



# Official Gazette

## City of Spokane, Washington

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

Volume 107

MARCH 29, 2017

Issue 13



### 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

## MINUTES OF SPOKANE CITY COUNCIL

**Monday, March 20, 2017**

### BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:31 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 Beggs, Fagan, Kinnear, Mumm, Stratton, and Waldref were present.

City Administrator Theresa Sanders, City Council's Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

#### Advance Agenda Review

The City Council received an overview from staff on the March 27, 2017, Advance Agenda items.

#### Action to Approve March 27, 2017, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the March 27, 2017, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Fagan, seconded by Council Member Waldref, **to approve** the Advance Agenda for Monday, March 27, 2017; **carried unanimously.**

## ADMINISTRATIVE SESSION

#### Current Agenda Review

The City Council reviewed the March 20, 2017, Current Agenda for any changes.

## CONSENT AGENDA

**Upon motion by Council Member Fagan, seconded by Council Member Mumm, the City Council approved Staff Recommendations for the following:**

Multiple Family Housing Property Tax Exemption Agreement with Pence Properties for 15 units across two multi-family buildings located at 618 South Ivory Street. (OPR 2017-0190)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 10, 2017, total \$3,444,386.02 (Check Nos. 535231-535413; ACH Payment Nos. 35475-35668), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$3,365,211.19. (OPR 2017-0002)
- b. Payroll claims of previously approved obligations through March 11, 2017: \$6,384,580.07 (Payroll Check Nos. 543882-544008). (OPR 2017-0003)

City Council Meeting Minutes: March 6, 2017 and March 9, 2017. (CPR 2017-0013)

### **Council Recess/Executive Session**

The City Council adjourned at 3:40 p.m. and immediately reconvened into an Executive Session to discuss labor negotiations for 30 minutes. Interim City Attorney Mike Piccolo and Special Counsel Beth Kinnard were present for the Executive Session. The City Council reconvened again at 6:00 p.m. for a Town Hall Session and the Regular Legislative Session at the East Central Community Center, 500 South Stone.

## **LEGISLATIVE SESSION**

### **Invocation**

Michael Brown, President/Co-Founder, Spokane Eastside Reunion Association, provided an invocation.

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Girl Scout Troop #3616.

### **Roll Call**

Council President Stuckart and Council Members Beggs, Fagan, Kinnear, Mumm, Stratton, and Waldref were present.

City Council's Policy Advisor Brian McClatchey and City Clerk Terri Pfister were also present.

There was no **Administrative Report**.

## **COUNCIL COMMITTEE REPORTS**

### **Public Safety Committee Meeting**

Council Member Kinnear reported on the Public Safety Committee meeting held earlier today (March 20, 2017). Minutes of the Public Safety Committee are filed with the City Clerk's Office and are available for review following approval by the Public Safety Committee.

## **BOARDS AND COMMISSIONS APPOINTMENTS**

### **Appointments/Reappointments to Bicycle Advisory Board, Public Library Board of Trustees, Design Review Board, and Community, Housing, and Human Services Board**

**Upon Unanimous Roll Call Vote**, the City Council **approved** (and thereby confirmed) the following appointments:

#### Bicycle Advisory Board (CPR 1992-0059)

- Appointment of Theo Propst to a three-year term, from March 20, 2017 to March 20, 2020.
- Appointment of Rhonda Young to a three-year term, from March 20, 2017 to March 20, 2020.
- Appointment of Melissa Mohr to a three-year term, from March 20, 2017 to March 20, 2020.
- Reappointment of Ryan Patterson for a three-year term, from March 20, 2017 to March 20, 2020.
- Reappointment of Donald Gibson for a three-year term, from March 20, 2017 to March 20, 2020.

#### Public Library Board of Trustees (CPR 1981-0400)

- Appointment of Casey Linane-Booey for a five-year term, from April 1, 2017 to March 31, 2022.

#### Design Review Board (CPR 1993-0069)

- Reappointment of Steven Meek as the Urban Planner/Designer to the Design Review Board, for a three-year term expiring December 31, 2019.

#### Community, Housing, and Human Services Board (CPR 2012-0033)

- Appointment of David Toyke to a three-year term, from March 20, 2017 to March 20, 2020.
- Reappointment of Diane Zemke to a three-year term, from February 1, 2017 to February 1, 2020.
- Reappointment of Kim Taylor to a three-year term, from February 1, 2017 to February 1, 2020.
- Reappointment of Gary Pollard to a three-year term, from February 1, 2017 to February 1, 2020.

## TOWN HALL FORUM

**Alan McDowell** remarked on the Otto Zehm incident and commented on the social services and medical industry. He asked the City Council, along with other government bodies to stop writing social services blank checks with no accountability measures to prevent false reporting.

**Chris Pasterz** stated he is the Director of Financial Stability for SNAP. He noted he is here as one of the tenants of East Central Community Center. He shared what SNAP does in the community and feels it's really important in considering the future of the East Central Community Center. He stated SNAP's mission is to provide access and connection to the resources that create opportunities with dignity for people of low income.

**Andre Ervin** remarked on East Central's sports programs. He noted he works for the Spokane School District as a student intervention sports specialist. He stated he provides support for students and multiple schools. He stated the plan is to collaborate with East Central and create sports programs that provide opportunities for kids who do not have the money or the means to play AAU sports.

**Daniel Morales** stated he is a GED instructor with Spokane Community College. He noted when you see the impact that a GED can have on a student it's amazing. To some people it's just a GED, but to his students it's their start to their future. He stated that because of the progress at East Central, they are looking at opening up an ESL class in the near future to address some of the needs that are immediate in East Central.

**Brett Downey** stated his daughter who was one of the flag bearers this evening uses this community center. He stated recently he was told there is a chance the after school program won't be available for after school next year and/or they are changing what's written about the program and who is going to be running the program. He stated he would like to keep the people that are here. He noted he will be deploying this year and he stated he is counting on the Council and the City to be back here to support his family while he is supporting us. He stated he hopes the after school program is here when he returns and for his daughter. He also stated his son is in a scout group and will be doing a library project for the after school program.

**Brett Lewis** stated he is the Judo instructor for the Judo program at East Central. He spoke about the program and his personal history. He noted when he was six, he had surgery and lost all his vision and he needed something to do after that and found Judo. One of the core values of Judo is mutual benefit where you care that everybody who comes on the mat gets something from being there. He stated Judo has been a nice fit for the Center and he hopes that we can continue to have it here after this year because consistency is really important in something like Judo.

**Anna Marie Medina** noted she is married to Brett and is an assistant Judo instructor at East Central. She stated they have been here for about ten years and she has seen quite a bit of progress over the years, especially in the last year. She stated Judo is for everybody and people do benefit, and she spoke regarding the Judo program.

**Allen Monroe** spoke about Judo and noted he started his Judo journey at the East Central Community Center as a white belt about eight years ago and has earned his black belt and is an assistant instructor. He stated the Center has made possible a dream for many people to learn a martial art or do a physical activity in an inexpensive way. He noted the Center is providing a valuable service by hosting the Judo program and all the other great sports programs. He requested the administration of the Center be allowed to continue to do the great work they are doing in supporting the children and adults in the programs at the Center.

**Barbara Wilson** stated she is an accountant for East Central Community Organization. She said when she came here there was a plan to be independent of the City within five years; however, she doesn't see that happening with all the changes that ECCO has gone through. She said it seems every couple of months they are being told the Center is not being run the way the contract states. She stated the contract is very vague in its terms as to what exactly was or is expected of the staff. She also provided further remarks regarding the Center.

## LEGISLATIVE AGENDA

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**.

There were no **Resolutions**.

There were no **Final Reading Ordinances**.

### **FIRST READING ORDINANCES**

The following ordinance was read for the First Time with further action deferred:

**ORD C35485** Relating to human rights protections; repealing chapters 1.06, 1.08, 10.08E, and 10.18; sections 3.10.040, 3.10.050, and 3.10.060; enacting a new Title 18; and amending sections 1.05.210, 4.10.040 and 4.10.050 of the Spokane Municipal Code.

There were no **Special Considerations**.

There were no **Hearings**.

### **NEIGHBORHOOD REPORTS**

JJ Jelinek provided a welcome to the City Council and provided an overview of the East Central Community Center. She noted East Central has chosen to put the City's dollars to work by primarily investing in people. She stated the heart of the Community Center is not the building, but the people in it. She noted the building needs some work; however, she stated as long as she and her staff is here, they will continue to put people first. She further noted the Center's mission is "We serve" and, as a staff, they feel lucky because they do work that matters in the world; work that makes a real difference to the people in the neighborhood. Ms. Jelinek noted the Center serves five primary areas: (1) youth, (2) recreation, (3) food bank, (4) the senior center, and (5) DDA (Developmentally Delayed Adults) programs. She spoke regarding the programs and also remarked on upcoming events.

Heather Trautman, Neighborhood Services and Code Enforcement Director, set the stage for why we're here tonight and to thank everyone for their kindness and generosity to be here at the East Central Community Center. She noted that four times a year the City Council sets aside part of their time to come out to the neighborhoods in order to have an opportunity to hear from the community about how things are going, to hear about their successes, their challenges, and the things they might need. She noted tonight the City Council will hear from seven neighborhoods and two COP Shops. Ms. Trautman noted that if anyone in the audience is interested to get connected to their neighborhood council and participate in the neighborhood council process, Neighborhood Services can help you do that.

Rod Minarik of Neighborhood Services and Code Enforcement then facilitated neighborhood reports, as follows:

- Rae-Lynn Barden reported on Lincoln Heights.
- Mary Carr reported on Manito/Cannon Hill.
- The Southgate representative was ill and so no report was provided for Southgate.
- Dave Lucas and Greg Francis reported on Rockwood.
- Community Oriented Policing Substations/SPD:
  - Lois De 'Wart reported on COPS East Central.
  - Kendall Eminger reported on COPS Southeast.
  - Patrick Striker, Director, remarked on COPS and stated this year is the 25-year anniversary of the organization and noted there is a committee looking at putting together events this summer in recognition of the 25-year anniversary.
- Steve Smith and John Schram reported on Comstock.
- Patricia Hansen reported on Cliff/Cannon.
- Karen Sutula reported on East Central.

Mr. Minarik thanked the neighborhoods. He noted that information about the neighborhoods can be found on [www.spokaneneighborhoods.org](http://www.spokaneneighborhoods.org) or call Neighborhood Services at 625-6730. Mr. Minarik also thanked Channel 5 for their efforts and City Council for being here tonight.

### **SECOND TOWN HALL FORUM**

**Jay Larsen** remarked on East Central Community Center and stated he sees himself as being a proactive person and wants to be involved in things.

**CLOSING REMARKS BY COUNCIL PRESIDENT**

Council President Stuckart thanked East Central for hosting, and he provided closing remarks. He noted his dad worked at East Central Community Center in college and then after he graduated from Gonzaga he came to work for Catholic Charities which then turned into SNAP and ended up running SNAP as Executive Director for 18 years. Council President Stuckart thanked all the neighborhoods for their reports, which he noted were varied and fascinating, and thanked Neighborhood Services and Channel 5 staff.

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 8:18 p.m.

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**CITY OF SPOKANE  
CIVIL SERVICE COMMISSION MEETING  
MINUTES  
February 21, 2017**

Craig Hult, Chair, called the regular meeting to order at 9:30 a.m. Present were Craig Hult, Kathy Sewell, Mark Lindsey, Judith Gilmore and Pam DeCounter.

**Agenda Item I.**

**Approval of Minutes:**

Mr. Craig Hult introduced the minutes from the regular meeting of January 17, 2017. The minutes will stand as written.

**Agenda Item II.**

**Commission Membership**

Mr. Hult began by thanking Ms. Kathy Sewell for her service and wishing her the best in the future as today was her last meeting. Mr. Hult welcomed Ms. Pam DeCounter, our newest Commissioner.

At the March Commission meeting, Commissioners will be selecting the remaining vacancy created by Ms. Sewell's departure.

Ms. Judith Gilmore was re-appointed for a full term by the Employee Retirement Board.

Mr. Hult will remain as Chair and Mr. Lindsey will continue as Vice-Chair.

**Agenda Item III.**

**Staff Activities:**

The Chief Examiner, Ms. Gita George-Hatcher reported the following statistics for the months of January:

**January:**

Announcements issued:	7	Classifications revised:	1
Examinations:	30	Classifications new/deleted:	2/0
Requisitions received:	26	Requisitions certified:	28
Class Surveys completed:	6	Class Surveys in progress:	1
Requisitions pending:	0	Requisitions canceled:	0

Average days from department initiation of request to receipt in Civil Service:	1.9
Average days from requisition receipt to certification:	.2
Percentage certified within 24 hours:	100%
Average days from department initiation to completion of hire	1.1

The Chief Examiner, Ms. George-Hatcher reported on the monthly activities for January. She reported that the Rule Review of all the rules had been completed and that the committee would be meeting to review all the approved rule changes. Once that has been completed, a study session will be scheduled for the Commission after which the rule recommendations will be placed on the Commission's agenda for consideration for adoption.

The Chief Examiner also reported that Ms. Crystal Rodgers, Office Coordinator, attended the Diversity Employment Day Career Fair in Seattle in January. She reported that such career fairs are organized in many major US cities but there is currently not such a Career Fair in Spokane. Additionally, we paid \$100.00 for advertising on Facebook for Firefighter and Police Officer testing. There were over 20,000 hits on the advertisement for just \$70.00.

Ms. George-Hatcher reported that both she and Mr. Bryan Sullivan, Analyst III have been attending the Gender and Pay Equity Committee and will continue being involved on the committee. The purpose of the committee is to track the progress of the recommendations made in the Study. The Chief Examiner reported that the following recommendations have already been completed:

- Random survey of test takers was completed in 2016 and we will now be conducting random surveys on an on-going basis for the purpose of continuous improvement.
- Review of job recruitment announcements to ensure inclusive language is being done on an ongoing before being published. This is being done on an experimental basis through the use of Textio, a cloud based program that provides a score for neutrality, masculinity, femininity and provides guidance on improvement.
- We have preliminary data for overall certifications and hires for all City positions in total for 2016. More data will be available after the hiring analysis study for 2016 is completed. The preliminary data indicates that the Civil Service certification rates for females when compared to their applications is greater than the hire rates for females by City departments when compared to their certification rates. This also held true for most minority groups. The hire rates for Native American and Hispanic groups were higher than their certification rates.
- The Chief Examiner reported that the minority/non-white percentage for classified employment was at 8.15%, a slight improvement over the 2014 percentage of 6% but additional efforts are necessary to bring the percentage closer to the diversity representation in the city. The percentage is higher than the percentage of 4.9% for non-classified appointed positions.
- The Chief Examiner reported that additional effort was necessary to increase overall female representation in the workforce and that the classified workforce was only 21.3% female.
- The Chief Examiner also stated that HR's involvement in conducting workforce analysis and utilization analysis would provide information on persons with requisite skills for the various job categories and would be of great assistance in tailoring targeted recruitment programs.
- Ms. George-Hatcher also reported that the turnover rate for classified positions was at 7.2% while the turnover rate for non-classified positions was 21.6%.

Ms. George-Hatcher reported that efforts are in process for the following:

- Creation of a recruitment plan.
- Research ways to continue to make the hiring process even more race and gender blind.
- Creation of a marketing plan.
- Addition of one more Analyst to the Civil Service staff, still keeping the Civil Service budget within the Charter mandate.

Payroll Certification for July to December 2016 has been completed. Ms. George-Hatcher recognized and thanked Ms. Crystal Rodgers and Ms. Kelsey Pearson for revising the report so that it is more compact and easier to review.

The Chief Examiner reported on two Memorandums of Understanding with Local 270 and the Managerial and Professional Association regarding the process to be followed when there are changes to dates in class. This has been much needed and should help avoid confusion for employees going forward.

The Chief Examiner also reported that she had sent a request to department heads for specific information on their departments to utilize to create even greater interest in recruitment announcements when recruiting for classifications unique to departments.

Ms. George-Hatcher also reported that as soon as the separation letter and date for Streets Director Mr. Mark Serbousek is received, a letter regarding his Civil Service rights will be provided to him. She also reported that Civil Service will be contacting the Public Works Director regarding the classification specifications for the Principal Engineer position

#### **Agenda Item IV.**

##### **Classification Resolution:**

##### **Adoptions:**

SPN 054 Safety Manager

SPN 128 Budget Analyst

SPN 077 – Approval of classification specification only for Park Planning and Development Manager. The title was adopted in January, 2017.

A motion to adopt the classifications and approve the classification specification was put forth by Mr. Mark Lindsey and seconded by Ms. Kathy Sewell. The motion carried unanimously.

**Agenda Item V.****Business Plan 2017 Adoption:**

A motion to approve the 2017 Business Plan was submitted by Ms. Judith Gilmore and seconded by Mr. Lindsey. The motion carried unanimously.

**Agenda Item VI.****Request for Indefinite Leave of Absence from Civil Service:**

Mr. Kelly Keenan has requested an indefinite leave of absence from Civil Service due to his promotion to the non-classified position of Senior Community, Housing and Human Services Manager.

A motion to approve this leave of absence was put forth by Ms. Sewell and seconded by Mr. Lindsey. The motion passed unanimously.

**Agenda Item VII.****Recruitment:**

Civil Service was informed through correspondence to the Chief Examiner that it was the intention of City Administration and Human Resources to move the job recruitment function away from Civil Service to the Human Resources department. After discussion of the Charter mandate and intent as well as the fact that recruitment is identified as an essential function in the classification specifications of the Chief Examiner and the Analysts, the Commission advised Ms. George-Hatcher that she reports directly to the Commission, that she is to continue performing all the recruitment functions currently being performed by Civil Service, and continue as she has been doing, to reach out and continue to work with City Administration. The Commission Chair will draft a letter to send to Mayor Condon to state the position of Civil Service and to encourage cooperation and coordination between the Administration, Human Resources and Civil Service.

**Agenda Item VIII.****Other Business**

There being no additional business to come before the Commission, the meeting was adjourned at 10:28 a.m.

# Hearing Notices

## NOTICE OF CITY COUNCIL PUBLIC HEARING PROPOSED AMENDMENT TO SPOKANE MUNICIPAL CODE

(Proposed Ordinance No. C35471)

Notice is hereby given that there will be a public hearing before the City of Spokane City Council on **April 10, 2017, at 6:00 p.m.** in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington, to receive public testimony on a proposed ordinance to amend Section 17G.025.010 to the Spokane Municipal Code pertaining to text amendments to the Unified Development Code to provide inapplicability to certain chapters.

Description of Proposal: An ordinance relating to the process for amending the unified development code; amending section 17G.025.010 of the Spokane Municipal Code.

Written comments and oral testimony at the public hearing for this proposed action will be made part of the public record. Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the City Council.

Any person may submit written comments on the proposed actions or call for additional information at:

*Spokane City Council  
Attn: Adam McDaniel  
808 West Spokane Falls Boulevard  
Spokane, WA 99201-3329  
Phone (509) 625-6269  
amcdaniel@spokanecity.org*

More information on the process: The City Council will be briefed on this proposal on Monday, March 20, 2017, at 3:30 p.m. There is no public testimony at the briefing. The 1st Reading of the ordinance before City Council is scheduled



for Monday, March 27, 2017, at 6:00 p.m. Generally, no presentations are made at the 1st reading, and no public testimony is taken at the 1<sup>st</sup> reading. The 2<sup>nd</sup> reading and public hearing for the proposed amendment is scheduled for Monday, April 10, 2017, at 6:00 p.m. At this meeting there will be an opportunity for public testimony. The public may also submit written comment to the City Council at [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org). 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 Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [jjackson@spokanecity.org](mailto:jjackson@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish: March 22 & 29 and April 5, 2017

# Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

## ENGINEERING TECHNICIAN IV SPN 204 PROMOTIONAL

**DATE OPEN:** Monday, March 27, 2017      **DATE CLOSED:** Sunday, April 9, 2017 at 11:59 p.m.

**SALARY:** \$44,223.84 annual salary, payable bi-weekly, to a maximum of \$68,987.52

### DESCRIPTION:

Performs supervisory or specialized, sub-professional engineering work involving the application of skilled technical knowledge.

### DUTIES:

Under the general direction of a professional engineer, plans, assigns, and reviews the work of subordinate technicians engaged in preparing plans, drawings, specifications, or studies. Makes routine design changes or decisions and field checks plans. Prepares, or assists a professional in preparing: complex plans, designs, specifications, and estimates.

Trains subordinates in use of computer software and other specialized tools. Provides drafting and design direction.

Communicates and coordinates data exchange between field and office operations, providing technical guidance and specific data needs. Develops and implements data storage system and methodology for engineering drawings.

Advises supervisors of computer, software and other equipment needs to enable technicians to provide necessary technical support. Coordinates purchase, installation, and training for new systems and software.

Operates a calculator, computer, computer CADD system, automobile, and drafting equipment.

Performs related work as required.

### MINIMUM QUALIFICATIONS:

**Promotional Requirements:** (Must be met by date of examination.)

Two years experience with the City in the classification of Engineering Technician III (SPN 203).

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

Applicants must pass the examination for this classification to be eligible for promotion by the City of Spokane. This exam will consist of a written test and a performance evaluation, with weights assigned as follows: written test 80%, performance evaluation 20%.

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room on **Tuesday, April 18, 2017, at 9 a.m.** The approximate duration of the test is 2 1/2 hours.

**If your application is accepted, you will receive an e-mail with an invitation to appear for the written test.**

The written test may include such subjects as Mathematics; Records, Reports & Administration; Mapping, Drafting, Standards, Construction and Surveying.

**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 closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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.

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:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 23rd day of March 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

---

**PUBLIC WORKS MATERIALS LABORATORY ASSISTANT SPN 222  
PROMOTIONAL**

**DATE OPEN:** Monday, March 27, 2017      **DATE CLOSED:** Sunday, April 9, 2017 at 11:59 p.m.  
**SALARY:** \$43,033.68 annual salary, payable bi-weekly, to a maximum of \$64,811.52

**DESCRIPTION:**

Performs specialized laboratory work involving the application of skilled technical knowledge.

**DUTIES:**

Responsible for standardized physical and chemical tests on materials used in public works projects to insure compliance with specifications.

Reviews and standardizes laboratory procedures to insure conformance and compliance with current standards and techniques.

Assists in the instruction, direction and training of personnel authorized to operate a nuclear gauge in the proper use and handling of a nuclear densometer.

Assists with inventory, inspection, maintenance, calibration, and issuance of materials laboratory equipment in accordance with established schedules.

Inspects and samples aggregate from area pits and quarries.

Inspects Asphalt Concrete and Portland Cement Concrete plants, including operations and procedures, and samples plant production for compliance with plans and specifications.

Assists in the training of City of Spokane employees in proper concrete sampling and testing procedures.

Keeps necessary records, and makes reports (hard copy and digital formats) of work accomplished.

Delivers samples to the WSDOT Laboratory when necessary.

Operates an automobile or light truck. Operates core drilling equipment.

Performs related work as required.

#### **MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

**Education:** Completion of two years of college (90 quarter credit hours or 60 semester credit hours) in an engineering technology, physical science, or mathematics related field. (unofficial transcripts are required at time of application)

**Experience:** One year working in a construction materials laboratory engaged in both field and laboratory testing of materials utilized in construction and maintenance of streets, highways, bridges and associated structures or one year of public works construction inspection.

**Substitution:** Additional relevant work experience may be substituted for the education requirement on a year for year basis.

**All applicants must possess a valid driver's license.**

**Post Employment Requirement:** Training and certification from the Laboratory Supervisor in federally certified test methods per specifications must be obtained during the probationary period.

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

#### **EXAMINATION DETAILS:**

Applicants must pass the examination for this classification to be eligible for promotion by the City of Spokane. This exam will consist of a written test and a performance evaluation, with weights assigned as follows: written test 80%, performance evaluation 20%.

#### **WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room on **Friday, April 21, 2017 at 9:00 a.m.** The approximate duration of the test is 2 hours.

**If your application is accepted, you must self-schedule your test time. You will receive an e-mail with complete instructions.**

The written test may include such subjects as:

Laboratory and Technical Knowledge

Mathematics

Human Relations

Reading Comprehension

#### **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 closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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.

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:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 23rd day of March 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**PUBLIC WORKS MATERIALS LABORATORY ASSISTANT SPN 222  
OPEN ENTRY**

**DATE OPEN: Monday, March 27, 2017      DATE CLOSED: Sunday, April 9, 2017 at 11:59 p.m.**  
**SALARY: \$43,033.68 annual salary, payable bi-weekly, to a maximum of \$64,811.52**

**DESCRIPTION:**

Performs specialized laboratory work involving the application of skilled technical knowledge.

**DUTIES:**

- Responsible for standardized physical and chemical tests on materials used in public works projects to insure compliance with specifications.
- Reviews and standardizes laboratory procedures to insure conformance and compliance with current standards and techniques.
- Assists in the instruction, direction and training of personnel authorized to operate a nuclear gauge in the proper use and handling of a nuclear densometer.
- Assists with inventory, inspection, maintenance, calibration, and issuance of materials laboratory equipment in accordance with established schedules.
- Inspects and samples aggregate from area pits and quarries.
- Inspects Asphalt Concrete and Portland Cement Concrete plants, including operations and procedures, and samples plant production for compliance with plans and specifications.
- Assists in training of City of Spokane employees in proper concrete sampling and testing procedures.
- Keeps necessary records, and makes reports (hardcopy and digital formats) of work accomplished.
- Delivers samples to the WSDOT laboratory when necessary.
- Operates an automobile or light truck. Operates core drilling equipment.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

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

**Education:** Completion of two years of college (90 quarter credit hours or 60 semester credit hours) in an engineering technology, physical science, or mathematics related field. (unofficial transcripts are a required part of the application)

**Experience:** One year working in a construction materials laboratory engaged in both field and laboratory testing of materials utilized in construction and maintenance of streets, highways, bridges and associated structures or one year of public works construction inspection.

**Substitution:** Additional relevant work experience may be substituted for the education requirement on a year for year basis.

**Valid driver's license required.**

**Post Employment Requirement:** Training and certification from the Laboratory Supervisor in federally certified test methods per specifications needs to be obtained during the probationary period.

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.
- 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:**

You are required to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test, weighted at 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 it is intended to measure those skills.

Written Test Details:

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on Friday, April 21, 2017 at 9 a.m. The approximate duration of the test is 2 hours.

Self-schedule written test date and time: Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your test session. Multiple sessions may be made available depending on the number of applicants and are filled on a first come, first served basis.

The written test may include the following subjects:

Laboratory and Technical Knowledge  
Mathematics  
Human Relations  
Reading Comprehension

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 23rd day of March 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**POLICE COMMUNICATIONS SUPERVISOR SPN 282  
PROMOTIONAL**

**DATE OPEN:** Monday, March 27, 2017      **DATE CLOSED:** Sunday, April 9, 2017 at 11:59 p.m.

**SALARY:** \$53,473.68 annual salary, payable bi-weekly, to a maximum of \$84,376.08

**DESCRIPTION:**

Performs specialized technical and supervisory work in maintaining the operation of the Police Communications Center.

**DUTIES:**

- Assigns, trains, and supervises Police Radio Dispatchers and Police Dispatch Support Specialists according to established procedures.

- Advises and is responsible to Police Administration for activities of the Communications Center.
- May take over any position in Communications Center for whatever emergency that may arise.
- Makes decisions as to priority if a call is an unusual case.
- Operates electronic message recorder; maintains supervisor log; takes indicated action in an emergency; prepares and maintains necessary reports, records and files.
- Responsible for maintaining appropriate radio files; prepares and maintains necessary records and reports.
- Interviews, assesses and screens potential hires.
- Develops and provides the leadership, education and guidance to Police Radio Dispatchers and Police Dispatch Support Specialists.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

**Experience:** Two years of experience in the classification of Police Radio Dispatcher III in the Police Communications Center.

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. The examination will consist of a training and experience evaluation (T&E), oral board interview, and performance evaluation (PAR) with scoring weight assigned as follows:

- T&E: 40%
- Oral board: 40%
- PAR: 20%

**CONDITIONAL NOTE:** If the number of applicants is equal to or less than the number of positions to be filled by the close of recruitment, then the oral board process will be waived for all applicants. In this event, the final weighting will be 80% T&E, 20% PAR.

**T&E EVALUATION DETAILS:**

All accepted applicants will be sent the Training and Experience evaluation form by e-mail after the close of the recruitment. Applicants must complete and return the T&E to Civil Service before the deadline for scoring. (The deadline will be announced when T&Es are distributed. Applicants will be given at least one full week to complete their T&Es.)

**ORAL BOARD DETAILS:**

Candidates will be notified of the date and time to appear for the oral board.

**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 closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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.

Qualified applicants are encouraged to apply immediately.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 23rd day of March 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**LABORER I SPN 501  
OPEN ENTRY**

**DATE OPEN:** Monday, March 27, 2017      **DATE CLOSED:** Sunday, April 9, 2017 at 11:59 p.m.  
**SALARY:** \$33,261.84 annual salary, payable bi-weekly, to a maximum of \$49,381.20

**DESCRIPTION:**

Performs unskilled and limited semi-skilled manual work in various departments.

**DUTIES:**

- Digs and backfills ditches and holes by hand; loads and unloads trucks; sets out barricades; and directs traffic at construction sites.
- Polices and cleans in and around assigned buildings. Assists in the clearing or maintenance of grounds and areas.
- Assists craft specialists and other trade workers in the construction, repair and maintenance of buildings, equipment and/or furnishings.
- When assigned to night shift, also watches assigned building or areas for any damage or danger of loss to property. Turns off electrical equipment, waters lawns, answers and records telephone messages.
- Sweeps streets, gutters and alleys by hand; loads trash or snow into trucks; spreads sand on icy streets; prepares grade, spreads stone chips, fills paving cracks, spreads paving mix, operates paint line removing machine, and otherwise assists in street maintenance.
- Cleans reservoirs, and assists in laying water mains, installing hydrants, cleaning valves, cutting pipe and other water service operations.
- Assists in maintenance and construction of sewer infrastructure, and TV inspection of sewers. Cleans storm water lines and catch basins. Pumps septic tanks and cesspools.
- Operates thread cutting machine to cut pipe, etc.
- May instruct seasonal employees in setting up risers and chairs, and cleaning facilities after events.
- Cleans and transports vehicles from one location to another. Replenishes supplies and equipment in vehicles.

**MINIMUM QUALIFICATIONS:**

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

**Education:** High school diploma or equivalent.

**Experience:** One year of laboring experience.

**A valid driver's license is required.**

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.
- 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:**

You are required to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test, weighted at 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.

Written Test Details:

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) during the week of April 17, 2017. The approximate duration of the test is 2 hours.

Self-schedule written test date and time: Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your test session. Multiple sessions may be made available depending on the number of applicants and are filled on a first come, first served basis.

The written test may include the following subjects:

Driving, Safety and First Aid  
 Mechanical Knowledge  
 Mathematics  
 Human Relations  
 Following Instructions

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> 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 23rd day of March 2017.

CRAIG HULT  
 Chair

GITA GEORGE-HATCHER  
 Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

**ADVERTISEMENT FOR BIDS**  
**Walker Halme Joint Venture (WHJV) and City of Spokane**  
**RCW 39.10 Alternative Public Works – GC/CM**

**CSO24 PHASE 2 SHORING AND EXCAVATION**

Sealed bids will be received by WHJV and the City of Spokane Engineering Services Department, 2<sup>nd</sup> Floor, 808 W. Spokane Falls Blvd. Spokane WA 99201, Attn. Kyle Twohig, for the following Bid Package for this Public Works Project:

**Bid Package 2 – SHORING AND EXCAVATION**

This Project consists of construction of approximately 38,100 cy structure excavation and backfill, 30 micropiles, 1,075 soil nails, 23,437 sf of shotcrete facing, 905 vertical elements, ± 280 linear feet of 8-inch water main construction, utility trench excavation, pavement patching, pedestrian and, sundry utility adjustments, and other related miscellaneous items.

The WHJV and the City of Spokane is requesting **SEALED** bids for the above listed bid package on or before the time set forth on **TUESDAY, APRIL 11, 2017 at 1:10 PM**. The specific scopes of work are outlined in the Contract Documents. Bids are to be submitted on the Bid Proposal Form provided in the specific bid package. **A Bid Bond is required for any bid.**

This is an RCW 39.10 Alternative Public Works (APW) General Contractor/Construction Manager (GC/CM) project authorized by the Washington State Capital Projects Advisory Review Board's (WA CPARB) Project Review Committee (PRC). Walker Halme Joint Venture (WHJV) is the GC/CM on the project and intends to bid on the above listed bid package.

Bids will be opened and read by City of Spokane representatives. The WHJV and the City of Spokane reserve the right to reject any or all bids and to waive any irregularities on bids received.



The specific Bid Package No., date, and name of firm submitting must appear on the outside of all bids. Any firm failing to submit its proposal in accordance with the procedures set forth in the Instructions to Bidders may be considered non-responsive. **Also, any bid received by fax, email or phoned in will be considered non-responsive.**

A pre-bid conference is scheduled for **Monday, March 27, 2017 at 3:00pm** for bid package 2. Those interested in attending should meet at Walker Construction, 1800 E Trent Avenue. This conference is **MANDATORY** for prospective bidders.

Bid/Contract Documents will be available Monday, March 20, 2017 and may be obtained at the following locations:

- Abadan Reprographics, 603 E. 2<sup>nd</sup> Avenue, Spokane, WA, 99202 – 509.624.0116
- Associated Builders & Contractors, 1760 E. Trent Ave Spokane, WA 99202 - 509.534.0826
- Spokane Regional Plan Center, 209 N. Havana, Spokane, WA 99202 – 509.328.9600

Questions should be addressed to Ed Walker at 509.535.3354, [ewalker@walkerconstructioninc.com](mailto:ewalker@walkerconstructioninc.com), or Justin Paine at 509.535.3354, [jkpaine@walkerconstructioninc.com](mailto:jkpaine@walkerconstructioninc.com).

WHJV and the City of Spokane encourages bids from disadvantaged, minority-owned, women-owned and small business enterprises.

Publish: March 22 & 29, 2017

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### INVITATION FOR BIDS Catholic Housing Services of Eastern Washington Courtview Apartments Rehabilitation (“Project”)

Sealed bids for the Courtview Apartments Rehabilitation Project will be opened on **Thursday, April 27<sup>th</sup>, 2017 at 10:00 AM** at Catholic Housing Communities, 12 E. 5<sup>th</sup> Avenue, Spokane, Washington, 99210, in the presence of the Courtview Apartments Rehabilitation Planning Committee.

This Project consists of the remodeling of 11 units, exterior work, landscaping, and parking lot work for the Courtview Apartments, as per the specifications available in the Invitation to Bid.

A required General Contractor (GC) pre-bid conference and walk-through will be held on **Monday, April 10<sup>th</sup>, 2017 at 10:00 AM** at the Courtview Apartments, 1217 N. Madison St., Spokane, Washington, 99201.

The Invitation to Bid is available by contacting Rich Roberts, Regional Maintenance Manager, at [rroberts@ccspokane.org](mailto:rroberts@ccspokane.org) or (509) 459-6179.

Project bids should be submitted to Catholic Housing Services of Eastern Washington no later than **9:00 AM on Thursday, April 27<sup>th</sup>, 2017**. Bids must be sent sufficiently ahead of time to be received by the required date and time. Catholic Housing Services of Eastern Washington 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:

**Catholic Housing Communities**  
**Attn: Rich Roberts/Randy Durst**  
**Courtview Bid**  
**PO Box 2253**  
**Spokane, WA 99210-2253**

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**  
COURTVIEW APARTMENTS REHABILITATION  
APRIL 27, 2017, 10:00 AM  
[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: March 29 & April 5, 2017

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**UNIT #2 FABRIC FILTER BAG CHANGE OUT**  
**City of Spokane Solid Waste Disposal Department – Waste to Energy Facility**

**BID #4346-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, APRIL 10, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **UNIT #2 FABRIC FILTER BAG CHANGE OUT** for the City of Spokane Solid Waste Disposal Department – Waste to Energy Facility.

A pre-proposal meeting will be held on Thursday, March 30, 2017 at 10:00 a.m. The location will be at the Waste to Energy Facility Admin Building, 2900 South Geiger Blvd, Spokane, WA 99224

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto: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) paper original of the Proposal to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> 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:

**“UNIT #2 FABRIC FILTER BAG CHANGE OUT, BID #4346-17, DUE 4/10/17”.**

Thea Prince  
Purchasing Department

Publish: March 22 & 29, 2017

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**STRUCTURAL STACK TESTING**  
**City of Spokane Solid Waste Disposal Department – Waste to Energy Facility**

**RFP #4347-17**

Sealed bids will be opened at 1:15 p.m., **MONDAY, APRIL 3, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **Structural Stack Testing** for the City of Spokane Solid Waste Disposal Department – Waste to Energy Facility.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto: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) paper original three (3) paper copies and one (1) reproducible digital copy (thumb drive or CD) of the Proposal to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> 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:  
**“STRUCTURAL STACK TESTING, RFP #4347-17, DUE 4/3/17”.**

Thea Prince  
Purchasing Department

Publish: March 22 & 29, 2017

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**REQUEST FOR BIDS**

**PREFORMED THERMOPLASTIC PAVEMENT MARKINGS**  
**City of Spokane Street Department**

**BID #4348-17**

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, APRIL 3, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **PREFORMED THERMOPLASTIC PAVEMENT MARKINGS** for the City of Spokane Street Department.

The Request for Bids document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, April 3, 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) original of the bid to:**

**City of Spokane - Purchasing  
4<sup>th</sup> 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 #4348-17, PREFORMED THERMOPLASTIC PAVEMENT MARKINGS, DUE 4/3/17”.**

Thea Prince  
City of Spokane Purchasing

Publish: March 22 & 29, 2017

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