



Official Gazette

City of Spokane, Washington

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

Volume 107

FEBRUARY 1, 2017

Issue 5



MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

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Minutes

NOTICE

Monday, January 23, 2016

The minutes for the Monday, January 23, 2016, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, February 8, 2016, issue of the *Official Gazette*.

STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL Thursday, January 19, 2017

A Special Meeting of the Spokane City Council was held on the above date at 3:30 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 Beggs, Fagan and Stratton were present. Council Members Kinnear, Mumm and Waldref were absent.

The following topic was discussed:

- Comprehensive Plan Review & Update

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

The meeting adjourned at 4:21 p.m.

FINANCE COMMITTEE MEETING MINUTES

Monday, October 3, 2016 1:30 p.m.

City Council Briefing Center, Lower Level, City Hall

City Staff: Committee Member Amber Waldref, Committee Member Mike Fagan, Committee Member Lorie Kinnear, Committee Member Karen Stratton, Committee Member Candace Mumm, Committee Member Breean Beggs, Gavin Cooley, Eric Finch, Kim Bustos, Tim Dunivant, Debra Robole, Ed Lukas, Dave Steele, Crystal Marchand, Michael Snodgrass, Stephanie Zimmerman, Sally Stopher, Caitlin Larsen, Chris Cavanaugh, John Griffin, Brian McClatchey, Eric Olsen, Judy Knight, Alexander Scott, Skyler Oberst, Scott Simmons, Elizabeth Schoedel, Mike Piccolo, Anna Everano, Laura Williams

Non-City Attendees: Alan Dasher – NW Municipal Advisors, Laura McAloon – Workland-Witherspoon, Mark Richards – Downtown Spokane Partnership

Today's meeting began at 1:32 p.m.

The Meeting Minutes for August were approved.

AGENDA ITEMS:

DSP Ordinance Changes

Brian McClatchey

Brian McClatchey, Council Advisor, briefed the Committee regarding this item.

- Please see attached briefing paper and DRAFT Resolution.
- Discussion ensued.

Amendment to the American Traffic Solutions Contract**Eric Olsen**

Eric Olsen, Spokane Police Department, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

WASPC Traffic Grant**Eric Olsen**

Eric Olsen, Spokane Police Department, briefed the Committee regarding this item.

- Please see the attached briefing paper.
- Discussion ensued.

2008 UTGO Bond Refinance**Gavin Cooley/Alan Dashen**

Gavin Cooley, Chief Financial Officer and Alan Dashen from NW Municipal Advisors briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

STA Contract Renewal**Chris Cavanaugh**

Chris Cavanaugh, Interim Director of Human Resources, briefed the Committee regarding this item.

- Please see attached contract.
- Discussion ensued.

Sexual Harassment Policy & Procedures Update**Chris Cavanaugh**

Chris Cavanaugh, Interim Director of Human Resources, briefed the Committee regarding this item.

- Please see attached briefing paper.
- The Committee would like an update at the next Public Safety Meeting
- Discussion ensued.

Citywide Six-Year Capital Plan Update**Crystal Marchand**

Crystal Marchand, Finance Department, briefed the Committee regarding this item.

City Hall Parapet Repair**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

Parking Services Building**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

Surplus Property Disposition Policy**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper and DRAFT Ordinance.
- Discussion ensued.

Sale of Surplus Fire Station #5**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

IT Update**Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation and briefing papers.
- Discussion ensued.

Financial Update**Gavin Cooley**

Gavin Cooley, Chief Financial Officer, did not have a chance to brief the Committee regarding the Financial Update.

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 3:10 p.m. to go into Executive Session.

Attachments are on file for review in the Office of the City Clerk.

FINANCE COMMITTEE MEETING MINUTES
Monday, November 7, 2016 1:30 p.m.
City Council Briefing Center, Lower Level, City Hall

City Staff: Committee Member Amber Waldref, Committee Member Mike Fagan, Committee Member Lorie Kinnear, Committee Member Karen Stratton, Committee Member Candace Mumm, Committee Member Breean Beggs, Gavin Cooley, Eric Finch, Kim Bustos, Tim Duvivant, Debra Robole, Ed Lukas, Crystal Marchand, Andrew Chanse, Michael Snodgrass, Stephanie Zimmerman, Caitlin Larsen, John Griffin, Brian McClatchey, Eric Olsen, Alexander Scott, Skyler Oberst, Elizabeth Schoedel, Anna Everano, Katherine Miller, Garrett Jones, Christina Coty

Non-City Attendees:

Today's meeting began at 1:30 p.m.

The Meeting Minutes for October were approved.

AGENDA ITEMS:**Public Works Apprenticeship Program Amendments****Ben Stuckart**

Ben Stuckart, Council President, briefed Committee regarding this item.

- Please see attached documents
- Discussion ensued.

Elected City Attorney**Ben Stuckart**

Ben Stuckart, Council President, briefed Committee regarding this item.

- Please see attached documents
- Discussion ensued

Library Finances**Andrew Chanse**

Andrew Chanse, Director of Library, briefed Committee regarding this item.

- Please see attached presentation
- Discussion ensued

City-Wide Capital Overview**Crystal Marchand**

Crystal Marchand, Finance Department briefed Committee regarding this item.

- Please see attached presentation
- Discussion ensued.

Surplus Property Ordinance**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Please see attached ordinance
- Discussion ensued.

SIP Refinancing/ Housekeeping**Kim Bustos**

Kim Bustos – Director of Accounting, briefed the Committee regarding this item.

- Discussion ensued.

Property Tax Update**Tim Dunivant**

Tim Dunivant – Director Management & Budget briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

2013-2014 Joint Use MOU with County**Tim Dunivant**

Tim Dunivant, Director Management & Budget briefed the Committee regarding this item.

Please see attached settlement agreement.
Discussion ensued.

Financial Update**Cooley/Dunivant**

Gavin Cooley Chief Financial Officer and Tim Dunivant Director Management & Budget, briefed the Committee regarding this item.

Please see attached briefing paper.
Discussion ensued.

Investment Report**Gavin Cooley**

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item.

IT Update**Eric Finch**

Eric Finch, CITO, there was no information to brief on at this time.

The meeting was adjourned at 2:52 p.m. to go into Executive Session.

Attachments are on file for review in the Office of the City Clerk.

Hearing Notices

NOTICE OF PUBLIC HEARING RESOLUTION RECOGNIZING DISTRICT CENTER MASTER PLAN

Notice is hereby given that there will be a public hearing before the City of Spokane City Council at their regularly scheduled meeting on February 6, 2017, beginning at 6:00 PM in the City Council Chambers, Lower Level of City Hall at 808 West Spokane Falls Boulevard, Spokane, Washington. Public testimony will be taken prior to action by the City Council. This public hearing is for the Lincoln Heights District Center Master Plan. The master plan describes priority actions to help position the district to take advantage of existing resources, encourage reinvestment, and create a more vital district center. These actions will require collaborative action by the Lincoln Heights Neighborhood Council, the City of Spokane, residents and property and business owners in the area. This plan does not change zoning or development regulations in the area. Additional information can be requested by contacting:

Planning & Development Services Department
Attn: Tirrell Black, Associate Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6185
tblack@spokanecity.org

Information regarding the proposed plan, as well as the plan itself, is available at <https://my.spokanecity.org/projects/lincoln-heights-district-center/>

Location: The proposed plan generally concerns the commercial district centered in the vicinity of 29th Avenue & Regal Street, see the plan for area maps.

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: January 25, 2017 & February 1, 2017

RESOLUTION NO. 2017-0011

A RESOLUTION SETTING THE ASSESSMENT ROLL HEARING FOR THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA (BUSINESS IMPROVEMENT DISTRICT – BID) AND PROVIDING NOTICE OF THE 2017 ASSESSMENTS TO BUSINESS AND PROPERTY OWNERS.

WHEREAS, pursuant to the laws of Washington State and City Ordinance C- 35377, as codified and amended in Chapter 4.31C SMC, the City Council intends to hold a hearing on the assessments levied upon businesses and properties within the East Sprague Parking and Business Improvement Area (PBIA); and

WHEREAS, through this Resolution, the City Council intends to provide notice that there will be a hearing upon the assessment roll prepared under the above- identified Ordinance.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE SPOKANE CITY COUNCIL:

1. Notice is hereby given that the assessment rolls for businesses and properties prepared under Ordinance C-35377, as codified and amended in Chapter 4.31C SMC, will be on file in the Office of the City Clerk on the 6th day of February 2017, and are open for public inspection.

2. The City Council has fixed the 27th day of February of 2017 at 6:00 p.m., or as soon thereafter as practicable in the City Council Chambers of the Municipal Building, W. 808 Spokane Falls Blvd., Spokane, Washington, as the time and place for hearing upon said rolls.
3. The City Council declares its intent to impose special assessment in a manner that measures special benefits from each of the purposes set forth in Ordinance C-35377, as codified and amended in Chapter 4.31C SMC. The special assessments will finance the PBIA (BID) budgets and programs approved by the City Council.
4. All persons who may desire to object to the assessment roll shall make their objections in writing and file them with the City Clerk at or prior to the date fixed for hearing.

At the time and place fixed, and at such other times as the hearing may be continued to, the City Council will consider the assessment roll as a board of equalization for the purpose of considering objections or comments made thereto, or any part thereof, and may correct, revise, raise, lower, change or modify such roll, or any part thereof, or set aside such roll and order that such assessment be made de novo, or take such other action as the circumstances may warrant, including confirmation of the assessment rolls.

This is the only hearing held on the assessment roll, and it will be final unless appealed according to City Ordinance C-35377, as codified and amended in Chapter 4.31C SMC.

Business & Developer Services is directed to mail, at least fifteen days before the date fixed for hearing, a notice to the business and property owners identified in the assessment rolls setting forth the date and time of public hearing, including the amount of special assessment.

The City clerk is directed to publish notice of the hearing on the assessment rolls in the Official Gazette for two consecutive weeks, the last publication being one week before the date fixed for public hearing

ADOPTED by the City Council this 31st day of January, 2017.

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: February 1, 8, 15 & 22, 2017

Ordinances

These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.

ORDINANCE NO. C35468

An ordinance relating to public development authorities; repealing chapters 04.25B and 04.25C of the Spokane Municipal Code.

WHEREAS, the Spokane Forestry Project Public Development Authority was created by the City Council in 2001; and

WHEREAS, since 2001, the City has maintained an urban forester and forestry program, which makes the Spokane Forestry Project Public Development Authority no longer needed and should be dissolved; and

WHEREAS, the Spokane Volunteers Public Development Authority was created by the City Council in 2001; and

WHEREAS, the Spokane Volunteers Public Development Authority never established a board, never met, is and has been defunct, and should be dissolved; and

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That the Spokane Forestry Project Public Development Authority is hereby dissolved and its charter revoked.

Section 2. That the Spokane Volunteers Public Development Authority is hereby dissolved and its charter revoked.

Section 3. That chapter 04.25B of the Spokane Municipal Code is hereby repealed in its entirety.

Section 4. That chapter 04.25C of the Spokane Municipal Code is hereby repealed in its entirety.

Passed by City Council January 23, 2017

Delivered to Mayor January 30, 2017

Notice for Bids

Paving, Sidewalks, Sewer, etc.

CALL FOR BIDS

Hayford Force Main Replacement & West Plains Chlorine Injection Station Engineering Services File No. 2016115 & 2015176

The combined contract for these two projects consists of the construction of approximately 1,000 linear feet of sanitary sewer force main, a cement masonry building, installation of a drinking water chlorine injection module and piping, site landscaping, concrete and asphalt pavement patching, and 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., February 20, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. 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.

Cash, cashier's check, 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 February 1, 8 and 15, 2017

Notice for Bids

Supplies, Equipment, Maintenance, etc.

INVITATION FOR BIDS West Central Community Development Association (WCCDA) West Central Community Center Garage Construction ("Project")

Sealed bids for the West Central Community Center Garage Construction Project will be opened on **Tuesday, February 21st, 2017 at 11:00am** in the Don Kelley Conference Room, West Central Community Center (WCCC), 1603 N. Belt St., Spokane, WA 99205, in the presence of the West Central Garage Planning Committee.

This Project consists of the excavation, paving, concrete, construction, and electrical for a new garage (and associated work) for the West Central Community Center, as per the specifications available in the Invitation to Bid.

A General Contractor (GC) pre-bid conference will be held on **Friday, February 10th, 2017 at 11:00 a.m.** at the West Central Community Center, 1603 N. Belt St., Spokane, WA 99205, in the Don Kelley Conference Room.

The Invitation to Bid is available by contacting Rick Harris, WCCC Recreation and Facility Manager, at rharris@westcentralcc.org or (509) 323-7481.

Project bids should be submitted to the WCCDA no later than **10:00 a.m. on Tuesday, February 21st, 2017**. Bids must be sent sufficiently ahead of time to be received by the required date and time. The WCCDA is not responsible for Bids delivered late. Only firm Bids with signatures will be evaluated.

Submit one (1) paper original, one (1) paper copy of the Bid to:

**West Central Community Center
Attn: Rick Harris
1603 N. Belt
Spokane, WA 99205**

The right is reserved to reject any and all Bids and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Bidder when considering this contract. Evidence of supplementary bidder responsibility criteria will be required of the apparent lowest Bidder as referenced under Section 18.B. in the Invitation to Bid.

All response packages are to be clearly marked with:

SEALED BID - IMPORTANT
WCCC GARAGE CONSTRUCTION PROJECT
JANUARY 25th, 2017
[COMPANY NAME]

Small, minority- and women-owned businesses are encouraged to submit bids. All work performed on the project will be subject to the higher of state or federal Davis-Bacon wage rates. This project is funded by a federal grant from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program.

Publish: January 25 & February 1 & 8, 2017

BOILERMAKER SERVICES FOR SCHEDULED OUTGAGES AND EMERGENCY OUTAGES**Solid Waste Disposal Department****BID #4309-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, FEBRUARY 20, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **BOILERMAKER SERVICES FOR SCHEDULED OUTGAGES AND EMERGENCY OUTAGES** for the City of Spokane Solid Waste Disposal Department.

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

A MANDATORY pre-proposal walk through will be held on Thursday, February 9, 2017 at 10:00 am at the Waste to Energy Facility, 2900 S Geiger Blvd – Meet at the Administration Bldg. This meeting is MANDATORY ONLY for those companies who have not previously performed work at the City of Spokane Waste to Energy Facility.

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) paper original of the Proposal 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:

“BOILERMAKER SERVICES FOR SCHEDULED OUTGAGES AND EMERGENCY OUTAGES, BID #4309-17, DUE 2/20/17”.

Thea Prince
Purchasing Department

Publish: February 1 & 8, 2017

REQUEST FOR BIDS**A.L. WHITE PARKWAY PUMP STATION****City of Spokane Riverside Park Water Reclamation Facility****BID #4325-17**

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, MARCH 6, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **A.L. WHITE PARKWAY PUMP STATION** for the City of Spokane Riverside Park Water Reclamation Facility.

PRE-BID CONFERENCE. A mandatory pre-bid conference will be held on Friday, February 17, 2017 at 9:00 a.m. The location will be in the Administration Building Auditorium at the Riverside Park Water Reclamation Facility, 4401 N. Aubrey L. White Parkway, Spokane, Washington 99205.

The Request for Bids 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.

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, March 6, 2017**. 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 tabulated.**

Submit one (1) paper original 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 bids 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:

“BID #4325-17, A.L. WHITE PARKWAY PUMP STATION, DUE: MONDAY, MARCH 6, 2017.”

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

Publish: February 1, 8, & 15, 2017

**2017 FORD ESCAPES
Fleet Services Department
BID #4329-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, FEBRUARY 13, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **2017 FORD ESCAPES** for the City of Spokane Fleet Services Department.

Sales tax will NOT be considered in the award of these vehicles.

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 Division **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:

“2017 FORD ESCAPES, BID #4329-17, DUE FEBRUARY 13, 2017”.

Thea Prince
Purchasing Division

Publish: February 1 & 8, 2017
