST FOR PROPOSALS
PROCESSING AND MARKETING OF SCRAP METALS
Spokane Regional Solid Waste System Department

RFP #3921-13

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on MONDAY, APRIL 1, 2013, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for PROCESSING AND MARKETING OF SCRAP METALS for the Spokane Regional Solid Waste System Department.

The Request for Proposals document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Proposal documents should be submitted to City of Spokane Purchasing no later than 1:00 p.m. on Monday, April 1, 2013. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. Only firm Proposals with signatures will be evaluated.

Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) of the Proposal to:

City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201
The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with: “RFP #3921-13, PROCESSING AND MARKETING OF SCRAP METALS, DUE 4/1/13”.

Connie Wahl, C.P.M., CPPB
City of Spokane Purchasing

Publish: March 13 and 20, 2013

COEUR D’ALENE PARK PAVILION RENOVATION
FUNDED BY FEDERAL COMMUNITY DEVELOPMENT FUNDS
Parks Department

BID #3922-13

Sealed bids will be opened at 1:15 p.m., MONDAY, APRIL 1, 2013, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the COEUR D’ALENE PARK PAVILION RENOVATION for the City of Spokane Parks Department.

Drawings and Specifications are available via e-mail from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Submittal Instructions:
Bid proposal forms may be submitted to Purchasing until 1:00 p.m. on the date of opening. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original of the response to:

Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm proposals with signatures will be tabulated.

There will be a prebid conference on Thursday, March 21st at 1:00 p.m. at the Coeur d’Alene Park Pavilion, 300 S. Chestnut, Spokane, WA

Questions regarding this Bid should be directed to Tony Madunich, Parks Operations Division Manager at 509-363-5458 or tmadunich@spokanecity.org.

Envelopes containing proposals are to be marked: “COEUR D’ALENE PARK PAVILION RENOVATION, BID #3922-13, DUE 4/1/13”.

Thea Prince
Purchasing Division

Publish: March 13 and 20, 2013
FIREFIGHTER ESCAPE SYSTEMS AND ESCAPE BELTS (RE-BID)
Fire Department

BID #3926-13

Sealed bids will be opened at 1:15 p.m., MONDAY, MARCH 25, 2013 in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for FIREFIGHTER ESCAPE SYSTEMS AND ESCAPE BELTS for the City of Spokane Fire Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Submittal Instructions:
Bid proposal forms may be submitted to the Purchasing Department until 1:00 p.m. on the date of opening. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original and one (1) copy of response to:

Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. Only firm proposals with signatures will be tabulated.

Envelopes containing proposals are to be marked: “FIREFIGHTER ESCAPE SYSTEMS AND ESCAPE BELTS (Re-Bid), BID 3926-13, DUE 03/25/13”.

Thea Prince
Purchasing Department

Publish: March 13 and 20, 2013

MISCELLANEOUS STOCK STEEL
City of Spokane Departments

BID #3927-13

Sealed bids will be opened at 1:15 p.m., MONDAY, MARCH 25, 2013, in the Council Chambers, 808 West Spokane Falls Boulevard, for MISCELLANEOUS STOCK STEEL for City of Spokane Departments.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Bid proposal forms must be submitted to City Purchasing no later than 1:00 p.m. on the date of opening. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit bid response as follows: One (1) original and one (1) copy to:

Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201-3316
The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: “**MISCELLANEOUS STOCK STEEL, BID #3927-13, DUE 3/25/13**”.

Thea Prince  
Purchasing Division

Publish: March 13 and 20, 2013

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**REQUEST FOR QUALIFICATIONS**

**COMPREHENSIVE PLAN TRANSPORTATION CHAPTER AND DESIGN STANDARDS UPDATE**  
Business and Development Services Division

**RFQ #3928-13**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, APRIL 8, 2013**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **COMPREHENSIVE PLAN TRANSPORTATION CHAPTER AND DESIGN STANDARDS UPDATE** for the City of Spokane Business and Development Services Division.

The Request for Qualifications document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Proposal documents should be submitted to City of Spokane Purchasing no later than 1:00 p.m. on Monday, April 8, 2013. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late.

Submit one (1) paper original, seven (7) paper copies, and one (1) reproducible digital copy (thumb drive, CD, or DVD) of the Proposal to:

   City of Spokane - Purchasing  
   4th Floor – City Hall  
   808 W. Spokane Falls Blvd.  
   Spokane, Washington 99201

The right is reserved to reject any and all Proposals and to waive any informalities in the Proposals.

All response packages are to be clearly marked with: **“RFQ #3928-13, COMPREHENSIVE PLAN TRANSPORTATION CHAPTER AND DESIGN STANDARDS UPDATE, DUE 4/8/2013”**

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: March 13 and 20, 2013

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**SWITCHGEAR REPLACEMENT FOR UPRIVER SWITCHYARD #1**  
Water & Hydro Services Department

**BID #3930-13**

Sealed bids will be opened at 1:15 p.m., **MONDAY, APRIL 8, 2013** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **SWITCHGEAR REPLACEMENT FOR UPRIVER SWITCHYARD #1** for the City of Spokane Water & Hydro Services Department.
Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

**Submittal Instructions:**
Bid proposal forms may be submitted to the Purchasing Department **until 1:00 p.m. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original and three (3) copies of response to:

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Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201
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The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: “**SWITCHGEAR REPLACEMENT FOR UPRIVER SWITCHYARD #1, BID 3930-13, DUE 04/8/13**”.

Thea Prince
Purchasing Department

Publish: March 20 and 27, 2013