



Official Gazette

City of Spokane, Washington

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

Volume 107

MAY 3, 2017

Issue 18



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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INSIDE THIS ISSUE

| | |
|-------------------|-----|
| MINUTES | 382 |
| ORDINANCES | 389 |
| JOB OPPORTUNITIES | 391 |
| NOTICES FOR BIDS | 393 |

The Official Gazette

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**Monday, April 24, 2017****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Stuckart and Council Members Fagan, Kinnear, Mumm, Stratton, and Waldref were present. Council Member Beggs was absent.

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 May 1, 2017, Advance Agenda items.

Final Reading Ordinance C35487

Motion by Council Member Fagan, seconded by Council Member Waldref, **to defer** Final Reading Ordinance C35487 (relating to the creation of four new departments within the Innovation and Technology Services Division) to May 15, 2017, Agenda; **carried unanimously (Council Member Beggs absent).**

[Clerical Note: Due to a clerical oversight, Ordinance C35487 appeared under "First Reading Ordinances" (instead of correctly under "Final Reading Ordinances") on the May 1, 2017, Advance Agenda.]

Action to Approve May 1, 2017, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the May 1, 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 Stratton, **to approve** the Advance Agenda for Monday, May 1, 2017, (as amended); **carried unanimously (Council Member Beggs absent).**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council considered the April 24, 2017, Current Agenda.

CONSENT AGENDA

Upon motion by Council Member Waldref, seconded by Council Member Fagan, the City Council (Council Member Beggs absent) approved Staff Recommendations for the following:

Renew Value Blanket Orders with:

- a. Haskins Steel (Spokane, WA) for Miscellaneous Stock Steel for various Departments—\$200,000 (incl. tax). (OPR 2016-0446; BID 3927-13)
- b. Oxarc, Inc. (Spokane, WA) for an annual supply of Liquid Chlorine in 150# and one ton cylinders—\$65,000 estimated annual expenditure (incl. tax). (OPR 2016-0558; BID 4260-16)

- c. Shamrock Paving and Inland Asphalt, as a group, for asphaltic mixes for use by Street Maintenance, Sewer, and Water & Hydroelectric Services Departments—\$1,750,000 (incl. tax). (OPR 2014-0264; BID 4006-14)
- d. Traffic Safety Supply (Portland, OR) for aluminum sign blanks—not to exceed \$80,000 (incl. tax). (OPR 2016-0255; BID 4230-16)

Approval of one-year Value Blanket Orders with:

- a. Alpine Products (Auburn, WA) for Traffic Paint utilizing WA State Contract #07609 and Pierce County Contract SC-104806 via interlocal agreement (OPR 1995-0065)—not to exceed \$95,000 (incl. tax). (2017-0276)
- b. Flint Trading Inc. (Thomasville, NC) for Preformed Thermoplastic Products—not to exceed \$85,000 (incl. tax). (OPR 2017-0277; BID 4348-17)
- c. Specialty Asphalt (Spokane, WA) for SA Premier Hot Pour Rubberized Sealant accessing WA State Contract #01211—Not to exceed \$115,000 (incl. tax). (OPR 2017-0278)

Contract with Infor Public Sector Inc. (Alpharetta, GA) to license, use and provide annual CAD Maintenance for the proprietary EnRoute Emergency Systems software from May 1, 2017 through April 30, 2018—\$58,431.81. (OPR 2014-0212)

Interlocal Agreement with Washington State Department of Natural Resources to provide mutual assistance and cooperation in the control and suppression of forest land fire within the protection are of the Department of Natural Resources and the Fire Department. (OPR 2017-0279)

Contract with Michael Terrell Landscape Architecture, PLLC dba MTLA (Liberty Lake, WA) for furnishing Cochran Downriver Master Planning (reference Department of Ecology Loan L1400015)—\$59,549 plus 15% administrative reserve. (OPR 2017-0280; ENG 2012500)

Interlocal Agreement with Spokane County in conjunction with the Safety and Justice Challenge Financial Assistance Award from the John D. and Catherine T. MacArthur Foundation—Total funding from Spokane County is \$110,985. (OPR 2017-0281)

Accept the Continuum of Care Program Award from Housing and Urban Development and approval for Community Housing & Human Services to enter into contract for the awarded projects—\$3,776,210 Revenue. (OPR 2017-0282)

Low Bid of Clearwater Construction Management (Spokane, WA) for I03 Control Facility (TJ Meenach CSO) and Cochran Stormwater at Grace—\$7,994,831.04 (plus tax). An administrative reserve of \$799,483.10 which is 10% of the contract price (plus tax) will be set aside. (PRO 2017-0013; ENG 2013214; ENG 2012500)

Five-year Contract with US Bank for banking services, from January 1, 2017 through December 31, 2021—estimated \$1,000,000/year. (The contract may be renewed by mutual agreement for one 5-year extension.) (This replaces the previously presented contract extension that was approved by City Council on December 12, 2016.) (OPR 2017-0284; BID 4249-16)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through April 14, 2017, total \$6,655,925.74 (Check Nos. 536248-536459; ACH Payment Nos. 36550-36816), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,963,451.39. (CPR 2017-0002)

City Council Meeting Minutes: April 10, 2017 and April 13, 2017. (CPR 2017-0013)

Council Recess/Executive Session

The City Council adjourned at 3:42 p.m. No Executive Session was held. The City Council reconvened again at 6:00 p.m. for the Regular Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

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

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

PROCLAMATION*Utility Friendly Tree of the Year*

Council Member Kinnear read the proclamation. No individual was present to accept the proclamation. The proclamation proclaims the Syringa reticulate, aka Japanese Lilac Tree, as Spokane's Utility Friendly Tree of the Year for 2017; calls upon citizens to select and plant proper utility friendly trees; and requests citizens to join the Mayor in recognition of this special observance.

ADMINISTRATIVE REPORTS**Spokane Ponderosa**

Toni Sharkey, teacher at Rogers High School, reported on a group called Spokane Ponderosa Network on the South Hill, which formed approximately six months ago, and their focus is conversation and restoration of the City of Spokane's official tree, the Pinus Ponderosa, which is the Ponderosa pine. She also stated the group promotes the City tree through education and community involvement. She provided some certificates of appreciation for those who make exceptional efforts to conserve and restore the Ponderosa pine. The first award was presented to Nathan from Summit Church which has kept their land a grove and allows citizens to have green space and nature paths in between an office building and a church. The second award was presented to Ferris High School for preserving and incorporating existing trees into their construction plans and also restored and added native trees to beautify natural landscape. Guy Gifford, Chair of the Urban Forestry Citizen Advisory Board, reported on the Ponderosa Pine Contest that will be held to increase the awareness in a friendly fun way about the Ponderosa Pine. Council Members were presented with a Ponderosa Pine seedling. Ms. Sharkey, Mr. Gifford, and Carrie Anderson responded to Council inquiries and commentary.

COUNCIL COMMITTEE REPORTS**Public Works Committee Meeting**

Council Member Waldref reported on the Public Works Committee meeting held earlier today (April 24, 2017). Minutes of the Public Works Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

BOARDS AND COMMISSIONS APPOINTMENTS**Spokane Airport Board (CPR 1982-0071)**

Upon Unanimous Roll Call Vote (Council Member Beggs absent), the City Council approved (and thereby confirmed) the reappointment of Nancy Voorhees to a three- year term to the Spokane Airport Board, from April 27, 2017 to April 27, 2020.

PUBLIC FORUM

Mr. Rick Bocook commented about the benefits of sticking up for the people on the streets. He noted last week his amplifier was stolen out of his friend's car, and he filled out a police report. He stated he had the amplifier returned because of the networking on the streets. Mr. Bocook also commented on the sit and lie law and the transit shelter law and inquired what it will take to get rid of these two laws.

Alan McDowell provided commentary regarding his creation of psychiatric instructional disclaimers, which he stated are instructions for anyone being detained anywhere in Spokane.

George McGrath remarked on potholes and streets.

Louanne Hunter stated she is representing a group of Spokane citizens that is keeping an eye on the Spokane cat killer and expressed concerns regarding the case.

E. Westhusina remarked on the services of Community Court.

Michael McGuire thanked the City Council for its efforts in helping the poor and hungry in Spokane. He also expressed concerns regarding marijuana shops and one located near Our Lady of Lourdes Cathedral.

Tara Williamson reported on the Earth Day festival and expressed concerns regarding the effort to put on the Earth Day Festival and asked permission to not have to comply with the requirement to clean up chalk art.

Jay Larson commented on Merengue players in the park. He also commented on his experiences as a long-haul trucker.

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C35491

Subsequent to public testimony, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Beggs absent), the City Council **passed Special Budget Ordinance C35491** amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Miscellaneous Grants Fund - Revenue

FROM: Community Court Grant - Dept. of Justice, \$192,589 (Revenue); MacArthur Grant – Spokane County, \$89,537; and Anti-Gang Grant - Dept. of Justice, \$289,333;

Miscellaneous Grants Fund - Expense

TO: Community Court Grant (various accounts), \$192,589; MacArthur Grant – Spokane County (various accounts), \$89,537; and Anti-Gang Grant – Dept. of Justice (various accounts) \$289,333.

(This action allows budgeting for various Grants in the Miscellaneous Grants Fund.)

Special Budget Ordinance C35492

Subsequent to public testimony, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Beggs absent), the City Council **passed Special Budget Ordinance C35492** amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Parks & Recreation Fund

FROM: Administration, Parks Planning-Reserve, \$92,807;

TO: Administration, Parks Planning, various accounts, same amount.

[This action allows the creation of an additional Park Planning and Development Manager position (from 0 to 1).]

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2017-0028

Upon consideration of Resolution 2017-0028, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Beggs absent), the City Council **adopted Resolution 2017-0028** setting a hearing before the City Council for May 15, 2017, for the vacation of 895 square feet of the right-of-way near the Northwest corner of the intersection of North Altamont Street and East Main Avenue as requested by Playfair Commerce Park. (East Central Neighborhood)

Resolution 2017-0029

The City Council considered Resolution 2017-0029. Subsequent to Council commentary and input by Parks Director Leroy Eadie, the following action was taken:

Motion by Council Member Waldref, seconded by Council Member Stratton, **to add** “through 2020 or the completion of the renovation;” **carried unanimously (Council Member Beggs absent).**

Subsequent to public testimony from one individual and additional Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Beggs absent), the City Council **adopted Resolution 2017-0029, as amended,** authorizing contract with a private licensed organization to purchase pictures or take pictures of city-owned real estate in Riverfront Park by use of a drone to be used for community education and outreach, documentation, and planning purposes.

Resolution 2017-0030

Subsequent to an overview of Resolution 2017-0030 by Council Member Waldref, public testimony, and Council commentary, the following action was taken:

Upon 5-1 Roll Call Vote (Council Member Fagan voting “no” and Council Member Beggs absent), the City Council adopted Resolution 2017-0030 supporting the Central City Line application for Federal Transit Administration Small Starts Funding.

For Council action on Resolution 2017-0031, see section of minutes under “Special Considerations.”

There were no **Final Reading Ordinances.**

FIRST READING ORDINANCE

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

ORD C35493 Relating to the Northeast Public Development Authority; amending Ordinance No. C34813.

SPECIAL CONSIDERATIONS**Resolution 2017-0031 (Authorizing Loan to Ridpath Club Apartments, LLC) and Related Multiple Family Housing Tax Exemption Conditional Contract (OPR 2017-0283)**

Neighborhood and Business Services Division Director Jonathan Mallahan and Neighborhood and Business Services staff provided an overview of the matters and responded to Council inquiries. Subsequent to public testimony and Council commentary, the following action was taken:

Upon 5-1 Roll Call Vote (Council Member Fagan voting “no” and Council Member Beggs absent), the City Council (1) **adopted Resolution 2017-0031** for the purpose of authorizing a loan to Ridpath Club Apartments, LLC for the acquisition and use of the Ridpath Building as affordable housing; amending Resolution No. 2016-0019; and other matters properly relating thereto and (2) **approved the Multiple Family Housing Tax Exemption Conditional Contract** for 214 units across two buildings at 502 & 514 West First (aka 515 West Sprague), including 206 apartments and 8 condominium units (Riverside Neighborhood).

There were no **Hearings.**

No individuals requested to speak during the **second Open Forum.**

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:46 p.m.

**STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, April 20, 2017**

A Special Meeting of the Spokane City Council was held on the above date at 3:34 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Fagan, Kinnear, Stratton and Waldref were present. Council Member Mumm arrived at 4:15 p.m. Council Member Beggs was absent.

The following topics were discussed:

- Strategic Planning Framework
- 2018 Budget Priorities
- Potential City Attorney Charter Change

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 5:03 p.m.

Minutes prepared and submitted for publication in the May 3, 2017, issue of the Official Gazette:

**Community, Health, and Environment Committee
February Meeting Minutes CHE:**

Call to Order: 10:30 AM

AGENDA:

- **Additional Items added to the Agenda: Pilot Parklet Update Presentation**
- **Approval of January's Meeting Minutes**
 - Motion to approve the minutes was moved by Councilmember Beggs and seconded by Councilmember Fagan. Motion approved unanimously.
- **CHHS Board Briefing & CHHS Funding Recommendations: Dr. Diane Zemke, CHHS Board Chair**
 - Dr. Zemke briefed the council on the CHHS board meeting. Discussion around the RFP process followed.
 - Councilmember Kinnear asked after the ECCO board's request to fund the dental clinic project. Dr. Zemke it came up in discussion, but was not considered due to the timeline requirements, and that it would be considered next year. Councilmember Waldref asked how the applicants were notified. Dr. Zemke explained that City staff sends an email to the applicants to inform them of their progress in the RFP process.
- **Pilot Parklet Update Presentation, Jose Barajas**
 - Address concerns from community and shared findings from the parklet program.
 - Councilmember Stratton noted that this program could be great for Neighborhood Events, such as the Garland Business District. Mr. Barajas shared challenges surrounding eating outside, as well as the idea of *streateries*.
 - Councilmember Kinnear asked after any parking concerns over the year and if there was signage noting the areas are public spaces.
 - Council President Stuckart asked what is prohibiting the public eat in the streateries. Mr. Barajas explained there current ordinances in the City Code that limit the permitting process. Councilmember Kinnear asked after the intent for the ordinance. Mr. McClatchey noted that there may be clarification gained from a meeting tomorrow with administration officials to streamline the process.
 - Councilmember Waldref noted that if the City is looking into the creation of standards for parklets, it may be wise examine the permitting process for both streateries and parklets.
- **Market Factors w/i LQA methodology, Councilmember Mumm**
 - Councilmember Mumm led discussion on Market Factors w/i LQA methodology.
 - Councilmember Mumm noted the data could help the planners now. Councilmember Beggs also wondered if the data be helpful now, noting how community partners and businesses would benefit from knowing what the available land is available in the City and how can it be used.

- Council President noted that there are financial concerns for anything over \$25,000 and directed the Council to the 2017 budget. Council noted that the work being done by the mapping project on housing could benefit the project this year.

Title 18 Anti-Discrimination Ordinance, Councilmember Stratton

- Councilmember Kinnear asked the definition of service animal. Mr. McClatchey noted the definition in Federal law. Councilmember Kinnear noted the work Councilmember Fagan had been doing through forums on the matter as well as the involvement of the Spokane Human Rights Commission.
- Councilmember Waldref noted the housing discrimination passages, saying the recommendations from the Mayor's Housing Quality Task Force are clearly seen in the writing of the ordinance, and has potential for a big impact in the community. Councilmember Waldref and Councilmember Stratton agreed that the right to have safe and affordable housing is essential.
- Council discussed the role of the City's Human Rights Commission to hear and investigate complaints. If it is the case that hearing complaints take place with the City's Commission, the process must work under the framework of the state processes and therefore work in concert with the Washington State Human Rights Commission. Councilmember Beggs noted that if this was to be done, more staffing would be needed for the City's Human Rights Commission.

Gender Racial Pay Equity & 21st Century Workforce Update, Human Resources Director Chris Cavanaugh

- The Gender and Racial Equity Committee is a subcommittee under the 21st Century Workforce group. Director Cavanaugh gave an update on progress.
- Councilmember Stratton asked about training for victims for all employees and how to document the processes both as a victim and supervisor. Councilmember Mumm asked if there was a way to create a "tip sheet" for employees.
- Director Cavanaugh noted that the group is working on developing policies that should be signed off by the 21st century workforce task force, and the process will be completed by April.
- Councilmember Fagan asked if the City is to make the policy most generally known as *see something say something*. Director Cavanaugh answered that both employees and supervisors have responsibilities to report claims, and that the task force is looking into a third party resource number to call should employees feel uncomfortable going to go to HR.
- Council President asked if this new process would change the way the City process currently works. HR would receive a complaint. File a report investigation. Not real until it is investigation.
- Discussion followed on what is the definition and nature of a complaint and investigation.
- Councilmember Waldref asked if a record would be kept to all parties involved, including that of the supervisor, including a framework that documents every item that comes in and action. Director Cavanaugh agreed, noting that a spreadsheet was being developed.
- Councilmember Waldref was pleased by this, noting that it will be easier for a pattern of behavior to be noticed.
- The Gender and Race Pay Equity subcommittee has a meeting tomorrow night. Formalized the objectives will be discussed.

Fire Chief Recruitment Search, Human Resources Director Chris Cavanaugh

- HR Director Chris Cavanaugh gave an update to Council on the Fire Chief recruitment search. Director Cavanaugh mentioned that the City was hopeful to find a qualified candidate that did not consider the safer grant funding a non starter for the position, noting that the candidate shouldn't be deterred by this, but it is a priority once hired.
- Councilmember Kinnear asked how wide is the search for the next chief. Director Cavanaugh answered that the search is very wide and that the City is utilizing a number of organizations nation-wide.
- Councilmember Mumm asked if the City would consider giving an overview of stations, water, community resources, medical perspectives, etc. rather than bios of mayor. This would help the candidates get a feel for the fire department's systems. Director Cavanaugh agreed.
- The position will be open for a month, using a similar process to the police chief. There will be both on and offsite interviews. Three panel interviews at the City, plus a public forum. Announcement by April 14th, so the chief can start in May.
- Council unanimously requested that the position have a Bachelor's degree requirement.

East Central Community Center Dental Clinic, Alicia Ayars & Judy Knight

- Ms. Knight and Ayars presented the feasibility study for the ECCC Dental Clinic.
- The study will inform staff on how to move forward. Currently in the design stage now, the project is considering the scope of the space itself. There is a need to look at the existing infrastructure as well as identify systems needed, such as plumbing and HVAC systems needed for the clinic.

- Ms. Ayars and Knight noted that if the City does not get funding from the legislature, the process will be on hold.
- Councilmember Beggs asked if the project would move forward with less chairs. The project requires the clinic to have 6 chairs, but Ms. Knight noted that the amount of chairs can be phased in.
- Councilmember Beggs noted that the project's finance projections were in need of more data.
- Councilmember Waldref asked if there was a reason why the project has taken so long. Ms. Ayars answered that there had been delays due to the delay of the management under the ECCO board.
- Councilmembers discussed the project further, noting that full communication is needed between ECCO, design, the Council and the Legislature, and the fact sheet needed to be updated with the most accurate figures.

Adjourn: 12:12 PM

Present: Council Members Stratton, Kinnear, Beggs, Fagan, and Council President Stuckart

Late Arrivals: Councilmembers Mumm and Waldref

Staff/Visitors: Chris Cavanaugh, Lisa Key, Tirrell Black, Diane Zemke, Mike Piccolo, Matt Folsom, Brian McClatchey, Grifynn Clay, Kaitlin Larson, Anna Everano, Kandace Watkins, Hannahlee Allers, Adam McDaniel, Skyler Oberst, Allen McDowell, Judy Knight, Jose Barajas, Jeremy Stevens, John Deroulet, Julie Shepard-Hall, Todd Milke, Arthur Whitten, Alicia Ayars, Kevin Freibott.

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 C35491

An ordinance amending Ordinance No. C-35488, passed the City Council November 28, 2016, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2017 budget Ordinance No. C-35488, as above entitled, and which passed the City Council November 28, 2016, it is necessary to make changes in the appropriations of the General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Miscellaneous Grants Fund, and the budget annexed thereto with reference to the Miscellaneous Grants Fund, the following changes be made:

| | | | |
|----------|--------------------|---|------------------|
| Revenue: | 1360 - | Miscellaneous Grants Fund | |
| | 91202-99999-33316 | Community Court Grant –Dept. of Justice | <u>\$192,589</u> |
| | 91204- 99999-36711 | MacArthur Grant – Spokane County | <u>\$ 89,537</u> |
| | 91741-99999-33116 | Anti-Gang Grant –Dept. of Justice | <u>\$289,333</u> |
| Expense: | 1360- | Miscellaneous Grants Fund | |
| | 91202 | Community Court Grant | |
| | 12500-51991 | Contra Salaries | \$ 57,993 |

| | | |
|-------------|----------------------------------|------------------|
| 12500-52991 | Contra Benefits | \$ 27,711 |
| 12500-53521 | Computer Equipment | \$ 360 |
| 12500-53527 | Phone-IPAD | \$ 300 |
| 12500-54101 | Professional Services | \$ 27,219 |
| 12500-54302 | Cell Phone | \$ 1,518 |
| 12500-54401 | Airfare | \$ 4,800 |
| 12500-54402 | Local Mileage | \$ 621 |
| 12500-54407 | Lodging | \$ 5,766 |
| 12500-54408 | Per Diem | \$ 3,240 |
| 12500-54409 | Other Travel | \$ 1,800 |
| 12500-54909 | Printing/Repro | \$ 124 |
| 94000-56409 | Computer | \$ 303 |
| 12500-59951 | Reserve for Budget Adjustment | <u>\$ 60,834</u> |
| | | <u>\$192,589</u> |
| 91204 | MacArthur Grant – Spokane County | |
| 18880-51991 | Contra Salaries | \$ 72,537 |
| 3300-51991 | Contra Salaries | <u>\$ 17,000</u> |
| | | <u>\$ 89,537</u> |
| 91741 | Anti-Gang Grant-Dept. of Justice | |
| 21250-51991 | Contra Salaries | \$ 12,255 |
| 21250-52991 | Contra Salaries | \$ 3,316 |
| 21250-53101 | Office Supply | \$ 974 |
| 21250-54201 | Contractual Services | \$263,850 |
| 21250-54401 | Airfare | \$ 3,000 |
| 21250-54407 | Lodging | \$ 3,400 |
| 21250-54408 | Per Diem | \$ 1,278 |
| 21250-54409 | Oth Travel | \$ 1,260 |
| | | <u>\$289,333</u> |

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to budget for various Grants in the Miscellaneous Grants Fund, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council April 24, 2017

Delivered to Mayor April 27, 2017

ORDINANCE NO C35492

An ordinance amending Ordinance No. C-35457, passed the City Council November 28, 2016, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2017 budget Ordinance No. C-35457, as above entitled, and which passed the City Council November 28, 2016, it is necessary to make changes in the appropriations of the Park and Recreation Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Park and Recreation Fund, and the budget annexed thereto with reference to the Park and Recreation fund, the following changes be made:

| | | | |
|-------|-------------|-----------------------------|-----------------|
| FROM: | 1400-30210 | Park & Recreation Fund | |
| | 76150-59954 | Administration | |
| | | Parks Planning-Reserve | |
| | | for Total Cost Compensation | <u>\$92,807</u> |

TO: 1400-30210 Park & Recreation Fund
 76150-00770 Administration
 Parks Planning
 Park Planning & Development
 Manager \$66,427
 (From 0 to 1 Position)

| | | |
|------------------------|---------------------------|-----------------|
| 1400-30210-76150-52110 | FICA | <u>\$ 5,082</u> |
| 1400-30210-76150-52210 | Retirement | <u>\$ 5,148</u> |
| 1400-30210-76150-52310 | Medical | <u>\$13,500</u> |
| 1400-30210-76150-52320 | Dental | <u>\$ 900</u> |
| 1400-30210-76150-52330 | Life Insurance | <u>\$ 395</u> |
| 1400-30210-76150-52340 | Disability | <u>\$ 206</u> |
| 1400-30210-76150-52400 | Industrial Insurance | <u>\$ 51</u> |
| 1400-30210-76150-51640 | Deferred Compensation | <u>\$ 1,080</u> |
| 1400-30210-76150 | 54602 Retiree's Insurance | <u>\$ 18</u> |

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need create an additional Park Planning and Development Manager, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council April 24, 2017

Delivered to Mayor April 27, 2017

Job Opportunities

We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.

PARK PLANNING AND DEVELOPMENT MANAGER SPN 077 PROMOTIONAL

DATE OPEN: Monday, May 1, 2017 DATE CLOSED: Sunday, May 7, 2017 at 11:59 p.m.

SALARY: \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$93,145.68

DESCRIPTION:

Performs responsible management and professional work in directing and administering the Planning and Development section of Parks and Recreation; works with the Parks and Recreation Division Director and the Park Board to implement the Park's mission and goals: to maintain, plan, and develop parks, open space, trails, recreation facilities, and related infrastructure throughout the City of Spokane.

DUTIES:

- Provides leadership, technical direction, and supervision involved in planning, architecture, landscape architecture, engineering, and construction activities related to Parks design, procurement and development projects.
- Manages the strategic planning and implementation of the six year capital improvement plan and annual capital outlay to achieve compliance with short and long range goals, objectives, policies, and established priorities.

- Identifies land desired by Parks. Coordinates with City Legal and Asset Management on land acquisition/surplus and development on park land.
- Supervises construction of facilities, reviews and approves architectural and engineering designs for new parks, buildings, and other facilities. Inspects work for contract compliance.
- Ensures that all park planning and development expenditures remain within budgetary allocations, following policies and procedures to properly account for all funds. Prepares budget estimates for assigned activities and supervises the keeping of necessary records and preparation of reports.
- Identifies and oversees the management of all federal, state, local and private grants related to park planning and development efforts.
- Works closely with management of other City Departments to ensure adherence to City and park policies for development activities and programs; coordinates with other departments on issues affecting the operation and development of the park system.
- Assists in the identification, analysis and development of public/private partnership opportunities.
- Meets with citizens, community groups, business groups, advisory Boards, planning boards, and other government agencies to identify needs, plan programs, and answer questions about park planning and development programs.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Promotional Requirements:

A Bachelor's degree from a four-year college or university with major coursework in Landscape Architecture, Urban Planning, Architecture, Parks and Recreation Administration/Management, Business or Public Administration, or a design related field, AND a combined three years of experience in the classification of Assistant Parks & Recreation Department Manager (SPN 066) and/or Landscape Architect (SPN 248), AND currently employed in Parks and Recreation.

Licenses and Certifications:

A valid driver's license, or otherwise demonstrated ability to get to and from multiple work locations, is required.

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

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) and performance evaluation (PAR) with scoring weight assigned as follows:

- T&E: 80%
- PAR: 20%

T&E EVALUATION DETAILS

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked **"QUESTIONS"** on the job announcement page. The T&E must be submitted online at the time of application. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing date.

- Responses to your T&E questions should be consistent with the information given in your application details. Answers 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.
- In order to receive credit for education or training, you must attach copies of your transcripts, diploma, or relevant certificates to your online application.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., 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.

- **TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

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 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 26th day of April 2017.

CRAIG HULT
Chair

GITA GEORGE-HATCHER
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

CALL FOR BIDS

BARNES ROAD – PHOEBE STREET TO STRONG ROAD **Engineering Services File No. 2013146**

This project consists of the construction of approximately 4,330 cubic yards of excavation and embankment, 3,640 cubic yards of common borrow, 7,910 cubic yards of gravel borrow, 3,640 cubic yards of common borrow, 212 linear feet of 8-inch diameter water main, 2,233 linear feet of 12-inch diameter water main, 2,220 linear feet of 12-inch storm sewer, 40 drainage structures, 7,714 square yards of cement treated base installation, 464 cubic yards of top course, 1,176 cubic yards of base course, 5,004 linear feet of curb and gutter, 2,900 square yards of sidewalk, 7,930 square yards of 2-inch thick pavement, 6,715 square yards of 3-inch thick pavement, 9,500 square yards of hydroseeding, 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., May 15, 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 FIVE (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

******Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.**

Publish: April 26, May 3 and 10, 2017

CALL FOR BIDS

107c & CSO 34-1 Control Facilities

Engineering Services File No. 2014096 & 2012088

This project consists of the construction of two CSO related tanks, including:

- 200,000 gallon combined sewer storage facility underground concrete tank with mechanical, odor control and electrical facilities;
- about $\pm 4,000$ vertical square feet of shoring/cofferdam with anticipated dewatering, and approximately 13,000 cubic yards of excavation,
- an integral 3 hip duplex submersible lift station and flow control
- 1,500,000 gallon combined sewer storage facility underground concrete tank with mechanical, odor control and electrical facilities;
- about $\pm 7,500$ vertical square feet of shoring, and approximately 60,000 cubic yards of excavation,
- an integral 10 hip duplex submersible lift station and flow control
- $\pm 1,700$ linear feet of 8" to 72" combined sanitary/storm sewer,
- $\pm 1,400$ linear feet of 6" to 12" water line, nine drainage structures,
- $\pm 1,700$ linear feet of sidewalk,
- $\pm 10,000$ square yards of 3" to 5" thick pavement,
- sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., **May 22, 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 FIVE (5) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2016 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2016 Standard Specifications prior to bidding the project.

A pre-bid conference will be held at the basement level of Spokane City Hall (W. 808 Spokane Falls Blvd. Spokane, WA 99201) in the Council Briefing Center at 1:00p.m. on Wednesday, **May 10, 2017**. Attendance is highly encouraged.

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.

******Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.**

****"It is anticipated that this project will be funded in part by the Washington State Department of Ecology. Neither the State of Washington nor any of its departments or employees are, or shall be, a party to this contract or any subcontract."*

*"The Successful bidder will be required to conform to the wage requirements prescribed by the federal Davis-Bacon and Relate Acts which requires that all laborers and mechanics employed by contractors and subcontractors performing on contracts funded in whole or in part by SRF appropriations in excess of \$2000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits, and determined by the Secretary of Labor, for corresponding classes of laborers and mechanics employed on similar projects in the area."*****

Please publish May 3, 10 and 17, 2017

CALL FOR BIDS

2017 ADA Curb Ramps 2015 Traffic Calming Phase II 5th Avenue Sidewalk

Engineering Services File Numbers 2016118, 2016163, 2016164, 2016045

This project consists of the construction of approximately 1700 square yards of sidewalk, 9 drainage structures, 596 square yards of 3-inch thick 64-28 pavement, 31 square yards of 70-28 6-inch thick pavement, sundry utility adjustments, 1500 shrubs, concrete pavers, trees, irrigation systems, bio-infiltration swale construction, signing, crosswalks 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., May 8th, 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.

Note regarding new specifications: The City of Spokane is using WSDOT's 2016 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2016 Standard Specifications prior to bidding the project.

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: April 19, 26 and May 3

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS

RECREATIONAL MANAGEMENT SYSTEM

City of Spokane Innovation and Technology Services Division

RFP #4351-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, MAY 22, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for a **RECREATIONAL MANAGEMENT SYSTEM** for the City of Spokane Innovation and Technology Services Division.

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

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, May 22, 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 evaluated.**

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

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

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

All response packages are to be clearly marked with:

"RFP #4351-17, RECREATIONAL MANAGEMENT SYSTEM, DUE 5/22/2017"

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

Publish: April 26 & May 3, 2017

6" FIRE HYDRANTS

Water Department

BID #4356-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 8, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **6" FIRE HYDRANTS** 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:

"6" FIRE HYDRANTS, BID #4356-17, DUE 5/8/17".

Thea Prince
Purchasing Department

Publish: April 26 & May 3, 2017

AIR BRAKE PARTS

Fleet Services Department

BID #4357-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 8, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **AIR BRAKE PARTS** for the City of Spokane Fleet Services Department.

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

Submittal Instructions:

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

Submit one (1) original 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: **“AIR BRAKE PARTS, BID #4357-17, DUE 5/8/17”**.

Thea Prince
Purchasing Department

Publish: April 26 & May 3, 2017
