



Official Gazette

City of Spokane, Washington

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

Volume 106

JANUARY 6, 2016

Issue 1



MAYOR AND CITY COUNCIL

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Minutes

NOTICE**NO MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, December 28, 2015**

The Monday, December 28, 2015 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date.

Hearing Notices

**Notice of City Council Public Hearing
(Proposed Ordinance No. C35341)**

Notice is given that there will be a public hearing before the City of Spokane City Council on **Monday, January 11, 2016, at 6:00 P.M.**, in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. This public hearing is for an application by North Gorge Residential Partners for a Street Name Change from the City of Spokane Planning and Development Services Department. The proposal is for the renaming of Centennial Alley to Centennial Way from the west side of Elm Street to the south side of Summit Parkway and naming of the public alley in alignment with Centennial on the east side of Elm St to the south side of Summit Parkway. Any person may submit comments on the proposed actions or call for additional information at:

City of Spokane Planning & Development, Attn: Tami Palmquist
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
(509) 625-6300; tpalmquist@spokanecity.org

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

Location Description: Centennial Alley from the west side of Elm Street to the south side of Summit Parkway and the public alley in alignment with Centennial on the east side of Elm Street to the south side of Summit Parkway.

Description of Proposal: Kendall Yards 3rd Addition designated Centennial Alley as part of the plat. Centennial Alley is a public access which intersects the west side of Elm Street and the south side Summit Parkway. Centennial Alley is the primary vehicular access as well as the quickest emergency services route for the properties on the south side of the alley. The emergency services dispatching software utilized by the Spokane Police Department and Spokane County E911 does not recognize "alley" as a valid path of travel for emergency response and removes all references to alley from the system. We are proposing to change the name of Centennial Alley to Centennial Way to provision for emergency service response and improve geo-location accuracy. In addition to renaming Centennial Alley, we are also proposing naming the public access alley in Kendall Yards 1st Addition on the east side of Elm Street to the south side of Summit Parkway which is in alignment with Centennial Alley. The access alley would continue with the proposed Centennial Way name. The existing residences on the south side of the public alley would need to be readdressed as a result of the naming of the alley, but the readdressing should result in better response times by emergency services and improve geo-location accuracy.

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 Christine Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-6383 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish December 30, 2015 & January 6, 2016

**Notice of Plan Commission Public Hearing
(Proposed Ordinances C35342 through C35351)**

Notice is hereby given that the City of Spokane has submitted a proposal to Spokane City Council to amend sections of the Spokane Municipal Code, specifically Title 7, Title 8, Title 10, Title 12 and Title 17. A public hearing on this proposal will be held on **January 11, 2016 at 6:00 p.m.** in the City Council Chambers, lower level of Spokane City Hall, 808 W. Spokane Falls Blvd, Spokane, WA 99201. This hearing may be continued at the discretion of the City Council to a later date. These items have been reviewed under the threshold requirement of the State Environmental Policy Act (SEPA) and a determination of non-significance was issued on 10/16/2015. Any person may submit written comments on the proposed actions or call for additional information:

City of Spokane Planning & Development, Attn: Tami Palmquist
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
(509) 625-6300; tpalmquist@spokanecity.org

Documents relating to this proposal at:

<https://my.spokanecity.org/projects/unified-development-code-maintenance-project/>

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

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 Christine Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-6383 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish December 30, 2015 & January 6, 2016

Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

COMPLIANCE/TAX AUDITOR SPN 125 (AMENDED) Open Entry Examination

DATE OPEN: Monday, November 16, 2015
DATE CLOSED: Sunday, January 10, 2015
SALARY: \$69,426 annual salary, payable bi-weekly, to a maximum of \$85,127

Summary of Work

Performs difficult, specialized, and advanced level internal and external auditing, cost benefit and other financial analysis, and review of internal controls.

Minimum Qualifications

Education:

Graduation from an accredited four-year college or university with a major in accounting or related field.

Experience:

Five years of professional experience in auditing, including a minimum of two years of supervisory audit experience. Active CPA license and public accounting preferred.

Substitution:

CPA license may substitute for one year of the audit experience requirement.

Examination Details:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a Training and Experience (T&E) Evaluation, in the form of a Supplemental Questionnaire, with weight assigned as follows:

T&E Evaluation: 100% of the final score

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.

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

IMPORTANT: The T&E is the Civil Service examination for this position. It is presented as a Supplemental Questionnaire, which must be completed online at the time of application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.

- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.
- Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

ASSISTANT PLANNER SPN 257 OPEN ENTRY

DATE OPEN: Monday, January 4, 2016

DATE CLOSED: Sunday, January 17, 2016 at 11:59 p.m.

SALARY: \$58,610.16 annual salary, payable bi-weekly, to a maximum of \$71,994.24

DUTIES:

Performs professional work in the area of urban planning, development, and programming; community development; zoning and subdivision administration.

MINIMUM QUALIFICATIONS:

Open Entry Requirements: All requirements must be met at the time of application.

Education and Experience: Graduation from a four-year college or university with a degree in city, urban, regional or environmental planning from a degree program which is accredited by the Planning Accreditation Board; OR graduation from an accredited four-year college or university with a degree in a major field of study related to urban planning or community development, AND at least one year of employment in either a public or private workplace with the duties of a city planner.

License: Applicants must possess a valid driver's license or evidence of equivalent mobility.

REQUIRED ADDITIONAL DOCUMENTS: Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

The examination will consist of a Training and Experience (T&E) Evaluation with final score weight assigned as follows:
T&E Evaluation: 100%

T&E EVALUATION DETAILS

IMPORTANT: The T&E is the Civil Service examination for this position. It is presented as a Supplemental Questionnaire, which must be completed online at the time of application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

NOTE:

- Responses should be consistent with the information on your application and are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question presented online. "See Resume" or "See Application", etc. will not be considered as qualifying responses and will not be scored.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application.

TO APPLY:

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date. Applications must be filed online at: <http://my.spokanecity.org/jobs>.

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 4th day of January 2016.

CHERYL BECKETT
Chair

GITA GEORGE-HATCHER
Chief Examiner

**ASSISTANT PLANNER SPN 257
PROMOTIONAL EXAMINATION**

DATE OPEN: Monday, January 4, 2016

DATE CLOSED: Sunday, January 17, 2016 at 11:59 p.m.

SALARY: \$58,610.16 annual salary, payable bi-weekly, to a maximum of \$71,994.24

DUTIES:

Performs professional work in the area of urban planning, development, and programming; community development; zoning and subdivision administration.

MINIMUM QUALIFICATIONS:

Promotional Requirements: All requirements must be met at the time of examination.

Education and Experience: Completion of one year of experience in the classification of Planning Specialist (SPN 225) and graduation from a four-year college or university with a degree in city, urban, regional or environmental planning from a degree program which is accredited by the Planning Accreditation Board.

License: Applicants must possess a valid driver's license or evidence of equivalent mobility.

REQUIRED ADDITIONAL DOCUMENTS: Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

The examination will consist of a Training and Experience (T&E) Evaluation and a PAR, with final score weights assigned as follows: T&E Evaluation: 80%, PAR: 20%

T&E EVALUATION DETAILS

The T&E is the Civil Service examination for this position. It is presented as a Supplemental Questionnaire, which must be completed online at the time of application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

NOTE:

- Responses should be consistent with the information on your application and are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question presented online. "See Resume" or "See Application", etc. will not be considered as qualifying responses and will not be scored.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application.

PROMOTIONAL EVALUATION DETAILS

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

The employee's most recent PAR is the Promotional Evaluation for this position. If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the test date. If an updated PAR is not received by the time of test, the most recent PAR on file will be used, regardless of date administered.

TO APPLY:

An application is required for promotional applicants. Applications must be filed online at: <http://my.spokanecity.org/jobs>. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 4th day of January 2016.

CHERYL BECKETT
Chair

GITA GEORGE-HATCHER
Chief Examiner

**POLICE RADIO DISPATCHER I – SPN 283
OPEN ENTRY**

DATE OPEN: Monday, January 4, 2016
DATE CLOSED: Sunday, January 17, 2016 at 11:59 p.m.
SALARY: \$35,767.44 annual salary, payable bi-weekly, to a maximum of \$51,615.36

DUTIES:

Performs responsible communications work receiving and transmitting messages and general information over police radio, intercom, computer, and telephone.

MINIMUM QUALIFICATIONS:

Open Entry Requirements: All requirements must be met at the time of application.

- **Experience:** High School diploma or its equivalent. Must type a minimum of 200 keystrokes (40 words) per minute.

REQUIRED ADDITIONAL DOCUMENTS:

Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

EXAMINATION DETAILS:

Applicants must pass the examination for this classification to be eligible for hire by the City of Spokane. This exam will consist of a written test and a Criticalll software performance test, with weights assigned as follows: written test 50%, performance test 50%.

The Criticalll software test will be conducted on **Wednesday, January 27, 2016**. The approximate duration of the test is 1 hour. **If your application is accepted, you must self-schedule your Criticalll test time. You will receive an e-mail with complete instructions.**

Applicants who pass the Criticalll test will be notified to schedule the written test, which will be conducted on **Thursday, February 11, 2016, at 9 a.m.** in the Civil Service Test Room. The approximate duration of the written test is 2 hours. Additional test sessions may be added based upon the number of applications accepted.

The written test may include such subjects as Number Checking; Communications and Public Relations; City Geography, Maps, and Directions; Character Recognition; Call Reports and Prioritization; and Vocabulary.

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.

BACKGROUND CHECK OVERVIEW

1. You WILL NOT be considered for hire if any of the following are found in your background check:
 - a. Any felony conviction;
 - b. Any illegal drug use, possession, sale or having offered for sale, distributed, or transported drugs within the last three years;
 - c. Any falsification or omission of significant information on the application.
2. You are NOT LIKELY to be considered for hire if any of the following are found in your background check:
 - a. History of extensive illicit drug use;
 - b. Any outstanding warrant for arrest existing at the time of application;
 - c. Financial affairs or personal life showing a history of poor judgment; or
 - d. Work history showing a pattern of unexcused absences, discipline, discharge or poor employer reviews.
3. You MUST submit fingerprints and pass a department hearing test and polygraph examination.

NOTE: These criteria are intended only as a general guideline and are not all-inclusive. Government clearances or success in other agency selection processes are not a guarantee of success with the City of Spokane.

TO APPLY:

Applications must be filed online at: <http://my.spokanecity.org/jobs>.

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 4th day of January 2016.

CHERYL BECKETT
Chair

GITA GEORGE-HATCHER
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS

CAPITAL PROJECT MANAGEMENT SOFTWARE AND IMPLEMENTATION SERVICES

City of Spokane Integrated Capital Management Department

RFP #4196-16

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 19, 2016**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for Capital Project Management Software and Implementation Services for the City of Spokane Integrated Capital Management 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.

A Pre-Proposal Conference is scheduled to be held on January 7, 2016 at 9:00 a.m., local time, at City Hall, 808 W. Spokane Falls Blvd., Spokane WA 99201, in the City Council Chambers. All prospective Proposers should attend; however, attendance is not mandatory.

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, January 19, 2016**. 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, five (5) 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**

All response packages are to be clearly marked with:

“RFP #4196-16, CAPITAL PROJECT MANAGEMENT SOFTWARE AND IMPLEMENTATION SERVICES, DUE 1/19/2016”

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

Publish: December 30, 2015 & January 6, 2016

MISCELLANEOUS WATERWORKS PRODUCTS
Water Department

BID #4220-16

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 25, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **MISCELLANEOUS WATERWORKS PRODUCTS** for the City of Spokane Water 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 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:

“MISCELLANEOUS WATERWORKS PRODUCTS, BID 4220-16, DUE 1/25/16”.

Thea Prince
Purchasing Department

Publish: January 6 & 13, 2016

VALVE BOXES, SERVICE (CURB) BOXES &
MANHOLE RINGS & TNR LIDS
Water Department

BID #4221-16

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 25, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **VALVE BOXES, SERVICE (CURB) BOXES, & MANHOLE RINGS & TNR LIDS** for the City of Spokane Water 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 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:

“VALVE BOXES, SERVICE (CURB) BOXES, & MANHOLE RINGS & TNR LIDS, BID #4221-16, DUE 1/25/16”.

Thea Prince
Purchasing Department

Publish: January 6 & 13, 2015
