Statement of City Business, including a Summary of the Proceedings of the City Council

VOLUME 103

AUGUST 21, 2013

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 Official Gazette

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NOTICE

NO MEETING MINUTES OF SPOKANE CITY COUNCIL
Monday, August 12, 2013

The Monday, August 12, 2013, regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date.

Policies and Procedures

CITY OF SPOKANE
ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 5100-13-01 / LGL 2007-0015

EFFECTIVE DATE: April 20, 2007
REVISION EFFECTIVE DATE: August 14, 2013

TITLE: MOTOR POOL VEHICLES

1.0 GENERAL

1.1 On occasion, City employees may need to travel to other City facilities or various work-related locations. The City has three (3) cars available to these persons for their use.

1.2 TABLE OF CONTENTS.

1.0 GENERAL
2.0 DEPARTMENTS/DIVISIONS AFFECTED
3.0 REFERENCES
4.0 DEFINITIONS
5.0 POLICY
6.0 PROCEDURE
7.0 RESPONSIBILITIES
8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to all City divisions and departments.

3.0 REFERENCES

SMC 12.07.040

4.0 DEFINITIONS

None
5.0 POLICY

5.1 It is the policy of the City of Spokane to have available non-assigned vehicles for use by City employees for municipal purposes.

6.0 PROCEDURE

6.1 Location / Information.
Three (3) pool cars are available to City Hall employees, two (2) at the Bosch’s Parking Lot Motor Pool located at Lincoln and Bridge Streets and one (1) in the City Hall parking lot connected to the charging station. Call 625-6700 for information.

6.2 Reservations.

6.2.1 Employees are encouraged to make advance reservations for use of a pool vehicle.

6.2.2 When making a reservation for a vehicle, call the above number and be prepared to provide the following information:

   a. Pick up date.
   b. Pick up time. (As close an estimate as possible)
   c. Estimated return time.
   d. Name of person making reservation and name of persons who will be using the vehicle.
   e. The department number that will be billed for the rental.

6.3 All drivers will be required to present a valid driver’s license (RCW 46.20.220).

6.4 Examples of available vehicles:

   6.4.1 Vehicles available at City Hall located in Bosch’s Parking Lot:

      a. Two (2) Honda Prius Hybrids

   6.4.2 Units available in the City Hall parking lot:

      a. One (1) Nissan Leaf Electric Car

6.5 Return of Vehicles

   6.5.1 Vehicles must be returned to place of pickup.

   6.5.2 Vehicles must be clean and filled with fuel in order to avoid additional charges.

   6.5.3 The Nissan Leaf must be plugged into the charging station when returned.

   6.5.4 The pickup ticket showing return mileage, date and time must be returned with the vehicle and keys. Charges will be accrued until the paperwork and keys are returned.

   6.5.5 After-hours return instructions will be supplied as needed.

6.6 Billing for Use of Vehicles

   6.6.1 Motor pool charges will be billed on the monthly Fleet Services departmental billing.

   6.6.2 Using departments, as requested at the time of rental, will be billed for the rental charges.

   6.6.3 Additional charges are as follows:

      a. Fuel tank less than half full – ten dollars ($10.00) or actual amount of fuel needed, whichever is greater.
b. Vehicle returned dirty – actual charges incurred to wash and vacuum the vehicle

c. Vehicles may be fueled at the Broadway fuel site at 2616 East Broadway Avenue or at the Central Garage at 1410 North Normandie Street using the gray fuel fob on the key ring. Vehicles may be washed and vacuumed at Broadway also. Alternatively, a Mr. Car Wash ticket can be issued at either the Normandie location or the Utility Garage at 914 East North Foothills Drive. These charges will bill to the Motor Pool, not to the using department.

6.6.4 Rental rates are determined yearly based on actual maintenance costs.

6.7 Rentals for out-of-town travel and multiple day usage

6.7.1 The Motor Pool no longer rents vehicles for out-of-town travel or multiple day usage. Available alternatives are:

a. Carpool

b. Personal vehicle

c. Enterprise Rent-a-Car at West 3rd Avenue and Division Street. City Account #45WA805. Phone 509-458-3340

7.0 RESPONSIBILITIES

The Fleet Services Department shall administer this policy.

8.0 APPENDICES

None

APPROVED BY:

Barbara Burns
Assistant City Attorney

Gene Jakubczak
Director – Fleet Services

Theresa Sanders
City Administrator

July 17, 2013

July 30, 2013

July 30, 2013

### Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

#### FIRE COMMUNICATIONS SPECIALIST SPN 285
OPEN ENTRY EXAMINATION

**DATE OPEN:** Friday, August 30, 2013

**DATE CLOSED:** Friday, September 13, 2013

**SALARY:** $39,961 annual salary, payable bi-weekly, to a maximum of $80,891 after 35 years of service

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

**APPLICATION PACKETS:** Submit the following documents to Civil Service when applying:

- ✔ Completed Civil Service Application
- ✔ Copy of DD 214 for Veterans Preference (Member 4)
DUTIES:
Performs specialized pre-hospital emergency medical, fire and special operations communications work receiving, recording, and transmitting emergency and non-emergency telephone and radio calls. Operates and updates Computer Aided Dispatch System, specialty computer analytical programs, scheduling interfaces, radios, phone system and other ancillary equipment. Will be required to work on a rotating shift basis or other than a normal work week, and is subject to recall during emergencies.

OPEN REQUIREMENTS: (All requirements must be met at the time of application.)
High School graduation or equivalent. Must type a minimum of 200 keystrokes (40 words) per minute. Must possess, or obtain during the probationary period, CPR, EMD (Emergency Medical Dispatch) and EMT (Emergency Medical Technician) certifications.

EXAMINATION:
The initial examination will be conducted on the 4th floor of City Hall in the Civil Service Test Room on Tuesday, September 24, 2013, at 9:00 a.m. Approximate duration of the test is 2 hours, 30 minutes. Additional examination sessions will be scheduled as needed. Applicants will be notified when and where to appear for their examination and performance tests. The examination will consist of a written test, a non-rated Critical Performance test and a keyboarding performance test. Weights are assigned as follows: written test 100%, keyboarding performance test pass/fail.

The written test may include such subjects as: Communications and Stress Management; Record Keeping Accuracy; Vocabulary; Spelling; Public/Human Relations; Following Directions.

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.

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, post marked no later than the closing date stated above.

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

MARY DORAN          GLENN KIBBELY
Chair                  Chief Examiner

BUILDING INSPECTOR  SPN 300
OPEN ENTRY EXAMINATION

DATE OPEN:   Monday, August 19, 2013
DATE CLOSED: Applications will be accepted until the close of business on Friday, August 30, 2013. Applicants who have filed a basic application will have until the close of business on Tuesday, September 3, 2013, to return the Training and Experience Evaluation form.

SALARY: $41,488 annual salary, payable bi-weekly, to a maximum of $59,633

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

APPLICATION PACKETS: Submit the following documents to Civil Service when applying:
✓ Completed Civil Service Application ✓ Copy of DD 214 for Veteran’s Preference (Member 4)
✓ Copy of required college transcripts, if applicable ✓ Copy of valid driver’s license, if applicable

DUTIES:
Performs skilled technical inspection work in inspecting commercial and residential constructions to verify conformance with safety laws, codes and ordinances. Inspects and notifies builders and owners of code violations as appropriate.

OPEN REQUIREMENTS: (All requirements must be met at the time of application.)
Requires a high school diploma or equivalent and at least one of the following: (1) two years experience as a building inspector with a government agency, (2) four years experience as a building construction foreperson, or (3) four years education in an accredited college with major coursework in architecture, engineering, building theory and practice, construction management, or a related field. Appropriate experience in the field of building trades as a foreperson or higher level may substitute for college education on a year-for-year basis for up to two years. Applicants must possess a valid driver’s license.
EXAMINATION:
The examination will consist of a Training and Experience Evaluation form. Weight is assigned as follows: Training and Experience Evaluation form 100%.

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.

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, post marked no later than the closing date stated above.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 12th day of August 2013.

MARY DORAN
Chair

GLENN KIBBEY
Chief Examiner

FIREFIGHTER DISPATCHER SPN 925
PROMOTIONAL ONLY EXAMINATION

DATE OPEN: Friday, August 30, 2013
DATE CLOSED: Friday, September 13, 2013
SALARY: $85,971 annual salary, payable bi-weekly, to a maximum of $94,969 after 35 years of service
OFFICE HOURS: 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:
Performs specialized pre-hospital emergency medical, fire and special operations communications work receiving, recording, and transmitting emergency and non-emergency telephone and radio calls. Operates and updates Computer Aided Dispatch System, specialty computer analytical programs, scheduling interfaces, radios, phone system and other ancillary equipment. Will be required to work on a rotating shift basis or other than a normal work week, and is subject to recall during emergencies.

PROMOTIONAL REQUIREMENTS: (All requirements must be met by date of examination.)
Completion of the probationary period with the Spokane Fire Department in the classification of Firefighter. Must type a minimum of 200 keystrokes (40 words) per minute. Must obtain EMD (Emergency Medical Dispatch) certification within one year of in-class date.

EXAMINATION:
The examination will be conducted on the 4th floor of City Hall in the Civil Service Test Room on Tuesday, September 24, 2013, at 9:00 a.m. Approximate duration of the test is 2 hours, 30 minutes. The examination will consist of a written test, a non-rated Critical call performance test, a keyboarding performance test and promotional evaluation. Applicants will be notified when and where to appear for the performance test. Weights are assigned as follows: written test 80%, keyboarding test pass/fail, and promotional evaluation 20%.

The written test may include such subjects as: Communications and Stress Management; Record Keeping Accuracy; Vocabulary; Spelling; Public/Human Relations; Following Directions.

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 to: civilservice@spokanecity.org, no later than 5:00 p.m. on the closing date, requesting your name be added to the Promotional Examination list. Please include: 1) your full name, 2) present classification, 3) department and phone number; 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.

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

MARY DORAN
Chair

GLENN KIBBEY
Chief Examiner
Notice for Bids
Paving, Sidewalks, Sewer, etc.

CENTENNIAL TRAIL GAP FROM BRIDGE AVENUE TO BOONE STREET
ALONG WEST SIDE OF SUMMIT BOULEVARD

Engineering Services File No. 2010092

This project consists of the construction of approximately 3000 cubic yards of excavation and embankment, 4000 square feet of segmental concrete retaining wall, 3600 square yards of 3-inch thick HMA Cl. 1/2, PG 64-28 pavement, 500 square yards of 4-inch thick HMA Cl. 1/2, 64-28 pavement, 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., September 9, 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.

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: August 21, 28, and September 4, 2013

SPRAGUE AVENUE TRAFFIC CALMING, DISTRICT 1

Engineering Services File No. 2013061

This project consists of the construction of approximately 8300 square feet of striping removal, 11000 square feet of paint striping installation, permanent signing, 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., September 9, 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 FIVE (5) 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: August 21, 28, September 4, 2013

MAIN AVENUE SEWER REPAIR

Engineering Services File No. 2013141

This project consists of the construction of approximately 114 LF of 12” sewer main, 77 LF of 6” sewer main, three side sewer reconnections, 721 SY of hot mix asphalt repair, 6” thick, 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., September 9, 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.

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.

Publish: August 21, 28 and September 4, 2013

**CURE IN PLACE PIPE (CIPP) 2013 SANITARY SEWER REHABILITATION**

Engineering Services File No. 2013148

This project consists of rehabilitating approximately 3,970 lineal feet of existing sanitary sewer gravity pipe in 13 segments and a 740 LF segment of sanitary sewer force main pipe, all in various locations throughout the City of Spokane using a Cure in Place Pipe (CIPP) lining rehabilitation process. All CIPP rehabilitation work shall include the procurement, delivery, and installation of the CIPP liner system, CCTV and cleaning, bypass pumping, reinstatement of side sewers and connections and all 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., September 9, 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](http://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](http://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 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 specifications:** This project is using WSDOT’s 2010 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2010 specifications prior to bidding the project.

Publish: August 21, 28, and September 4, 2013

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**Notice for Bids**

**Supplies, Equipment, Maintenance, etc.**

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**REQUEST FOR PROPOSALS**

SHARE POINT COMMUNICATION/DOCUMENT MANAGEMENT SOFTWARE WITH IMPLEMENTATION AND TRAINING

City of Spokane Police Department

**RFP #3946-13**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, SEPTEMBER 9, 2013**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for Share Point Communication/Document Management Software with Implementation and Training for the City of Spokane Police 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, **September 9, 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 #3946-13, SHARE POINT COMMUNICATION/DOCUMENT MANAGEMENT SOFTWARE WITH IMPLEMENTATION AND TRAINING, DUE 9/9/13**”.

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

Publish: August 21 and 28, 2013

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**TIRE RELATED SERVICES**

Fleet Services Department

**BID #3964-13**

Sealed bids will be opened at 1:15 p.m., **MONDAY, AUGUST 26, 2013** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **TIRE RELATED SERVICES** for the City of Spokane Fleet Services Department.
Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Bid proposal forms may be submitted to City 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 to:

Purchasing
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: “TIRE RELATED SERVICES, BID #3964-13 DUE 8/26/13”.

Thea Prince
Purchasing Division

Publish: August 14 and 21, 2013

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SETCO JUNK YARD DOG AIR RIDE WHEEL/TIRE COMBO
Fleet Services Department

BID #3965-13

Sealed bids will be opened at 1:15 p.m., MONDAY, AUGUST 26, 2013 in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for SETCO JUNK YARD DOG AIR RIDE WHEEL/TIRE COMBO for the City of Spokane Fleet Services Department.

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

Bid proposal forms may be submitted to City 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 copy to:

Purchasing
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: “SETCO JUNK YARD DOG AIR RIDE WHEEL/TIRE COMBO, BID #3965-13 DUE 8/26/13”.

Thea Prince
Purchasing Division

Publish: August 14 and 21, 2013
CHEVROLET TAHOE OR EQUAL
Fleet Services Department

BID #3966-13

Sealed bids will be opened at 1:15 p.m., MONDAY, SEPTEMBER 2, 2013 in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for CHEVROLET TAHOE OR EQUAL for the City of Spokane Fleet Services Department.

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

Bid proposal forms may be submitted to City 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 copy to:

Purchasing
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: “CHEVROLET TAHOE OR EQUAL, BID #3966-13 DUE 9/2/13”.

Thea Prince
Purchasing Division

Publish: August 21 and 28, 2013